



**PLANNING & ZONING MEETING
Minutes of May 19, 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 James Glahn Sonny Markus
 Ron Johnson Rick Neltner Susie Thomas

Absent: Marty Hipple

Also: Jan Johannemann, Asst. City Clerk Mark Brueggemann, City Engineer
 Carol Hofstetter, Zoning Admr. William T. Rachford, Jr., Mayor

APPROVAL OF MINUTES: May 5, 2015

MOTION: Sonny Markus made a motion to approve the minutes of May 5, 2015, with the following correction: Mr. Johnson would like to change the 2nd paragraph under "New Business" to read "...the site plan shall be contingent upon..." and add "...must have the permit before starting the work". The motion was seconded by Ron Johnson. All in favor, the motion passed 4-0-2 with Mr. Hart and Ms. Thomas abstaining.

VISITORS & GUESTS: None

OLD BUSINESS:

Updates on work in progress:

- Poplar Ridge Berling Project: Nothing has been submitted, but a ground clearing permit was obtained.
- Baptist Home: No firm start date yet.
- Southern States: Waiting for final approval from their corporate office.

NEW BUSINESS:

1) Kremer Apts., 8255 Tollgate Rd., Site Plan Approval – Rick Carr, Project Engineer, has reviewed the reports and agrees with all the conditions. Wayne Kremer is also present for any questions. Mr. Kremer had gone before the Board of Adjustments and obtained a variance for the front setback from 40 ft. to 36 ft. He had also asked the Board of Adjustments for other variances, but decided not to pursue them. The building was re-shaped and the parking lot was moved to compensate for a water issue on a neighbor's property.

Mr. Brueggemann said he worked with the applicant to refine the project to what it is now. This piece of property is in compliance with the zoning code, and he agrees that the re-routing of the storm sewer was a good idea and will eliminate the majority of the water from Mr. Kremer's property from going onto his neighbor's property.

Mr. Neltner asked if there would be an issue with the water runoff onto Tollgate. Mr. Brueggemann said this will not change within the right of way. The storm sewer work that is being done is on the private property. They are not changing the outlet pipe in the right of way, and are not adding a new access. The grading is not impacting the right of way, so no encroachment permit is needed. For the three new units, there will be six new parking spaces, which is adequate.

MOTION: Susie Thomas made a motion to approve the Site Plan for Kremer Apartments, 8255 Tollgate Road, seconded by Sonny Markus. All in favor, the motion passed 5-0-1 with Mr. Hart abstaining.

2) Arcadia Highlands, Phase 2 – Improvements – Mr. Schoettlekotte/Drees Company, said this is an addition to the Arcadia Highlands Townhomes. There are four buildings with 20 townhomes that have lower level walkouts in the rear, they overlook either the Tollgate Road valley or the Arcadia Boulevard creek valley, and have 2-car garages. They have approval from SD1 for sanitary sewer, have a land disturbance permit, and approvals from the Water District, Fire Department, and state KTBS.

Mr. Schoettlekotte then gave a progress report on Arcadia, and answered questions from the commissioners. If these additional units were not added, they would run out of units to sell.

Mr. Brueggemann said the plans have been reviewed in detail, and this is in conformance with the approved PUD and with the Subdivision Regulations. There were some minor adjustments listed on their review letter and the applicant has made those changes. Mr. Brueggemann stated the revised drawings, as submitted, meet the requirements.

MOTION: Sonny Markus made a motion to approve the Arcadia Highlands, Phase 2 Improvements, as submitted, seconded by Susie Thomas. All in favor, the motion passed 5-0-1 with Mr. Hart abstaining.

INTERNAL BUSINESS:

Treasurer's Report:

Susie Thomas presented the Treasurer's Report for May, 2015

Beginning Balance	\$19,846.19	
Receipts	+1,991.75	Arcadia Blvd. Improvement Plat
	+610.00	Kremer Apts. Site Plan Approval
	+445.00	Arcadia Highland, Sec. 1 Final Plat Approval
	+245.93	Summerlake Sub., Sec. 8 Final Plat Approval
	+254.38	Summerlake Sub., Sec. 7 Final Plat Approval
	+435.00	Shire of Arcadia, Sec. 3 Final Plat Approval
Invoices to Pay	-163.04	CT Consultants, Inv. 148089-1
	-2,047.34	CT Consultants, Inv. 150283-3
	-3.00	PNC Bank Charge
Ending Balance	\$21,604.87	

MOTION: Sonny Markus made a motion to pay the invoices, seconded by Ron Johnson. 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 May 19, 2015, seconded by Ron Johnson. All in favor, the motion passed 5-0-1 with Mr. Hart abstaining.

Council Report: Mayor Rachford said the new playground equipment is being installed. As soon as the construction is completed, mulch will be put down. This weeks' City Council meeting is canceled for lack of a quorum.

Correspondence: Mr. Hart asked Carol Hofstetter to put together a summary of the changes that Mr. Duncan is working on. Once she gets that information from him, she will get this to everyone.


Other Items: Mr. Hart said there have been a lot of changes with pavement and under drain designs, among other things, particularly in Arcadia. While we have not officially adopted any of those changes, the developer is working with the City and using those improvements. The City is planning on making changes to their street construction regulations. Mr. Hart wanted to bring this up in case a new developer comes into the city and has discussions about the pavement specifications that are expected, which is going to be of the newer design. Mr. Hart wanted it on record so a developer knows up front what is expected before getting bids.

Mr. Markus brought up continuing education and the information that was provided to all the Commissioners about an upcoming class, which falls on the same night as the next P&Z meeting. If enough people want to attend the class that there wouldn't be a quorum for the scheduled meeting, Mr. Hart will cancel the meeting.


ADJOURNMENT:

MOTION: Susie Thomas made a motion to adjourn. Mr. Hart announced that this will be Ms. Thomas' last meeting, and Mayor Rachford presented Susie Thomas with a plaque in appreciation for her years of service. The motion was then seconded by James Glahn. 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 6-3-15



Dave Hart, Chair
Planning and Zoning
Dated 6/2/15