The Alexandria Planning & Zoning Commission met in regular session on the above date at 7:00 p.m. Chairperson Dave Hart opened the meeting with the Pledge of Allegiance.

The following members answered roll call:

Present: Dave Hart, Chair
         Marty Hipple
         Sonny Markus
         Rick Neltner
         James Glahn

Also: Jan Johannemann
      Carol Hofstetter
      Susie Thomas
      Asst. City Clerk
      William Rachford
      Zoning Administrator
      Mayor Ron Johnson

APPROVAL OF MINUTES – August 5, 2014

MOTION: Marty Hipple made a motion to approve the minutes of August 5, 2014, seconded by Susie Thomas. All in favor, the motion passed 7-0-0.

VISITORS & GUESTS - None

OLD BUSINESS -

Sonny Markus asked about the temporary sign at Skip N Flip and Carol Hofstetter said it was taken down. SnoCastle has one now, but that one is not due to be removed yet.

NEW BUSINESS –

Carol Hofstetter said Tailored Catering, a new business next to Miss Shirley’s Bakery, has recently opened. The grand opening and a ribbon cutting ceremony will be held on Saturday at 11:00. Other businesses now opened in Alexandria are Infinity Salon and Lasting Impressions.

INTERNAL BUSINESS –

Treasurer’s Report:
Susie Thomas presented the Treasurer’s Report for August, 2014:

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<th>Description</th>
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<td>Beginning Balance</td>
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<td>-3.00</td>
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<td>Ending Balance</td>
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CDS Associates #55089
PNC Bank Charges (July ’14)

Rick Neltner asked if the CDS invoice showed a breakdown of cost. Ms. Thomas will ask Mr. Brueggemann for one.

MOTION: Ron Johnson made a motion to pay the invoice, seconded by Sonny Markus. All in favor, the motion passed 7-0-0.

MOTION: Ron Johnson made a motion to approve the Treasurer’s Report dated August 19, 2014, seconded by Marty Hipple. All in favor, the motion passed 7-0-0.

City Council Report:
Mayor Rachford said Arcadia is moving along with at least six occupied homes, all lots on Talus Way have been sold, and grading for the condos at the beginning of the development.
Other Items:

**ZONING ORDINANCE CHANGES** - Carol Hofstetter distributed a list of some things she runs across on a regular basis that need changing in the Zoning Ordinance.

1) **Sec. 3.8 Deferred Exterior Maintenance**: This addresses high grass and weeds. Everyone was in concurrence with changing the height requirement from 10 inches to 8 inches.

2) **Sec. 9.2 Sign Definitions**: Subsection (a) is a monument sign base, "no higher than 2 feet in height". This would be changed to 3 feet because 2 feet is too close to the ground and not a common height for a monument sign. Mr. Neltner asked if there is a requirement where the base is to be a break-away base. Carol Hofstetter said this isn't a problem. Mr. Neltner also asked if there was a requirement for break-away brick mailboxes. The City does not have one, but the Post Office probably does. The Commissioners are in agreement with changing the monument sign base height to 3 feet.

3) **Accessory Buildings**: There is nothing in the ordinance about limiting the height of accessory buildings to to a single story, and Carol has encountered two instances where this has come up. After much discussion on what height should be allowed (10 ft. or 14 ft. from ground to the peak of the roof), the definition between a "story" and a "loft", and whether to use a percentage of the square feet of the home foundation, some felt limiting the height is too subjective. This decision was put on hold and Carol Hofstetter will do more research and re-visit this later.

4) **Sec. 9.7 (#1 of Ordinance 2013-03)**: Carol explained this was changed by ordinance, but language was not changed in the Zoning Ordinance book. This just needs to be cleaned up. The Commissioners agreed.

5) **Banner Signs**: Should these signs be kept as temporary signs ONLY? Carol said a temporary permit is required for a banner sign. Rick Neltner asked Carol to define a banner sign and to explain how she would enforce the regulations. He said the VFW has a lot of banners and he doesn't think he would require them to remove them. He would like to see something where an organization of that kind would be exempt. There was much discussion on when banners are permissible and not considered temporary. Carol emphasized there should be some limits or there will be banners all over town. Mayor Rachford pointed out the VFW and others mentioned were all 501(c)(3) entities. The emphasis was more on businesses. Mr. Hart thinks banners should still be temporary, but maybe there should be additional language exempting certain entities, particularly non-profit. Carol said this is a subject that keeps coming up, so she wanted P&Z's input. This was put on hold and Carol will discuss this with the City Attorney.

6) **Length of Time for Temporary Signs**: The suggested change would be for a total of 30 days, 15 days twice a year. Everyone agreed.

7) **Retaining Walls**: Ms. Thomas thinks there should be a height, that it is just too open-ended to restrict all retaining walls. Carol stated the city engineer has to review engineer drawings on anything that is three feet or more. Because this can be expensive, she would like to see the requirements listed in the ordinance so an applicant is aware of them. Mr. Hart pointed out there is a difference between landscaping and retaining walls (most landscaping walls are two feet). It is already in the ordinance, but it does not indicate a need for the city engineer to review the drawings. This item will also be revisited after more research and discussion with the City Engineer.

8) **Adding Tattoo Parlors, Pawn Shops, Truck Stops as permitted uses in the Industrial Park Zone**: Mr. Hart said we have to allow these in some zone. Currently there is no property in the city zoned Industrial Park. Everyone was agreeable to this.

9) **Mobile Signs not permitted but are used in town, list permitted for temporary only**: This is regarding the small marquis signs on rollers to advertise events, and would follow the temporary sign
regulations. They are currently not permitted anywhere in the zoning ordinance. Everyone agreed it should be a temporary sign rather than just not permitted.

10) Regulations pertaining to Parking or Storing of Recreational Vehicles, etc.: The language states "it shall be unlawful to park or keep any truck or commercial vehicle of more than one-ton capacity, such as a Ford Model F350, Chevrolet Model C-30, or their equivalent at any place or location on any private property in any residential zone except in a completely-enclosed building". Mr. Hart stated the problem is interpreting what is not allowed outside an enclosed building. He did some research and found anything more than an F350 has an 8-inch wider wheel track. He thinks the intent was the size of a vehicle. Ms. Thomas said if we limit the size of an accessory building and a vehicle is only permitted if it is kept in an enclosed building, then we'll need a larger building. She thinks this regulation is too restrictive. Mr. Hart said the intent was to restrict large towing vehicles, etc. that were parking on residential streets. Carol has had recent issues regarding someone who received a warning for having a 350 sitting on the street, and wondered if the language should be clearer. Mr. Hart thinks a 350 should be permitted. After much discussion, including adding the language "larger than a F350 . . .", they concurred that a vehicle larger than F350 must be parked in the driveway.

In summary, Mr. Hart took a poll (7-0) and all the commissioners were in favor with the above items, with the exception of accessory buildings height, banner signs, and retaining wall height. With regard to the trucks, there will be some language added to clarify interpretation of this regulation.

ADJOURNMENT -

MOTION: Marty Hipple made a motion to adjourn, seconded by Susie Thomas. All in favor, the motion passed with a 7-0-0 vote. Meeting adjourned at 8:10 p.m.

Attested to and submitted by:

Kareh M. Barto
City Clerk/Treasurer

Dated 9-4-14

Dave Hart, Chair
Planning and Zoning

Dated 9/2/14