

ARLINGTON PLANNING & ZONING BOARD
MEETING MINUTES
FEBRUARY 3, 2011

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

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

Members Absent: Mielke

Also Present: PZ Adm. Smith-Strack, Mayor Jim Kreft

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

Motion by Kreft, seconded by Haggemiller, and passed by unanimous vote to approve the minutes from the January 6th meeting as presented.

It was noted that there were no public hearings scheduled.

Smith-Strack gave an update on the Neisen CUP. She stated that the Council had discussed the CUP after the January Planning/Zoning Meeting. They chose not to revoke it and instructed staff (Smith-Strack and Police Chief Rovinsky) to do weekly site visits. If a violation of the CUP is found, Neisen is to be notified and the Council is to take action at their next closest meeting. Reetz commented that Neisen informed the Council that he had moved some equipment to another location by Green Isle. It was noted that Neisen was attempting to clean up the property.

Mayor Kreft and PZ Adm. Smith-Strack presented information on the "GreenStep Cities Program". Mayor Kreft explained that he would like the City of Arlington to participate in the program and had made it one of his 2011 Goals. Each City has the discretion of participating in the program fully or just in the areas they feel are important to their communities. Mayor Kreft commented that by participating in the program future funding for grants could be more favorable for Arlington. He stated that by joining this program our city will become more efficient. He added that after doing more research on the program he was surprised and/or interested in the number of (smaller) communities already participating. It was noted that the goals set at the last PZ meeting will go hand-in-hand with this program, which includes 28 Best Practices. Smith-Strack commented that the City of Arlington is classified as a "Category B" city, which means of the 28 Best Practices identified by the MPCA, the City needs to undertake at least 12 of them and their associated action steps. She stated that once the 12 steps have been completed, the City would receive a "Level Three" certification. If the City would choose to continue doing more steps, it would then move up additional levels (up to 5), which would then put it in a more competitive position with future grant applications. Smith-Strack stated that the City would also receive additional recognition on the MPCA's website.

The 28 Best Practices for the GreenStep Cities (GSC) Program were reviewed at length (taking into consideration the goals set at the previous meeting) and it was the consensus of the Committee to work on the following (numbering correlates to original document presented):

GSC Subject Area #1 - Building & Lighting

1. Public Buildings:

- (1) Enter baseline information into the Minnesota B3 database and continue entering monthly energy use data from city-owned buildings.
- (2) Audit (or when cost-effective, recommission) all city-owned buildings in the bottom third of the B3 energy performance ranking and implement a majority of energy efficiency opportunities that have a payback under 5 years.

5. Building Reuse:

- (5) Adopt development and design standards that facilitate infill and redevelopment, such as developing strip/big box commercial areas into more livable/walkable neighborhoods and gathering places.

GSC Subject Area #2 – Land Use

6. Comp Plan:

- (1) Adopt/have an adopted comprehensive plan that is less than ten years old (required for Category A cities) OR, Category B and C cities may simply adopt a land use plan that was adopted by a regional entity or the county less than ten years ago.
- (2) Demonstrate that regulatory ordinances comply with the comprehensive plan including but not limited to having the zoning ordinance explicitly reference the comprehensive plan as the foundational document for decision making.

9. Highway Development:

- (1) Conduct a visual preference survey with community members and establish design goals for highway corridors.

GSC Subject Area #3-Transportation

11. Complete Green Streets:

- (1) Adopt a complete streets policy that addresses street trees and stormwater, and modify street standards accordingly.
- (3) Document the installation of trees, and green stormwater infrastructure, and utility renovations as needed (sewer, water, electric, telecommunications) as part of at least one complete street reconstruction project.
- (4) Identify and remedy non-complete street segments by, for example, adding a bike lane or sidewalk.
- (5) Identify and remedy street-trail gaps (at least one) between city streets and trails/bike trails to better facilitate walking and biking.

12. Mobility Options:

- (1) Promote walking, biking and transit use by one or more of the following means:
 - a. Produce/distribute a map(s) and/or signage and/or a web site that shows (by neighborhood if a larger city) key civic/commercial sites, best bike and pedestrian routes, and transit routes and schedules.
 - b. Increase the number of bike facilities: racks, bike stations, showers at city offices.
 - c. Increase the number of bus facilities: signage, benches, and shelters.
 - d. Increase the number of employers who offer qualified transportation fringe benefits instead of only a tax-free parking fringe benefit.
 - e. Launch an Active Living campaign in concert with your local community health board.
- (2) Launch a Safe Routes to School program with educational, public health and other partners.

GSC Subject Area #4-Environment

15. Environmental Purchasing:

- (1) Adopt a policy or administrative policy directing that the city purchase only:
 - a. EnergyStar certified equipment and appliances and
 - b. Paper containing at least 30% post-consumer recycled content.

16. Urban Forests:

- (1) Qualify as a Tree City USA.

17. Stormwater:

- (6) Adopt an ordinance with erosion and sediment control provisions as well as requirements for permanent stormwater treatment.

19. Surface Water:

- (3) Work with other organizations to support citizen education about and involvement with actions to attain measurable, publicly announced lake, stream, ditch and wetland health improvement targets adopted by the city council and reported on each year.

GSC Subject Area #5-Economic Development

24. Benchmarks & Community Engagement:

- (1) Report progress annually to community members on implementation of GreenStep City best practices, including energy/carbon benchmarking data if gathered.
- (2) Organize goals/outcome measures from all city plans – comprehensive, parks, library, housing, stormwater, drinking water, transportation, economic development, energy, sustainability, etc. – and annually report to community members data that show progress toward meeting these goals.

25. *Green Business Development:*

- (4) Support the creation of a value-added business utilizing local waste products, such as wood from felled trees or reusable deconstruction and landscaping materials.
- (6) Use a green business certification program to publicly promote that a targeted number or percentage of businesses has improved the environmental performance of their company.

The January Building Permit Report was reviewed.

Motion by Grabitske, seconded by Pinske, and passed by unanimous vote to adjourn the meeting at 8:00 pm.

PZ Adm. Cynthia Smith-Strack

Chairperson Lowell Nagel