

**PLANNING & ZONING COMMITTEE
MEETING AGENDA
THURSDAY, JULY 6, 2017 @ 7:00 P.M.
ARLINGTON COMMUNITY CENTER**

1. Call to Order.
2. Pledge of Allegiance.
3. Approve Agenda.
4. Approve the Minutes.
 - A. June 1, 2017 – Regular Session.
5. Public Hearings.
 - A. None.
6. New Business.
 - A. None
7. Unfinished Business
 - A. Ordinances: (1) R-3 District; (2) Update to Definitions, R-1 District; (3) R-4 District
 - B. Accessory Dwelling Unit Discussion
 - C. Background Discussion: Joint Meeting with Council Rental Code
8. Building Permit Report
 - A. May Report
9. Other Business/Updates
10. Adjourn.

A QUORUM OF THE CITY COUNCIL MAY BE PRESENT AT THIS MEETING. NO OFFICIAL ACTION BY THE CITY COUNCIL SHALL OCCUR AT THIS MEETING
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**ARLINGTON PLANNING & ZONING BOARD
MEETING MINUTES
JULY 6, 2017**

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

Members Present: Carlson, Deno, Grabitske, Chairperson Kreft, Pichelmann

Members Absent: Halverson, Councilmember Battcher

Also Present: PZ Adm. Smith-Strack

Motion by Pichelmann, seconded by Grabitske, and passed by unanimous vote to approve the agenda as presented.

Motion by Grabitske, seconded by Deno, and passed by unanimous vote to approve the minutes from the June 1, 2017 meeting as presented.

Chairperson Kreft noted no public hearings were scheduled.

Chairperson Kreft noted that there was no new business scheduled.

Smith-Strack presented two ordinances for the Committee to review; both pertained to residential districts. The first ordinance added an R-3 District, which would apply to the majority of residential districts. Changes within the proposed ordinance/district included the allowance for the reduction of street side corner yards from 25 feet to 15 feet with a viewing triangle retained. Smith-Strack commented that changes within the height, yard and lot regulations were also proposed; more specifically changing the minimum base lot size to 6,000 sq. ft. from 12,000 sq. ft.

The second ordinance covered several things such as:

- definition updates,
- renamed the R-1 District from R-1 One and Two Single Family Residence District to just Single Family Residence District,
- amended the allowance for single family detached dwellings (not one and two family dwellings),
- removed all references to apartments (apartments allowed in R-3, not R-1),
- changed R-2 District to R-4 District.

There would now be an R-1 District (Single Family), R-3 (Single and Two Family), and R-4 (Multiple Family). It was suggested to have R-1, R-2 and R-3 to keep consecutive numbering. Smith-Strack will make the changes and present the information at the joint meeting with the Council.

Discussion resumed from previous meetings on Accessory Dwelling Units (ADU's). Smith-Strack summarized what has been discussed and/or decided to-date. She questioned if parking for ADU's should be required off-street and in addition to that required for principal units. Concerns were expressed regarding various parking scenarios. It was consensus that parking should be required off-street and in addition to the principal units. It was agreed that an ADU should not change the basic single-family appearance of the structure. Considerable discussion was held on whether or not to require a separate entry for the ADU, a separate address and separate utilities from the principal structure. Comments were made both for and against same. Smith-Strack will do some research on this and report back.

Smith-Strack summarized what will be discussed at the upcoming joint meeting with Council regarding the proposed Rental Code.

The May Building Permit Report was reviewed.

Motion by Grabitske, seconded by Deno, and passed by unanimous vote to adjourn the meeting at 8:12 p.m.

PZ Adm. Cynthia Smith-Strack

Chairperson Jim Kreft