

**PLANNING & ZONING COMMITTEE MEETING AGENDA**  
**THURSDAY, JUNE 2, 2011**  
**ARLINGTON COMMUNITY CENTER**  
**7:00 P.M.**

1. Call to Order.
2. Pledge of Allegiance.
5. Approve Agenda.
6. Approve the Minutes.
  - A. April 14, 2011.
  - B. May 5, 2011.
- 6a. Dale Hansen – Non-Conforming Use related to building permit for front porch
7. Public Hearings.
  - A. Ordinance 258 Storm Water Protection.
8. Unfinished Business.
  - A. Discussion of Proposed Adjustments to the Sign Ordinance.
9. New Business.
  - A. Safe Routes to School Infrastructure Grant Application.
10. Review Building Permit Reports.
11. Other Business.
12. Adjourn.

**ARLINGTON PLANNING & ZONING BOARD  
MEETING MINUTES - JUNE 2, 2011**

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

Members Present: Chairperson Nagel, Mielke, Pinske, Councilmember Reetz

Members Absent: Grabitske, Haggemiller, Kreft

Also Present: PZ Adm. Smith-Strack, Dale Hansen

Motion by Reetz, seconded by Mielke, and passed by unanimous vote to approve the agenda with the following addition:

6a) Dale Hansen – Non-Conforming Use related to building permit for front porch.

Motion by Pinske, seconded by Reetz, and passed by unanimous vote to approve the minutes from the April 14<sup>th</sup> and May 5<sup>th</sup> meetings as presented.

Smith-Strack explained that Dale Hansen had applied for a building permit to enclose the front porch on his residence located at 411 West Alden Street. Upon review of the Zoning Ordinance she found the property was non-conforming because of structural coverage and encroachment into the front yard setback. She had sent Mr. Hansen a letter which outlined four (4) options he could pursue regarding his permit request:

1. Replace what is existing and replacement matches exactly the conditions that existed before the work was undertaken (don't add walls/enclose) per Section 14, Subd 3, Subp 2(h) of the Zoning Ordinance;
2. Seek a CUP per Section 14, Subd 3, Subp 2(h) of the Zoning Ordinance;
3. Appeal PZ Adm's interpretation to the Board of Zoning Adjustment/Appeal;
4. Do nothing and rescind the building permit request.

Smith-Strack clarified what structural coverage and intensification meant within the zoning ordinance and how they applied to this particular project. Hansen stated that the house was repossessed and the front door had been damaged prior to him taking ownership. He explained what he was planning to do regarding the entrance and noted that the encroachment amount would not change. Concern was expressed about setting precedence if this would be allowed.

Motion by Pinske, seconded by Mielke, and passed by unanimous vote to reaffirm the Zoning Administrator's decision (as stated in her letter dated May 10, 2011 to Mr. Hansen) regarding Dale Hansen's building permit request.

Chairperson Nagel recessed the regular meeting to hold a public hearing.

**Zoning Ordinance 169 Amendment: Ordinance 258-Storm Water Protection:**

Chairperson Nagel called to order the public hearing regarding the amendment to Ordinance 169, the Zoning Ordinance relating to Storm Water Pollution Protection Measures. Smith-Strack provided an overview of the proposed ordinance. It was noted that the Planning Commission worked with the High Island Creek Watershed District on said ordinance amendment. It was noted that there was no one present.

Chairperson Nagel adjourned the public hearing and reconvened the regular meeting.

Brief discussion was held on the proposed ordinance amendment regarding storm water protection. Smith-Strack commented on how new construction/addition projects would be affected once the ordinance was enacted.

Reetz introduced the following resolution and moved for its adoption:

**RESOLUTION NO. 3-2011**

