

ARLINGTON PLANNING & ZONING BOARD  
MEETING MINUTES  
JANUARY 7, 2009

The meeting was called to order at 7:00 p.m. by Chairperson Nagel.

Members Present: Grabitske, Mielke, Chairman Nagel, Pinske, Councilmember Reetz

Members Absent: Haggenmiller, Kreft

Also Present: PZ Adm. Smith-Strack, Steve Trocke

PZ Adm. Smith-Strack administered the Official Oath of Office to member Jeff Pinske.

Election of Officers was held.

Motion by Grabitske, seconded by Pinske, and passed by unanimous vote to elect Lowell Nagel as Chairperson.

Motion by Grabitske, seconded by Pinske, and passed by unanimous vote to elect Arden Kreft as Vice Chairperson.

Motion by Pinske, seconded by Reetz, and passed by unanimous vote to elect Dwight Grabitske as Secretary.

Steve Trocke had submitted a request for an Administrative Lot Split, discussion was held on same. Smith-Strack stated that she could not approve said request administratively as it does not meet all the requirements of the underlying zoning district, more specifically: lot size and width. Trocke explained that he has a potential buyer of his existing shop, but would like to split the lot so he could then build a new shop. Trocke commented that a year or two back he had applied for a permit to put a septic holding tank in on the property, but never did follow through on it. Various questions and/or concerns were addressed. It was suggested to approve the lot split request based on the following:

- 1) *The property owner agrees to connect to municipal drinking water and sanitary sewer utilities when they become available to the property as per the water/sewer ordinances in effect at that time.*
- 2) *The property owner recognizes the presence of a 66' right-of-way easement which abuts the eastern property boundary.*
- 3) *The property owner shall contract with a licensed surveyor to produce a certificate of survey illustrating the resulting parcels. Said certificate of survey shall be recorded at the Sibley County Recorder's Office.*

Motion by Reetz, seconded by Grabitske, and passed by unanimous vote to recommend to the City Council to approve the request from Steve Trocke for an Administrative Lot Split.

Motion by Grabitske, seconded by Pinske, and passed by unanimous vote to approve the minutes from the November 5, 2009 meeting as presented.

It was noted that there were no public hearings scheduled.

Discussion was held on Industrial Performance Standards (more specifically lighting). Smith-Strack presented 2 alternative language amendments for consideration. It was noted that a public hearing will be held at the next meeting to amend the zoning ordinance pertaining to same.

Brief discussion was held on the architectural standards for residential structures. Smith-Strack commented that the zoning ordinance covers this (roof type/material) for accessory structures, not principal structures. Concern was expressed about the new metal roof that was put on the property located at 302 W. Elgin Street and its recent conversion from commercial property to residential with an accessory home occupation. It was agreed that some language should be added to the zoning ordinance that pertains to principal structures, including 'manufactured' homes.

The November and December Building Permit Reports from Building Official Haslip were reviewed.

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

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PZ Adm. Cynthia Smith-Strack

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Chairman Lowell Nagel