



PLANNING & ZONING MEETING Minutes of July 21, 2020

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 Michele Nelson
 Nick Reitman Randy Nehus Steven Shinkle
 Derek Moore

Also Present: Stephanie Tarter, Admin. Clerk Carol Hofstetter, Zoning Administrator
 Andy Schabell, Mayor

APPROVAL OF MINUTES – July 7, 2020

MOTION: Nick Reitman made a motion to approve the minutes of July 7, 2020, seconded by Steven Shinkle. All in favor, the motion passed 6-0-1, Mr. Hart abstaining.

VISITORS AND GUESTS – None

NEW BUSINESS

Compass Point – Wendy Moeller: Mr. Hart introduced Wendy Moeller from Compass Point who will be helping the city finalize the Comprehensive Plan. Ms. Moeller gave the commissioners a hand out (see attached). She gave an overview of her background, qualifications and a quick snapshot of what she has done thus far. Due to COVID some aspects will be tweaked to avoid public meetings, but they will try to engage the public through online surveys and open comments. She would also like to have a work session with council as well to get their input through this process. She walked the commission through what she will be doing in the background, comparing the land use plan between the 2004 plan to what is current, along with other data for the city. She has already scheduled two work sessions for the Commission to review things as they go along to ensure everything still aligns with the goals. Once all of that happens and things are all pulled together, she will draft a plan for the public hearing.

She asked the commission for a quick overview of the process and what they hope to get out of the Comprehensive Plan. The commission began the process last July and have been working toward condensing down the information and making it more user friendly and update it with technology that is available now. They would like the Comprehensive Plan to be a better tool for people to use when looking to come to Alexandria. Every 5 years the Commission would review and make slight changes if needed and then readopt the plan. Ms. Moeller went on to say the current plan is very comprehensive in that it covers everything from how many fire apparatuses to have to the number of police officers, but today, most of that is determined by departments who take information from the plan, same thing applies to schools who do their own planning. Today Comprehensive Plans are thought of and used different than they were 20 years ago, which is why they are much shorter in length.

She talked about the goals and objectives section and mentioned there are some items in that section that are more action plan/implementation and she would like to separate those from each other. The question was posed on whether certain action items need to be included in the plan or could they be placed somewhere else. Ms. Moeller pointed out one of her questions for the Commission is, how do they want to use the plan. The important thing is, the plan has to be written for Alexandria and so the question the commission has to ask is what is important for Alexandria and what should be included in the plan for the city. The bulk of what Planning and Zoning does is look and make decisions on the development of the land through the city, but that has to be balanced with what KRS requires for a

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Comprehensive Plan. The question was posed on whether or not they can separate the Land Use map from the Comprehensive Plan as the former may be touched every year while the latter would be reviewed every five years. Some cities have several different plans but she also mentioned that the KRS says the plan has to be reviewed every 5 years, but there is nothing that says they can't review it every year. Ms. Moeller gave some suggestions of what they could do and encouraged them to pull the plan down every year and review, maybe with Council, the things that have been accomplished and things yet to be done. Annual reviews can show areas that need to be adjusted in the land use plan and can also open doors for funding with grants for projects. Comprehensive Plans used to be very static and were really a 20-year plan but today things are much more fluid and things are changing quicker so should be reviewed more frequently.

Ms. Moeller asked if the Land Use portion is what they look to when making decisions or other elements? It was pointed out the land use map, in the past, has caused them the most issues when development proposals come before the commission. It seems like the land use is a topic of conversation and that will be something they work on at the upcoming work session; to go through what they like, what they don't like and how they would like to see the current land to be used, etc. She went on to explain land use maps are going away from the singular land use, i.e. single-family home, highway commercial, etc. and are more focused on character and what the city would like to see a certain area to look like. Mr. Hart added that it's not just the land use that has caused them issues but the permitted uses within those zones have been a major issue in recent past. Ms. Moeller asked when the zoning for the city was updated and that is being done now alongside the Comprehensive Plan. The Comprehensive Plan and Zoning Ordinances are tied together so as they go through the process there may need to be additional changes made to the Zoning Ordinances. Mayor Schabell shared his thoughts and the issues they have run into in the city referring to the car washes that applied within a month of each other and are located about 400ft of each other. The permitted uses for the Highway Commercial are very broad and he would like to see some of that changed in the new plan. Mayor Schabell laid out a few more examples of things he would like to see changed and whether those would fall under the Comprehensive Plan. It was explained that the Comprehensive Plan is a guide and the teeth come in different formats through contracts and zoning ordinances. She went on to say that a Comprehensive Plan needs to have flexibility so there is room to consider a great idea that is presented but not considered during the planning process. She also stated this is why the goals, while broad in scope, are so important.

Ms. Moeller asked what they would like to hear and know from the public, are there areas or types of uses that have been controversial in the past? Mr. Shinkle shared an example of different apartment complexes that have been interested in the city that were different in scope, one was Section 8/Affordable housing and the other was high end, but they got push back from both ends. The survey could have virtual renderings of the current open land with the different potential uses, so people have a visual of what the area could look like in the future.

Before the next work session, Ms. Moeller will do an inventory of the current land use map, work on the survey and look at the current work that has been done and divide it up and present any questions/issues that may need to be considered. Timing for final product will be about 6 months barring any major issues or controversy.

Mr. Markus posed the question of what will happen if the number of COVID cases continues to climb and in person meetings are cancelled. Mayor Schabell said if things begin to shut back down, they will still make meetings happen through the use of Zoom and other technology. There was discussion about the first survey that went out and the results of that survey. The direction and use of the results were unclear so the survey never went to Facebook, but the Facebook page does very well. Ms. Moeller said they can also utilize any regular mailings the city has to get the word out about the survey, the local paper, social media and postcards.

There was a question about how the public hearing would work in light of the pandemic and Ms. Moeller was unsure of how that would work. She did encourage council to hold a public hearing to adopt the entire plan rather than just the goals and objectives since this document will affect the whole city.

UNFINISHED BUSINESS

Storage Units in Multi-Family Zone: Randy Nehus excused himself from the Planning and Zoning Commission and became a member of the audience for the purpose of this discussion to avoid a conflict of interest. Mr. Nehus passed out the most recent list of the suggested requirements for the storage units in the multi-family zone. One of the biggest concerns is how to keep them from popping up all throughout the city. Some of the regulations on Mr. Nehus' list would do a good job of curbing that with having a minimum number of housing units before you can have a storage unit on the property as well as having a max and min size of the storage building itself. The commission talked through the list pointing out the recommendations they liked and believe to be essential: no outdoor storage (boats, RVs, etc.), Fire Department/Police access, proper lighting for security purposes, and secure entrance. There were questions of clarification on what is meant by selling items associated with storage and that meant storage facilities could sell boxes, tapes, moving carts, etc. It was pointed out, while Mr. Nehus may not want all of these regulations, the more descriptive the commission is the better off they will be as a city and people can also request variances. It was asked if they could include something about setbacks from the road so it is not sitting right on the highway. It was pointed out there are requirements listed in regards to the aesthetic and dimensions to ensure it is not a large square building with orange doors. The question was posed on who would determine whether something was aesthetically pleasing or not and suggested reviewing each plan as they come in to determine if they meet the requirements of the surrounding buildings. Mr. Nehus asked the commission to pick out 5 to 10 items of things they would like to see so they can move the discussion and decision along. The potential changes, if approved, will be included in the public hearing along with the other zoning changes. It was pointed out that hours of operation are also really important to have as complaints have been reported about the newest car wash operating well after 10:00pm. Mr. Nehus said there would be set hours of when people can access the storage facility. There was some discussion of using the items listed on the second handout from Mr. Nehus. Removing too many items would give the city less control.

INTERNAL BUSINESS

Treasurer Report: Randy Nehus presented the Treasurer's Report for March 2020.

Beginning Balance	\$4,429.19	
Receipts	+425.00	Final Plat Approval, The Shire at Arcadia
	+425.00	Re-Plat lot 127, Arcadia Section 5
Expenses	- 1,795.15	CT Consultants Inv. #200283-1
	- 799.75	CT Consultants Inv. #200283-2
	- 1,417.00	Ziegler & Schneider Inv. #231
Ending Balance	\$1,277.29	

MOTION: Nick Reitman made a motion to pay invoices as presented, seconded by Steven Shinkle. All in favor, the motion passed 6-0-1, Mr. Hart abstaining.

MOTION: Nick made a motion to accept the Treasurer's Report dated March, 2020, with the adjustment to the date for the Final Plat approval from 2010 to 2020, removing the "r" from Rer-plat and changing the date from 2011 to 2020 for the Ziegler & Schneider invoice, seconded by Steven Shinkle. All in favor, the motion passed 6-0-1, Mr. Hart abstaining.

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Randy Nehus presented the Treasurer's Report for April 2020.

Beginning Balance \$1,227.29

Receipts	+626.00	Development Plat Approval, St. Mary's
	+610.00	Development Plat Approval, Chipotle
	+7149.12	Improvement Plat Approval, Timber Creek Phase 2

Expenses	- 351.00	Ziegler & Schneider Inv. #232
	- 914.02	Ct Consultants Inv. #200283-3

Ending Balance \$8,347.39

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

MOTION: Nick Reitman made a motion to accept the Treasurer's Report dated April 2020 with adjustment to the spelling from Tiber to Timber, seconded by Sonny Markus. All in favor, the motion passed 6-0-1, Mr. Hart abstaining.

Randy Nehus presented the Treasurer's Report for June 2020.

Beginning Balance \$8,347.39

Receipts	+250.00	ID Plat, AA Family Ltd Partnership
	+250.00	ID Plat, Voung Nhuyen
	+568.41	Final Plat, Arcadia Vineyards Section 5
	+425.00	Final Plat, The Shire at Arcadia, 790-816 Yorkshire Dr

Expenses	- 1,428.15	CT Consultants Inv. #200283-4
	- 52.00	Ziegler & Schneider Inv. #234
	- 403.00	Ziegler & Schneider Inv. #233

Ending Balance \$7,957.65

MOTION: Steven Shinkle made a motion to pay invoices as presented, seconded by Nick Reitman. All in favor, the motion passed 6-0-1, Mr. Hart abstaining.

MOTION: Steven Shinkle made a motion to accept the Treasurer's Report dated June 2020, seconded by Sonny Markus. All in favor, the motion passed 6-0-1, Mr. Hart abstaining.

Randy Nehus presented the Treasurer's Report for July 21, 2020.

Beginning Balance \$7,957.65

Receipts	+471.60	Grading/Erosion Control Approval, Grandview Rd/AA/Ridgewood Dr
	+7,419.75	Improvement Plat, Arcadia Phase K & L, Bluestem Ridge & Trillium Ct
	+50.00	Clerical error from ending March balance to beginning April balance

Expenses	- 442.00	Ziegler & Schneider Inv. #235
	- 856.88	CT Consultants Inv. #200283-5
	- 53.02	Purchase of bank checks
	840.62	Reimb. Drees for overpayment of Timber Creek Plat, PZ2020-06
	-514.13	CT Consultants Inv. #200283-6

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Ending Balance \$13,192.35

MOTION: Michele Nelson made a motion to pay invoices as presented, seconded by Sonny Markus. All in favor, the motion passed 6-0-1, Mr. Hart abstaining.

MOTION: Steven Shinkle made a motion to accept the Treasurer's Report dated July 21, 2020, seconded by Nick Reitman. All in favor, the motion passed 6-0-1, Mr. Hart abstaining.


City Council Report: Mayor Schabell reported the city has entered into a contract to purchase the land at 8822 Constable Dr for a new city building, a dog park, playground, etc. This is still in the very beginning stages but wanted the Commission to be aware if they get questions. He gave an overview of the constraints with the current building and city facilities. The city is growing and is in need of more space. The question was posed of when the current building will be paid off and it is either this year or next year.

He also gave an update on where the city stands on turning in receipts and getting money back in CARES money.

ADJOURNMENT

MOTION: Steven Shinkle made a motion to adjourn, seconded by Nick Reitman. All in favor, the motion passed 6-0-1, Mr. Hart abstaining. Meeting adjourned at 8:36 p.m.

Attested to and submitted by:


Jan Johannemann, City Clerk

Dated 8/5/2020


Dave Hart, Chair

Dated 8/4/2020