

**CITY OF HIGHLAND HEIGHTS
PLANNING AND ZONING
MINUTES
NOVEMBER 10, 2015**

On Tuesday, November 10, 2015 Commissioner Audrey Koester called the regular meeting of Planning and Zoning to order at 7:00pm at 176 Johns Hill Road.

PRESENT: Commissioners: Audrey Koester, Joseph Krebs, Gene White, and Chuck Pettit. A quorum was present.

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

ABSENT: Chairperson Steve Crawford notified Vice Chairperson McNabb that he would be absent due to prior commitments. Vice chairperson McNabb was absent due to the death of a family member. Also absent: Commissioner Blocher.

PRESENTATION OF THE REGULAR PLANNING AND ZONING MEETING CONDUCTED ON SEPTEMBER 8, 2015: These minutes had been previously e-mailed to the Commissioners and City Staff for review.

ACTION TAKEN: COMMISSIONER WHITE MOVED TO ACCEPT THE MINUTES OF THE SEPTEMBER 8, 2015 P&Z MEETING, SECONDED BY COMMISSIONER PETTIT. DISCUSSION: NONE. ROLL CALL: PETTIT, AYE; WHITE, AYE; KOESTER, AYE; AND KREBS, AYE. 4 – AYES. MOTION CARRIED.

ANNOUNCEMENT: NONE.

SCHEDULED GUEST/S. NONE.

STAFF REPORTS: ZONING ADMINISTRATOR WHITACRE REGARDING THE FOLLOWING:

A SIGN APPLICATION SUBMITTED BY ROBIN'S NEST WELLNESS SKIN SPA, 2600 ALEXANDRIA PIKE, SUITE 3, HIGHLAND HEIGHTS, KY.

A copy of Mr. Whitacre's report was previously submitted to the commissions; and a copy thereof is attached to these minutes.

Mr. Whitacre reported this is a small business located in the Hancock Building at 2600 Alexandria Pike. He reported the applicant is requesting a sign with an area of 22.73 square feet. He stated the proposed Class 5 sign is permitted to have 1 square foot of sign for each lineal foot of building wall. He reported the letters will be illuminated internally.

**CITY OF HIGHLAND HEIGHTS
PLANNING AND ZONING
MINUTES
NOVEMBER 10, 2015**

Mr. Whitacre recommended approval of the sign requested.

ACTION TAKEN: MEMBER PETTIT MOVED TO APPROVE THE SIGN FOR ROBINS NEST WELLNESS SKIN SPA, SECONDED BY COMMISSIONER WHITE. DISCUSSION NONE. ROLL CALL; KREBS, AYE; KOESTER AYE; WHITE, AYE; PETTIT, AYE. 4 AYES. MOTION CARRIED. . PETTIT, AYE. 4 – AYES. MOTION PASSED.

HIGHLAND VILLAGE GRADING PLANS: Mr. Whitacre submitted a copy of his report to each of the commissioners. A copy thereof is attached to these minutes.

Mr. Whitacre reported that he reviewed and approved the grading plan for the clearing and excavation work for the new senior housing project on Main Avenue. He reported that Neighborhood Housing Foundations hopes to begin grading soon> He reported that approval of the Land Disturbance Permit from the Sanitation District, and the bid of the work, will likely delay start of the grading for a short time. He stated he placed cautions on the approval that ranged from....keeping the streets clean, not starting work too early or too late, tobeing careful about burning too close to the existing homes. He reported work is expected to start in a few months and be completed by April, 2016

REPORT FROM CITY PLANNER DAVID GEOHEGAN: Mr. Geohegan reported he is continuing to work on US 27 Southbound left turn on to Alexandria Way.

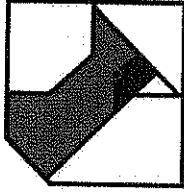
ATTORNEY FRANZEN: NO REPORT.

COMMENTS FROM COMMISSIONERS: NONE.

OLD BUSINESS: NONE.

NEW BUSINESS: NONE.

CONTINUING EDUCATION: Mrs. Rauf reported she has been in touch with Mr. David Pike and is working with him on a schedule for a Continuing Education Session for sometime in March of 2016.



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 COMMISSION 11-10-15

SIGN FOR ROBIN'S NEST

This small business is located in the Hancock Building at 2600 Alexandria Pike. She has a storefront width of 23 feet, and she is requesting a sign with an area of 22.73 square feet. Her proposed sign Class 5 sign, and is permitted to have 1 square foot of sign for each lineal foot of building wall. The letters will be internally illuminated.

HIGHLAND VILLAGE GRADING PLAN

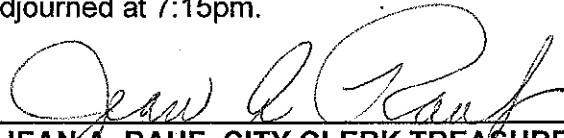
I reviewed and approved a grading plan for the clearing and excavation work for the new senior housing project on Main Avenue. Neighborhood Foundation is hoping to begin the grading work soon – however approval of the Land Disturbance Permit from the Sanitation District and bidding of the work will most likely delay the start of the grading for a little while. I have placed cautions on the approval for keeping the streets clean, not starting work too early or too late, and being careful about burning too close to the existing homes. Work is expected to start in a few months and be completed in April.

David Whitacre, PE. PLS.
City Engineer

**CITY OF HIGHLAND HEIGHTS
PLANNING AND ZONING
MINUTES
NOVEMBER 10, 2015**

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

The meeting adjourned at 7:15pm.

SUBMITTED: 

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

SIGNED: 

AUDREY KOESTER, COMMISSIONER AND ACTING CHAIRPERSON.