Town of Arlington
Planning Commission
Meeting

April 16, 2018
6:30 P.M.
AGENDA
Planning Commission Meeting
Monday, April 16, 2018
6:30 p.m.

I. Invocation

II. Call to Order & Establishment of a Quorum

III. Approval of the March 19, 2018 Meeting Minutes

IV. Comments from Citizens

V. Old Business
   A. Other as Properly Presented

VI. New Business
   A. Hwy 64 Fuel Center – Rezone – northeast corner of Airline Road and Highway 64, from E-Estate to B-2 General Commercial. (pulled by applicant)

      PUBLIC HEARING- To consider a request to rezone 4.4 acres on the NORTHEAST CORNER OF Airline and Hwy 64 from E: Estate zoning to B-2: General Commercial.

   B. Haysville-Arlington Commons PD – Construction Plans – South side of Mott Street, roughly 400 feet east of Chester Street

   C. Haysville-Arlington Commons PD – Final Plat - South side of Mott Street, roughly 400 feet east of Chester Street

   D. Other as Properly Presented

VII. Adjourn
TOWN OF ARLINGTON, TENNESSEE
PLANNING COMMISSION

DEVELOPMENT STAFF REPORT

Haysville-Arlington Commons PD
CONSTRUCTION PLANS REVIEW

DATE: April 16, 2018

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

SUBJECT: Construction Plans for Haysville-Arlington Commons Planned
         Development

APPLICANT: H. Saga International, Inc.; Representative: Bob Wilson

DESIGN PROFESSIONAL: Ledford Engineering Planning Architecture; Rep: Kevin Ledford

SITE LOCATION: South side of Mott Street, roughly 400 feet east of Chester Street

ZONING CLASSIFICATION: B-3: Downtown Business District; within Depot Square Overlay District

ACREAGE: 1.29 acres

PROPOSAL: The applicant is requesting Planning Commission approval of construction plans
for the Haysville-Arlington Commons Planned Development. The PD is a single-phase, mixed-
use development in the B-3 zone and Depot Square Overlay. The proposal includes a mix of office
and retail space on the ground floor, with 10 single-family residential units above.

This proposal conforms to the Haysville-Arlington Commons Planned Development, which was
approved by the Board of Mayor and Aldermen on February 5, 2018 as Resolution 2018-05.

Access: Three (3) access points are proposed for the development: Mott Street (existing), a shared
driveway from Chester along the north side of the railroad (proposed), and access to the north
through an easement on the Dollar General property (existing). The applicant must obtain an access
 easement from the adjacent property owner for the new shared driveway, which has been
previously discussed with the owners and staff. The driveway will provide both vehicular and
pedestrian access to the new development.

Parking: Parking is provided around the exterior of the site. The 65 spaces proposed exceed the
minimum 62 required spaces (20 residential + 42 commercial). The requirements in the B-3
zone provide flexibility due to the Depot Square location and public parking availability. The 20 residential spaces are required to be marked as reserved for those units.

**Drainage / Grading:** Staff worked with the Applicant to develop options to benefit both the community and the Town on drainage. The Town is currently designing the Forrest Street Campus, just upstream of this development and is required to meet the same detention requirements as the proposed development. Staff analyzed the drainage basin and determined the Forrest Street Campus detention basin can be sized such that it will offset the increased runoff for the Haysville-Arlington Commons development. This approach aligns with the Town’s goal to use regional stormwater detention where feasible. The Applicant is required to pay for their portion of the detention being installed on the Forrest Street Campus project.

**Sanitary Sewer:** Public sanitary sewer is available for this site. The proposed development will be required to extend this sewer service. This extension would be considered a private extension since it would not serve any existing or future upstream development. Depending on the usage and anticipated flows, the extension may need to be larger than a standard 6” service line used for single family residential lot development.

**Roadway Improvements:**

**Chester Street:** Minor road improvements are proposed along the east side of Chester Street, which includes curb, gutter, and sidewalk. These improvements are proposed primarily along the new access being constructed for the site, immediately north of the CSX ROW. No additional ROW dedication is required along Chester Street.

**Mott Street:** The developer proposed to abandon approximately 200’ of the eastern ROW of Mott Street, which was recently approved on second reading by the BMA.

Minor improvements will be required along the new terminus of Mott Street to provide access to the site, both within Mott Street ROW and the abandoned ROW. These improvements shall consist of widening Mott Street to a 24’ width with curb and gutter to allow 2-way traffic to the proposed development. These improvements will extend west along Mott Street approximately 200’.

**Open Space:** The B-3 zone does not require a specific percentage of open space be provided; however, this site provides 23% open space around the building and the site perimeter. In addition, it will provide a rooftop patio for the residents to use as common area. The proposed open space is consistent with the approved Master Development Plan for the development in both size and location.

**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 April 9, 2018, 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. 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-8. The applicant is required to have a pre-construction meeting with Town of Arlington staff
prior to commencing improvements.

S-9. Prior to acceptance of any public improvement, the applicant will be required to provide
as-builds 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 with a response letter 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. Compensation based on Town Engineering estimates for this project’s portion of off-site
detention on Town property shall be paid for by the developer prior to the PreConstruction
meeting, in accordance with an approved Development Agreement.

P-4. The adjoining property owned by the Wooley Family Revocable Trust, identified as Parcel
No. A014200088, shall maintain driveway access to Chester Street until such time an
approved site plan for their access to the newly constructed Ingress/Egress route associated
with Haysville-Arlington Commons has been approved.
Town of Arlington
Planning Commission
Construction Plans Application
(Major Subdivisions Only)

Refer to Meeting and Submittal Dates Calendar for Application Deadlines

Subdivision Name: HAYSVILLE - ARLINGTON COMMONS
Location: EASTERN END OF MOTT STREET
Owner of Record: H. SAGA INTERNATIONAL, INC.
Owner Address: 12029 MOTT STREET, ARLINGTON, TN 38002
Daytime Phone: 901-878-3230 Fax Number: 901-460-2701
E-mail Address: bob.wilson@sagaintl.com

Developer Contact: MR. ROBERT WILSON
Company Name: H. SAGA INTERNATIONAL, INC.
Mailing Address: 12029 MOTT STREET, ARLINGTON, TN 38002
Daytime Phone: 901-878-3230 Fax Number: 901-460-2701
E-mail Address: bob.wilson@sagaintl.com

Engineer/Designer Contact: KEVIN O. LEDFORD
Company Name: LEDFORD ENGINEERING PLANNING ARCHITECTURE
Mailing Address: 5501 COMMANDER DRIVE STE 105, ARLINGTON, TN 38002
Daytime Phone: 901-862-5220 Fax Number: 714-941-5220
E-mail Address: kledford@ledforddep.com

Instructions for Submitting an Application:

☐ Fee Schedule: $300.00, plus $45.00 per lot
  *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.townofarlington.org, for all subdivision requirements.

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  
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.

*Owner information is required*

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<th>APPLICANT:</th>
<th>OWNER:</th>
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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: Ledford Engineering Planning and Architecture

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>Kevin Ledford</td>
<td>5567 Commander Drive</td>
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<tr>
<td>Srivie Willbanks</td>
<td>5567 Commander Drive</td>
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</tbody>
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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: Hsaga International Inc.

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

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<th>Name</th>
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<tr>
<td>Hsaga International Co., Ltd.</td>
<td>1F, NO. 132, S622, NANTING, N.</td>
</tr>
<tr>
<td>10% To Owner Of</td>
<td>Zhongshan Dist, Taipei, Taiwan</td>
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<tr>
<td>Hsaga Int. Inc.</td>
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TOWN OF ARLINGTON, TENNESSEE
PLANNING COMMISSION

DEVELOPMENT STAFF REPORT

Haysville-Arlington Commons PD
FINAL PLAT REVIEW

DATE: April 16, 2018

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

SUBJECT: Final Plat for Haysville-Arlington Commons Planned Development

APPLICANT: H. Saga International, Inc.; Representative: Bob Wilson

DESIGN PROFESSIONAL: Ledford Engineering Planning Architecture; Rep: Kevin Ledford

SITE LOCATION: South side of Mott Street, roughly 400 feet east of Chester Street

ZONING CLASSIFICATION: B-3: Downtown Business District; within Depot Square Overlay District

ACREAGE: 1.29 acres

PROPOSAL: The applicant is requesting Planning Commission approval of a 1-lot Final Plat for the Haysville-Arlington Commons PD, per a condition of the project’s Master Plan approval.

The site is located at the eastern end of Mott Street and the property was most recently used as the Town’s Community Garden, before it was sold to the applicant earlier this year. The approved PD includes construction of approximately 25,000 square feet of new mixed-use space, associated parking, and site improvements on the property.

A portion of the Haysville project also includes area of recently abandoned Mott Street right of way (ROW) immediately adjacent to the north. This plat will incorporate that previous ROW into the adjacent properties and also reflect a required ingress/egress easement across the adjacent property to the west which provides a primary access point to Chester Street.

ANALYSIS: The proposed layout is consistent with the approved PD and Mott Street has been formally abandoned by BMA Ordinance 2018-03. Any remaining minor corrections will be addressed to the Engineer’s satisfaction prior to recording.
NEXT STEPS: If approved, the applicant must address engineering comments, receive a Development Agreement from the BMA, and have a pre-construction meeting with staff prior to beginning 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 April 9, 2018, 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 conditions of the Planned Development Overlay, Construction Plan approval and Final Plat approval shall be added to the plat.

P-3. A five-foot utility easement shall be provided along the boundary of each parcel.
Town of Arlington
Planning Commission
Final Plat Application
(Major and Minor Subdivisions)

Refer to Meeting and Submittal Dates Calendar for Application Deadlines

Subdivision Name: HAYSVILLE - ARLINGTON COMMONS
Location: EASTERN END OR MOTT STREET
Owner of Record: H. SAGA INTERNATIONAL, INC.
Owner Address: 12029 MOTT STREET, ARLINGTON, TN 38002
Daytime Phone: 901-878-3250 Fax Number: 208-4100-7701
E-mail Address: BOB.WILSON@SAGAINFL.COM

Developer Contact: MR. ROBERT WILSON
Company Name: H. SAGA INTERNATIONAL, INC.
Mailing Address: 12029 MOTT STREET, ARLINGTON, TN 38002
Daytime Phone: 901-878-3250 Fax Number: 208-4100-7701
E-mail Address:

Engineer/Designer Contact: KEVIN D. LEDFORD
Company Name: LEDFORD ENGINEERING PLANNING ARCHITECTURE
Mailing Address: 5807 COMMANDER DRIVE, STE 105, ARLINGTON, TN 38002
Daytime Phone: 901-878-5227 Fax Number: 901-878-5731
E-mail Address: KDLEDFORD@LEDFOREMP.COM

Instructions for Submitting an Application:

☑ 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.townofarlington.org, for all
   subdivision requirements.

Office Use Only

Date Received: 3/1/18
Amount: 300
Fee Receipt #: 011394

Preliminary

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

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<td>By (Signature): [Signature]</td>
<td>By (Signature): [Signature]</td>
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<tr>
<td>Print Name: Kevin Ledford</td>
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<tr>
<td>Title: Vice-President</td>
<td>Title: C.E.O.</td>
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