Town of Arlington
Planning Commission
Meeting

January 21, 2020
6:30 P.M.
Planning Commission Meeting
Tuesday, January 21, 2020
6:30 p.m.

I. Invocation

II. Call to Order & Establishment of a Quorum

III. Approval of the December 16, 2019 Meeting Minutes

IV. Comments from Citizens

V. Old Business
   A. Other as Properly Presented

VI. New Business

   PUBLIC HEARING – an amendment and update of the Town of Arlington Land Development Plan, including all maps and pages therein.

   B. Patriot Bank – Site Plan – site plan to consider a new bank building at 5332 Airline Road, on the northeast corner of Airline and Milton Wilson.

   C. Other as Properly Presented

VII. Adjourn
RESOLUTION 2020-01
TO AMEND AND RE-ADOPT THE TOWN OF ARLINGTON
FUTURE LAND DEVELOPMENT PLAN, INCLUDING ALL
MAPS AND PAGES THEREIN.

DATE: January 21, 2020

STAFF: Angela Reeder, AICP, Town Planner

SUBJECT: An amendment to the Town’s Future Land Development Plan, including the
document and all maps

NOTICE: Published in the Commercial Appeal on December 17, 2019

The State requires cities to have a Land Development Plan, intended to serve as a long-range
guide for thoughtful development and redevelopment. The goal is to provide guidance to Town
leaders and a rational basis for decisions regarding zoning, subdivision control, redevelopment
and related issues.

BACKGROUND: Our Land Development Plan was originally adopted 1996 and later revised
in 2001 and 2010. In 2018, discussion began on updating the plan, as it was almost halfway
through its planning period and more importantly, the Town had seen unprecedented growth
during that time. A Plan Update was put in the FY18/19 budget and then in 2019, with the help
of Fisher Arnold and a Subcommittee of residents, an updated plan and map was presented and
accepted by the Planning Commission in August 2019.

Afterwards, the BMA considered the Plan at 2 regularly scheduled meetings and in a Joint Work
Session with the PC and Subcommittee members. Through that discussion, some revisions were
identified to maintain the Town’s vision for future growth. The attached updated proposal of the
Arlington Future Land Development Plan was prepared to incorporate those discussed items.

PROPOSAL SUMMARY: The proposed amendment and re-adoption of the Plan includes
changes to both the maps and the text of the document.

The following revisions are proposed to the Future Land Development Plan document.

- Updates to reflect current board and commission members.
- Replaced graph on pg 7 (Population by Age) to be more useful and revised text to
  summarize change.
- Add language to Section III: Goals and Objectives, noting these objectives should be
  periodically checked to ensure the Town continues to achieve them.
• Added language to Low Intensity Suburban Residential description to note that while it’s designated Low Intensity Suburban, the area east of Chester (between Donelson & Pinkley) is more appropriate for Low Density Residential development (consistent with R-22).

• Added language to Higher Intensity Residential description to note that while it’s designated Higher Intensity, the area east of Lamb, between 70 and Norfolk Southern RR, is more appropriate for duplex, quadraplex, and/or townhome type developments.

• Removed text from the Neighborhood Commercial use category stating, “residential above office or commercial may be appropriate,” as this has only been supported by the Town in Depot Square and Mixed Use projects.

• Language and a Table was added to Section VI to show the percentage of various land use designations from the previous adopted map to the newly proposed map.

The following revisions are proposed to the Future Land Development Map.

• Industrial Area on the southeast corner of map was expanded to the County line, to match original map.

• The portion of Village at White Oak 1st Addition on the west side of Milton Wilson Blvd was changed from Mixed Use to commercial and open space to reflect more realistic anticipated uses.

• The Rolling Hills Farms subdivision was revised to Estate to reflect its status as a mostly developed, existing neighborhood.

• The area north of Pinkley, south of I-40, and east of Chester was revised to Low Intensity Suburban. This results in Low Intensity Residential densities east of Chester, and Suburban Residential densities being reserved for areas west of Chester and closer to the I-40 interchange.

• Returned the five Dr. Logan neighborhood lots fronting on Airline Road to Low Intensity Suburban.

RECOMMENDATION: Staff recommends approval of Resolution 2020-01 for the amendment and re-adoption of the plan as presented. This will certify the Future Land Development Plan update and forward it to the Board of Mayor and Aldermen for acknowledgement of the plan and its updates.
PLANNING COMMISSION RESOLUTION 2020-01

A RESOLUTION TO AMEND AND RE-ADOPT THE TOWN OF ARLINGTON LAND DEVELOPMENT PLAN, INCLUDING ALL MAPS AND PAGES THEREIN.

WHEREAS, Tennessee Code Annotated Section 13-4-201 through 13-4-203 provides for the adoption and certification by the Planning Commission to the chief legislative body of a general plan for the physical development of the municipality, including any area outside the municipality which bears relation to the planning of the municipality; and

WHEREAS, the Town of Arlington adopted the Arlington Land Development Plan on November 18, 1996, Resolution PCR 1996-13, with subsequent amendments approved by the Planning Commission in 2001, 2010, and 2019; and

WHEREAS, a Land Development Plan Subcommittee, consisting of members representing various Boards and Commissions of the Town of Arlington, and appointed by the Mayor of Arlington, thoroughly studied and discussed the plan beginning in June 2019; and

WHEREAS, the Land Development Plan Subcommittee, Planning Commission, and Board of Mayor and Aldermen met at a Joint Work Session in November 2019 to further consider amendments to the Land Use Plan and ensure it meets the Town’s vision and goals; and

WHEREAS, it is found that the plan will serve as a guide for accomplishing coordinated, adjusted and harmonious development and redevelopment of the Town which will, in accordance with existing and future needs, best promote public health, safety, morals, order, convenience, prosperity and the general welfare, as well as efficiency and economy in the process of development; and

WHEREAS, a plan for amendment and re-adoption was presented for consideration by the Arlington Municipal Planning Commission for the purpose of guiding future growth and development of the Town and identified growth areas; and

WHEREAS, the Planning Commission held a duly advertised public hearing on January 21, 2020, with notification of said hearing published in the Commercial Appeal on December 17, 2019, and desires to approve the Future Land Use Plan Amendment as proposed.

NOW, THEREFORE, BE IT RESOLVED, that the Arlington Municipal Planning Commission hereby certifies the Arlington Future Land Development Plan, including all maps and pages in the attached Exhibit A, to the Town of Arlington, and forwards it to the Board of Mayor and Aldermen, with the full understanding that additional amendments shall be recommended as future economics, physical or social changes indicate the need thereof.

ADOPTED THIS THE 21ST DAY OF JANUARY 2020

________________________________________
Brian Thompson, Planning Commission Chairman

________________________________________
Nyoce Alston, Planning Commission Secretary

Public Hearing - Planning Commission Publication Date
CITY OF ARLINGTON
P O BOX 507
ARLINGTON TN 38002-

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**Account** 305659  
**AD#** 0003957825  
**Net Amount** $140.00  
**Tax Amount** $0.00  
**Total Amount** $140.00  
**Payment Method** Invoice  
**Payment Amount** $0.00  
**Amount Due** $140.00

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**Order Taker:** areed2  
**Order Created:** 12/17/2019

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*ALL TRANSACTIONS CONSIDERED PAID IN FULL UPON CLEARANCE OF FINANCIAL INSTITUTION*

**Text of Ad:** 12/17/2019

0003957825

PUBLIC NOTICE

The Arlington Planning Commission will hold a Public Hearing at 6:30 pm on Tuesday, January 21, 2020 at Town Hall, 5854 Airline Rd, to consider an amendment and update of the Town of Arlington Land Development Plan, including all maps and pages therein.
DATE: January 21, 2020

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

SUBJECT: Site Plan Review

APPLICANT: Patriot Bank; Representative: Kirk Richardson, VP

DESIGN PROF./CONSULTANT: Ledford Engineering; Representative: Kevin Ledford, P.E.

SITE LOCATION: 5332 Airline Road, on the northeast corner of Airline Rd and Milton Wilson

SITE ACREAGE: 2.6 Acres

ZONING: B-2 (General Commercial) – with PD overlay (Milton Wilson/Airline Rd PD)

ANALYSIS: The applicant is requesting Planning Commission approval of a site plan for a new bank building on the northeast corner of Airline Road and Milton Wilson. The property is just over 2 ½ acres in size and subject to the B-2 zoning district per the Milton Wilson/Airline Road PD overlay.

Proposal: The applicant proposes a 6,950 square foot building for Patriot Bank on the south side of the lot. The building is proposed to front both Milton Wilson and Airline with parking on three sides. In addition to bank services and offices, the site includes three (3) drive-up teller lanes, a drive-up ATM lane, and a large meeting room (on east side of building). All site improvements (building and parking) lie outside the front 25-foot streetscape and the building meets B-2 setbacks.

During the review process, staff explained the Town’s goal that lots at this intersection take advantage of the limited front setback to “frame” the intersection of these two primary roads in Arlington. In addition, Design Guidelines call for buildings to be viewed in the context of other buildings in the immediate vicinity with regard to mass, placement, scale, etc. If sited closer to Airline Rd, this building and the dermatology building across the street, would nicely frame the soon to be improved Airline Rd. But as proposed, the bank will sit roughly 90 feet from the street, 65 ft farther back than the dermatology clinic. Unfortunately, the lot on the southeast corner sits well below the street and could not be incorporated into this plan and maintain access to the
existing Kroger parking lot. However, the other three corners at the intersection can (one does already and two are yet to be developed).

While not the simplest layout for a building with a drive-through, there are examples of how a site can accomplish this goal on a corner lot. If access to all four sides was absolutely necessary, staff encouraged shifting the building toward Airline Rd and leaving only a driveway between the setback and building. The applicant maintains they are not interested in shifting their building, noting they have a corner entrance and want to maintain up front parking along each street.

If the Planning Commission continues to support this vision for the intersection, staff recommends the applicant revise the layout and bring it back for staff and PC review.

**Parking:** The site plan provides a total of 35 parking spaces, which includes 2 handicap stalls. This is at the top end of Zoning Ordinance requirements, which call for a minimum of 20 spaces (1:350 sf) and a max of 35 spaces (1:200 sf) for banking uses. The applicant has stated a desire to provide this amount of parking to be able to serve their site and serve anyone using the meeting room space that is included.

In addition, space for a minimum of three (3) cars to queue at each teller window is also depicted on plans, as required by Code.

**Access and Loading:** Access to the site will be through two driveway connections; one from Milton-Wilson Boulevard and one from Airline. The internal driveway extends around the entire building, providing access to the parking and four (4) drive-through lanes on the north side of the building.

As designed, queuing in the ATM drive-through lane will leave only 8 feet of driveway width for vehicles to pass on the north side. The driveway will need to be widened in this area to provide enough lane width for traffic exiting the lot without going through a drive-thru lane, to include fire equipment and trash trucks. A condition requires the applicant to work with staff to determine the minimum width required.

Final plans shall also include signage to denote vehicles shall not enter the drive-through lanes area from the Airline Road, as those lanes on the north side of the building are all for one-way traffic.

**Driveway Connections:** Staff is recommending that the driveway connection to Milton Wilson Blvd. be a Right-In/Right-Out drive only, aligned with the RI/RO drive across the street at Regions Bank. In staff’s opinion, it would not be a safe traffic movement for vehicles to exit this site trying to go east on Milton Wilson because of the proximity of the Airline Road intersection. The two major traffic movements at this intersection are north-bound Airline to east-bound Milton Wilson, and west-bound Milton Wilson to south-bound Airline. Vehicles exiting this site to go east on Milton Wilson would have to contend with the queue of traffic in the west-bound left turn lane at the Airline Road signal, which would block exiting vehicles from crossing or taking refuge in the center left-turn lane. This could result in vehicles traveling east in the opposing lane to get past the queue, and then waiting for an opening in the east-bound traffic on Milton Wilson.
The applicant disagrees with staff on the RI/RO intersection requirement and feels their proposal could be appropriate. Their discussion on the topic is attached.

The Airline Road driveway to the site is recommended to be a full-access drive, as proposed.

**Pedestrian Access:** For pedestrian access, a walkway is provided from Milton Wilson and across the parking lot to the building entrance.

**Road Improvements:** No road improvements are required of this development. The Milton Wilson frontage is already built, and the Airline Road frontage road improvements are currently under contract for construction by the Town.

**Drainage / Grading:** The site drains to the northeast corner, where a storm drain from Hall Creek Apartments provides an outlet for stormwater. This development will construct a detention basin along the east property line, with a pipe to connect to the existing storm drain pipe. This basin will be designed in accordance with Town requirements for stormwater detention.

**Sanitary Sewer:** Sanitary sewer service is available at the northeast corner of this property, through a public sewer main through the Hall Creek Apartments property. A sewer service connection will be extended from this existing manhole to the proposed building.

**Landscaping and Tree Ordinance:** Open space of 59% is provided on the site, which exceeds the 30% required for this lot. This is largely because the northern 1.5 acres of the site is left undeveloped.

The existing site is a mostly cleared site, with around two dozen trees along the eastern side of the site (near Hall Creek Apartments) and the concrete footings of a previous building on the southwest corner. Plans show the trees within the footprint of the building and parking lot will be removed. In addition, several along the eastern side of the site are proposed to be removed to allow for grading to direct drainage to the detention basin. A condition notes if any trees on the edge of the slope easement there can be saved, efforts shall be made to do so as a buffer for residents in Hall Creek.

Four 16”+ caliper trees on the north side of the site will remain. In addition, the site will be required to provide 53 tree density units on-site through existing and added trees. Plans to confirm this will be reviewed by the Design Review Committee with final landscaping plans.

**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 recommends the site be revised to be more compatible with the existing property across Airline Rd and previously stated goals for this intersection. However, if that is no longer a Town objective, staff recommends any approval of the Patriot Bank Site Plan shall be subject to the following conditions, in addition to any others levied by the Planning Commission.
STANDARD CONDITIONS:
S-1. It is found that the application as presented, with plans dated January 9, 2020, 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 any site 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 of Arlington Design Guidelines Manual.

P-4. The building size is large enough that it must include a sprinkler system. All necessary permits and approvals to achieve this must be obtained.

P-5. Plans shall be revised to provide adequate aisle width required for pass-through traffic on the north side of the building, to the satisfaction of development staff and the fire department.

P-6. Final plans shall include signage to denote vehicles shall not enter the drive-through lanes area from the Airline Rd side of the building, as those lanes on the north side of the building are one-way only.

P-7. The driveway on Milton Wilson shall be revised to a Right In/Right Out, consistent with the one across the street at Regions Bank.

P-8. Reasonable efforts shall be made to preserve any existing trees on the east side of the site along the edge of the slope easement, to act as a buffer for residents in Hall Creek.
### Town of Arlington
Planning Commission
SITE PLAN APPLICATION

Refer to Meeting and Submittal Dates Calendar for Application Deadlines

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<th>Patriot Bank</th>
<th>Site Zoning:</th>
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<tr>
<td>Location:</td>
<td>5332 Airline Road, Arlington, TN 38002</td>
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<tr>
<td>Owner of Record:</td>
<td>Patriot Bank (Kirk Richardson, V.P.)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Owner Address:</td>
<td>11880 Cranston Road, Suite 101, Arlington, TN 38002</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Daytime Phone:</td>
<td>(901) 472-6422</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fax Number:</td>
<td>(901) 290-5533</td>
<td></td>
<td></td>
</tr>
<tr>
<td>E-mail Address:</td>
<td><a href="mailto:krichardson@downhomebank.com">krichardson@downhomebank.com</a></td>
<td></td>
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| Developer Contact: | Kirk Richardson, V.P. |
| Company Name:      | Patriot Bank |
| Mailing Address:   | 11880 Cranston Road, Suite 101, Arlington, TN 38002 |
| Daytime Phone:     | (901) 472-6422 |
| Fax Number:        | (901) 290-5533 |
| E-mail Address:    | krichardson@downhomebank.com |

| Engineer/Designer Contact: | Kevin Ledford P.E. / Daniel Smith E.I. |
| Company Name:             | Ledford Engineering |
| Mailing Address:          | 5567 Commander Drive, Suite 105, Arlington, TN 38002 |
| Daytime Phone:            | (901) 867-5220 |
| Fax Number:               | (901) 867-5331 |
| E-mail Address:           | kevin@ledfordep.com, daniel@ledfordep.com |

### 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.
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.

*Copy and use additional pages if necessary*

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<th>OWNER: (if different from applicant)</th>
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<tr>
<td>If an Entity:</td>
<td><em>Owner information is required</em></td>
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<tr>
<td>Name of Entity: Ledford Engineering, Planning, Architecture, LLC</td>
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<tr>
<td>By (Signature): [Signature]</td>
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<tr>
<td>Print Name: Kevin Ledford</td>
<td>By (Signature): [Signature]</td>
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<tr>
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<td>Print Name: Kirk Richardson</td>
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</tr>
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5
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, & Architecture, LLC

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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<tr>
<td>Kevin Ledford, P.E.</td>
<td>5567 Commander Drive, Suite 105, Arlington, TN 38002</td>
</tr>
<tr>
<td>Stevie Wilbanks, AIA</td>
<td></td>
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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: [Signature]

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

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<td>75 Thorn Hill Lane Atoka, 38004</td>
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<tr>
<td>Security Bank</td>
<td></td>
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<tr>
<td>Harris</td>
<td>38040</td>
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