

ARLINGTON PLANNING & ZONING BOARD  
MEETING MINUTES  
MAY 6, 2010

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

Members Present: Haggemiller, Kreft, Chairperson Nagel, Pinske, Councilmember Reetz

Members Absent: Grabitske, Mielke

Also Present: PZ Adm. Smith-Strack, Paul Pieper, Jenni Dieball

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

Add item 7D) Paul Pieper Landscape Plan

Add item 7E) Dieball Fence, 129 Henderson Road.

Smith-Strack gave a brief overview of what transpired at the last meeting regarding Pieper's CUP. Pieper presented a hand-drawn landscape plan. He stated that he would like to keep the (employee/customer) parking as presented on the plan. He plans to plant arborvitae along the entire industrial/residential property line. He stated that due to financial constraints, he would like to do the planting in two phases, which would start once his property was connected to city services and the Krueger driveway was installed. Pieper commented that he had met with Krueger (neighbor) about the plan.

Discussion was held on access issues. Smith-Strack commented that she is still researching the railroad crossing issue with the City Engineer, City Attorney and County Recorder's Office. Reetz explained the access issues created with the partial vacation of Circle Drive.

It was noted that Krueger had some issues with the plan (had sent an email, which was open to interpretation as he was not present). The first issue was with the proposed employee parking. Smith-Strack read the standard from the CUP, which referenced the parking of customer equipment only. The second issue was with the phasing process and size of plantings; he would like it all done at once and was requesting trees to be 4' to 5' in height. Pieper stated that phase one would include 4'-5' tall techny arborvitae placed 5' apart/center-to-center (as many as needed) and 8' off the property line (in a straight line off the building corner), and phase two would include 1'-2' tall techny arborvitae (as many as needed and same spacing). It was the consensus that the Pieper CUP should not have to be held up to see what happens with the neighboring driveway.

Motion by Reetz, seconded by Haggemiller, and passed by unanimous vote to approve the landscape plan mentioned in the above paragraph with the understanding that phase one would be completed by November 1, 2011 and phase two by June 1, 2012.

Jenni Dieball explained that she wants to put up a fence on her property located at 129 Henderson Road. She explained that the lot is triangular-shaped and has streets on all sides. Smith-Strack stated that the property is surrounded by public right-of-way; that it is not considered a corner lot or through street, but is a multi-frontage lot. She reviewed the fence ordinance/setback requirements, which does not completely address the special circumstances with this lot. She informed the Dieball's that they would have to locate the property pins so that the rights-of-way/private property line could be determined. It was noted that only 1 pin could be found; and after further review of the lot, it was noted that it could not meet required setbacks. Smith-Strack commented that the proposed fence was to be chain link, 150' long and 42" tall. Concerns were expressed about maintaining 'line of sight' and setting precedence if the fence would be allowed on city property (in the right-of-way). It was the consensus that the property needs to be surveyed in order to determine property line/public right-of-way.

Discussion was held on setting residential dwelling building standards. Smith-Strack commented that there were standards for accessory structures, but not dwelling units. Smith-Strack presented a draft ordinance for the Committee to review. Nagel expressed concern that 60% was too restrictive for attached garages. Smith-Strack commented that a CUP could be issued to change the amount allowed.

Motion by Pinske, seconded by Reetz, and passed by unanimous vote to hold a public hearing on residential dwelling building standards at the June 3<sup>rd</sup> meeting.

Smith-Strack presented a base map of Arlington, which was reviewed in detail. A few changes were needed and will be forwarded onto the City Engineer.

Brief discussion was held on presenting the annual report to the City Council in May.

Motion by Haggenmiller, seconded by Reetz, and passed by unanimous vote that members Mielke and Grabitske are to present the annual report to the City Council in May.

Discussion was held on some non-compliant properties that have either a CUP or variance. Smith-Strack briefly reviewed the conditions for the Neisen CUP and stated that she had sent Mr. Neisen a letter for non-compliance, which had not been corrected by the time of the meeting. Smith-Strack noted that if revocation is done, Neisen's business operations must cease on the property. The Committee was opposed to granting an extension, as this has not helped in the past.

Motion by Haggenmiller, seconded by Kreft, and passed by unanimous vote to recommend to the City Council to revoke Mike Neisen's CUP.

Smith-Strack reviewed the conditions attached to the variance for Laurie Mueller, 402 West Adams Street. She stated that she had sent a letter to Ms. Mueller reminding her that the temporary ramp was up for its 6-month review and that she was also non-compliant with certain conditions of the variance. Smith-Strack stated that Mueller had contacted her asking for a 6-month extension. Concerns were expressed that she has not maintained the ramp/property per conditions attached to the variance.

Motion by Reetz, seconded by Pinske, and passed by unanimous vote to grant Laurie Mueller, 402 West Adams Street, a final 6-month extension for the variance for the placement of a temporary handicap ramp. At the end of said 6 months, the variance will be re-evaluated and if a need whether 'temporary', 'extended' or 'semi-permanent' still exists a more permanent structure will need to be placed. Ms. Mueller is directed to clean up and maintain the property/ramp.

The February, March and April Building Permit Reports from Building Official Haslip were reviewed.

It was noted that the minutes from the April meeting were not completed in time for the meeting.

Motion by Pinske, seconded by Haggenmiller, 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