

CITY OF HIGHLAND HEIGHTS
PLANNING AND ZONING
MINUTES
DECEMBER 9, 2014

On Tuesday, December 9, 2014, 2014 Chairperson Steve Crawford called the regular Planning and Zoning meeting to order at 7:00pm at 176 Johns Hill Road.

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

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

ABSENT: Commissioner Audrey Koester.

MINUTES OF THE NOVEMBER 11, 2014 REGULAR PLANNING AND ZONING MEETING: 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 NOVEMBER 11, 2014 P&Z MEETING, SECONDED BY COMMISSIONER EIFERT. DISCUSSION: NONE. ROLL CALL: BLOCHER, AYE; PETTIT, AYE; REINCKE, AYE; CRAWFORD, AYE; McNABB, AYE; EIFERT, AYE; KREBS, AYE. 7 - AYES; 0 - NAYS. MOTION CARRIED.

ANNOUNCEMENT: NONE.

SCHEDULED GUEST/S. NONE.

STAFF REPORTS:

REPORT FROM CITY PLANNER DAVID GEOHEGAN: Mr. Geohegan gave a report on the Zoning Update Process. He stated the Zoning Ordinance will be ready for review at the January meeting.

Mr. Geohegan presented a schedule of office times for meeting with any citizen or business owner. He stated this type of meeting is in lieu of the single public workshop as this process gives the citizens and businesses the chance to be more available to review the draft. A copy of his suggested office times was previously distributed to the Chairperson and Commissioners; a copy thereof is attached to these minutes.

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ACTION TAKEN: COMMISSIONER McNABB MOVED TO PROCEED WITH MR. GEOHEGAN'S PLAN AS SUBMITTED, ADVERTISE FOR THE TIME SLOTS AND SEND OUT POSTCARDS AS SUGGESTED BY MR. GEOHEGAN, SECONDED BY COMMISSIONER BLOCHER. DISCUSSION: NONE. ROLL CALL; KREBS, AYE; EIFERT, AYE; McNABB, AYE; CRAWFORD, REINCKE, AYE, PETTIT, AYE BLOCHER, AYE. 7 – AYES – 0 NAYES. MOTION CARRIED.

REPORT FROM ZONING ADMINISTRATOR WHITACRE: A copy of Mr. Whitacre's report was previously submitted to the Chairperson, Commissioners and City Staff and a copy thereof is attached to these minutes

LAND ADDITION PLAT FROM RICHARD SCHNEIDER – Mr. Whitacre reported he received a Land Addition Plat from Richard Schneider. He stated Mr. Schneider is building a new house at the location and the existing street does not provide access that works well with the new house or hillside.

A copy of the Land Addition Plat for Richard Schneider, 201 Steelman Avenue is attached to these minutes.

Mr. Whitacre recommended approval of the Land Addition Plat. He stated the plat still provides all the required minimum area and setback requirements for the zone.

COMMENTS FROM THE COMMISSIONERS: NONE

COMMENTS FROM THE AUDIENCE: NONE.

ACTION TAKEN: COMMISSIONER BLOCHER MOVED TO APPROVE THE LAND ADDITION PLAT AS SUBMITTED BY MR. SCHNEIDER BASED ON THE ZONING ADMINISTRATOR'S RECOMMENDATION, SECONDED BY COMMISSIONER KREBS. ROLL CALL: BLOCHER, AYE; PETTIT, AYE; REINCKE, AYE; CRAWFORD, AYE; McNABB, AYE; EIFERT, AYE; KREBS, AYE. 7 – AYES. – 0 – NAYS. MOTION CARRIED.

ATTORNEY FRANZEN: No report.

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OLD BUSINESS: NONE.

NEW BUSINESS: Chairperson Crawford announced that Commissioner Reincke was successful in his run for City Council.

Mr. Reincke submitted his letter of resignation. Chairperson Crawford accepted his resignation and will forward it to Mayor Meyers.

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 7:20pm.

SUBMITTED:

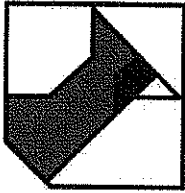


**JEAN A. RAUF, CITY CLERK & TREASURER, CMC,
RECORDING SECRETARY PLANNING & ZONING**

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

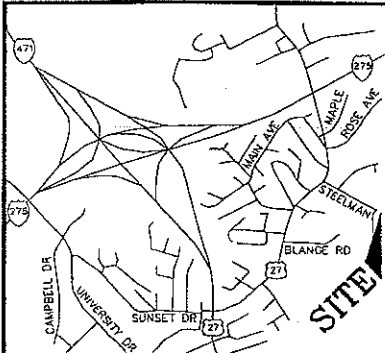
12-09-14

NORTHERN KENTUCKY DENTAL CARE SIGNAGE - The signage is up and looks just like what was approved.

LAND ADDITION PLAT FOR RICHARD SCHNEIDER – Mr. Schneider and his wife are building a new house at this location, and the existing street does not provide access that works well with the new house or hillside. His father and mother live in the house next door, and they want to move the common property line to allow the needed access. Currently a gravel drive exists and it is shown on the attached photograph – a new concrete or asphalt drive will be built when warm weather returns.

The new property line location shown on the plat still provides all the required minimum area and setback requirements for the zone, and I recommend approval.

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



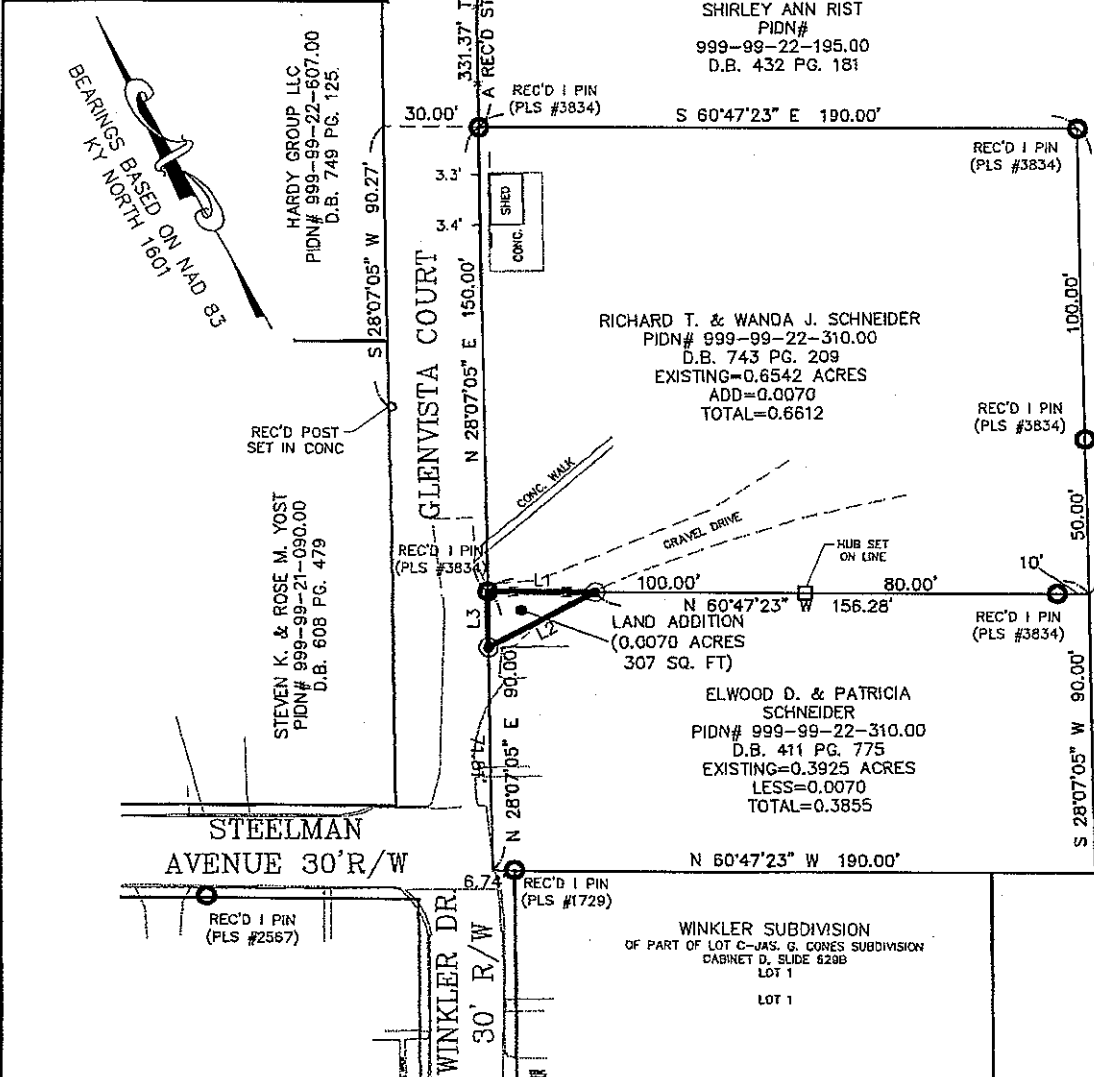
I hereby certify that I am a duly qualified and Licensed Kentucky Surveyor in accordance with KRS 322 and that this plat depicts a survey performed by me, or under my direct supervision, in accordance with the Code of Professional Practice and Conduct for Professional Engineers and Professional Surveyors, by the method of random traverse on October 23, 2014. The unadjusted precision ratio of the traverse exceeds 1:10,000 and was not adjusted for closure. The survey shown hereon is a Urban survey and the accuracy and precision of said survey meets all the specifications of this class. This plat meets or exceeds the minimum requirements of 201 KAR 18.150.

STEVEN C. STUBBS L.S. 3834 Date

NOTE: ● PIN SET is a 1/2" rebar with plastic cap stamped "STUBBS KY 3834"

VICINITY MAP
SCALE: 1" = 2000'

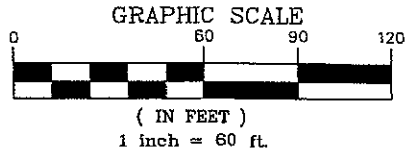
LINE TABLE		
LINE	BEARING	LENGTH
L1	S 60°47'23" E	33.72'
L2	N 89°23'02" W	38.00'
L3	N 28°07'05" E	18.19'



APPROVED BY THE HIGHLAND HEIGHTS PLANNING AND ZONING COMMISSION, CAMPBELL COUNTY, KENTUCKY, THIS _____ DAY OF _____ 2014.

CHAIRMAN

NOT FOR CONVEYANCE OR BUILDING DEVELOPMENT BY ITSELF, BUT FOR ATTACHMENT TO ADJACENT LAND IN THE SAME OWNERSHIP.



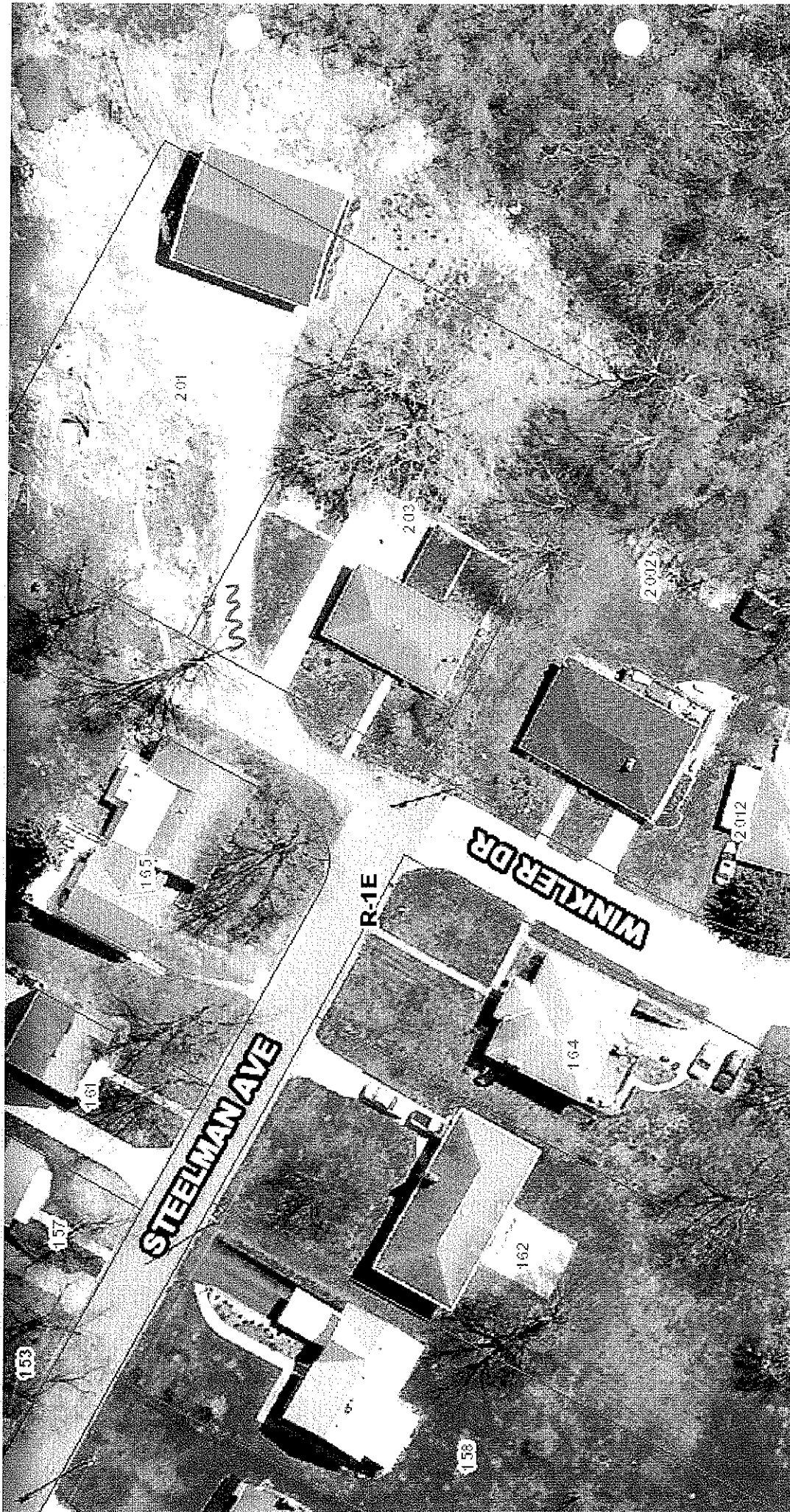
CARDINAL
ARCHITECTURE
ENGINEERING
LAND SURVEYING

LAND ADDITION PLAT
for
RICHARD SCHNEIDER
201 STEELMAN AVENUE
HIGHLAND HEIGHTS, KY 41076

ONE MOOCK ROAD
WILDER, KENTUCKY
41071 (859) 581-9600

STATE OF KENTUCKY
STEVEN C. STUBBS
3834
LICENSED PROFESSIONAL LAND SURVEYOR

PROJECT MANAGER:	SCS
DRAWN BY:	MRH
DATE:	10-24-2014
SCALE:	1" = 60'
FILE NO.	12-077



STEELMAN AVE

WINKLER DR

R-1E

153

157

161

165

201

203

2012

2012

164

162

158

Highland Heights Planning and Zoning Commission
December 9, 2014
Zoning Update Process – For Discussion:

Suggested City Planner office times:

Thursday, January 22nd 12pm-1pm;
Friday January 23rd 4pm-5pm;
Monday January 26th 12pm-1pm, and 6pm-7pm;
January 27th 6pm-7pm.

In addition, any citizen or business owner can call the city planner and make an appointment – time and place is flexible.

To advertise in the Recorder Classified for these dates, Info would have to be to Jean Rauf by January 7th, and would be published in the paper on January 16th. A sidebar notice would be similar in time requirements.

These office times are a suggestion that grew out of the process last year, and are for public information and comment purposes - not any kind of legal requirement. They are in lieu of a single public workshop. We would have a formal public hearing later when we adjust the draft as necessary and advertise that separately.

Additional advertising potential: Campbell County newsletter; postcard to businesses similar to that sent out December of 2013.

Drafts of the potential new regulations for consideration would be available within our offices and on-line by January 16th.