



PLANNING & ZONING MEETING  
Minutes of June 20, 2023

Chairperson Nick Reitman 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: Nick Reitman, Chair                      Sonny Markus                      Derek Moore  
                 Michele Nelson                      Randy Nehus

Absent: Sam Reubusch                      Adam Lisowsky

Also Present: Megan Snyder, Administrative Clerk                      David Plummer, City Administrator  
                 Cindy Minter, CC Director of Planning & Zoning                      Andy Schabell, Mayor  
                 Phillip Liles, Code Enforcement Officer

**APPROVAL OF MINUTES – May 16, 2023**

**MOTION:** Derek Moore made a motion to approve the minutes of May 16, 2023, seconded by Michele Nelson. All in favor, the motion passed 5-0-0.

**VISITORS AND GUESTS – None**

**NEW BUSINESS**

**Riffle Ridge Subdivision:** Cindy Minter with Campbell County Planning & Zoning gave a brief timeline of Riffle Ridge. Ms. Minter suggested they add landminiums to the list of definitions. Landminiums are not much different than a condo except that there is land attached. It was then questioned if that would then be more like a townhome. It was concluded to clarify the language for a townhome instead of adding landminiums.

**Meyer/Orlando Zoning:** Cindy Minter discussed a timeline of events for the Meyer/Orlando Zoning. She stated it is currently zoned Residential, and believes a server made a mistake by listing it as Commercial in 1995. There was a question of whether this needs to stay residential or make it commercial, because this site will be going up for sale soon. Mr. Reitman believes this site should remain residential unless current businesses want to expand. The Commission were all in agreement that this site needs to remain residential.

**By-Laws:** Cindy Minter made suggestions to the By-Laws; she explained the updates that were suggested for the By-Laws. See attached document.

**P&Z Permit Report:** A Planning and Zoning permit report was provided for the months of March and April. This report shows all the permits that have been issued by Campbell County Planning and Zoning for The City of Alexandria. The Planning & Zoning Commission liked seeing that they have been busy with issuing permits.

**UNFINISHED BUSINESS - None**

**INTERNAL BUSINESS**

**Treasurer’s Report:** Randy Nehus presented the Treasurer’s Report for June 20, 2023, prepared by Randy Nehus. Randy Nehus explained the new layout of the Treasurer’s report. Planning and Zoning bills will now be paid through the city’s general fund account once they have been approved by the Planning and Zoning Commission. The treasurer will need to sign the approved bills before giving them

back to be paid. It was noticed the CT Consultants bill with Invoice 230283-304 is not for Planning and Zoning.

**MOTION:** Sonny Markus made a motion to send the invoice 230283-304 back to the city, seconded by Randy Nehus. All in favor, the motion passed 5-0-0.

**MOTION:** Derek Moore made a motion to approve the Treasurer’s Report dated June 20, 2023, seconded by Sonny Markus. All in favor, the motion passed 5-0-0.


**City Council Report:** Mayor Andy Schabell gave an update stating the budget report for 2023-2024 has been approved by the Council. He highlighted some aspects of the budget, \$100,000 for the dam, \$600,000 for street repairs, some pay increases for personnel and a new shelter for the Community Park.

**Other Business:** Cindy Minter mentioned there will be a public hearing at the next meeting on July 18, 2023, in reference to Dollar General going in at AA Highway and Grandview.

**ADJOURNMENT**

**MOTION:** Derek Moore made a motion to adjourn, seconded by Michele Nelson. All in favor, the motion passed 5-0-0. Meeting adjourned at 8:19 p.m.

Attested to and submitted by:

  
Stephanie Tarter, City Clerk

  
Nick Reitman, Chair

Dated 7/18/2023

Dated 7-18-23