

**PLANNING & ZONING COMMITTEE
MEETING AGENDA
THURSDAY, DECEMBER 6, 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. November 1, 2018 – Regular Session.
5. Public Hearings.
 - None.
6. Business.
 - A. Rental Code.
7. Building Permit Report
 - A. October.
8. 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
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**PLANNING & ZONING BOARD
MEETING MINUTES
DECEMBER 6, 2018**

The meeting was called to order at 7:00 p.m. by Vice Chairperson Dwight Grabitske.

Members Present: Jim Carlson, Janet Deno, Vice Chairperson Dwight Grabitske, Jennifer Nuesse, Councilmember Michelle Battcher

Members Absent: Chairperson Jim Kreft, Darnell Halverson

Also Present: PZ Adm. Cynthia Smith-Strack, Mayor Rich Nagel

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

Motion by Battcher, seconded by Nuesse, and passed by unanimous vote to approve the minutes from the November 1, 2018 meeting as presented.

It was noted that there were no public hearings scheduled.

PZ Dir. Smith-Strack explained that at the last meeting the members had agreed to review a list of (local) non-homestead residential property owners and choose potential individuals to conduct an outreach. Smith-Strack stated that she received emails from Committees members with their choices and then compiled a list of the names for the Committee to select from. It was suggested to invite 3-5 individuals from the list. It was the consensus to invite the top eight names from the list. Mayor Nagel inquired as to why out-of-town landlords were not included. It was noted that they had been invited to the meeting back in April and chose not to attend. Grabitske suggested choosing specific topics (narrow down the long list) be to be discussed with this group and get the information to them prior to the meeting. It was suggested to hold the meeting with the landlords at the February 7th meeting; that would give the PZ members time to go through the framework again and decide on topics to discuss.

The Committee members started reviewing the framework and selecting potential topics to discuss. Various comments were made on select portions of the framework. Members were asked to review the proposed framework and submit their ideas for discussion to PZ Dir. Smith-Strack prior to the January meeting so that a proposed list of topics could be compiled.

The October Building Permit Report was reviewed.

Motion by Nuesse, seconded by Deno, and passed by unanimous vote to adjourn the meeting at 7:45 p.m.

PZ Adm. Cynthia Smith-Strack

Vice Chairperson Dwight Grabitske