Town of Arlington
Planning Commission Meeting

May 15, 2017
6:30 P.M.
AGENDA
Planning Commission Meeting
Monday, May 15, 2017
6:30 p.m.

I. Invocation

II. Call to Order & Establishment of a Quorum

III. Approval of the April 17, 2017 Meeting Minutes

IV. Comments from Citizens

V. Old Business
   A. Other as Properly Presented

VI. New Business
   A. Belmont PD, Phase 2&3 – North side of Forrest Street, East of Cambridge Manor PD - Construction Plans
   B. Belmont PD, Phase 2&3 – North side of Forrest Street, East of Cambridge Manor PD – Final Plat
   C. Villages at White Oak 1st Addition Phase 2 - East side of Milton Wilson Blvd, south of Kensington PD and north of White Oak Phase 1 PD – Land Disturbance Permit
   E. Other as properly presented

VII. Adjourn
TOWN OF ARLINGTON, TENNESSEE
PLANNING COMMISSION

DEVELOPMENT STAFF REPORT

Belmont PD – Phases 2 & 3
CONSTRUCTION PLANS REVIEW

DATE: May 15, 2017

STAFF: Angela Reeder, AICP, Town Planner
       Steve Hill, P.E., Town Engineer

SUBJECT: Construction Plans for Phases 2 and 3 of Belmont Planned Development

APPLICANT: Belmont, LLC; Representative: Barry Duke

DESIGN PROFESSIONAL: Consulting Engineer Services Inc; Representative Mohammed Baghaipour

SITE LOCATION: North Side of Forrest Street, West of Shelby County/Fayette County Boundary

ZONING CLASSIFICATION: RS-22 with a PD Overlay (Belmont PD)

ACREAGE: Phase 2: 14.67 acres, Phase 3: 13.84 acres

LOTS PROPOSED: Phase 2- 27 Residential lots, Phase 3- 31 Residential lots

PROPOSAL: Mr. Barry Duke is requesting Planning Commission approval of Phases 2 and 3 of the Belmont Planned Development. The plans for these phases include 58 single-family residential lots on 28.51 acres.

The proposed plan conforms to the approved Belmont Planned Development, which was approved by the Board of Mayor and Aldermen on February 2, 2015 as Resolution 2015-01.

Access: Access to the Belmont subdivision is from a single access point to Forrest Street, aligning with the entrance to Windsor Place PD. Phase 2 will gain access through two stub streets provided on the north end of Phase 1, as well as a stub street from the Cambridge subdivision to the west. Phase 3 will gain access through a continuation of the street from Phase 2 (Gallatin Lane).

Other than the three roads within the subdivision, no other road improvements are required.
Drainage / Grading: The developer’s engineer provided an overall grading/drainage plan for this development. As with other developments in this area, soil for fill to raise the site above the 100-year flood elevation will be excavated within the tract. However, one unique condition for this development is that the tract of land being developed lies partially in the Town of Arlington, and partially in Fayette County. Because of this, a portion of the earth fill will be taken from within the Town limits, and a portion will be taken from within Fayette County. The end result will be two lakes that will serve as the storm water detention basins for the development; one in the Town and one in Fayette County. However, no lots nor public infrastructure will be located outside of the Town limits. The Fayette County detention basin will be owned and maintained by the HOA.

Both Phase 2 and 3 will drain by curb inlets and underground drainage network. The existing ditch along the west boundary of Phase 2 and 3 is proposed to be improved by installing a concrete bottom for a majority of the ditch. Portions of each Phase will drain by underground pipe network to the improved ditch, while the remaining portions will drain to the detention basin located in Fayette County. All public storm drainage pipe and easements will be fully located within the Town of Arlington.

This property is located within a special flood hazard area per the current FEMA Flood Insurance Rate Map 47157C020G, dated February 6, 2013. The site will be built up in order to be above the base flood elevation.

Sanitary Sewer: A portion of the Phase 2 gravity sewer lines were installed as part of Phase 1. This gravity sewer line will be extended to serve the remaining lots of Phase 2. Phase 3 sanitary sewer will be served by a gravity system as well. This system will tie to an existing manhole located on the west property line near Manor Cove that was stubbed out as a part of the Cambridge Manor development.

Open Space: Common Open Space within these two phases of the project include a 30-foot wide tree preservation area running the length of the west boundary line, two roughly quarter acre mini-parks, and several landscaped medians, for a total of 4.2 acres. The proposed open space is consistent with the approved Master Development Plan for the development in both size and location.

Specific amenities and landscaping of these areas will be required to be presented to the Design Review Committee for review and approval.

RECOMMENDATION:
Staff recommends approval of the applicant’s request, subject to the following conditions, in addition to any other conditions levied by the Planning Commission.

STANDARD CONDITIONS:
S-1. It is found that the application as presented, with plans dated May 15, 2017, and with the conditions of approval, meets the provisions of the Town of Arlington Zoning Ordinance, Town of Arlington Subdivision Regulations, and any other applicable regulations, and the project shall be constructed in accordance with those regulations.
S-2. All construction improvements within the development shall be in compliance with the Town of Arlington Zoning Ordinance, Development Agreement, Subdivision Regulations and Technical Specifications, as directed and approved by the Town Engineer, unless otherwise noted.

S-3. Approval of these Construction Plans shall expire within one (1) year from the date of such approval unless a Final Plat based thereon is approved and/or an extension of time is requested by the applicant and approved by the Planning Commission.

S-4. This project must comply with the Tennessee Department of Environment and Conservation NPDES Regulations governing stormwater discharge during construction activity.

S-5. Prepare and submit to the State of Tennessee (with a copy to Arlington) a Notice of Intent and a Stormwater Pollution Prevention Plan for the site.

S-6. Erosion control measures as approved by the Town Engineer shall be implemented in compliance with the applicant’s filed Notice of Intent and approved Notice of Coverage.

S-7. The Design Review Committee shall review and approve all proposed improvements (i.e. common landscape areas, streetscapes, site lighting, signage, etc.) for which it is authorized to review.

S-8. A Development Agreement, including all applicable development fees, shall be approved by the Board of Mayor and Aldermen prior to construction of any infrastructure within the development, per the Arlington Subdivision Regulations.

S-9. The applicant is required to have a pre-construction meeting with Town of Arlington staff prior to commencing improvements.

S-10. Prior to acceptance of any public improvement, the applicant will be required to provide as-builts for review and approval by Town Engineer. Upon approval, a copy of the Final Subdivision Plan documents including sewer, water and drainage as-built drawings must also be provided using Tennessee State Plane Coordinate System with NAD83, NAVD88 datum in DXF or DWG format (AutoCAD 2000 or earlier).

PROJECT SPECIFIC CONDITIONS:

P-1. Revise the construction plans to address all staff comments and “red-line” notes provided by the Town Engineer prior to final approval of Construction Plans. Resubmit corrected plans along with a response letter to each phase of markups stating how each comment was addressed or reasoning and justification for not addressing the comment.

P-2. All sidewalk paths, including those across driveways, shall be ADA compliant.

P-3. All landscaping and common open space improvements shall be installed and approved by the Town of Arlington prior to recording the plat.

P-4. Decorative street sign posts, as required by BMA 2007-11 and 2008-10, are required to be installed prior to recording the plat. For every five posts required in the development, the developer shall provide one replacement post to the Town of Arlington.

P-5. Signage shall be provided by the developer at all stub streets, in accordance with the subdivision regulations, which states “Street to be extended by the authority of the Town
of Arlington.” This signage shall be installed prior to recording the plat. The sign shall be of high-intensity reflectivity, measuring 3’x2’.

P-6. The required street light fixture consistent with Town Subdivision Regulations for residential streets, is the MLGW 30’ Concrete Cobra Head Fixture. Street light design shall be designed by MLGW using this fixture, and paid for by the developer.

P-7. The stormwater drainage system design shall be revised to meet Engineering comments.

P-8. Revise plans for COS 5 (roundabout) to reflect approved Common Open Space plans and ensure pedestrian access.
# Town of Arlington

## Planning Commission

### Construction Plans Application

(Major Subdivisions Only)

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### Refer to Meeting and Submittal Dates Calendar for Application Deadlines

<table>
<thead>
<tr>
<th>Subdivision Name:</th>
<th>Belmont, P.U.D., Area I, 2, 3</th>
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<tbody>
<tr>
<td>Location:</td>
<td>North of Forest Street, West of Shelby South - Fayette City Line</td>
</tr>
<tr>
<td>Owner of Record:</td>
<td>Belmont, LLC.</td>
</tr>
<tr>
<td>Owner Address:</td>
<td>7390 Highway 64, Oakland, TN 38060</td>
</tr>
<tr>
<td>Daytime Phone:</td>
<td>(901) 301-3900</td>
</tr>
<tr>
<td>E-mail Address:</td>
<td><a href="mailto:barry@crewsidenewhomes.com">barry@crewsidenewhomes.com</a></td>
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<tr>
<th>Developer Contact:</th>
<th>Barry Duke</th>
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<tr>
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<tr>
<th>Engineer/Designer Contact:</th>
<th>Mohammadi Baghaiepour</th>
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<tr>
<td>Company Name:</td>
<td>C.E.S. INC.</td>
</tr>
<tr>
<td>Mailing Address:</td>
<td>8600 Willow Tree Circle #1, Cordova, TN 38018</td>
</tr>
<tr>
<td>Daytime Phone:</td>
<td>941-494-7232</td>
</tr>
<tr>
<td>E-mail Address:</td>
<td><a href="mailto:mbaghaiepour@yahoo.com">mbaghaiepour@yahoo.com</a></td>
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### Instructions for Submitting an Application:

- Fee Schedule: $300.00, plus $45.00 per lot ($2,910.00)
  - Make checks payable to the Town of Arlington

- Check all items on the following checklist. All items must be addressed or the application may be deemed incomplete and returned to the applicant.

- If in the process of completing the construction plans it becomes necessary to redesign the subdivision, review the procedure in Article 2, Section C.6.

- Refer to the Town of Arlington Subdivision Regulations, available at www.town.ofarlington.org, for all subdivision requirements.

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Office Use Only

- Date Received: 11/14/13
- Amount: $2,910.00
- Fee Receipt #: 079362

5854 Airline Road • P.O. Box 507 • Arlington, TN 38002-0507
Telephone (901) 867-3449 • Fax (901) 867-2638

Revised 11/8/13
Planning Commission
Construction Plans Application

It is understood that:

1. The applicant and owner bear the responsibility to submit a complete application package by the submittal deadline.

2. A completed application form and stated documents are required. The Planning Department will review each item to ensure it is complete. The application will not be considered filed with the Department until all items are complete and will not be placed on the Commission/Committee agenda.

3. In cases where the applicant is not the property owner, it is also hereby acknowledged by the property owner that he or she is in full agreement with the content of this application.

4. By signing this document, the applicant and owner accept the above conditions.

*Copy and use additional pages if necessary*

<table>
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<th>APPLICANT:</th>
<th>OWNER:</th>
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<td>Name of Entity: <strong>Belmont</strong> Ltd.</td>
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<td>By (Signature):</td>
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<tr>
<td>Print Name: <strong>Barry Duke</strong></td>
<td>Print Name: <strong>Barry Duke</strong></td>
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Disclosure Of Ownership Interests

In order to assist staff and appointed and elected officials of the Town of Arlington in complying with Ordinances of the Town relating to conflicts of interest, the following information is required to be furnished:

1. For Profit Entities: If the applicant submitting this Application ("Applicant") is a for-profit, e.g., general partnership, limited partnership, corporation, limited liability company, R.E.L.T., trust, or any other form of for-profit business entity, the authorized representative of the Applicant must list below the respective names and business or home addresses of all persons or entities which own 10% or more of the ownership interests in the Applicant. (If another business entity owns 10% or more of the ownership interests in the Applicant, all persons owning a 10% or more interest in such last mentioned entity must be identified by name and business or home address.) (If a trust owns a 10% or more interest in the Applicant, all beneficiaries of 10% or more of the trust assets must be identified by name and business or home address.) The amount of ownership interest does not have to be disclosed.

Applicant: Be

Persons or Entities Owning 10% or More of the Ownership Interests of the Applicant:

<table>
<thead>
<tr>
<th>Name</th>
<th>Business or Home Address</th>
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<tbody>
<tr>
<td>Barry Duke</td>
<td>7390 Highway 64, Oakland, TN 38000</td>
</tr>
<tr>
<td>David Goodwin</td>
<td>214 Ridgefield Road, Memphis, TN 38111</td>
</tr>
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2. For Profit Entities: If the owner and any lessee of the land which is the subject of this Application ("Owner and Lessee") is a for-profit entity, i.e., general partnership, limited partnership, corporation, limited liability company, R.E.L.T., a trust, or any other form of for-profit business entity, the authorized representative of the Owner and Lessee must list below the respective names and business or home addresses of all persons or entities which own 10% or more of the ownership interests in the Owner and Lessee. (If another business entity owns 10% or more of the ownership interests in the Owners and Lessee, all persons owning a 10% or more interest in such last mentioned entity must be identified by name and business or home address.) (If a trust owns a 10% or more interest in the Owner and Lessee, all beneficiaries of 10% or more of the trust assets must be identified by name and business or home address.) The amount of ownership interest does not have to be disclosed.

Owner and Lessee:

Persons or Entities Owning 10% or More of the Ownership Interests of the Owner and Lessee:

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DATE: May 15, 2017

STAFF: Angela Reeder, AICP, Town Planner
       Steve Hill, P.E., Town Engineer

SUBJECT: Final Plat for Phases 2 and 3 of the Belmont Planned Development

APPLICANT: Belmont, LLC; Representative: Barry Duke

DESIGN PROFESSIONAL: Consulting Engineer Services Inc; Representative Mohammed Baghaipour

SITE LOCATION: North Side of Forrest Street, West of Shelby County/Fayette County Boundary

ZONING CLASSIFICATION: RS-22 with a PD Overlay (Belmont PD)

ACREAGE: Phase 2: 14.67 acres, Phase 3: 13.84 acres

LOTS PROPOSED: Phase 2: 27 Residential lots, Phase 3: 31 Residential lots

PROPOSAL: Mr. Barry Duke is requesting Planning Commission approval of a Final Plat for Phases 2 and 3 of the Belmont PD. The Phase 2 portion of the project is 14.67 acres in size, and is located on the north side of Forrest Street, north of Phase 1. The Phase 3 portion is 13.84 acres in size and sits to the north of Phase 2.

In summary, these two phases of the subdivision will create 58 single-family residential lots and 4 common open space (COS) lots for the development. Residential lots in Phase 2 range in size from 15,000 (the minimum allowed in this phase) to 23,421 square feet. Residential lots in Phase 3 range in size from 12,060 (just over minimum of 12,000 for phase) to 26,304 square feet.

ANALYSIS: The proposed lot layout and phasing is consistent with the approved PD (partial exhibit is attached). The lots meet minimum lot size, dimension, and access requirements as set forth in the original PD. Any remaining minor corrections will be addressed to the Engineer’s satisfaction prior to recording.
NEXT STEPS: If approved, the applicant is required to finalize plans that address all engineering comments, receive a Development Agreement from the BMA, and have a pre-construction meeting with staff prior to beginning any work.

RECOMMENDATION:
Staff recommends approval of the applicant's request, subject to the following conditions, in addition to any other conditions levied by the Planning Commission.

STANDARD CONDITIONS:
S-1. It is found that the application as presented, dated May 9, 2017, and with the conditions of approval meets the provisions of the Town of Arlington Subdivision Regulations, the Town of Arlington Zoning Ordinance and any other applicable regulations, and the project shall be constructed in accordance with those regulations.

S-2. Final Plat approval is effective for two (2) years from the date of approval by the Planning Commission. The applicant may request two (2) one-year extensions from the Planning Commission, per the Subdivision Regulations, if needed to record the Plat.

S-3. A completed Development Agreement shall be prepared and executed prior to construction of any infrastructure within the development.

S-4. Prior to recording the final plat, the developer shall furnish the Town of Arlington approved security, per the Subdivision Regulations, in order to ensure the work will be completed in accordance with approved drawings and applicable specifications.

S-5. The developer shall provide the Town with a copy of the Final Plat using state plane coordinate system with NAD – 27 or NAD – 83 datum on disk or CD in a generally accepted format at the time the Final Plat is presented for recording.

S-6. The applicant’s design professional shall address all Final Plat mark-ups prior to recording the Final Plat.

PROJECT SPECIFIC CONDITIONS:
P-1. Approval of the Final Plat will be contingent upon approval of the Construction Plans.

P-2. All lots in Phases 2 and 3 must be incorporated into the HOA for the Belmont PD, to ensure shared access and maintenance of HOA amenities. Proof that the community HOA is in good standing with the State and documentation on how these Phases will be incorporated shall be provided to Town Staff for review and approval, and subsequently recorded, where necessary, prior to recordation of the Final Plat.

P-3. All common open space in Phases 2 and 3 must be deeded to the HOA at the time of recording of the Final Plat.

P-4. The detention basin located in Fayette County shall be recorded with Fayette County Register's office dedicating this portion of property as being reserved for detention.

P-5. The detention basin located in Fayette County shall be dedicated to the HOA as owner and responsible party for maintenance and insuring the detention basin functions as intended and approved at the time of recording of the Final Plat.
# Town of Arlington

## Planning Commission

**Final Plat Application**

*(Major and Minor Subdivisions)*

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**Refer to Meeting and Submittal Dates Calendar for Application Deadlines**

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<td>(901) 361-3906</td>
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<tr>
<td>E-mail Address:</td>
<td>barry@creckside新homes.com</td>
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<tr>
<th>Engineer/Designer Contact:</th>
<th>Mohammad Baghaipour</th>
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<tbody>
<tr>
<td>Company Name:</td>
<td>Crekside, Inc.</td>
</tr>
<tr>
<td>Mailing Address:</td>
<td>567 Willow Tree Circle #1, Eureka, TN 38060</td>
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<td>Daytime Phone:</td>
<td>(901) 494-7232</td>
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<tr>
<td>E-mail Address:</td>
<td><a href="mailto:mbaghaipour@crekside.com">mbaghaipour@crekside.com</a></td>
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- **Fee Schedule:** $300.00
  
  *Make checks payable to the Town of Arlington*

- Check all items on the following checklist. All items must be addressed or the application may be deemed incomplete and returned to the applicant.

- If it becomes necessary to make changes to the subdivision, review the procedure in Article 2, Section E.5.

- Refer to the Town of Arlington Subdivision Regulations, available at www.town.ofarlington.org, for all subdivision requirements.

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**Office Use Only**

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<td>Fee Receipt #:</td>
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5854 Airline Road • P.O. Box 507 • Arlington, TN 38002-0507
Telephone (901) 867-3449 • Fax (901) 867-2638

Revised 1/8/2015
Planning Commission
Final Plat Application

It is understood that:

1. The applicant and owner bear the responsibility to submit a complete application package by the submittal deadline.

2. A completed application form and stated documents are required. The Planning Department will review each item to ensure it is complete. The application will not be considered filed with the Department until all items are complete and will not be placed on the Commission/Committee agenda.

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*Owner information is required

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<td>(if different from applicant - if same, note “same”)</td>
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<tr>
<td>By (Signature): [Signature]</td>
<td>By (Signature): [Signature]</td>
</tr>
<tr>
<td>Print Name: Barry Duke</td>
<td>Print Name: Barry Duke</td>
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<td>Title:</td>
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   Applicant: Belmont, LLC.

   Persons or Entities Owning 10% or More of the Ownership Interests of the Applicant:

   Name                                Business or Home Address
   Barry Duke                          7390 Highway 64, Oakland, TN 38060
   David Goodwin                       214 Ridgefield Rd, Munjul, TN 38111

2. For Profit Entities: If the owner and any lessee of the land which is the subject of this Application ("Owner and Lessee") is a for-profit entity, i.e., general partnership, limited partnership, corporation, limited liability company, R.E.L.T., a trust, or any other form of for-profit business entity, the authorized representative of the Owner and Lessee must list below the respective names and business or home addresses of all persons or entities which own 10% or more of the ownership interests in the Owner and Lessee. (If another business entity owns 10% or more of the ownership interests in the Owners and Lessee, all persons owning a 10% or more interest in such last mentioned entity must be identified by name and business or home address.) (If a trust owns a 10% or more interest in the Owner and Lessee, all beneficiaries of 10% or more of the trust assets must be identified by name and business or home address.) The amount of ownership interest does not have to be disclosed.

   Owner and Lessee: ____________________________

   Persons or Entities Owning 10% or More of the Ownership Interests of the Owner and Lessee:

   Name                                Business or Home Address

   ____________________________  ____________________________
DATE: May 15, 2017

STAFF: Angela Reeder, AICP, Town Planner
       Steve Hill, P.E., Town Engineer

SUBJECT: Land Disturbance application for the Villages at White Oak 1st Addition
         Planned Development – Phase 2

APPLICANT: Arlington Investors Group, LLC; Representative: Keith Grant

DESIGN PROFESSIONAL: McGuire Engineering; Representative: Mark McGuire

SITE LOCATION: East Side of Milton Wilson Boulevard, just south of Kensington PD

ZONING CLASSIFICATION: RS-18 with a PD Overlay (Villages at White Oak 1st Addition PD)

ACREAGE: Approximately 14 acres

PROPOSAL: The applicant is requesting a land disturbance permit for earthmoving operations
to fill and grade what is anticipated to be the next phase for the White Oak 1st Addition
development. The applicant states their goal is to take advantage of drier summer months to grade
this future phase, in advance of filing construction plans in the upcoming months.

The land disturbance permit will include moving approximately 68,000 cubic yards of dirt. Once
moved, the area will be stabilized with a combination of seed and mulch, hydroseed, and sod.

The area proposed to be graded will drain to the detention/sediment basin that is being constructed
as part of White Oak 1st Addition Phase 1A. It is the developer’s intent to utilize this sediment
basin during earthwork operations associated with this land disturbance permit request.

Most recently, construction plans for Phases 1A and 1B of this development were approved last
September by the Planning Commission. That work is currently ongoing.

RECOMMENDATION:
Staff recommends approval of the Land Disturbance permit, subject to the following conditions,
in addition to any other conditions imposed by the Planning Commission.
STANDARD CONDITIONS:
S-1. All construction and improvements within the site shall be in compliance with the Town of Arlington Subdivision Regulations and Technical Specifications, and as directed and approved by the Town Engineer.

S-2. This project must comply with the Tennessee Department of Environment and Conservation NPDES Regulations governing stormwater discharge during construction activity.

S-3. Erosion control measures as approved by the Town Engineer shall be implemented in compliance with the applicant’s Notice of Intent and approved Notice of Coverage prior to any permitted earth disturbance activity.

S-4. A Letter of Credit shall be provided to the Town of Arlington in an amount to be determined by the Town Engineer to insure the completion of the work.

PROJECT SPECIFIC CONDITIONS:
P-1. Provide a cost estimate for the proposed work to be done under the Land Disturbance Permit so that a bond amount can be determined.

P-2. Revise the land disturbance plans to address comments as noted on the marked-up review set of plans provided by the Town Engineer. Resubmit corrected plans for review and approval prior to the commencement of work.

P-3. With the intent of utilizing the sediment basin design by another engineering firm, the applicant’s design professional shall review, accept, and adopt the SWPPP and sediment pond that was previously designed prior to Town’s approval of the construction plans.

P-4. A preconstruction conference with Town Staff shall be held prior to commencement of work.
Town of Arlington
Planning Commission
Land Disturbance Permit Application

Refer to Meeting and Submittal Dates Calendar for Application Deadlines

Name of Subdivision/Site Plan: The Villages at White Oak 1st Add PD Land Disturbance
Zoned: RS-18 PD Overlay

Location: East side of Milton Wilson Blvd.: a portion of Areas 4, 7, 8, &13

Owner of Record: Arlington Investment Group, LLC
Owner Address: 177 Crescent Drive, Collierville, TN 38017
Daytime Phone: 901-854-0525 Fax Number: 901-854-0526
E-mail Address: reaves@grantnewhomes.com

Engineer/Designer Contact: Mark McGuire, P.E.
Company Name: McGuire Engineering
Mailing Address: 289 Miss Camryn Lane, Collierville, TN 38017
Daytime Phone: 901-854-3420 Fax Number: 901-861-3415
E-mail Address: mark@mcguirecompanies.biz

Instructions for Submitting an Application:

☐ Fee Schedule: $500.00 + $20.00 per acre
   *Make checks payable to the Town of Arlington*

☐ Attached is a Site Plan Checklist of required items. All items must be addressed or the application may be deemed incomplete and returned to the applicant.

☐ A preliminary meeting with Staff for review prior to submittal deadline date is suggested. Staff meets the first and third Monday of each month. Please call the Planning Department to schedule.

5854 Airline Road • P.O. Box 507 • Arlington, TN 38002-0507
Telephone (901) 867-3449 • Fax (901) 867-2638

Revised: 1/8/2015
Planning Commission
Land Disturbance Permit Application

It is understood that:

1. The applicant and owner bear the responsibility to submit a complete application package by the submittal deadline.

2. If all required materials/documents are not submitted to and received by the Planning Department by the deadline, the application will NOT be accepted or posted on the Planning Commission Agenda.

3. In cases where the applicant is not the property owner, it is also hereby acknowledged by the property owner that he or she is in full agreement with the content of this application.

4. By signing this document, the applicant and owner accept the above conditions.

*Owner information is required

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<td>If an Entity:</td>
<td>(if different from applicant - if same, note “same”)</td>
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<tr>
<td>Name of Entity: Arlington Investment Group, LLC</td>
<td>Name of Entity: Canale Properties, LLC</td>
</tr>
<tr>
<td>By (Signature): [Signature]</td>
<td>By (Signature): [Signature]</td>
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<tr>
<td>Print Name: Keith Grant</td>
<td>Print Name: Chris W. Canale, Jr.</td>
</tr>
<tr>
<td>Title: President</td>
<td>Title: Assistant Manager</td>
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| Signature: | Signature: |
Disclosure Of Ownership Interests

In order to assist staff and appointed and elected officials of the Town of Arlington in complying with Ordinances of the Town relating to conflicts of interest, the following information is required to be furnished:

1. For Profit Entities: If the applicant submitting this Application ("Applicant") is a for-profit, e.g., general partnership, limited partnership, corporation, limited liability company, R.E.L.T., trust, or any other form of for-profit business entity, the authorized representative of the Applicant must list below the respective names and business or home addresses of all persons or entities which own 10% or more of the ownership interests in the Applicant. (If another business entity owns 10% or more of the ownership interests in the Applicant, all persons owning a 10% or more interest in such last mentioned entity must be identified by name and business or home address.) (If a trust owns a 10% or more interest in the Applicant, all beneficiaries of 10% or more of the trust assets must be identified by name and business or home address.) The amount of ownership interest does not have to be disclosed.

Applicant:  Arlington Investment Group, LLC

Persons or Entities Owning 10% or More of the Ownership Interests of the Applicant:

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<tr>
<th>Name</th>
<th>Business or Home Address</th>
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<tr>
<td>Wilsons Crossing Partners, LLC</td>
<td>177 Crescent Drive, Collierville, TN 38017</td>
</tr>
<tr>
<td>Canale Properties, LLC</td>
<td>79 South Second Street, Memphis, TN 38103</td>
</tr>
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2. For Profit Entities: If the owner and any lessee of the land which is the subject of this Application ("Owner and Lessee") is a for-profit entity, i.e., general partnership, limited partnership, corporation, limited liability company, R.E.L.T., a trust, or any other form of for-profit business entity, the authorized representative of the Owner and Lessee must list below the respective names and business or home addresses of all persons or entities which own 10% or more of the ownership interests in the Owner and Lessee. (If another business entity owns 10% or more of the ownership interests in the Owners and Lessee, all persons owning a 10% or more interest in such last mentioned entity must be identified by name and business or home address.) (If a trust owns a 10% or more interest in the Owner and Lessee, all beneficiaries of 10% or more of the trust assets must be identified by name and business or home address.) The amount of ownership interest does not have to be disclosed.

Owner and Lessee:  Canale Properties, LLC

Persons or Entities Owning 10% or More of the Ownership Interests of the Owner and Lessee:

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<tr>
<td>D. Canale &amp; Co.</td>
<td>79 South Second Street, Memphis, Tn 38103</td>
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TOWN OF ARLINGTON, TENNESSEE
PLANNING COMMISSION

DEVELOPMENT STAFF REPORT

RedMed and Champion Ortho
SITE PLAN APPLICATION REVIEW

DATE:        May 15, 2017

STAFF:       Angela Reeder, AICP, Town Planner
              Steve Hill, P.E., Town Engineer

SUBJECT:     Site Plan Review

APPLICANT:   Carlson Consulting Engineers.; Representative: Keith Moore

DESIGN PROF./
CONSULTANT:  JWSA Associated Architects, LLC.; Representative: J. Wise Smith

SITE LOCATION: West side of Airline Road, north of Milton Wilson Boulevard in the
               Arlington Place Subdivision

SITE ACREAGE:  2.56 Acres

ZONING:       SC: Shopping Center district

ANALYSIS: The applicant is requesting Planning Commission approval of a site plan for two
new medical buildings on the west side of Airline Road, located just north of the O’Reilly Auto
Parts that was recently approved. The lot is part of Arlington Place Subdivision and sits on the
northwest corner of Airline and the subdivision’s primary driveway. The site is currently
undeveloped and is within the SC: Shopping Center zoning district.

Proposal: The applicant proposes to construct two single-story medical facilities: one 4,652 square
foot RedMed Urgent care clinic and one 5,661 square foot Champion Orthopedics office. The Site
Plan shows the two buildings facing east toward Airline Road, with RedMed on the south and
Champion on the north side of the lot.

The applicant intends to potentially divide this lot into two in the future, to allow for separate
ownership by the two businesses. As such, plans were provided to indicate how the site, setbacks,
parking, open space, etc. would be able to meet requirements were it two lots. However, at this
time, it is being reviewed and considered as one lot with two primary buildings, which is permitted
by Town Code.
Access and Loading: Access to the site will be through two shared driveways for the Arlington Place Subdivision: a 63’ ingress/egress driveway on the south, and a 24’ ingress/egress driveway on the north. No direct access from Airline Road is proposed. The project site will be accessed by two driveways along each of the shared driveways, one in front and one behind the buildings. Construction of the 24’ ingress/egress driveway will also require the construction of a right-in/right-out island by the developer of this lot.

For pedestrian access, walkways are proposed from the Airline Road sidewalk to the buildings along each shared access drive.

Road Improvements: Roadway improvements along Airline Road and the subdivision’s primary shared driveway will include curb, gutter and sidewalk and will be required to be installed by the developer of the Arlington Place subdivision. As such, no road improvements are anticipated with this Site Plan submittal.

Parking: The site plan provides a total of 55 parking spaces, including 6 handicap stalls at the main entrances of each office. This is within Zoning Ordinance requirements, which call for a minimum of 51 spaces (1:200sf) and a maximum of 82 spaces (1:125sf) for health service uses. The parking is provided in one aisle on the east side of the lot fronting Airline Road, as well as along a shared central drive aisle between the buildings.

Drainage / Grading: The site consists of overland flow to the proposed detention basin. The site’s storm water detention area is along the east side of the site and is adequately sized to meet the Town’s detention requirements.

Landscaping and Tree Ordinance: The site is currently undeveloped with no existing trees, but will be required to meet the Code required 30.8 tree density units. Landscaping is proposed around the perimeter of the site, with the majority along the Airline Road frontage. This area will have to match the Airline Road streetscape requirements, and the Design Review Committee will review the final landscaping plans.

Open space of 33.9% is provided on the lot, which exceeds the Town’s 30% requirement.

Phasing: Lastly, the applicant has stated that as the site will have two end users, they may request phasing the project to ensure one user’s timeline does not hold up the other. As the site has been reviewed and approved as one contiguous project, if phasing of site improvements other than the building itself is proposed, a condition of approval requires a resubmittal of the construction plans to illustrate proposed improvements with each phase. Each phase would be reviewed and treated as a standalone project.

Next Steps: If approved, the applicant will next be required to receive approval for site improvements from the Design Review Commission, complete all conditions of approval and have a Pre-Construction meeting with staff prior to beginning work.
RECOMMENDATION:
Staff recommends approval of the applicant’s Site Plan for two buildings on an outlot in the Arlington Place Subdivision, subject to the following conditions, in addition to any other conditions levied by the Planning Commission.

STANDARD CONDITIONS:
S-1. It is found that the application as presented, with plans dated April 6, 2017, and with the conditions of approval meets the provisions of the Town of Arlington Zoning Ordinance and any other applicable regulations, and the project shall be constructed in accordance with those regulations.

S-2. All construction improvements within the development shall be in compliance with the Town of Arlington Zoning Ordinance, Subdivision Regulations and Technical Specifications, as directed and approved by the Town Engineer, unless otherwise noted on the Site Plan.

S-3. This project must comply with the Tennessee Department of Environment and Conservation NPDES Regulations governing stormwater discharge during construction activity.

S-4. Prepare and submit to the State of Tennessee (with a copy to Arlington) a notice of intent and a Stormwater Pollution Prevention Plan for the site.

S-5. Erosion control measures as approved by the Town Engineer shall be implemented in compliance with the applicant’s filed Notice of Intent, and approved Notice of Coverage prior to any earth disturbance activity.

S-6. All signage design and location is subject to the review and approval of the Design Review Committee.

S-7. The applicant is required to have a pre-construction meeting with Town of Arlington staff prior to commencing improvements.

PROJECT SPECIFIC CONDITIONS:

P-1. All sidewalk paths, including those across driveways, shall be ADA compliant.

P-2. Revise the Construction Plans to address comments as noted on the marked-up plan sheets provided by the Town Engineer and provide for Town review and approval.

P-3. Landscaping, lighting, building elevations and signage shall be reviewed and approved by the Design Review Committee in accordance with the Town of Arlington Design Guidelines Manual.

P-4. The project shall meet the Town adopted 2012 International Fire Code, including all referenced appendices. If a building exceeds 5,000 square feet in size it and requires sprinklers, and a revised utility plan identifying all required connections must be approved by Town staff prior to the issuance of any building permit for that building.
P-5. If construction of site improvements is to be phased, construction plans for the site shall be revised and resubmitted for approval prior to commencing improvements. In that instance, the following conditions shall be in effect:
   
a. Each phase shall be reviewed as a standalone project.
   
b. Fire Department approval will be required regarding site access.
   
c. Phase 1 would be required to resubmit plans for review and approval showing proposed improvements associated with said phase.

P-6. A right-in/right-out island shall be installed for the 24’ ingress/egress shared access driveway as part of this site plan.

P-7. All improvements associated with the Arlington Place Subdivision Phase 2 construction plans shall be installed and fully completed prior to RedMed/Champion Orthopedics being allowed to open for business. Improvements associated with Arlington Place Subdivision Phase 2 shall include, but not be limited to, the widening of Airline Road with associated drainage improvements, and the Arlington Place Subdivision drive that is proposed for the 63’ ingress/egress easement.

P-8. The Final Plat for Arlington Place Subdivision Phase 2 must be recorded before a building permit can be issued for this project. This will require either (a) completion and acceptance by the Town of all public improvements associated with the subdivision, or (b) posting of a full bond for the subdivision.
Town of Arlington

Planning Commission
Site Plan Application

Refer to Meeting and Submittal Dates Calendar for Application Deadlines

**Development Name:** RedMed/Champion Orthopaedics  
**Zoned:** S-C

**Location:** Airline Rd approximately 950 ft north of Milton Wilson Blvd

**Owner of Record:** Trust of Richard H. Leike, a Living Trust

**Owner Address:** 6525 Qual Hollow Rd, Memphis, TN 38120

**Daytime Phone:** (901) 756-8900  
**Fax Number:**

**E-mail Address:** dickleike@crye-leike.com

**Developer Contact:** Hunter Smith

**Company Name:** Marketplace Development

**Mailing Address:** 700 Colonial Rd, Suite 101, Memphis, TN 38117

**Daytime Phone:** (901) 210-2922  
**Fax Number:**

**E-mail Address:** hunter@marketplacedevelopment.biz

**Engineer/Designer Contact:** Keith Moore, PE

**Company Name:** Carlson Consulting Engineers, Inc.

**Mailing Address:** 7068 Ledgestone Commons, Bartlett, TN 38133

**Daytime Phone:** (901) 384-0404  
**Fax Number:** (901) 384-0710

**E-mail Address:** keithmoore@carlsonconsulting.net

Instructions for Submitting an Application:

☑ **Fee Schedule:**  
  - Less than 5 acres – $800.00  
  - Over 5 acres – $1,000.00

*Make checks payable to the Town of Arlington*

☑ Attached is a Site Plan Checklist of required items. *All items must be addressed or the application may be deemed incomplete and returned to the applicant.*

☑ A preliminary meeting with Staff for review prior to submittal deadline date is suggested. Staff meets the first and third Monday of each month. Call the Planning Department to schedule.

☑ When the Planning Commission approves a site plan, it shall lapse unless a building permit, based thereon, is issued within one (1) year from the date of such approval unless an extension of time is applied for and granted by the appropriate approving body.

OFFICE USE ONLY

Date Received: 3/6/17  
Amount: $800.00  
Fee Receipt #: 053064

5854 Airline Road • P.O. Box 507 • Arlington, TN 38002-0507  
Telephone (901) 867-3449 • Fax (901) 867-2638
Planning Commission
Site Plan Application

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4. By signing this document, the applicant and owner accept the above conditions.

*Copy and use additional pages if necessary*

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<tr>
<td>Name of Entity:</td>
<td><strong>Marketplace Development</strong></td>
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<td>By (Signature):</td>
<td><strong>[Signature]</strong></td>
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<tr>
<td>Print Name:</td>
<td><strong>Wise Smith</strong></td>
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<tr>
<td>Title:</td>
<td><strong>Managing Member</strong></td>
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| If an Entity:    |                                         |
| Name of Entity:  | **Trust of Richard H. Leike, a Living Trust** |
| By (Signature):  | **[Signature]**                         |
| Print Name:      | **Richard H. Leike**                    |
| Title:           | **Trustee**                             |
| If an Individual(s): |                                    |
| Print Name:      |                                         |
| Signature:       |                                         |
| Print Name:      |                                         |
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5
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Applicant:

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