



**PLANNING & ZONING MEETING
Minutes of March 17, 2015**

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
 Ron Johnson Rick Neltner Susie Thomas
Absent: James Glahn

Also: Jan Johannemann, Asst. City Clerk Carol Hofstetter, Zoning Admin.
 Mark Brueggemann & Joe Lacy, City Engineers

APPROVAL OF MINUTES: March 3, 2015

MOTION: Sonny Markus made a motion to approve the minutes of March 3, 2015, seconded by Susie Thomas. All in favor, the motion passed 5-0-1 with Mr. Hart abstaining.

VISITORS & GUESTS: None

OLD BUSINESS:

Mr. Neltner asked if any decision was made on whether to allow externally-lit signs. Mr. Hart said the bottom line is they are not allowed. Mr. Neltner mentioned the city's Welcome signs are externally lit and he believes the City should set the precedence. He would like to see all the signs left alone. Ms. Thomas pointed out there are many businesses in the City that have followed the zoning ordinance, and non-conforming businesses should also be held to the same standard. Mr. Johnson's opinion is that Carol is the zoning administrator and it should be her call as to whether to contact the non-conforming businesses. Mr. Hart reiterated that is why the Commission should decide whether or not to review and change this when the zoning ordinance is updated.

Mr. Johnson asked whether there has been any word from Southern States. It's been close to a year since they came before the Board. Carol said they are waiting for Corporate Office to give them a date, then they can start construction.

NEW BUSINESS:

1) Arcadia Development, Phase E – Improvements:

Mike Schoettelkotte, Tollgate Development LLC, said this is the next section of single family home lots to be submitted. He added the last stage of single family was Phase B, and they are just taking the next phase out of "sequence". This is an extension of Arcadia Boulevard going back to just before the Sams property line, which is now owned by Tollgate. There are 29 lots, 65' wide, and they meet the minimum square footage requirements established in the Preliminary Plan. There are two open space parcels in this portion, which will be maintained by the HOA. Trail connections are already in place, with hard surfaced areas to the wooded area and from then on it is a natural trail that connects back into another section of sidewalks.

Mr. Schoettelkotte explained things elsewhere in the development are moving along at a steady pace.

For Phase E, he has approvals from Sanitation District #1 for the sanitary sewer and land disturbance permit, and from Northern Kentucky Water District. They have also addressed the City Engineer's comments.

Mr. Schoettelkotte then answered some general questions from the Commissioners on other matters in Arcadia, including snow removal, topsoil mound run-offs, safety, etc. Mr. Brueggemann and Mr. Hart both noted that as big an undertaking as this is, there has been good cooperation between the developers and the home builders to keep the mud, dirt and debris to a minimum.

Mr. Brueggemann gave his report on Arcadia, Phase E Improvements. After reviewing the plans, he finds they are in conformance with the approved PUD and also in conformance with the Subdivision Regulations. There were a couple of minor comments that have been addressed.

MOTION: Sonny Markus made a motion to approve the Arcadia Development, Phase E Improvements, seconded by Susie Thomas. All in favor, the motion passed 5-0-1 with Mr. Hart abstaining.

2) 9291 Alexandria Pike, Alynn Investments – Site Plan:

Brett Cade, owner of Alynn Investments, proposes a Site Plan for adding a storage building on the right rear of the property. Mr. Brueggemann said this property is in the Highway Commercial zone, and the proposed building is in conformance with the zone. The HC zone does permit a zero setback, and he recommended that Mr. Cade communicate with his neighbor to make sure they were aware of that. He also advised Mr. Cade to have the property surveyed and staked to insure there is no encroachment on the neighbor's property. Mr. Cade had already contracted with Gary Menetery and there are pins in place. The building is very basic with no additional pavement for car traffic, and the area of the building is .11 acres. The engineer for the site did provide some drainage calculations, but the increase in storm water runoff is miniscule and no storm water detention is needed. The water is being directed off to the back of the property and flows for quite a distance before it crosses his property line. It is Mr. Brueggemann's opinion the Site Plan conforms with the HC Zone and the Zoning Ordinance.

MOTION: Marty Hipple made a motion to approve the Site Plan for Alynn Investments, 9291 Alexandria Pike, seconded by Rick Neltner. All in favor, the motion passed 5-0-1 with Mr. Hart abstaining.

Mr. Hart received a letter from the Planning & Development Services of Kenton County who have unanimously adopted to renew and change many of their subdivision regulations. Mr. Brueggemann had been working on this process for a number of years, and there were a lot of positive things implemented in the Kenton County Subdivision Regulations. He thinks it is definitely the time to do a thorough review and updating of Alexandria's regulations as they have not been changed in a number of years. He will need about three months to get the information together before bringing it back to the Commission for discussions and decision.

INTERNAL BUSINESS:

Treasurer's Report:

Susie Thomas presented the Treasurer's Report for March, 2015.

Beginning Balance	\$20,742.93	
Receipts	+250.00	ID Plat - 83 S. Jefferson
	+250.00	ID Plat - 89 S. Jefferson
Invoices to Pay	-738.74	CT Consultants #148088-4
	-364.00	CT Consultants #150283-2
	-617.50	Ziegler & Schneider #172
	<u>-3.00</u>	PNC Bank Charge
Ending Balance	\$19,522.69	

Mr. Johnson thought the city was going to assume the cost of the Ziegler & Schneider invoice. Mr. Hart pointed out there is still a lot more to do and this invoice is an initial stage. He thinks P&Z would have to come up with at least half of that. Mr. Johnson said the Mayor agreed the City would assume responsibility of the legal cost. Susie suggested this should be discussed with the Mayor. Mr. Hart said this matter could be either (a) tabled, or (b) take it as it is and look for reimbursement. Mr. Hipple suggested the Commission pay the bills and then talk with the Mayor to work out reimbursement of the legal invoice if that is what was agreed upon. Ms. Thomas agreed because there are other expenses included in the Treasurer's Report that need to be paid.

MOTION: Sonny Markus made a motion to pay the invoices, seconded by Rick Neltner. Mr. Hart will discuss the Ziegler & Schneider invoice with the Mayor. All in favor, the motion passed 5-0-1 with Mr. Hart abstaining.

MOTION: Sonny Markus made a motion to approve the Treasurer's Report dated March 17, 2015 with the stipulation that the Chairman talk to the Mayor about the payment of Ziegler & Schneider invoice, seconded by Rick Neltner. All in favor, the motion passed 5-0-1 with Mr. Hart abstaining.

Correspondence: City Council will have a Town Hall Meeting this Thursday, March 19th at 7:00 p.m. in the Alexandria Community Center.

ADJOURNMENT:

MOTION: Marty Hipple made a motion to adjourn, seconded by Susie Thomas. All in favor, the motion passed with a 5-0-1 vote with Mr. Hart abstaining. Meeting adjourned at 7:43 p.m.

Attested to and submitted by:



Karen M. Barto
City Clerk/Treasurer

Dated 4-7-15



Dave Hart, Chair
Planning and Zoning

Dated 4/7/15