

## Minutes of the Alexandria Planning Commission- September 11, 2024

Attending: Commission Members Andrew Bottar-Dillen, Sean Barnes, Claire Lewis, Jeannette Gunn, and Sarah Chambers

The regular monthly meeting of the Alexandria Planning Commission was called to order by Mayor Sean Barnes at 5:30 on September 11, 2024. Andrew Bottar-Dillen made a motion to approve the agenda, seconded by Claire Lewis.

Minutes of the August 21, 2024, meeting were read and approved, motion by Andrew Bottar-Dillen and seconded by Claire Lewis with a unanimous vote to approve.

### Old Business:

- On-call Support Findings from Planning Next - #10
- Article 20 – look at St. Alban’s comprehensive Plan and compare their flood plane items to ours. Jeannette Gunn will investigate further and bring the findings to the next meeting.
- Article 14 – revisit to change the title to Manufactured and/or Mobile Home. A definition of Manufactured Home has been added to Article 14 by Jeannette. Is there a need for a definition for Recreational Vehicles?

### New Business

- Granville has a regulation for drive throughs, not just fast food. Regulations allow for pick up but not ordering in a drive-through. Should the Planning Commission consider similar regulations for Alexandria?

Further discussion to take place at the next meeting to be held on September 18<sup>th</sup>.

- Section 1125 – new language for restrictions on parking. Can we add a limit on the number of axles on a truck and/or truck size? Can we strike the language and rework the Commercial Vehicle Parking verbiage?

Meeting was recessed to be taken up again on September 18, 2024. No meeting will be held on September 25, 2024, with a continuation scheduled for October 2, 2024, if necessary to continue work on the Zoning Book Review.

- **The meeting reconvened on October 2, 2024** at 5:36 p.m. to continue the review of the Planning next recommendations to our Zoning Book. The September 18, 2024, meeting was cancelled due to illness. Attending: Commission Members Andrew Bottar-Dillen, Sean Barnes, Claire Lewis Jeannette Gunn, Sarah Chambers, and Zoning Inspector Jacob Brooks.

### Old Business

- Article 20 Update. Jeannette Gunn compared our Article 20 (both sections, which contained duplicate information) to that of the Licking County Planning Commission Flood Plan as of July 14, 2024. The Planning Commission voted to adopt the LCPC Flood Plan as ours. For appeals, denials, and permits, we will adhere to LCPC guidance. This reduces Article 20 to 8 pages.
- Drive-through regulations.  
Define what a drive-through facility means. A drive-through facility refers to a business setup where customers can order, purchase, or pick up goods or services from their vehicle without needing to leave it. These facilities typically include a lane for cars to drive up to ordering or service windows, such as at fast food restaurants, pharmacies, or banks. (Do we want to exclude banks or manage that through the General Conditional Permitted Uses list /Section 911 Accommodation Business section?)

For the **Old Alexandria Business District**, the proposed restriction would mean that **no drive-through or pickup window** accessed by a vehicle should be allowed within this area. This restriction would help maintain the pedestrian-friendly atmosphere and historical character of the area.

However, this restriction does not apply to walk-up ordering windows, meaning that businesses can still operate windows where customers on foot can place or pick up orders, preserving a more traditional, community-oriented shopping experience.

Affected sections are 909 and 909A. Add to General Conditional Permitted Uses list and section 911 – Accommodation Business. Jeannette Gunn will refine the definition and put it in the appropriate sections.

- Accessory Dwelling Units (ADUs) were discussed. ADUs are encompassed in Article 19. There are 6 types of ADUs but the focus for this discussion is on interior converted garages or interior first floor, either detached or attached (part of the main structure). ADUs should apply to single use (one family per ADU, not two families). Ask Solicitor for permitted uses recommended language.

Discussion of whether short-term rentals for ADUs would be allowed. Question was asked as to what would happen if the merger were to go through. Sean mentioned that if the merger were to go through, each zoning authority would remain the same until a new joint resolution is created if put into place, a short-term rental ban would only apply to ADUs. The pros and cons of allowing short-term rentals were discussed but further review is needed.

Jeannette presented the language that Cincinnati uses for ADUs. We will submit to our Village Solicitor for legal guidance on this matter as well as the short-term rental question.

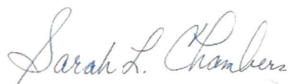
- Jeannette Gunn will complete the draft wording for the Drive Through regulations and ADUs for review at the October 9<sup>th</sup> meeting. That is the last thing to be approved by the PC and can then be submitted to the Village Solicitor for final review. We will request review by the Legal Team be completed by November 1, allowing us to present the draft to the Village on December 3, 2024, with enforcement of the new Zoning Resolutions starting on January 1, 2025.

#### New Business

- Community Survey – the focus of the survey would be community values and visions  
Survey Monkey is the best tool for creating a Community Survey. It is free and easy to use. Sean discovered that the 1995 Comprehensive Plan for the Village and Township includes survey questions that align well with what we want to ask our residents. These questions will serve as a helpful guide. Sean will present them at the October 9<sup>th</sup> meeting. He is also encouraging the merger commission to create and distribute a survey with questions similar to ours.
- Tree City Designation – At our next meeting, discuss a tree Ordinance to get certified as a Tree City and the items necessary to make that happen.

The meeting was adjourned at 7:16 PM following a motion by Sarah Chambers, seconded by Andrew Bottar Dillen. The next meeting will be the regular Planning Commission session on October 9, 2024.

Respectfully submitted,



Sarah Chambers

10/09/2024

Date

Certified:



Sean Barnes, Chairperson

10/9/24

Date