

PLANNING & ZONING COMMITTEE MEETING AGENDA
THURSDAY, JUNE 7, 2012 @ 7:00 PM
ARLINGTON COMMUNITY CENTER

1. Call to Order.
2. Pledge of Allegiance.
3. Approve Agenda.
4. Approve the Minutes.
 - A. May 3, 2012.
5. Public Hearings.
 - A. None.
6. Unfinished Business.
 - A. Jeff Matz Fish House.
7. New Business.
 - A. Bob Meyers – Approve/Deny Extension of October 2011 Decision.
 - B. Review and Call Public Hearing on Ordinance 274 - Temporary Structures.
 - C. Denise Smith – Ramp.
8. Review Reports.
 - A. May 2012 Building Permit Report.
 - B. Compliance Matrix
9. Other Business.
10. Adjourn.

ARLINGTON PLANNING & ZONING BOARD
MEETING MINUTES
JUNE 7, 2012

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

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

Members Absent: PZ Adm. Smith-Strack, Kreft, Mielke

Also Present: City Adm. Jaunich, Jeff Matz, Robert & Stella Meyers

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

7C) Denise Smith - Ramp.

Motion by Grabitske, seconded by Pinske, and passed by unanimous vote to approve the minutes from the May 3rd meeting as presented.

Bob & Stella Meyers were present to discuss their temporary structure (hoop shed) and request an extension for keeping it up. Meyers stated that the structure was covered with a vinyl material (and presented a sample to show the Committee), not plastic as stated in a letter he received from the PZ Administrator. He was disputing that the structure was not being allowed for this reason. Pinske commented that it was the structure itself that was in question, not the material covering it. Adm. Jaunich reiterated, from the October 2011 Planning Minutes, that round top, fabric covered, hoop sheds were not allowed under the City's Accessory Structures Ordinance. It was noted that hoop structures do not meet building code standards. Meyer's commented that he was going to be meeting with the Building Official soon regarding the placement of a different storage shed on the same site (on the floating slab) in place of the hoop shed. He would like to leave the hoop shed in place until such time that he can put plans together for the new shed.

Motion by Reetz, seconded by Grabitske, and passed by unanimous vote to grant Bob & Stella Meyers a 6-month extension from June 1st for their temporary accessory structure, in order to evaluate and obtain a building permit to put up an acceptable accessory structure per the zoning ordinance.

Discussion resumed from the last meeting on the non-compliant accessory structure Jeff Matz had constructed on his property located at 216 East Alden Street and was calling a 'fish house'. Adm. Jaunich noted that a building permit still had not been obtained. Various concerns were expressed about the structure: design, size, etc., along with disregard for setbacks and zoning in general. It was the consensus of the Committee that the structure was intended to be a permanent structure. Jeff Matz arrived during discussion and held firm that the structure was a fish house. Adm. Jaunich commented that the City currently does not have an ordinance regulating temporary structures. He further explained that the Building Code states that any building in existence over six (6) months is not considered a temporary structure. It was noted that the structure has been on site for more than six months (has not moved). It was also noted that one of the neighbors had contacted a Planning Member and expressed opposition to the structure.

Motion by Reetz, seconded by Pinske, and passed by unanimous vote to send a letter to Jeff Matz regarding his non-compliant structure and the need to apply for a building permit for same as it has been on his property for more than six months.

Adm. Jaunich presented proposed Ordinance 274 – An Ordinance Amending Section 13 of Ordinance 169, the Arlington Zoning Ordinance by Adding Subsection 9 Providing for Guidelines for Temporary Structures. Specific language for ‘fish houses’ was reviewed. The Ordinance was reviewed in detail.

Motion by Reetz, seconded by Haggenmiller, and passed by unanimous vote to hold a public hearing at the next regular meeting for Ordinance 274 – An Ordinance Amending Section 13 of Ordinance 169, the Arlington Zoning Ordinance by Adding Subsection 9 Providing for Guidelines for Temporary Structures.

Haggenmiller talked about the immediate need to place a temporary handicap ramp on a resident’s home/property for medical reasons and not waiting to go through the building permit/variance process. He stated that the permit and variance paperwork had been filled out that day. Considerable discussion was held.

The May Building Permit Report was reviewed.

The Compliance Matrix (as put together by PZ Adm. Smith-Strack) was reviewed. Adm. Jaunich gave an update on the School High Tunnel building permit. He stated that the Building Official is still waiting on information from the engineer, hopeful to have it by the end of June; otherwise he is ready to issue a non-compliance order.

Brief discussion was held on changing the next meeting date due to the 4th of July Holiday being in the middle of the week. It was the consensus to change the meeting to July 12th.

Motion by Grabitske, seconded by Pinske, and passed by unanimous vote to adjourn the meeting at 8:15 pm.

City Administrator Matthew Jaunich

Chairperson Lowell Nagel