

**PLANNING & ZONING COMMITTEE  
MEETING AGENDA  
THURSDAY, JULY 9, 2015 @ 7:00 P.M.  
ARLINGTON COMMUNITY CENTER**

1. Call to Order.
2. Pledge of Allegiance.
3. Approve Agenda.
4. Approve the Minutes.
  - A. May 7, 2015
5. Unfinished Business.
  - A. Limited Manufacturing Uses in Central Business District
6. New Business.
  - A. Non-residential Signs in Residential Zones
7. Review Building Permit Reports.
  - A. May 2015
  - B. June 2015
8. Other Business.
9. Adjourn.

**ARLINGTON PLANNING & ZONING BOARD**  
**MEETING MINUTES**  
**JULY 9, 2015**

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

Members Present: Carlson, Deno, Grabitske, Chairperson Pauly, Pichelmann, Councilmember Battcher

Members Absent: None

Also Present: PZ Adm. Smith-Strack

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

Motion by Pichelmann, seconded by Grabitske, and passed by unanimous vote to approve the May 7, 2015 meeting minutes as presented.

Smith-Strack presented a proposed ordinance amendment pertaining to the allowance of limited manufacturing in the Central Business District (CBD) through a Conditional Use Permit (CUP). The following conditions would apply:

1. No outdoor storage of any kind, including but not limited to materials, equipment, or machinery shall be permitted.
2. All business vehicles shall be accommodated by off-street parking.
3. Office or retail sales areas shall be maintained at the front (street-facing) side of the building.

In an effort to limit size of manufacturing, noise, dust, and vibration the following will be considered: custom or limited manufacturing, assembly, or treatment of merchandise comprised of cloth natural or synthetic fiber, leather, ornamental metal, paper, plants, plastic, stone, wax, wood and wool. Concern was expressed about noise, employee parking, hours of operation, and truck/delivery traffic (off-street where possible).

Motion by Carlson, seconded by Pichelmann, and passed by unanimous vote to hold a public hearing on Thursday, August 6<sup>th</sup> on the proposed ordinance amendment to allow limited manufacturing in the CBD through a CUP.

Smith-Strack presented a proposed ordinance amendment pertaining to signs in residential districts; the proposed change would affect non-residential uses only. She stated that she had two building permit applications come in for signs (Creekside Church and St. Paul's Lutheran School, both non-residential uses); each would require a variance per the current standards. She felt it was better to amend the ordinance as it would be hard to prove hardship in both cases in order to grant a variance. Smith-Strack commented that churches are in residential districts. It was suggested to re-zone churches to public/institutional districts. If re-zoning is not to occur, then consider adding language to consider on case-by-case basis pending location of the principal non-residential use within the residential district (i.e. along Hwy 5 like Creekside Church or completely surrounded by residences like the funeral home). Considerable discussion was held.

Motion by Battcher, seconded by Grabitske, and passed by unanimous vote to hold a public hearing on Thursday, August 6<sup>th</sup> on the proposed ordinance amendment for non-residential signs in residential districts.

The May and June Building Permit Reports were reviewed.

Deno questioned how the identification of nuisance yards was going. Smith-Strack stated that addresses could be given to her and she would get them taken care of/passed onto the police department.

Deno also questioned the number of dogs a resident is allowed. It was noted that three (3) adults per resident. It was commented that a resident has seven (7) or (8).

Motion by Battcher, seconded by Pichelmann, and passed by unanimous vote to adjourn the meeting at 8:00 p.m.

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PZ Adm. Cynthia Smith-Strack

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Chairperson Mark Pauly