

**PLANNING & ZONING COMMITTEE
MEETING AGENDA
THURSDAY, JUNE 7, 2018 @ 7:00 P.M.
ARLINGTON COMMUNITY CENTER**

1. Call to Order.
2. Pledge of Allegiance.
3. Approval of Agenda.
4. Approve the Minutes.
 - A. May 3, 2018 – Regular Session.
5. Public Hearings.
 - A. Mixed Use Planned Unit Development Approval: Block 19, Original Townsite (Woehler).
6. Business.
 - A. Discussion: Rezoning of City Owned Property at CSAH 9 & TH 5.
 - B. Discussion: Rezoning of City Owned Property at CSAH 9 North of Race Track & West of Arlington Meadows.
7. Building Permit Report
 - A. April.
8. Other/Updates
9. Adjourn.

A QUORUM OF THE CITY COUNCIL MAY BE PRESENT AT THIS MEETING. NO OFFICIAL ACTION BY THE CITY COUNCIL SHALL OCCUR AT THIS MEETING
--

**PLANNING & ZONING BOARD
MEETING MINUTES
JUNE 7, 2018**

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

Members Present: Jim Carlson, Janet Deno, Dwight Grabitske, Jim Kreft, Jennifer Nuesse

Members Absent: Darnell Halverson, Councilmember Michelle Battcher

Also Present: PZ Adm. Cynthia Smith-Strack, Mayor Rich Nagel, Dan Woehler, Orlow Bening, Amy Newsom, and Kurt Menk

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

It was noted that the May 3rd meeting minutes were not available, but would be presented at the next meeting.

Mixed Use Planned Unit Development-Block 19, Original Townsite (Woehler):

Chairperson Kreft called the public hearing to order regarding the Mixed Use Planned Unit Development (PUD) for Block 19, Original Townsite (Woehler property). Smith-Strack noted that the address of record is 600 Block Main Street West, but has other addresses also assigned to it. She stated that the purpose of the PUD was to acknowledge existing uses contained within several structures in Block 19 of the original townsite. The property is unique in that several structures and multiple uses have existed over scores of years. To provide for existing uses which currently and historically have included multiple family residential, storage, garage parking, limited retail and service commercial, offices, and contractor shops, including woodworking, a mixed use PUD was being recommended. The goal of the PUD is to protect the integrity of existing multiple family uses while providing for use of other existing structures as a means of stabilizing the remainder of the property and providing for meaningful use of existing structures. Smith-Strack stated that the PUD District is an overlay district meaning uses identified under the approving resolution are allowed in addition to those allowed in the underlying zoning classification. No changes to existing building footprints, the number of structures, property ownership, or the current use of the structures are proposed at this time. The property, although assigned several addresses, has not been subdivided into individual lots. Sale of individual buildings whether to individual owners or under unified ownership would require platting. Sale of the entire parcel would be allowed without platting. Smith-Strack noted that the public hearing notice was properly posted, published and mailed out; and no comment (either for or against) had been received.

Motion by Carlson, seconded by Nuesse, and passed by unanimous vote to close the public hearing.

Chairperson Kreft adjourned the public hearing and reconvened the regular meeting.

Smith-Strack reviewed proposed conditions for the mixed use PUD, which included the various uses allowed and parking. Grabitske clarified that there is space between the structure and Main Street for residents to park, which would not constitute on-street parking as it was not city street. Kreft commented it was a good way to describe what was on site and good for both parties.

Councilmember Nuesse introduced the following resolution and moved for its adoption:

RESOLUTION NO. 6-2018

A RESOLUTION RECOMMENDING APPROVAL OF A MIXED USE PLANNED UNIT DEVELOPMENT FOR BLOCK 19 OF THE ORIGINAL TOWNSITE (WOEHLER)

WHEREAS, Mr. Dan Woehler, on behalf of the David Woehler Memorial Trust (Property Owner) has submitted a request for a planned unit development for the purpose of acknowledging and providing for existing uses contained within several structures in Block 19 of the original townsite; and

WHEREAS, Chapter 31, Section 15 of the Arlington City Code provides for mixed use planned unit developments; and

WHEREAS, notice of a public hearing to accept input on the mixed use planned unit development request was published in the official newspaper on May 24, 2018 and sent to property owners within 350 feet of the property; and

WHEREAS, the Planning and Zoning Committee conducted a public hearing on the PUD request on June 7, 2018 and accepted input on the PUD request; and

WHEREAS, the Planning Committee has reviewed the PUD request and has made the following findings:

1. The subject property is unique in that several structures and multiple uses have existed over scores of years. To provide for existing uses which currently and historically have included multiple family residential, storage, garage parking, limited retail and service commercial, offices, tire sales/repair, and contractor shops, including woodworking, a mixed use PUD is recommended. The goal of the PUD is to protect the integrity of existing multiple family uses while providing for use of other existing structures as a means of stabilizing the remainder of the property and providing for meaningful use of the existing structures.
2. That with the conditions listed below, the use will not be detrimental to the health, safety, morals, comfort, convenience or welfare of the persons residing in the neighborhood.

NOW, THEREFORE, BE IT RESOLVED BY THE ARLINGTON PLANNING AND ZONING

COMMITTEE THAT: The Planning Committee does hereby recommend the City Council of the City of Arlington approve a mixed use planned unit development for Block 19 of the Original Townsite, subject to the following:

1. The property use "Use" is a mixed use planned unit development consisting of multiple family residential, storage, garage parking, limited retail and service commercial, offices, and contractor shops, including woodworking. No other use shall be allowed under this Planned Unit Development.
2. All vehicles related to businesses operating at the site shall be accommodated by off-street parking.
3. All parking for employees and owners of retail and service businesses shall be accommodated by off-street parking.
4. All parking for employees and occupants of office space shall be accommodated by off-street parking.
5. Off-street parking required herein shall be calculated on a per use basis and required off-street parking shall not be shared by uses (i.e. joint parking spaces) unless approved by the City Council.
6. Overnight, on-street parking of vehicles, trucks, passenger autos, equipment, and similar items related to allowable commercial or storage uses is prohibited.
7. When the use of an existing structure changes from that identified in Exhibit A (hereto attached) dated April 15, 2018, the Property Owner shall contact the Building Official to request a Change In Occupancy Permit and/or Review.
8. Storage areas shall not be used for residential purposes unless a Change In Occupancy Permit is approved by the Building Official.
9. Persons leasing or owning storage space may fix or repair their personal property in said storage space, in a fashion substantially similar with what would occur in a residential garage.
10. Retail, service, and office uses, when conducting business, shall observe typical business operating hours.
11. Residential uses shall be protected from unreasonable noise, glare, vibration, odor, smoke, and similar intrusions, including but not limited to those included in Chapter Six of the City Code pertaining to nuisances.
12. Uses requiring an Industrial Wastewater Permit under Chapter 30.80, Subd. (D) as may be amended are prohibited.
13. The Property Owner shall not discharge industrial waste into the sanitary sewer system.
14. Any proposed signage will require the issuance of a sign/building permit.

15. This approval is applicable only to the property legally described as Block 19, Original Plat, City of Arlington.
16. All uses and structures authorized under this mixed use planned unit development are subject to all applicable codes, regulations and ordinances, and violation thereof shall be grounds for revocation.
17. The City may revoke the PUD upon violation of the conditions of approval and following a public hearing accepting comment on the proposed revocation.

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: Carlson, Deno, Grabitske, Kreft, Nuesse; and the following against the same: None; and the following abstained from voting: None; and the following were absent: Halverson, Councilmember Battcher.

Adopted by the Planning & Zoning Committee of the City of Arlington this 7th day of June, 2018.

Signed: /s/ Jim Kreft
Chairperson Jim Kreft

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

Whereupon the resolution was declared duly passed and executed.

EDA Dir. Amy Newsom was present to ask the Planning Committee to discuss rezoning the city owned property at CSAH 9 & TH 5 (commonly referred to as the 'hotel' property) and CSAH 9 North of the race track & west of Arlington Meadows (commonly referred to as the 'Nickel' property). She stated that she was working with an individual/potential business that wants to come to town and is interested in the hotel parcel. She stated that the property is currently zoned for business/commercial, which would not fit the prospective business. Newsom commented that she also works for Sibley County EDA and has some other businesses looking for city owned lots that are ready to go (have infrastructure already in place). She was also working with someone that was interested in the Nickel parcel, but the zoning doesn't fit the needs either. She was making known that a request maybe forth coming. Smith-Strack explained that it was not the practice of the Planning Committee to rezone property without an application first. There were too many things that need to be considered, such as if there were wetland issues, if platting was going to take place, type of zoning that would be needed, information about the business and structural footprint, and if was consistent with the Comprehensive Plan. It was questioned why a parcel wasn't being considered within the 22 acre industrial park to the southwest. Newsom commented that there was no access to that industrial area (financially was not feasible); and the City was looking into other options. Kreft commented that the Planning Committee would examine an application for rezoning; but would not vary from its process to do so.

The April Building Permit Report was reviewed. Nuesse questioned if Smith-Strack had a chance to research the fees. Smith-Strack stated she had not, but will make a point to before the next regular meeting.

Mayor Nagel commented that he had met with Arlington Township Officials a couple of times to discuss the renewal of the orderly annexation agreement. The Township is not interested in renewing an agreement. Kreft commented that the City's urban reserve district will go away and the committee will lose a member (who lives within the township/OAA). It was suggested that a meeting with Sibley County should be held to discuss the City's concerns about future development of the area that was in the OAA. It was noted that the City could still annex property as it needed to.

Motion by Grabitske, seconded by Deno, and passed by unanimous vote to adjourn the meeting at 7:47 p.m.

PZ Adm. Cynthia Smith-Strack

Chairperson Jim Kreft