

TOWN OF
ARLINGTON
ESTABLISHED 1900

5854 Airline Road □ Arlington, TN 38002 □ 901.867.2620 □ (fax) 901.867.2638 □ www.townofarlington.org

PLANNING COMMISSION
March 16, 2026 - 6:30 PM
Meeting Minutes

I. Call to Order and Establishment of Quorum:

Present:

Mayor Wissman
Oscar Brooks, Alderman
Susan Payne, Secretary
Nycole Alston
Gary Whittman

Others Present:

Jeremy Credeur, Town Planner
Will Patterson, Town Attorney
Stephany Peterson, Planning Clerk

Excused:

Russ Campbell, Chairman
Chris Allen

Secretary Payne called the meeting to order and with a quorum established.

II. Approval of Minutes from February 17, 2026, Meeting:

Secretary Payne asked for a motion to approve the February 17, 2026 minutes.

Motion: Nycole Alston made a motion to approve the minutes of the February 17, 2026, meeting. Alderman Brooks seconded the motion.

Hearing no discussion or corrections, Secretary Payne called for a vote to approve the February minutes.

Vote on Motion: The motion carried unanimously.

III. Comments from Citizens:

No comments

IV. Old Business:

A. Other as Properly Presented

No old business

V. New Business:

A. CHESTER HILL PD – FINAL PLAT – requesting approval of a final plat to create 30 single-family residential lots with 3 common open spaces on 15.15 acres west of Chester St., approximately 3,500 ft north of Donelson Rd., and 1,500 ft east of Airline Rd.

Secretary Payne introduced Jeremy Credeur, Town Planner, to present staff report. Mr. Credeur presented the staff report with a PowerPoint presentation (see attached report) hereby on file.

Secretary Payne requested a motion to approve a final plat for Chester Hill PD.

Main Motion: Alderman Brooks made motion to approve a final plat for Chester Hill PD. Gary Whittman seconded the motion.

Secretary Payne asked for comments or questions for staff or the applicant.

Hearing no comments, Secretary Payne called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

STANDARD CONDITIONS:

- S-1.** It is found that the application as presented, with plans received December 2, 2025, along with revisions submitted on January 5, 2026, 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.** Final Plat approval is effective for two (2) years from the date of approval by the Planning Commission. The applicant may request two (2) one-year extensions from the Planning Commission, per the Subdivision Regulations, if needed to record the Plat.
- S-3.** A completed Development Agreement shall be prepared and executed prior to construction of any infrastructure within the development.
- S-4.** Prior to recording the final plat, the developer shall furnish the Town of Arlington approved security, per the Subdivision Regulations, in order to ensure the work will be completed in accordance with approved drawings and applicable specifications.
- S-5.** The developer shall provide the Town with a copy of the Final Plat using state plane coordinate system with NAD – 27 or NAD – 83 datum on disk or CD in a generally accepted format at the time the Final Plat is presented for recording.
- S-6.** The applicant's design professional shall address all Preliminary Plat mark-ups prior to submitting and recording the Final Plat.

PROJECT SPECIFIC CONDITIONS:

- P-1.** Revise the Final Plat to address comments as noted on the marked-up sheets provided by the Town Engineer and provide for Town review and approval.
- P-2.** A Final Plat for the Site must be processed and recorded prior to issuance of any building permits for the site, or full security for public improvements must be on file with the Town.
- P-3.** Approval of a Final Plat is contingent upon approval of the Construction Plans.
- P-4.** All lots must be incorporated into a Master HOA for Chester Hill PD, to ensure shared access and maintenance of HOA amenities. Proof the community HOA is in good standing with the State and documentation of the proposed HOA CCRs shall be provided to Town Staff for review and approval, and subsequently recorded, where necessary, prior to recordation of the Final Plat.

- P-5.** All Landscaping and Irrigation plans will be required to be added to the final construction set for review/approval and prior to any construction.

V. New Business:

- B. SUMMERS SQUARE – SITE PLAN** –requesting approval of a site plan for development of 6 commercial lots and associated public improvements on 23 acres located north of Summers Rd., west of Airline Rd.

Secretary Payne introduced Jeremy Credeur, Town Planner, to present staff report. Mr. Credeur presented the staff report with a PowerPoint presentation (see attached report) hereby on file.

Secretary Payne requested a motion to approve a site plan for Summers Square

Main Motion: Gary Whittman made motion to approve a site plan for Summers Square. Mayor Wissman seconded the motion.

Secretary Payne asked for comments or questions for staff or the applicant.

Mayor Wissman asked if there was a stub out between lots 1, 2 and 3, asking if it was going to be a future connection to the north parcel or a turnaround. Mr. Credeur stated it could possibly be used as a turnaround, noting the applicant was present to answer any questions. David Kelly, Summer Square LLC, stated they would be in favor of connecting to the north parcel, but the grade change was a challenge and there currently was no easement between the two parcels. Mr. Kelly noted it was designed to be a turnaround rather than a stub out. Mr. Kelly explained the turnaround would work like the one to the north at Crawford Place for Ace Hardware where it would grant access to both Lots 1 and 2. Mayor Wissman noted he didn't want to see a barricade or a road that goes to nowhere. He asked if it could be dressed up and if it should be recorded as a future drive. Mr. Credeur stated the DRC can address the landscaping frontage of each lot during the site plan phase. Mayor Wissman asked if the turnaround was going to have curb and gutter. Mr. Credeur stated that was correct.

Mayor Wissman asked if the realignment of Summers Road had been finalized. Mr. Credeur stated it had. Mr. Credeur also pointed out the remainder lot to the south is shown encroaching into the right-of-way of Summers Rd. He stated the engineer is aware of this and will address it as soon as that area has been surveyed. Mayor Wissman asked if that lot was going to be developed. Mr. Credeur stated there is a future plan but for right now it is being used as stormwater detention.

Hearing no further comments, Secretary Payne called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

STANDARD CONDITIONS:

- S-1.** It is found that the application received January 26, 2026 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.** All construction improvements within the development shall be in compliance with the Town of Arlington Zoning Ordinance, Development Agreement, Subdivision Regulations and Technical Specifications, as directed and approved by the Town Engineer, unless otherwise noted.
- S-3.** Approval of these Construction Plans shall expire within one (1) year from the date of such approval unless a Final Plat based thereon is approved and/or an extension of time is requested by the applicant and approved by the Planning Commission.
- S-4.** This project must comply with the Tennessee Department of Environment and Conservation NPDES Regulations governing stormwater discharge during construction activity.
- S-5.** Prepare and submit to the State of Tennessee (with a copy to Arlington) a Notice of Intent (NOI) and a Stormwater Pollution Prevention Plan (SWPPP) for the site. Alternately, subject to TDEC approval, the developer may amend the NOI and SWPPP on file for the land disturbance permit to cover the construction of this phase of the development.
- S-6.** All public sanitary sewer extensions must be approved by the Tennessee Department of Environment and Conservation.
- S-7.** Erosion control measures as approved by the Town Engineer shall be implemented in compliance with the applicant's filed Notice of Intent and approved Notice of Coverage.
- S-8.** The Design Review Committee shall review and approve all proposed improvements (i.e. common landscape areas, streetscapes, site lighting, signage, etc.) for which it is authorized to review. Final landscape and irrigation plans consistent with DRC approval for the project shall be included in final construction plans.
- S-9.** A Development Agreement, including all applicable development fees, shall be approved by the Board of Mayor and Aldermen prior to construction of any infrastructure within the development, per the Arlington Subdivision Regulations.
- S-10.** Prior to acceptance of any public improvement, the applicant will be required to provide as-builts for review and approval by Town Engineer. Upon approval, a copy of the Final Subdivision Plan documents including sewer, water and drainage as-built drawings must also be provided using Tennessee State Plane Coordinate System with NAD83, NAVD88 datum in DXF or DWG format (AutoCAD 2000 or earlier).

PROJECT SPECIFIC CONDITIONS:

- P-1.** Revise the construction plans to address all staff comments and "red-line" notes provided by the Town Engineer prior to final approval of Construction Plans.

- P-2.** Final approval of this development is dependent upon the relocation of Summers Rd., the relocation of utilities located along Summers Rd., and the transfer of abandoned Summers Rd. ROW to the developer.
- P-3.** Decorative street signposts, as required by BMA 2007-11 and 2008-10, are required to be installed prior to recording the plat. For every five posts required in the development, the developer shall provide one replacement post to the Town of Arlington.
- P-4.** All landscaping and common open space improvements shall be installed by the developer and approved by the Town of Arlington prior to recording the plat.
- P-5.** Revise submittal adjusting lot lines to be clear of the ROW of the realigned Summers Rd.

V. New Business:

- C. GERBER COMMERCIAL (MID SOUTH SEPTIC EXPANSION) – SITE PLAN – requesting reapproval of a site plan to construct a 6000 SF warehouse and office building with associated parking and public improvements on 4.87 acres located at the corner of Gulfstream and Gerber Rds.**

Secretary Payne introduced Jeremy Credeur, Town Planner, to present staff report. Mr. Credeur presented the staff report with a PowerPoint presentation (see attached report) hereby on file.

Secretary Payne requested a motion to approve a site plan for Gerber Commercial, Mid-South Septic Expansion.

Main Motion: Gary Whittman made motion to approve a site plan for Gerber Commercial, Mid-South Septic Expansion. Alderman Brooks seconded the motion.

Secretary Payne asked for comments or questions for staff or the applicant.

Secretary Payne asked if it was the same proposal as the previous ones from 2022 and 2024. Mr. Credeur stated yes, minus the building became smaller from 2022 to 2024. Secretary Payne noted during the last proposal in 2024 that the gravel parking lot was an issue. Mr. Credeur stated it was addressed and now has become a code enforcement issue, noting that is why staff has added a condition to have it removed within a six-month period upon approval of the project. Secretary Payne agreed that condition was valid and asked the Town Attorney, Will Patterson, he thoughts. Mr. Patterson stated he agrees with staff's recommendation.

Mayor Wissman stated for the record the property to the south of this site was originally zoned M1 before it was approved with a PD overlay for residential and built as Myers Park.

Hearing no further comments, Secretary Payne called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

STANDARD CONDITIONS:

- S-1. It is found that the application as presented, with plans received January 26, 2026, 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, if necessary.
- S-5. Erosion control measures as approved by the Town Engineer shall be implemented and 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.
- S-8. All sidewalk paths, including those across driveways, shall be ADA compliant, including the installation of truncated domes to provide tactile surfaces were ADA routes cross driveways. This requirement applies both in the public right-of-way and within the site.

PROJECT SPECIFIC CONDITIONS:

- P-1. Landscaping, lighting, building elevations and signage shall be reviewed and approved by the Design Review Committee in accordance with the Town Design Guidelines.
- P-2. The temporary gravel parking area along the east side of the site must be removed as part of this project. Since the initial approval, this lot has remained in place and continues to be used as parking. A six-month timeline is being put in place to either begin construction or remove the gravel lot and cease parking in the area.
- P-3. All handicap and directional poles shall be black, round and capped
- P-4. "Future Expansion Area" located on the northern side of building shall be maintained as green space and shall be maintained as approved and not be used for any other purpose without planning commission approval.

V. New Business:

D. ZONING ORDINANCE CHAPTER 4 – AMENDMENT – to amend Chapter 4 Zoning Districts, Bulk Regulations and Uses, section 4.9 specific provisions for conditional uses subsection 4.9.3 specific standards for commercial activities adding paragraph 7 special conditions for liquor stores (PUBLIC HEARING)

Secretary Payne introduced Jeremy Credeur, Town Planner, to present staff report. Mr. Credeur presented the staff report with a PowerPoint presentation (see attached report) hereby on file.

Secretary Payne requested a motion to approve an amendment to Chapter 4 of the Zoning Ordinance.

Main Motion: Alderman Brooks made motion to approve an amendment to Chapter 4 of the Zoning Ordinance. Mayor Wissman seconded the motion.

Secretary Payne noted this business is a public hearing and called for a motion to close the Planning Commission meeting and open a public hearing.

Main Motion: Alderman Brooks motioned to close the Planning Commission Meeting and open a public hearing. Mayor Wissman seconded the motion.

Secretary Payne stated the public hearing was to consider an amendment to the Town of Arlington Zoning Ordinance Chapter 4 section 4.9, subsection 4.9.3 to add paragraph 7 special conditions for liquor stores. Secretary Payne stated the public hearing was published in the Commercial Appeal on February 22, 2026.

Secretary Payne stated anyone wishing to speak for or against the request please stand to be recognized, state your name and address for the record.

Hearing none, Secretary Payne called for a motion to close the public hearing and resume the Planning Commission meeting.

Main Motion: Alderman Brooks called for a motion to close the public hearing and resume the Planning Commission meeting. Nycole Alston seconded the motion.

Secretary Payne asked for comments or questions for staff.

Mayor Wissman addressed item E: minimum accessible square footage of retail space, asking if it is the actual retail space or does it also include storage space. Mr. Credeur stated the proposed 2,500 SF is the total for both retail and storage. Mayor Wissman asked if there was a way for the condition to read with a minimum or a maximum for the square footage of retail with an additional to the storage. Mr. Credeur asked if the concern was about the building being undersized. Mayor Wissman stated the building must be freestanding on individual lots and noted very minimal retail space could cause the building not to fit well on a site. He stated setting a maximum of overall square footage would be better or at the very least increase the minimum square footage higher, suggesting 4000 SF.

Secretary Payne asked if they could adjust the condition to separate the storage space from the retail space. Mayor Wissman noted many liquor stores tend to have their storage on their retail floors where patrons must weave in between aisles because it is their overflow from the back. With that said he stated how can the square footage be determined as accessible between retail and storage at 2,500 SF. Mr. Patterson clarified rather than regulating the interior separation square footage for the building identify the overall square footage for the building. Mayor

Wissman asked if they need to set a condition. Mr. Credeur stated the Planning Commission can set a condition with their recommendation to the Board of Mayor and Alderman to consider for approval in which they have two readings. He stated during the two readings the BMA can adjust the recommendation and make changes as necessary for approval. Mr. Credeur asked what condition would they like to add. Mayor Wissman motioned to amend item E and have the square footage set at 4000 SF minimum versus 2,500 SF. Staff noted all members were in agreement with amending item E.

Hearing no further comments, Secretary Payne called for a vote on the main motion.

Vote on Main Motion with added condition: The motion carried unanimously.

I. New Business:

D. OTHER AS PROPERLY PRESENTED

No other business was presented

VI. Adjournment:

Hearing no further business, Secretary Payne called for a motion to adjourn.

Motion: Alderman Brooks made a motion to adjourn the Planning Commission meeting. Gary Whittman seconded the motion.

Chairman Campbell called the meeting adjourned.


Russ Campbell, Chairman


Date


Susan Payne, Secretary


Date

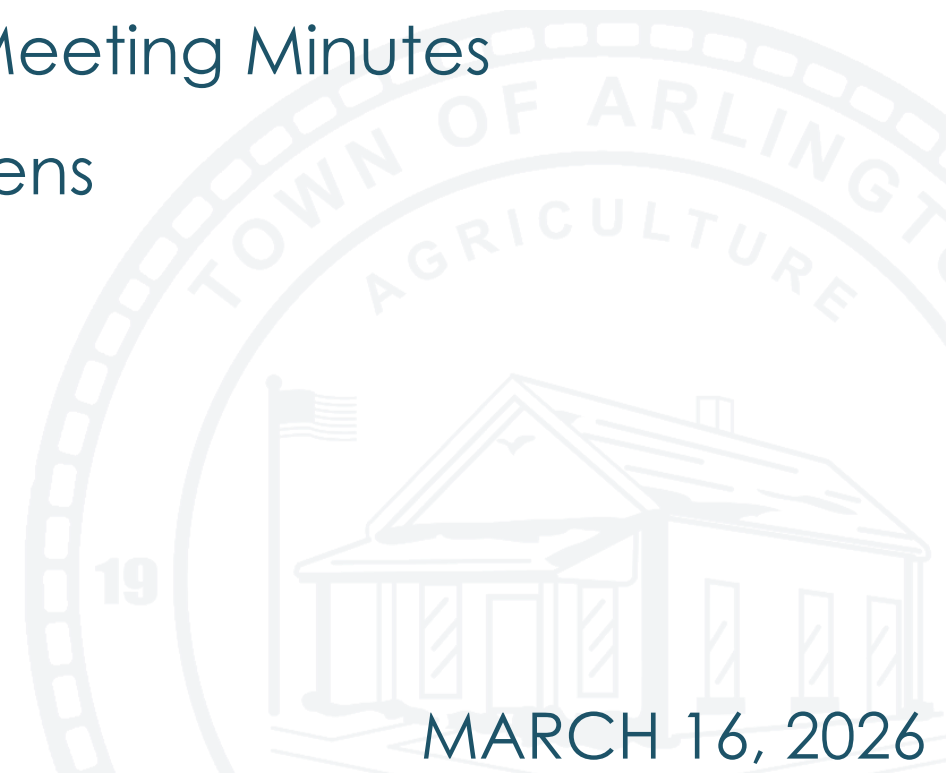
TOWN OF
ARLINGTON
ESTABLISHED 1900



MARCH 16, 2026

TOWN OF
ARLINGTON
ESTABLISHED 1900

- I. Call to Order and Establish Quorum
- II. Approval of the February 17, 2026, Meeting Minutes
- III. Comments and Concerns from Citizens



MARCH 16, 2026

TOWN OF
ARLINGTON
ESTABLISHED 1900

- V. Old Business
 - A. Others as Properly Submitted



MARCH 16, 2026

TOWN OF
ARLINGTON
ESTABLISHED 1900

VI. New Business

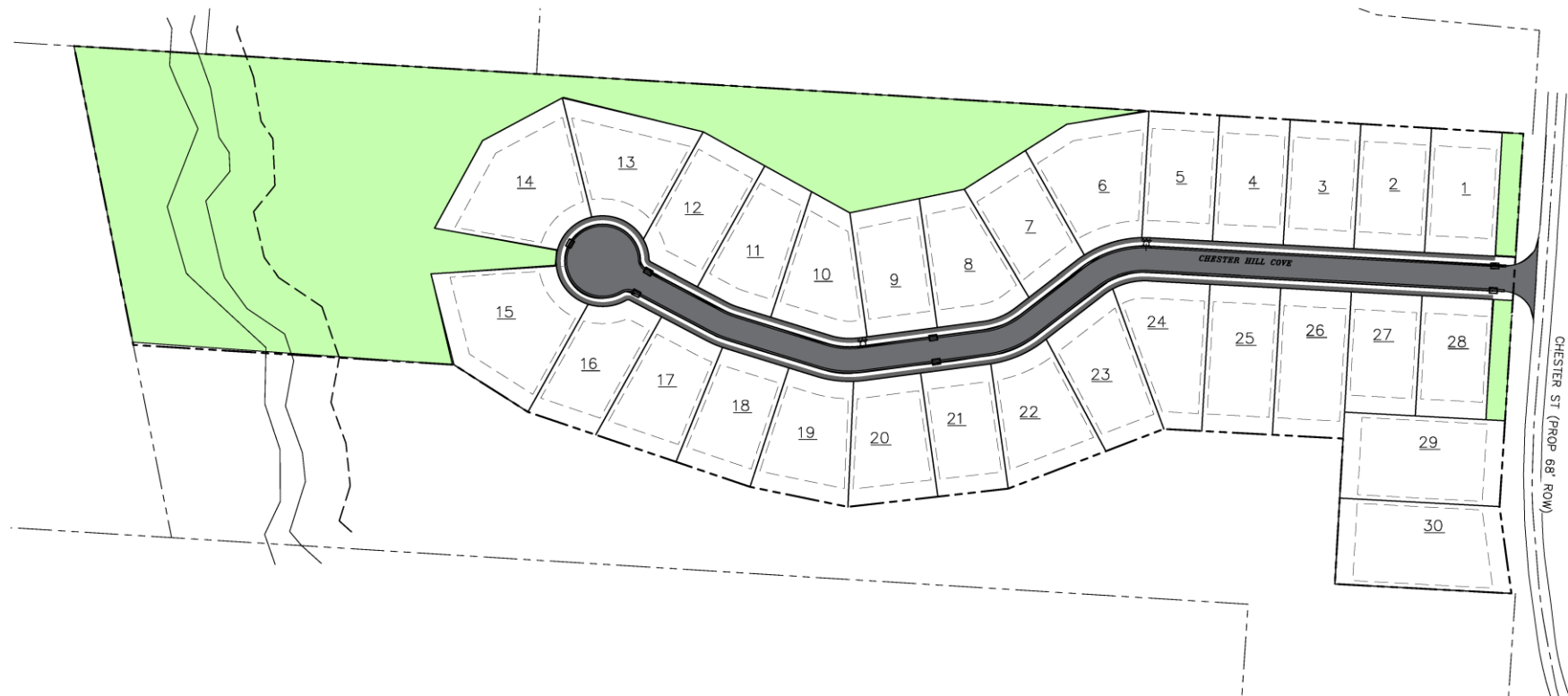
- A. CHESTER HILL PD – FINAL PLAT – requesting approval of a final plat to create 30 single-family residential lots with 3 common open spaces on 15.15 acres west of Chester St., approximately 3,500 ft north of Donelson Rd., and 1,500 ft east of Airline Rd.

MARCH 16, 2026

- The applicant is requesting Planning Commission approval of a final plat for Chester Hill PD
- The project sits on 15.15 acres and is zoned E: Estate Residential with a PD overlay (Chester Hill PD).



- The proposed plat will create 30 single-family lots with 3 common open spaces
- The proposed lot layout and phasing is consistent with the PD, which was approved by the Board of Mayor and Alderman on January 5, 2026, by Resolution 2025-51
- The lots meet minimum lot size, dimension, and access requirements set forth in the PD.



- Staff recommends approval of the applicant's request, subject to the following conditions, in addition to any other conditions levied by the Planning Commission



TOWN OF
ARLINGTON
ESTABLISHED 1900

VI. New Business

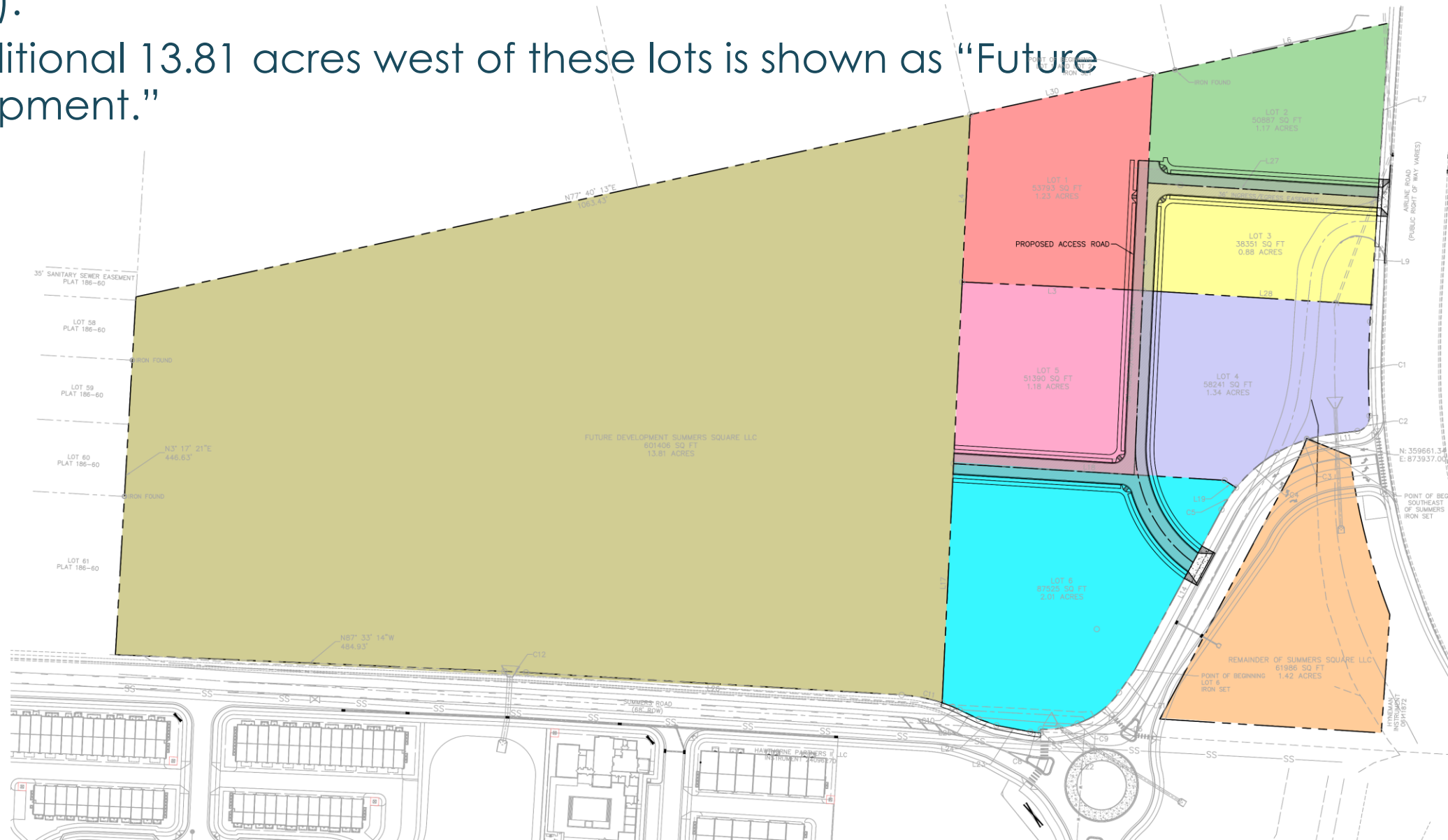
- B. SUMMERS SQUARE – SITE PLAN – requesting approval of a site plan for development of 6 commercial lots and associated public improvements on 23 acres located north of Summers Rd., west of Airline Rd.

MARCH 16, 2026

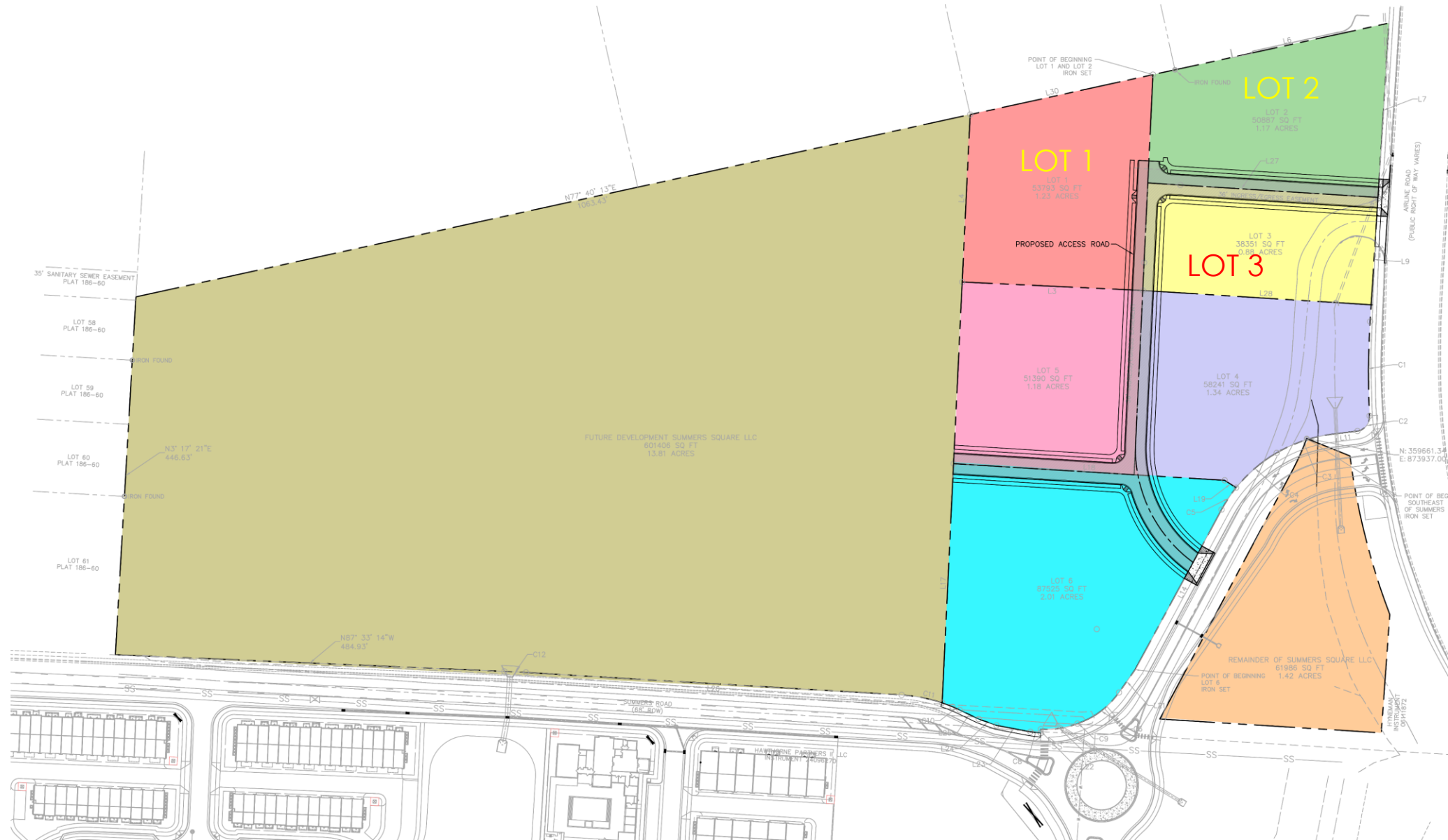
- The applicant is requesting Planning Commission approval of a site plan for Summers Square Subdivision.



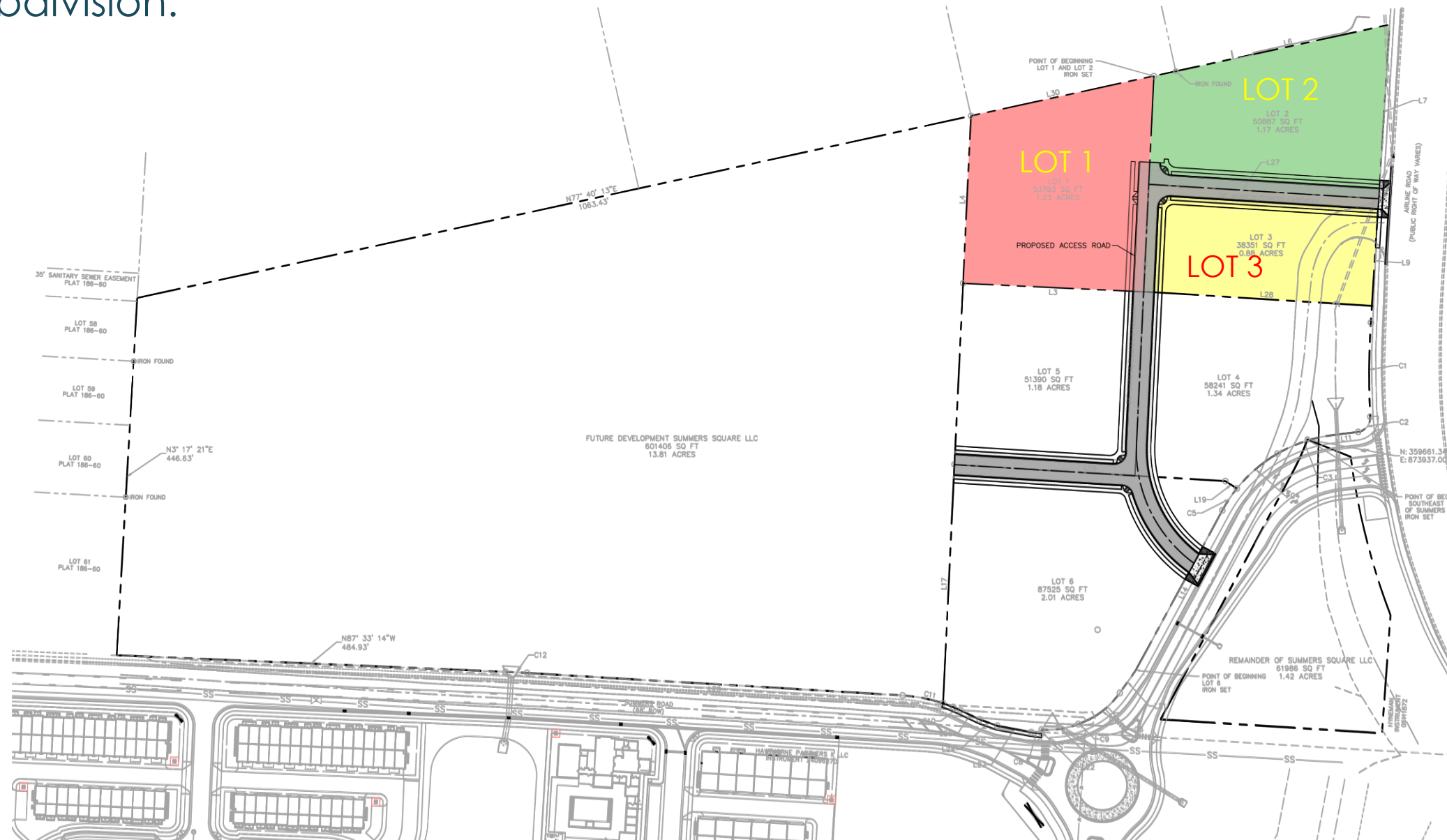
- The proposed plan for this development includes 6 Commercial lots on 7.81 acres, with an additional 1.42 acres identified as “remainder” zoned B-2 (PD).
- An additional 13.81 acres west of these lots is shown as “Future Development.”



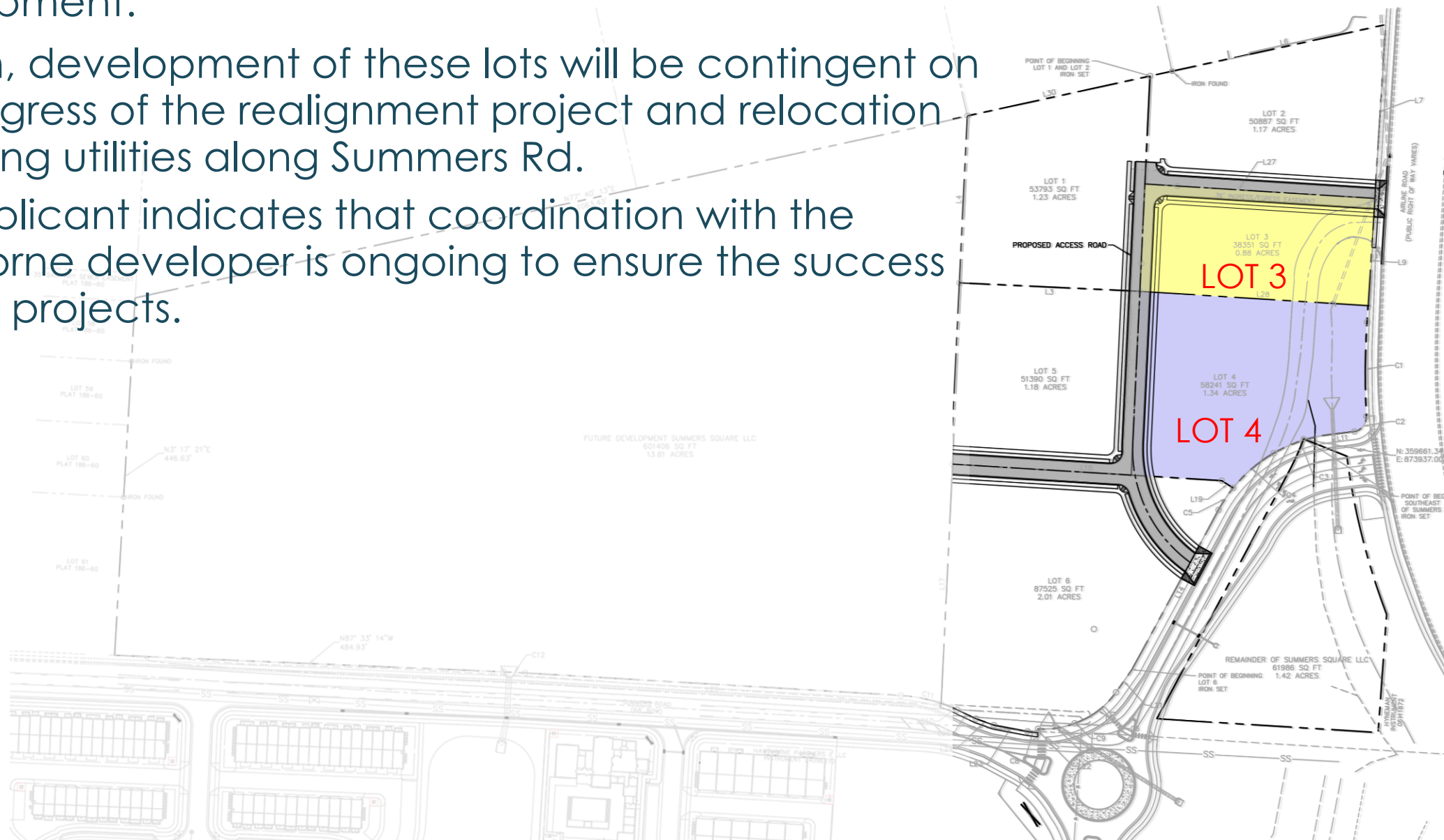
- The commercial shopping center is to be developed in several phases to include uses allowed in the B-2 district.



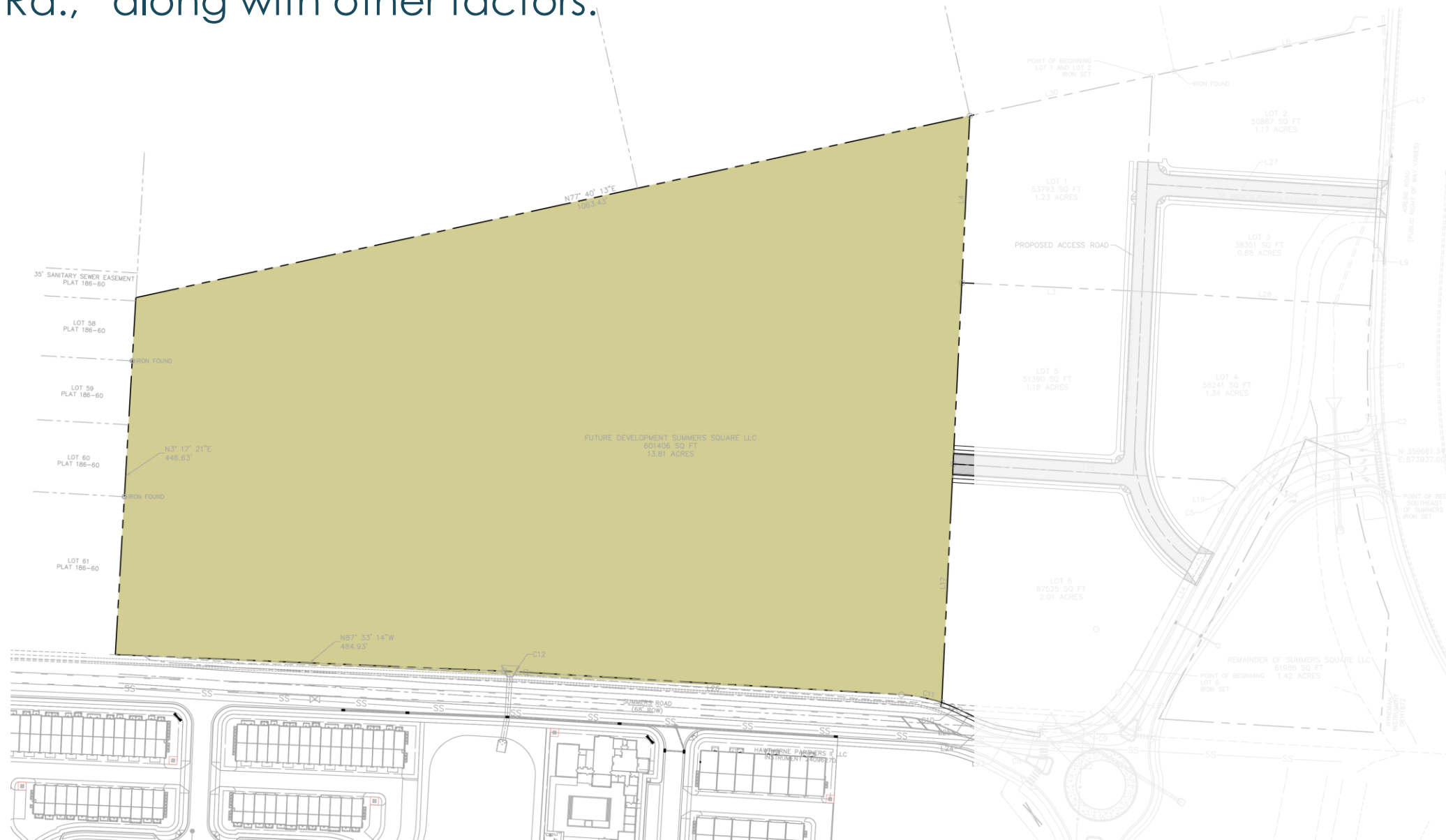
- Initial development will focus on the lots 1,2, and 3, located on the NE corner of the development along with the infrastructure to serve the entire 6-lot subdivision.



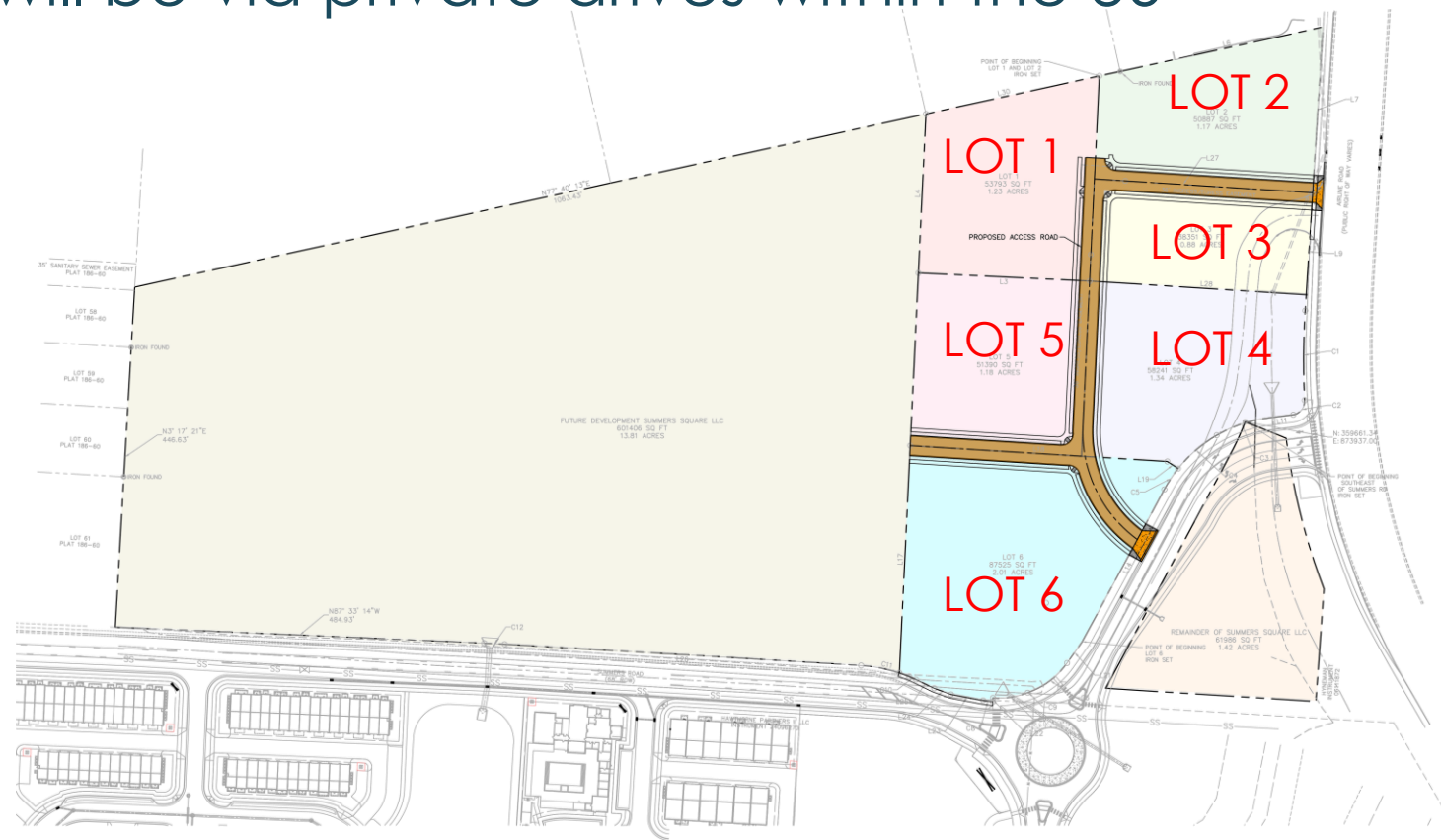
- Lots 3 and 4 are directly impacted by the realignment of Summers Rd., the relocation of utilities, and the transfer of abandoned Right-of-Way to this development.
- As such, development of these lots will be contingent on the progress of the realignment project and relocation of existing utilities along Summers Rd.
- The applicant indicates that coordination with the Hawthorne developer is ongoing to ensure the success of both projects.



- The western portion of the site will be developed in a later phase based on the construction of the future “Autumn Springs Rd.,” along with other factors.



- Access will be via full access drives located on Airline Rd, between Lots 2 and 3 and the realigned section of Summers Rd through Lot 6, connecting a 36' Ingress/Egress Easement running along the property lines of lots 1-5 and stubbing into the future development area to the west.
- All access internal to lots will be via private drives within the 36' Ingress/Egress Easement.



- The only public road improvements required as part of this phase will be the commercial curb cuts on Airline Road and Summers Rd.
- Improvement of the northern side of Summers Rd. west of Lot 6 will be required as part of the development of the 13.81 ac lot on the western side of the site In addition, the 13.81 ac lot will be bisected by Autumn Springs Road.



- The proposed development will have a series of underground storm drains and curb inlets along the private drives to collect stormwater and discharge it into either a detention basin to be constructed as part of the previously approved land disturbance permit, or directly into Hall Creek.
- Construction of the stormwater system in this development is contingent upon the installation of storm drainage facilities across Summers Rd. within Hawthorne Phases 1A and 1B.

- The sanitary sewer system will consist of 8" gravity sewer lines, tying into an existing sewer manhole in Summers Rd. near the south edge of Lot 6.
- The sanitary sewer lines will be public facilities located within a 20' public sewer easement

- Open space for this development will not be calculated on a cumulative basis; rather, each lot will need to independently meet the 30% open space requirement which meets requirements set forth in the TOA Zoning Ordinance.



- Staff recommends approval of the applicant's request, subject to the conditions noted in staff report, in addition to any other conditions levied by the Planning Commission.



TOWN OF
ARLINGTON
ESTABLISHED 1900

VI. New Business

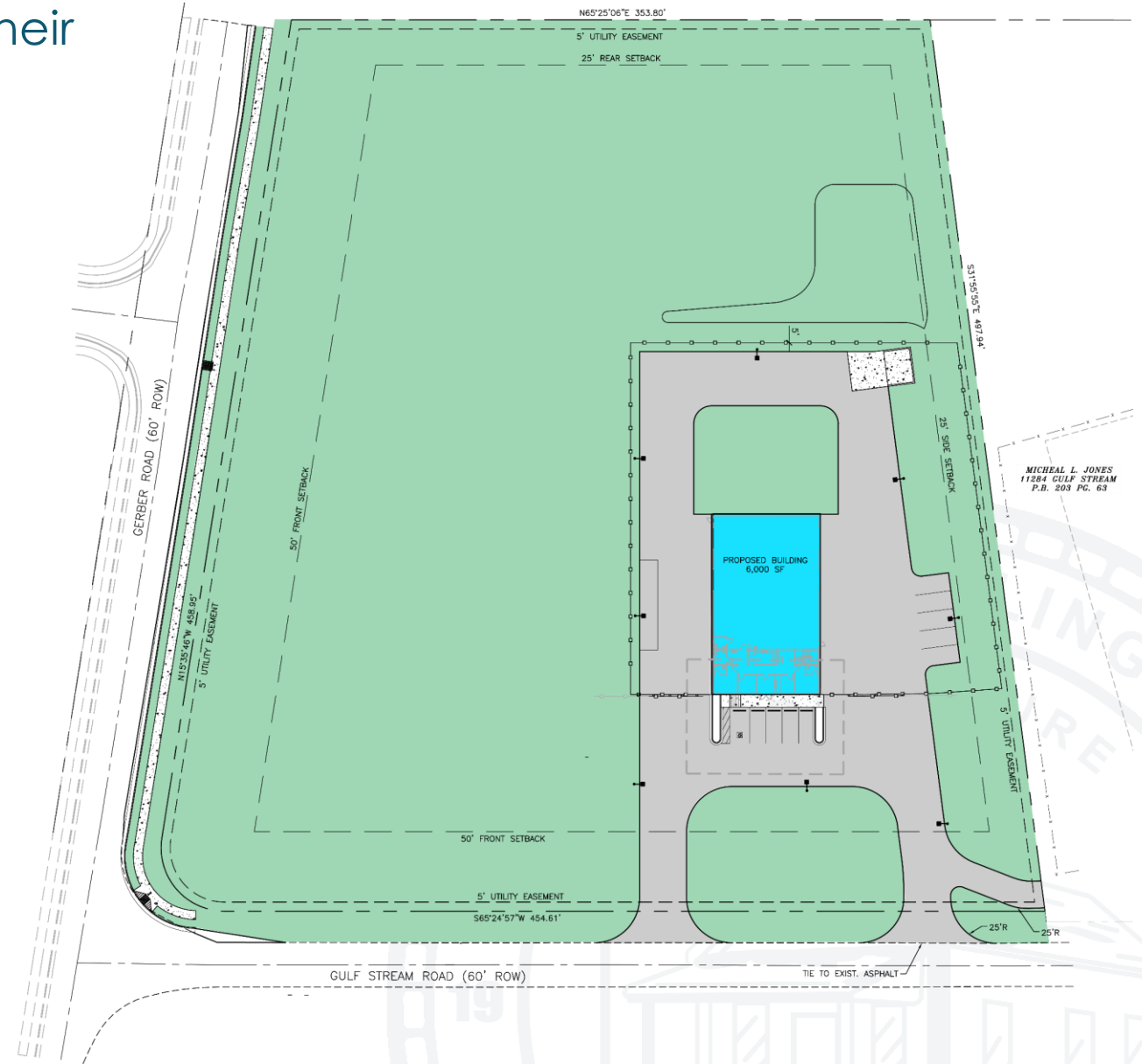
- C. GERBER COMMERCIAL (MID-SOUTH EXPANSION) – SITE PLAN – requesting reapproval of a site plan to construct a 6000 SF warehouse and office building with associated public improvements on 4.87 acres located at the corner of Gulfstream and Gerber Rds.

MARCH 16, 2026

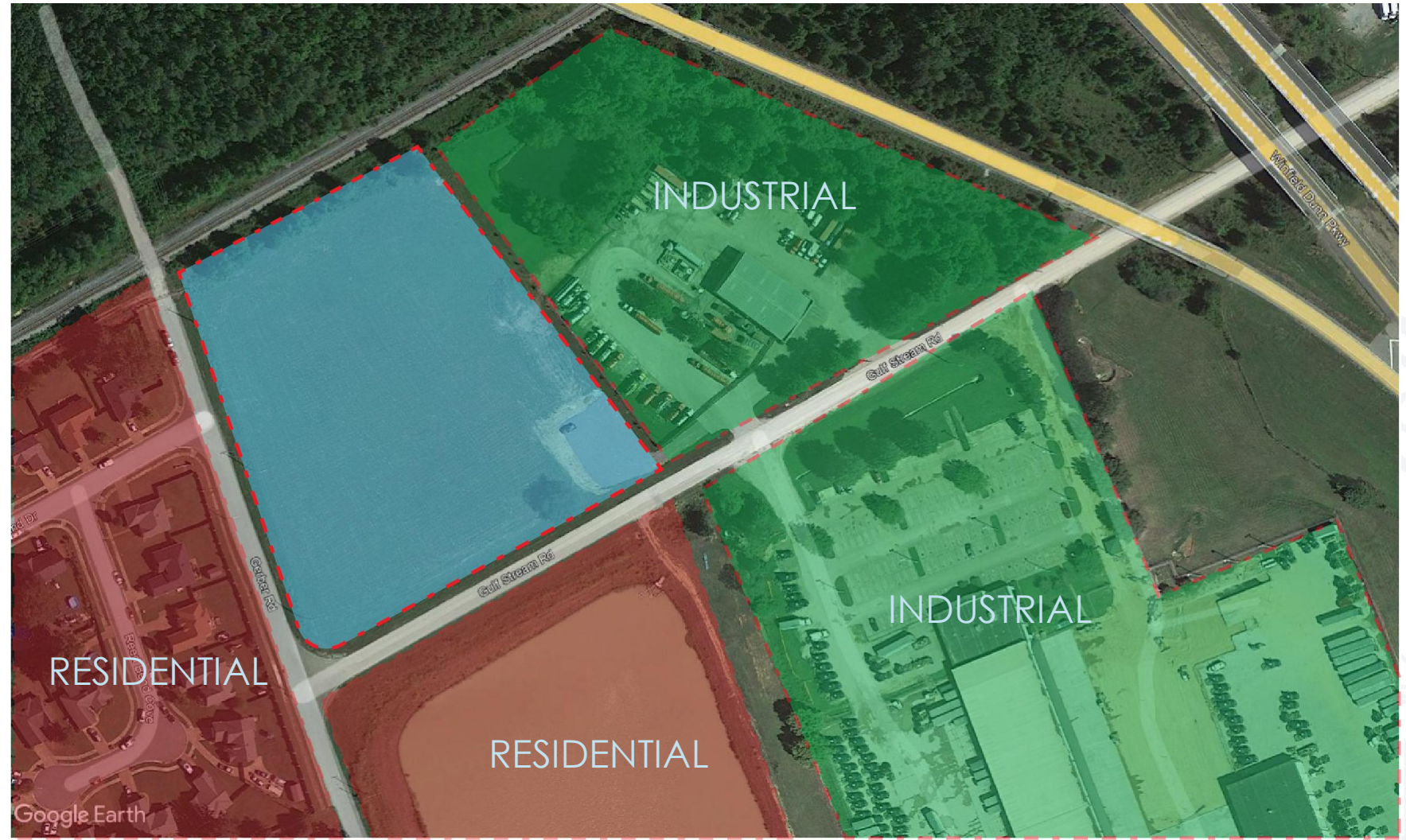
- The applicant is requesting Planning Commission reapproval of a site plan for a single-story industrial building on a cleared lot at the corner of Gulfstream and Gerber Rds.
- Initial approval of site plan was received on May 16, 2022, and reapproved on August 19, 2024. The approval has since expired and a reapproval is necessary.



- The applicant proposes to expand their operations by constructing a 6,000 square foot warehouse building to provide office, storage space, and bays to maintain trucks and equipment.

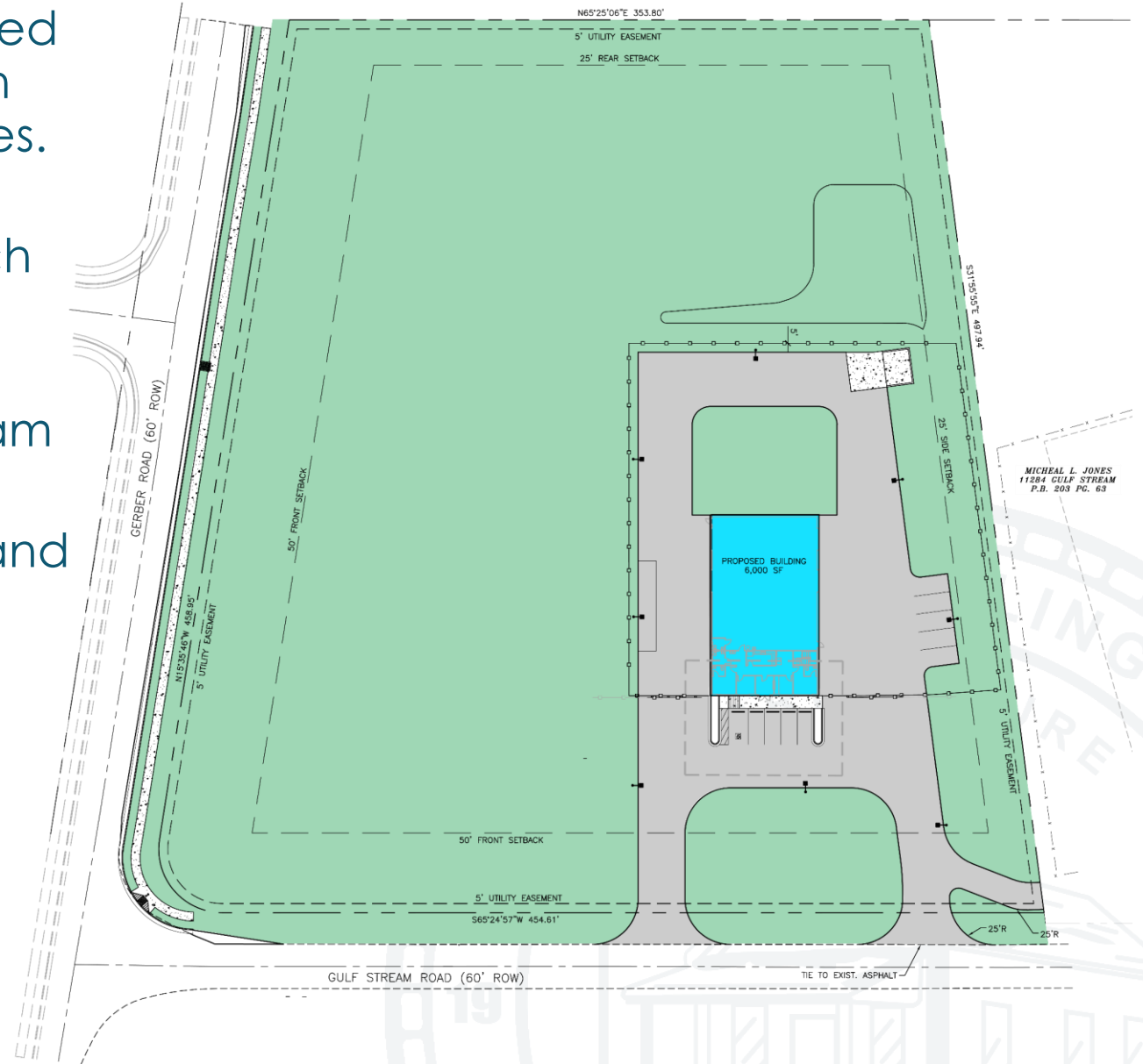


- The site is a 4.87-acre lot located to the west of the existing Mid-South Septic facility at the corner of Gulfstream and Gerber Rd.
- Though the site is Zoned M-1 there are residential subdivisions directly adjacent to the west and south.



PROPOSAL PC

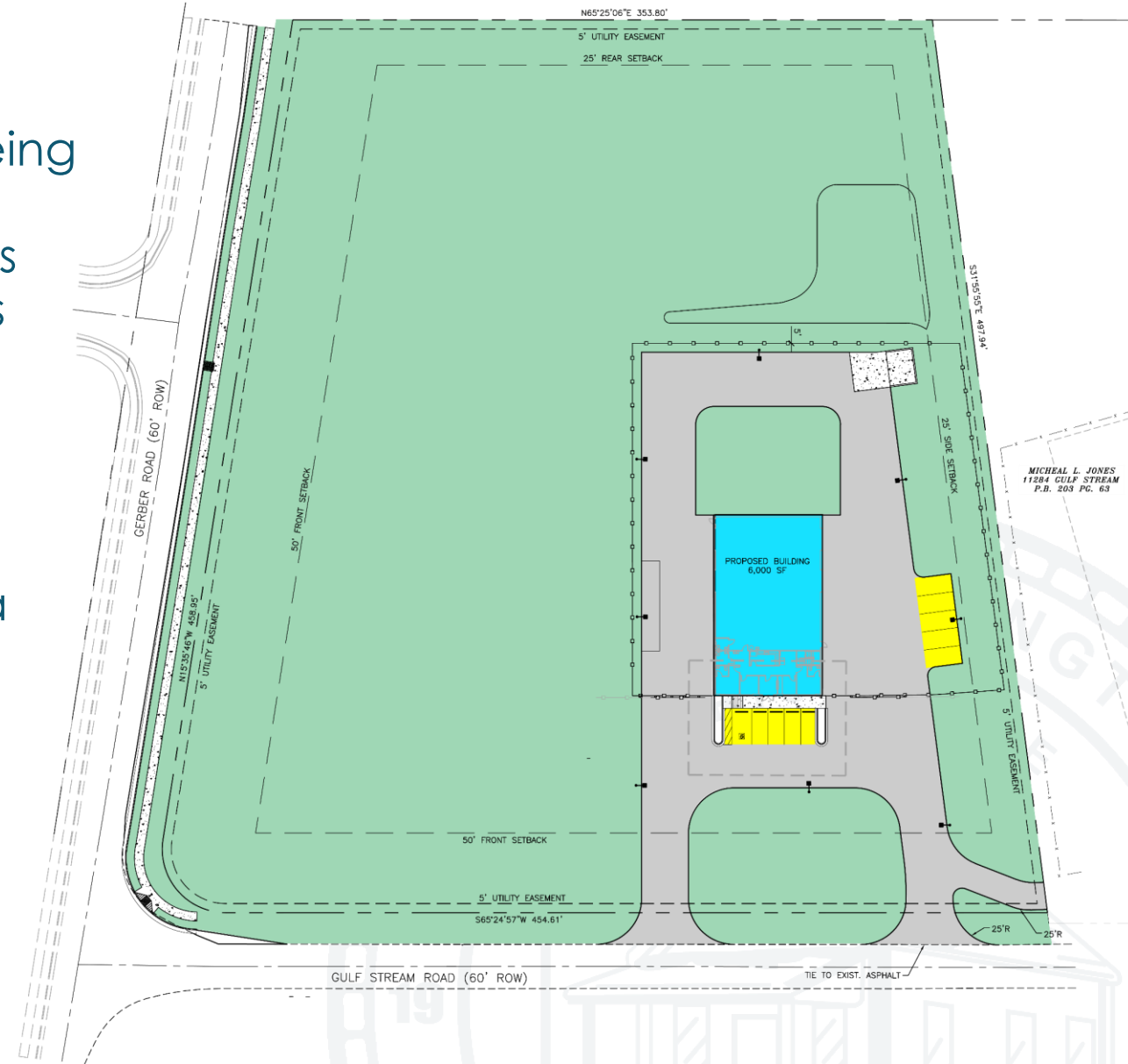
- The new, single-story building is pushed towards the east side of the site, with parking on the front and eastern sides.
- A driveway circles the building and four (4) overhead doors, two on each side, are indicated on the plans.
- The rectangular building is oriented with the narrow side facing Gulfstream Rd.
- Setbacks are indicated at 50' front and 25' side and rear meeting TOA requirements for this zone.



ACCESS

-
- Site plan showing a proposed building (6,000 SF) on a lot. The lot is bounded by Cerber Road (60' ROW) to the north, Gulf Stream Road (60' ROW) to the south, and a utility easement to the east. The lot is 353.80' wide and 454.61' deep. The proposed building is 6,000 SF and is surrounded by a 25' rear setback and a 5' utility easement. The plan also shows a 50' front setback, a 5' utility easement, and a 25' side setback. The lot is divided into a green area and a grey area. The green area is 353.80' wide and 454.61' deep. The grey area is 353.80' wide and 454.61' deep. The proposed building is 6,000 SF and is surrounded by a 25' rear setback and a 5' utility easement. The plan also shows a 50' front setback, a 5' utility easement, and a 25' side setback. The lot is divided into a green area and a grey area.

- Parking is proposed on two sides of the building.
- This includes 5 spaces, one of which being ADA accessible, directly in front of the building on the south side and 5 spaces on the east across the drive that circles the building.
- The plan provides a total of 10 parking spaces, which includes 1 ADA space.
- This meets the required parking of 9 minimum and 14 maximum based on a mix of office and warehouse uses.



- There is an unpermitted gravel temporary parking area on the east side of this site that must be removed as part of this project.
- TOA ordinances do not allow storage or parking or vehicle movement on gravel.
- A condition was included during the initial approval and reapproval requiring the removal of the gravel lot. Since the initial approval, the gravel lot remains in place and continues to be used for parking. As such the initial condition as been modified placing a six-month timeline to either begin construction or remove the gravel lot and cease parking in the area.



-
- Site plan for 11284 Gulf Stream Road, showing a proposed 6,000 SF building, setbacks, easements, and surrounding roads (Gerber Road, Gulf Stream Road).
- Key features and dimensions:
- Proposed Building:** 6,000 SF.
 - Setbacks:**
 - 50' FRONT SETBACK
 - 25' REAR SETBACK
 - 25' SIDE SETBACK
 - Easements:**
 - 5' UTILITY EASEMENT
 - Roads:**
 - GERBER ROAD (60' ROW)
 - GULF STREAM ROAD (60' ROW)
 - Other Dimensions:**
 - 112.35' ± 46" W 458.95'
 - 565'24" ± 57" W 454.61'
 - 83' ± 55" ± 50" E 447' ± 34"
 - 86' ± 25" ± 50" E 453' ± 80"
 - 25' ± R
 - 25' ± R
 - Owner:** MICHAEL L. JONES, 11284 GULF STREAM P.B. 203 PC. 63

- Road improvements associated with this development include the addition of curb, gutter, and sidewalk along the east side of Gerber Rd. to Gulfstream Rd. where it will terminate.
- An ADA ramp will be installed at the corner giving accessible pedestrian access across Gulfstream Rd.
- The Town has not historically required road improvements along Gulfstream, so none are required for this project.



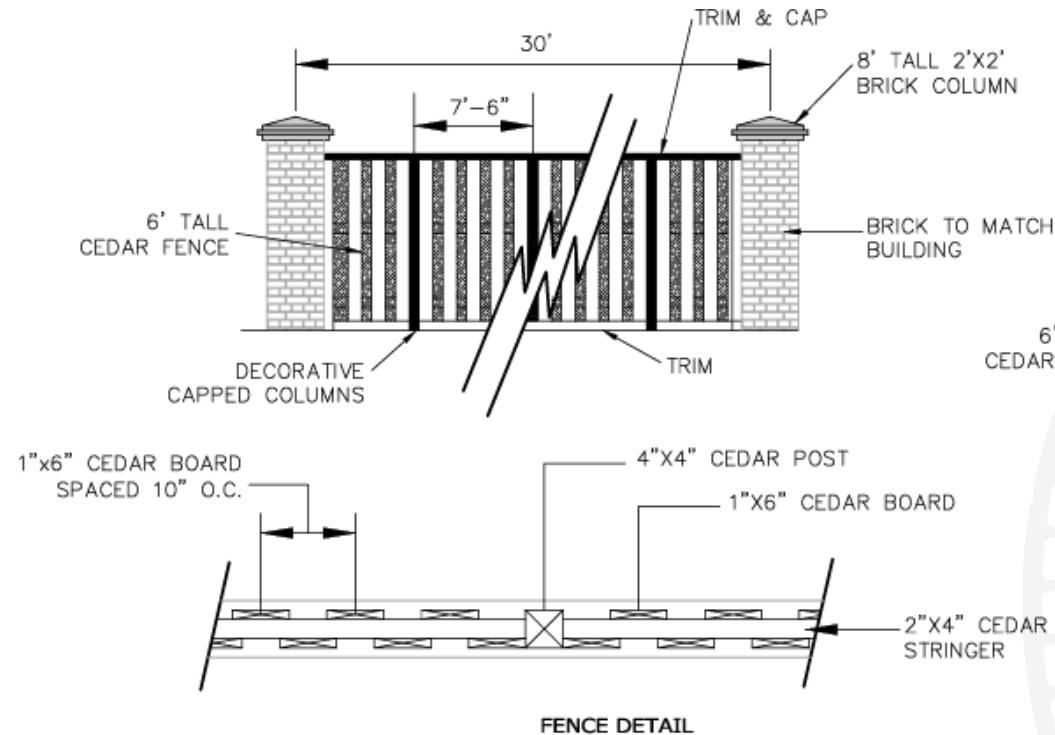
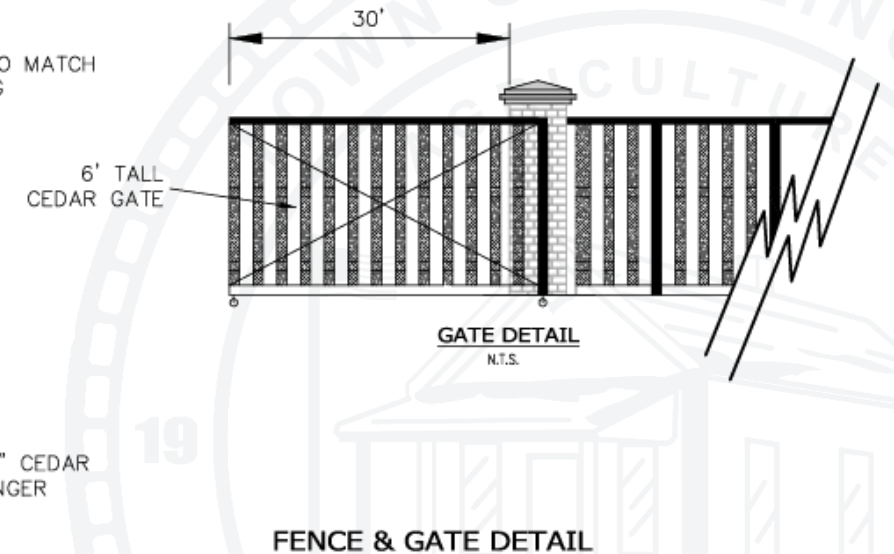
- Site will be graded to sheet drain to a dry detention basin at the northeast corner of the site. The basin is sized in accordance with TOA drainage regulations.
- All drainage from the site flows north to a cross drain under CSX Railroad.



- Sanitary sewer service will be provided by the existing public sewer line running along Gulfstream.

- Open space of 81% is provided on the site, which meets the Town requirements.
- Plans indicate the applicant proposes to meet the minimum requirement of 20 Density Units (DU)/Acre; as such, 102 DU are proposed for the site ($4.87 \times 20 = 97.4$ DU). The proposed exceeds TOA minimum requirement.

- A 6' cedar fence with 8' tall 2x2 brick columns at 30' O.C is proposed and will be located along the perimeter of the driveway
- The fence is indicated to be capped and trimmed with decorative columns.
- The fence includes two 30' sections of 6' tall gates located at each driveway.
- The DRC will review the proposed fence to ensure all design criteria are being met.
- Revisions of the Zoning Ordinance require screening height to be determined by the height of the materials to be screened.
- Evidence that the height is adequate must be provided to the DRC to make this determination.



- Staff recommends approval of the applicant's request, subject to conditions listed in staff report , in addition to any other conditions levied by the Planning Commission.



TOWN OF
ARLINGTON
ESTABLISHED 1900

VI. New Business

- D. ZONING ORDINANCE CHAPTER 4 – AMENDMENT – to amend Chapter 4 Zoning Districts, Bulk Regulations and Uses, Section 4.9 specific provisions for conditional Uses Subsection 4.9.3 specific standards for commercial activities adding paragraph 7 special conditions for liquor stores

MARCH 16, 2026

- An ordinance has recently been approved amending Title 8: Chapter 2 of the Town of Arlington Municipal Code to allow an additional liquor store.
- Table 4.8 in the Town of Arlington (TOA) Zoning Ordinance provides information regarding permitted uses in each zoning district.
- Liquor stores are allowed as a conditional use in the B-2 (General Business), B-3 (Downtown Business), and S-C (Shopping Center) zones.



- Section 4.9 of the TOA Zoning Ordinance provides specific provisions for conditional uses.
- These provisions are categorized by general use type.
- Liquor stores fall under 4.9.3 Specific Standards for Commercial activities.
- As currently written conditions are not indicated for this use.



- Staff is recommending to amend Chapter 4 subsection 4.9.3, adding section 7 to include the following conditions:

4.9 SPECIFIC PROVISIONS FOR CONDITIONAL USES

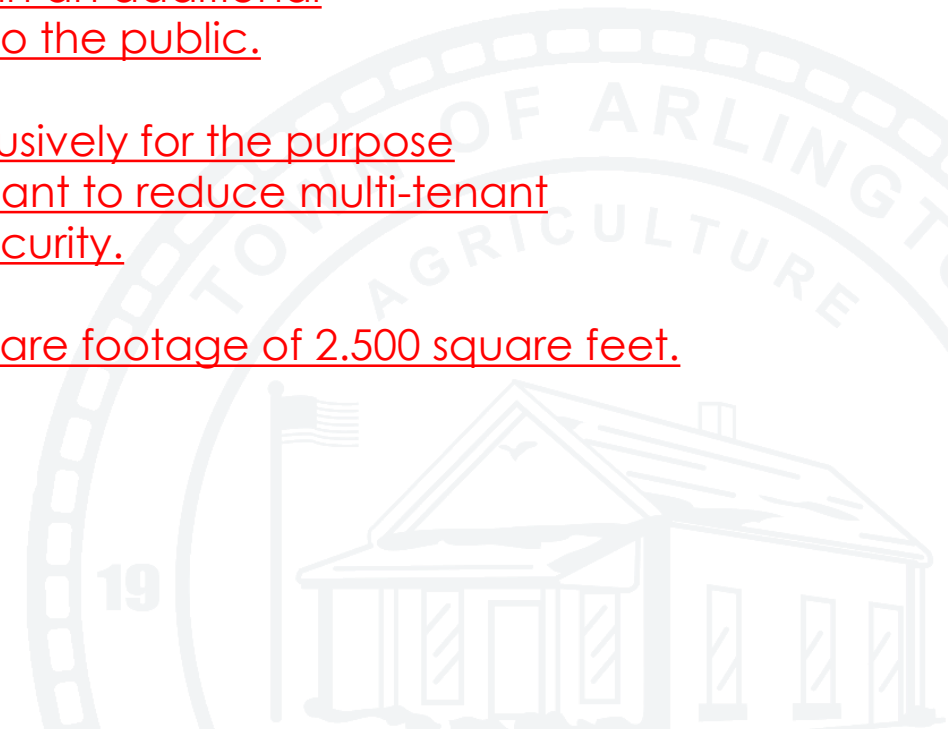
4.9.3 Specific Standards for Commercial Activities:

In addition to the requirements of the applicable zone district and the general requirements set forth in Chapter 10, Section 10.5, a conditional use permit shall be granted for applicable commercial activities specified in this Ordinance where the Board of Zoning Appeals (BZA) determines that the following specific provisions are met as part of the condition for issuing the permit in the applicable zone districts.

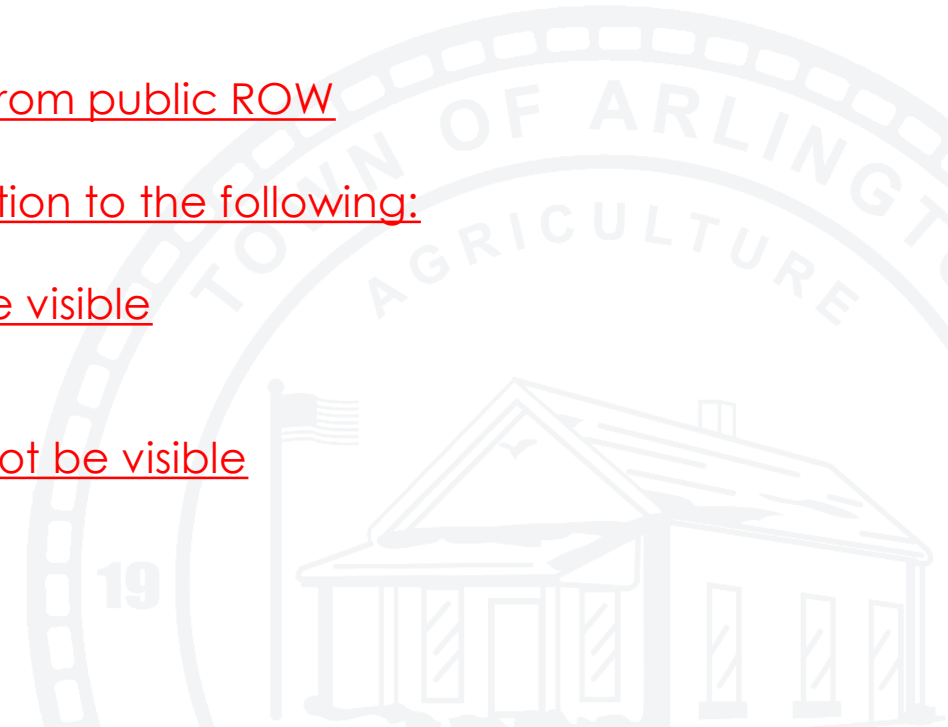
7) Special Conditions for Liquor Stores

- a) The location, size and design of the site and facilities shall be such that the proposed development shall be compatible with the development within the surrounding area, thus reducing the impact upon the surrounding area.

- b) The primary structure of the liquor store shall meet separation requirements from other liquor stores and specific identified uses as set forth in Arlington Municipal Code Title 8, Section 109.
- c) Liquor stores shall be located on the ground floor and have one main entrance facing a public street with no other entrance for use by the public except as provided herein. When located on the corner of two public streets, such retail store may maintain a door opening on each of the public streets. Any sales room adjoining the lobby of a hotel or other public building may maintain an additional door into such lobby so long as same shall be open to the public.
- d) Liquor stores must be located in a building used exclusively for the purpose of selling distilled spirits and occupied by a single tenant to reduce multi-tenant co-location impacts and improve site control and security.
- e) Liquor stores must include a minimum accessible square footage of 2,500 square feet.
- f) No drive-through or pick-up windows are permitted



- g) In addition to adequate parking per Section 8.1.13, liquor stores must provide a minimum of one (1) off street loading area for delivery trucks.
- h) Exterior lighting of the site shall be adequate to discourage loitering and ensure premium visibility for security camera systems.
- i) A preliminary site plan for such facility shall first be submitted to the Planning Commission, who will issue an advisory opinion to the BZA regarding proposed site improvements taking into account the above conditions as well as any other pertinent factors.
- j) Colored interior accent lighting may not be visible from public ROW
- k) All signage must adhere to TOA Ordinances in addition to the following:
 - i. Interior illuminated signage may not be visible from the public ROW
 - ii. Advertising signage of any type may not be visible from the public ROW



- Revisions to TOA Zoning Ordinances require two public hearings, one for Planning Commission and one at the BMA.
- As such a public hearing has been properly advertised for this matter.



- The Planning Commission is tasked to make a recommendation on the proposed amendment, to either take it forward as written or take it forward with agreed-upon changes
- The PC's recommendation will be forwarded to the Board of Mayor and Alderman for consideration requiring two readings. With a duly advertised public hearing being held at the second reading.



TOWN OF
ARLINGTON
ESTABLISHED 1900

VI. New Business
E. OTHER AS PROPERLY PRESENTED



MARCH 16, 2026

ADJOURN^{PC}



MARCH 16, 2026