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  Sonny Markus  Rick Neltner  James Glahn
          Marty Hipple  Susie Thomas  Ron Johnson

Also: Carol Hofstetter  Zoning Administrator  Mark Brueggemann  City Engineer
      Jan Johannemann  Asst. City Clerk  Mike Duncan  City Attorney
      William Raciford  Mayor

APPROVAL OF MINUTES - July 15, 2014

MOTION: Sonny Markus made a motion to approve the minutes of July 15, 2014, seconded by James Glahn. All in favor, the motion passed 7-0-0.

VISITORS & GUESTS - None

OLD BUSINESS -

Regarding updates to the subdivision regulations and zoning ordinance, Carol Hofstetter has prepared a list of items for discussion, but since there may be a lengthy meeting tonight, Mr. Hart advised this will be on the next Agenda for an in-depth discussion.

NEW BUSINESS –

The Shire at Arcadia, Section 1 – Request for Final Plat Approval:
Mr. Brueggemann explained this is the multi-family section of Arcadia being developed by Fischer. They will be dedicating two areas of open space, one being the condominium clubhouse, and one is identified in the PUD plan. Lots 1, 2, 7, 8, 9, and 10 are also dedicated on the plat, each lot having one 7- or 8-unit building. The public road that provides the frontage for this final plat would be dedicated and part of this plat. The applicant has requested the streets be bonded since construction is not complete. The City is being asked to accept a bond in the full amount of the necessary work. The applicant has approval from NKWD, and from SD1 for the sanitary sewer that will be constructed.

Mr. Duncan explained the process and procedures for bonding the uncompleted work and to allow the City to go through the street dedication process. Mr. Hart asked Mr. Brueggemann if he felt confident the bond amount is sufficient. He said yes, and added the applicant submitted a detailed listing of the work items to be completed at the unit prices and quantities. Mr. Brueggemann believes these are correct. The applicant also has agreed to add a 20% contingency.

Mr. Johnson asked why they were in a hurry. Richard Henderson, Vice-President of Construction Development for Fischer, explained they have already pulled permits for two of the building structures. Fischer has a development entity and a home building entity. The plats are owned by the development entity but they cannot transfer the property without the plat creating the parcels to do so. The majority of the infrastructure is already in place except for the street. They are very close to being done but are trying to keep things moving forward. The way their company is structured is all tied in with transfer of property, which cannot be done until the plat is recorded.

Mr. Neltner asked if Mr. Henderson believes the amount of the bond is enough to carry that street, and he agreed it was. Mr. Neltner went over some of the cost of materials, and believes the 20% contingency is for unforeseen obstacles. He doesn’t know how they can do the work for that price. Mr.
Henderson said they have a contract for that price. After much discussion on this matter, Mr. Neltner wanted to go on record that he didn’t think the bond is high enough.

Mr. Duncan said there is typically a contingency of 10%, but based on the fact that the street is not yet, Mr. Brueggemann had asked for 20%. The total amount is $118,738.99, and during the next few weeks, the more they get done, the less the city is at risk. He is satisfied with the number since the City Engineer approved. However, the bond itself needs more language added, but P&Z could approve the final plat, with the conditions it satisfies the legal requirements, and with City Council approving the bond.

Ms. Thomas asked if there was a time limit on the bids. Mr. Henderson said the bid is good for one year, and he is more than happy to add a two-month time frame to the bond because he is not concerned with dragging it out. Mr. Duncan said that would be an excellent suggestion, and Mr. Neltner agreed. Mr. Henderson will work with Mr. Duncan on the timing details and the legal language.

The commissioners discussed the time frame, and decided on 60 days. Mr. Henderson hopes to be finished by the October 10th. He agreed 60 days was acceptable.

Mr. Neltner asked why Paul Metzger signed the Application for Final Plat Approval instead of Mr. Henderson. Mr. Henderson said Paul worked for him, but is no longer at Fischer. If P&Z wants him to re-sign the application, he will be glad to do so.

Mr. Duncan said if P&Z approves the Final Plat, it should be subject to the conditions. Susie wanted to add the condition having Mr. Henderson sign the application. Mr. Duncan said if Mr. Metzger worked for the company and had the authority to sign the application, then the document is valid. It was decided to remove this condition.

**MOTION:** Sonny Markus made a motion to approve the Final Plat for The Shires at Arcadia, based on these conditions (1) limit the bond to 60 days; (2) amend the language in the bond per the City Attorney; and (3) City Council approve the guarantee per the Subdivision Regulations. The motion was seconded by Susie Thomas. All in favor, the motion passed 7-0-0.

**INTERNAL BUSINESS -**

**Other Items:**
Sonny Markus asked why the temporary sign for Skip N Flip is still up. Mr. Johnson asked who was moving dirt on the north side of Walmart? Carol Hofstetter will check on these. Ms. Thomas asked for an update on Baptist Life. Mr. Hart said they plan to break ground in the Fall.

**ADJOURNMENT -**

**MOTION:** Marty Hipple made a motion to adjourn, seconded by Rick Neltner. All in favor, the motion passed with a 7-0-0 vote. Meeting adjourned at 7:35 p.m.

Attested to and submitted by:

Karen M. Barto  
City Clerk/Treasurer  
Dated 8-20-14  

Dave Hart, Chair  
Planning and Zoning  
Dated 8-19-14