

**PLANNING & ZONING COMMITTEE
MEETING AGENDA
THURSDAY, NOVEMBER 3, 2016 @ 7:00 P.M.
ARLINGTON COMMUNITY CENTER**

1. Call to Order.
2. Pledge of Allegiance.
3. Approve Agenda.
4. Approve the Minutes.
 - A. October 6, 2016 – Regular Session.
 - B. October 6, 2016 – Work Session.
5. Public Hearings.

None
6. Unfinished Business.
 - A. Ordinance Amendment: Outdoor Storage.
 - B. Solar Accessory Use – P/I Zoning District.
 - C. Orderly Annexation Agreement Boundary Recommendation.
 - D. Accessory Dwelling Units Discussion.
7. Review Building Permit Reports.
 - A. October 2016
8. Other Business.
9. 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
NOVEMBER 3, 2016**

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

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

Members Absent: Councilmember Battcher

Also Present: PZ Adm. Cynthia Smith-Strack, Mayor Rich Nagel

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

Motion by Grabitske, seconded by Kreft, and passed by unanimous vote to approve the minutes from the regular October 6th meeting with the following change: replace the word “confidentiality” with “anonymity” in the last paragraph; and also the minutes from the October 6th work session as presented.

Smith-Strack reviewed the details discussed at the work session pertaining to amending the Outdoor Storage Ordinance. She presented a revised (redlined) ordinance for review and discussion. She highlighted the various changes. Some concern was expressed about the screening issue, what should or should not have to be screened. Considerable discussion was had on the subject. Kreft commented that the ordinance should be used as a tool/guide for worst case scenarios or habitual violators of the ordinance. Various changes were made to the redlined draft; Smith Strack will make the necessary revisions and present it at the next meeting.

Motion by Kreft, seconded by Grabitske, and passed by unanimous vote to hold a public hearing on the proposed Outdoor Storage Ordinance Amendments at the December 1st meeting.

Smith-Strack stated that while she was drafting language for the proposed amendment to the Solar Energy Systems Ordinance to allow ground-mounted systems in the P/I District, it occurred to her that the Committee might want to consider setting maximum generating capacity, since P/I uses are usually on larger properties (have more of a visual impact on surrounding properties). She stated that 5 KW was planned at the school. She suggested setting the maximum at 10 KW (about 16 panels). She noted that the typical square footage range is 18 sf in residential applications and 21 sf in commercial applications. Grabitske suggested setting the cap by size (of the panel) versus KW, due to the fact that technology will probably improve in time (produce more KW out of same or smaller panels). It was the consensus of the group that Smith-Strack should change the language to say 400 sf in photovoltaic panels.

Discussion was held on the Orderly Annexation Area (OAA). Smith-Strack noted that the Agreement with the Township is due to expire in 2017 and the Council was seeking input from the Planning Committee before moving forward with extending the agreement. A map showing the city limits and proposed OAA was reviewed. Pauly questioned if going east towards the Sportsman’s Park should be considered also. Kreft agreed it should be to have a buffer completely around the city limits.

Motion by Kreft, seconded by Grabitske, and passed by unanimous vote to recommend to the Council to add a half mile width to the east of the current corporate limits; and add a quarter mile more south of existing southern annexation boundary.

Smith-Strack stated that about a year ago the Planning Committee reviewed results from a survey regarding accessory dwelling units; and decided, at that time, to put discussion on hold for a later date. She added that the City opted out of a temporary healthcare dwelling unit law earlier this year. She inquired if this was something that should be discussed now or could wait (not needed yet). Smith-Strack commented that accessory housing is becoming an active topic in many communities. It was the consensus of the group to look at this subject more next year.

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

PZ Adm. Cynthia Smith-Strack

Chairperson Mark Pauly