



PLANNING & ZONING MEETING Minutes of May 6, 2025

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 Dave Downing	Sonny Markus Michele Nelson	Randy Nehus
Absent:	Tony Webb		Sam Ruebusch
Also Present:	Megan Snyder, Administrative Clerk David Plummer, City Administrator		Andy Schabell, Mayor Cindy Minter, CC Planning & Zoning

APPROVAL OF MINUTES – April 1, 2025

MOTION: Michele Nelson made a motion to approve the minutes of April 1, 2025, meeting, seconded by Dave Downing. All in favor, the motion passed 5-0-0.

VISITORS AND GUESTS – None

NEW BUSINESS –

Text Amendment Related to Vape/Tobacco: Mrs. Minter presented staff report Part I, see attached. She explained the intention of the zone text changes that were recently adopted by City Council was to limit the sale of vape products and not all tobacco products, felt they were too harsh on tobacco retailers. Nick Reitman asked if we had anything for tobacco retailers, asking if we should add that language, and if it can include 500ft away from schools. Mrs. Minter advised they don't have to get specific about the language.

MOTION: Michele Nelson made a motion to revisit the vape, alcohol, and tobacco regulation in our zoning ordinance at a later date, seconded by Dave Downing. All in favor, the motion passed 5-0-0.

Accessory Building Structures: Mrs. Minter presented staff report Part II, see attached. She explained it is currently written, any accessory structures must be built within buildable lot area, which is mainly for your primary structure. She stated that the majority of our accessory structures that are grandfathered are toward back of their lot, which don't meet our current setbacks. Nick Reitman believes most residents wouldn't want them to be that close to the house; most would want them toward the back of their property. Mrs. Minter explained some residential zones have a 30-foot minimum rear yard setback; you don't have an exception in your zoning code that says you can go 10-feet off the property line on the rear yard for an accessory structure. She advised them they are silent on that in their zoning ordinance.

MOTION: Sonny Markus made a motion to sponsor a text amendment related to accessory structure setbacks, seconded by Randy Nehus. All in favor, the motion passed 5-0-0.

Comprehensive Plan: Mrs. Minter mentioned every 5 years you need to revisit your comprehensive plan, whether it needs some changes or to be adopted how it currently is. The commission had a brief discussion, and they don't believe it needs a major overhaul but maybe needs a slight update, revisit goals and adjustives.

Future Meetings: Mrs. Minter mentioned an email went out with a list of dates for future meetings, to please let Megan know if you will be available on those dates to ensure we have a quorum. She stated she has a couple cases they are working on, that would be coming forward on those dates.

There was a question about Kroger, if they have come back with the traffic study, it was stated that will not be available until August, including pavement details.

There was also a question about who is responsible for the road behind Burger King. Mr. Plummer advised them there should be some improvements coming soon but it is a private development of Bridge Church.

UNFINISHED BUSINESS – None

INTERNAL BUSINESS –

Treasurer Report: Randy Nehus presented the bills, one from Verdantas formally known as CT Consultant in the amount of \$194.25 and Ziegler & Schneider in the amount of \$247.00.

MOTION: Michele Nelson made a motion to pay the bills, seconded by Sonny Markus. All in favor, the motion passed 5-0-0.

P&Z Permit Report: A Planning & Zoning permit report was issued by Campbell County Planning & Zoning for the City of Alexandria for the month of March.

City Council Report: Mayor Andy Schabell advised that Council is filled, Laura Fincher from Park & Recreation Board filled the open vacancy on Council. That does leave an open seat on Park & Recreation Board, he stated he is going to let the board have a say in how they want to fill that vacancy. Continuing on working on the City Building, they are working on putting the pad down now, the rain has delayed us a bit. He thanked the board for the long last meeting, really was professional and represented the city very nicely.

ADJOURNMENT

MOTION: Michele Nelson made a motion to adjourn, seconded by Dave Downing. All in favor, the motion passed 5-0-0. Meeting adjourned at 7:34p.m.

Attested to and submitted by:


Stephanie Tarter, City Clerk

Dated 6/3/2025


Nick Reitman, Chair

Dated 6-3-25