Planning Commission
June 19, 2017
6:30 P.M.
Meeting Minutes

I. Invocation

II. Call to Order and Roll:

Chairman Russ Campbell called the meeting to order and advised that a quorum was established.

Present
Russ Campbell, Chairman
Mike Wissman, Mayor
Don Hinkle
Oscar Brooks, Alderman
Al Johnson
Tommy White

Others Present
Angela Reeder, Town Planner
Gerald Lawson, Town Attorney
Alex Barthol, Planning Clerk
Jason Allen – Town Engineer

Absent
Glen Bascom, Secretary - Excused

III. Approval of Minutes from May 15, 2017 Meeting:

Chairman Campbell called for a motion on the May minutes.

Motion: Don Hinkle made a motion to approve the minutes of the May 15, 2017 meeting. Mike Wissman seconded the motion.

Vote on Motion: The motion carried unanimously.

IV. Comments from Citizens

Chairman Campbell invited anyone wishing to address the Commission to please come forward and state his/her name and address for the record. There were no comments

V. Old Business:

A. Other as Properly Presented

There was no Old Business
VI. New Business:

A. Palmetto Arlington – Southwest corner of Milton Wilson Blvd and Airline Rd. – Planned Development

Chairman Campbell recognized Angela Reeder, the Town Planner, who provided an analysis (on-file) and stated that the applicant is requesting Planning Commission approval of a Master Development Plan for their 18.29-acre project area. The Palmetto PD is located on the south side Milton Wilson, between Airline Road and the Summer Meadows Subdivision.

The plan stated the project will be developed as a retail center with a variety of commercial activities. There are no requested exceptions for allowable uses. The plan noted it will allow those uses already permitted in the underlying zoning districts, SC and B-2. The PD proposed to follow all bulk regulations in accordance with the underlying zoning, with only one exception requested. The exception is to allow zero side yard setbacks along internal lot lines only, so building walls may be located on property lines. The Plan also notes that due to the residential uses adjacent to Phase 2, a buffer shall be considered at site plan review for that phase. Staff understood that a use has not yet been identified and suggested the language “of a size to minimize any adverse impacts” be added.

The PD is divided into three phases, each roughly 5 - 6.5 acres in size. Phase 1 will consist of three lots on the corner of Airline and Milton Wilson. Phases 2 and 3 are proposed to develop as market conditions allow. The developer has stated they will retain ownership and ground lease some of the property, and other lots will be sold to end users.

Access to Phase 1 is from two points of ingress/egress, one along Airline Road and one along Milton Wilson Boulevard. Internal connectivity is provided through two shared drive aisles. Final review of each site plan layout will be by the Planning Commission. Additional driveways on Phase 1 may be considered by the Town Engineer, but are discouraged in order to reduce curb cuts.

Roadway dedication and improvements will be required along both Milton Wilson and Airline Road. Those improvements will be installed concurrent with the development of each phase, unless safety issues are identified that would require them to be installed earlier or delayed.

The importance of internal pedestrian access is described and will be required with future site plans for the project. Crosswalks will be incorporated to provide clear access; however, their design is not identified at this time.

Town Engineer, Jason Allen stated that the PD provides for all storm water detention facilities to conform to Town regulations. The plan identifies a shared detention basin for the lots in Phase 1 that is located on the southern edge of Lot 3. The shared basin would be installed at the same time as other subdivision improvements, and individual site plan review would confirm its adequacy as those 3 lots developed. Shared detention basins are considered in open space and shall be maintained by the individual properties or an association of the commercial property owners. Mr. Allen also noted that a condition of approval is recommended to require any drainage leading toward Summer Meadows be designed to a 100-year storm event, given past complaints about that system and the fact it was built to a lesser standard (10-year storm event) when the subdivision was built.

Ms. Reeder stated the Plan will meet the Town’s 30% open space requirement across each site, and the Phasing Plan notes how much each phase and parcel must provide to meet that requirement. A conceptual Landscape Plan was included and sets the streetscape requirements along Milton Wilson and Airline Road, landscaping in parking islands, and screening of loading areas and mechanical equipment.
Streetscape designs include generous landscaping, with shade trees interspersed with flowering trees, and shrubs located behind the tree line. Additional enhancements are also proposed at the entrances. A condition of approval noted that the Airline Road streetscape may provide variety in the Type B tree, but Type A must be Pin Oaks per the Airline Rd Landscape Plate except for accent areas.

The Plan noted that a comprehensive Sign Policy shall be provided for DRC review to outline sign types, colors, locations, and illumination for consistency throughout. Otherwise, signage shall be in accordance with Town requirements with two deviations. The applicant is requesting internally illuminated logos be permitted on wall signs for any individual tenant over 10,000sf in size or individual outparcel tenant. This type of lighting permits graphics to be visible by transmitting light through a translucent or semi translucent material. The Plan only permits these logos when they are accompanied by reverse channel lettering in black or dark bronze, and are proportional in scale. The applicant is also asking for flexibility to allow the freestanding signs be closer than 200 feet, if necessary.

Pursuant to our Zoning Ordinance, the Town may grant approval for a Planned Development when it results in specific tangible benefits to the community. Specific objectives for the Town, residents, and the developer are identified in the code and Ms. Reeder noted them on a slide. Ms. Reeder stated that the Master Development Plan for the Palmetto Arlington PD accomplishes several of these objectives by:

1) incorporating quality architectural design and cohesiveness,
2) incorporating landscaping and signage cohesiveness across the site,
3) utilizing a network of interconnected access to serve the commercial development with minimal number of curb cuts,
4) creating shopping opportunities in a commercial area accessible to residents through two main transportation routes and pedestrian connectivity
5) providing the design flexibility for the developer to design a development of this scale in phases.

A PD Master Development Plan is intended to facilitate flexible techniques and site design, and provide guidelines to coordinate future development. Staff felt the proposal provided adequate details and requirements to guide development on this roughly 18-acre site, while ensuring development is of a superior quality. As such, staff recommended approval of the applicant’s request, subject to the proposed conditions.

**Main Motion:** Tommy White made a motion to approve the Planned Development for Palmetto Arlington. Don Hinkle seconded the motion.

**Discussion:**

Chairman Campbell asked if the detention ponds would be bigger with the new storm event drainage systems. Town Engineer, Jason Allen stated yes, they would be bigger but there is no way to know how big. Mike Wissman asked what the town standards are for storm events. Jason Allen stated that 25-year storm event is the standard and the proposed is 100-year storm event. Don Hinkle asked if the current system for the Subdivision is built to a 10-year storm event. Jason Allen answered yes, it was built under a previous town ordinance. Don Hinkle stated his main concern with the proposed Planned Development is to keep the waters down and keep flooding out. Jason Allen stated the town is well aware of the issue and has no intention of putting more stress on the areas storm drain system. Russ Campbell asked if there are to be fireproof walls between the buildings on zero lot lines. Ms. Reeder answered yes, it is a requirement in the building code. Don Hinkle asked if the building in phase 3 is going to back all the way up to the houses. Ms. Reeder stated there is no building proposed yet, but there is a buffer requirement and, also a setback with a goal to be the least intrusive possible.
Motion: Russ Campbell made a motion to suspend the Planning Commission Meeting and open the Public Hearing. Oscar Brooks seconded the motion.

Vote on Motion: The motion carried unanimously.

Chairman Campbell noted that the public hearing was published in the Commercial Appeal on June 6, 2017. He asked anyone wishing to speak for or against the request to stand and be recognized by stating his/her name and address for the record.

Citizen comments

Eric Fantom who lives at 5224 Summer Wind Lane stated his back yard has completely fallen in twice and he has had issues with the drainage since the neighborhood was built out. He asked what kind of buffer are they looking at in the area between the yards.

Monica Little who lives at 5264 Summer Wind Lane asked what is meant by a buffer. Ms. Little asked if the plantings shown earlier are considered a buffer. Ms. Little said that she does not like how the dermatology clinic is set so close up. She is worried about mosquitos in the detention pond. She is also worried that the phases are out of order.

Mark Little, 5264 Summer Wind Lane, stated that the high school has retention ponds that frequently flood, so if these are built to the same standard they will also flood.

Motion: Mike Wissman made a motion to close the Public Hearing and resume the Planning Commission Meeting. Tommy White seconded the motion.

Vote on Motion: The motion carried unanimously.

Discussion continued:

Mike Wissman stated that there is not a requirement to move the buildings so close, its intent is to be more walkable. Ms. Reeder stated it is to frame the street and be more approachable for pedestrians. Russ Campbell asked what is the required setback or buffer. Ms. Reeder stated there will be a requirement to screen the properties, and the buffer will be based on the use. She noted a 40-foot buffer may be appropriate for one use, but another may not require that much. Tommy White asked if the PC can dictate what the buffer actually looks like. Ms. Reeder said yes. Russ Campbell asked the developer why the phasing is the way it is. Greg Binzer from Palmetto Capital Group stated there has been the most interest in the back portion (phase 2), so that’s why they chose to number them that way. Jason Allen stated he is going to get with Public Works about the comment made from 5224 Summer Wind Lane. Tommy White asked what are the types of businesses that have been interested so far in phase 2. Mr. Binzer said so far, they have been low impact uses, but that’s just so far, it could change. Tommy White asked if the signage variance is common. Ms. Reeder said yes it was done with the Kroger site.

Chairman Campbell asked for any other discussion. Hearing none, he called for a vote on the motion.

Vote on Motion: The motion carried.

Conditions of Approval
1. The Master Development Plan, if approved by the Board of Mayor and Aldermen, may be subject to revisions as a result of engineering design and Town technical specification considerations. The Town’s Zoning Ordinance, Subdivision Regulations, Stormwater Regulations and Technical Specifications Manual shall govern development of the Subject Property unless specifically modified as part of the approved Master Development Plan.

2. Upon approval of the Board of Mayor and Aldermen, the Planned Development shall be recorded with the Shelby County Register of Deeds.

3. After approval of the Master Development Plan, the applicant will be required to submit, and receive standard Site Plan approvals from the Planning Commission, the Design Review Committee, and/or Board of Mayor and Aldermen for each phase or lot therein.

4. All open space proposed as part of the Master Development Plan shall be privately owned and maintained by the individual property owners or an owners’ association.

5. A Comprehensive Sign Policy shall be reviewed and approved by the DRC before any sign permit is approved for the PD.

6. Revise the Master Development Plan document to address:
   a. All comments and “red-line” notes provided by the Town Engineer prior to final approval,
   b. To state a standard for internal crosswalks,
   c. To note that the Airline Road streetscape plate must include Pin Oaks for the Type A tree consistent with the Town’s Airline Rd plate, and only utilize the other species for accents.
   d. To note that Phases 2 and 3 will also incorporate shared detention facilities, and
   e. To revise the last sentence of the zoning and bulk regulations section to state “Based upon the sensitivity of proposed Phase 2 development in relation to the adjoining residential property, a west buffer of a size to minimize any adverse impacts will be determined at site plan review.

7. A Development Agreement, representing a binding agreement between the Developer and the Town of Arlington pertaining to all conditions of approval, including the submitted Master Development Plan (as amended), shall be required prior to beginning work on any phase of this development.

8. All underground storm piping and detention that naturally drains to the Summer Meadows storm drainage system, shall be designed to a 100-year storm event. All underground storm piping and detention that naturally drains east and not into the Summer Meadows storm drainage system shall be designed to the current Town Standards for stormwater design and detention.

9. The Town of Arlington will consider individual detention basins for each phase of development. However, all post construction stormwater runoff from on-site or off-site that enters Summer Meadows shall limit the peak discharge from the 100-year storm event to the available capacity of the downstream drainage system rather than the pre-developed flow rates.

B. Palmetto Arlington – Southwest corner of Milton Wilson Blvd and Airline Rd. – Preliminary Plat

Chairman Campbell recognized Angela Reeder, the Town Planner, who provided an analysis (on-file) and stated that Ms. Cara Martin, representing Palmetto Capital, is requesting Planning Commission approval of a preliminary plat for Phase 1 of the Palmetto Arlington Planned Development. The Palmetto PD is located on the south side Milton Wilson, between Airline Road and the Summer Meadows Subdivision. Phase 1 includes the 6.41 acres at the corner of Airline and Milton Wilson and is located within the SC Shopping Center Zoning District.
The subdivision will create three lots in Phase 1: 2.12 ac, 1.31 ac, and 2.98 ac. The remainder of the lot will be for future phases 2 and 3. One lot fronts Airline, one fronts Milton Wilson, and the third is on the corner and faces both. The lots in Phase 1 will all gain access through two shared driveways, with the intent of limiting driveway cuts on Airline Road.

The proposed lot layout is generally consistent with Land Use Code for SC-Shopping Center zoned lots, with the lots meeting minimum lot size, having sufficient dimensions to allow development, and access requirements. The project will require some street dedication along both frontages, as well as roadway widening and improvements on each.

All additional required information was either identified on the plat or was required through a condition of approval.

Each individual lot will be required to process separate Site Plan permits through the Planning Commission and Design Review Committee. Those Plans must be consistent with the approved PD for the project.

Staff recommended approval of the applicant’s request, subject to the proposed conditions.

Main Motion: Don Hinkle made a motion to approve the Preliminary Plat for Palmetto Arlington. Oscar Brooks seconded the motion.

Discussion:

Oscar Brooks stated that he wants the Milton Wilson and airline side to both be appealing, so just as much care should be given to Milton Wilson as is given to Airline.

Chairman Campbell asked for any other discussion. Hearing none, he called for a vote on the motion.

Vote on Motion: The motion carried unanimously

Conditions of Approval

STANDARD CONDITIONS:

S-1. It is found that the application as presented, dated June 6, 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. Preliminary Plat approval is effective for one (1) year 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 needed to receive approval of a Final Plat.

S-3. The Final and Preliminary Plat shall conform to all requirements of the Town of Arlington Subdivision Regulations.

S-4. The applicant’s design professional shall address all Preliminary Plat mark-ups prior to submitting and recording the Final Plat.

PROJECT SPECIFIC CONDITIONS:

P-1. Approval of a Final Plat is contingent upon approval of the Construction Plans.

P-2. All conditions of the Planned Development Overlay, Construction Plan approval and Final Plat approval shall be added to the plat prior to recording.
P-3. Shared ingress/egress easements shall be provided along the two internal access drives that serve each parcel.

P-4. No additional driveway access points will be allowed on Airline Road for either Lot 1 or Lot 2. No additional driveway access points will be allowed on Milton Wilson Boulevard for Lot 1. As future phases of development are presented, access points to Milton Wilson Boulevard will be evaluated at that time.

P-5. Road improvements to Airline Road and Milton Wilson Boulevard will be required as part of the subdivision of property. Improvements to the roadway shall be adjacent to those lots being proposed with this application. The remainder of the Milton Wilson Boulevard Road improvements shall be made completely with the next phase of this development.

P-6. All underground storm piping and detention that naturally drains to the Summer Meadows storm drainage system, shall be designed to a 100-year storm event. All underground storm piping and detention that naturally drains east and not into the Summer Meadows storm drainage system shall be designed to the current Town Standards for stormwater design and detention.

P-7. The Town of Arlington will consider individual detention basins for each phase of development. However, all post construction stormwater runoff from on-site or off-site that enters Summer Meadows shall limit the peak discharge from the 100-year storm event to the available capacity of the downstream drainage system rather than the pre-developed flow rates.

C. Other as properly presented

There was no new business to come before the Commission.

VI. Adjournment:

Motion: Mayor Wissman made a motion to adjourn. Oscar Brooks seconded the motion.

Russ Campbell, Chairman

Glen Bascom, Secretary

Submitted By: Alex Barthol, Planning Clerk

Date 10-16-17

Date 9/18/17