



**PLANNING & ZONING MEETING  
Minutes of November 15, 2016**

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 and the following members answering roll call:

- |          |  |                                   |             |
|----------|--|-----------------------------------|-------------|
| Present: | Dave Hart, Chair                       | Sonny Markus                      | Randy Nehus |
|          | Ron Johnson                            | Rick Neltner                      |             |
| Absent:  | Nick Reitman                           | Dan Feldmann                      |             |
| Also:    | Carol Hofstetter, Zoning Administrator | Jan Johannemann, Asst. City Clerk |             |

**APPROVAL OF MINUTES: November 1, 2016**

**MOTION:** Sonny Markus made a motion to approve the minutes of November 1, 2016 as submitted, seconded by Ron Johnson. All in favor, the motion passed 4-0-1 with Mr. Neltner abstaining.

**VISITORS & GUESTS:** None

**OLD BUSINESS:**

Mr. Hart reviewed what was discussed at the last meeting regarding externally-lit signs. They would be allowed in certain circumstances and designs, and the details should be on the site plan for approval. If an older business requests an externally-lit sign, then it would be left up to the Zoning Administrator to approve it based on safety and design. Mr. Hart doesn't think it should be written into the Zoning Ordinance as an approved sign because this should be decided on a case-by-case basis.

Mr. Neltner said the City has an externally-lit sign along US 27, and they should set an example for others by conforming to their own sign regulations. Carol explained that is a mobile/temporary sign used for public service and is allowed. Mobile signs are permitted as temporary signs only with a time limit of 30 days total, 15-day limit at one time. New businesses can apply for a 90-day permit.

Carol also believes site submittals should be reviewed to make sure everything is on the application before it goes to P&Z. The city had been lenient in the past by allowing applicants to submit plans for signs and landscaping later, but it should always be submitted with the site plan application.

Mr. Neltner asked if there had been any more discussion about grading plans. He thinks there should be something written into the subdivision regulations to leave a row of trees between established neighbors and a new subdivision while it's being cleared.

He also asked if outside lighting is mandatory for a new subdivision. Carol said we can request developers to provide street lights, but it is not mandatory.

**NEW BUSINESS:**

There are signs by the Middle School in the ground between the sidewalk and curb. One of them had blown over and was in the street. Mr. Neltner noticed a young person retrieving it, which was dangerous. Carol will contact the Middle School to move the signs to the other side of the sidewalk.

**INTERNAL BUSINESS:**

**Correspondence:** On Saturday, December 3<sup>rd</sup> at 7:00 p.m. the Campbell County Rotary Club will present a Christmas Concert at Bishop Brossart High School Auditorium. Suggested fee is \$10 and a canned good item. Proceeds will go the Salvation Army and the Rotary Christmas Fund.

ORIGINAL

**City Council:** Mr. Hart congratulated all the city council members on being re-elected to another term.

**ADJOURNMENT:**

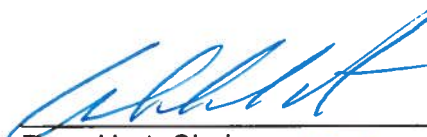
**MOTION:** Randy Nehus made a motion to adjourn, seconded by Sonny Markus. All in favor, the motion passed with a 5-0-1 vote with Mr. Hart abstaining. Meeting adjourned at 7:24 p.m.

Attested to and submitted by:



Karen M. Barto, City Clerk/Treasurer

Dated 12-7-2016



Dave Hart, Chair

Dated 12/6/16