

CITY OF HIGHLAND HEIGHTS
PLANNING AND ZONING
MINUTES
JANUARY 14, 2014

On Tuesday, January 14, 2014 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: NONE.

MINUTES OF THE REGULAR PLANNING AND ZONING MEETING CONDUCTED ON DECEMBER 10, 2013: These minutes had been previously submitted to the Commissioners and City Staff for review.

ACTION TAKEN: COMMISSIONER BLOCHER MOVED TO ACCEPT THE DECEMBER 10, 2013 MINUTES, SECONDED BY COMMISSIONER REINCKE. DISCUSSION: NONE. ROLL CALL: BLOCHER, AYE; PETTIT, AYE; REINCKE, AYE; CRAWFORD, AYE; McNABB, AYE; EIFERT, AYE; KREBS, AYE. 8 AYES; 0-NAY. 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.

REPORT FROM ZONING ADMINISTRATOR WHITACRE: A copy of Mr. Whitiacre's report was previously e-mailed to the Commissioners and City Staff; a copy thereof is attached to these minutes.

ATTORNEY FRANZEN: No report.

OLD BUSINESS: GNC AND PIZZA HUT: There was a brief discussion about a complaint about outside storage behind GNC Building and the Pizza Hut Building.
OUTCOME: Mr. Whitacre will talk with the business owners about this issue.

CITY OF HIGHLAND HEIGHTS
PLANNING AND ZONING
MINUTES
JANUARY 14, 2014

NEW BUSINESS: JILLIAN COURT: Zoning Administrator Whitacre reported that Mr. and Mrs. Paul Pitzer has hired Joe Kramer at Cardinal Engineering to do a land division plat to be approved by Campbell County Planning and Zoning. He gave a brief report and a copy of his written report is attached to these minutes.

Chairperson Crawford announced that he has an interest in the property and at this time he will vacate his seat and turn the meeting over to Vice Chairperson John McNabb.

Mr. Joe Kramer, Cardinal Engineering, addressed the Commissioners. He stated he represents Mr. and Mrs. Paul Pitzer. He stated Mr. and Mrs. Pitzer own 25 to 30 acres of property that lies within the unincorporated area of Campbell County. He reported that the Pitzers' have access to this property from Ridge Hill Drive.

Mr. Kramer further reported that Mr. and Mrs. Pitzer would like to sell 13 acres of this property and the intent is to build a maximum of two houses on the 13 acres. Mr. Kramer distributed a copy of the map showing this area to the commissioners and City Staff. A copy is attached to these minutes.

Mr. Kramer requested that the future land owners be allowed to access this property from Jillian Court's public right of way. He reported that Campbell County Planning and Zoning did not have any issues about splitting this property, but they would not approve the plat until Mr. and Mrs. Pitzer obtain a review and approval from Highland Heights for the proposed access to Jillian.

There was discussion about the following concerns:

- #1. The length of the drive from the end of the pavement on Jillian to the requested driveway,
- #2. Is the lot going to be split into two lots?
- #3. Would the driveway have to be built per the City's Subdivision Regulations?
- #4. Since they are using a City Street to get to a development in the County, who would be responsible for repairing Jillian if it gets torn up?

CITY OF HIGHLAND HEIGHTS
PLANNING AND ZONING
MINUTES
JANUARY 14, 2014

Mr. Kramer responded to concerns #1 and #2. He reported the length of the driveway is 100 feet, He stated he is not talking about splitting the 13 acres into two lots; he is talking about one lot 13 acres.

Attorney Franzen responded to concerns #3 and #4. He reported the driveway would be required to be built per the City's Subdivision Regulations.

Attorney Franzen further reported the streets are open to the public and if Jillian would get torn up during this process, it would be the City's responsibility. He further stated if Planning and Zoning wanted to make it a requirement, they could require that they post some type of a bond if they develop more than a certain amount of lots.

ACTION TAKEN: COMMISSIONER KREBS MOVED TO PERMIT THE ACCESS TO BE TREATED AS A DRIVEWAY UNLESS THERE ARE MORE THAN TWO LOTS DEVELOPED IT WOULD HAVE TO BE DEVELOPED AS A PUBLIC RIGHT OF WAY ACCORDING TO THE CITY'S SUBDIVISION REGULATIONS AND WITH WHATEVER REGULATIONS THE CITY FEELS WOULD BE APPROPRIATE AT THAT TIME, SECONDED BY COMMISSIONER BLOCHER. DISCUSSION: NONE. ROLL CALL: BLOCHER, AYE; PETTIT, AYE; REINCKE, AYE; KOESTER, AYE; McNABB, AYE; EIFERT, AYE; KREBS, AYE. 7 - AYES; 0 - NAY. VICE CHAIRPERSON McNABB DECLARED THE MOTION PASSED.

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 7:40pm.

SUBMITTED:



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

CITY OF HIGHLAND HEIGHTS
PLANNING AND ZONING
MINUTES
JANUARY 14, 2014

SIGNED: _____


STEVE CRAWFORD, CHAIRPERSON
PLANNING & ZONING

*Signed by: Vice Chairperson
John Mc Nabb*

City Planner Report January 14, 2014

Highland Heights Planning Commission

1. US 27 Intersections and Traffic Flow

- Staff has requested that KYTC add an analysis of a lane addition on southbound US 27 between Marshall and Johns Hill to the preliminary intersection analysis for the US 27 intersections at Marshall and Johns Hill.

2. Highland Heights Zoning Ordinance

- Staff will be discussing the regulations with the Development Coordinator and city Development Committee. To date work has been concentrated on the ROD zoning district and streetscape standards. Signage and Parking are two important areas of upcoming work. Staff intends to prepare a rough draft of the revised regulations during January and February, and will meet with the Zoning Update Committee to plan events for the next couple of months - moving toward public review and finally the adoption process.