Town of Arlington
Planning Commission Meeting

September 17, 2018
6:30 P.M.
Planning Commission Meeting  
Monday, September 17, 2018  
6:30 p.m.

I. Invocation

II. Call to Order & Establishment of a Quorum

III. Approval of the August 20, 2018 Meeting Minutes

IV. Comments from Citizens

V. Old Business

A. Other as Properly Presented

VI. New Business

A. Rich Products Holding Tanks Expansion – Site Plan – 5885 Jetway Dr.


C. Discussion – Myer’s Park Planned Development.

D. Discussion – B-2 and Self-Storage facilities

E. Other as Properly Presented

VII. Adjourn
DATE: September 17, 2018
STAFF: Angela Reeder, AICP, Town Planner
       Steve Hill, P.E., Town Engineer
SUBJECT: Site Plan Review
APPLICANT: Rich Products; Representative: Calvin Fryman
DESIGN PROF./CONSULTANT: Renaissance Group; Representative: Wesley Wooldridge
SITE LOCATION: 5885 Jetway Drive
SITE ACREAGE: 23 acres (30,000 sf construction area)
ZONING: M-1: Light Industrial

PROPOSAL: The applicant is requesting Planning Commission approval of a site plan the addition of two 125,000 gallon holding tanks to their property at 5885 Jetway Drive. The existing business is permitted in the site’s Light Industrial zoning district, as is the expansion.

Rich Products is a large manufacturer and supplier of non-dairy toppings. Their 23-acre site is improved with their manufacturing plant along the western side of the site, with parking between the building and Jetway.

The addition of two tanks are for byproducts created during the manufacturing process. The tanks will sit at the northern end of the site, roughly 61 feet from their north property line and 407 feet back from Jetway. The will be located in an area that’s currently lawn, alongside an asphalt drive that accesses the back of the building.

The tanks are 24-ft tall, with a 30-ft diameter. A similar tank is located to the south, behind the building. As these will not be screened by the building, staff recommends several trees be planted alongside the tanks, to soften their appearance from the road.

Access, Parking and Loading: The applicant proposes no changes to existing site access. The tanks will be located on a concrete pad along an existing drive.
No additional building area is being proposed to trigger additional parking. In addition, no spaces will be removed to allow for the tanks.

Road Improvements: No public road improvements are required along Jetway Drive.

Drainage / Grading: The proposed development will consist of overland sheet flow. Given the minimal increase in stormwater runoff and remaining pervious area downstream of the improvements, a detention basin is not required.

No drainage improvements are proposed at this time. Detention requirements shall be evaluated with any future site work.

Sanitary Sewer: No sewer extensions or modifications are required as a result of this project.

Containment: As the proposed holding tanks will be used to store a byproduct of the manufacturing process by Rich Foods, staff recommended secondary containment be constructed to help prevent accidental spills from reaching drainage ways. The applicant revised their initial plans and the tanks will now sit in a roughly 4-foot deep containment basin, instead of on a flat concrete pad.

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 September 10, 2018, 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, if required.

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

PROJECT SPECIFIC CONDITIONS:
P-1. 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-2. Plans shall include a minimum of five 2.5” caliper trees along the east side of the tanks, consistent with Town planting guidelines, for screening purposes.
Location Map
Rich Products
5885 Jetway Dr.
Refer to Meeting and Submittal Dates Calendar for Application Deadlines

Development Name: Rich Products Holding Tanks
Zoned: M-1

Location: 5885 Jetway Dr, Arlington, TN 38002
Owner of Record: Rich Products Corporation
Owner Address: 1150 Niagra St, Buffalo, NY 14213-1714
Daytime Phone: (716) 878-8000 Fax Number: 
E-mail Address:

Developer Contact: Calvin Fryman
Company Name: Rich Products Corporation
Mailing Address: 5885 Jetway Dr, Arlington, TN 38002
Daytime Phone: (901) 867-2903 Fax Number: 
E-mail Address:

Engineer/Designer Contact: Wesley Wooldridge
Company Name: Renaissance Group
Mailing Address: 9700 Village Circle, Lakeland, TN 38002
Daytime Phone: (901) 332-5533 Fax Number: (901) 332-5534
E-mail Address: wwwooldridge@rgroup.biz

Instructions for Submitting an Application:

*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.
Planning Commission
Site Plan 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

<table>
<thead>
<tr>
<th>APPLICANT:</th>
<th>OWNER:</th>
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</thead>
<tbody>
<tr>
<td>If an Entity:</td>
<td>(if different from applicant - if same, note “same”)</td>
</tr>
<tr>
<td>Name of Entity: Rich Products Corporation</td>
<td>Name of Entity:</td>
</tr>
<tr>
<td>By (Signature): [Signature]</td>
<td>By (Signature):</td>
</tr>
<tr>
<td>Print Name: Calvin Fryman</td>
<td>Print Name:</td>
</tr>
<tr>
<td>Title: Maintenance Manager</td>
<td>Title:</td>
</tr>
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| If an Individual(s): | If an Individual(s): |
| Print Name: | Print Name: |
| Signature: | Signature: |
| Print Name: | Print Name: |
| Signature: | Signature: |
| Print Name: | Print Name: |
| 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: Rich Products Corporation

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>
</tr>
</thead>
<tbody>
<tr>
<td>Bob Anch Jr</td>
<td>1150 Niagara St, Buffalo, NY 14213</td>
</tr>
</tbody>
</table>

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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<tr>
<th>Name</th>
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</thead>
</table>
Regions Bank
SITE PLAN APPLICATION REVIEW

DATE: September 17, 2018

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

SUBJECT: Site Plan Review

APPLICANT: Regions Bank; Representative: John Earley

DESIGN PROF./CONSULTANT: The Roberts Group, PSC; Representative: Vaughn Hill, P.E.

SITE LOCATION: 4900 Milton Wilson Blvd; Lot 4 of the Airline Road PD at the southeast corner of Airline Road and Milton Wilson

SITE ACREAGE: 0.874 Acres

ZONING: SC (Shopping Center) – with Airline Road PD overlay

ANALYSIS: The applicant is requesting Planning Commission approval of a site plan for a new bank building on the southeast corner of Airline Road and Milton Wilson, on the future Kroger development property. The out-lot is just under 1 acre in size and is within the SC zoning district and subject to the Airline Road PD overlay. The area proposed for the new building was graded and seeded during development of the Airline Road PD property, in preparation for a tenant.

Proposal: The applicant proposes to construct a 2,257 square foot building for a new Regions Bank location. The building will front Milton Wilson with parking on the north and west side, and will gain access off the shared drive from the existing curb cut on Milton Wilson (currently blocked with a guard rail). A
driveway will extend around the entire perimeter of the building and provide access to parking and bank teller lanes on the east side of the building. All site improvements (building and parking) lie outside the front 25-foot streetscape and setbacks.

**Access and Loading:** Access to the site will be through a single driveway from Milton-Wilson Boulevard and from within the surrounding PD property. The driveway extends around the entire building, providing access to the parking areas and three (3) bank teller lanes on the east side of the building. The Airline Road PD discourages driveways with double-loaded parking along the street, and this proposal is consistent by only proposing a single-loaded drive aisle on each street side.

For pedestrian access, a walkway is provided from Milton Wilson to the building entrance. Due to grade differences, it requires a short retaining wall (max. 30”) and ramp with railings to safely get pedestrians to the parking lot.

**Parking:** The site plan provides a total of 11 parking spaces, which includes 1 handicap stall. This is within Zoning Ordinance requirements, which call for a minimum of 8 spaces (1:350 sf) and a max of 11 spaces (1:200 sf) for banking uses. In addition, space for three (3) cars to queue at each teller window is also depicted, as required by the Code.

**Road Improvements:** The two street frontages of this site have both been fully improved with curb & gutter and sidewalk, either by the Town or the Airline Rd. PD developer. As such, no road improvements are required for this project.

**Drainage / Grading:** When Airline Road PD was developed, storm water detention requirements were addressed for the entire site in one large detention basin located at the northeast corner of the property. In addition, storm drains were installed to handle drainage from each out-lot in the development. This project will extend storm drains within the site as needed to handle the drainage of the site.

**Sanitary Sewer:** Public sanitary sewer service is available to the site. A new service line will be installed to serve the new building.

**Landscaping and Tree Ordinance:** Open space of 41% (0.36 ac) is provided on the site, which exceeds the 21% required by the Airline Road PD for this lot. The site is required to provide 17.5 tree density units, and landscaping will be required along the streetscape consistent with the approved PD. The Design Review Committee will review the final landscaping plans.

**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 a new bank building, 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 September 4, 2018, 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, including the installation of truncated domes to provide tactile surfaces where ADA routes cross driveways. This requirement applies both in the public right-of-way and within the site.

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 and the approved Airline Rd PD.
Location Map

Regions Bank 4900 Milton Wilson Blvd.
Town of Arlington
Planning Commission
Site Plan Application

Refer to Meeting and Submittal Dates Calendar for Application Deadlines

<table>
<thead>
<tr>
<th>Development Name:</th>
<th>Shops at Arlington Village PD</th>
<th>Zoned:</th>
<th>SC</th>
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<tbody>
<tr>
<td>Location:</td>
<td>4900 Miltion Wilson Blvd, Arlington, TN 38002</td>
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<tr>
<td>Owner of Record:</td>
<td>Arlington TN Ventures LP</td>
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<tr>
<td>Owner Address:</td>
<td>4809 Cole Ave, Suite 330, Dallas, TX 75205</td>
<td></td>
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<tr>
<td>Daytime Phone:</td>
<td>214-960-4597</td>
<td>Fax Number:</td>
<td></td>
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<tr>
<td>E-mail Address:</td>
<td><a href="mailto:daniel@shopscompanies.com">daniel@shopscompanies.com</a></td>
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| Developer Contact: | John D Earley |        |    |
| Company Name:      | Regions Bank |        |    |
| Mailing Address:   | 290 Riverchase Parkway E, Suite 600, Birmingham, Alabama 35244 |        |    |
| Daytime Phone:     | 205-560-5348 | Fax Number: | 205-560-9676 |
| E-mail Address:    | john.earley@regions.com |        |    |

| Engineer/Designer Contact: | Vaughn R. Hill, P.E. |        |    |
| Company Name:             | The Roberts Group, PSC |        |    |
| Mailing Address:          | 239-C Southland Drive, Lexington, KY 40503 |        |    |
| Daytime Phone:            | 859-276-2006 | Fax Number: | 859-276-2901 |
| E-mail Address:           | whille@tragp.com |        |    |

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.

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<td>If an Entity:</td>
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<td>Name of Entity:</td>
<td>Name of Entity: Arlington TN Ventures LP</td>
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<tr>
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<td>By (Signature):</td>
</tr>
<tr>
<td>Print Name:</td>
<td>Print Name: Daniel Fuller</td>
</tr>
<tr>
<td>Title:</td>
<td>Title: Manager</td>
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DATE: September 17, 2018

STAFF: Angela Reeder, AICP

SUBJECT: Discussion of Myer’s Park PD revision

BACKGROUND: In August, the Planning Commission considered a request for a Mixed Use Planned Development and Master Plan on 38.5 acres on the northeast corner of Memphis-Arlington and Gerber Rd. The PC did not recommend approval of the Myer’s Park proposal as presented.

Afterwards, the item was heard by the Board of Mayor and Aldermen on September 4th. At the recommendation of the Board, the applicant pulled the project and a joint Work Session was held to allow additional discussion.

The applicant has since proposed several revisions. The changes do not alter the proposed uses within the PD or general layout, but do impact density, lot size, open space, parking, and some other concerns that were expressed by Town officials. (A formal list of those items is not available at this time, but will be provided prior to the PC meeting.)

As not all Planning Commission members were able to attend the Work Session, this is being presented as a discussion and informational item. The revised proposal will be brought back to the BMA on their next agenda.
SELF-STORAGE AND B-2 ZONING
DISCUSSION

DATE: September 17, 2018
STAFF: Angela Reeder, AICP
SUBJECT: Discussion of Self-Storage and the General Commercial (B-2) Zone

BACKGROUND: Staff received a request from two aldermen to open a discussion of self-storage uses and the General Commercial (B-2) Zone.

This discussion started earlier this year when a Code Amendment was approved by the Board. The proposal did not change existing allowable uses, but rather separated Indoor, Climate Controlled Storage from traditional storage and added more detailed standards for those buildings. However, it sparked discussion about the existing Code language.

Currently, the Code allows self-storage uses subject to the following:

<table>
<thead>
<tr>
<th>Indoor, Climate-Controlled Self-Storage</th>
<th>RE-5</th>
<th>E</th>
<th>RS-22</th>
<th>RS-18</th>
<th>RS-15</th>
<th>RS-13</th>
<th>R-MF</th>
<th>R-MH</th>
<th>B-1</th>
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<th>S-C</th>
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<th>M-1</th>
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<tbody>
<tr>
<td>Mini-Warehouse (Self-Storage)</td>
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P – Requires Site Plan approval by the Planning Commission and Design Review Committee.
C – Conditional Uses requiring Board of Zoning Appeals approval.

Special Conditions for Mini-Warehouse and Self-Storage:

a) The location, size and design of such facilities shall be compatible with the development within the surrounding area, thus reducing the impact upon the adjoining properties.

b) There shall be provided along the entire site boundaries, fencing, screening, and landscaping as appropriate to protect any surrounding area.

c) The traffic generated by such facility shall be safely accommodated along major streets without traversing local minor streets.

d) The location and topography of the site shall be situated so that fencing, screening and landscaping can be provided as appropriate.
e) A preliminary site plan for such facility shall first be submitted to the Planning Commission who will issue an advisory opinion to the BZA regarding proposed site improvements taking into account the above conditions as well as any other pertinent factors.

Special Conditions for Indoor, climate-controlled, self-storage facilities:

a) All buildings shall meet the area requirements of the applicable zoning district and have the exterior appearance of an office building.

b) Access to all individual storage units shall be through the interior of the building only.

c) No exterior garage type door entries shall be provided to the units. For internal loading and unloading purposes, an exterior garage type door may be offered for the building but shall not face the public right-of-way.

d) No outside storage shall be permitted on site.

e) No overnight truck parking shall be allowed on the site.

f) All signage shall comply with the sign requirements of the applicable zoning district.

g) No retail sales other than the indoor, incidental display and sale of boxes and other packing supplies shall be permitted.