

**CITY OF HIGHLAND HEIGHTS  
PLANNING AND ZONING  
REGULAR MINUTES  
JUNE 11, 2013**

On Tuesday, June 11, 2013 after a five minute recess, following the Public Hearing, Chairperson Crawford called the regular Planning and Zoning meeting to order at 9:00pm at 176 Johns Hill Road.

**PRESENT:** Chairperson Crawford, Commissioners: Harold Blocher, Audrey Koester, Joe Krebs, John McNabb, Chuck Pettit, and Scott Reincke.

**ALSO PRESENT:** City Attorney Franzen, Zoning Administrator Dave Whitacre and City Planner David Geohegan.

**ABSENT:** Commissioner Melody Eifert. Commissioner Eifert had previously informed Chairperson Crawford and Recording Secretary Jean Rauf that she would be absent.

**MINUTES: PRESENTATION OF THE REGULAR PLANNING AND ZONING MEETING CONDUCTED ON MAY 14, 2013:** These minutes had been previously submitted to the Commissioners and City Staff for review.

**ACTION TAKEN: COMMISSIONER KREBS MOVED TO ACCEPT THE MINUTES OF THE REGULAR MEETING CONDUCTED ON APRIL 9, 2013, SECONDED BY COMMISSIONER BLOCHER. DISCUSSION: NONE. ROLL CALL: BLOCHER, AYE; PETTIT, AYE; REINCKE, AYE; KOESTER, AYE; CRAWFORD, AYE; McNABB, AYE; KREBS, AYE. 7 – AYES. CHAIRPERSON CRAWFORD DECLARED THE MOTION CARRIED**

**SCHEDULED GUEST/S.** Mr. Scott Vidourek, GBBN. Mr. Vidourek submitted a sign for the City Building and Public Works Department. Mr. Geohegan stated he has and reviewed this sign application and that the sign meets the sign regulations.

**ACTION TAKEN: COMMISSIONER REINCKE MOVED TO APPROVE THE SIGN SUBMITTED BY GBBN FOR OPTION 1 FOR THE PUBLIC WORKS BUILDING, SECONDED BY COMMISSIONER KOESTER. DISCUSSION: NONE. ROLL CALL: KREBS, AYE; McNABB, AYE; CRAWFORD, AYE, KOESTER, AYE, REINCKE, AYE; PETTIT, AYE; BLOCHER, AYE. 7 – AYES. CHAIRPERSON CRAWFORD DECLARED THE MOTION CARRIED.**

Chairperson Crawford announced that prior to this meeting a Public Hearing was conducted for the following purpose **CASE # 04-2013: AN APPLICATION FOR A MAJOR CHANGE TO THE DEVELOPMENT PLAN FOR A DRIVE THRU SUBMITTED BY THOMPSON THRIFT FOR THE HIGHLAND POINTE DEVELOPMENT.**

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There was discussion about this matter and Mr. Franzen informed the Commissioners about the options they have in this situation. He said they could deny this request and state their findings as why they are denying the request; they could grant the request for the major change because of the unique shape of the lot, and the opportunity for shared parking and or provision for on-street parking.

Chairperson asked Attorney Franzen if they would have to state all three of these or if Planning and Zoning could recommend to Council to grant the modification to the parking ordinance to allow for this major change. He informed Chairperson Crawford this may be any of the three.

Chairperson Crawford stated he believes this is a good opportunity for the City, and that we can work with the traffic flow and with the neighbors:

**ACTION TAKEN: CHAIRPERSON CRAWFORD MOVED TO APPROVE THE DRIVE THRU FOR THE SITE BASED ON THE FACT THAT IT IS A VERY UNIQUE SHAPED LOT AND THE CHALLENGES THAT GO WITH IT, AND WE RECOMMEND TO CITY COUNCIL TO CONSIDER AMENDING THE PARKING TO ALLOW FOR THIS MAJOR CHANGE TO THE DEVELOPMENT PLAN, SECONDED BY COMMISSIONER KREBS. DISCUSSION: NONE. ROLL CALL: KREBS, AYE; McNABB, NAY; CRAWFORD, AYE; KOESTER, NAY; REINCKE, NAY; PETTIT, NAY; BLOCHER, AYE. 4 – NAYS; 3 – AYES. MOTION FAILED.**

**STAFF REPORTS:**

**REPORT FROM CITY PLANNER DAVID GEOHEGAN: COMPREHENSIVE PLAN 2012:** Mr. Geohegan reported that Mr. Schwab has made the recommended revisions discussed at the May 14, 2013 meeting. Mr. Geohegan had previously distributed copy of his report addressing the revisions to the Comprehensive Plan to the Chairperson, Commissioners and City Staff. A copy of Mr. Geohegan's report is attached to these minutes.

Mr. Geohegan addressed the Highland Point Development. A copy of Mr. Geohegan's report is attached to these minutes. A copy thereof was previously presented to the Chairperson, the Commissioners and City Staff.

**NAME CHANGE FOR ALEXANDRIA PIKE:** Mr. Geohegan stated that City Council conducted a Public Hearing on 6/4/2013 to discuss the name change for Old Alexandria

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Pike. He reported additional information was requested from the Fire Chief and Postmaster. He reported once this information is received, it will be addressed at the June 18, 2013 Council meeting.

**REPORT FROM ZONING ADMINISTRATOR WHITACRE REGARDING THE HIGHLAND POINTE SIGNAGE** Mr. Whitacre reported that at a previous meeting the signage for the Highland Pointe project was discussed; and it was not sure where this stood.

After a lengthy discussion about this matter Attorney Franzen stated that according to the minutes, a motion was made at that meeting based on the reports submitted by the Zoning Administrator and City Planner and that the building signs would have to be submitted and reviewed by the Planning Commission.

**SIGNAGE FOR FT. THOMAS JEWELERS.** Mr. Whitacre stated the owner would like to move his existing sign to this new location. He said the owner is not interested in any signage for the east wall. He said the sign is internally illuminated.

**ACTION TAKEN: COMMISSIONER McNABB MOVED TO APPROVE THE SIGN APPLICATION SUBMITTED BY FT. THOMAS JEWELERS, SECONDED BY COMMISSIONER KREBS. DISCUSSION: NONE. ROLL CALL: BLOCHER, AYE; PETTIT, AYE; REINCKE, AYE; KOESTER, AYES; CRWFORD, AYE; McNABB, AYE; KREBS, AYE. 7 – AYES. CHAIRPERSON CRAWFORD DELCARED THE MOTION CARRIED.**

**SIGN APPLICATION SUBMITTED BY FIREHOUSE SUBS:** Mr. Whitacre reported on this sign application. A copy of his report was previously submitted to the Chairperson, Commissioners and City Staff. A copy of Mr. Whitacre's report is attached to these minutes

Mr. Whitacre stated Firehouse Subs are requesting a 31 square foot sign for the west and east side of the building. He reported the building is 33 square feet.

Mr. Whitacre stated Planning and Zoning needs to make a decision about the signage for the east elevation sign because this might be too over powering for this area in terms of lighting.

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Mr. Rambler had previously suggested external lighting be used in this area as it would keep the lighting down on Old Alexandria Pike and from shining into the residential neighborhood.

There was discussion about the back side of this building. Commissioner McNabb suggested that the size of sign should be proportional and be ½ square feet per lineal foot for each building wall in this development where the sign will be located.

Mr. Whitacre reported he has several signs that need approval for this site. Mr. Whitacre reported that GNC did not have all their revisions in time for this meeting. He reported there was more information needed from Sprint for their signage.

After considerable discussion, Commissioner Reincke asked if we set the rules for these signs and let Mr. Whitacre approve these based upon the requirement that we set. Mr. Franzen stated if they would want to defer this authority to the Zoning Administrator that would be up to them.

**ACTION TAKEN: MEMBER BLOCHER MOVED FOR THE SIGNAGE ON THE THOMPSON THRIFT PROPERTY TO ALLOW ON THE WEST WALLS FACING US27 HIGHWAY SIGNS UP TO 1 SQUARE FOOT IN SIZE PER 1 FOOT OF LINEAL STORE WALL FACE; SIGNS ARE TO BE INTERNALLY LIGHTED; ON THE NORTH AND SOUTH FACING WALL SIGNS, IF ALLOWED ARE TO BE THE SAME SIZE AS THE STORE'S SIGN ON THEIR WEST FACING WALL AND INTERNALLY LIGHTED; ANY SIGNAGE ON EAST FACING WALLS SHALL BE ONE HALF SQUARE FOOT IN SIZE PER LINEAL FOOT OF WALL SPACE; THESE SIGNS WILL NOT BE ANY LESS THAN 12 SQUARE FOOT IN SIZE; EAST FACING SIGNS SHALL BE EXTERNALLY LIGHTED TO PROTECT ADJACENT NEIGHBORHOODS; EAST FACING SIGNS SHALL HAVE ALL LIGHTING EXTINGUISHED BY 11:00 PM AND TO AUTHORIZE ZONING ADMINISTRATOR WHITACRE, AFTER HIS REVIEW, TO APPROVE THE SIGNS ON THE THOMPSON THRIFT DEVELOPMENT, SECONDED BY COMMISSIONER KREBS. DISCUSSION: NONE. ROLL CALL: BLOCHER, AYE; PETTIT, AYE REINCKE, AYE; KOESTER, AYE; CRAWFORD, AYE; McNABB, AYE KREBS, AYE. 7 - AYES, CHAIRPERSON CRAWFORD DECLARED THE MOTION CARRIED.**

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**SIGN APPLICATION SUBMITTED BY ST ELIZABETH PHYSICAL URGENT CARE.** Mr. Whitacre stated that last month Planning and Zoning reviewed the proposed sign submitted by St. Elizabeth Physical Urgent Care, and they approved the sign. He reported he recently received correspondence from the Sign Company for this business, stating that they submitted the wrong sign drawing and they are submitting the correct application at this meeting. A copy of Mr. Whitacre's report dated June 11, 2013 regarding this matter is attached to these minutes.

**ACTION TAKEN: COMMISSIONER KREBS MOVED TO APPROVE THE SECOND SIGN SUBMITTED AT THIS MEETING BY ST. ELIZABETH PHYSICAL URGENT CARE, SECONDED BY COMMISSIONER REINCKE. DISCUSSION: NONE. KREBS, AYE McNABB, AYE; CRAWFORD, AYE; KOESTER, AYE; REINCKE, AYE; PETTIT, AYE; BLOCHER, AYE. 7 - AYES. CHAIRPERSON CRAWFORD DECLARED THE MOTION CARRIED.**

**ATTORNEY FRANZEN:** No report

**COMMENTS FROM THE COMMISSIONERS:** None

**COMMENTS FROM THE AUDIENCE:** None.

**OLD BUSINESS:** None.

**NEW BUSINESS:** None.

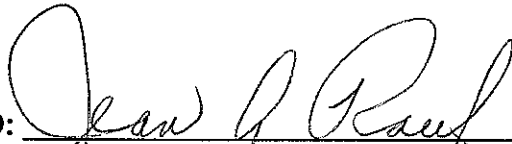
**CONTINUING EDUCATION:** No report.

There being no further business, **COMMISSIONER McNABB MOVED TO ADJOURN, SECONDED BY COMMISSIONER BLOCHER. AYE, ALL. MOTION CARRIED.**

The meeting adjourned at 10:00 PM

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SUBMITTED:



JEAN A. RAUF, CITY CLERK TREASURER, CMC, RECORDING  
SECRETARY PLANNING & ZONING

SIGNED:



STEVE CRAWFORD, CHAIRPERSON  
PLANNING & ZONING