

**PLANNING & ZONING COMMITTEE  
MEETING AGENDA  
THURSDAY, SEPTEMBER 1, 2016 @ 7:00 P.M.  
ARLINGTON COMMUNITY CENTER**

1. Call to Order.
2. Pledge of Allegiance.
3. Approve Agenda.
4. Approve the Minutes.
  - A. July 7, 2016
  - B. Joint Meeting – August 11, 2016
5. Public Hearings.
  - A. Future Land Use Plan Map and Rezoning - Cemstone.
6. Unfinished Business.
  - A. Ordinance 300: Outdoor Storage.
7. New Business.
  - A. Solar Accessory Use – P/I Zoning District.
8. Review Building Permit Reports.
  - A. July 2016
9. Other Business.
10. Adjourn.

**ARLINGTON PLANNING & ZONING BOARD  
MEETING MINUTES  
SEPTEMBER 1, 2016**

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

Members Present: Carlson, Deno, Grabitske, Chairperson Pauly, Pichelmann, Councilmember Battcher

Members Absent: Kreft

Also Present: PZ Adm. Cynthia Smith-Strack, Dave & Mary Hennies, Mayor Rich Nagel

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

Motion by Pichelmann, seconded by Deno, and passed by unanimous vote to approve the minutes from the July 7, 2016 meeting and the August 11, 2016 Special Joint City Council & EDA meeting as presented.

Chairperson Pauly recessed the regular meeting to hold a public hearing at 7:05 pm.

**Future Land Use Plan Map and Rezoning - Cemstone:**

Chairperson Pauly called the public hearing to order regarding a Comprehensive Plan Amendment and Rezoning request for Cemstone. Smith-Strack stated that Cemstone has entered into a purchase agreement with Mary Hennies and Sheila Arneson for 6.46 acres located across the road from Scott Equipment and Hutch Co-Op. She explained that the property is currently zoned R1/Ag-R2/Ag Residence and Agriculture, and is currently used for agricultural purposes (no structure on it) and guided towards residential use. The Comp Plan Amendment and rezoning will enable Cemstone to move their operation from the downtown area to the subject property.

Smith-Strack asked the Planning Commission to consider the following factors:

1. Consistency with the Comprehensive Plan – The 2014 Comp Plan guides the subject area to future residential use. The property abuts industrial uses including Scott Equipment and Hutch Co-Op. Only a portion of the parent parcel is proposed for a change in use.
2. Conformity with lot standards in the applicable zoning district (I-1 Light Industrial proposed). The proposed lot meets minimum performance standards as follows:
  - a. Minimum lot size: 10,000 sq. ft.
  - b. Minimum district size: n/a abuts industrial
3. Service by municipal utilities – City utilities are adjacent to the subject site. Improvement of a portion of 230<sup>th</sup> Street and extension of municipal services to the lot is included in the project. The City has secured a grant from the Minnesota Department of Employment and Economic Development to extend utilities and improve the roadway.
4. Impact on adjacent properties – The future land use map update and rezoning request is sympathetic to abutting industrial land uses. Residential uses shall be buffered by continued rural agricultural uses.

Smith-Strack noted that she had not received any written or oral comments, either for or against the proposed Comp Plan Amendment or rezoning. It was noted that Dave and Mary Hennies were present. Dave Hennies commented the property owners were not actively marketing the property and that they were pleased to be of assistance to Cemstone. He noted concern for buffering the industrial parcel and noted Cemstone was willing to work to provide buffering. He stated retaining Cemstone and associated jobs was important to the community.

Chairperson Pauly adjourned the public hearing and reconvened the regular meeting at 7:08 pm.

Discussion continued on the rezoning request from Cemstone. Concerns were expressed regarding buffering and/or screening. Smith-Strack stated those issues get addressed at the time of site plan approval. Smith-Strack commented that Cemstone had looked at several different sites for relocation and the proposed site was a good location for them.

Motion by Battcher, seconded by Grabitske, and passed by unanimous vote to recommend to the City Council to amend the 2014 Comp Plan Future Land Use Map and Section 4, Subd. 1 (Official Zoning Map) of Ordinance 169, the Zoning Ordinance, as follows:

**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE AMENDING THE 2014 ARLINGTON COMPREHENSIVE PLAN FUTURE LAND USE MAP AND SECTION 4, SUBD. 1 (OFFICIAL ZONING MAP) OF ORDINANCE 169, THE ZONING ORDINANCE**

- I. THE CITY COUNCIL OF THE CITY OF ARLINGTON, MINNESOTA TO PROMOTE THE PUBLIC SAFETY, HEALTH, AND WELFARE, HEREBY ORDAINS THE ARLINGTON COMPREHENSIVE PLAN FUTURE LAND USE MAP SHALL BE AMENDED AS ATTACHED HERETO AND AS RELATED TO APPROXIMATELY 6.46 ACRES OF PID NO. 31.0834.000.
- II. BE IT FURTHER RESOLVED THE SECTION 4, SUBD. 1 OF ORDINANCE 169, THE OFFICIAL MAP OF THE ZONING ORDINANCE SHALL BE AMENDED AS ATTACHED HERETO AND AS RELATED TO PID NO. 31.0834.000.
- III. EFFECTIVE DATE: THIS ORDINANCE IS EFFECTIVE UPON ITS ADOPTION AND PUBLICATION AS PRESCRIBED BY LAW.

Adopted by the City of Arlington on the \_\_\_\_ day of \_\_\_\_\_, 2016.

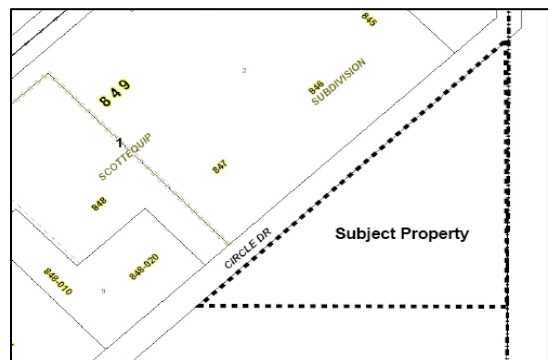
\_\_\_\_\_  
Richard Nagel, Mayor

Attest: \_\_\_\_\_  
Liza Donabauer, City Administrator

**EXHIBIT A**

The future land use map shall be amended to guide the illustrated property (PID No. 31.0834.000) to light industrial use.

The official zoning map shall be amended to rezone the illustrated property (PID 31.0834.000) from R-1 One and Two Family Residential to I-1 Light Industrial.



Smith-Strack commented that on August 11<sup>th</sup> the Planning Committee, City Council and Police Chief engaged in a joint meeting to discuss complaints from the public and enforcement concerns from the PD pertaining to Ordinance 300 – Outdoor Storage. She stated that Chief Danner had planned to attend this meeting, but had a family emergency come up. He shared some of his concerns with Smith-Strack prior to the meeting. He suggested making changes within the general provisions and residential standards to make them less specific and to allow some discretion, which would still meet the needs of the City, but would still let them identify a problem parcel. It was noted that the ordinance needs to be clear and specific enough for enforcement reasons (clear and concise if challenged in court). Chief Danner understands the need to protect the public’s health, welfare, and property values. He did not have issue

with allowing operable/licensed vehicles to be parked on the grass in rear/side yards as long as the grass/weeds were maintained around them. He also suggested allowing gravel in side/rear yards for parking on. Smith-Strack stated that Chief Danner was also concerned about perception of kids toys in yards and overall enforcement (sweep of the town or as complaints come in). Considerable discussion was held, reservations were expressed about allowing discretion to be used, and concerns were expressed about fairness throughout the city and about privacy issues (screened properties). It was suggested to discuss the ordinance in a workshop setting (with Chief Danner) versus regular meeting and invite the public. Mayor Nagel commented that the City needs to continue its efforts to educate the public about the ordinance and any changes. It was the consensus of those present to hold a workshop meeting on October 6<sup>th</sup>.

Smith-Strack commented that a few months back a Solar Energy System (SES) Ordinance had been adopted, whereby solar panels could be affixed to a structure or rooftop, but not ground-mounted. MMPA/Avant Energy was planning to mount a SES on the south wall of the SE School. It has been determined that the wall cannot structurally handle the SES being proposed and it is cost prohibitive for the School to reinforce the wall to handle the SES. Avant Energy was asking the Committee to consider revising the ordinance to allow ground-mounted SES in the public-institutional district (which the school is zoned). Concern was expressed about glare off the panels. Avant proposes the panels would have a mat-finish (non-glare). It was the consensus to invite the representative from Avant Energy to the next meeting to hear more about the grant/SE project before making a decision to amend the ordinance or not.

The July Building Permit Report was reviewed.

Deno had some questions about her property, more specifically fencing it off to address issues she is having with the patrons from the bar across the alley behind her property. Smith-Strack advised what could be done with a building permit.

Motion by Grabitske, seconded by Battcher, and passed by unanimous vote to adjourn the meeting at 7:57 pm.

---

PZ Adm. Cynthia Smith-Strack

---

Chairperson Mark Pauly