Town of Arlington
Planning Commission
Meeting

December 17, 2018
6:30 P.M.
Town of Arlington

Planning Commission Meeting
Monday, December 17, 2018
6:30 p.m.

I. Invocation

II. Call to Order & Establishment of a Quorum

III. Approval of the November 19, 2018 Meeting Minutes

IV. Comments from Citizens

V. Old Business
   A. Arlington Trails Commercial PD – Master Sign Plan – Airline and Brooks Branch Rd.
   B. Other as Properly Presented.

VI. New Business
   A. Arlington Trails PD Ph 2 – Site Plan for Fairfield Inn & Suites – Southwest corner of Airline and Brooks Branch Rd.
   B. Arlington Trails PD Ph 2 – Site Plan for Sentry Self Storage – Airline Rd., roughly 300 feet south of Brooks Branch Rd.
   C. ABRA Auto Body Collision – Site Plan for a new auto body shop – West side of Airline Road, roughly 600 feet south of Memphis Arlington Rd.
   D. Wendy’s – Site plan for a new franchise restaurant – Southwest corner of Airline and Memphis Arlington Rd.
   E. Other as Properly Presented.

VII. Adjourn
TOWN OF ARLINGTON, TENNESSEE
Planning Commission

DEVELOPMENT STAFF REPORT

MASTER SIGN PLAN
Arlington Trails Commercial PD

DATE: December 17, 2018

STAFF: Angela Reeder, AICP, Town Planner

SUBJECT: Master Sign Plan Review & Recommendation

APPLICANT: Grant Properties LLC; Representative: Milton Grant

DESIGN PROFESSIONAL: Renaissance Group, Inc; Representative: Wesley Wooldridge

SITE LOCATION: South side of Brooks Branch Rd., at the southwest corner of I-40 and Airline

ZONING CLASSIFICATION: SC: Shopping Center

FUTURE LAND USE CLASSIFICATION: Regional Support Commercial

ACREAGE: 17.08 acres

BACKGROUND: The applicant received approval for the Arlington Trails Commercial PD on October 1, 2018. The PD includes seven (7) commercial lots; two intended for hotels, one for a storage facility, and the remaining four (4) for future tenants. The four lots without identified tenants may be developed with a wide variety of commercial uses from individual to multi-tenant buildings.

One condition of the PD’s approval was to prepare a Master Sign Policy. The PC considered the Policy last month and asked for DRC input. Since then the applicant has made some changes and the DRC considered it at their Dec. meeting and provided recommended Conditions of Approval.

PROPOSAL AND ANALYSIS:
The intent of a sign policy is to guide future signage within the PD for consistency and quality. The majority of the proposed Master Sign Policy repeats or is consistent with the Town’s existing Sign Guidelines. However, there are also several variations from existing Code, and the primary variations are as follows:

1. The policy stipulates a 5-day time limit for tenants to repair any damaged signs. The Town also requires signs to be maintained, but this should help expedite any repairs (1.c.).

2. Quality of materials on wall mounted signage is stipulated, from materials and finish, to paint guarantees (3. c-j).
3. The policy sets maximum wall sign letter heights for all uses except the hotels (36” and 66” if text is stacked) (4. Chart 1). The maximum sign area does not change from what the Code permits. The addition of max letter heights can result in more consistency.

4. The policy sets a specific number of signs allowed per building elevation (3 on front, 1 on back, and 1 on side of corner tenants). As maximum sign area per frontage still follows the Town Code, this would be anticipated to have minimal impact (4. Chart 1).

5. The policy calls for all wall mounted signs in each multi-tenant building to utilize the same color for their text/lettering (4.a.). The specific color is not identified to allow future flexibility, but it would need to be one of the 5 allowed by the Town. This would result in consistent signage within each building which is a goal of a Master Sign Policy.

6. With regard to the hotels, the policy sets maximum letter heights for wall signs (36” and 96” if text is stacked), allows for 3 wall signs (facing north, east, and west), and sets a sign area of 150 square feet per elevation, with a total not to exceed 450 square feet (4. Chart 2).

Current Code would allow up to 250 square feet on the elevation facing I-40, and ±70 square feet for the east and west elevations, so the policy requests slightly more signage for the hotel uses. Code would also typically only allow signage on the sides facing north and west (the Cove and I-40). The applicant contends the visibility of a 4-story building from Airline Road offers an argument for signage on that side.

7. Address identification signage is required at all rear or service entrances in a standard format for deliveries and emergency personnel (4.f.ii.). This will provide consistency of those signs.

8. The Policy requests internally illuminated lettering on the upper floor wall signage on Lots 1 & 2 (the hotel lots), due to the size and location of the signage (4.g.iii.). The individual channel letters will appear black in the daylight, but appear white in the evening. An example of this is attached. The applicant states the signage is proposed on the exterior of the fourth floor, and feels reverse channel lighting would not be sufficient at that distance. He feels this is further exacerbated by the hotel names, which are lengthy and can make reverse channel even more difficult.

Approval of internally illuminated text would be a departure from wall signage allowances in Town over the past decade. The Town has set somewhat unique sign lighting guidelines to create a quality standard for our businesses. However, if it could be tastefully executed, staff could support the consideration of internal wall lighting due to the uniqueness of the situation and building. The building would be the tallest in Arlington at four stories, and its distance from I-40 is a unique circumstance. The Code already distinguishes lots within a ‘Special Sign Corridor’ (those zoned SC and within 1500’ of centerline of 40 or 385) and provides consideration for taller ground signs there.

9. The policy states that any single tenant with over 10,000 square feet or freestanding single tenant user may have an internally illuminated logo on wall signs (4.g.iv.). Lettering would still use external or reverse channel illumination. It also clarifies that the logos shall be scaled to an appropriate size so as to be proportional in scale to the overall sign or sign panel (5.d). This request mimics the policy approved for the Airline Road PD (Kroger/Shops).
10. The policy notes individual channel letter colors shall follow Town guidelines (black, white, beige, gold, or bronze), with the exception of the 4th floor wall signs on the hotels, which may utilize the dual color film previously mentioned.

In addition to the text of the document, sample sign renderings are provided as follows:

1. **Grouping Sign** - To identify generally how Grouping Signs would be anticipated to look – 2’ brick base, center name at the top, tenant space in the middle, and under the 15’ max height. It is a basic ground mount sign and follows Town guidelines for size, location, and illumination. Staff would encourage additional details to enhance the sign, such as brick framing on the sides or using mounted channel letters for the center name and/or logo.

2. **Wall Sign: Storage** – To identify how the wall mount signs would look on the storage site. The sign detail indicates individual, reverse channel letters and a separate logo, which would be consistent with the policy. However, staff would note a couple items to consider:
   a. The text would have to use an approved color, not blue.
   b. The elevation shows the signage on a white, square background (increasing sign size). Staff would look for signage to instead be on the wall face, as shown in the detail.
   c. The logo could utilize internal illumination, if the policy is approved as submitted. The policy calls for logos to be proportional in scale to the overall sign. This logo is shown at roughly 20% of the size of the lettering, and slightly shorter than the lettering height.

3. **Ground Sign: Storage** – To identify how the ground mount signs would look on the storage site. The ground sign includes a 2’ brick base and internally illuminated aluminum cabinet with an opaque background, which our Code permits.

4. **Wall Signs: Fairfield** - To identify how signs on the Fairfield building are proposed. The signs include three at the top floor of the building, with an approximately 66 sf wall sign on the north frontage (facing I-40) and 72 sf wall signs on the east and west frontage. They are all individual channel letters. Staff items to consider:
   a. Signs all are presumably internally illuminated in the format proposed by the plan (black during day, white at night). However, the elevations indicate they may be white during day and night on the E/W elevations.
   b. Staff would note these are significantly less wall signage than the Policy would permit as written (total of 210 sf, where policy requests up to 450 sf). Even with the small, 8 sf identification sign on the stone column, it is still far less than 450 sf.
   c. Signage would typically only be permitted on the north and west facing sides, as they front roadways. Signage on the east facing would be an exception here. The reverse would be true on a Lot 1 hotel.

5. **Ground Sign: Fairfield** – Limited information on the Fairfield monument sign. Includes a masonry base with internally illuminated box above. Additional information will be ultimately be needed to confirm consistency, and would be anticipated with a future Sign Permit application.
The DRC considered the proposed Master Sign Policy and recommend it with the following conditions or changes, which are included in the recommended conditions:

1. The Grouping sign may include internal illumination for the tenant portion, the shopping center name and logo shall be non-illuminated, the nonilluminated portions shall have added depth and be metal.

   Discussion: DRC felt the addition of bulkier metal materials for the non-illuminated portions of the sign (shopping center name and logo) would enhance the appearance.

2. Ground signs on lots 3-7 shall use a consistent dark background color that matches the grouping sign, shall have a masonry base that matches materials on the associated building, and may have internally illuminated text and logos.

   Discussion: DRC felt ground signs should utilize a dark background (not white as shown) and utilize a consistent background throughout the PD to achieve some consistency.

3. Lots 1 and 2 (hotels) may have internally illuminated wall signs with white letters along the top floor of the building, due to the unique height being over 40 feet, the location along a freeway in our special sign corridor, the vehicles along I-40 traveling at such high speeds, and the hotel use. Reasons for the allowance shall be clearly stated in the Policy.

   Discussion: After much discussion of lighting principles and options, the DRC felt there were enough unique circumstances to warrant individual white internally illuminated letters. They wanted the reasons for the allowance clearly stated to avoid appearance that this is appropriate on other situations.

4. Ground signs for Lots 1 and 2 shall have reverse channel lettering.

   Discussion: As a compromise for internally illuminated wall signs, the DRC felt the hotels should utilize reverse channel lettering on the ground signs where the signs are at ground level with slower moving traffic. This would provide that unique, quality detail on the site that the Town has endeavored to move toward.

5. Wall signage permitted along Fair Springs Cove for Lots 1 and 2 may be shifted to opposite side of the building, resulting in wall signage on two sides only.

   Discussion: The DRC felt additional signage wasn’t necessary for the hotels, as they would each already have two wall signs, a ground sign, and space on a grouping sign. In exchange, they proposed the applicant be able to use their sign allowance for the cul-de-sac side of the road on their opposite facing elevations instead.

**NEXT STEPS:** The recommendation of the Planning Commission will be forwarded to the Board of Mayor and Alderman for final approval.
RECOMMENDATION: The DRC and staff recommend approval of the Master Sign Policy, subject to the following conditions:

1. The Master Sign Policy for the Arlington Trails Commercial PD dated December 5, 2018, is only official once it is approved by the Board of Mayor and Aldermen. The Town’s Zoning Ordinance, Subdivision Regulations, and Design Guidelines shall govern development of the Subject Property unless specifically modified as part of the approved Master Sign Policy.

2. Any revisions required by the Town shall be made to the Policy and submitted to staff prior to any administrative sign approvals being issued.

3. No individual applications for signage have been presented. Prior to the installation of any signs, a sign permit application shall be presented to staff for consideration and shall conform to the requirements of the Arlington Zoning Ordinance and this Master Sign Policy.

4. Revise the Master Sign Policy document to address:

   a. The Grouping sign may include internal illumination for the tenant portion, the shopping center name and logo shall be non-illuminated, the nonilluminated portions shall have added depth and be metal.

   b. Ground signs on lots 3-7 shall use a consistent dark background color that matches the grouping sign, shall have a masonry base that matches materials on the associated building, and may have internally illuminated text and logos.

   c. Lots 1 and 2 (hotels) may have internally illuminated wall signs with white letters along the top floor of the building, due to the unique height being over 40 feet, the location along a freeway in our special sign corridor, the vehicles along I-40 traveling at such high speeds, and the hotel use. Reasons for the allowance shall be clearly stated in the Policy.

   d. Ground signs for Lots 1 and 2 shall have reverse channel lettering.

   e. Wall signage permitted along Fair Springs Cove for Lots 1 and 2 may be shifted to opposite side of the building, resulting in wall signage on two sides only.
**NOTE:** Sign permits are required from Shelby County Office of Construction Code Enforcement prior to installation of the sign. Once the sign is approved by staff or the Design Review Committee and all changes have been made (if required), an approval letter will be prepared for your delivery to Shelby County.
TOWN OF ARLINGTON, TENNESSEE
PLANNING COMMISSION
DEVELOPMENT STAFF REPORT

Marriott Fairfield Inn
SITE PLAN RECOMMENDATION

DATE: December 17, 2018

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

SUBJECT: Site Plan Review

APPLICANT: Grant Properties LLC; Representative: Milton Grant

DESIGN PROF./CONSULTANT: Renaissance Group, Inc.; Representative: Wesley Wooldridge, P.E.

SITE LOCATION: West side of Airline Road, south of I-40 and Brooks Branch Road.

SITE ACREAGE: 2.34 Acres

ZONING: SC (Shopping Center) with Arlington Trails PD overlay

ANALYSIS: The applicant is requesting Planning Commission consideration of a Site Plan for a new hotel on the west side of Airline Road, just south of I-40 in the Arlington Trails Commercial Planned Development (PD). The PD approved the lot and hotel use on October 1, but each lot still requires individual PC Site Plan approval.

Proposal: The applicant proposes to construct a four story, 56,776 square foot hotel at the end of Fair Springs Cove, a new street in the Arlington Trails PD. The lot is just over 2.3 acres in size and is within the SC zoning district. The area is undeveloped and treed at this time, but construction plans for the PD were approved last month for installation of roads and other public infrastructure.

The building will sit in the center of the site, with the entrance facing I-40 and the pool enclosure behind. Landscaping and parking surround the building on all sides and setbacks equal to the SC Zone and approved PD are all noted. The dumpster enclosure encroaches slightly into the side setback and a condition requires it to be shifted outside. The overall site FAR is 0.55, which must
be lowered to 0.50 to meet Town Code requirements, which is also noted as a condition of approval. A table shows room counts and sizes to confirm the building will meet the Town’s 325 sf average room site requirement, providing an overall average room size of 331 sf.

**Access:** The building will gain access from Fair Springs Cove and face north toward I-40. The driveway extends around the entire building, providing access to all sides. The applicant also notes the Town’s future aerial truck (on order) can maneuver around the entire site.

For pedestrian access, a walkway is provided from the Fair Springs Cove sidewalk to the building entrance. Sidewalks and ramps are also provided throughout the site to get customers from the parking to the hotel.

**Parking:** Parking for the hotel is found on all sides of the building, typical of a hotel with several entrances. The site plan provides a total of 111 parking spaces, which includes 5 handicap stalls but does not include spaces in the check-in area at the entrance. This is within Zoning Ordinance requirements, which call for a minimum of 110 spaces (1:guest room) and a max of 165 spaces (1.5:guest room) for hotel uses.

**Road Improvements:** Construction plans have been submitted and approved for the Airline Trails PD, which are the first phase of the PD. Those plans include road improvements along Fair Springs Cove, including curb & gutter and sidewalk. As such, no additional road improvements are required for this project.

**Drainage / Grading:** The Arlington Trails PD conditions of approval (November 19, 2018 PC meeting) outline the drainage conditions imposed on the PD, including the installation of drainage facilities to divert storm water away from existing undersized pipes under Interstate 40 to another existing interstate pipe with excess capacity. In exchange for those improvements, the requirement for storm water detention on this site was waived. The drainage improvements proposed for this project are consistent with the approved PD conditions.

**Sanitary Sewer:** Public sanitary sewer facilities are being installed as part of the Arlington Trails PD construction. This development will connect to those facilities.

**Landscaping and Tree Ordinance:** Open space of 30% is provided on the site, which meets the Town requirement for this lot, per the Code and PD. The site will be required to provide 46.8 tree density units, and landscaping will be required along the Fair Springs Cove streetscape. The Design Review Committee will review the final landscaping plans to confirm each of these.

**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 finds the site meets requirements of the approved Arlington Trails PD, and recommends approval of the applicant’s Site Plan for a new hotel, 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 December 5, 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 or its designee.

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 Design Guidelines.

P-4. The Arlington Trials PD final plat must be recorded creating the lot in question prior to issuance of any building permits for the site, or full security for public improvements must be on file with the Town.

P-5. Revise the site plan to meet the hotel FAR requirements, per Zone Code Section 4.10.

P-6. Shift the dumpster enclosure outside of the 10-foot side setback.

P-7. As building construction type is indicated as II-B (56,776 S.F.), the calculated fire flow is 5,000 gallons per minute for four hours. Sprinkler reduction allowed of 30% changes required fire flow to 3,500 gallons per minute plus sprinkler demand. This requires a minimum of 4 fire hydrants producing a combined total of required fire flow and sprinkler demand (IFC, 2012, Appendix C, Table C105.1). Revise plans as needed.
P-8. Fire hydrant locations shall meet Code requirements (912.2 Location) to the satisfaction of the Fire Chief.

P-9. Plans must be submitted to State Fire Marshal’s Office for approval due to the site’s occupancy type.
# Town of Arlington
## Planning Commission
### Site Plan Application

Refer to Meeting and Submittal Dates Calendar for Application Deadlines

<table>
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<tr>
<th>Development Name:</th>
<th>Fairfield Inn &amp; Suites</th>
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<tr>
<td>Location:</td>
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<tr>
<td>Owner of Record:</td>
<td>Bond Enterprise TN, Inc.</td>
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<tr>
<td>Owner Address:</td>
<td>8006 Woodfern Dr. Indian Springs, AL 35124</td>
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<tr>
<td>Daytime Phone:</td>
<td>205-733-9270</td>
<td>Fax Number:</td>
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<tr>
<td>E-mail Address:</td>
<td><a href="mailto:deverewb@hotmail.com">deverewb@hotmail.com</a></td>
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| Developer Contact:      | Milton Grant           |
| Company Name:           | Grant Properties LLC   |
| Mailing Address:        | 9075 Forest Centre Drive |
| Daytime Phone:          | 901-930-0590           | Fax Number: |
| E-mail Address:         | mgrant@granthomes.com  |

| Engineer/Designer Contact: | Wesley Wooldridge       |
| Company Name:             | Renaissance Group       |
| Mailing Address:          | 9700 Village Circle, Suite 100, Lakeland, TN 38002 |
| Daytime Phone:            | 901-332-5533            | Fax Number: |
| E-mail Address:           | wwooldridge@rgroup.biz  |

**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.**

- **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.**

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5854 Airline Road • P.O. Box 507 • Arlington, TN 38002-0507
Telephone (901) 867-3449 • Fax (901) 867-2638
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

Copy and use additional pages if necessary

| APPLICANT: | OWNER:
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<td>Grant Properties LLC</td>
<td>Bond Enterprises TN Inc.</td>
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<td>By (Signature):</td>
<td>By (Signature):</td>
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<tr>
<td>Milton C. Grant</td>
<td>Dr. Winkler D. Bond</td>
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<tr>
<td>Title:</td>
<td>Title:</td>
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<td>Managing Member</td>
<td>President</td>
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TOWN OF ARLINGTON, TENNESSEE
PLANNING COMMISSION
DEVELOPMENT STAFF REPORT

Sentry Self-Storage
SITE PLAN REVIEW

DATE: December 17, 2018

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

SUBJECT: Site Plan Review

APPLICANT: Grant Properties LLC; Representative: Milton Grant

DESIGN PROF./CONSULTANT: Renaissance Group, Inc.; Representative: Wesley Wooldridge, P.E.

SITE LOCATION: West side of Airline Road, south of I-40 and Brooks Branch Road.

SITE ACREAGE: 4.96 Acres

ZONING: SC (Shopping Center) with Arlington Trails PD overlay

ANALYSIS: The applicant is requesting Planning Commission consideration of a Site Plan for a new self-storage facility on the west side of Airline Road, just south of I-40 in the Arlington Trails Commercial Planned Development (PD). The PD approved on October 1 included the lot and storage use, but each lot still requires individual PC Site Plan approval.

Proposal: The applicant proposes to construct a single story, 83,240 square foot self-storage facility on Lot 3, which fronts on both Airline Road and the new Arlington Trails extension. The lot is almost 5 acres in size and is within the SC zoning district. The area is undeveloped and treed at this time, but construction plans for the PD were approved last month for installation of roads and other public infrastructure.
The building is planned in a fort configuration and will thus be built toward the perimeter of most of the site. The building meets or exceeds the setbacks on all sides, sitting roughly 25 feet back from Arlington Trails and approximately 80 feet back from Airline Road. The rental office and primary entrance/exit faces Arlington Trails and an emergency access/exit faces Airline Road. As discussed in the PD, the site is designed in a fort configuration to ensure all storage doors and on-site storage is screened by the building.

Access: The site will gain access from Arlington Trails through a gated entrance/exit. A small parking area is located at the street to serve the rental office. Once through the gate, access to the various storage units is accessible from the internal parking area. The applicant also notes the Town’s future aerial truck (on order) can maneuver within the site.

The driveway from Airline Road is a right-in/right-out only. It leads to the exit only gate, but also provides access to lots to the north and south.

For pedestrian access, a walkway is provided from the Arlington Trails sidewalk to the building entrance. The walkway is proposed in a stained, stamped brick pattern to match other highlight areas throughout the PD and identify it as part of the overall PD.

Parking: Parking for a self-storage use is minimal and based on combined employees for the all shifts. The ordinance calls for a minimum of 1: 1.5 employees and a max of 1: employee for storage and industrial uses. The site plan provides a total of 6 parking spaces, which includes 1 handicap stall. This is within Zoning Ordinance requirements for a site with 6 employees, which is reasonable for a facility this size.

Road Improvements: Construction plans have been submitted and approved for the Airline Trails PD, which are the first phase of the PD. Those plans include road improvements along Airline Road and Arlington Trails, including curb & gutter and sidewalk. As such, no additional road improvements are required for this project.

Drainage / Grading: The Arlington Trails PD conditions of approval (November 19, 2018 PC meeting) outline the drainage conditions imposed on the PD, including the installation of drainage facilities to divert storm water away from existing undersized pipes under Interstate 40 to another existing interstate pipe with excess capacity. In exchange for those improvements, the requirement for storm water detention on this site was waived. The drainage improvements proposed for this project are consistent with the approved PD conditions.

Sanitary Sewer: Public sanitary sewer facilities are being installed as part of the Arlington Trails PD construction. This development will connect to those facilities.

The sewer system plans for the project show an “RV sewer connection.” If there are plans to provide for waste disposal from recreational vehicles, the applicant must provide the following information and receive a permit from the Town for this sewer discharge:

a) Provide estimated daily discharge flow
b) Provide estimated annual discharge flow
c) Provide information regarding any seasonal peak flows and when these peaks occur
d) Provide a description of the type of discharges proposed to be allowed.
e) Depending on the discharge types expected, the Town may require that a bar screen or other device be installed on the service line.

Landscaping and Tree Ordinance: Open space of 23.9% is provided on the site, which exceeds the Town’s 20% requirement for this lot, per the PD. The site will be required to provide 99.2 tree density units, and landscaping will be required along site streetscapes. The Design Review Committee will review the final landscaping plans to confirm each of these.

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 finds the site meets requirements of the approved Arlington Trails PD and recommends approval of the applicant’s Site Plan for a storage facility, 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 December 5, 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 or its designee.

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 Design Guidelines.

P-4. The Arlington Trials PD final plat must be recorded creating the lot in question prior to issuance of any building permits for the site, or full security for public improvements must be on file with the Town.

P-5. Provide information as requested by the Arlington Public Works Department regarding proposed sewer connection for recreational vehicles. Comply with all requirements imposed by the Town for this connection.

P-6. Fire flow requirements will be calculated according to the 2012 International Fire Code based upon square footage and building construction type plus sprinkler water demand, all of which will be calculated according to Appendix C. Number and spacing of fire hydrants shall be revised to the satisfaction of Fire Chief, if fire flow calculations indicate a need.

P-7. Building A, at 46,778 square feet, requires a fire flow of 4,500 gallons per minute. A 30% reduction allowed for sprinkled structure equals a revised fire flow of 3,150 gallons per minute plus sprinkler demand. This requires a minimum of four fire hydrants and potential for additional hydrants based on spacing requirements from IFC, 2012, Appendix C, Table C105.1.

P-8. Fire hydrant locations shall meet code requirements as stated in section 912.2 Location, to the satisfaction of the Fire Chief.
Town of Arlington
Planning Commission
Site Plan Application

Refer to Meeting and Submittal Dates Calendar for Application Deadlines

Development Name: Sentry Self Storage - Arlington Trails  Zoned: PD - B-2
Location: Future Arlington Trails Road
Owner of Record: Bond Enterprises TN, Inc.
Owner Address: 8006 Woodfern Dr. Indian Springs, AL 35124
Daytime Phone: 205-733-9270  Fax Number: 
E-mail Address: diverewb@hotmail.com

Developer Contact: Milton Grant
Company Name: Grant Properties LLC
Mailing Address: 9075 Forest Centre Dr. Germantown, TN 38138
Daytime Phone: 901-930-0590  Fax Number: 901-930-0591
E-mail Address: mgrant@granthomes.com

Engineer/Designer Contact: Wesley Wooldridge
Company Name: Renaissance Group
Mailing Address: 9700 Village Circle, Suite 100, Lakeland, TN 38002
Daytime Phone: 901-332-5533  Fax Number: 
E-mail Address: wooldridge@rgroup.biz

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.

☐ 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.

5854 Airline Road • P.O. Box 507 • Arlington, TN 38002-0507
Telephone (901) 867-3449 • Fax (901) 867-2638
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.

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*Copy and use additional pages if necessary*

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<tr>
<td>Milton Grant</td>
<td>Dr. Winkler D. Bond</td>
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<tr>
<td>Managing Member</td>
<td>President</td>
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*Owner information is required*
TOWN OF ARLINGTON, TENNESSEE  
PLANNING COMMISSION  
DEVELOPMENT STAFF REPORT  

ABRA Auto Body  
SITE PLAN RECOMMENDATION  

DATE: December 17, 2018  

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

SUBJECT: CUP - Site Plan Review and Recommendation  

APPLICANT: Oldacre McDonald, LLC; Representative: David Bailey  

DESIGN PROF./CONSULTANT: Kimley Horn; Representative: Jarmon Peregoy, P.E.  

SITE LOCATION: West side of Airline Road, roughly 600 feet south of Memphis-Arlington Road.  

SITE ACREAGE: 2.14 Acres  

ZONING: SC (Shopping Center)  

ANALYSIS: The applicant is requesting Planning Commission recommendation of a site plan for a new auto body repair business on the west side of Airline Road, just south of Arlington Automotive. The use requires a Conditional Use Permit from the BZA, and Planning Commission review and input.  

Proposal: The applicant proposes to construct an 18,026 square foot building for a new ABRA Auto Body location. The lot is just over 2 acres in size and is within the SC zoning district. The area proposed is largely paved at this time, having previously been part of the Arlington Airport.  

Access: The building will front Airline Road and share the existing driveway from adjacent Arlington Automotive, which straddles their property lines. The driveway extends around the entire building, providing access to all sides (even though the majority of it is fenced for screening).
Staff encourages shared access to reduce driveway cuts on Airline Road, so this layout is consistent. However, to continue this, the driveway should be stubbed out to the south to allow future development on the adjacent lot to do the same. All proposed site improvements (building and parking) lie outside the front 25-foot streetscape and setbacks.

For pedestrian access, a walkway is provided from Airline Road to the building entrance. Due to grade differences, it requires railings to safely get pedestrians to the parking lot.

**Parking:** The building will front Airline Road with customer parking at the front, and employee and repair vehicle parking in a fenced area to the side and rear. The site plan provides a total of 91 parking spaces, which includes 25 working bays inside the building and 3 handicap stalls. This is within Zoning Ordinance requirements, which call for a minimum of 70 spaces (2:Bay + 1:employee) and a max of 115 spaces (5:Bay + 1:employee) for auto repair uses.

A stipulation of any auto repair use is that those vehicles being repaired be screened. As such, the majority of the site parking is inside the building or behind an 8-foot fence.

**Road Improvements:** Airline Road is fully improved with curb & gutter and sidewalk. As such, no road improvements are required for this project. It should be noted that there is a roughly 6-foot elevation difference between the ROW and finish floor elevation of the building, which will result in additional consideration for screening of rooftop equipment.

**Drainage / Grading:** The existing site has been used for parking and is predominantly asphalt paved surface. The proposed re-developed site will not produce an additional storm water runoff above what currently exists, so storm water detention is not required.

**Sanitary Sewer:** Public sanitary sewer is available along the east side of Airline Road. However, the elevation of this public sewer line is not low enough to allow for a gravity sewer service to the proposed building. The applicant is installing a private sewer lift station to pump their wastewater into the public sewer line across Airline Road.

**Landscaping and Tree Ordinance:** Open space of 30.2% is provided on the site, which meets the 30% requirement for this lot. The site is required to provide 42.8 tree density units, and landscaping will be required along the Airline Road streetscape. The Design Review Committee will review the final landscaping plans to confirm these items.

**Next Steps:** The PC recommendation will be forwarded to the BZA, who will review the site and its operation to ensure it meets Town CUP requirements for this type of use. 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 supports a recommendation of approval of the applicant’s Site Plan for a new auto body repair 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 November 27, 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 Design Guidelines.

P-4. A final plat must be submitted for approval and then be recorded to create the lot in question prior to issuance of any building permits for the site. Ingress/egress easements are required where any shared access is provided.

P-5. Revise the Site Plan to note: Tree density units required, that all ground mounted equipment will require screening through fencing and/or landscaping as appropriate, and that the screening fence around the rear of the site must be a minimum of 8 feet tall.
Location Map

ABRA Auto Body Collision
Airline Road West Side of Otto Lane
## Town of Arlington

### Planning Commission
Site Plan Application

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Refer to Meeting and Submittal Dates Calendar for Application Deadlines

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<tr>
<td>E-mail Address:</td>
<td><a href="mailto:areeder@townofarlington.org">areeder@townofarlington.org</a></td>
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<tr>
<th>Developer Contact:</th>
<th>David Bailey</th>
<th>Company Name:</th>
<th>D3 Arlington, LLC</th>
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<tbody>
<tr>
<td>Mailing Address:</td>
<td>3841 Green Hills Village Drive, Suite 400, Nashville, TN 37215</td>
<td>Daytime Phone:</td>
<td>615-269-5444</td>
</tr>
<tr>
<td>Fax Number:</td>
<td>615-383-6866</td>
<td>E-mail Address:</td>
<td><a href="mailto:dbailey@oldacre.mcdonald.com">dbailey@oldacre.mcdonald.com</a></td>
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<tr>
<th>Engineer/Designer Contact:</th>
<th>Jarmon Peregoy, PE/Katie Bowman, EI</th>
<th>Company Name:</th>
<th>Kimley-Horn and Associates, Inc.</th>
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<tr>
<td>Mailing Address:</td>
<td>6750 Poplar Ave., Suite 600, Memphis, TN 38138</td>
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<td>E-mail Address:</td>
<td><a href="mailto:Jarmon.Peregoy@kimley-horn.com">Jarmon.Peregoy@kimley-horn.com</a></td>
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### Instructions for Submitting an Application:

- **Fee Schedule:**
  - Less than 5 acres – $800.00
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  *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.**

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5854 Airline Road • P.O. Box 507 • Arlington, TN 38002-0507
Telephone (901) 867-3449 • Fax (901) 867-2638
Planning Commission  
Site Plan Application

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DATE: December 17, 2018

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

SUBJECT: Site Plan Review and Parking Waiver Review

APPLICANT: Wendelta Property Holdings, LLC; Representative: Don Nichols

DESIGN PROF./CONSULTANT: Pickering Firm; Representative: Cara Martin, P.E.

SITE LOCATION: Southwest corner of Airline Road and Memphis-Arlington Road.

SITE ACREAGE: 1.00 Acres

ZONING: SC (Shopping Center)

ANALYSIS: The applicant is requesting Planning Commission recommendation of a site plan for a new fast food restaurant on the southwest corner of Airline Road and Memphis-Arlington.

Proposal: The applicant proposes to construct a 2,562 square foot building for a new Wendy’s fast food restaurant on the corner lot. The lot is 1 acre in size and in the SC zoning district. The area proposed is largely paved at this time, having previously been part of the Arlington Airport.

The building fronts on Airline Road with a drive-through that wraps around 3 sides of the building. The order board is on the west side of the building, with pickup windows on the south side, and a queue area that can serve at least eleven (11) vehicles behind the pick-up windows is provided. The Code requires a queue area of at least six (6) spaces, so this is adequate. All proposed site improvements (building and parking) lie outside the Airline Road 25-foot streetscape and setback. A small portion (±350sf) of the parking lot lies within the Memphis-Arlington streetscape, which is a result of squaring the building up to Airline Road (as the intersection is not perfectly square).

Access: The building will front Airline Road and utilize a full-access driveway across from the existing Triumph Bank drive. This driveway will be stubbed out to the south, to allow the option of shared access to the adjacent property. An easement will need to be dedicated for this access.
A second access out to Memphis-Arlington Road is proposed across a shared access easement on the vacant property to the west. This easement provides access to all three lots within this property, which supports the Town’s goal to reduce driveway cuts.

For pedestrian access, a walkway is provided from Airline Road to the building entrance. Due to grade differences, it may require railings to safely get pedestrians to the parking lot as designed.

**Parking:** The building will front Airline Road with customer parking on the north, west, and south sides of the building. The site plan provides a total of 29 parking spaces, which includes 2 handicap stalls. The overall parking number exceeds Zoning Ordinance requirements, which call for a minimum of 13 spaces (1:200sf) and a max of 20 spaces (1:125sf) for fast food uses.

The applicant argues that the maximum spaces allowed by the Code is not adequate for their use. As such, they have applied for a Parking Waiver to be considered by the Board of Zoning Appeals, who will determine whether the request meets the Findings for such a request.

The applicant feels if they were considered a “sit down restaurant” with a drive-through, it would allow them the parking numbers necessary. A comparison to other similar restaurants is also pointed to for support. Staff would note the McDonalds in town was approved in 2008 when our minimum ratio was 1 space: 100 sf, and the building is over 4,200 sf in size (almost twice the size).

A condition of approval is included that states any approval of this Site Plan is contingent on approval of parking in excess of Town standards by the BZA. It recommends that if additional parking is denied, the site plan may be revised to convert the extra spaces to landscaping without additional PC review

**Road Improvements:** Airline Road is fully improved with curb & gutter and sidewalk. As such, no road improvements are required for this project, other than the relocation or construction of driveway aprons.

**Drainage / Grading:** The existing site has pavement and a building slab and is ~ 62% impervious. The proposed re-developed site will be ~ 68% impervious, so it will not produce any significant additional storm water runoff above what currently exists. As a result, storm water detention is not required.

**Sanitary Sewer:** Public sanitary sewer is available in Memphis Arlington Road. This development will be served by that sewer line.

**Landscaping and Tree Ordinance:** Open space of 36% is provided on the site, which meets the 30% requirement for this lot. The site is required to provide 20 tree density units throughout, including along the site’s streetscapes. The Design Review Committee will review the final landscaping plans to confirm these items.

**Next Steps:** The PC recommendation regarding parking will be forwarded to the BZA, who will review the site and rule on the request for additional parking. If the BZA does not approve the waiver, a condition of approval notes the extra spaces can be converted to landscaping without coming back before the PC.
If the site plan is 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 supports a recommendation of approval of the applicant’s Site Plan for a new fast food restaurant, 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 December 5, 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. The applicant must construct the access drive and curb cut located adjacent to the west boundary of the site.
P-4. Approval is contingent on approval of parking in excess of Town standards by the Board of Zoning Appeals. If additional parking is denied, the site plan may be revised to convert the extra spaces to landscaping without additional PC review.

P-5. Landscaping, lighting, building elevations and signage shall be reviewed and approved by the Design Review Committee in accordance with the Town Design Guidelines.

P-6. A revised final plat must be recorded for the site to add a shared access easement and remove existing slope and temporary construction easements that were acquired during the construction of road improvements. The plat shall also dedicate a drainage easement for the existing storm drain pipe crossing the northeast corner of the site.
# Town of Arlington

**Planning Commission**  
**Site Plan Application**

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**Refer to Meeting and Submittal Dates Calendar for Application Deadlines**

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<td>Town of Arlington</td>
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<td>Owner Address:</td>
<td>5854 Airline Road, Arlington, TN 38002</td>
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<tr>
<td>Daytime Phone:</td>
<td>(901)867-3449</td>
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| Developer Contact: | Don Nichols |
| Company Name: | Wendelta Property Holdings, LLC |
| Mailing Address: | 263 Wagner Place, Memphis, TN 38103 |
| Daytime Phone: | (901)271-2500 | Fax Number: |
| E-mail Address: | dnichols@carlislecorp.com |

| Engineer/Designer Contact: | Cara Martin |
| Company Name: | Pickering Firm |
| Mailing Address: | 6775 Lenox Center Court, Suite 300 Memphis, TN 38115 |
| Daytime Phone: | (901)729-5508 | Fax Number: (901)272-6913 |
| E-mail Address: | cmartin@pickeringfirm.com |

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**Instructions for Submitting an Application:**

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  - Over 5 acres - $1,000.00  

  *Make checks payable to the Town of Arlington*

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Telephone (901) 867-3449 • Fax (901) 867-2638
Planning Commission
Site Plan Application

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<td>By (Signature):</td>
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<tr>
<td>Print Name: Don Nichols</td>
<td>Print Name:</td>
</tr>
<tr>
<td>Title: Vice President of Development</td>
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