Town of Arlington
Planning Commission
Meeting

March 18, 2019
6:30 P.M.
Planning Commission Meeting  
Monday, March 18, 2019  
6:30 p.m.

I. Invocation

II. Call to Order & Establishment of a Quorum

III. Approval of the February 19, 2019 Meeting Minutes

IV. Comments from Citizens

V. Old Business
   A. Other as Properly Presented

VI. New Business
   A. Faith Baptist – Site Plan – new building on an 11.95-acre parcel on Donelson Farms Parkway.

   B. Other as Properly Presented

VII. Adjourn
Faith Baptist Arlington
SITE PLAN APPLICATION REVIEW

DATE: March 18, 2019

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

SUBJECT: Site Plan Review

APPLICANT: Wells and Assoc.(for Faith Baptist Arlington); Representative: Tripp Wells

DESIGN PROF./CONSULTANT: Ledford Engineering; Representative: Lance Lanier

SITE LOCATION: North side of Donelson Farms Parkway, west of Donelson Elementary School

SITE ACREAGE: 11.99 Acres

ZONING: E: Estate Residential district

BACKGROUND: Faith Baptist received approval in early 2017 for a new church to be located on an undeveloped, 12-acre project site at the end of Donelson Farms Parkway beside Donelson Elementary School. They prepared plans and just before going to the BMA for a Development Agreement in May 2017, they asked to be pulled from the agenda.

The applicant has now submitted a revised Site Plan for Planning Commission approval. They state that there are no changes to the operation of the church from what was approved by the BZA.

SUMMARY AND ANALYSIS:

Proposal: The previous approval included a 30,500 square foot church sitting well back on the 12-acre site with a parking lot behind it. The new revised layout shifts the building roughly 130 feet closer to Donelson Farms Parkway and puts the parking in front of the building at the street. The building has also been reduced in size to only 21,032 square feet.
The applicant previously proposed to leave the front portion of the lot open to allow for future expansion and construction. Any future expansion would now have to be on the rear of the lot. If that occurs, a new Site Plan and CUP would be required, as no phases or expansion plans are included with this application.

**Access, Parking and Loading:** Access to the site is now proposed through two driveways from Donelson Farms Parkway located roughly 240 feet apart. The driveways provide access to either end of the front parking lot and extend in front of the church through a covered drop-off area. The eastern driveway also extends north along the side of the church to additional parking with a dumpster and turnaround area beyond.

Town ordinances require non-residential driveways to have a 200-foot separation on collector roadways. The proposed driveways maintain this from each other, but the east driveway is currently too close to the adjacent Donelson Elementary drive (110’ proposed separation). However, the ultimate road section in this location is planned to have a median, and the median openings would most likely be at the school drive and the west drive of Faith Baptist. As such, the east church drive will ultimately become a right-in/right-out. In addition, the peak traffic times for the school and the church would rarely occur at the same time, so interference between the two would be rare. With those considerations in mind, staff would be comfortable reducing the required minimum separation to 150 feet.

The site plan provides a total of 104 parking spaces, including 5 handicap stalls. This is within Zoning Ordinance requirements, which call for a minimum of 102 spaces (1:125 sf) and a maximum of 128 spaces (1:50 sf) for church uses. Spaces are provided primarily in the front parking lot, but also include a few along the east side of the building.

For pedestrian access, a walkway will be required from the sidewalk on Donelson Farms to the building.

**Public Improvements:** Roadway improvements will be required along the site’s street frontage, as Donelson Farms Pkwy is currently unimproved, with only a temporary turnaround at the east corner of the property. Curb, gutter and sidewalk will be required.

Donelson Farms Pkwy is proposed to ultimately have a 90’ right-of-way, consisting of 4 travel lanes, a center turn lane, bike lanes and sidewalks in this area. As such, the developer will be required to dedicate the full 90’ right-of-way and construct those proposed improvements on the north half of Donelson Farms Pkwy. The developer will also be required to install the associated roadway drainage improvements with the Donelson Farms Pkwy improvements. Staff is recommending that a temporary turnaround be installed at the west end of the Donelson Farms Pkwy extension.

Public Sanitary Sewer service will also have to be extended approximately 1,300 feet up Donelson Farms to serve the site. This property will be one of the two last remaining properties to be served by this gravity sanitary sewer line.
Drainage / Grading: The existing site grading consists of overland flow to an existing pond on the west side of the property. The drainage improvements will consist of storm drains within the extension of Donelson Farms Pkwy and within the parking lot. These pipes will drain to the existing pond, with the pond being converted to a detention basin which provides stormwater detention as required by Town ordinances. Any future expansions or addition of impervious areas will require the detention pond to be reassessed at that time.

There is an existing storm pipe crossing the site from east to west from the Donelson Elementary School site. This pipe will be removed by the development, with the drainage from the school being carried through the new storm drains in the church parking lot. This drainage pipe will be private; no public drainage easement will be shown for this pipe.

Landscaping and Tree Ordinance: The site is currently undeveloped and has been largely cleared, with a stand of existing trees located on the northwest corner of the site. Most of those trees will remain, as there are no improvements proposed in that area of the site. Existing trees combined with landscaping along the street and in a proposed landscape buffer along the school property line will be used to meet the Code requirement of 240 tree density units.

Open space of 78% will far exceed the Town’s 30% requirement. The Design Review Committee will review the final landscaping plans.

Next Steps: If approved, the applicant will next be required to receive approval for site improvements from the Design Review Commission, receive a Development Agreement from the BMA for public improvements, complete all conditions of approval and have a Pre-Construction meeting with staff prior to beginning work.

RECOMMENDATION:
Staff recommends approval of the applicant’s revised Site Plan for a new church on Donelson Farms Pkwy, 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 March 4, 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.
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 the Town of Arlington staff prior to commencing improvements.

PROJECT SPECIFIC CONDITIONS:

P-1. This Site Plan review and approval is contingent upon any conditions required of the Conditional Use Permit from the Arlington Board of Zoning Appeals for the proposed use.

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. In particular, the eastern proposed driveway connection should be moved to a minimum of 150’ from the existing Donelson Elementary school driveway.

P-3. Landscaping, lighting, building elevations and signage shall be reviewed and approved by the Design Review Committee in accordance with the Town of Arlington Design Review Manual.

P-4. For pedestrian access, a walkway is required from the sidewalk on Donelson Farms to the building. Any sidewalk path across a driveway shall be ADA compliant.

P-5. Donelson Farms Pkwy widening improvements shall be built in accordance with the roadway design plans for the parkway and the most current TDOT Standard Specifications for Road and Bridge Construction, including any changes, modifications, or addenda.

P-6. The sanitary sewer line extension shall be built to allow for future expansion to the proposed development on the south side of Donelson Farms Pkwy. This project will be responsible for coordinating the details of the proposed sewer extension, subject to the approval of the Town.

P-7. The project shall meet the Town adopted 2012 International Fire Code, including all referenced appendices.

P-8. Any future phases of construction or expansion will require separate review and approval by the BZA, Planning Commission and Design Review Committee.
Location Map

Faith Baptist Arlington

Donelson Farms Parkway, west of Airline Rd.
# Town of Arlington
## Planning Commission
### Site Plan Application

Refer to Meeting and Submittal Dates Calendar for Application Deadlines

<table>
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<tr>
<td>Location:</td>
<td>NORTH OF DONELSON FARMS PARKWAY, 1735' WEST OF AIRLINE INTERSECTION</td>
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<tr>
<td>Owner of Record:</td>
<td>FAITH BAPTIST CHURCH</td>
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<tr>
<td>Owner Address:</td>
<td>5959 AIRLINE ROAD, ARLINGTON TN 38002</td>
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<tr>
<td>Daytime Phone:</td>
<td>901-867-9111</td>
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<tr>
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<tbody>
<tr>
<td>Company Name:</td>
<td>WELLS AND ASSOCIATES PLLC</td>
</tr>
<tr>
<td>Mailing Address:</td>
<td>4722 MALONE ROAD, OLIVE BRANCH, MS 38654</td>
</tr>
<tr>
<td>Daytime Phone:</td>
<td>901-299-7401</td>
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<tr>
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<tr>
<td>E-mail Address:</td>
<td><a href="mailto:TWELLS@WELLSPLLC.COM">TWELLS@WELLSPLLC.COM</a></td>
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<tr>
<th>Engineer/Designer Contact:</th>
<th>KEVIN LEDFORD, PE</th>
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<tbody>
<tr>
<td>Company Name:</td>
<td>LEDFORD ENGINEERING, PLANNING, AND ARCHITECTURE, LLC</td>
</tr>
<tr>
<td>Mailing Address:</td>
<td>5567 COMMANDER DRIVE, SUITE 105, ARLINGTON, TN 38002</td>
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<td>E-mail Address:</td>
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### 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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Office Use Only

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

**RECEIVED**

JAN 28 2019

Town of Arlington
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

<table>
<thead>
<tr>
<th>APPLICANT:</th>
<th>OWNER:</th>
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<tr>
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<tr>
<td>Name of Entity: WELLS AND ASSOCIATES , PLLC</td>
<td>Name of Entity: FAITH BAPTIST CHURCH ARLINGTON</td>
</tr>
<tr>
<td>By (Signature):</td>
<td>By (Signature):</td>
</tr>
<tr>
<td>Print Name: TRIPP WELLS</td>
<td>Print Name: KEN BIRDSONG - Executive Pastor</td>
</tr>
<tr>
<td>Title:</td>
<td>Title: Executive Pastor</td>
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</table>

| If an Individual(s): | If an Individual(s): |
| Print Name: | Print Name: |
| Signature: | Signature: |
| Print Name: | Print Name: |
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| Signature: | Signature: |