Planning Commission  
February 19, 2019  
6:30 P.M.  
Meeting Minutes

I. Invocation – Brian Thompson delivered the invocation.

II. Call to Order and Roll:

   Present:
   Russ Campbell, Chairman  
   Nycole Alston  
   Dwight Barker  
   Don Hinkle, Secretary  
   Jeff McKee, Alderman  
   Susan Payne  
   Brian Thompson

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

III. Approval of Minutes from January 22, 2019 Meeting:

Chairman Campbell called for a motion.

Motion: Don Hinkle made a motion to approve the minutes of the January 22, 2019 meeting.  
Dwight Barker 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 other than an item on the agenda 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. Providence Square, previously Arlington Commons, Mixed Use PD – Master Development Plan – South side of Milton Wilson, east of Hall Creek and The Shops at Arlington Village PD

Chairman Campbell recognized Angela Reeder, Town Planner. Ms. Reeder presented the staff report (on file) for Providence Square, previously Arlington Commons. Ms. Reeder noted this project came before members in January. At that time the applicant withdrew the proposal and agreed to a joint BMA/PC work session. The applicant has incorporated those comments and changes into the revised plan.

Ms. Reeder said this is a Site Plan for a Master Development Plan and is within the Airline Road PD overlay, which was approved by the BMA in 2005 and later amended in 2015. The applicant is requesting the property be considered as Mixed-Use PD.

Ms. Reeder explained the Future Land Use Plan identifies this property as Mixed Use, which is
intended to provide a mix of retail, office, hospitality and residential. This mix of land uses should be designed with pedestrians in mind to promote walkability.

Ms. Reeder noted the PD proposes a SC (Shopping Center) zoning overlay, consistent with the Town’s goals based on our Future Land Use Plan. The site is divided into eight different areas ranging from 2 to 11 acres in size and incorporates a mix of retail, office, hospitality, amenities, and residential lofts.

Ms. Reeder noted three uses will be excluded from the development: car washes, gas stations and funeral homes. These are in addition to the uses that are already excluded from the PD.

Ms. Reeder explained Area 1 is the anchor area and will include residential lofts with outdoor dining, and an amphitheater amenity. In Area 2, a hotel may have a restaurant and offer over 40 seats in a meeting room.

Ms. Reeder noted the PD is proposed in multiple phases dictated by market needs and demands. However, Area 1 is the first phase and at the time of the development of Phase 1 a Business Association shall be established. Each phase after shall be incorporated into that Association. For each area of the PD, details to illustrate appropriate building orientation, architectural design, open space connections, and more remain to provide and support consistency.

Ms. Reeder said the architectural design on the Master Plan is intended to create a sense of place and maintain pedestrian scale. While each of the 8 areas are somewhat unique, utilizing brick, stone, natural materials and a natural color pallet is proposed throughout. Ms. Reeder noted the plan calls for an Architectural Review Committee to be established with the purpose to maintain quality and consistency. They are charged with reviewing and approving any plans before they are submitted to the Town for consideration.

Ms. Reeder stated there will be several new roadways associated with this project that will provide access throughout the 45 acres.

Pedestrian access and connectivity will be provided through sidewalks and trails to support walkability and the site includes a pedestrian bridge connection to the greenway behind the Shops/Kroger site. Staff encourages the crosswalk between the Mixed-Use Plaza and Pedestrian Corridor be enhanced to highlight that connection, such as through a raised speed table.

Ms. Reeder reviewed the objectives of a Planned Development including a more desirable and cohesive project with consistency and quality design. She stated this project accomplishes many of the objectives of a Planned Development.

Ms. Reeder said the project is consistent with the Town’s Future Land Use Plan for this property which identifies this property as Mixed Use.

The Planning Commission recommendation will go to the Board of Mayor and Alderman who will consider the request at a future public hearing.

Staff recommends approval of the proposed Master Development Plan subject to the following conditions.

Chairman Campbell called for a motion.

**Main Motion:** Brian Thompson made the motion to approve the Master Development Plan for Providence Square. Nycole Alston seconded the motion.
Motion: Brian Thompson made a motion to suspend the Planning Commission Meeting and Open the Public Hearing. Don Hinkle seconded the motion.

Vote on Motion: The motion carried unanimously.

Chairman Campbell declared the Public Hearing open. Anyone wishing to speak for or against the request, please stand to be recognized.

Citizen Comments: No citizens came forward to speak.

Ms. Reeder noted there was an additional letter of support for the project from The Shops at Arlington provided to the Planning Commission members. Mr. Thompson said the members had received the letter.

Seeing no additional citizens coming forward, Chairman Campbell called for a motion.

Motion: Brian Thompson made the motion to close the Public Hearing and resume the Planning Commission Meeting. Russ Campbell seconded the motion.

Vote on Motion: The motion carried unanimously.

Discussion: Mr. Thompson thanked Mr. Dalhoff for attending the work session and thanked him for presenting a well done, solid plan. Mr. Thompson is concerned about the amount of retail allowed in the project. Excluding Area 1 and Area 7, all Areas allow retail use.

Mr. Thompson would like to add limitations to the amount of allowable retail space so as this project develops it remains a mixed-use development. Mr. Thompson suggested removing retail as an allowable use from some of the Areas. He understands the need for developers to have flexibility; however, limiting the amount of retail would ensure this site is developed as mixed use.

Mr. Dalhoff, the applicant, responded that this area is currently zoned SC; however, the proposed PD will take precedence. Area 2 is a proposed hospitality site with retail included in the allowable use to allow for the possibility of a restaurant located next to the hotel. He noted Area 6 is a flexible area to allow for office use. He does not see Area 6 developing as retail. Mr. Dalhoff would like as much flexibility as possible as this project develops.

Mr. Thompson agrees conceptually the project as proposed is an example of mixed use. Mr. Thompson would like to add conditions so as the project develops over several years it develops as conceived and does not turn into a massive retail site.

Mr. Dalhoff added having the flexibility as the project develops will help to ensure space is leased and does not remain empty.

Mr. Campbell asked if Mr. Thompson is interested in limiting allowable uses in certain areas. Mr. Thompson said yes; specifically, Area 6 and Area 2.

Ms. Reeder recommended adding a condition to limit use in Area 6 to office use. If the developer finds that they are unable to lease the space, the developer can appeal to the Town to amend the use. Mr. Thompson reiterated the goal was to assure this will be a mixed-use development. Mr. Dalhoff noted the project as designed is mixed use; this is what makes the project work.

Mr. Campbell suggested Area 6 be limited to office use. Mr. Hinkle suggested we limit the use for Area 2 as well. Mr. Hinkle suggested Area 2 be limited to a hotel and Area 6 office use. Mr. Campbell asked Mr. Dalhoff if the above was agreeable; Mr. Dalhoff replied yes.

Ms. Reeder stated the zoning for Area 6 can be revised to office use. Ms. Reeder recommended
members call out allowable uses for Area 2.

Mr. McKee asked the size of Area 2. Mr. Dalhoff replied it is a 4-acre parcel. Mr. Thompson remarked that was an adequate size for a hotel, conference area, and restaurant. If that does not materialize Mr. Thompson would like to see this area develop as office not retail.

Mr. Lawson, Town Attorney, pointed out that a hotel is zoned SC. Mr. McKee asked if we can restrict allowable uses to hotel and office. Mr. Lawson recommended restricting the area from certain uses but allowing it to be as flexible as possible. Mr. Hinkle suggested limiting the uses in Area 2 for hotel and restaurant.

A motion for an amendment was made.

Motion to Amend: Brian Thompson made a motion to amend to revise allowable uses in Area 6 to office only and Area 2 shall be restricted to hospitality, office, public, and restaurant uses only. Jeff McKee seconded.

Vote on Motion to Amend: The motion carried unanimously.

Mr. Thompson asked if the development does not require all the parking as planned, would the extra space be converted to open space. Mr. Dalhoff agreed. He noted that each site in the development will come back before the Planning Commission.

Mr. Dalhoff said he was in agreement with the staff report that recommends an enhanced pedestrian crosswalk between the mixed-use plaza and pedestrian corridor. Mr. Dalhoff would propose a raised tabletop to reduce speed. Mr. Hinkle asked for clarification on how it worked versus a roundabout. Mr. Dalhoff explained a raised tabletop is wide, long and finished with a different product. It will slow down traffic more effectively than a roundabout. Mr. Hinkle asked if would include lights at the pedestrian crosswalk and Mr. Dalhoff replied yes.

Mr. Hinkle asked if a tabletop would be installed on the east side of the development. Mr. Dalhoff did not see the need in that area. Ms. Reeder agreed.

Ms. Payne stated there is 57,000 sq ft of retail space in Area 1. She had a concern the retail space will remain empty. Ms. Payne asked Mr. Dalhoff for a guarantee the developer will not build until they have leased 75% of the retail space. Mr. Dalhoff replied it’s the retail that makes this project work and he would prefer not to add that requirement. Mr. Thompson agrees the requirement is not necessary. Mr. Hinkle concurred and feels there is a demand for retail space in Arlington.

Ms. Durant noted several properties in Arlington have recently leased their office/retail space. Mr. Thompson maintained it is the risk of the developer and such a requirement is not necessary.

Mr. Campbell called for a vote on the motion as amended.

Vote on Main Motion as Amended: The motion carried.

Mr. McKee said he was not ready for a vote on the main motion and had several items he would like to discuss. Mr. Lawson noted as members had already voted there would need to be a motion to reconsider to reopen the discussion.

Motion to reconsider: Don Hinkle made the motion to reconsider the Master Development Plan for Providence Square. Brian Thompson seconded it.

Vote on Motion to reconsider: The motion carried unanimously.

Mr. McKee said he is concerned with the way the number of lofts/apartments is worded in the Planned
Development: ±97. He would like to know specifically how many units the developer plans; plus 3 units is very different than plus 20. Mr. Dalhoff was unsure of the ultimate number of units saying it will depend how many units of each type the market demands. The final configuration of units will determine how many lofts there will be in the final plan.

Ms. Reeder suggested we define ±. Mr. Thompson suggested adding wording to not exceed 2.25 density. Ms. Payne asked if that would cover the entire development. Ms. Durant responded yes. Mr. Dalhoff noted lofts are only allowed in Area 1.

Ms. Reeder suggested adding a condition to set a maximum of 100 lofts. Mr. McKee said he felt ±5 units would provide enough flexibility and not exceed our expectations. Mr. Thompson suggested it be changed to the maximum number of lofts shall be 97 ±5, as setting a minimum was not our goal.

Seeing as there was no more conversation, Mr. Campbell called for a motion for a second amendment.

**Motion to Amend:** Mr. McKee made a motion the ±97 lofts in Area 1 shall include no more than 5 additional lofts. Don Hinkle seconded the motion.

**Vote on Motion to Amend:** Mr. Campbell called for a roll call vote. The motion carried unanimously.

Mr. McKee asked if the dog park and community garden was intended for residents only. Mr. Dalhoff explained those amenities are for the residents of the lofts only.

Seeing no more conversation, Mr. Campbell called for a roll call vote on the main motion as amended.

**Vote on Main Motion as Amended:** The motion as amended carried with Ms. Payne voting no.

**CONDITIONS OF APPROVAL:**

1. The Providence Square Mixed-Use PD, with revisions dated February 13, 2019, 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 approvals from the Planning Commission, the Design Review Committee, and/or Board of Mayor and Aldermen for each phase or lot therein.

4. The Master Development Plan will expire within one (1) year of approval by the Board of Mayor and Aldermen should the applicant fail to submit an application to the Planning Commission for construction plans or a Site Plan within that time. The owner may request the BMA grant extensions of an approval in one (1) year increments, per Town Code for Planned Developments.

5. 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 and all phases of this development.

6. Each phase of the project shall be incorporated into the Business Owners Association, to share the amenities and maintenance costs of the development.

7. 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.
8. Revise the Master Development Plan document to address:
   a. Revise to note the Business Owner’s Association be responsible for maintenance of the portion of the greenway buffer that falls within the public ROW, to remain consistent with the remainder of the project and remove the added burden from Town staff.
   b. Add language to note the residential lofts shall only include a variety of studio, 1-bedroom, and 2-bedroom options, with the majority to be studio and 1 bedroom.
   c. Add a requirement and details for an enhanced crosswalk, such as using a raised speed table, at the crossing between the end of the pedestrian greenway and main plaza.
   d. Note that ultimate driveway locations shall be considered and approved by the Town Engineer to ensure accurate driveway separation is achieved.
   e. Note that to the project will be expected to extend public sewer to adjacent upstream properties where appropriate for future sewer extensions in accordance with Town policy.
   f. Revise allowable uses in Area 6 to office only and Area 2 shall be restricted to hospitality, office, public, and restaurant uses only.
   g. Clarify that the ±97 lofts in Area 1 shall include no more than 5 additional lofts.

VI. New Business:

A. **Tennessee Equine Hospital Expansion – Site Plan – 12314 US 64, Eads, TN**

Chairman Campbell recognized Angela Reeder, Town Planner. Ms. Reeder presented the staff report (on file) for Tennessee Equine Hospital. Ms. Reeder said the applicant is requesting approval for an expansion of the existing equine hospital on Highway 64, just east of I-269. Ms. Reeder noted the use is not changing and the proposal remains a permitted use in the site’s B-2 zoning district.

Ms. Reeder explained the applicant proposes to add an almost 5,000 sq. ft horse barn behind and to the north of the existing building. The new building will allow for horses being treated to stay on-site, should it be medically necessary.

Ms. Reeder noted access to the site will continue through the existing driveway which will be improved and extended to provide a 24” internal driveway that loops back to the barn. This new driveway will provide a more usable route for horse trailers coming to the site and allow them to load/unload and exit the site.

Ms. Reeder stated the site plan provides 9 new parking spaces for the barn, which includes 1 handicap stall. This is within Zoning Ordinance. There are no required road improvements for this project.

Ms. Reeder explained the project includes the expansion of the existing dry stormwater detention basin on the site. The proposed expansion will provide adequate stormwater detention as required by Arlington’s regulations. Ms. Reeder noted the applicant must confirm that the detention basin construction will not encroach into the existing septic system disposal field on the site.

Ms. Reeder said public sanitary sewer service is not available at this site. Any service to the new barn will have to utilize the existing septic system on site. Ms. Reeder noted a letter from the Health Department was provided by the applicant noting the system should be able to serve the expansion. A condition of approval notes that work cannot begin on the site until the Heath Department issues a permit for septic service to the barn.

Ms. Reeder stated open space exceeds the requirements for this lot with several fenced fields that will
remain on-site. The Design Review Committee will review the final landscaping plans.

Ms. Reeder said staff recommends approval of the applicant’s Site Plan for an expansion to the existing equine hospital subject to the following conditions.

Chairman Campbell called for a motion.

Main Motion: Don Hinkle made the motion to approve the Site Plan for Tennessee Equine Hospital Expansion. Nycole Alston seconded the motion.

Discussion: Mr. Hinkle inquired if the fenced areas would remain as open space. Ms. Reeder said yes, the 2 fenced areas are intended as paddocks for the horses.

Mr. Campbell asked if the proposed parking spaces were adequate considering the size of the horse trailers that would be using them. Mr. Kevin Ledford, Engineer for the project, replied the site is designed so the trailers pull through a gate on the west side of the property and unload. This provides adequate room for unloading and will reduce the amount of queuing. Mr. Ledford mentioned the building would be designed with the same architectural features.

Mr. Thompson asked if the split rail fence in the front would remain. Mr. Ledford said yes. Mr. Thompson asked if the grassy area in the front would remain and Mr. Ledford replied yes, that is the detention and septic area and would remain as is.

Mr. Campbell called for a vote on the motion.

Vote on Motion: The motion carried unanimously.

STANDARD CONDITIONS:
S-1. It is found that the application as presented, with plans dated February 7, 2019, 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 appropriate.

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-2. 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-3. 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-4. 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-5. Proof of an approved Shelby County Health Department septic permit must be provided to the Town prior to a preconstruction meeting and civil work beginning on-site.

P-6. A Final Plat must be recorded to combine the two parcels associated with the project before a building permit can be issued pursuant to this approval.

B. **Wilson Lake PD – Master Development Plan – North of Forrest Street, west of the Forrest Street Park and soccer fields.**

Chairman Campbell recognized Angela Reeder, Town Planner. Ms. Reeder said the applicant is requesting consideration of a Residential Planned Development and Master Development Plan for an almost 40-acre property zoned RS-15 (Medium Density Residential) and located on the north side of Forrest Street between Forrest Street Park and Maple Grove. Ms. Reeder noted the site was most recently used for agricultural purposes.

Ms. Reeder explained the site was previously considered by the PC in 2017 but was pulled by the applicant to allow him to address the comments provided at the meeting. Since then, the applicant had a Joint Work Session with the Town last October to discuss the project.

Ms. Reeder stated the project will provide for 60 single-family lots on the 38.39-acre site, which results in a total density of 1.56 dwelling units per acre. Homes throughout the neighborhood must be a minimum of 2,800 square feet heated square footage.

Ms. Reeder said the plan notes homes will have an influence of Craftsman style, with exterior veneers of brick, stone, and hardie plank siding, large covered porches, extended gable overhangs, tapered or round columns, and metal awning accents. Ms. Reeder noted a few examples of the architectural designs are provided. The proposal notes all garages shall be side or courtyard loaded, except for corner lots. Ms. Reeder pointed out courtyard loaded garages are not consistent with the design style proposed and should be limited.

Ms. Reeder stated staff would encourage several details be clarified in the PD to achieve a more consistent design and ensure quality construction. Ms. Reeder provided examples such as: minimum front porch dimensions, lower pitched gable rooflines, and minimum eave overhangs.

Ms. Reeder stated the site is currently subject to the RS-15 zoning regulations. Ms. Reeder reviewed RS-15 requirements and compared them to the Wilson Lake PD as proposed noting the minimum lot size, lot width and setbacks. Ms. Reeder stated the open space for the project is 44% which exceeds the required 20%. Ms. Reeder proposes increasing the side setbacks to a minimum 10 feet with a required 24 feet total. This would allow for side load garages.

Ms. Reeder said the primary access point will be from a main entrance on Forrest Street and the entrance will be landscaped with neighborhood sign on one side. Ms. Reeder stated there will be a connection in the northeast corner to Bevan Road in Maple Grove which was stubbed out for a future connection.
Mr. Hill noted public road improvements are required along Forrest Street where the primary entrance will be located. These improvements would align and tie with Maple Grove's road improvements on the north side of Forrest Street. Mr. Hill stated there are two existing box culverts crossing Forrest Street (one on the east side and one on the west side of the development) that are within the boundary limits of the subject project. Each of the box culverts shall be extended to accommodate the widening of Forrest Street.

Mr. Hill said the residential roadways within the development will all have a minimum right-of-way width of 50 feet, with a curb to curb width of 30 feet. A street connection to Bevan Drive in Maple Grove will also be provided for interconnectivity.

Ms. Reeder noted the proposed residential use in the Wilson Lake PD is consistent with the surrounding area and the proposed lot size of 12,000 sf is consistent with nearby adjacent neighborhoods.

Ms. Reeder said the revised proposal now includes 17.11 acres of open space or 44%. The open space includes common area at the subdivision entrance, a buffer along the streams on the east and west boundaries, the central lake, and open space on the north side of the site.

Ms. Reeder explained the large, ±6-acre lake is proposed with one fountain in the center and a 5-ft wide asphalt walking trail is proposed around the perimeter of the lake, with access from the greenway trail, a cul-de-sac, and the southern roadway in the development. This creates a walking loop for residents; however, given the greenway trail and adjacent Forrest St. park trails, leaving the lake perimeter well-manicured but without a trail may be preferable.

Ms. Reeder noted if the lake trail is removed, the accessway on the southern side should remain for residents in that area and for emergency personnel.

Ms. Reeder said an 8-foot wide greenway section is proposed along the northern side of the site and will complete the trail system from Fayette County to Forrest Street Park and Depot Square. The trail is proposed as asphalt.

Ms. Reeder noted the amenities proposed along the northern side of the site for these 60 homes include a pavilion, BBQ grills, benches, half basketball court, and fenced dog park with waste receptacle. The DRC would provide final review and approval of site amenity details; however, staff would require the dog park be fenced with wrought-iron fencing (or equivalent) and not chain link.

Ms. Reeder said a cedar fence with brick columns would be placed along the property line between the proposal and the existing homes on Forrest Street. At the first PC meeting, the applicant agreed to make this an eight (8) foot tall fence to compensate for elevation differences between the homes. It is proposed to wrap around Lot 9 of the adjacent homes and slowly taper down to a four (4) foot fence towards the street.

Ms. Reeder reviewed the objectives of a Planned Development and noted Wilson Lake PD does provide amenities not found in traditional subdivisions, preserves natural tree growth along the east, north and west edges, completes a stub street and constructs a portion of the greenway trails to connect with Depot Square.

If approved, a preliminary of final plat, construction plans, and common open space plans will also have to be submitted for PC and/or DRC review and approval. Ms. Reeder noted an architectural book should be provided and brought at a later date.
Chairman Campbell called for a motion.

**Main Motion:** Don Hinkle made the motion to approve the Master Development Plan for Wilson Lake. Nycole Alston seconded the motion.

**Motion:** Brian Thompson made a motion to suspend the Planning Commission Meeting and Open the Public Hearing. Susan Payne seconded the motion.

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

Chairman Campbell declared the Public Hearing open. Anyone wishing to speak for or against the request, please stand to be recognized.

**Citizen Comments:** Scott Benjamin, 12292 Forrest Street, stated he had three concerns with the project. The first concern is the reduced lot size to less than the required lot size for the area. The second is the reduced amount of green space in the development. And the third concern is the proposed privacy fencing along the south side of the development. He asked if the fencing will be 8 feet or are the brick columns 8 feet and the fencing less than 8 feet?

Seeing no additional citizens coming forward, Chairman Campbell called for a motion.

**Motion:** Brian Thompson made the motion to close the Public Hearing and resume the Planning Commission Meeting. Don Hinkle seconded the motion.

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

**Discussion:** Mr. Campbell asked the height of the privacy fence. Ms. Reeder remarked staff would set a condition that the fence be 8 feet in height. Mr. Campbell asked what percentage of the project is open space. Ms. Reeder stated the open space is 44% as proposed; the initial proposal set the open space at 35%. The applicant did increase the open space. Mr. Campbell asked the minimum requirement for open space in this development. Ms. Reeder said 20%.

Mr. Hinkle asked if the lake would have a fountain feature. Ms. Reeder replied yes. Ms. Payne asked if the trees on the north side of the property would remain. Ms. Reeder responded the underbrush would be cleared but the trees will remain. Ms. Payne asked the size of the proposed dog park. Ms. Reeder noted the proposed dog park seems to be about the size of the proposed half basketball court. Ms. Payne inquired if lights are planned. Mr. Barker asked if the pavilion would have lights and Ms. Reeder said no lights are proposed.

Mr. Hinkle asked if the applicant would consider putting two fountains in the lake due to its size. Mr. Duke replied he could do that. Mr. McKee suggested the DRC look at the possibilities for feature fountains as one large fountain may be a better option than two smaller fountains.

Mr. McKee asked if the walkway around the center lake could be removed. Mr. Thompson agreed. Ms. Reeder stated it could be removed but would need to ensure the HOA understands they will be responsible for the maintenance of the landscape around the lake.

Mr. Thompson asked about removing the walkway between lots 32 and 33 on the south side of the proposal. Mr. McKee agreed noting other developments have limited access to the common lake. Ms. Reeder replied the walkway was a requirement of the Fire Department who needs access to the lake. Mr. Campbell agreed having the walkway there provides access to the lots on the south side of the development.
Mr. McKee recommended removing a lot, either 32 or 33, to create more open space on the south side of the development and provide access to the lake for those lots. Mr. Barker disagreed with removing a lot and did not feel it was necessary. There was no consensus among members.

Mr. McKee noted during the work session in October 2018, one of the items of concern was the number of lots per home that would back up to the existing homes in Shady Oak Estates. At that time members indicated they would prefer no more than 2 lots from Wilson Lake abut an existing acre lot in Shady Oak Estates. However, Mr. McKee pointed out, there are several lots in Shady Oaks that will have as many as 3 lots from Wilson Lake abutting their property. Mr. McKee requests that the lot sizes of Wilson Lake are increased in width to solve this problem.

Mr. Thompson noted the purpose of the 8-foot fence with brick columns was to help screen and offer privacy for the homeowners in Shady Oak Estates. He did not believe it was necessary to change the lot width. Ms. Durant stated this issue was raised at the joint work session and by homeowners.

Mr. Bray was unsure how it would work adjusting the lot widths and felt the 8-foot privacy fence was created to take care of a screening issue and create a buffer. Ms. Payne was in agreement the privacy fence with columns would offer enough of a buffer.

Mr. McKee said the rear setbacks, 20 feet, are very small for a backyard especially considering the Town’s requirement that no more than 30% of the required rear yard may be covered by pools and/or accessory structures.

Mr. Bray stated if they removed all courtyard garages from the proposal the rear yard setback could be increased to 25 feet. The side setbacks, he continued, would be set at a minimum of 5 feet with a required 25 feet total.

Mr. McKee suggested we limit abutting 5-foot side yard setbacks. Mr. Duke reiterated they will remove all courtyard garages and have side-load garage only.

Ms. Payne asked when, and by whom, the architectural design of the homes is reviewed. Ms. Reeder said architectural design review is typically done as part of the Planned Development approval process, not the DRC. Mr. McKee noted this neighborhood will be the last neighborhood on Forrest Street before you enter the historic district. It is important to get the design of the homes right and to make sure they blend with the historic district. Mr. McKee suggested the developer work with staff and come up with a plan to have a design mimic the craftsman design in Depot Square. Mr. Thompson agreed more details on the architectural design must be provided.

**Motion to Amend:** Mr. McKee called for a motion to require a pattern book with specific details of architectural styles be submitted to Staff for approval before the Plat is recorded and any building permits are issued. Mr. Campbell seconded the motion.

### Vote on Motion to Amend:

The motion carried unanimously.

Ms. Reeder asked the board for clarification for the revised setbacks, removing the walking trail and any other conditions. Mr. McKee asked if the members agree to reduce the proposal by one lot. Members did not agree this was necessary.

Mr. Thompson asked if the required walkway between lots 32 and 33 could end in a cul-de-sac with some seating. Mr. McKee asked to verify the minimum required width of the required walkway. Mr. Hinkle requested a condition be added to require the privacy fence between Wilson Lake and Shady
Oaks be 8-foot-tall, the development shall have no courtyard garages and driveway to driveway abutment will be limited.

**Motion to Amend:** Mr. Campbell called for a motion to amend adding the conditions to: revise side setbacks to be a minimum of 5 feet with a required total of 25 feet, and rear setbacks to be a minimum of 25 feet; note that efforts will be made to limit abutting 5-foot yard setbacks and abutting driveways; all garages shall be side-load; required emergency access walkway on the south side of the lake shall end in a cul-de-sac, or similar, with a seating area; the proposed privacy fence with brick columns along the south property line will be a minimum of 8 feet tall; and remove the walking trail around the lake. Mr. Hinkle seconded the motion.

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

**Vote on Main Motion as Amended:** The motion carried unanimously.

**CONDITIONS OF APPROVAL:**

1. The Wilson Lake Master Development Plan dated January 23, 2019, 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 approvals from the Planning Commission, the Design Review Committee, and/or Board of Mayor and Aldermen for each phase or lot therein.

4. The Master Development Plan will expire within one (1) year of approval by the Board of Mayor and Aldermen should the applicant fail to submit an application to the Planning Commission for construction plans or a Site Plan within that time. The owner may request the BMA grant extensions of an approval in one (1) year increments, per Town Code for Planned Developments.

5. 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 and all phases of this development.

6. All open space proposed as part of the Master Development Plan shall be privately owned and maintained by an owners’ association. Each phase of the project shall be incorporated into the Homeowners Association, to share the amenities and maintenance costs of the development.

7. 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. Revise side setbacks to be a minimum of 5 feet, with a required total of 25 feet, and rear setbacks to be a minimum of 25 feet.
   c. Note that efforts will be made to limit abutting 5-foot yard setbacks and abutting driveways.
   d. All garages shall be side-load.
   e. A public access easement shall be provided across the 8-foot greenway trail along the northern side of the site.
f. Provide a larger open space area on the south side of the lake and limit any hardscape to the minimum amount necessary to satisfy emergency personnel needs. Walkway shall end in a cul-de-sac with a seating area.

g. Dog park fencing must be wrought iron or equivalent, not chain link, and at least one bench should be provided in the dog park area.

h. Note the decorative fencing provided at the rear of lots on the lake will be a minimum of 5 feet tall, to allow pools for those residents if desired.

i. Additional architectural details should be added to the plan to give benchmarks to ensure the proposed vision is met. A pattern book with specific details of architectural styles shall be submitted to Staff for approval before the Plat is recorded and any building permits are issued.

j. Clarify the proposed privacy fence with brick columns along the south property line behind the existing homes on Forrest Street will be a minimum of 8 feet tall.

k. Remove the walking trail around the lake.

8. The applicant is responsible for installing an ADA-compliant pedestrian bridge connection to Forrest Park on the greenway trail at the northwest side of the site. The Town will reimburse the developer for 1/2 of the cost for this bridge. Bridge plan details and location shall be coordinated with the Forrest Park plans so that the trail aligns properly with the existing trail.

C. Other as Properly Presented

There was no business presented.

VII. Adjournment:

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

Motion: Brian Thompson made the motion. Don Hinkle seconded it.

The meeting was adjourned.

[Signatures]

Russ Campbell, Chairman

Don Hinkle, Secretary

3-18-19

Date

3/18/19

Date

Submitted By: Janet Lucci, Planning Administrative Assistant