

**CITY OF HIGHLAND HEIGHTS
PLANNING AND ZONING
JUNE 10, 2014**

Vice Chairperson McNabb called the regular Planning and Zoning meeting to order on Tuesday, June 10, 2014 at 176 Johns Hill Road at 7:00pm.

PRESENT: Vice Chairperson McNabb. Commissioners: Harold Blocher, Melody Eifert, Audrey Koester, Joe Krebs, and Scott Reincke.

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

ABSENT: Chairperson Crawford had previously informed Commissioner McNabb and Mrs. Rauf that, due to a prior commitment he would be absent. Commissioner Pettit also notified Mrs. Rauf that he would be absent.

MINUTES: PRESENTATION OF THE PUBLIC HEARING MINUTES: None.

PRESENTATION OF THE REGULAR PLANNING AND ZONING MEETING CONDUCTED ON MAY 13, 2014: These minutes had been previously e-mailed to the Commissioners and City Staff for review.

ACTION TAKEN: COMMISSIONER KREBS MOVED TO ACCEPT THE MINUTES OF THE REGULAR MEETING CONDUCTED ON MAY 13, 2014, SECONDED BY MEMBER KOESTER. DISCUSSION: NONE. ROLL CALL: REINCKE, ABSTAIN; KOESTER, AYE; McNABB, AYE; EIFERT, ABSTAIN; KREBS, AYE. 3 – AYES. 2 – ABSTENTIONS. MOTION CARRIED

SCHEDULED GUEST/S: NONE.

REPORT FROM CITY PLANNER DAVID GEOHEGAN: Mr. Geohegan thanked everyone for their prayers for his daughter's recovery from her recent car accident.

Mr. Geohegan reported he sent a letter to Mr. James Parsons informing him that he reviewed the Development Plan for the US 27 Development Area, the prepared for the proposal to establish the Highland Heights Tax Increment Financing District. He informed Mr. Parsons that the Development Plan is in accordance with the adopted 2012 Comprehensive Plan. A copy of Mr. Geohegan's letter is attached to these minutes.

Mr. Geohegan also reported that City Council will conduct a Public Hearing on June 17, 2014 pertaining to this matter.

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REPORT FROM ZONING ADMINISTRATOR DAVE WHITACRE: Mr. Whitacre reported that he reviewed the minutes of 1974 regarding Hidden Valley Drive. He said at that time Hidden Valley Drive was approved by the Planning and Zoning Commission.

Mr. Whitacre reported the Hidden Valley Apartment owners took care of the roadway. He reported at that meeting they did not want to bring the pavement up to public standards to be accepted. In order to receive public services it was a private roadway and a dedicated public right-of-way. He stated when the property was purchased by Campus View Apartments, they were not aware of this; that is the reason the potholes etc., have not been repaired.

Mr. Whitacre reported there was not an agreement with BP or Key Bank about maintaining this drive. He stated according to the minutes of 1974 this is dedicated right of way but it is privately maintained.

CITY ATTORNEY: Mr. Franzen reported there has been a request to change the fee schedule in the Zoning Ordinance. He stated this will require a Public Hearing.

ACTION TAKEN: MEMBER KREBS MOVED TO CONDUCT A PUBLIC HEARING ON JULY 8, 2014 AT 7:00PM FOR THE SPECIFIC PURPOSE FOR A TEXT AMENDMENT TO THE FEE SCHEDULE, SECONDED BY COMMISSIONER EIFERT. DISCUSSION: NONE. ROLL CALL: REINCKE, AYE; KOESTER, AYE; McNABB AYE; EIFERT, AYE; KREBS, AYE. MOTION PASSED.

COMMENTS FROM THE AUDIENCE: NONE

OLD BUSINESS: NONE

NEW BUSINESS: NONE

CONTINUING EDUCATION: Mrs. Rauf announced that the following have completed the eight (8) hour Continuing Education Training Session for 2014-2015.

**CHAIRPERSON STEVE CRAWFORD
COMMISSIONER JOE KREBS
RECORDING SECRETARY TO P&Z JEAN RAUF**

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

The meeting adjourned at 7:15

SUBMITTED: 

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

SIGNED: 

**JOHN McNABB, VICE CHAIRPERSON
PLANNING & ZONING**