

**PLANNING & ZONING COMMITTEE  
MEETING AGENDA  
THURSDAY, NOVEMBER 1, 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. September 6, 2018 – Regular Session.
  - B. October 4, 2018 – Regular Session.
5. Public Hearings.
  - None.
6. Business.
  - A. Update: Orderly Annexation.
  - B. Rental Code.
7. Building Permit Report
  - A. September.
8. Other/Updates
9. Adjourn.

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| <b>A QUORUM OF THE CITY COUNCIL MAY BE PRESENT AT THIS MEETING.<br/>NO OFFICIAL ACTION BY THE CITY COUNCIL SHALL OCCUR AT THIS MEETING</b> |
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**PLANNING & ZONING BOARD  
MEETING MINUTES  
NOVEMBER 1, 2018**

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

Members Present: Jim Carlson, Janet Deno, Dwight Grabitske, Darnell Halverson, Jim Kreft, Jennifer Nuesse, Councilmember Michelle Battcher

Members Absent: None

Also Present: PZ Adm. Cynthia Smith-Strack

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

Motion by Grabitske, seconded by Nuesse, and passed by unanimous vote to approve the minutes from the September 6, 2018 and October 4, 2018 meetings as presented.

It was noted that there were no public hearings scheduled.

Smith-Strack provided an update on the former Orderly Annexation Area. It was noted that Chairperson Kreft and PZ Dir. Smith-Strack met with Arlington Township representatives back in September; the intent being to potentially identify a new Orderly Annexation Agreement. A map showing the former annexation area and a proposed new expanded area was reviewed. The Township was in favor of the original annexation area, not the proposed expanded one. The Township would like to keep the language from the former agreement with regards to the six year transition period for property being annexed to the city (township tax rate to city tax rate). The Township may or may not be open to setting a long-term timeline for annexation of the Highland View Addition. It was noted that the former agreement was for a twenty year term, the Township favored a lesser term. The Township appeared to be ok with the City having zoning authority within the orderly annexation area. Smith-Strack advised City Adm. Melvin of the information obtained at the township meeting and he was going to bring it back to the City Council.

Smith-Strack presented information she obtained from the Attorney General's Office on extraterritorial extension of subdivision and zoning regulations as they apply between the City, Township and the County in cases of zoning jurisdiction with annexations. Battcher expressed concern about the fairness of an Agreement; the City and Township do not benefit evenly. Smith-Strack felt the former Agreement was fair to both entities and provided some reasons why, which included that the former agreement contained a clause that if a property was petitioned for annexation, the City could take in another one at the same time. She explained that type of clause was not common in annexation agreements. She added that without an annexation agreement in place, the City has no protection along its boundaries against situations created by development regardless if it is residential, commercial or industrial in nature. Some discussion was held on the Highland View Addition and the potential annexation thereof (could be a negotiation point between the City and Township).

Discussion was held on the proposed Rental Code. Committee members provided names of non-homestead residential property owners to represent landlords within the City, who may be interested in providing their input and/or help work on the proposed rental code. Grabitske suggested that a list of questions or topics be put together when working with these individuals so everyone is on the same page/topic. It was questioned if one-to-one or group setting would be better. It was the consensus to hold a group setting. The Committee was asked to email Smith-Strack the names they would like to work with before the next meeting.

The September Building Permit Report was reviewed.

Deno questioned what was being done about the noise coming from Northland Drying. Battcher stated that the City put an article in the paper on the issue. The Company was installing noise reduction and working on the issues.

Motion by Grabitske, seconded by Battcher, and passed by unanimous vote to adjourn the meeting at 8:01 p.m.

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PZ Adm. Cynthia Smith-Strack

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Chairperson Jim Kreft