

TOWN OF
ARLINGTON
ESTABLISHED 1900

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

PLANNING COMMISSION
June 15, 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
Chris Allen

Others Present:

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

Excused:

Russ Campbell, Chairman
Gary Whitman

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

II. Approval of Minutes from April 20, 2026, Meeting:

Secretary Payne asked for a motion to approve the April 20, 2026, minutes.

Motion: Nycole Alston made a motion to approve the minutes of the April 20, 2026, meeting. Mayor Wissman seconded the motion.

Hearing no discussion or corrections, Secretary Payne called for a vote to approve the April 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. SUMMERS SQUARE SUBDIVISION PHASE 2 – FINAL PLAT – requesting approval of a final plat to create 6 commercial lots totaling 6.60 acres out of the overall 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 final plat for Summers Square

Subdivision.

Main Motion: Alderman Brooks made motion to approve a final plat for Summers Square Subdivision. Chris Allen seconded the motion.

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

Mayor Wissman asked if each lot would have to come back to Planning Commission and get approval for a site plan. Mr. Credeur state that is correct.

Alderman Brooks asked if the water and sewer easements would interfere with any of the building setbacks on the lots. Mr. Credeur noted the easement is going to stay in place per the developer. He noted lot 4 is the first lot with a site plan and stated the easement runs along the front and does not interfere with those setbacks.

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 May 1, 2026, and revisions received May 26, 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.** A Final Plat for the Site must be processed and recorded prior to issuance of any building permits for the site, and full security for public improvements must be on file with the Town.
- P-2.** Revise the Final Plat to address comments as noted on the marked-up sheet provided by the Town Engineer and provide for Town review and approval.

- P-3.** Approval of the Final Plat is contingent upon approval of the Construction Plans.
- P-4.** Abandonment of the existing Summers Rd. ROW that encroaches Lots 3 & 4 contained in this plat must be completed prior to recording the plat.
- P-5.** Indicate required building setbacks on each lot.
- P-6.** Indicate 5' utility easement along each property line.

V. New Business:

- B. 7 BREW COFFEE – SITE PLAN – requesting approval of a 1,277 SF restaurant with drive through and associated parking on 0.883 acres located in Summers Square Subdivision west of Airline Rd., north of Summers 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 7 Brew Coffee.

Main Motion: Nycole Alston made motion to approve a site plan for 7 Brew Coffee. Mayor Wissman seconded the motion.

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

Mayor Wissman asked if staff had been in communication with the company regarding the design side of the project. Mr. Credeur stated staff has been in contact with the applicant and has been clear on the design guidelines and what is to be expected.

Secretary Payne asked if the cooler was attached noting the previous site plan had a detached cooler. Mr. Credeur stated that was correct. Mr. Allen asked if the drive through was wide enough, noting the issues that happened at McDonalds on Airline. Mr. Credeur noted staff has reviewed and agreed with the design.

Mr. Allen asked if the garbage collection will be screened. Mr. Credeur stated that is a requirement. Mayor Wissman asked if there would be any issues with collecting garbage and noted the location of the enclosure. Mr. Credeur stated they would have to schedule collection outside of business hours.

Mayor Wissman noted the angle parking at the north of the site and asked would the drive through interfere with cars trying to get out. Mr. Credeur stated staff was under the impression those parking spaces would be for employee parking. Mayor Wissman asked how those cars would exit the property and if they have to go through the drive through questioning how that would work if both lanes were being used. Mr. Credeur noted most drive throughs have a bypass lane. Mr. Credeur stated staff would work with the applicant to agree to a solution so that patrons can get out or go around the drive through.

Tim Harrington, representative for 7 Brew, noted a typical site plan has double drive through lanes, but they have no problem adjusting the site layout to get make a bypass lane. He suggested taking the drive through down to one lane making the proposed second lane the bypass lane. Staff noted they will add a condition.

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

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

STANDARD CONDITIONS:

- S-1.** It is found that the application as presented, with plans received April 27, 2026, and revised submittal received May 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 are 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.
- S-9.** All signage is to be on black decorative posts meeting TOA standards.

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.** Provide a floor plan indicating seating meeting the 20-seat minimum requirement per TOA Zoning Ordinance guidelines.
- P-3.** Creation of this lot is contingent upon the abandonment of ROW for the existing Summers Road alignment across the front of the lot.
- P-4.** Provide written confirmation that the MLGW water line easement proposed to be located within this lot does not conflict with the proposed site improvements.

- P-5. Construction on this site is contingent upon the Summers Square Subdivision being under contract with the Town of Arlington.
- P-6. **Redesign the drive through lanes to allow for either a bypass lane or an additional exit drive.**

V. **New Business:**

C. **BIG LEAGUE MULTI-SPORTS COMPLEX – SITE PLAN – requesting approval of a 30,660 SF building with associated parking on 6.841 acres located at 5290 Jetway Dr.**

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 Big League Multi-Sports Complex..

Main Motion: Chris Allen made motion to approve a site plan for Big League Multi-Sports Complex. Nycole Alston seconded the motion.

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

Mr. Allen agreed the parking shortage is an issue. Mr. Credeur asked for a representative to come up and explain the reasoning for the number of parking. David Bray, The Bray Firm, stated the facility is for practice only. He stated the way the current one works in Collierville is a drop and go for kids. He stated the parking seemed appropriate for the use but stated they could add additional parking if needed. Mr. Allen clarified that the building was just a training facility and did not host events. Mr. Bray stated that was correct.

Mayor Wissman noted the practice portion of the facility was slightly bigger than The Yard, a local gym. He stated majority of the time with training facilities like these, parents tend to stay and watch. He stated this could create an issue with parking. He asked if additional parking was not added could they set aside some space as future parking. Mayor Wissman stated if there is not enough parking, he doesn't want to see people trying to park on Jetway. Mayor Wissman asked if there were improvements for Jetway. Mr. Credeur stated there were not. Mayor Wissman stated if people can't park on Jetway they will park in the grass on the property, noting people will park anywhere they can. Mr. Bray stated that he could take the drive on the east side and shift it over and put the parking adjacent to the building to create 17-18 spaces possibly and create that area for future parking.

Mayor Wissman asked if there were any issues with the land such as wetlands or low laying areas. Mr. Credeur noted there could be possible soil issues and there are wetlands on the south side of the property. Mr. Bray stated they took all the wetlands to the south into account and stayed away from that area.

Secretary Payne asked if the parking issue only pertains to the current use and what happens if the use changes and there is not enough parking. Mr. Credeur stated if the use changes, the parking requirements would be required to meet the needs of that use.

Alderman Brooks noted parking could be added to the back of the building. Mr. Bray stated that is a possibility and it would create at least 14 spaces. Secretary Payne asked how many spaces are at the facility in Collierville. Mr. Bray stated he was not sure but knows the building there is a little bit smaller so the parking is less.

Secretary Payne recommended a condition be added that the applicant work with staff to create additional parking on the site.

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

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

STANDARD CONDITIONS:

- S-1.** It is found that the application as presented, with plans received April 27, 2026, with subsequent revisions received on May 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 for reference only and 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.** Revise the construction plans to address all staff comments and "red-line" notes provided by the Town Engineer prior to final approval of Site Plan.
- 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.** All handicap and directional poles shall be black, round and capped.
P-4. **Add additional parking to rear of building as per Planning Commission discussion.**

V. New Business:

D. OTHER AS PROPERLY PRESENTED

No other business was presented

V. Adjournment:

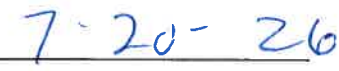
Hearing no further business, Secretary Payne called for a motion to adjourn.

Motion: Secretary Payne made a motion to adjourn the Planning Commission meeting. Mayor Wissman seconded the seconded the motion.

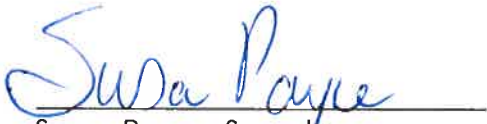
Secretary Payne called the meeting adjourned.



Russ Campbell, Chairman



Date



Susan Payne, Secretary



Date

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JUNE 15, 2026

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- I. Call to Order and Establish Quorum
- II. Approval of the April 20, 2026, Meeting Minutes
- III. Comments and Concerns from Citizens



JUNE 15, 2026

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IV. Old Business

A. Others as Properly Submitted



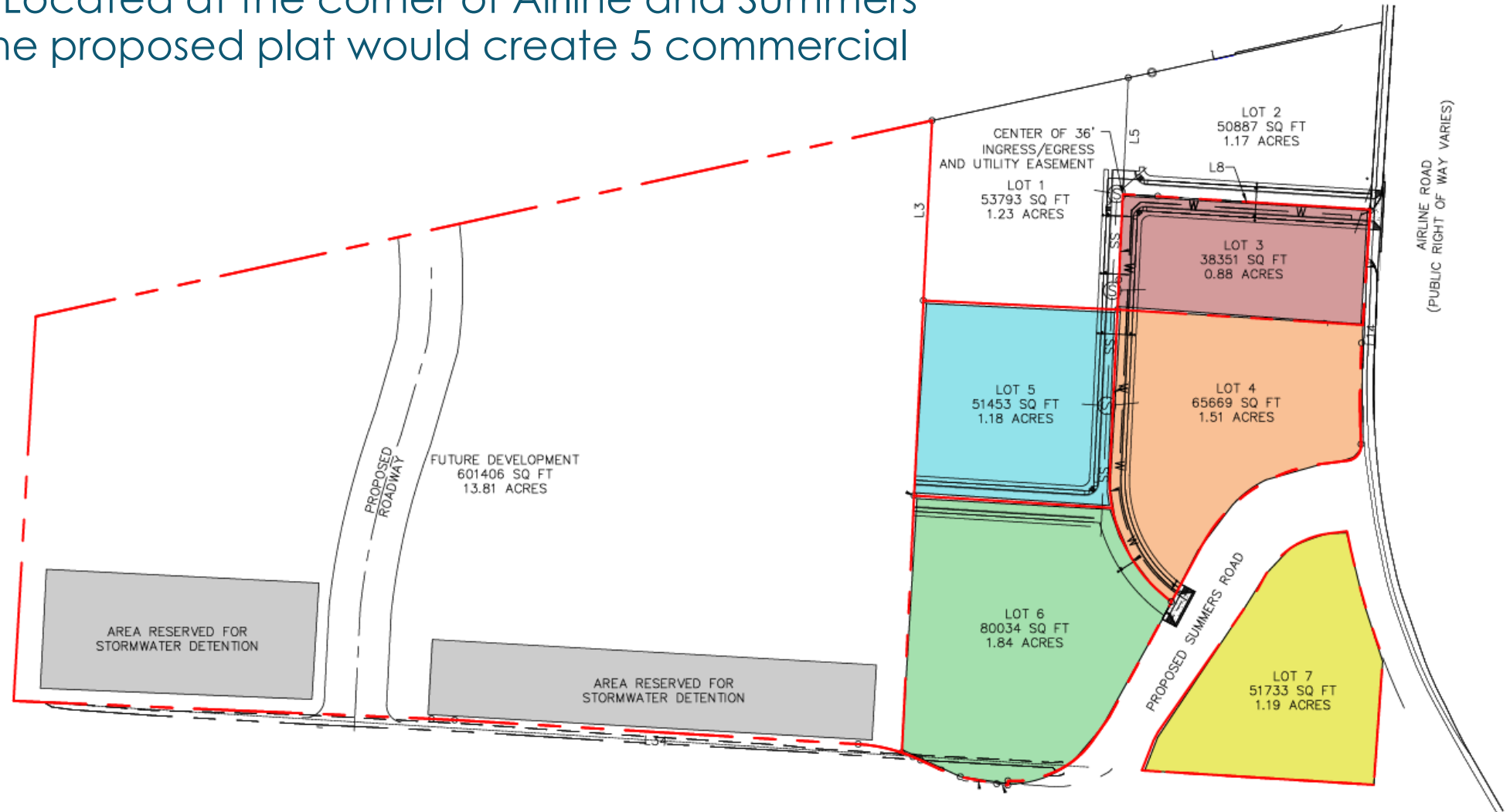
JUNE 15, 2026

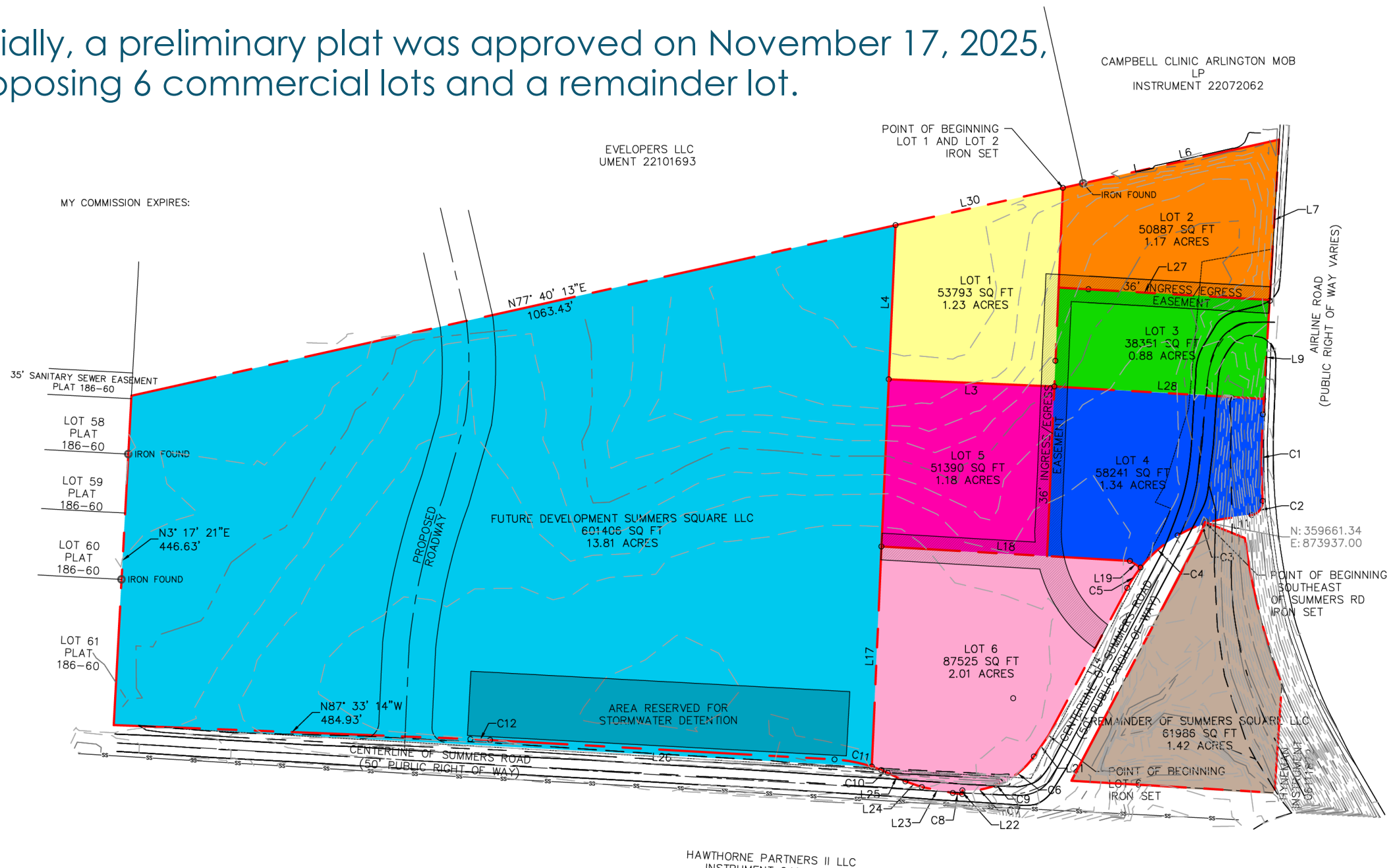
TOWN OF
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V. New Business

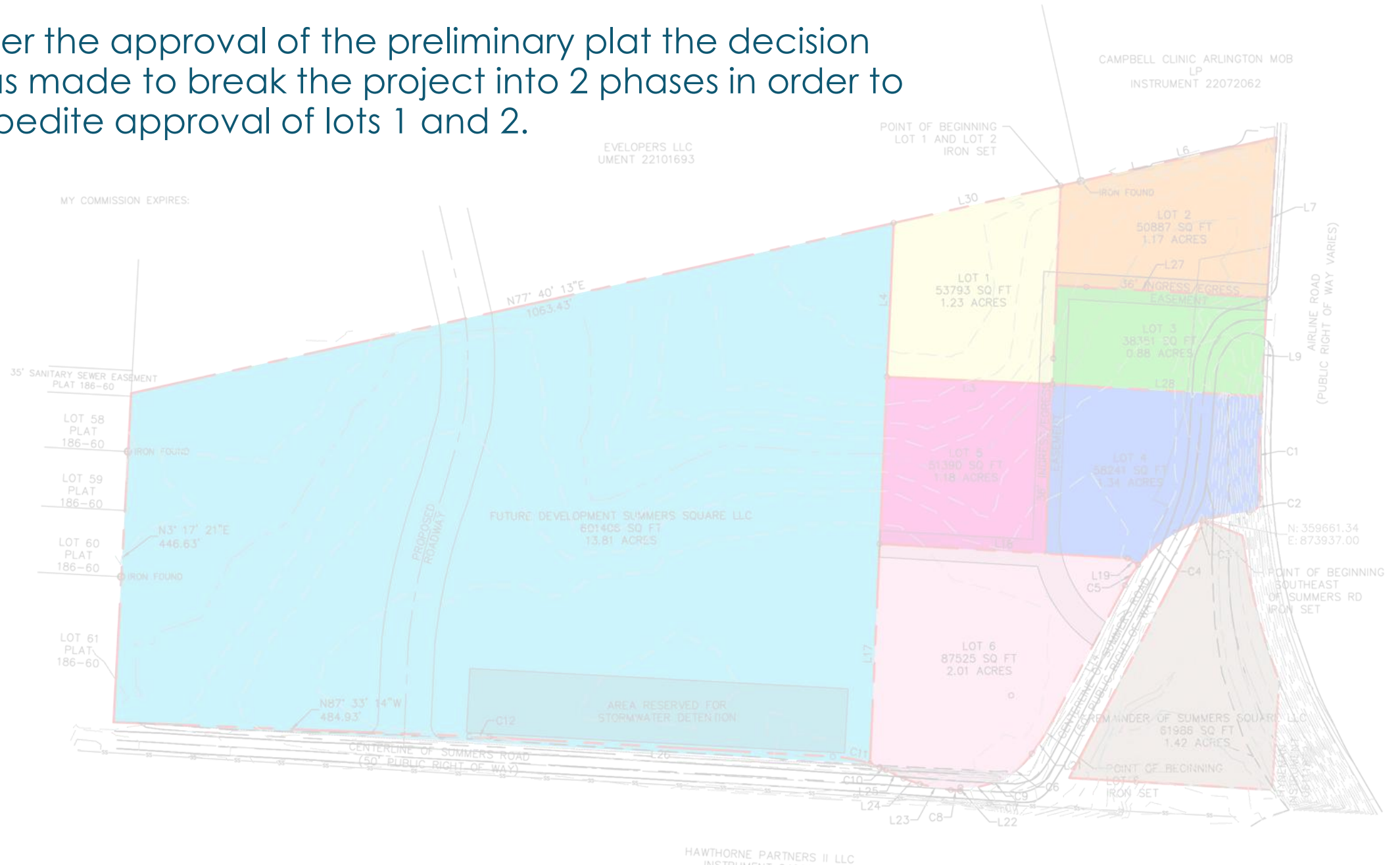
- A. SUMMERS SQUARE SUBDIVISION PHASE 2 – FINAL PLAT –
requesting approval of a final plat to create 6
commercial lots totaling 6.60 acres out of the overall 23
acres located north of Summers Rd., west of Airline Rd.

- The applicant is requesting Planning Commission approval of a Final Plat for Summers Square Subdivision Phase 2. Located at the corner of Airline and Summers Roads, the proposed plat would create 5 commercial lots

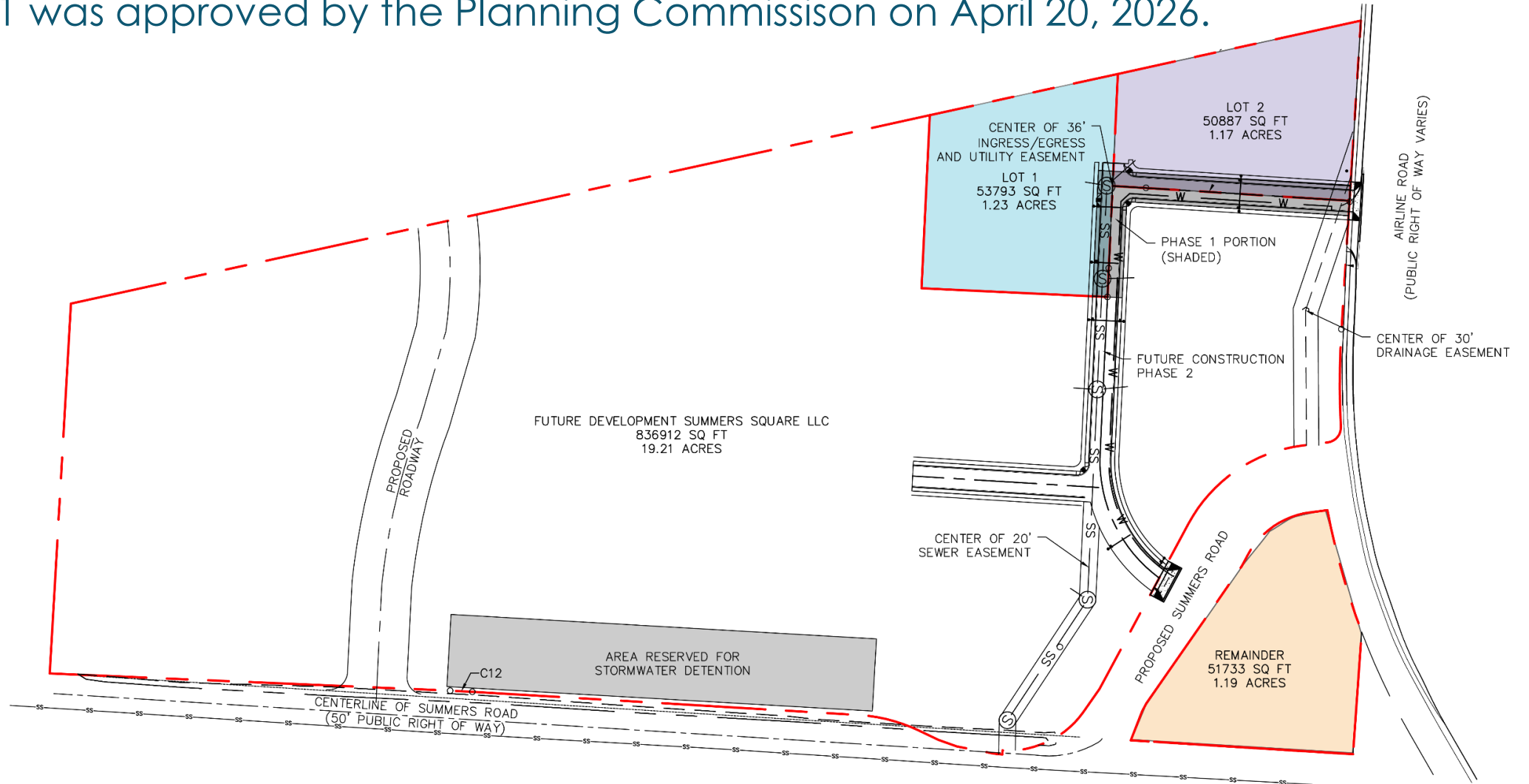




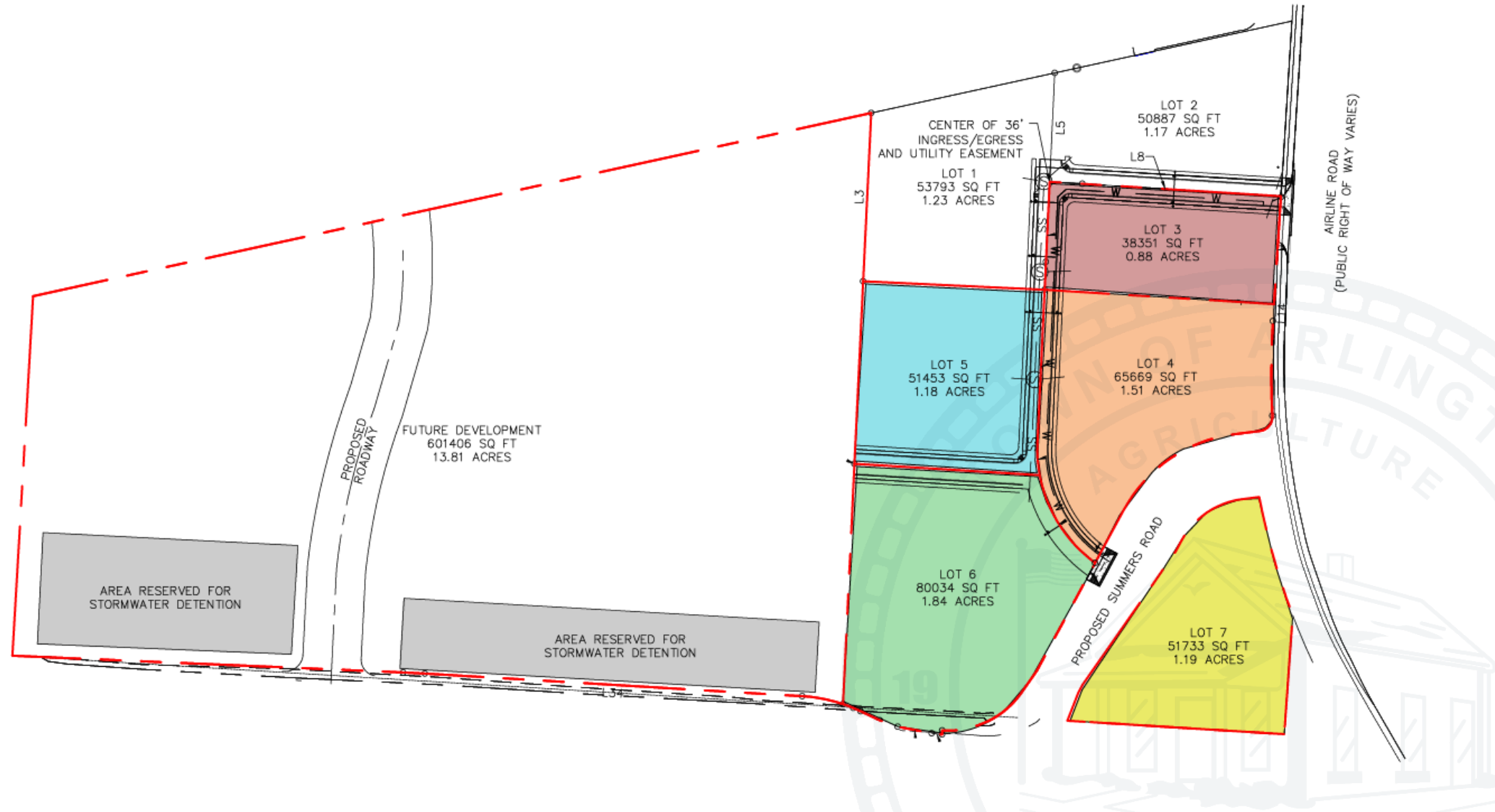
- After the approval of the preliminary plat the decision was made to break the project into 2 phases in order to expedite approval of lots 1 and 2.



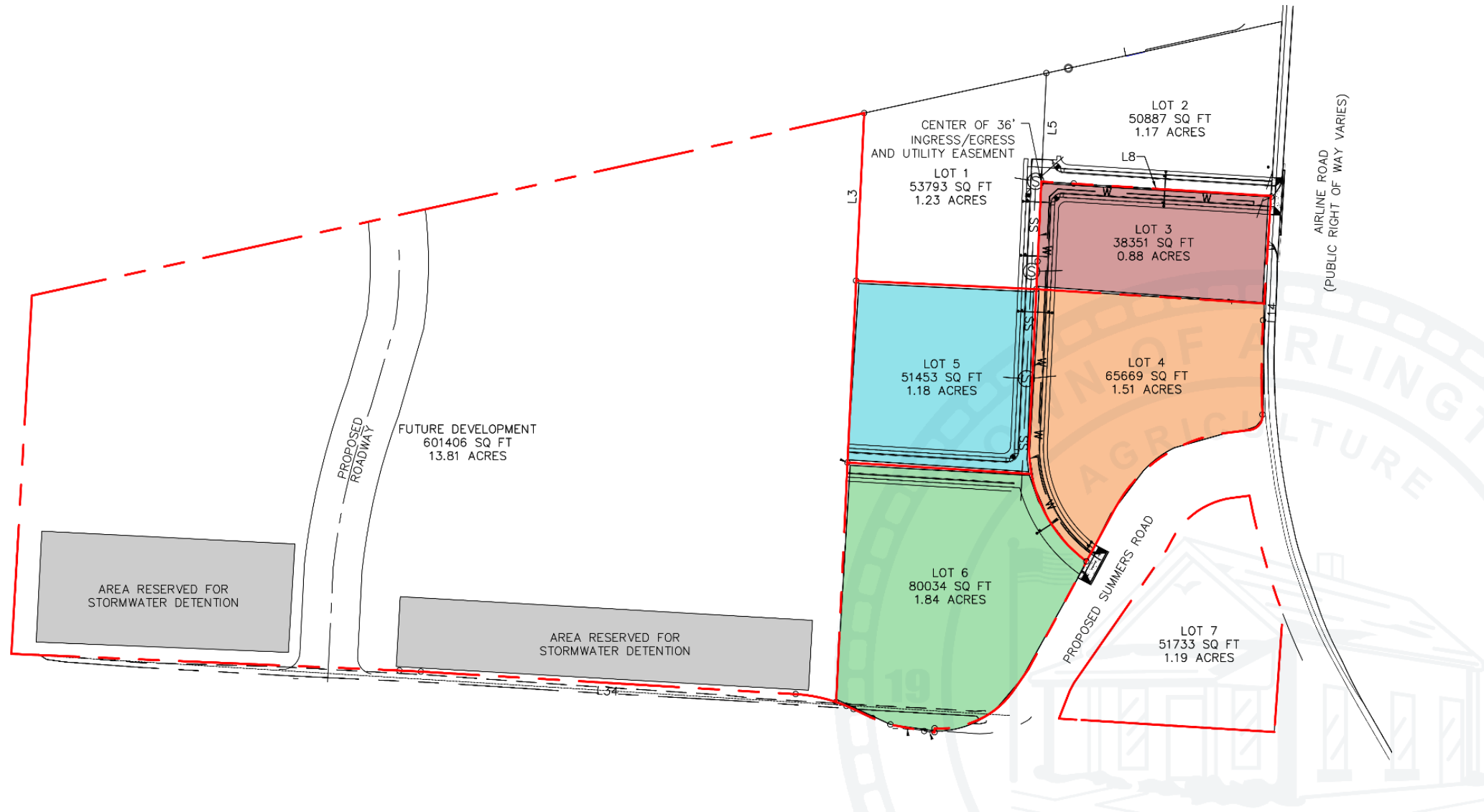
- The first phase consists of lots 1 and 2 along with defining the area south of Summers Rd as a remainder lot.
- Phase 1 was approved by the Planning Commission on April 20, 2026.



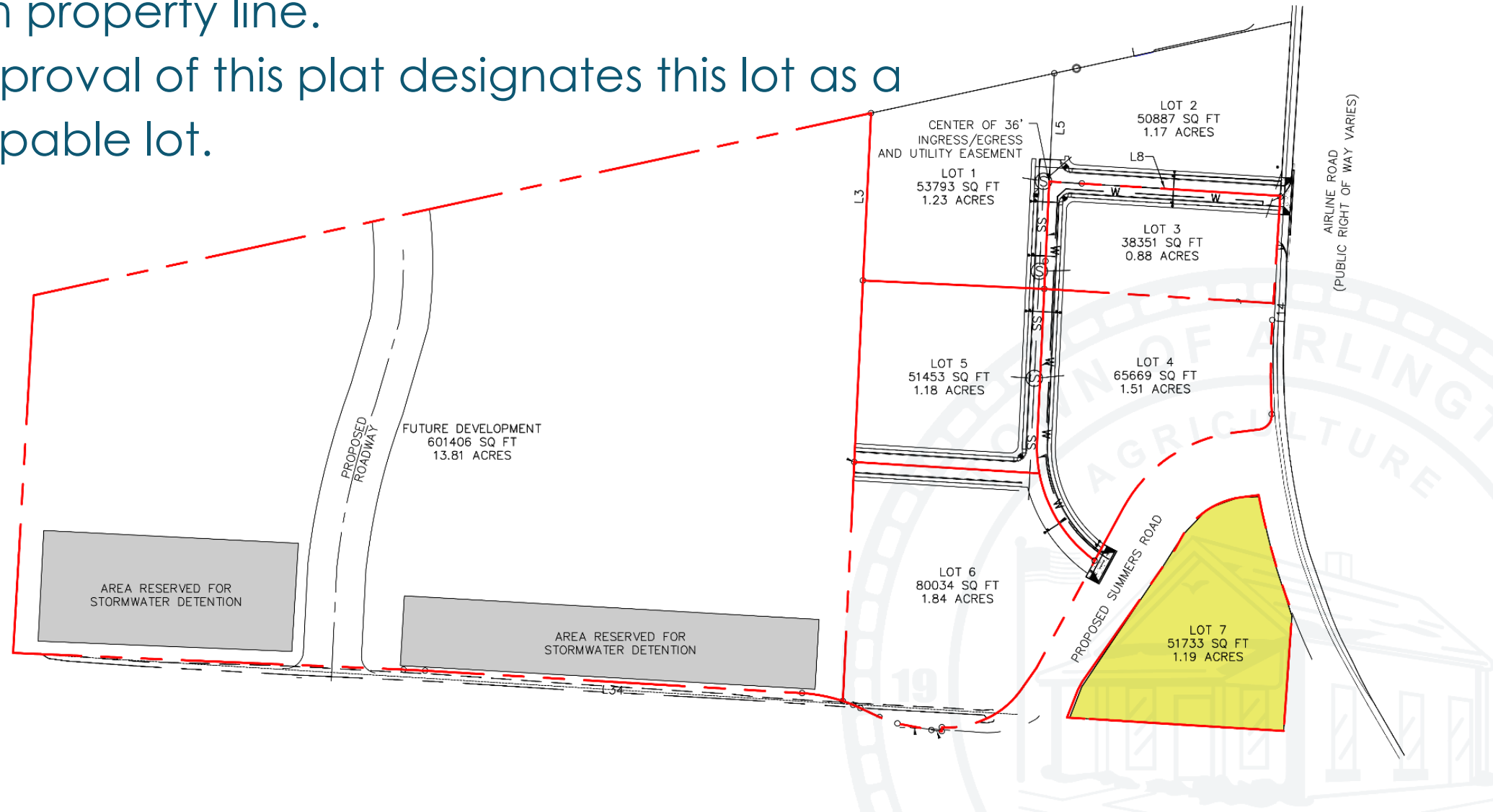
- The proposed Phase 2 includes lots 3 through 7 and includes 6.60 acres out of the overall 23 acres.



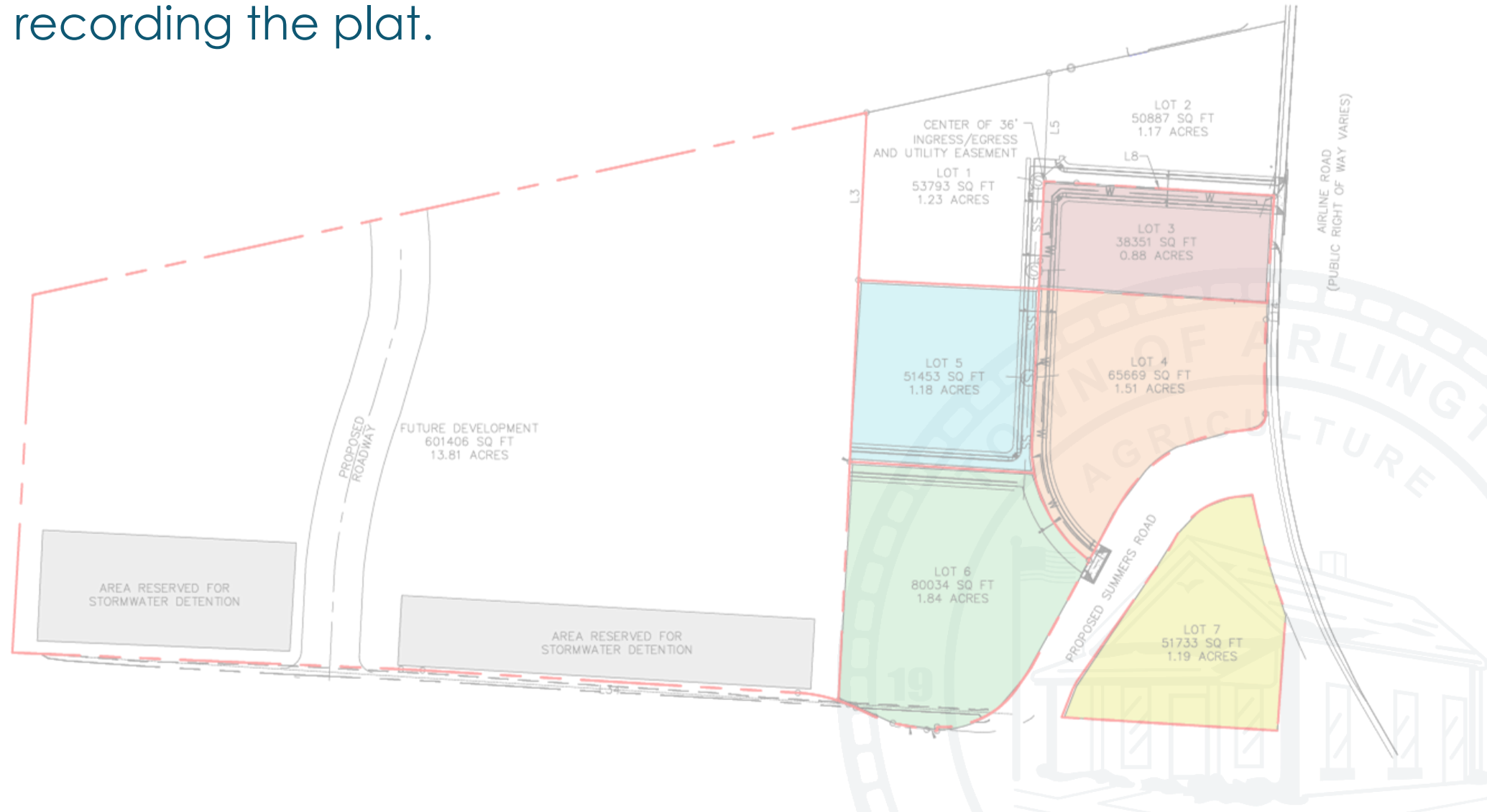
- Proposed Lots 3 through 6 are located north of Summers Rd., and west of Airline Rd.



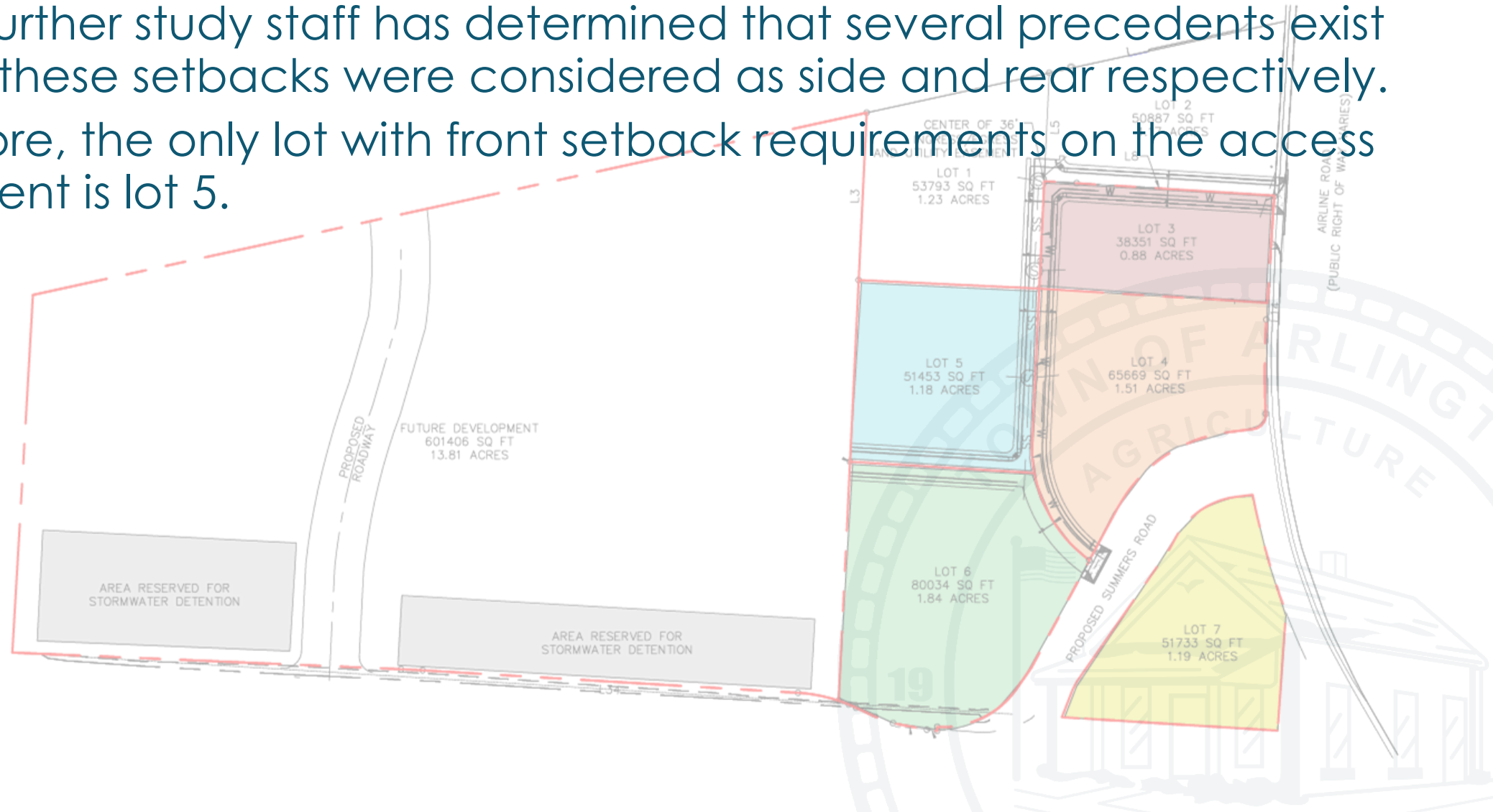
- Lot 7, which was indicated as a remainder lot on the Phase 1 Plat, fronts on Airline and Summers Roads on the western and a portion of the eastern property line.
- The approval of this plat designates this lot as a developable lot.



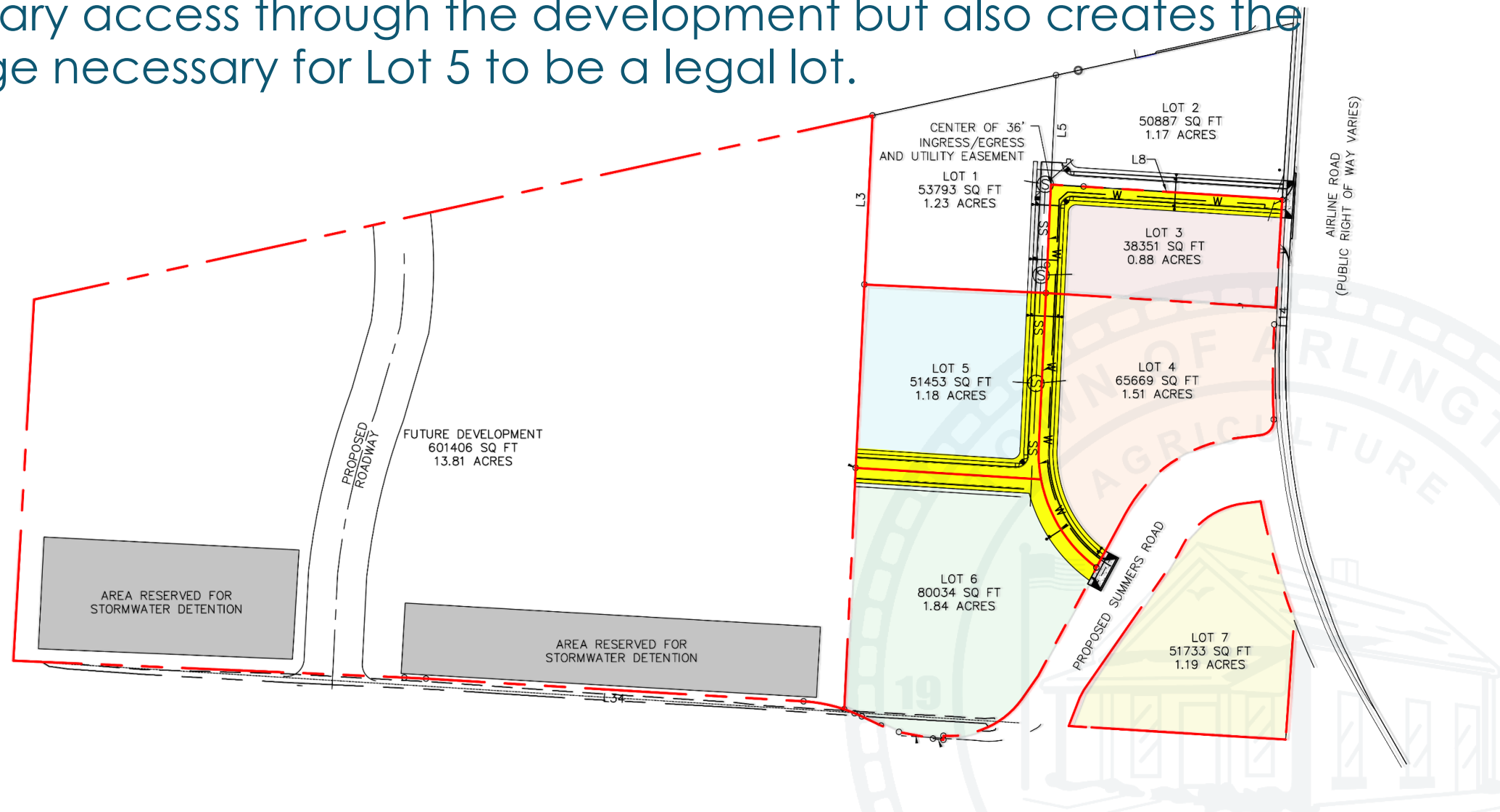
- The plat as submitted does not include setback lines.
- A condition has been added requiring all setbacks to be indicated prior to recording the plat.



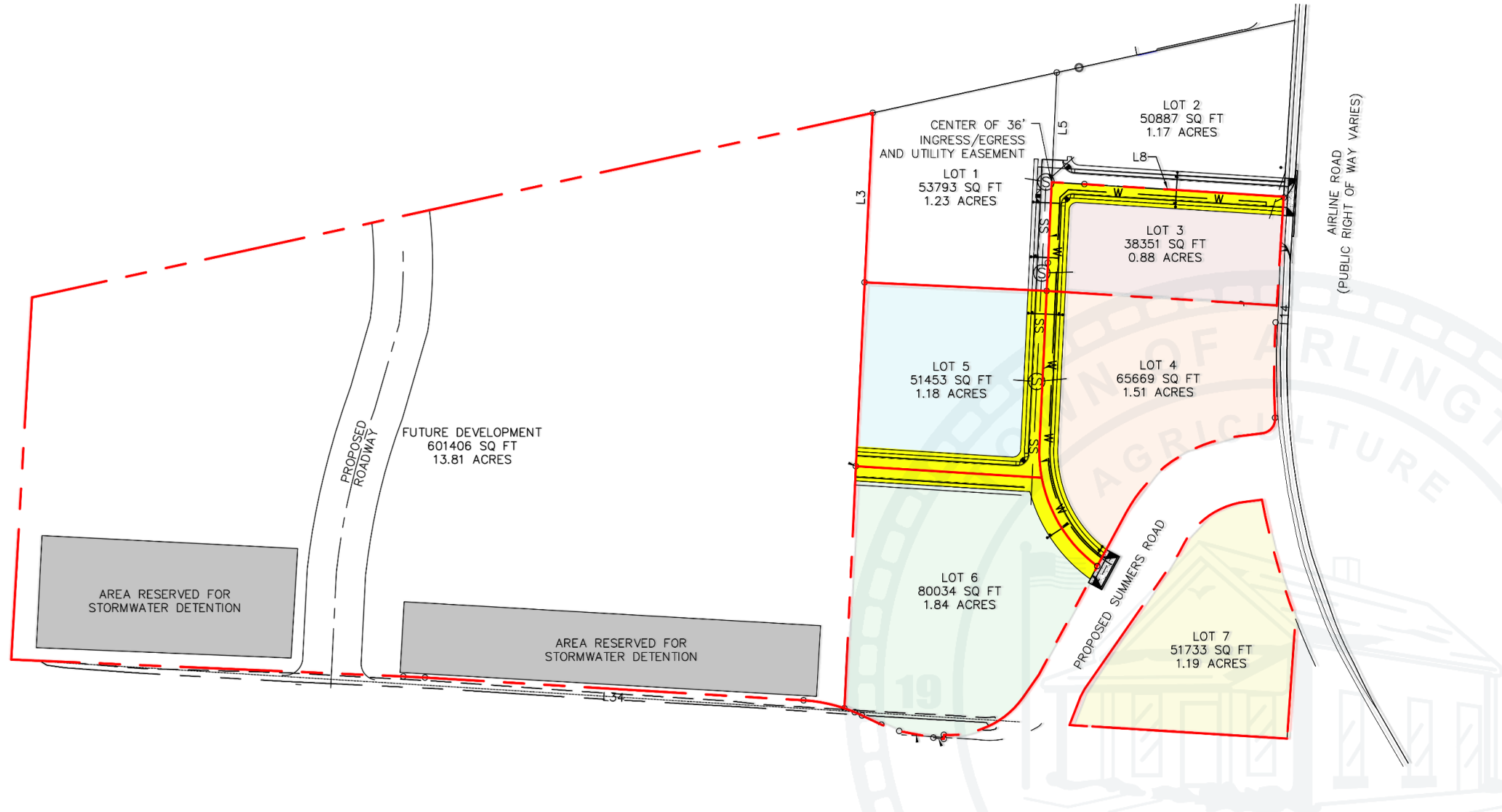
- In the staff report it was indicated that front setbacks should be indicated along the access easement on lots fronting on Airline Rd.
- Upon further study staff has determined that several precedents exist where these setbacks were considered as side and rear respectively.
- Therefore, the only lot with front setback requirements on the access easement is lot 5.



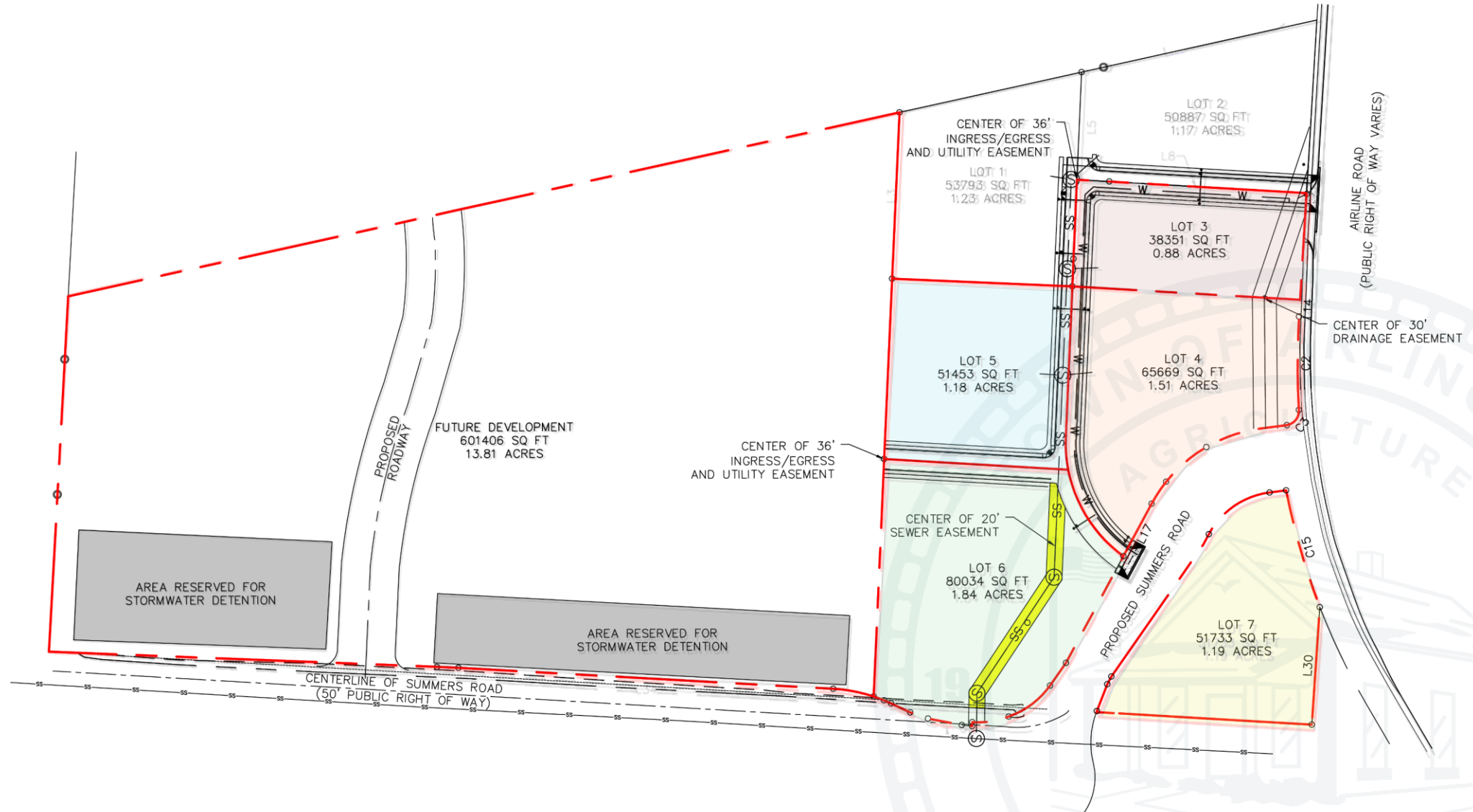
- In addition to creating the above-mentioned lots, the plat will define the remainder of the access easement that not only provides the necessary access through the development but also creates the frontage necessary for Lot 5 to be a legal lot.



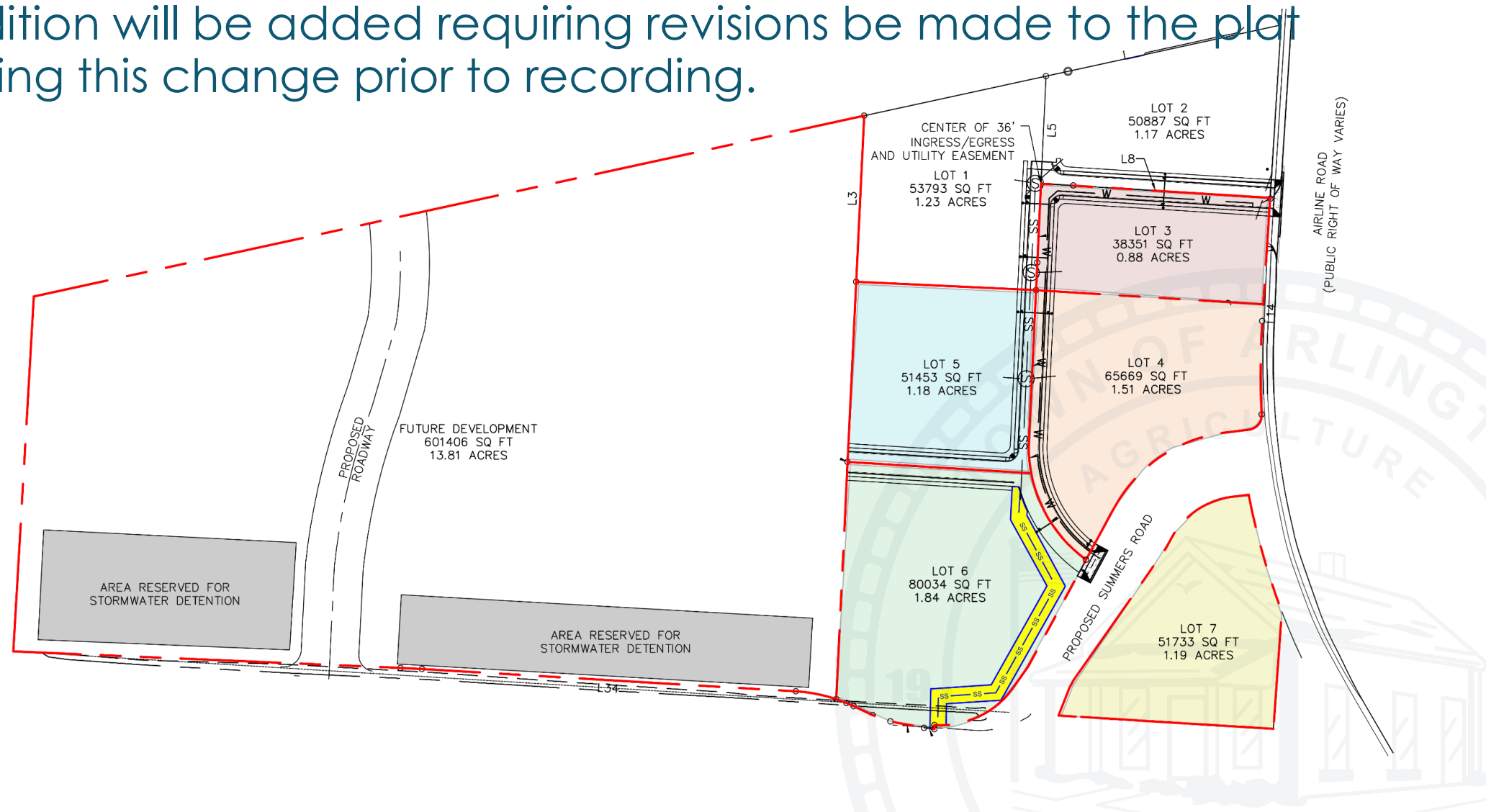
- A utility easement for sewer is also included in the north/south portion of the easement.



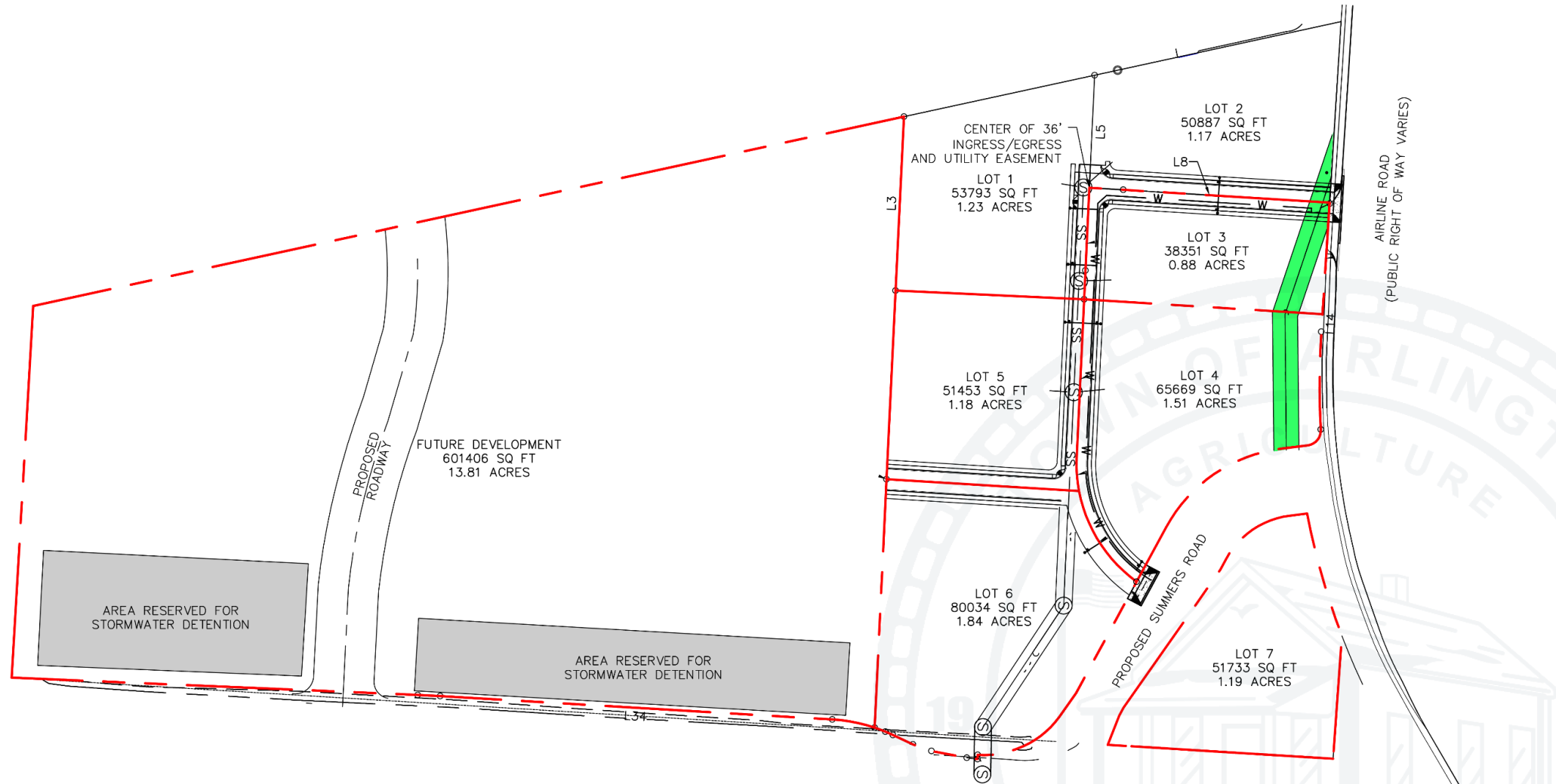
- A portion of the sewer easement extends through lot 6.



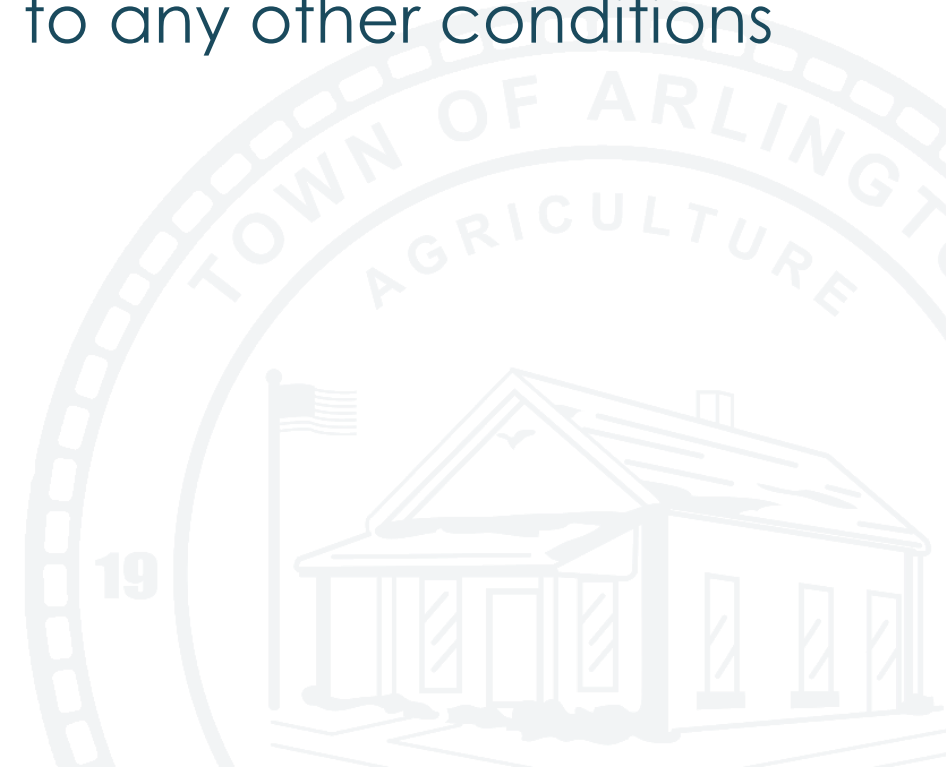
- Since the PC packet was sent out a revision to the location of the sewer easement through Lot 6 has been submitted.
- A condition will be added requiring revisions be made to the plat indicating this change prior to recording.



- An easement for an existing waterline that will remain is also indicated.



- The proposed subdivision, with conditions, meets requirements set forth by the Town of Arlington ordinances for the subdivision of a lot.
- Future development of lots will require site plan approval.
- 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.



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ESTABLISHED 1900

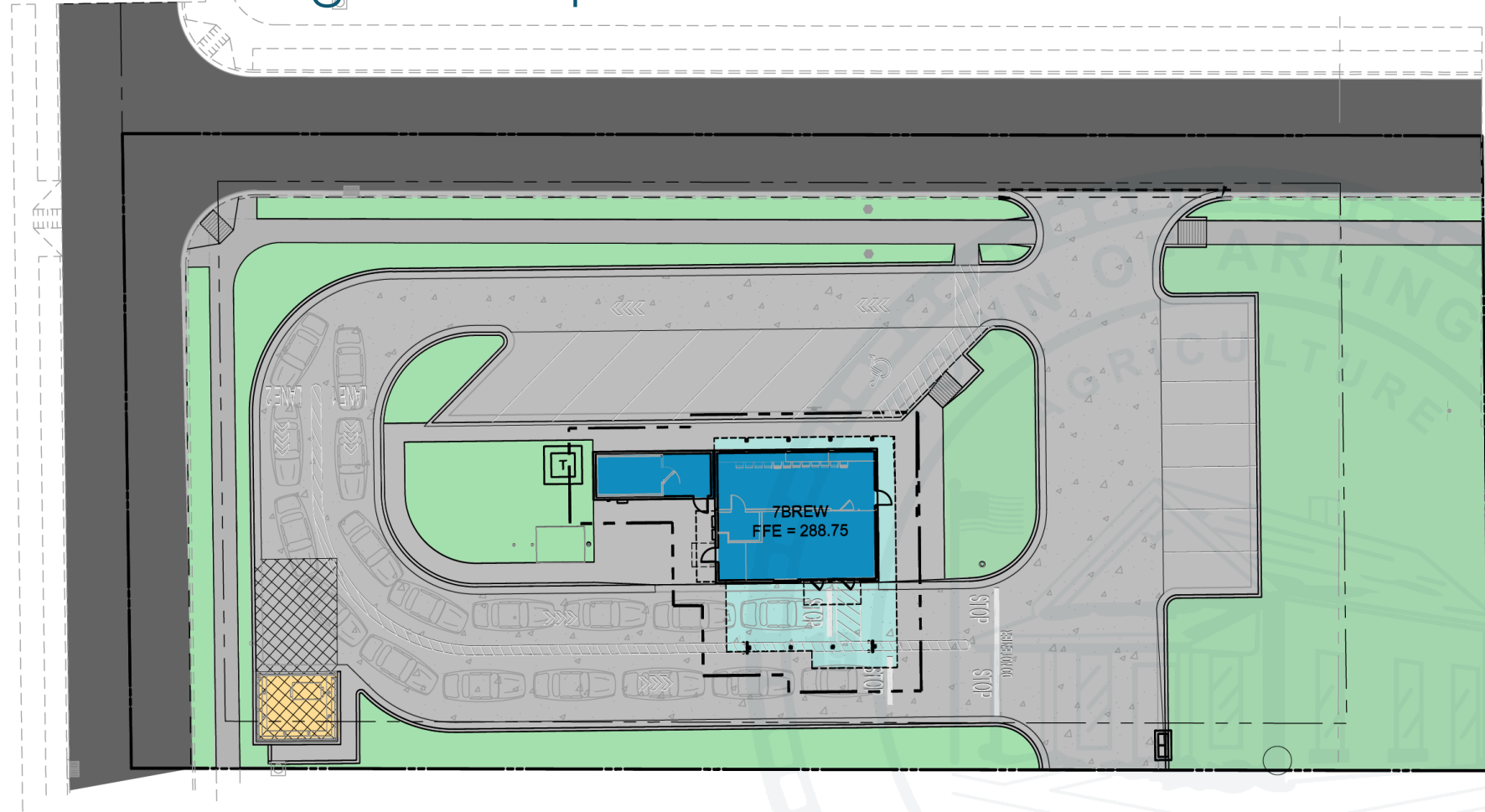
V. New Business

B. 7 BREW COFFEE – SITE PLAN – requesting approval of a 1,277 SF restaurant with drive through and associated parking on 0.883 acres located west of Airline Rd., north of Summers Rd.

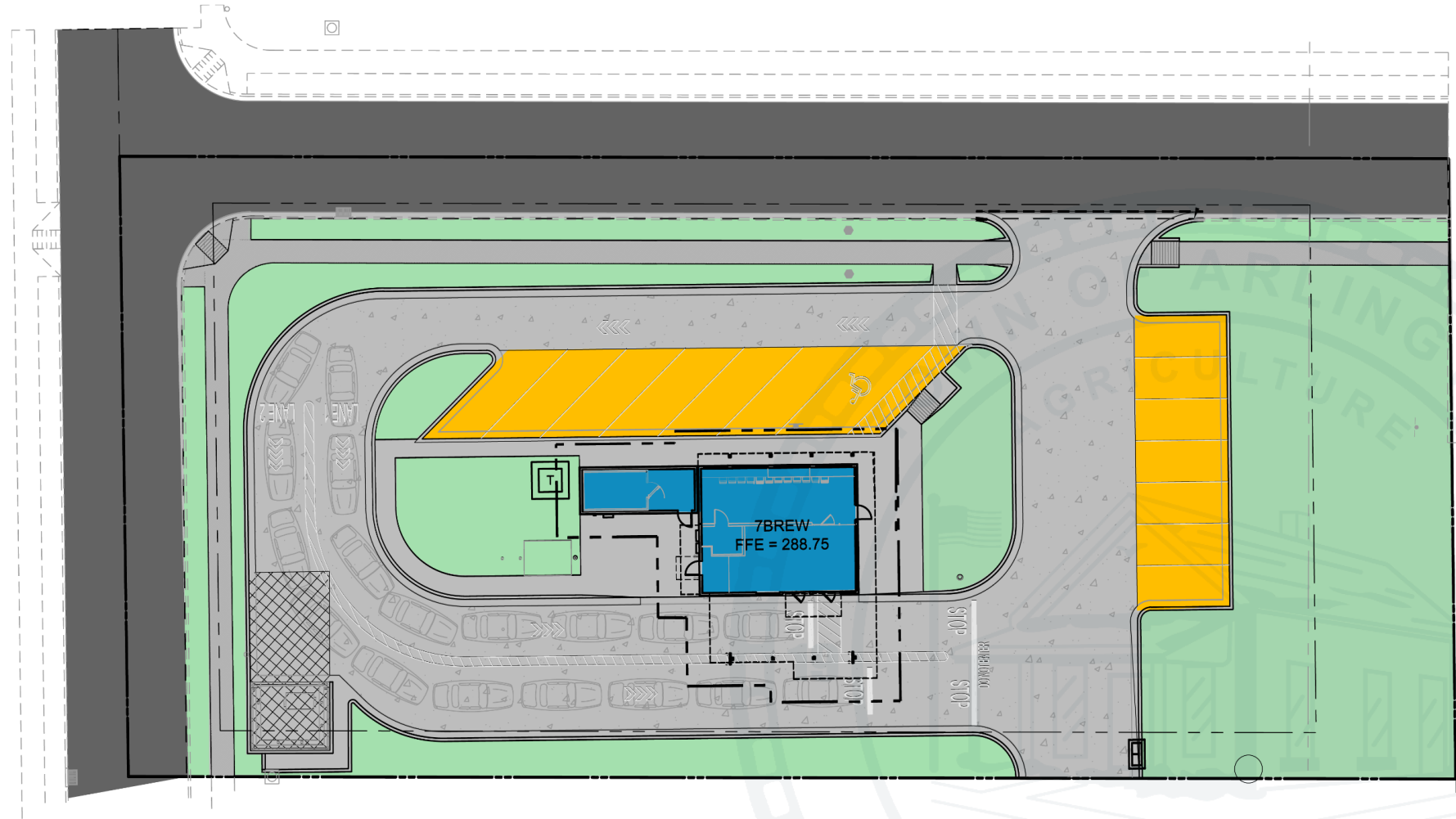
- The applicant is requesting Planning Commission approval of a site plan for a 7Brew Coffee Restaurant located on the west side of Airline Rd., north of Summers Rd., on Lot 3 in the Summers Square Subdivision.



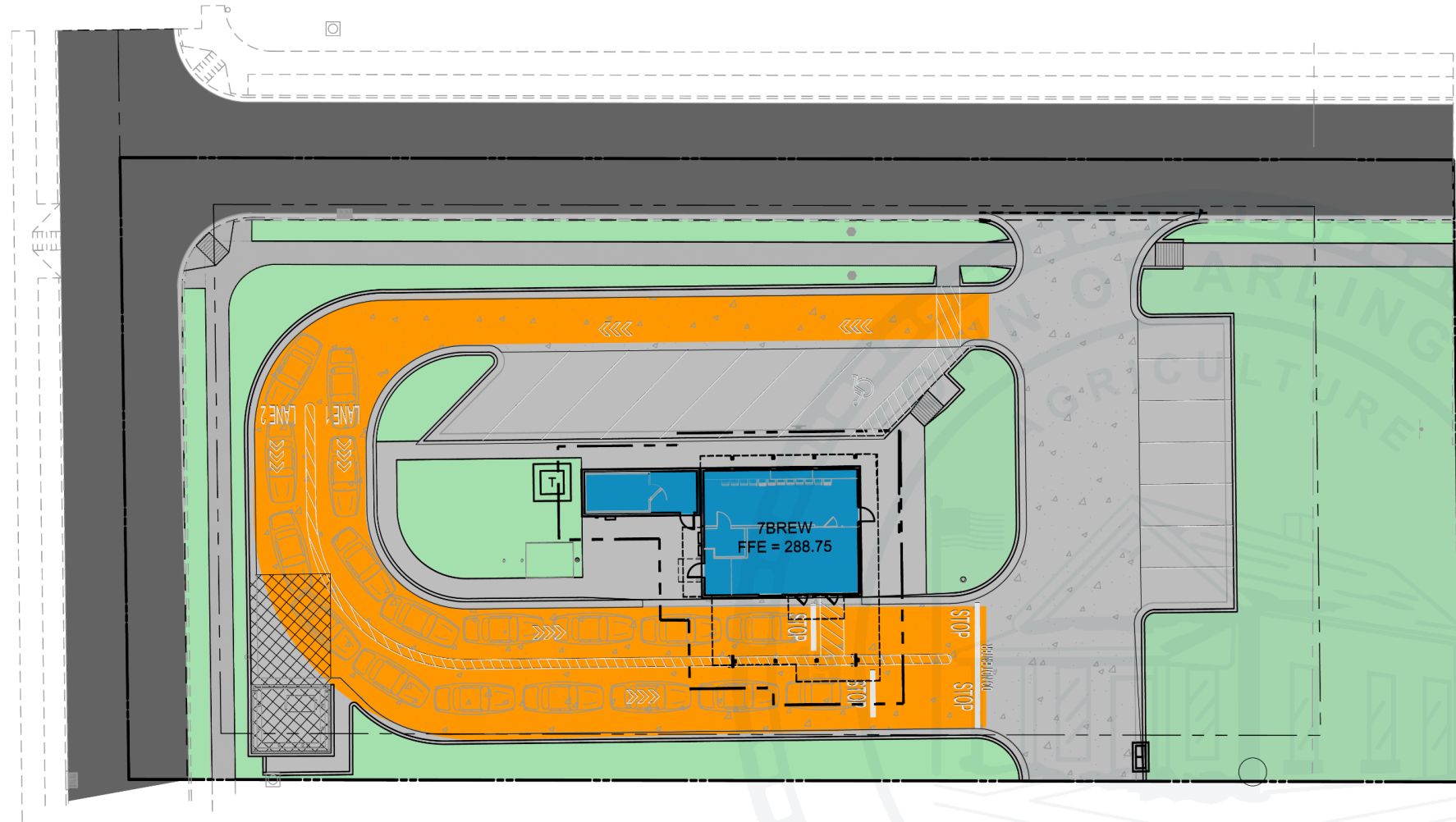
- The applicant proposes to construct a 1,277 square foot building with a drive through, and associated parking.
- The 0.883-acre lot is zoned B2: General Business.
- Restaurants with drive-throughs are a permitted use.



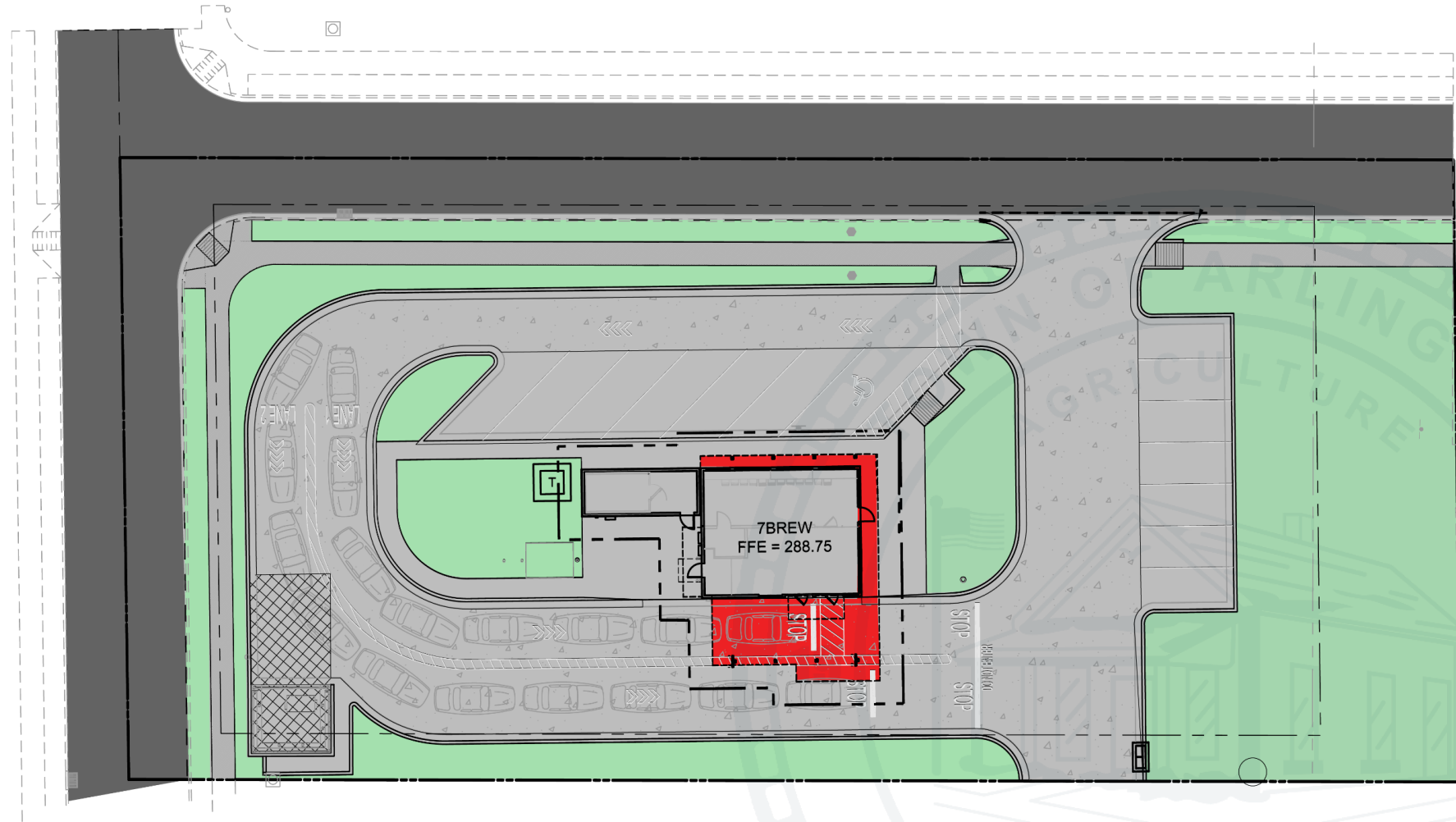
- The new building is centered on the site, with parking to the east and north of the building.



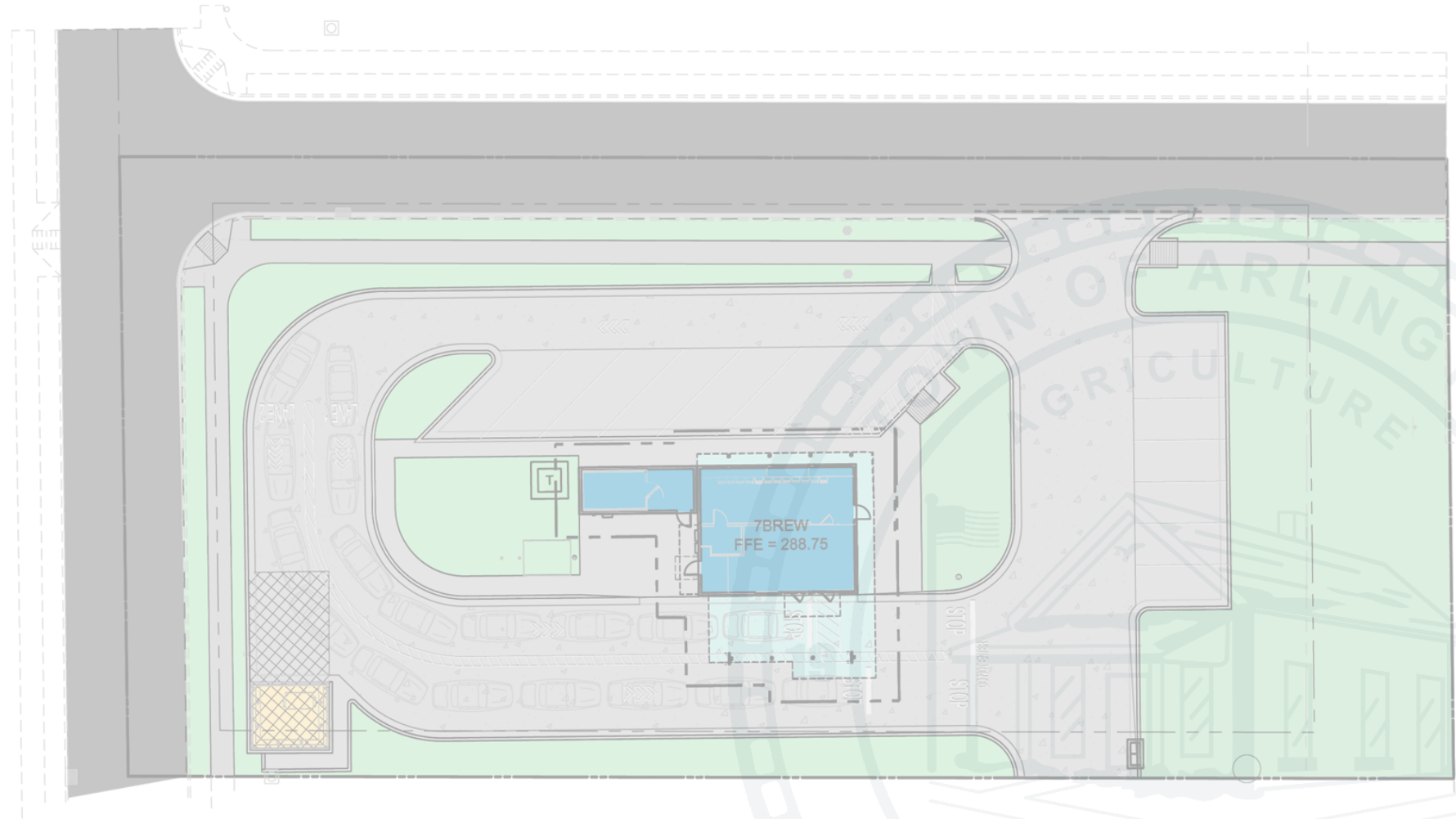
- A drive through wraps around the building from north to south into two lanes with a pick-up window on the southern façade of the building.



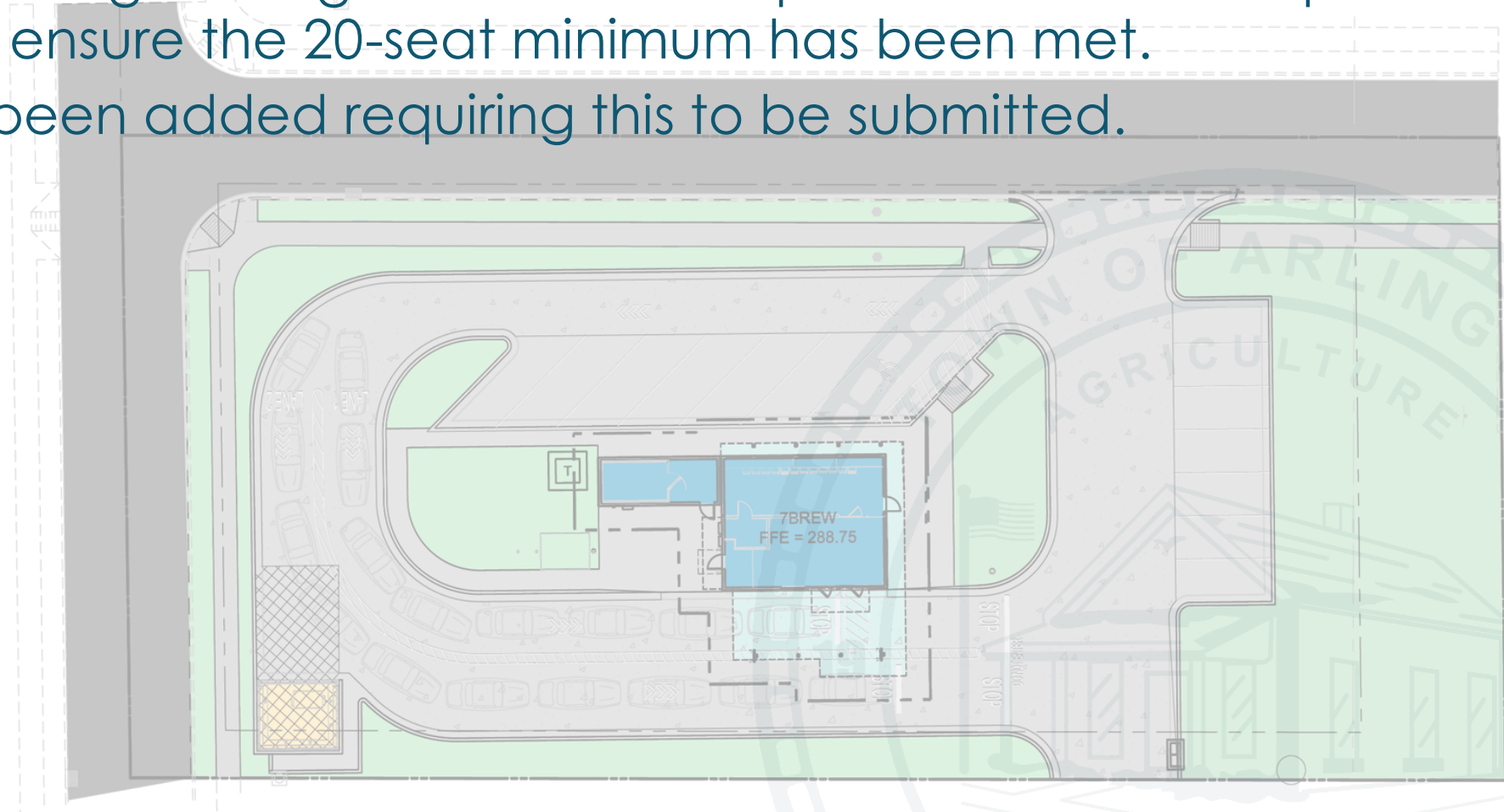
- The layout also proposes a canopy that will wrap around the building from the north to the south covering the area of the pickup window.



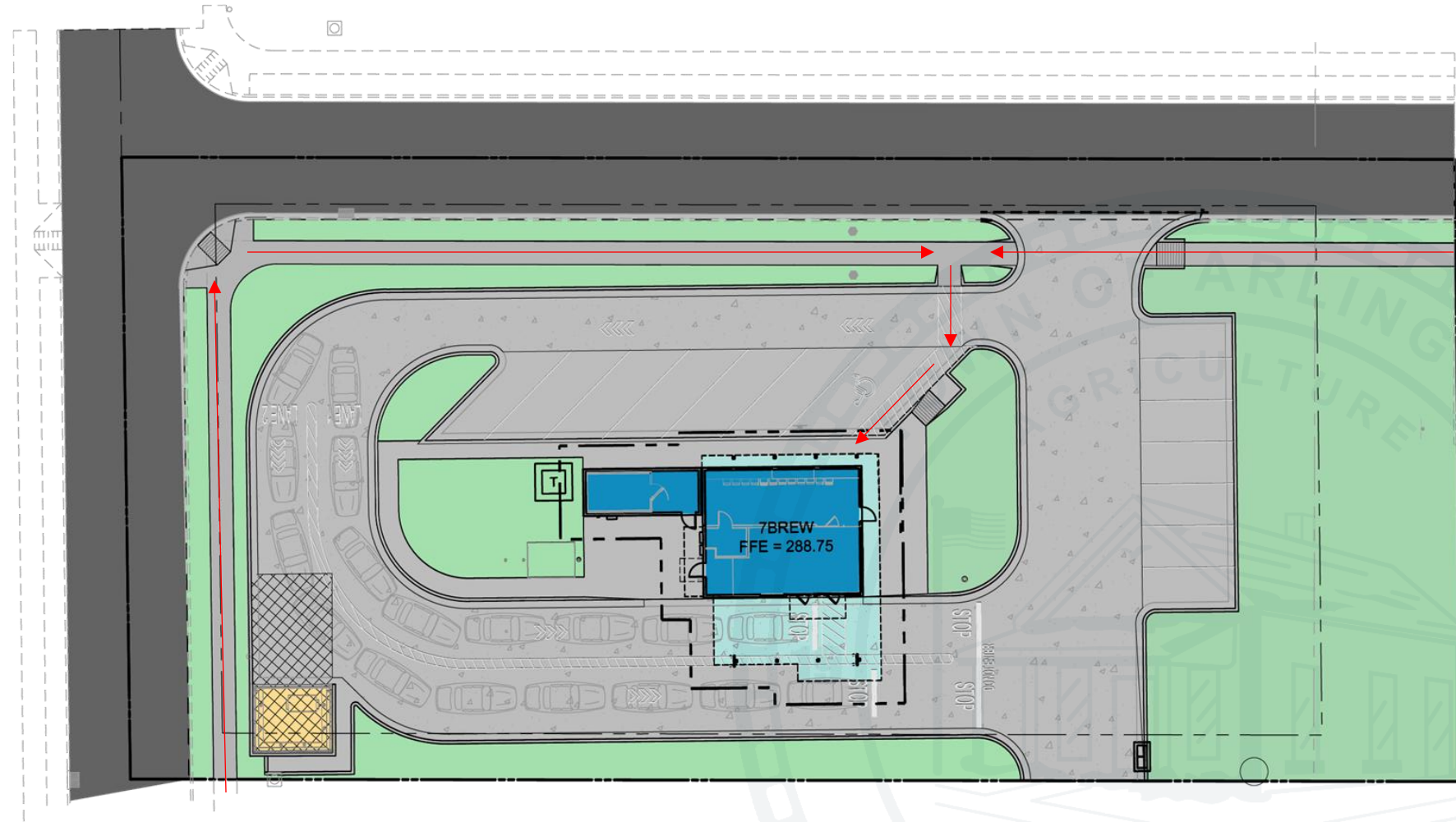
- The site plan indicates proposed setbacks of 30' front, 10' side and 20' rear, meeting TOA requirements.



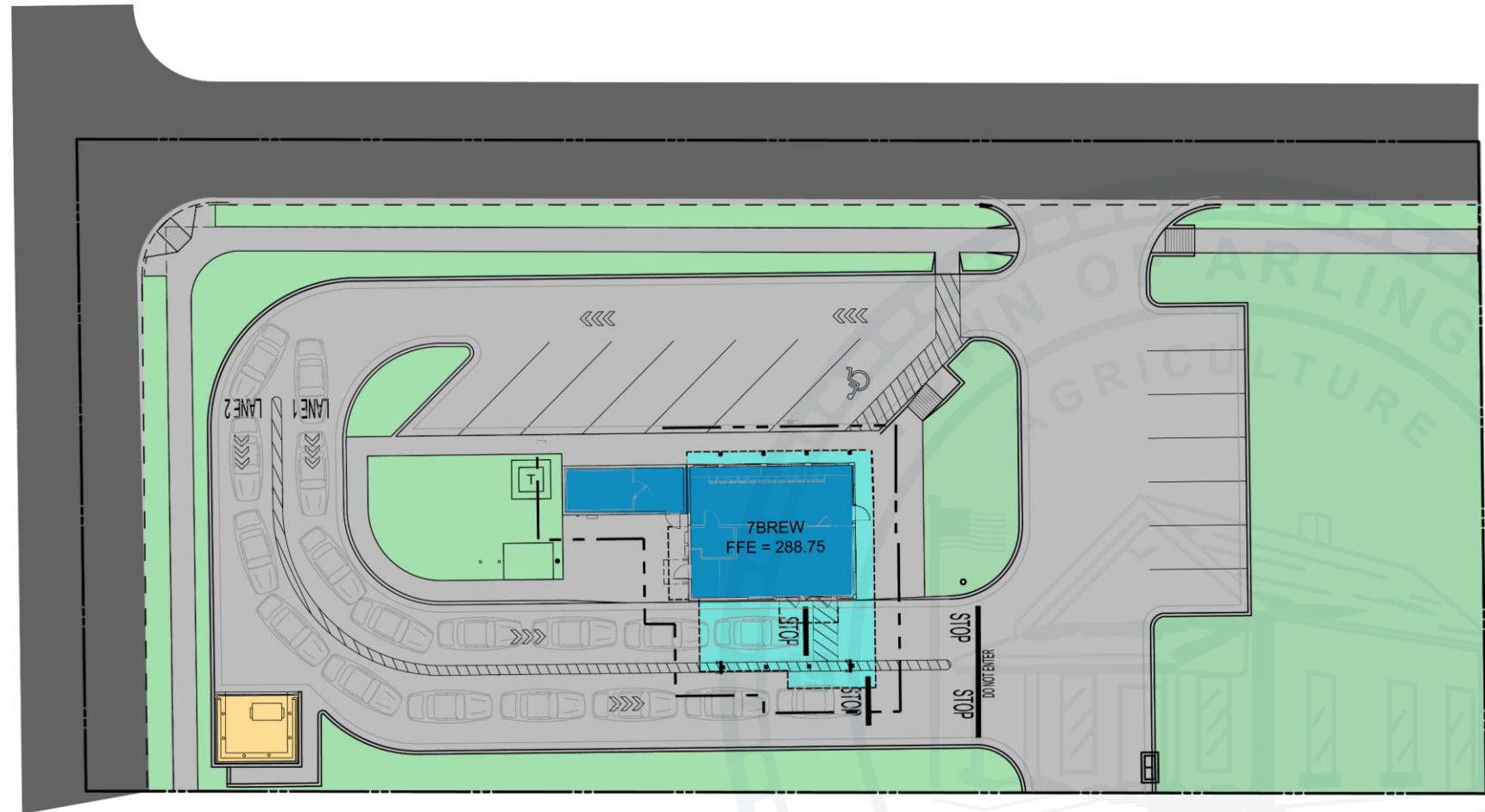
- Restaurants with a drive-through are required to have a minimum of 20 seats per TOA Zoning Ordinance.
- The applicant indicates that 20 seats will be provided.
- A floor plan indicating seating will need to be provided to staff as part of the final plans to ensure the 20-seat minimum has been met.
- A condition has been added requiring this to be submitted.



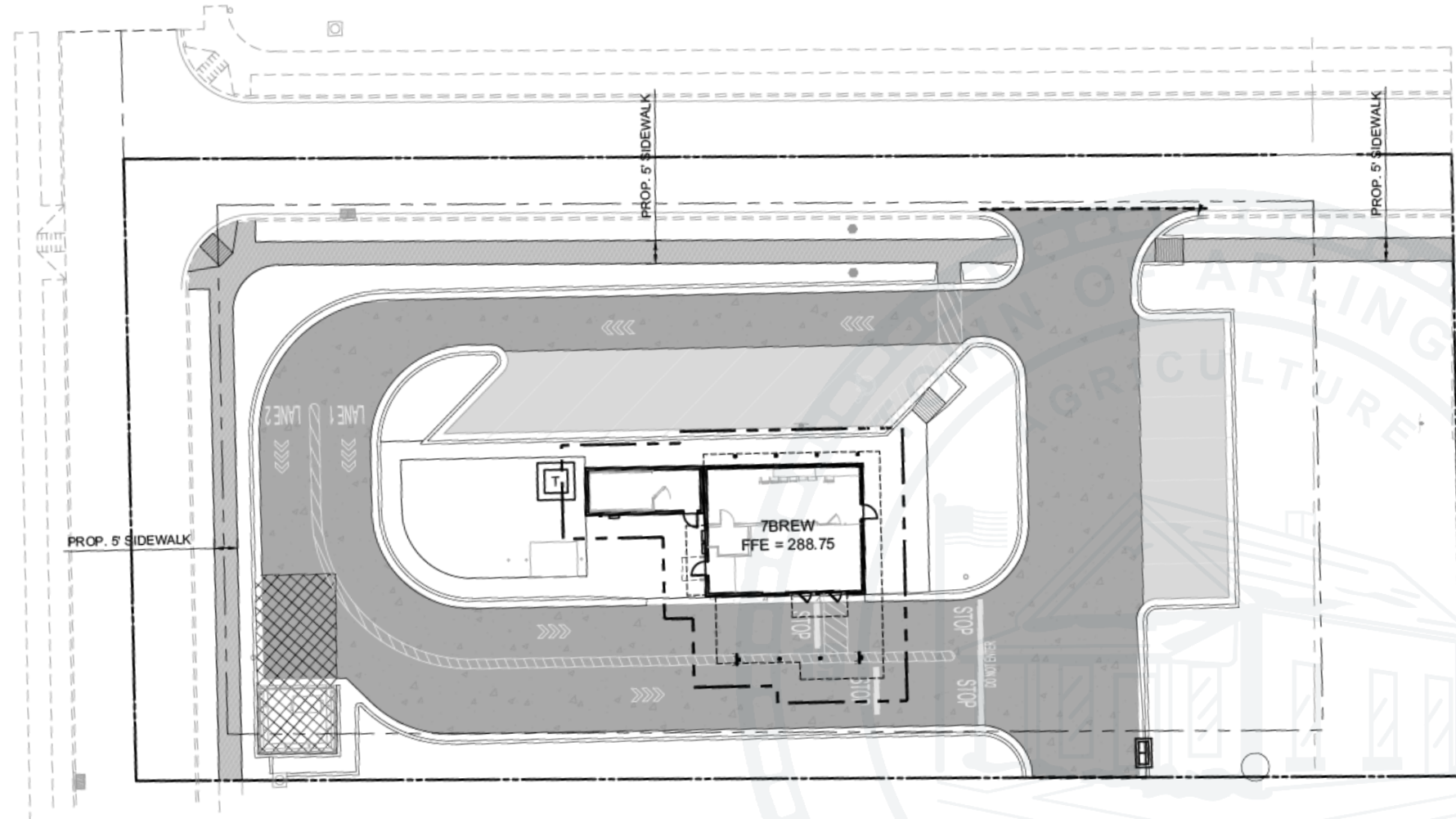
- Pedestrian access is proposed connecting from the northeast corner of the building back to the private access drive with connection back to Airline Rd.



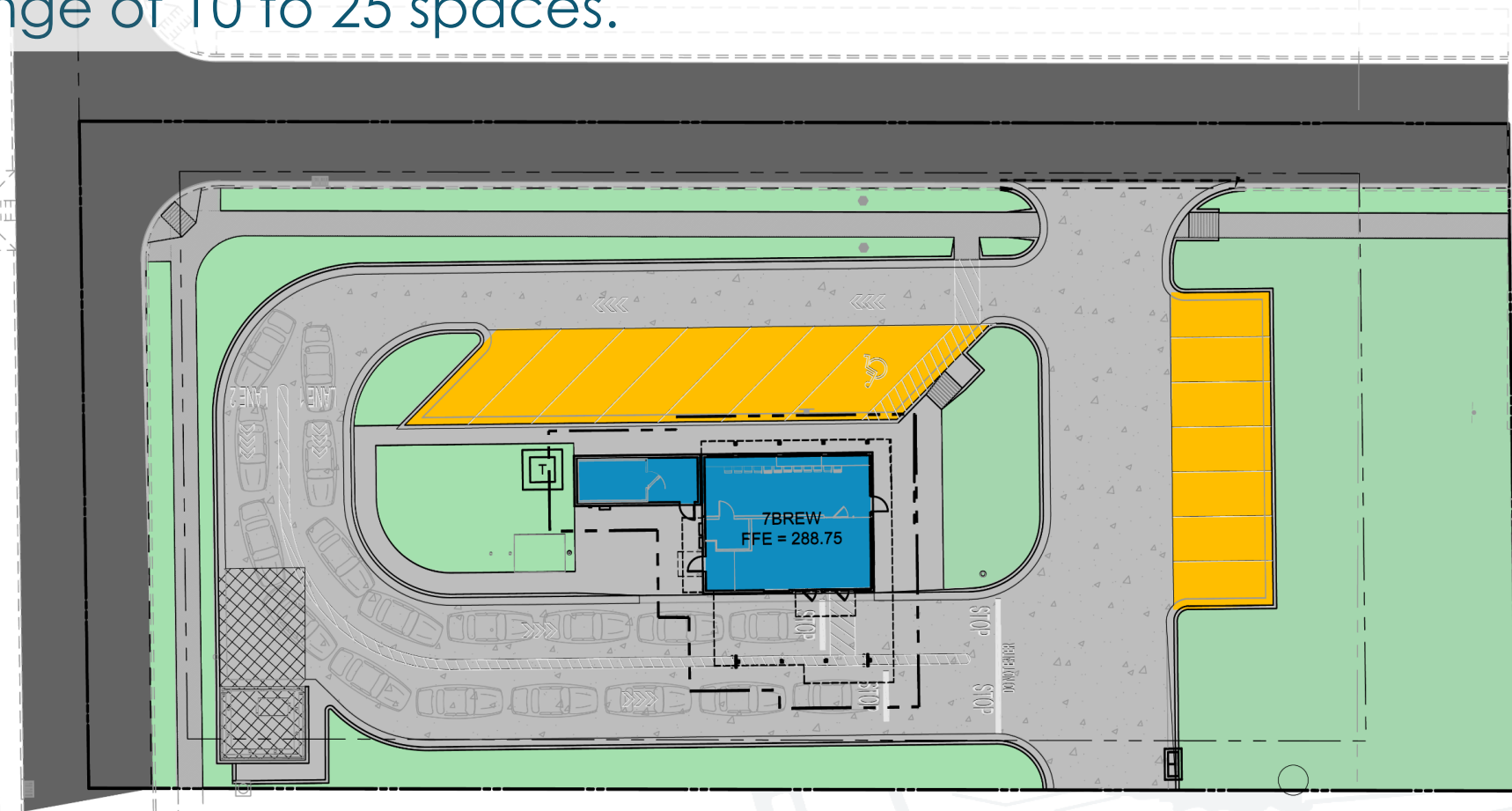
- The proposed dumpster enclosure and concrete pad is located at the southwest corner of the drive-through.



- Access to the site will be achieved through the ingress/egress private drive to the north of the property that connects back to Airline Rd.
- The site proposes a future inner connection to the south lot once developed.



- Parking is proposed on the east and north sides of the building. The plan provides a total of 14 parking spaces, which includes 1 ADA space.
- Table 2 of the TOA parking ordinance indicates parking for sit-down restaurants at 1 space per 125 sq. ft. minimum and 1 space per 50 sq. ft. maximum or a range of 10 to 25 spaces.



- There are no road improvements associated with this project.
- Road and access drive improvements are to be installed by the Summers Square Subdivision development.

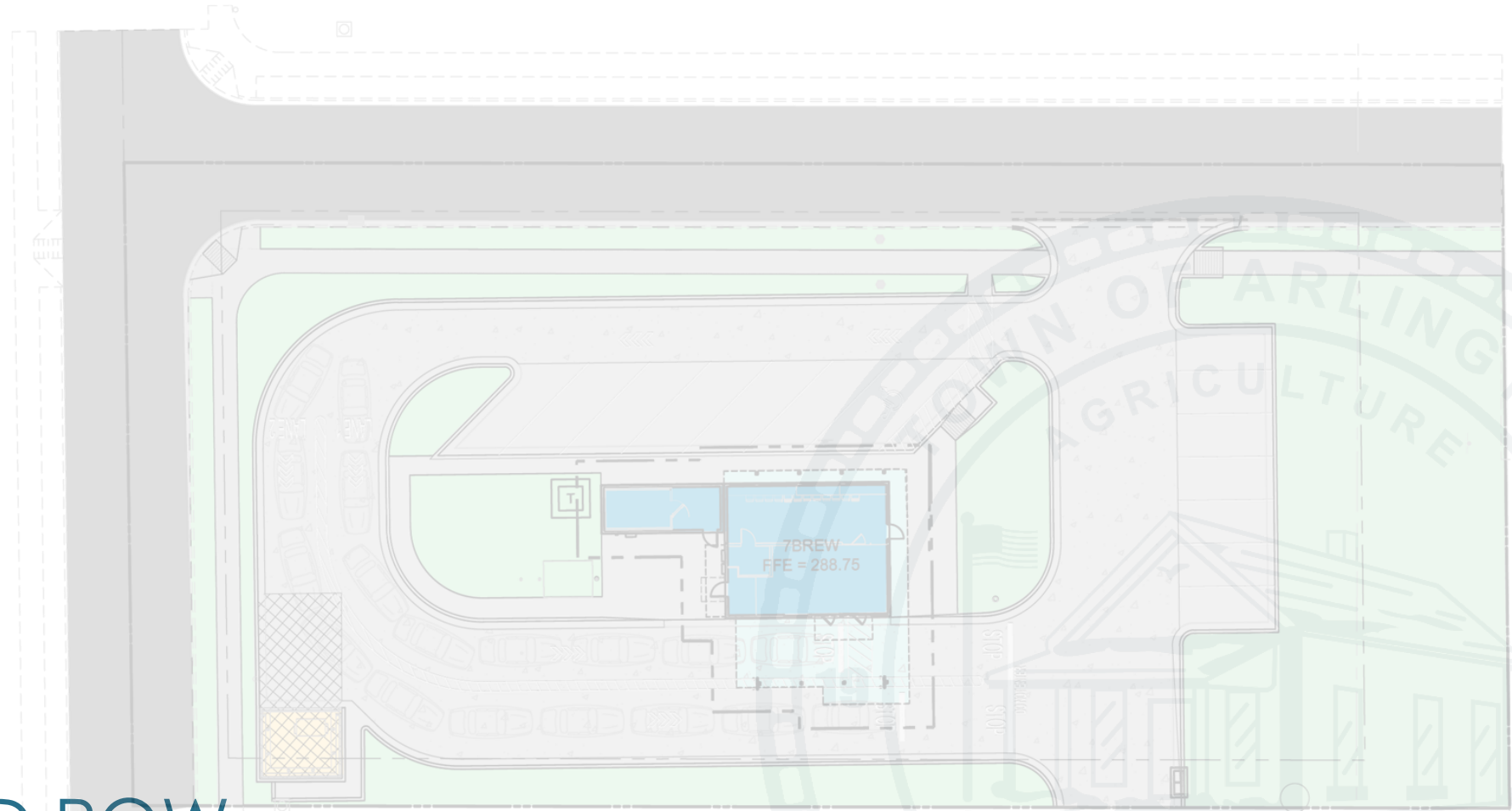


- Drainage plans indicate that the western side of the site comprising of 0.41 acres will drain to an existing area inlet near the southwest corner and the remaining 0.34 acres will discharge through a curb inlet that is piped to an existing 30" line to be installed with the development of the subdivision.
- Detention requirements for this lot are included in a common detention basin for the subdivision.

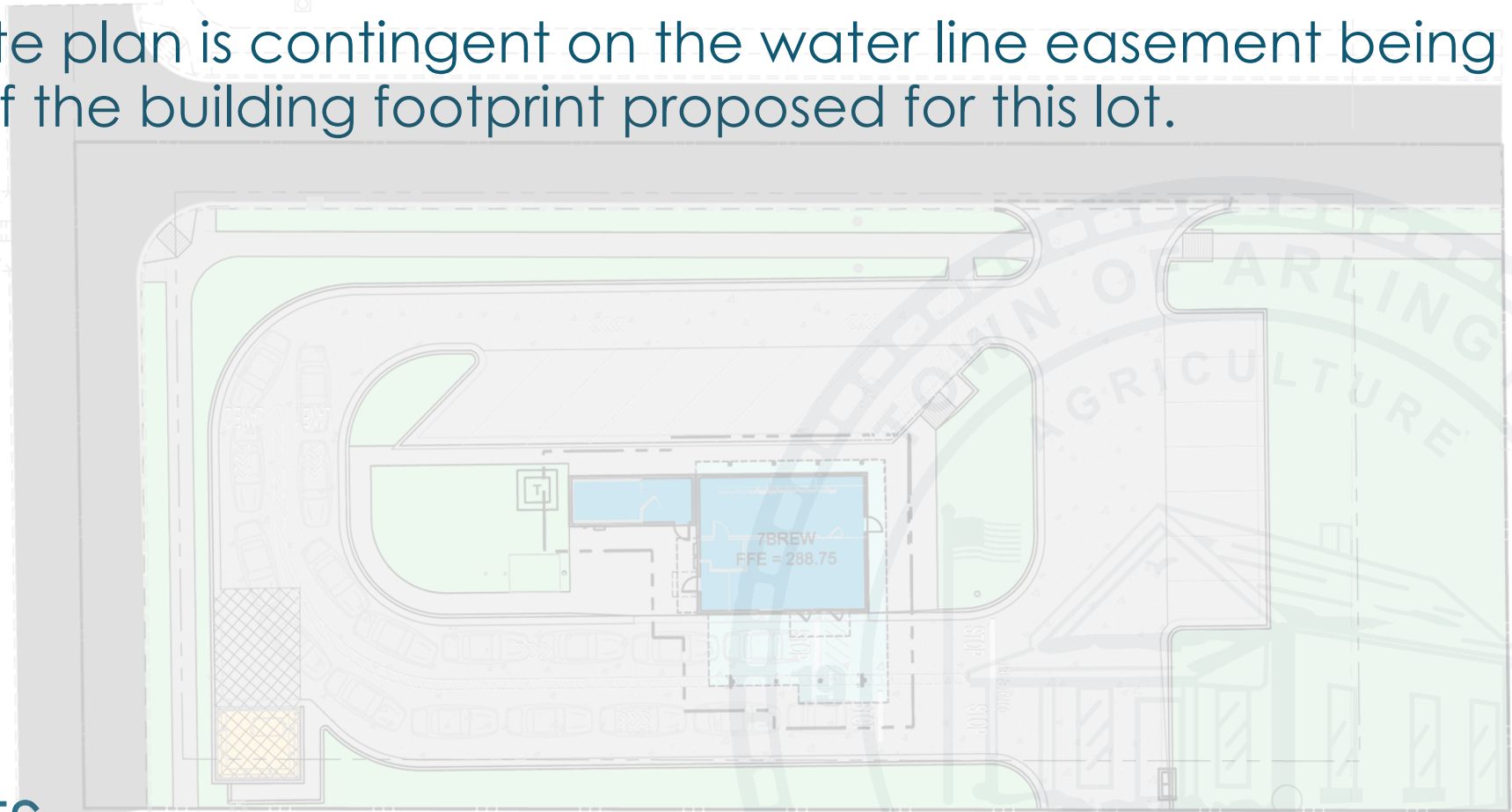
- The sewer connection is proposed to be made to an 8" sanitary sewer line that will be installed during the construction of the Summers Square SD.
- A 750-gallon grease interceptor is to be installed meeting TOA requirements.

- The site will be cleared as part of the development of the approved subdivision.
- Plans indicate that the proposed development will meet the minimum requirement of 20 Density Units (DU)/Acre with 18 DU ($0.883 \times 20 = 17.66$ DU).
- Open space of 31.92% is indicated on the site, which exceeds the Town's requirements of 30%.

- The creation of this lot is contingent upon the abandonment of ROW for the existing Summers Road alignment across the front of the lot.



- The Summers Square SD developer is coordinating with MLGW regarding utility relocations and/or utility easements that may impact this lot.
- As part of this process, the SD developer has indicated that an existing 16" water main will remain in place within this lot.
- Approval of this site plan is contingent on the water line easement being located outside of the building footprint proposed for this lot.



- 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.



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V. New Business

- C. BIG LEAGUE MULTI-SPORTS COMPLEX – SITE PLAN –
requesting approval of a 30,660 SF commercial building
with associated parking on 6.841 acres located at 5290
Jetway Dr.

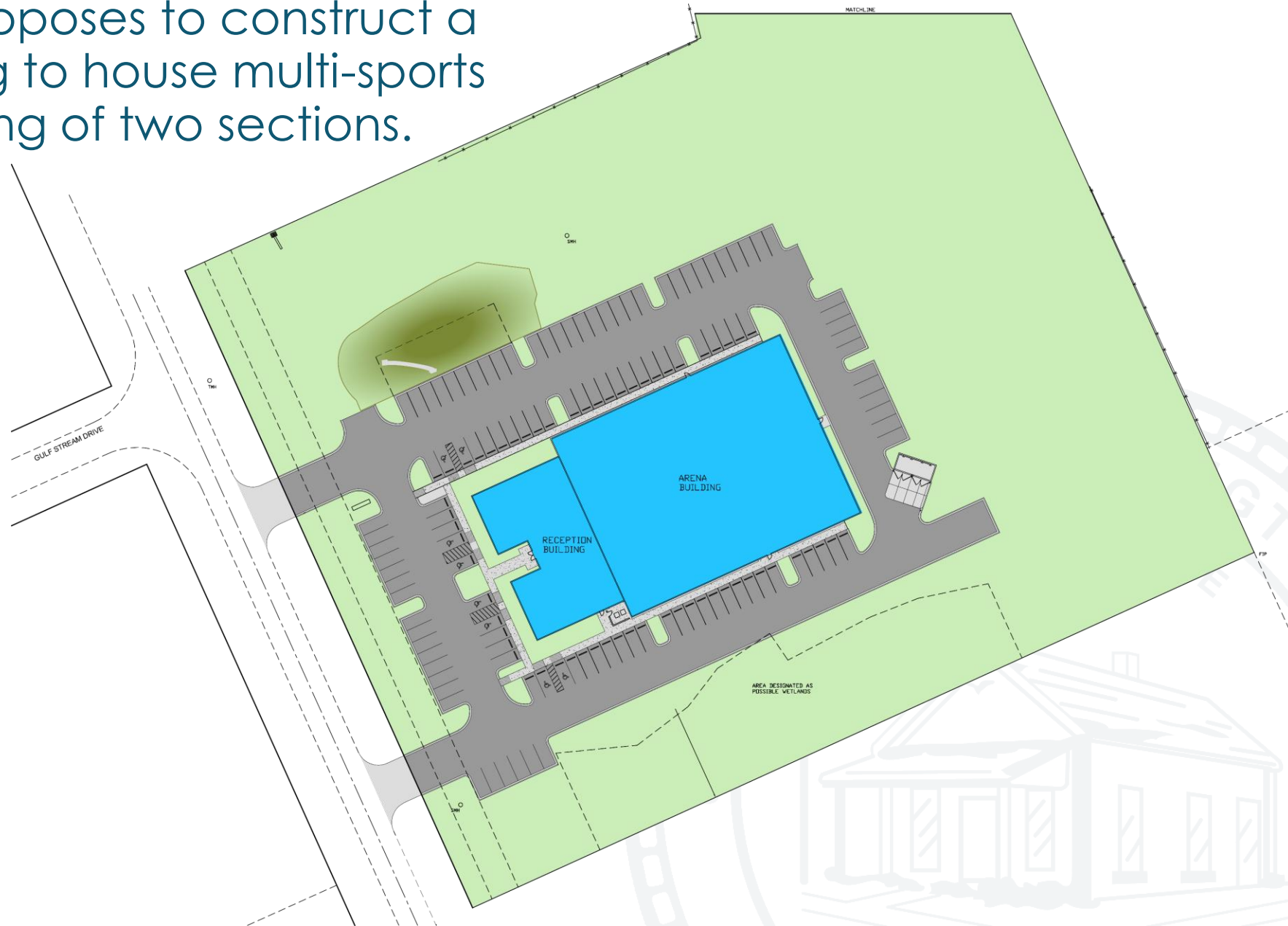
- The applicant is requesting Planning Commission approval of a site plan for a commercial building on a lot located on Jetway Dr.



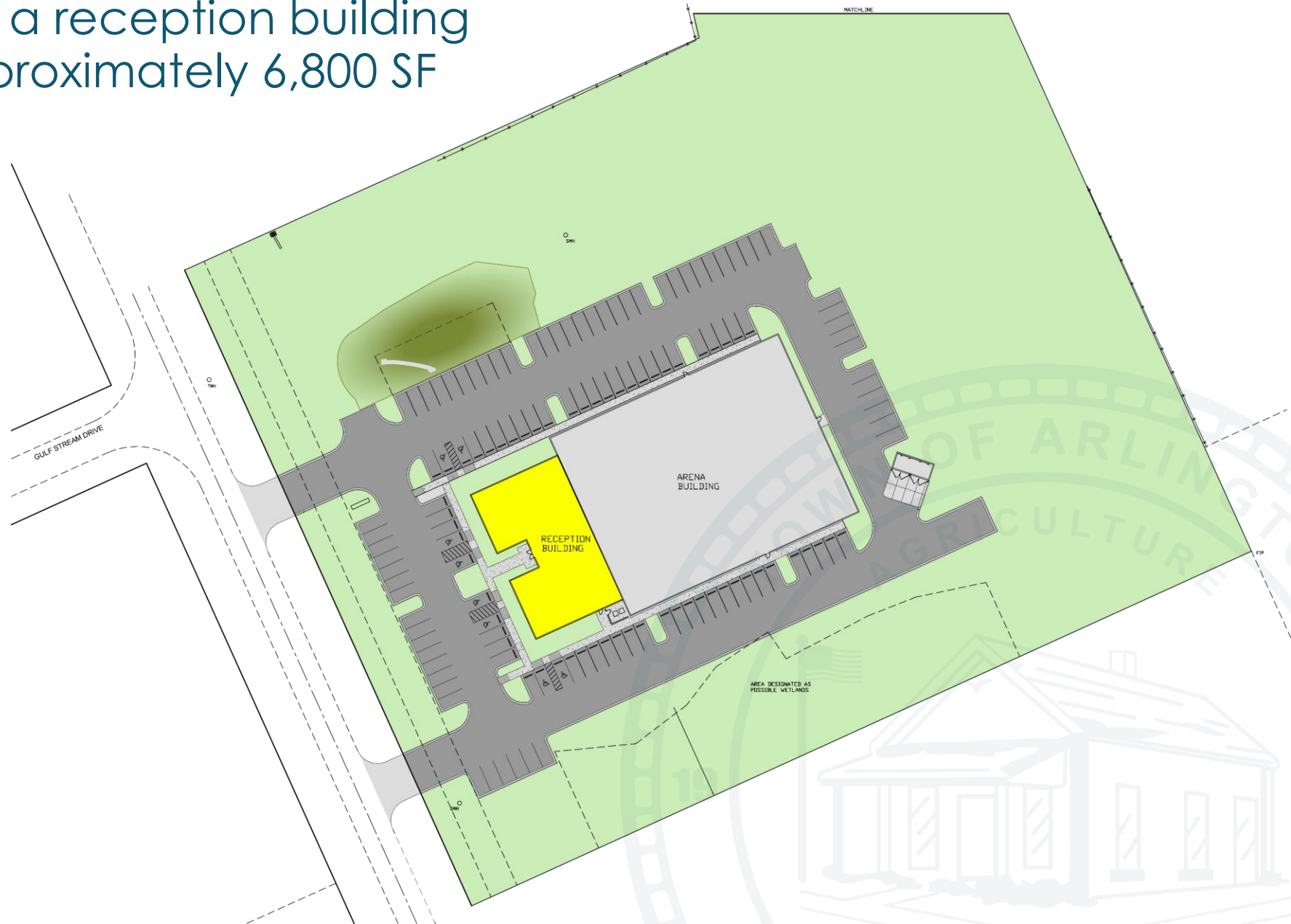
- The site is 6.841 acres and is currently undeveloped.
- The site is zoned M1: Light Industrial and the use “commercial amusements, indoor” is permittable.
- The adjacent uses include industrial, commercial and civic.
- Staff does not foresee conflict with surrounding businesses if this proposal is approved.



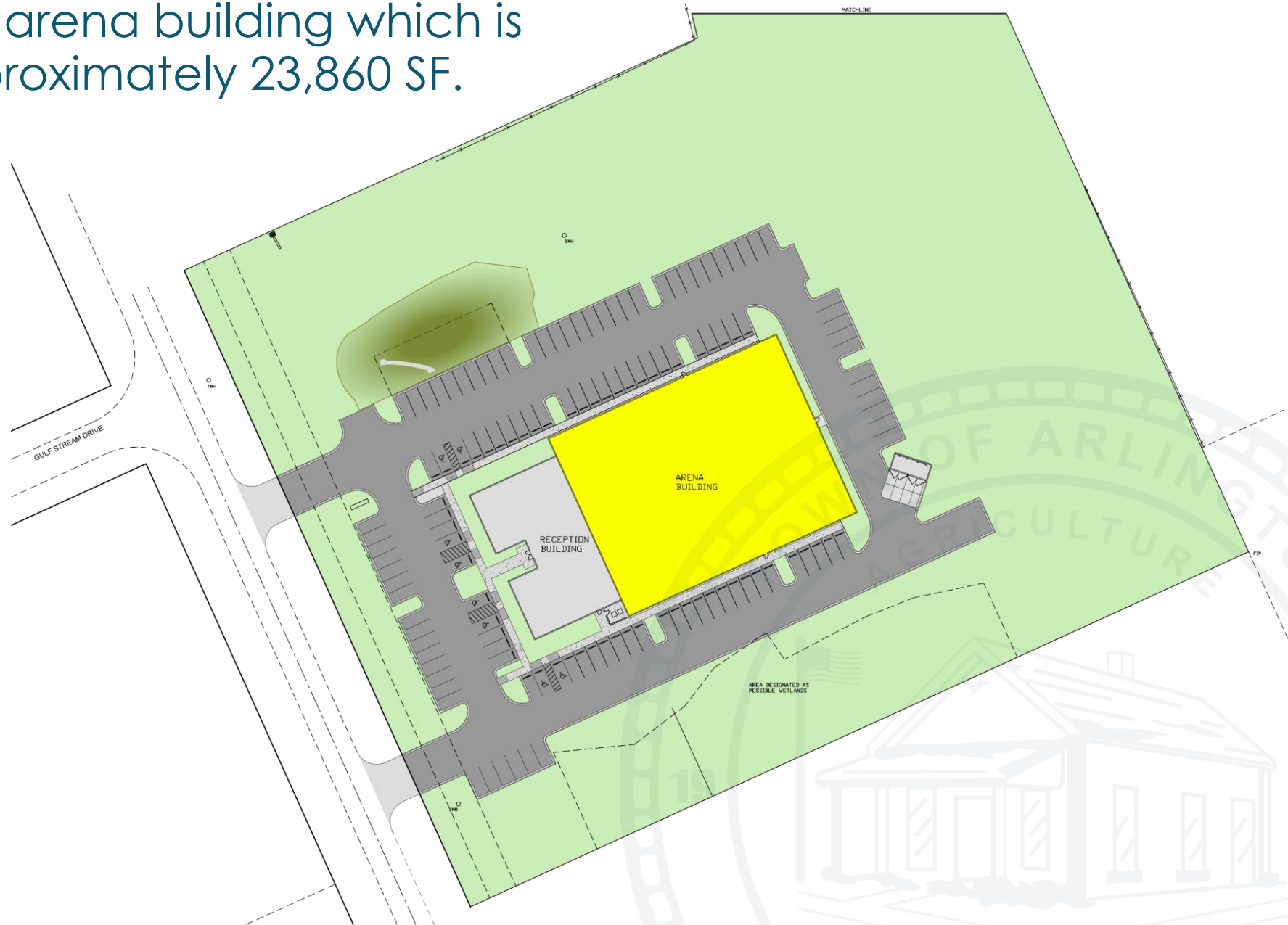
- The applicant proposes to construct a 30,660 SF building to house multi-sports complex consisting of two sections.



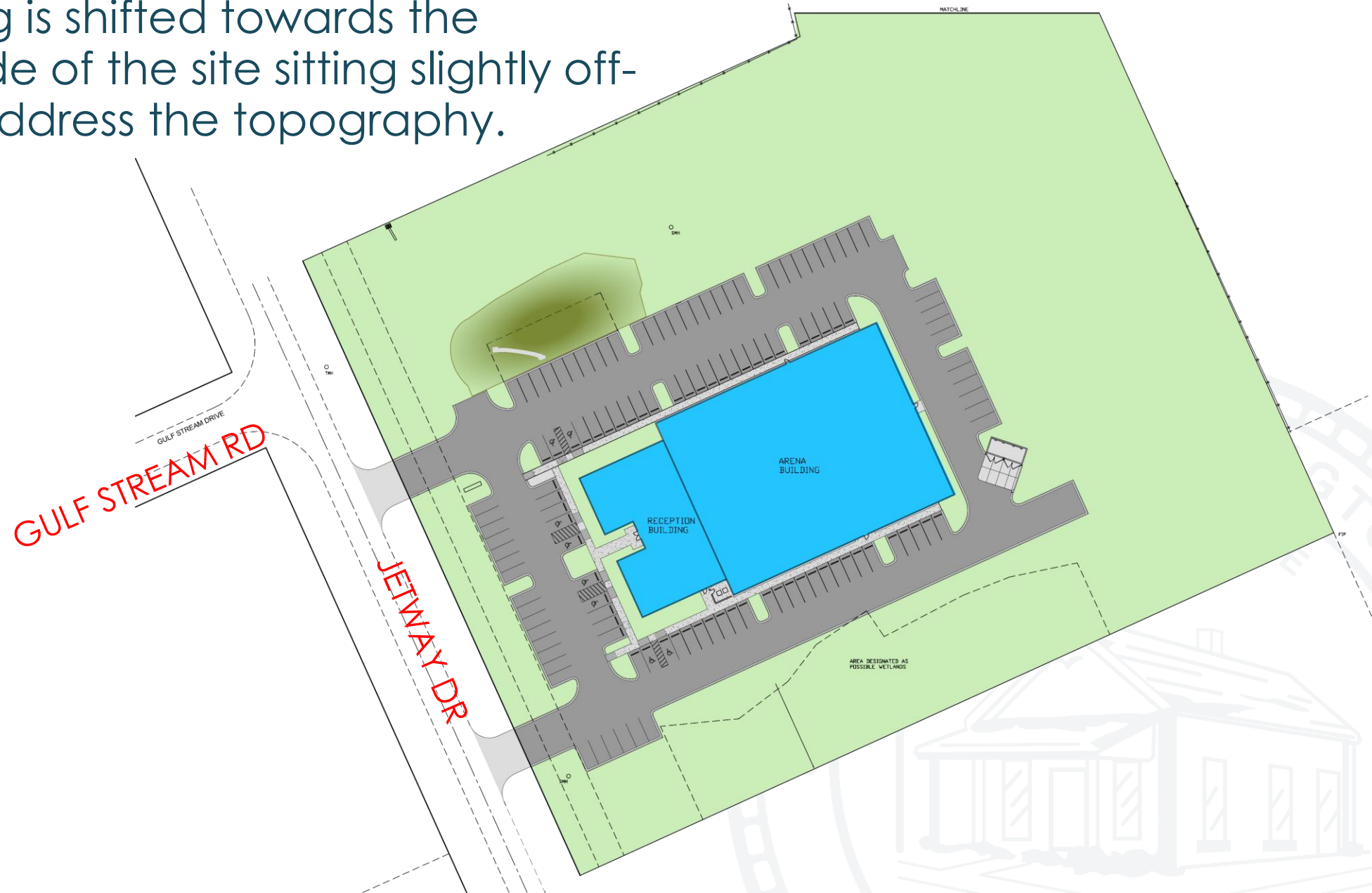
- The first section is a reception building consisting of approximately 6,800 SF



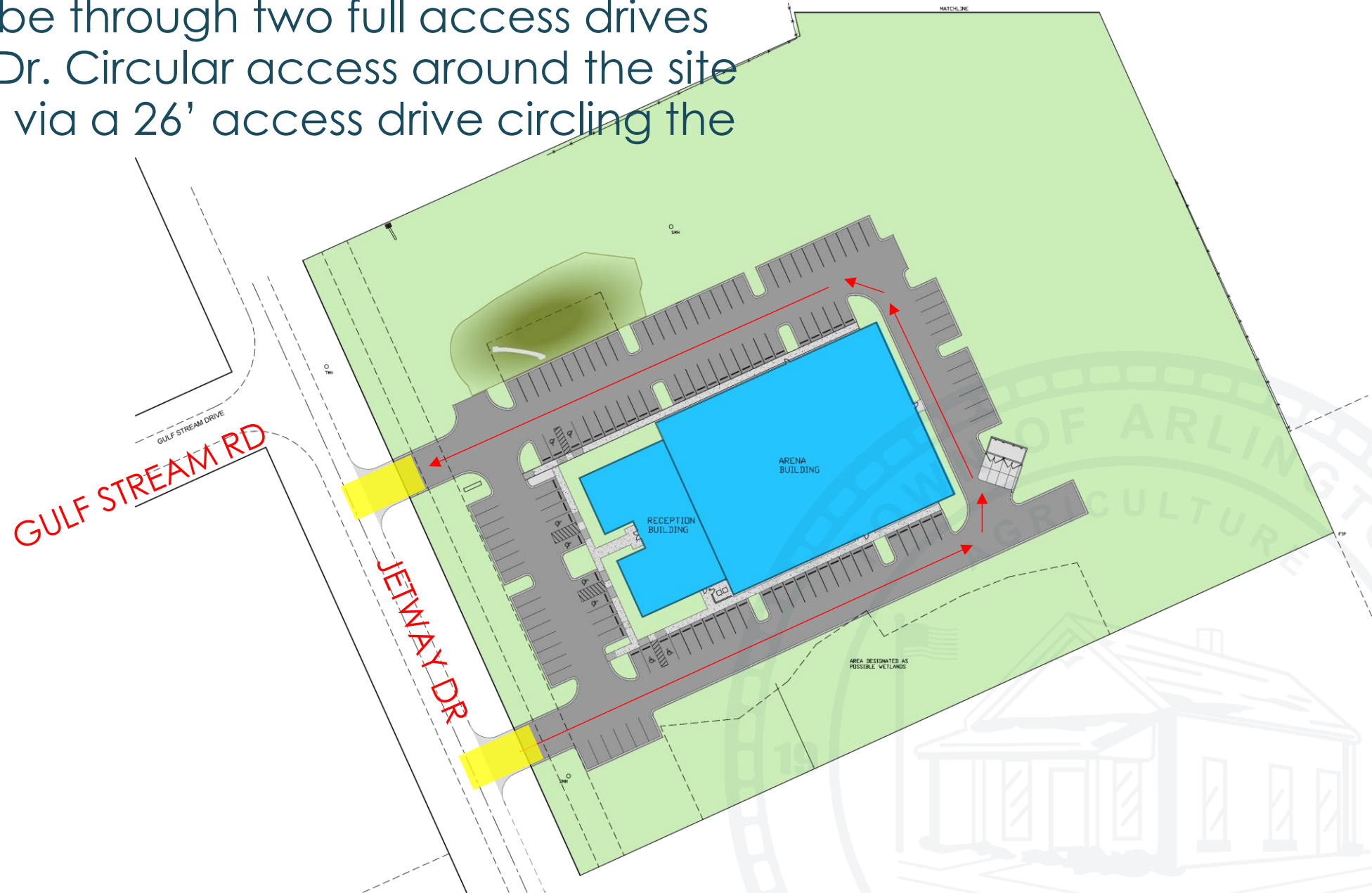
- The second is an arena building which is proposed at approximately 23,860 SF.



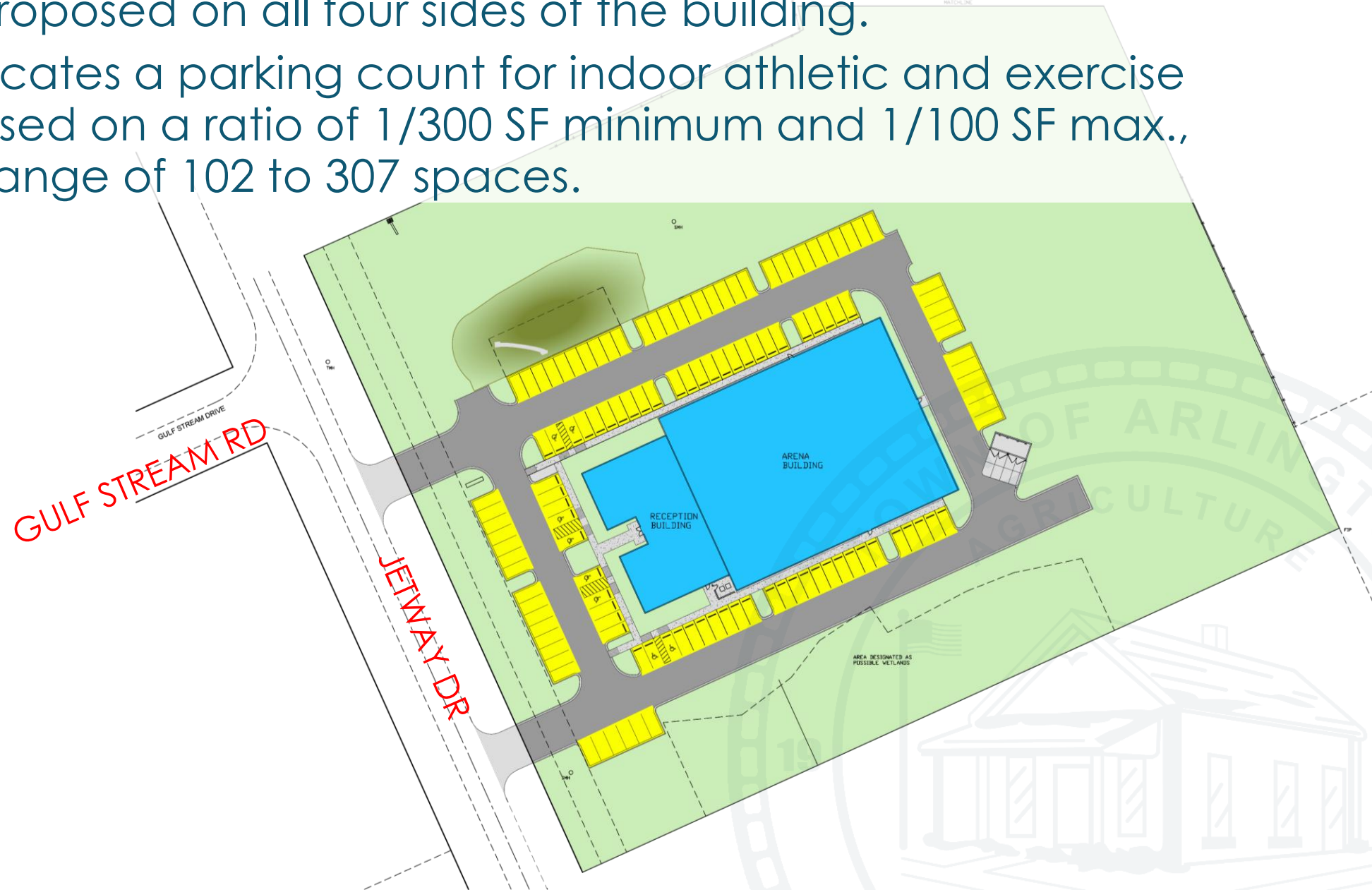
- The building is shifted towards the southern side of the site sitting slightly off-center to address the topography.



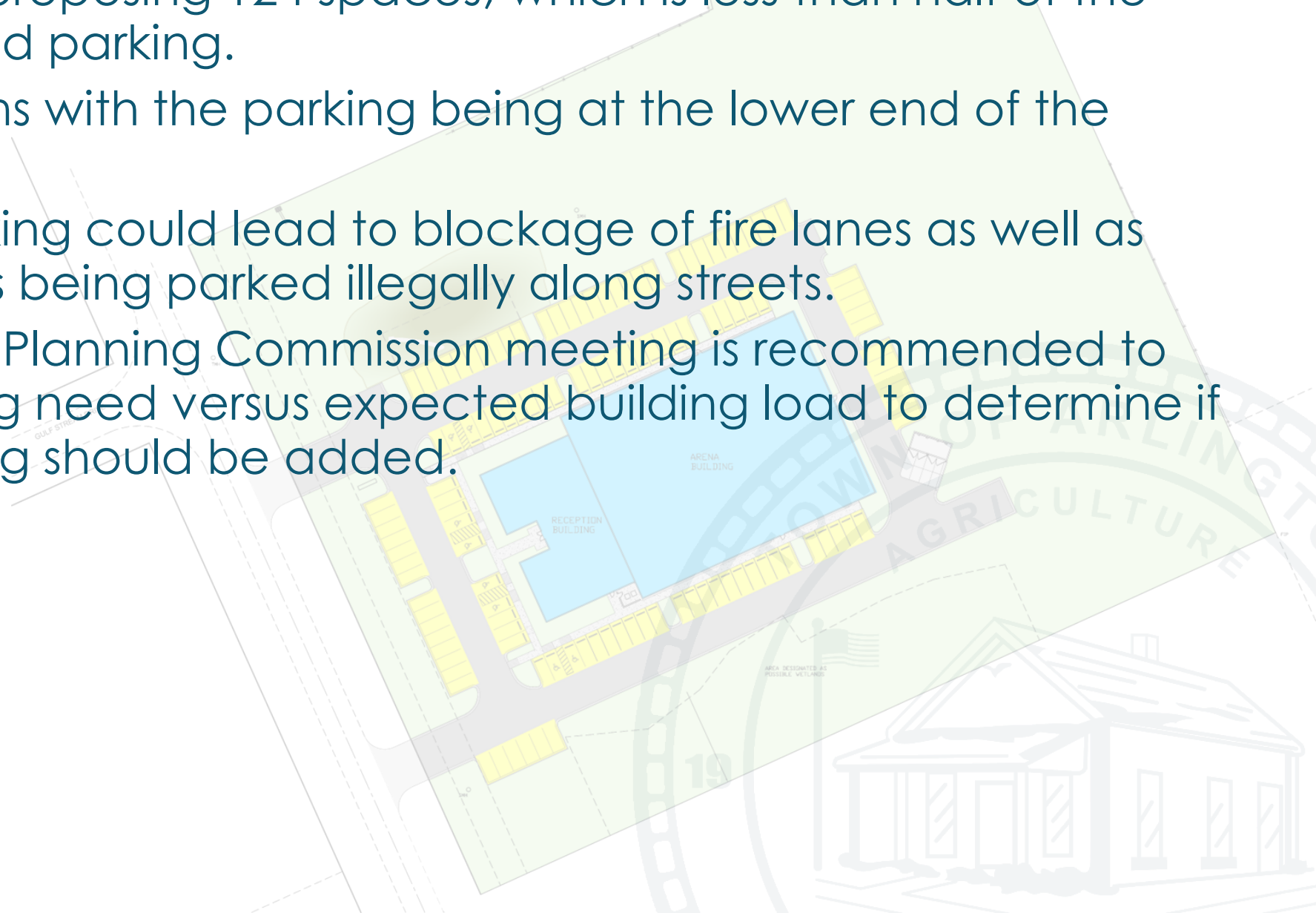
- Access will be through two full access drives off Jetway Dr. Circular access around the site is achieved via a 26' access drive circling the building.



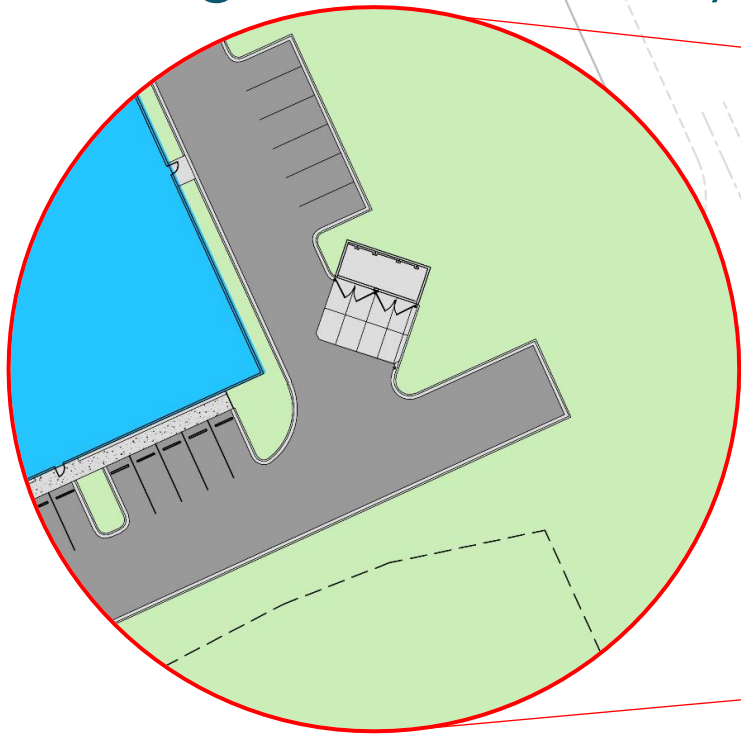
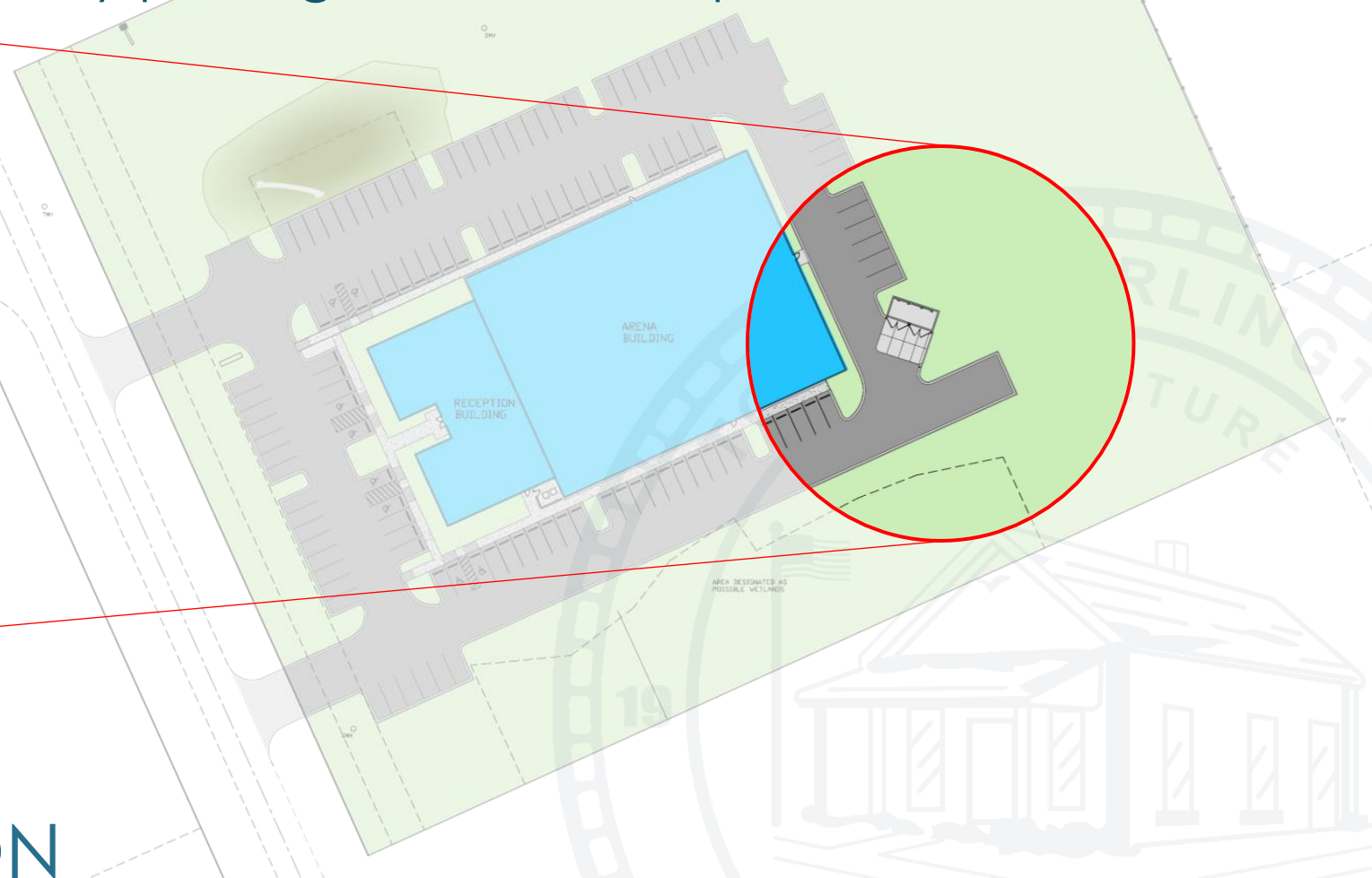
- Parking is proposed on all four sides of the building.
- Table 2 indicates a parking count for indoor athletic and exercise facilities based on a ratio of 1/300 SF minimum and 1/100 SF max., yielding a range of 102 to 307 spaces.



- The applicant is proposing 124 spaces, which is less than half of the maximum allowed parking.
- Staff has concerns with the parking being at the lower end of the allowed range.
- Inadequate parking could lead to blockage of fire lanes as well as overflow vehicles being parked illegally along streets.
- Discussion at the Planning Commission meeting is recommended to clarify the parking need versus expected building load to determine if additional parking should be added.



- The proposed dumpster enclosure and concrete pad is located at the southeastern corner of the site and is tucked behind the building.
- The proposed location requires trucks servicing the dumpster to circle the building; as such, heavy duty paving has been required on all drive isles.



- There are no road improvements associated with this project.



- Site will be graded to sheet drain to a dry detention basin at the northwestern side of the parking lot.
- The basin is sized in accordance with TOA drainage regulations.



- Sanitary sewer service will be provided by connection to an existing 8" public sewer line running through the northern portion of the property via a new service connection on the existing line.
- A determination of the elevation of the existing sewer manholes in the site will be required to verify a gravity flow service connection can be made.

- Currently the site is mainly treed with underbrush having been cleared.
- The tree preservation plan indicates approximately 2.9 acres of the 6.8-acre site is to be cleared with the perimeter of the site on the north, east and west sides remaining as is.
- Plans indicate the applicant proposes to exceed 137 TDU minimum requirement with existing trees to remain totaling 259 TDU.
- No fencing is proposed as part of this project; screening is to be accomplished with existing tree cover along property lines.

- 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

V. New Business

D. OTHER AS PROPERLY PRESENTED



JUNE 15, 2026

ADJOURN^{PC}



JUNE 15, 2026