

ARLINGTON CITY PLANNING & ZONING BOARD  
MEETING MINUTES  
JANUARY 5, 2006

The meeting was called to order at 7:00 p.m., Chairman Nagel presiding.

Members present: Chairman Lowell Nagel, Dwight Grabitske, Wayne Kramer, Arden Kreft,  
Councilmember Curt Reetz  
Members absent: Steve Geib, Dan Hislop, Mike Scharping  
Also Present: Mayor Czech, P&Z Administrator Jenness

Motion by Kreft, seconded by Grabitske, and passed by unanimous vote to approve the minutes from the September 1, 2005 meeting as presented.

P&Z Administrator Jenness presented a proposed ordinance that regulates public rights-of-way. He stated that as of January 1<sup>st</sup> the State is requiring all cities to keep track of (map) all water and sewer hook ups within the city's right-of-way. Currently any contractor/developer or other utility company can run their lines into a lot and the City has no knowledge of where the lines are being placed. The League of MN Cities put this ordinance together to eliminate this problem, which also explains that permits are now required prior to any work being done.

Motion by Kramer, seconded by Grabitske, and passed by unanimous vote to accept and recommend to the City Council to approve the Right-of-Way Ordinance (see attached).

P&Z Administrator Jenness talked about the need to put a Comprehensive Land Use Plan together. He stated that both the County and Arlington Township would like the City to take over zoning outside city limits (within 2 miles) to help with the control of future growth and development. He suggested that a committee should be formed to put the comprehensive plan together. Reetz commented that he agreed with the concept, but expressed concern that the County and/or Township would then criticize the Council when a permit was issued and they did not approve and/or agree with the permit and/or zoning. Reetz questioned if the City's engineer and Arlington Township Officials would be included in the committee. Jenness said yes they would be, along with all utility companies (everyone gets involved). He stated that it all starts with a survey being sent out, which he gave some examples he had obtained from other towns, to see where the general public sees things and then go from there.

Motion by Grabitske, seconded by Reetz, and passed by unanimous vote to recommend to the City Council to proceed with implementing a Comprehensive Land Use Plan and do what is necessary (form a committee) to get this started.

The Board reviewed the building permits issued in September through December. Jenness commented that he just issued a new construction permit and it was only 5 days into the new year. Mayor Czech commented that the Good Samaritan Center was going ahead with their 12-unit expansion this year also.

Jenness explained that he passed his test in October and is now classified as a Limited Building Inspector, which means he can do any permits that do not require an architect. He was continuing to

gain points to become fully certified. In the meantime, Tracy (former building inspector) has a contract with the City to do the plan reviews for any permits that he is not licensed to cover, but he would still do all inspections.

Jeness explained that he was working with Councilmembers Reetz & Wills (Utility Committee) on putting together either an ordinance or policy on sewer and water hookups. He was also working on a septic ordinance (basically adopting what the County has) so that when annexation does happen, the City has something of record to work with (enforce). He was hopeful to have the information together in time for the next meeting, that way a public hearing could be scheduled.

He spoke briefly on having a meth ordinance. He was still researching this.

Reetz questioned if someone could start a “low impact” business in a residential area, could a Conditional Use Permit be issued. Kreft commented that at the time the zoning ordinance was adopted, there were 2 businesses (Harms and Bliss) operating in a residential area and were allowed to continue operating as long as they were in business. Jenness said the zoning ordinance could be amended to include Conditional Use Permits for “low impact” (define what low impact was first) businesses and attach conditions to it; or a “catch all” phrase could be added such as “or any other use that would not conflict with ....” Jenness will research this further and bring it back at the next meeting.

Kreft commented that the old Bliss building had been a filling station years ago and questioned if the storage tanks were still in the ground. Mayor Czech said that there was money available through the State to have them removed if they were still there.

Kreft commented that he would like to discuss getting a tree program started at the next meeting.

Kreft questioned what was happening with the property (old lumberyard building) owned by Wade Schneider. Jenness commented that this he was working on this, along with 4-5 other properties.

Motion by Grabitske, seconded by Kramer, and passed unanimous vote to adjourn the meeting.

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P&Z Administrator Harry Jenness

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Chairman Lowell Nagel