

**PLANNING & ZONING COMMITTEE MEETING AGENDA**  
**THURSDAY, NOVEMBER 3, 2011 @ 7:00 PM**  
**ARLINGTON COMMUNITY CENTER**

1. Call to Order.
2. Pledge of Allegiance.
3. Approve Agenda.
4. Approve the Minutes.
  - A. October 6, 2011.
5. Public Hearings.
  - A. None.
6. Unfinished Business.
  - A. Wetland and Streambank Riparian Buffers.
7. New Business.
  - A. Residential Uses in Central Business District.
  - B. Director Reports
    1. 411 West Alden Street
    2. Neisen Property
8. Review Building Permit Reports.
9. Other Business.
10. Adjourn.

**ARLINGTON PLANNING & ZONING BOARD  
MEETING MINUTES    NOVEMBER 3, 2011**

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

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

Members Absent: None

Also Present: PZ Adm. Smith-Strack

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

7B) Director's Report

- |    |                   |        |
|----|-------------------|--------|
| 1) | West Alden Street | 411    |
| 2) | Property.         | Neisen |

Motion by Reetz, seconded by Grabitske, and passed by unanimous vote to approve the minutes from the October 6<sup>th</sup> meeting as presented.

Mielke gave a power-point presentation on wetland and streambank riparian buffers using a newer GIS mapping program. He stated that the images (within 1 ft. flight) were taken this spring with the help from the DNR. He highlighted various wetland areas, with those of the most significance being in and around High Island Creek. He commented on a Matrix approach to Buffer distance. This approach ranks quality of habitat and relates it to adjacent intensity of development. Mielke also talked about water quality being ranked within a Matrix approach. Concern was expressed about protecting the buffer areas that remain. Smith-Strack will get estimates for spatial analysis and report back.

Discussion was held on Residential Uses within the Central Business District. Smith-Strack provided an overview, which included information what other communities allow. Concern was expressed about doors opening outward over sidewalks on Main Street. Haggemiller commented that he would like to maintain storefronts on Main Street, not allow businesses to turn into residences. It was the consensus to discuss (establish rental standards) this topic further at the next meeting.

Smith-Strack commented that Dale Hanson (earlier in the year) had asked the Planning Commission if enclosing his front porch would expand the structural coverage on his lot (applied for a building permit). He was told it would and was not allowed per the zoning ordinance (permit was denied). Smith-Strack stated that he has since started work on his property without a permit, and was issued a warning to stop. She added that he has since obtained a new permit, and she made it very clear that there was to be no enclosing of any kind to the porch. She stated that the porch was now fully enclosed and the Building Official was going to be following up on this.

Smith-Strack gave an update on the Neisen properties. She explained that a court date had been set, Neisen had retained an attorney and was working on a settlement (to move all equipment off the Hwy 5 site) with the City in lieu of jail time.

Reetz commented that he had seen a canvas shed up in town (not allowed). Brief discussion was held on possible other violations.

The October Building Permit Report was not available for the meeting.

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

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PZ Adm. Cynthia Smith-Strack

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Chairperson Lowell Nagel