

**PLANNING & ZONING COMMITTEE MEETING AGENDA  
THURSDAY, NOVEMBER 6, 2014 @ 7:00 P.M.  
ARLINGTON COMMUNITY CENTER**

1. Call to Order.
2. Pledge of Allegiance.
3. Approve Agenda.
4. Approve the Minutes.
  - A. September 4, 2014
5. Public Hearings.
  - A. None.
6. Unfinished Business.
  - A. Ordinance 288: Historical Design Standards
  - B. Comprehensive Plan Update.
7. New Business.
  - A. Ordinance 290: Amending Temporary Structure Standards
8. Review Building Permit Reports.
  - A. September 2014
  - B. October 2014
9. Other Business.
10. Adjourn.

**ARLINGTON PLANNING & ZONING BOARD  
MEETING MINUTES  
NOVEMBER 6, 2014**

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

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

Members Absent: Nagel

Also Present: PZ Adm. Smith-Strack

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

Motion by Battcher, seconded by Pinske, and passed by unanimous vote to approve the September 4, 2014 meeting minutes as presented.

Discussion resumed from the previous meeting on the proposed ordinance for the Central Business District (Historical Design Standards). Smith-Strack presented revised language for review and discussion. She stated that she had presented the proposed ordinance to the EDA for their input; a couple members had some concerns about the ordinance (as being too restrictive). Smith-Strack also handed out a flyer that she had drafted regarding historic appreciation, which is to be handed out at the time a building permit is applied for. Grabitske would like to have the Historical Society review the flyer before it is used. Reetz commented that he would like to retain the language about windows. Battcher felt that the exterior materials language should stay. It was the overall feel of the group that this ordinance was needed (to preserve the downtown integrity). Smith-Strack will make a few more changes to the ordinance and bring it to the next meeting.

Smith-Strack talked briefly about how the updating process has been going for the Comprehensive Plan. She stated that most of the chapters have been updated and reviewed. It was noted that a public hearing was needed and she would like to hold it on Monday, November 24<sup>th</sup>.

Motion by Pauly, seconded Pichelmann, and passed by unanimous vote to hold a special joint meeting with the City Council on Monday, November 24<sup>th</sup> in order to hold a public hearing regarding the Updated Comprehensive Plan.

Smith-Strack presented a proposed ordinance amendment for temporary structures. She explained that the City Administrator has been receiving complaints about storage pods or semi-trailers being placed on private property. The proposed ordinance was reviewed.

Motion by Pinske, seconded by Pauly, and passed by unanimous vote to hold a public hearing on the proposed ordinance for temporary structures amendment on Monday, November 24<sup>th</sup>.

The September and October Building Permit Reports were reviewed. Smith-Strack gave an update on a few permits.

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

---

PZ Adm. Cynthia Smith-Strack

---

Chairperson Dwight Grabitske