

ARLINGTON PLANNING & ZONING BOARD  
MEETING MINUTES  
MARCH 3, 2011

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

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

Members Absent: Kreft

Also Present: PZ Adm. Smith-Strack, High Island Creek Watershed members Leonard Eibs & Verne Schlueter

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

Motion by Grabitske, seconded by Reetz, and passed by unanimous vote to approve the minutes from the February 3<sup>rd</sup> meeting as presented.

High Island Creek Watershed (HICW) members Leonard Eibs and Verne Schlueter were present to discuss the collaboration efforts between the City and HICW regarding stormwater management, surface water protection, and soil/sediment erosion control measures. Smith-Strack stated that the City (as a 2011 goal) was working towards becoming a GreenStep City (a MN Pollution Control Agency program) and explained what the program entailed. She stated that the City would be putting an ordinance together that would have erosion/sediment control provisions and also requirements for permanent stormwater treatment within it. It was noted that the City would like to work with the HICW on the following: stormwater management efforts, sediment and erosion control efforts, and education/outreach efforts.

Eibs and Schlueter reviewed some previous discussions between the High Island Creek Watershed and the City of Arlington.

Councilmember Reetz explained the concept of storm water management standards as they relate to subdivisions of property and individual development requests and the desire of the City to work with the Watershed to review/establish storm water standards.

Those present discussed various past projects including commercial development, work on riparian lots, city projects, and property subdivisions and how they were processed for storm water management purposes. Those present discussed the size of projects covered by the Minnesota Pollution Control Agency and smaller projects that in the aggregate could significantly impact the health of High Island Creek and all waters downstream.

After a discussion of ordinances and the process of establishing ordinances those attending the meeting discussed partnering on public education efforts relating to storm and surface water protection.

Consensus of those present was that the Watershed and Planning Commission would work together to:

1. Review language that can be incorporated in the City's zoning and subdivision ordinances (local control laws) relating to stormwater management, sediment control, and erosion control. The first step in this process is for the City to provide sample language for a discussion at the April 7, 2011 Planning Commission meeting. Smith-Strack will attempt to get the sample language to everyone prior to the meeting on the 7<sup>th</sup> so as to provide for the discussion between the Planning Commission and the Watershed that evening.
2. Educate citizens and business owners within the City of Arlington about stormwater management issues, including but not limited to: avoiding leaks/spills from vehicles; use of fertilizers and

pesticides; picking up after pets; not littering/dumping; planting trees/shrubs; posting 'no-dumping' by storm drains; addressing sump pump drainage; establishing effective rain gardens; using wetland protection buffers; and reporting problems.

Strack was directed to research model ordinances relating to storm water management and soil/sediment erosion control prior to the next meeting. The information will be distributed to the Watershed District and the Watershed Management Administrator. In addition, the City Engineer will be asked to attend the next meeting.

Members of the Planning Commission thanked members of the HICW for attending the meeting. Both parties indicated an interest to meet again in April.

Chairperson Nagel introduced the next agenda item relating to Green Step Cities. Smith-Strack referenced a resolution included in the packet. The resolution recommended the City Council approve Planning Commissioner Reetz as the Green Step Cities Coordinator and approve the 12 GreenStep Best Practices the Planning Commission was recommending.

Mielke introduced the following resolution and moved for its adoption:

#### **RESOLUTION NO. 1-2011**

#### **A RESOLUTION AUTHORIZING THE CITY OF ARLINGTON TO PARTICIPATE IN THE MINNESOTA GREENSTEP CITIES PROGRAM**

WHEREAS, sustainable development activities conducted by the City of Arlington have the potential to positively impact the local, regional and state economies; result in sustainable infrastructure development; preserve natural habitat; sustain ecological communities, including native fish and wildlife populations; limit the spread of invasive species and exotic diseases; preserve drinking water supplies and recreational opportunities; and manage health threats to our citizens; and

WHEREAS, the City of Arlington has an opportunity to achieve both energy use and climate change gas reductions through building and facilities management; land use and transportation planning; environmental management; and through economic and community development; and

WHEREAS, implementation of best practices for sustainable development relating to building and facilities management; land use and transportation planning; environmental management; and economic and community development provide an opportunity to move toward energy self-reliance and greater community resiliency; provide environmentally healthy and cheaper-to-operate public buildings; encourage new economic development and local jobs; and support local food and renewable energy production; and

WHEREAS, Minnesota Session Laws 2008, Chapter 356, Section 13 directed the Minnesota Pollution Control Agency ("MPCA") and Office of Energy Security in the Department of Commerce ("Office of Energy Security"), in collaboration with Clean Energy Resource Teams ("CERTs"), to recommend municipal actions and policies that work toward meeting the State's greenhouse gas emissions reduction goals; and

WHEREAS, a broad coalition of public and private stakeholders including the League of Minnesota Cities, the MPCA, Office of Energy Security and CERTs responded to the 2008 legislation by establishing the Minnesota GreenStep Cities program to provide a series of sustainable development best practices focusing on local government opportunities to reduce energy use and greenhouse gases; and

WHEREAS, the GreenStep Cities program aims to provide Minnesota cities a clear pathway to greater sustainability based upon implementing best practices specific to Minnesota cities of differing sizes and capabilities; and

WHEREAS, the Minnesota GreenStep Cities program identifies cost-effective sustainable development best practices in the following five categories: (1) Buildings and Lighting; (2) Transportation; (3) Land Use; (4) Environmental Management; and (5) Economic and Community Development;

**NOW, THEREFORE BE IT RESOLVED**, that the City Council of the City of Arlington does hereby authorize the City of Arlington (the "City") to participate in the Minnesota GreenStep Cities program.

**BE IT FURTHER RESOLVED**, that the City:

1. Appoints Curt Reetz to serve as the city's GreenStep coordinator to facilitate best practice implementation [*the coordinator could be an existing city staff person or city entity, or a task force, or an appointed community member*]; and
2. Will facilitate the involvement of community members, civic, business and educational organizations, and other units of government as appropriate in the planning, promoting and implementing of GreenStep Cities best practices; and
3. Plans to take actions to implement the following best practices:
  - a. Building and lighting best practices related to public buildings;
  - b. Building and lighting best practices related to building reuse;
  - c. Land use best practices relating to comprehensive planning;
  - d. Land use best practices relating to highway development;
  - e. Transportation best practices relating to complete green streets;
  - f. Transportation best practices relating to mobility options;
  - g. Environmental best practices relating to environmental purchasing;
  - h. Environmental best practices relating to urban forests;
  - i. Environmental best practices relating to stormwater;
  - j. Environmental best practices relating to surface water;
  - k. Economic and community development best practices relating to benchmarks & community engagement;
  - l. Economic and community development best practices relating to green business development; and
4. Will claim credit for having implemented and will implement in total at least twelve (12) required and optional GreenStep best practices that will result in energy use reduction, economic savings and reduction in the community's greenhouse gas footprint. A summary of the city's implementation of best practices will be posted on the Minnesota GreenStep Cities web site.

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

Adopted by the Planning & Zoning Committee of the City of Arlington this 3<sup>rd</sup> day of March, 2011.

Signed: /s/ Lowell Nagel  
Chairperson Lowell Nagel

Attested: /s/ Cynthia Smith-Strack  
Planning/Zoning Adm. Cynthia Smith-Strack

Whereupon the resolution was declared duly passed and executed.

Open Discussion/Comments: None.

The February Building Permit Report was reviewed.

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

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PZ Adm. Cynthia Smith-Strack

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Chairperson Lowell Nagel