

**PLANNING & ZONING COMMITTEE
MEETING AGENDA
TUESDAY, JUNE 3, 2014 @ 7:00 P.M.
ARLINGTON COMMUNITY CENTER**

1. Call to Order.
2. Pledge of Allegiance.
3. Approve Agenda.
- ~~4. Approve the Minutes.~~
 - ~~A. May 1, 2014 (removed)~~
5. Public Hearings.
 - A. Hutchco Scottequip Subdivision Preliminary Plat
 - B. Hutchinson Co-Op Building Height Variance
 - C. Hennen/Overland Engineering Rezoning
6. Unfinished Business.
 - A. Historic Appreciation
7. New Business.
8. Review Building Permit Reports.
 - A. May 2014
9. Other Business.
10. Adjourn.

**ARLINGTON PLANNING & ZONING BOARD
MEETING MINUTES
JUNE 3, 2014**

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

Members Present: Battcher, Chairperson Grabitske, Pauly, Pinske, Councilmember Reetz

Members Absent: Nagel

Also Present: PZ Adm. Smith-Strack, David Krueger, Orlow Bening, Bruce Brinkman, Paul Barchenger of Hutchinson Co-Op; Brian Johnson of Jones, Maugh & Smith, Inc.

Motion by Battcher, seconded by Pauly, and passed by unanimous vote to approve the agenda with the following change:

Remove 4A) Approve the Minutes – May 1, 2014.

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

Hutchco Scottequip Subdivision Preliminary Plat:

Chairperson Grabitske called to order a public hearing regarding the Preliminary Plat for the Hutchco Scottequip Subdivision. PZ Adm. Smith-Strack stated that both Hutch Co-Op and Scott Equipment recently purchased additional lots within the Arlington Industrial Park. She explained that the proposed preliminary plat is actually a re-plat of existing property. The purpose of the re-plat was to:

- Combine parcels under similar ownership;
- Remove internal lot lines that are no longer functional, which will allow for future expansion;
- Remove an existing easement running down the center of the property and create a new easement along the utility line (force main and water main already exist);
- Add drainage easements over common lot lines; and
- Add lot and block numbers to the parcels.

Smith-Strack commented that she had not received any comment from the public regarding the proposed plat. Paul Barchenger of Hutchinson Co-Op was present to answer questions.

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

Discussion continued on the proposed preliminary plat for Hutchco Scottequip. Reetz questioned if the service road running parallel with the highway would be maintained as it currently has been. Smith-Strack stated that it was a private access road (never platted as a public right-of-way) and most of it would be on Scott Equipment's property; and the City would not maintain it.

Reetz introduced the following resolution and moved for its adoption:

RESOLUTION NO. 2-2014

**A RESOLUTION RECOMMENDING APPROVAL OF PRELIMINARY AND FINAL PLAT OF
“HUTCHCO SCOTTEQUIP SUBDIVISION”.**

WHEREAS, Hutchinson Co-Op is requesting approval of a replat of a portion of the Arlington Industrial Park so as to facilitate expansion of an existing use; and,

WHEREAS, preliminary and final plats for “Hutchco Scottequip Subdivision” have been developed and are attached hereto as “Exhibit A”; and,

WHEREAS, the Planning and Zoning Commission held a public hearing on the preliminary plat following proper publication, posting, and mailing of notices; and,

WHEREAS, the Planning and Zoning Commission finds the resulting lots conform to all lot standards in the appropriate zoning classification; and,

WHEREAS, the Planning and Zoning Commission finds improvements are not contemplated as Hutchco Scottequip Subdivision is a replat of an existing improved area; and,

WHEREAS, the Planning and Zoning Commission finds the preliminary plat is compatible with the Comprehensive Plan and conforms with or exceeds the design standards established by the Subdivision Ordinance; and,

WHEREAS, the Subdivision Ordinance provides for simultaneous review of preliminary and final plats for simple resubdivisions of property.

NOW, THEREFORE, BE IT RESOLVED, that the Arlington Planning and Zoning Commission hereby recommends the City Council approve the preliminary and final plat of Hutchco Scottequip Subdivision.

The motion for the adoption of the foregoing resolution was duly seconded by Pinske and upon poll being taken thereon the following voted in favor thereof: Battcher, Grabitske, Pauly, Pinske, Councilmember Reetz; and the following against the same: None; and the following abstained from voting: None; and the following were absent: Nagel.

Adopted by the Planning & Zoning Committee of the City of Arlington this 3rd day of June, 2014.

Signed: /s/ Dwight Grabitske
Chairperson Dwight Grabitske

Attested: /s/ Cynthia Smith-Strack
Planning & Zoning Administrator

Whereupon the resolution was declared duly passed and executed.

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

Hutchinson Co-Op Variance – Building Height:

Chairperson Grabitske called to order a public hearing regarding the variance request from Hutchinson Co-Op, to deviate from the maximum structural height as required under Section 9, Subd. 4(A) of the Arlington Zoning Ordinance. Smith-Strack explained that Hutchinson Co-Op was proposing an expansion to its existing use at 23189 Hwy 5. The expansion includes construction of a 17,000+ sq. ft. structure. The new structure will be wood frame construction with vinyl siding and is planned to commence this summer. It was noted that the property was zoned I-1 Limited Industrial. The applicant was seeking a variance to the maximum height allowed in the zoning district. The height maximum in an I-1 District is 35 ft., the proposed roof height of the new structure (not including elevator tower) is 46’2”. Smith-Strack stated that a ‘practical difficulties’ standard must be considered based on the following:

- Consistency with Comprehensive Plan:
The subject parcel is currently zoned industrial and it is intended for future industrial use, therefore it is consistent with the Comprehensive Plan.
- Harmony with general purpose and intent of Ordinance:
The I-1 District is provides for administrative, wholesaling, manufacturing, and related uses which can maintain high standards of appearance, including open spaces and landscaping, and limit external effects such as noise, orders, smoke and vibration. The proposed expansion of an existing use and the quality building is consistent with applicable standards in the I-1 zoning district. The limited height variance will accommodate a piece of equipment used at the fertilizer plant.
- Establish that there are ‘practical difficulties in complying with the zoning ordinance:
 - a) *Property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance:* The height is essential to the function of the expansion of the existing ag-based business.
 - b) *Plight of the landowner is due circumstances unique to the property, not created by the owner:* The property is an existing fertilizer plant (use) and the expansion is proposed to enhance the use and the excess height will not include livable/usable space.
 - c) *Variance, if granted, will not alter the essential character of locality:* Surrounding locale is industrial in nature; and the proposed structure will not significantly deviate from the required maximum height.

There was no public comment from those in attendance. Smith-Strack stated that she had not received any comments on the request either.

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

Reetz commented that it will be a good use of the property and location for the construction; and enhancement of the business. Grabitske suggested reviewing the ordinance and possibly changing the height requirement for the I-1 district.

Battcher introduced the following resolution and moved for its adoption:

RESOLUTION NO. 3-2014

**A RESOLUTION RECOMMENDING APPROVAL OF A VARIANCE TO REQUIRED
MAXIMUM BUILDING HEIGHT FOR AN ELEVATOR AND FERTILIZER STORAGE FACILITY
AT 23189 STATE HIGHWAY 5**

WHEREAS, Hutchinson Co-Op has submitted a request for a variance from the required maximum height in the I-1 Light Industrial District under Section 9, Subd. 4(A) of the Arlington Zoning Ordinance; and,

WHEREAS, the purpose of the variance is to accommodate the height of a conveyer used to fill storage bins; and,

WHEREAS, notice of a public hearing to accept input on the variance request was published in the official newspaper on May 15, 2014 and sent to property owners within 350 feet of the property; and,

WHEREAS, the Planning and Zoning Committee acting as the Board of Zoning Adjustment conducted a public hearing on the variance request on June 3, 2014 and accepted input on the variance request; and

WHEREAS the Planning Committee has reviewed the variance request and has made the following findings:

- The variance is consistent with the Comprehensive Plan in terms of the future use classification and economic development priorities to expand existing facilities. The proposed structure houses vertical storage facility for fertilizer and the bin size required necessitates a building height of 46' 2". The fertilizer bin is an essential function of the existing use as operated by Hutch Co-Op.
- The I-1 District provides for administrative, wholesaling, manufacturing, and related uses which can maintain high standards of appearance, including open spaces and landscaping, and limit external effects such as noise, odors, smoke and vibration. The proposed expansion of an existing use and the quality building is consistent with applicable standards in the I-1 zoning district. The limited height variance will accommodate a piece of equipment used at the fertilizer plant.
- The variance will provide for the expansion of an existing ag-based business within the City of Arlington. The variance height is essential to the function of the cooperative at the Arlington site.
- The property is an existing cooperative facility including a fertilizer plant. The expansion is proposed to enhance the existing operation. The excess building height will not include livable/useable space.
- The surrounding locale is industrial in nature. The existing business operation is a permitted use in the applicable district. The proposed structure will not significantly deviate from the required maximum height and therefore, not alter the essential character of the locality.

NOW, THEREFORE, BE IT RESOLVED BY THE ARLINGTON PLANNING AND ZONING COMMITTEE THAT: The Planning Commission acting as the Board of Zoning Adjustment does hereby recommend the City Council of the City of Arlington approve a request for a variance to the maximum building height requirement for the property at 23189 Highway 5.

The motion for the adoption of the foregoing resolution was duly seconded by Pauly and upon poll being taken thereon the following voted in favor thereof: Battcher, Grabitske, Pauly, Pinske, Councilmember Reetz; and the following against the same: None; and the following abstained from voting: None; and the following were absent: Nagel.

Adopted by the Planning & Zoning Committee of the City of Arlington this 3rd day of June, 2014.

Signed: /s/ Dwight Grabitske
Chairperson Dwight Grabitske

Attested: /s/ Cynthia Smith-Strack
Planning & Zoning Administrator

Whereupon the resolution was declared duly passed and executed.

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

Hennen/Overland Group (Dollar General) Rezoning:

Chairperson Grabitske called to order a public hearing regarding a request from Mark Hennen and Overland Group to rezone a portion of Lot 1, Block 1, Martha P. Frenzel Addition. Brian Johnson of Jones, Maugh & Smith, Inc. (engineering firm and sub-consultant for project) was present to answer questions about the proposed project. Smith-Strack handed out a map of the area that showed the proposed rezoning change. A site plan of the proposed retail facility was also reviewed. Smith-Strack gave a brief overview of the proposed project. She commented that MnDOT was requiring a full access intersection to the retail facility (not private access) to allow for future development. She added that they were also working on the delineation of wetlands. There was some discussion regarding the wetland mitigation. Some concerns were expressed about water runoff and how the residential neighborhood was going to be affected (future development and access).

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

Pauly introduced the following resolution and moved for its adoption:

RESOLUTION NO. 4-2014

**A RESOLUTION RECOMMENDING APPROVAL OF REZONING A PORTION OF
PARCEL NUMBER 31.0881.000 FROM R-1 ONE AND TWO FAMILY RESIDENTIAL TO
B-1 SERVICE BUSINESS DISTRICT**

WHEREAS, Mark Hennen (the Property Owner) and Overland Engineering (the Developer) have submitted a request to rezone an area approximately 100' X 266' from R-1 Single and Two Family to B-1 Service Business District; and,

WHEREAS, the purpose of the rezoning is to accommodate a retail facility; and,

WHEREAS, notice of a public hearing to accept input on the variance request was published in the official newspaper on May 15, 2014 and sent to property owners within 350 feet of the property; and,

WHEREAS, the Planning and Zoning Committee conducted a public hearing on the rezoning request on June 3, 2014 and accepted input on the rezoning request; and

WHEREAS the Planning Committee has reviewed the rezoning request and has made the following findings:

1. The 2008 Arlington Comprehensive Plan provides for highway commercial development adjacent to arterial street corridors, most notably the T.H. 5 corridor. The proposed lot abuts T.H. 5 just south of Frenzel Park.
2. The Future Land Use Map contained in the Arlington Comprehensive Plan guides the area to a combination of commercial and tiered residential density use in the future. The strip zoned commercial was done as a means of ordering future commercial and transitional residential density for the area but without the development of a plat. At this time the subject lot is proposed for a split from the larger development property. As such the known boundary for commercial property is now evident. The proposed rezoning reflects intent of future uses in the area. The existing uses within the subject area include a public park, industrial, commercial, and agricultural. As such the proposed rezoning is compatible with existing uses.
3. There is no minimum lot size or required lot width within the B-1 Service Business District. As such the proposed lot and rezoning conforms with the standards of the B-1 District.

4. The subject parcel is adjacent to existing urban services. The proposed retail structure will be serviced by municipal utilities. Sanitary sewer is to the site, water main will need to be extended from Polar Circle to Highway 5. Storm water must not exceed pre-development rates in terms of total volume, runoff rate, and/or pollutant load.
5. The rezoning request impacts an area approximately 100' by 266'. The request will not alter the future vision for the area which is one of a transition between higher intensity commercial uses and low density residential.

NOW, THEREFORE, BE IT RESOLVED BY THE ARLINGTON PLANNING AND ZONING COMMITTEE THAT: The Planning Commission does hereby recommend the City Council of the City of Arlington approve a request for rezoning of a portion of Lot 1, Block 1 Martha Frenzel Addition.

The motion for the adoption of the foregoing resolution was duly seconded by Battcher and upon poll being taken thereon the following voted in favor thereof: Battcher, Grabitske, Pauly, Pinske, Councilmember Reetz; and the following against the same: None; and the following abstained from voting: None; and the following were absent: Nagel.

Adopted by the Planning & Zoning Committee of the City of Arlington this 3rd day of June, 2014.

Signed: /s/ Dwight Grabitske
Chairperson Dwight Grabitske

Attested: /s/ Cynthia Smith-Strack
Planning & Zoning Administrator

Whereupon the resolution was declared duly passed and executed.

Discussion resumed from the last meeting regarding historic appreciation/preservation. PZ members reviewed information put together by Dwight Grabitske that identified various older properties, both commercial and residential, in town. Some concern was expressed about setting guidelines to maintain historic value that are overly burdensome to property owners. It was commented that educating the public on preserving 'historic value' is important (can modernize yet keep historic character).

The May Building Permit Report was reviewed.

Motion by Pinske, seconded by Reetz, and passed by unanimous vote to adjourn the meeting.

PZ Adm. Cynthia Smith-Strack

Chairperson Dwight Grabitske