

CITY OF HIGHLAND HEIGHTS
PLANNING AND ZONING
MINUTES
DECEMBER 10, 2013

On Tuesday, December 10, 2013 Chairperson Steve Crawford called the regular Planning and Zoning meeting to order at 7:00pm at 176 Johns Hill Road.

PRESENT: Chairperson Crawford and Commissioners Harold Blocher, Melody Eifert, Joe Krebs, John McNabb, Chuck Pettit and Scott Reincke. A quorum is present.

ALSO PRESENT: Attorney Steve Franzen, City Planner Dave Geohegan. City Engineer/Zoning Administrator Dave Whitacre.

ABSENT: Commissioner Audrey Koester.

MINUTES OF THE REGULAR PLANNING AND ZONING MEETING CONDUCTED ON NOVEMBER 12, 2013: These minutes had been previously submitted to the Commissioners and City Staff for review.

ACTION TAKEN: COMMISSIONER REINCKE MOVED TO ACCEPT THE NOVEMBER 12, 2013 MINUTES, SECONDED BY COMMISSIONER EIFERT. DISCUSSION: NONE. ROLL CALL: BLOCHER, AYE; PETTIT, ABSTAIN; REINCKE, AYE; CRAWFORD, AYE; McNABB, AYE; EIFERT, AYE; KREBS, AYE. 6 AYES; 1 - ABSTENTION. CHAIRPERSON CRAWFORD DECLARED THE MOTION CARRIED

SCHEDULED GUEST/S. NONE.

STAFF REPORTS:

REPORT FROM CITY PLANNER DAVID GEOHEGAN: A copy of Mr. Geohegan's report was previously e-mailed to the Commissioners and City Staff, a copy thereof is attached to these minutes.

Mr. Geohegan reported he would like to send out a card to each business in the City informing them how to contact him if they have any comments or suggestions on how to improve the regulations and if they have comments on how the zoning is administered in the City. After considerable discussion, Mr. Geohegan stated he would contact the Mayor about this request.

REPORT FROM ZONING ADMINISTRATOR WHITACRE: Sign Application submitted by Dr. Ashley Depp. Mr. Whitacre reported that Dr. Depp is expanding her business and is changing the name of the business to DentalBlu. A copy of Mr. Whitacre's report pertaining to this signage was previously distributed to the Chairperson and

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Commissioners. A copy thereof is attached to these minutes. Mr. Whitacre recommended approval of the sign as requested.

ACTION TAKEN: COMMISSIONER BLOCHER MOVED TO APPROVE THE SIGN AS APPLICATION SUBMITTED BY DR. DEPP, SECONDED BY COMMISSIONER PETTIT. DISCUSSION: NONE, ROLL CALL; KREBS, AYE; EIFERT, AYE; McNABB AYE; CRAWFORD, AYE; REINCKE, AYE; PETTIT, AYE; BLOCHER, AYE. CHAIRPERSON CRAWFORD DECLARED THE MOTION PASSED UNANIMOUSLY.

ASBURY METHODIST SIGNAGE. Mr. Whitacre reported the church wants to move their existing sign message to the entrance off Johns Hill Road and build a new LED message board at the location of the current sign. He reported there are problems with this request. He reported he would contact the Church about this matter.

After considerable discussion ensued, Mr. Whitacre stated he will contact the church about the concerns with this request. These concerns were addressed in Mr. Whitiacre's report. A copy thereof is attached to these minutes.

ATTORNEY FRANZEN: No report.

COMMENTS FROM THE COMMISSIONERS: None.

COMMENTS FROM THE AUDIENCE: None.

OLD BUSINESS: OLD SCHOOL BUILDING AT 515 MAIN AVENUE: Chairperson Crawford stated at the last meeting Commissioner Krebs reported he had received comments from the residents about when and if the facility is going to be built, complaints about the grass not being cut, and the general condition of the land.

Chairperson Crawford reported that Mrs. Rauf contacted Neighborhood Foundations about these concerns. He read the response sent to Mrs. Rauf from Neighborhood Foundations to the commissioners. A copy thereof is attached to these minutes.

Mr. Whitacre explained his understanding why the grass is being cut 50 feet from the street.

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NEW BUSINESS: Chairperson Crawford announced the City has entered into a contract with Laura Long as the Economic Director for the City.

CONTINUING EDUCATION: No report.

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

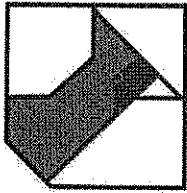
The meeting adjourned at 7:25pm.

SUBMITTED: _____

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

SIGNED: _____

**STEVE CRAWFORD, CHAIRPERSON
PLANNING & ZONING**



CARDINAL

ENGINEERING
ARCHITECTURE
LAND SURVEYING

ONE MOOCK ROAD WILDER, KENTUCKY 41071
PHONE: (859) 581-9600 FAX: (859) 581-9636
www.cardinalengineering.net

REPORT TO PLANNING AND ZONING 12-10-13

HIGHLAND POINTE – Thompson Thrift has obtained a permission to connect to the Highway Departments storm water system to discharge the groundwater that is flowing across the sidewalk. I sent a letter requesting that Thompson Thrift address the screening/fence and grease on the sidewalk behind City BBQ, and that they consider making a sidewalk connection between the sidewalk behind their buildings and the sidewalk along Alexandria Way.

SIGNAGE FOR DR. ANSLEY H. DEPP – Dr. Depp is expanding her business and is changing the business name to DentalBlu. The sign ordinance allows ½ square foot of sign per each lineal foot of building wall – which would be 30 and 32 square feet for the two signs proposed, and both signs will be 19.16 square feet. The Sign Ordinance allows one building sign per business, and does allow the Planning Commission to approve a second sign when there is more than one street frontage. This property fronts on Alexandria Pike, the Sunset/Faren Connector, and Faren Drive. Lighting will be by internal LED. I recommend approval as the sign complies with the Ordinance requirements.

ASBURY METHODIST SIGNAGE – The church wants to move their existing sign/message board to the entrance off Johns Hill Road, and build a new sign with an LED message board at the location of the current sign. This sounds easy at first.....but we have some issues with our sign ordinance for Conditional Uses:

- Asbury Methodist is in the R-1E Zone, and is a Conditional Use.
- The Sign Ordinance currently has no provision for Conditional Uses.
- The Planning Commission must approve a 2nd Monument sign when there are more than 1 street frontage.
- The Planning Commission must approve any LED message board.

We will have these shortcoming addressed in the proposed Zoning Ordinance changes that are currently in process.....however that is expected to take 6 months to accomplish.

David Whitacre, PE. PLS.
City Engineer/Zoning Administrator

City Planner Report December 10, 2013

Highland Heights Planning Commission

1. US 27 Intersections and Traffic Flow

- Staff is awaiting the results of KYTC preliminary intersection analysis for the US 27 intersections at Marshall and Johns Hill. A public comment that a lane addition on southbound US 27 between Marshall and Johns Hill is also being examined.

2. Highland Heights Zoning Ordinance

- A public open house was held at the Highland Heights City Building on November 16, 2013 from 10:00 am to 1:00 pm. Staff provided exhibits on good and bad examples of development and signage in Northern Kentucky, and recorded public comments. A summary of Bellevue, Kentucky form-based code process was displayed. A dozen interested citizens participated in addition to several city commissioners and planning commissioners. Other residents, business owners, and property owners have contacted staff by phone and email. Comments have revolved around landscaping requirements, screening of rear building facades, redevelopment zone requirements, future development in the Gateway East area, the town center area, and zoning along the east side of Alexandria Way. Staff has also preliminarily identified 46 items in the existing regulations that need to be addressed. Staff will discuss the regulations with the Development Coordinator and/or city Development Committee. Staff intends to prepare a draft of the revised regulations during January and February, when a second open house is planned to present the revisions.