I. Invocation – Secretary Brian Thompson delivered the invocation.

II. Call to Order and Roll:

Present:
Russ Campbell, Chairman
Brian Thompson, Secretary
Glen Bascom
Larry Harmon, Alderman
Don Hinkle

Others Present
Angela Reeder, Town Planner
Catherine Durant, Town Administrator
Gerald Lawson, Town Attorney
Steve Hill, Town Engineer
Janet Lucci, Planning Administrative Assistant

Absent:
Susan Payne - Excused

III. Approval of Minutes from September 17, 2018 Meeting:

Chairman Russ Campbell called for a motion.

Motion: Larry Harmon made a motion to approve the minutes of the September 17, 2018 meeting.

Glen Bascom seconded the motion.

Vote on Motion: The motion carried unanimously.

IV. Comments from Citizens

Chairman Russ Campbell invited anyone wishing to address the Commission on any matter to please come forward and state his/her name and address for the record.

No citizens came forward. Mr. Campbell closed the comment period.

V. Old Business:
A. Other as Properly Presented

Chairman Campbell asked for an update on the Myers Park Planned Development. Ms. Reeder confirmed that Myers Park had gone before the Board of Mayor and Alderman at the October 1, 2018 meeting. Ms. Reeder reminded members a Joint Work Session had been held September 10, 2018. Based on the joint work session, Myers Park had addressed several items including increasing the minimum lot size in the development. Ms. Reeder verified Myers Park was approved at the October 1 BMA meeting with those changes and a condition of adding open space in the SE corner.

VI. New Business:
A. Minor Subdivision for Town of Arlington Property – SW corner of Airline and Memphis-Arlington Rd.

Chairman Campbell recognized Angela Reeder, Town Planner, who presented the staff report for approval of a minor plat to subdivide Town property at the corner of Airline and Memphis Arlington. Ms. Reeder noted this lot was the site of the former Public Works building. The land has been for sale for a few years and the Town has recently received two offers on the site.

The proposal, Ms. Reeder stated, is to take the current lot and divide it into 3 lots; two lots fronting Airline Rd. and one lot fronting Memphis-Arlington. Two easements exist along the west property line for drainage and sewer purposes, and an existing ingress/egress easement exists on Airline. Those will all remain and a new easement is proposed along the east side of Lot 1C to provide all three lots access to Memphis Arlington.

Ms. Reeder concluded the proposed lots are consistent with Code requirements for a SC zoned lot and meet minimum lots size. No public improvements are required.

Ms. Reeder stated staff recommended approval of the plat, subject to the attached conditions.

Chairman Campbell called for a motion.

Main Motion: Brain Thompson made the motion to recommend approval of the subdivision of Town property. Don Hinkle seconded it.

Discussion: Mr. Bascom expressed concerns of the ingress/egress to the three lots. Specifically, Mr. Bascom asked if Lot 1C, fronting Memphis-Arlington Road, will have shared access of ingress/egress off Airline Road between Lot 1A and Lot 1B.

Ms. Reeder explained that Lots 1A and 1B are somewhat limited in allowing cross access and through traffic. Mr. Hill further explained the constraints from Airline Road and current placement of MLGW poles limit a thorough fare from Airline back to Lot 1C. The main entrance to Lot 1C will be from Memphis-Arlington Road.

Mr. Bascom noted that the access and visibility of Lot 1C will be diminished if it does not have access directly off Airline Road. He worries the impact this will have on the future marketability of this lot.

Mr. Hill responded the best solution for traffic pattern is to have Lot 1C’s main driveway off Memphis-Arlington Road, although there will be the ability to access Lot 1C from Airline through Lots 1A or 1B.

Mr. Bascom inquired whether there would be detention on site. Mr. Thompson added he was not in favor of detention in front of the building. Ms. Reeder noted the current site is largely impervious. Ms. Durant added detention requirements should be negligible as the percentage of impervious material on the site will be about the same.

Mr. Thompson asked if the Airline Drive was Right In/Right Out access. Mr. Hill responded the traffic pattern would be set up with full access as it currently is. He explained the current configuration minimized left turn conflicts and avoids possible vehicular collisions.

Mr. Thompson asked about the signage for Lot 1C and whether future developers would have signage access on Airline Road. Ms. Reeder noted any future developer would have the ability to put signage of the outside of the building facing Airline Road.

Ms. Durant noted Lot 1B will have its own driveway in addition to shared access.
Mr. Bascom asked how far the curb cut on Lot 1A is from Airline Road. Ms. Reeder stated it was roughly 190 feet from the center of the intersection on Airline Road.

Chairman Campbell called for a vote on subdividing the lot.

**Vote on Motion:** The motion carried unanimously.

**STANDARD CONDITIONS:**

**S-1.** It is found that the application as presented, dated October 10, 2018, 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 up to two (2) one-year extensions from the Planning Commission, per the Subdivision Regulations, if it has not been recorded within this time period.

**B. Other as properly requested**

Chairman Campbell asked for a report from the Nominating Committee. Mr. Harmon, as Nominating Chair, gave the report. Mr. Harmon stated the Nominating Committee is nominating Russ Campbell as the Planning Commission Chair and Don Hinkle as the Planning Commission Secretary.

**VII. Adjournment:**

Hearing no new business Chairman Campbell called for a motion to adjourn.

**Motion:** Don Hinkle made the motion. Larry Harmon seconded it.

Chairman Russ Campbell declared the meeting to be adjourned.

---

Russ Campbell, Chairman

Date

11-19-18

Brian Thompson, Secretary

Date

11-19-18

Submitted By: Janet Lucci, Planning Administrative Assistant