Chairperson Dave Hart opened the regular meeting at 7:00 p.m. on the above date, with the Pledge of Allegiance and the following members answering roll call:

Present:  Dave Hart, Chair  Sonny Markus  Ron Johnson  
         Rick Neltner  Nick Reitman  Randy Nehus  
         Steven Shinkle

Also Present:  Jan Johannemann, Asst. City Clerk  Carol Hofstetter, Zoning Admin

APPROVAL OF MINUTES – May 1, 2018

Mr. Johnson questioned the section of the minutes where P&Z approved the request for a 5-ft. variance in a 10-ft. setback, along with approving the rezoning request for KAR Properties at 7528 Alexandria Pike. Mr. Hart explained the adjoining property owners were notified about this variance, and they did not come to the public hearing or express opposition to the variance.

MOTION: Sonny Markus made a motion to approve the minutes of May 1, 2018, seconded by Steven Shinkle. All in favor, the motion passed 4-0-3, with Mr. Johnson, Mr. Neltner, and Mr. Reitman abstaining.

VISITORS & GUESTS - None

OLD BUSINESS

1. Lighting for signs - A decision needs to be made regarding indirect sign lighting where ground lights shine up from a sign or where lights shine down from above the sign. Mr. Hart believes there is nothing wrong with this if the lighting is designed so it cannot be re-directed causing a safety hazard to drivers. Each application for a lighted sign should be reviewed on an individual basis.

Mr. Neltner thought there were some special requirements for lit signs in the B-1 district. He remembers talking about requiring these signs to be a certain size to match the historical look of Old Town Alexandria. Since there isn’t any room to put signs at street level in Old Town, Mr. Reitman pointed out most signs either hang out from a building or are attached to the front of the building. Any lighting would have to hang down from above the sign. He feels approval should be reviewed on a case-by-case basis.

2. There is a new home being built in the Eagle Ridge Subdivision that faces Poplar Ridge. Mr. Markus didn’t remember any driveways on the original plans coming out onto Poplar Ridge. When this building permit came in Carol did check the original plans approved by P&Z. There are four lots with driveways onto Poplar Ridge.

NEW BUSINESS

1. Display balloons are not specifically listed in the Zoning Ordinance. In the past Carol has handled these as a “temporary advertising/display”. Mr. Neltner would hate to tell someone it is not permitted when there are other violations in the city. Mr. Hart said regulations need to be consistent, and they should be the same for everyone. Carol asked P&Z to decide how they wanted to regulate display balloons.

2. Carol also mentioned some businesses use the tall stand-alone flags for advertising. The Code Enforcement Officer had suggested not allowing these unless we can regulate where they are
placed because they tend to fall over onto the road. After discussion it was decided these flags are okay but they should be placed far enough off the road and away from sidewalks so if they fall down, they won’t block the road or sidewalk. Like the balloons, they will be considered a temporary display.

**MOTION:** Rick Neitner made a motion that display balloons and tall flags be regulated under the Temporary Permits section of the Zoning Ordinance, as long as there are no safety issues with their construction and attachment mechanism, and that they be placed far enough away from streets and sidewalks to prevent injury to pedestrians and vehicles. The motion was seconded by Nick Reitman. All in favor, the motion passed 7-0-0.

3. Mr. Neitner brought up the Market Pages recently mailed out to Alexandria residents. On the front page was a letter from the Mayor listing some of the new businesses coming into the city. Guidugli’s Landscaping was not mentioned, and someone was very upset about it. Carol didn’t know why they were not mentioned, other than the letter had to be submitted weeks ago before Guidugli’s opened, or it might have been just an oversight. At the May 5th Town Hall Meeting, the Mayor did announce their grand opening and he had planned on talking about Guidugli’s at the next city council meeting.

4. Mr. Neitner asked how long a grand opening sign could be displayed. Carol said if he was talking about Guidugli’s, she had already straightened things out, and had given them the form for the 90-day new business grand opening sign permit. She had also informed Mrs. Guidugli that she could leave her existing sign up since she had paid $500 for it and if anyone questioned it they should contact Carol.

If anyone ever has any questions or concerns, Carol encouraged them to call the City and any of the staff will be more than happy to work with them.

**INTERNAL BUSINESS**

**Treasurer’s Report:**
Mr. Nehus presented the Treasurer’s Report for April 15, 2018.

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<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td><strong>Beginning Balance</strong></td>
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<tr>
<td><strong>Receipts</strong></td>
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<td></td>
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<td><strong>Expenses</strong></td>
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<td>CT Consultants, Inv. 180283-3</td>
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<td></td>
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<tr>
<td></td>
<td>Ziegler &amp; Schneider Inv. 208</td>
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<tr>
<td><strong>Ending Balance</strong></td>
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</tbody>
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Mr. Johnson asked if P&Z received the payment for the Highlands Lot 117 Re-Plat. Payment was received and deposited, as reflected on the April Treasurer’s Report.

**MOTION:** Nick Reitman made a motion to pay the invoices, seconded by Sonny Markus. All in favor the motion passed 6-0-1 with Mr. Hart abstaining.

**MOTION:** Ron Johnson made a motion to accept the May 15, 2018 Treasurer’s Report as submitted, seconded by Stephen Shinkle. All in favor, the motion passed 6-0-1 with Mr. Hart abstaining.

**City Council:** There will be a first reading of an ordinance regarding the KAR rezoning at this Thursday’s council meeting.
Carol Hofstetter gave the Commissioners information about another HB55 Class being presented on June 28-29.

**ADJOURNMENT:**

**MOTION:** Nick Reitman made a motion to adjourn, seconded by Steven Shinkle. All in favor, the motion passed with a 6-0-1 vote with Mr. Hart abstaining. Meeting adjourned at 7:32 p.m.

Attested to and submitted by:

Karen M. Barto, City Clerk/Treasurer

Dated 6-5-2018

Dave Hart, Chair

Dated 6/5/2018