

## REPORT TO THE BOARD OF MAYOR & ALDERMEN

**DATE:** January 26, 2026

**FROM:** Steven Russell, Senior Civil Engineer

**SUBJECT:** Development Agreement for Oak Hill, Phase 5, Case #251614

### **INTRODUCTION:**

The Board of Mayor and Aldermen (BMA) are being asked to approve a Residential Development Agreement for Oak Hill, Phase 5, totaling 15 lots on 6.84 acres (Exhibit 1)

### **BACKGROUND:**

- The development is located at the southwest corner of Shelton Road and Collierville-Arlington Road (Exhibit 2)
- Ph. 1 consists of 37 lots and was approved by the BMA on October 9, 2017
- Ph. 2 consists of 36 lots and was approved by the BMA on January 27, 2020
- Ph. 3 consists of 34 lots and was approved by the BMA on January 27, 2020
- The Planning Commission approved the Preliminary Subdivision Plat for Phase 5 on October 2, 2025

### **DISCUSSION:**

**Sanitary Sewer:** The sewer will flow to the west in an 8" gravity sewer main. This main will tie to an existing 8" sewer stub at the end of Monroe Hill Circle South in Phase 1.

**Water:** An 8" water main will be looped through this phase. It will connect to an existing 8" water main stubbed out of Monroe Hill Circle South on the western side of this phase. The second connection will be made on the south side. There are two options proposed for this connection. If a stub exists in Moorefield Road, an 8" water main will be connected to it. However, if the stub does not exist, the Developer will install an 8" water main behind the existing curb on the east side of Moorefield Road and connect to the existing 6" water main in Harpers Ferry Road.

**Grading & Drainage:** The western portion of this phase drains into the existing Ph. 1 drainage system. The eastern portion drains to an existing stream which flows from the south to the north through the Oak Hill Development. It continues under Shelton Road to Lateral J of the Wolf River. Due to the site's proximity to the Wolf River, detention is not required.

**Street and Sidewalk Improvements:** All streets within this development will be Public. The 31' alternative right-of-way matches what was approved in previous phases. Sidewalk will be constructed on both sides of all streets.

Improvements to Shelton Road and Collierville-Arlington Road, including upgrading the traffic signal at their intersection, are required with the development of Oak Hill Subdivision. A payment in-lieu of construction for the Shelton, Collierville-Arlington, and Signal Improvements were approved with Phase 1. The payment in-lieu of construction will be reimbursed to the applicant with the construction of road improvements. This payment is based on a per lot proportional share of all improvements. The

Town has collected \$755,366 thus far for these improvements.

The roadway improvements shall be made per the following:

- The Shelton Road improvements including intersection improvements at Collierville-Arlington Road and traffic signal upgrade will be completed in a single project.
- The Shelton Road improvements will begin when the phase of the project which includes the 123rd lot (50% of total lots) has been approved by the Town. Phase 5 will bring the total lots to 122.
- The Collierville-Arlington Road improvements will be completed in a single project from the southern boundary of the property to the Shelton Road intersection.
- The Collierville-Arlington Road improvements will begin when the development agreement for 50% of the lots adjoining Collierville-Arlington Road has been approved by the Town.

**Streetlights:** Standard MLGW Concrete Cobra Head streetlights will be installed.

**Fees:** The following fees have been calculated and must be paid prior to the start of construction.

Development Agreement Preparation Fee	\$550.00
Water Development Fee	\$13,500.00
Sewer Development Fee	\$53,700.00
Street Light Maintenance Cost	\$25,000.00
Mitigation Trees	\$1,860.00
In Lieu of – Shelton, Coll.-Arl. & Traffic Signal	\$105,892.00
Parkland Dedication Fee	*
Building Development Privilege Tax	\$4,500.00
Construction Inspection Fee	\$5,025.00
Storm Water Review and Inspection fee	\$2,400.00
<b>Total</b>	<b>\$212,427.00</b>

\*The developer has requested to use Parkland Dedication Credits for this project. As per the Agreement Regarding Parkland Development Credits (Exhibit 3) between the Town of Collierville and Crews Development, LLC dated December 15, 2020, Crews Development, LLC redeemed 15 acres of Parkland Credit which established a remaining balance of 15.35 acres of Parkland Credit. Please see Parkland Credit Summary (Exhibit 4) for Parkland Credits used to date.

**Staff Recommendation:** Staff recommends approval of the Development Agreement for Oak Hill, Phase 5, Case #251614.

**BUDGET IMPACT:**

There is no budget impact.

**ATTACHMENTS:**

[Exhibit 1 - Development Agreement - Signed.pdf](#)

[Exhibit 2 - Vicinity Map.pdf](#)

[Exhibit 3 - Agreement Parkland Credits.pdf](#)

[Exhibit 4 - Parkland Credit Summary.pdf](#)

**PROPOSED MOTION:**

To approve the Residential Development Agreement for Oak Hill, Phase 5.

**Board Action:** Motion By\_\_\_\_\_ Seconded By\_\_\_\_\_

Vote Total	Hall	Jordan	Robbins	Marshall	Stamps	Fraser
Yes						
No						
Abstain						