I. Invocation – Brian Thompson

II. Call to Order and Roll:

Present: Russ Campbell, Chairman
         Nycole Alston
         Dwight Barker
         Oscar Brooks, Alderman
         Brian Thompson

Absent: Victor Ghosheh. Excused
        Susan Payne, Excused

Others Present: Angela Reeder, Town Planner
                Lynette Kirk, Planning Assistant
                Steve Hill, Town Engineer

Chairman Campbell called the meeting to order and advised there was a quorum.

III. Election of Officers (Chairman and Secretary):

Motion: Chairman Campbell recognized Nycole Alston of the nominating committee. Ms. Alston explained the Committee had met previously and agreed on nominations. Nycole Alston made a motion for Brian Thompson to serve as Chairman and Nycole Alston to serve as Secretary. Dwight Barker seconded the motion.

Vote on Motion: The motion carried unanimously

IV. Approval of Minutes from October 21, 2019 Meeting:

Chairman Thompson called for a motion.

Motion: Russ Campbell made a motion to approve the minutes of the October 21, 2019 meeting. Dwight Barker seconded the motion.

Vote on Motion: The motion carried.

V. Comments from Citizens

Chairman Thompson invited anyone wishing to address the Commission on any matter other than an item on the agenda to please come forward and state his/her name and address for the record.

No Citizens came forward; Mr. Thompson closed the comment period.

VI. Old Business:

A. Other Business as Presented

There was no business presented.
VII. New Business:

A. Providence Place PD, Phase 1 – Final Plat – Phase 1 of the Master Development Plan at the south side of Milton Wilson and Airline Road intersection.

Chairman Thompson recognized Angela Reeder, Town Planner, who presented the staff report (on file) for Providence Place PD, Phase 1, Final Plat.

Ms. Reeder reminded the Commission Providence Place is located on the south side of Milton Wilson, east of Hall Creek and Airline Road and includes approximately 45-acres. The original PD was approved by the BMA on April 1, 2019 and construction plans were approved by the PC in October.

She summarized the plat is approximately 24-acres that will include five commercial lots and three common open space lots. Lots included the mixed-use site, potential hotel site, and 3 retail sites. All lots meet the minimum lot size, dimension, and access requirements in the original PD.

Main Motion: Russ Campbell made the motion to approve Providence Place PD, Phase 1 Final Plat subject to the proposed conditions. Oscar Brooks seconded the motion.

Discussion: Brian Thompson asked about a minor correction addressed to Engineers. Ms. Reeder said there were a few minor notes on the plat clarifying details which will not change the Final Plat and a condition requires they be fixed.

Mr. Thompson called for a vote on the motion.

Vote on Main Motion: The motion carried.

STANDARD CONDITIONS:

S-1. It is found that the application as presented, dated October 7, 2019, and with the conditions of approval meets the provisions of the Town of Arlington Subdivision Regulations, the Town of Arlington Zoning Ordinance and any other applicable regulations, and the project shall be constructed in accordance with those regulations.

S-2. Final Plat approval is effective for two (2) years from the date of approval by the Planning Commission. The applicant may request two (2) one-year extensions from the Planning Commission, per the Subdivision Regulations, if needed to record the Plat.

S-3. A completed Development Agreement shall be prepared and executed prior to construction of any infrastructure within the development.

S-4. Prior to recording the final plat, the developer shall furnish the Town of Arlington approved security, per the Subdivision Regulations and Development Agreement, in order to ensure the work will be completed in accordance with approved drawings and applicable specifications.

S-5. The developer shall provide the Town with a copy of the Final Plat using state plane coordinate system with NAD – 27 or NAD – 83 datum on disk or CD in a generally accepted format at the time the Final Plat is presented for recording.

S-6. The applicant’s design professional shall address all Final Plat mark-ups prior to recording the Final Plat.

PROJECT SPECIFIC CONDITIONS:

P-1. All lots in Phase 1 must be incorporated into the BOA (Business Owners Association) for the Providence Place PD, to ensure shared access and maintenance of BOA amenities. Proof
that the Owner’s Association is in good standing with the State and documentation on how each Phase will be incorporated shall be provided to Town Staff for review and approval, and subsequently recorded, where necessary, prior to recordation of the Final Plat.

P-2. The Plat should reference the Town-approved Planned Development, approved by the Board of Mayor and Aldermen on April 1, 2019 as Resolution 2019-18, as the guiding document for this Master Planned development.

P-3. All landscaping and common open space improvements for this Phase shall be approved by the DRC and then installed and accepted by the Town prior to recording the plat.

P-4. All common open space in Phase 1 must be deeded to the BOA at the time of recording of the Final Plat.

B. Pediatrics East – Site Plan – New office building on Lot 5B of the Center at Hayes Crossing PD on the east side of Airline Road, north of Hayes Road and south of Cranston.

Chairman Thompson recognized Angela Reeder, Town Planner, who presented the staff report (on file) for Pediatrics East Site Plan.

Ms. Reeder stated this lot is one of several inside The Center at Hayes Crossing PD, located on the south side of Cranston Drive, just east of Airline Road. They propose to construct a 7,373 square foot building for the new Pediatrics East office on approximately 1-acre. The site is zoned O:Office with the PD Overlay.

She said the building will face Airline Road, have parking in the front with additional parking in the rear and a trash enclosure off the shared access road. A sidewalk is provided from Cranston Drive for access to the building.

Steve Hill, Town Engineer, said the frontage is improved with one curb cut needed on the north side on Cranston. Mr. Hill explained the intent of drainage is towards the rear of the site adjoining the detention basin on the west side.

Ms. Reeder stated the site has over 36% open space with 40 tree density units including streetscapes which will go in front of the DRC for approval.

Main Motion: Oscar Brooks made a motion to recommend approval of Pediatrics East Site Plan subject to the proposed conditions. Dwight Barker seconded the motion.

Discussion: Oscar Brooks asked if any Design Guidelines were attached to the original PD. Ms. Reeder said the guidelines included streetscapes, parking lot, and design of buildings that back up to the neighborhood.

Brian Thompson asked if the site had a two-story height limitation. Ms. Reeder said its a 1½ story. Mr. Thompson asked if the material for the sidewalks would be red stamped. Ms. Reeder replied the PD does not give detail; however, the PD requires enhancements around the detention basin.

Mr. Campbell inquired if the detention basin was wet. Ms. Reeder said yes and the applicant proposes it remain wet. He asked if a fountain would be installed for water circulation. Ms. Reeder said the PD requires a water feature.

Mr. Brooks requested that DRC consider the Cranston facing elevations and make it nice like the buildings across the street.

Wesley Woodridge, Engineer with Renaissance Group, 9700 Village Circle, Lakeland, requested clarification from Staff regarding detention basin improvements to be completed prior to
construction. Ms. Reeder said the detention must be functional prior to occupancy and the banks stabilized, as it has not been maintained for years.

Gerald Lawson, Town Attorney, closed by addressing the common areas being incorporated into a POA (Property Owners Association) prior to final occupancy of the site. Ms. Reeder explained there are several owners of the site who intend to create a POA prior to any final occupancy being granted.

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

**STANDARD CONDITIONS:**

**S-1.** It is found that the application as presented, with plans dated November 11, 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 Town of Arlington staff prior to commencing improvements.

**S-8** 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.

**PROJECT SPECIFIC CONDITIONS:**

**P-1.** Revise 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-2.** Landscaping, lighting, building elevations and signage shall be reviewed and approved by the Design Review Committee in accordance with the Town Design Guidelines.

**P-3.** Revise plans to correctly note the max height permitted on this site per the approved Center at Hayes Crossing Planned Development is 1½ story, and to reference the Town-approved PD for the site as the guiding document for this Master Planned development.

**P-4.** All associated common areas, including the stormwater basin, must be incorporated into a POA (Property Owners Association) for the Center at Hayes Crossing PD, to ensure shared access and maintenance of POA amenities. Proof that the Owner’s Association is in good standing with the State and documentation on how each Phase will be incorporated shall be provided to Town Staff for review and approval, and subsequently recorded, where necessary, prior to final occupancy of the site.
P-5. All common open space associated with this Site’s development must be deeded to the Owner’s Association and proof provided to the Town prior to occupancy of the building.

C. Other as Properly Presented

There was no business presented.

VIII. Adjournment:

Motion: Brian Thompson made the motion to adjourn. Nycole Alston seconded it.

The meeting was adjourned.

Brian Thompson, Chairman

Nycole Alston, Secretary

Submitted By: Lynette Kirk, Planning Administrative Assistant