

**CITY OF HIGHLAND HEIGHTS  
MINUTES OF PLANNING AND ZONING  
JULY 8, 2014**

Following the Public Hearing, Chairperson Crawford called the regular Planning and Zoning meeting to order on July 8, 2014 at the Civic Center, 176 Johns Hill Road at 7:15pm.

**PRESENT:** Chairperson Steve Crawford. Commissioners Harold Blocher, Melody Eifert, Audrey Koester, Joseph Krebs and Scott Reincke. Also present: City Planner David Geohegan and City Engineer/Zoning Administrator David Whitacre.

**ABSENT:** Commissioners Charles (Chuck) Pettit and John McNabb. Also absent: City attorney Steve Franzen.

**PRESENTATION OF THE MINUTES OF THE REGULAR PLANNING AND ZONING MEETING CONDUCTED ON JUNE 10, 2014**

**ACTION TAKEN: MEMBER REINCKE MOVED TO ACCEPT THE MINUTES OF THE REGULAR PLANNING AND ZONING MEETING OF JUNE 10, 2014, SECONDED BY MEMBER EIFERT DISCUSSION; NONE. ROLL CALL: BLOCHER, ABSTAIN; REINCKE, AYE; KOESTER, AYE; CRAWFORD, ABSTAIN; EIFERT, AYE; KREBS, AYE. 4 AYES AND 2 – ABSTENTIONS; CHAIRPERSON CRAWFORD DECLARED THE MOTION CARRIED.**

**SCHEDULED GUEST/S: NONE.**

**ANNOUNCEMENT:** Chairperson Crawford announced there was a Public Hearing conducted prior to this meeting regarding a Text Amendment to the City's Official Zoning Ordinance, Section 18.0 Fee Schedule. At this time, Mr. Whitacre read all the updated changes to the fee schedule Section 18.0. He also reported that City Council, Mayor, City Clerk Treasurer and he reviewed the changes. He further reported they felt all the changes were reasonable.

**ACTION TAKEN: COMMISSIONER REINCKE MOVED TO RECOMMEND TO CITY COUNCIL TO ACCEPT THE CHANGES TO THE CITY OFFICIAL ZONING ORDINANCE TO SECTION 18.0 THE FEE SCHEDULE BASED ON THE TESTIMONY AND RECOMNEDATION OF THE CITY ZONING ADMINISTRATOR DAVE WHITACRE, SECONDED BY COMMISSIONER KREBS. DISCUSSION: NONE. ROLL CALL: BLOCHER, AYE; REINCKE, AYE; KOESTER, AYE; CRAWFORD, AYE; EIFERT, AYE; KREBS, AYE. 6 – AYES. CHAIRPERSON CRAWFORD DECLARED THE MOTION CARRIED.**

**COMMENTS FROM THE AUDIENCE:** None.

**CORRESPONDENCE:** None.

**CITY OF HIGHLAND HEIGHTS  
MINUTES OF PLANNING AND ZONING  
JULY 8, 2014**

**STAFF REPORTS: ZONING ADMINISTRATOR: HIGHLAND POINT PROJECT:**

Mr. Whitacre reported that he has addressed the following four issues at this development: He reported he had to remove the banner sign for the new frozen yogurt business. **OUTCOME:** Mr. Whitacre reported after contacting the owner a permit was issued to display a temporary banner on the building for a 30 day period

Mr. Whitacre reported that a picnic table was erected in the grassy area behind one business. the grass area behind one business. **OUTCOME:** Mr. Whitacre reported he contacted the business owner and the table was removed

Mr. Whitacre reported a sidewalk sign was placed in front of one business. **OUTCOME:** Mr. Whitacre reported he stopped by two times and informed the employees that this was not legal. He also reported he was finally able to locate the manager and the sign was removed permanently.

Mr. Whitacre reported that one business erected tables and chairs on the sidewalk. **OUTCOME:** Mr. Whitacre reported since these were not shown on the Development Plan they have been removed.

Mr. Whitacre also reported that Thompson Thrift e-mailed him a plan for the improvements along Alexandria Way. He reported he was not able to open the file. He further reported Thompson and Thrift will send him a hard copy and he will bring it to Planning and Zoning's attention.

Commissioner Krebs inquired about the signage that Bowling Chiropractor has installed on the site. Mr. Whitacre stated this sign was previously approved.

Commissioner Krebs also inquired about the gravel drive that goes down to the back of the building. **OUTCOME:** Mr. Whitacre reported he would check on this matter.

**0000000**

**CITY ATTORNEY FRANZEN:** No report.

**CITY PLANNER:** Mr. David Geohegan gave an up to date report concerning the Tax Increment Funding. He stated that City Council conducted a Public Hearing on June 17, 2014. He reported the City Council is planning on having a First Reading of the TIF Ordinance July 15, 2014 and a Second Reading on August 5, 2014. Mr. Geohegan stated the TIF is a financial tool and not a land use. He reminded everyone that TIF is an incentive for new businesses to come into the City and a great opportunity for the growth of the City. .

Mr. Geohegan also reported, at this point, they may get back to reviewing and updating the City's Zoning Ordinance.

**CITY OF HIGHLAND HEIGHTS  
MINUTES OF PLANNING AND ZONING  
JULY 8, 2014**

**CONTINUING EDUCATION:** No report.

**OLD BUSINESS:** Chairperson Crawford reported that the City Attorney and City Clerk Treasurer have been working on how to refine motions. A copy of Mr. Franzen's template and Mrs. Rauf's draft will be sent to the commissioners for their review.

There was discussion about the Flood Insurance Plan. Mr. Crawford reported that some months ago a resident had approached him about purchasing flood insurance. He reported that since the City was not part of the FIRM ( Flood Insurance Rate Map) that residents could not purchase flood insurance. After more discussion about this matter, Chairperson Crawford asked if this was a matter for Planning and Zoning. Mr. Whitacre reported he has done research on this and it is now in the hands of council to make a decision if they want to have an ordinance on this matter.

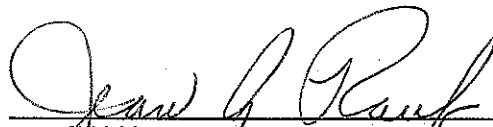
**NEW BUSINESS:** NONE.

**CONTINUING EDUCATION:** No report.

There being no further business, **COMMISSIONER KREBS MOVED TO ADJOURN, SECONDED BY COMMISSIONER BLOCHER. AYE, ALL. CHAIRPERSON CRAWFORD DECLARED THE MOTION PASSED UNANIMOUSLY.**

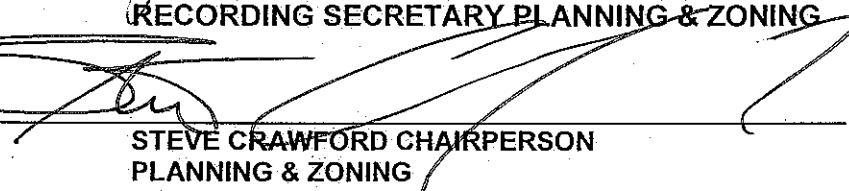
The meeting adjourned at 7:45p.m.

**SUBMITTED BY:**



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

**SIGNED:**



**STEVE CRAWFORD CHAIRPERSON  
PLANNING & ZONING**