

**THESE MINUTES ARE NOT OFFICIAL
CITY OF HIGHLAND HEIGHTS
PLANNING AND ZONING
MAY 14, .2013**

Vice Chairperson McNabb called the regular Planning and Zoning meeting to order on Tuesday, May 14, 2013 at 176 Johns Hill Road at 7:00pm.

PRESENT: Vice Chairperson McNabb. Commissioners: Harold Blocher, Audrey Koester, Joe Krebs, Chuck Pettit, and Scott Reinke.

ALSO PRESENT: 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 may be late for this meeting. He stated that Mr. McNabb would conduct the meeting.

MINUTES: PRESENTATION OF THE PUBLIC HEARING MINUTES: None.

PRESENTATION OF THE REGULAR PLANNING AND ZONING MEETING CONDUCTED ON APRIL 9, 2013: These minutes had been previously submitted to the Commissioners and City Staff for review.

ACTION TAKEN: COMMISSIONER KREBS MOVED TO ACCEPT THE MINUTES OF THE REGULAR MEETING CONDUCTED ON APRIL 9, 2013, SECONDED BY MEMBER PETTIT. DISCUSSION: NONE. ROLL CALL: KREBS, AYE, McNABB, AYE; KOESTER, AYE; REINKE, AYE; PETTIT, AYE; BLOCHER, ABSTAIN. 5 – AYES. 1 – ABSTENTION. MOTION CARRIED

SCHEDULED GUEST/S. Mr. Chris Hake, Thompson Thrift Development. Mr. Hake presented an update to the Highland Pointe Development project.

Mr. Hake stated they have been approached by a national coffee shop. He stated that one of their requirements is to have a drive thru on the building. He said they have drive thrus at all of their locations.

Mr. Hake stated Thompson Thift is asking for approval for an amendment to the Development Plan to be placed on the June agenda. He also stated there is the potential to look at the previously granted parking variance and there may be some tweaking to this parking requirement. He said they are not sure if this could be tweaked, but they would like to have this on the June agenda.

Commissioner Pettit stated he has some concerns about a drive thru in that space. Mr. Hake presented a conceptual plan from the tenant for the coffee shop.

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Commissioner Pettit inquired about the hours of operation. Mr. Hake responded. He said the coffee shop hours would probably be regular business hours. He stated the peak hours would be between 7:00am – 9:00am. Firehouse subs lunch is their main hours of operation, City Barbeque serves lunch but dinner is their main focus. He said deliveries would be during non-business hours.

ACTION TAKEN: COMMISSIONER BLOCHER MOVED TO CONDUCT A PUBLIC HEARING ON JUNE 11TH TO DISCUSS A MAJOR CHANGE TO THOMPSON THRIFT'S DEVELOPMENT PLAN TO CONSIDER A DRIVE THRU, SECONDED BY COMMISSIONER KREBS, DISCUSSION: NONE. ROLL CALL; BLOCHER, AYE; PETTIT, AYE; REINCKE, AYE; KOESTER, AYE; McNABB, AYE; KREBS, AYE. 6 – AYES. MOTION CARRIED.

SITE PLAN SUBMITTED BY DR. BOWLING FOR BUILDING EXPANSION AND PARKING.FOR PROERTY LOCATED AT 2515 ALEXANDRIA PIKE.

REPORT FROM CITY PLANNER DAVID GEOHEGAN: Mr. Geohegan gave a verbal report about the issues with site and how they are going to be addressed. A copy of his report was previously distributed to the Commissioners and City Staff. A copy thereof is attached to these minutes.

Mr. Geohegan stated the west edge of the site at this time will continue to be used as a residence. He stated there is a letter from Mr. Richard Carr, PE to Mr. Whitacre regarding this residence. A copy thereof is attached to these minutes.

Mr. Geohegan recommended that the Site Plan be approved with the condition that a final landscaping plan be submitted in time for correct planting in the fall of this year.

REPORT FROM ZONING ADMINISTRATOR DAVE WHITACRE: Mr. Whitacre gave a verbal report about the site plan review. A copy of his report was previously distributed to the Commissioners and City Staff, and a copy thereof is attached to these minutes.

Mr. Whitacre reported the applicants want to revise their design for the monument sign. He stated the applicants will submit a revised plan at a later date.

Mr. Whitacre stated that he and Mr. Geohegan recommend approval of the plan with the conditions that the landscaping and monument revisions are submitted at a later date and that occupancy is limited to one floor until additional parking is provided.

SIGN APPICATION SUBMITTED BY FT.THOMAS JEWELERS: The applicant stated he would like to use their existing sign that they have in Ft. Thomas.

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Mr. Whitacre read his report pertaining to this application. A copy was previously distributed to the Commissioners and City Staff.

FOR THE RECORD: At this time, Chairperson Crawford entered the meeting.

There was considerable discussion about the sign application submitted by Ft. Thomas Jewelers that ranged from The size of this sign due to the issue of how narrow the new store will be; whether or not the sign is going to be shown on both sides of the building to....the entire complex having some form of uniformity for signs in this development.

ACTION TAKEN: COMMISSIONER REINCKE MOVED TO TABLE THIS MATTER UNTIL THE NEXT MEETING TO FIND OUT IF WE APPROVED THIS IN THE STAGE ONE PLAN, SECONDED BY CRAWFORD. DISCUSSION: NONE. ROLL CALL: BLOCHER, AYE; PETTIT, AYE, REINKE, AYE; KOESTER, AYE; McNABB, AYE; CRAWFORD, AYE; KREBS, AYE. 7 – AYES. MOTION CARRIED.

SIGN APPLICATION SUBMITTED FOR ST. ELIZABETH PHYSICIANS EXPRESS CARE LOCATED IN THE E-JAY PLAZA. Mr. Whitacre gave a report on this Sign Application. A copy of Mr. Whitacre's report was previously distributed to the Commissioners and City Staff, and a copy thereof is attached to these minutes.

After discussion about this sign, Mr. Whitacre recommended approval of the proposed sign for St. Elizabeth Physicians Express Care.

ACTION TAKEN: COMMISSIONER PETTIT MOVED TO APPROVE THE SIGN APPLICATION AS SUBMITTED BY ST. ELIZABETH PHYSICIANS EXPRESS CARE, SECONDED BY CHAIRPERSON CRAWFORD. DISCUSSION: NONE. ROLL CALL: KREBS, AYE; CRAWFORD, AYE; McNABB, AYE; KOESTER, AYE; REINCKE, AYE; PETTIT, AYE, BLOCHER, AYE. 7 – AYES. MOTION CARRIED.

ATTORNEY FRANZEN: No report

COMMENTS FROM THE AUDIENCE Mr. Chuck (Doc) Roth, 134 Main Avenue, offered his suggestion that the signage for the new businesses on Old Alexandria Pike side be smaller.

OLD BUSINESS: COMPREHENSIVE PLAN ACTION TAKEN: COMMISSIONER PETTIT MOVED TO TAKE FROM THE TABLE THE DISCUSSION CONCERNING THE COMPREHENSIVE PLAN, SECONDED COMMISSIONERS BLOCHER, DISCUSSION: NONE, AYE, ALL.

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Commissioner Pettit stated he has read the information. He said the changes that Mr. Schwab made were minor edit changes. He stated at some point he would like to present this to City Council.

Chairperson Crawford stated he has also read the plan. He stated there are some items which are minor. He suggested change everything back to the 2012. He reported there is a lot of the language in the text that references 2012. He stated they did not vision it would take this long to complete the update.

Chairperson Crawford addressed the following:

Chapter 1, and Chapter 4: Chairperson Crawford also suggested that we do not make reference to other communities as was addressed in Chapter 1, Introduction and in Chapter 4.

Chapter 2. Chairperson Crawford said in Chapter two they are using the same pictures as in other chapters.

Chaper 3. No changes

Chairperson Crawford stated he sent comments to Mr. Schwab that he thought somebody, person or government body for each objective in the action plan to be responsible for each action piece. He reported that Mr. Schwab informed him that the committee felt they are not the proper organization to do this.

Chairperson Crawford stated he would like to have a hard bound copy of this document for all the members.

Dr. Charles Voll, 2721 Alexandria Pike, addressed the commissioners about changing the name of Old Alexandria Pike to a new name. **OUTCOME:** Vice Chair McNabb informed him that City Council will conduct a Public Hearing on June 4th, about this matter.

City Planner Geohegan addressed the Comprehensive Plan. He stated that Mr. Schwab had made revisions and corrections to the draft based on the comments from the public at the March 12, 2013 Public Hearing.

Mr. Geohegan also stated there are two areas of comments in the Public Hearing that were made that did not reflect any changes in the draft of the Comprehensive Plan that had to do with the Gateway East area. He said there were 2 or 3 property owners that recommended changes around the Bramble Avenue area in terms of the Gateway East area that is proposed.

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Mr. Geohegan reported that Mr. Steve Roth and Mr. Chuck (Doc) Roth have a request for a Public Plaza Concept and for a recreation path easement that is near Applebee's,

Mr. Geohegan reported he had sent a map to Mr. Schwab about a month ago that had a potential change for him to consider. He stated that Mr. Schwab elected not to make that change based on the Steering Committees opinion that they did not want the change to be made on the map, they did not think it was warranted.

Mr. Geohegan reported he has the map but it had not been publicly reviewed. Vice Chairperson McNabb asked him to distribute the map to the Commissioners for their review. A copy thereof is attached to these minutes.

Mr. Geohegan stated that he drafted the red line on the map. He said he did this in response to the comments from the residents in that area. Chairperson asked if the red line will become the yellow line. Mr. Geohegan replied "yes".

Commissioner Pettit asked who is going to do the minor word changes. After more discussion, Chairperson Crawford recommended that Mr. Geohegan communicate any changes from this meeting tonight to Mr. Schwab.

COMMENTS FROM AUDIENCE: Mr. Steve Roth, 31 High Street. Mr. Roth read his report addressing the Public Plaza, the fountain and his other recommendations to the current text on page RD18. Mr. Roth distributed a copy of his report to the Commissioners and City Staff. A copy thereof is attached to these minutes

Mr. Chuck (Doc) Roth, 134 Main Avenue. Mr. Roth read his report concerning his revisions to RD17. Mr. Roth distributed a copy of his report to the Commissioners and City Staff. A copy thereof is attached to these minutes. Mr. Roth stated he agrees with Chairperson Crawford not to site local municipalities, but to change it to...**such as some other places.**

ACTION TAKEN: CHAIRPERSON CRAWFORD MOVED TO SEND THE UPDATED COMPREHENSIVE PLAN DRAFT TO CITY COUNCIL FOR APPROVAL AS CURRENTLY RENDERED WITH THE CHANGES DISCUSSED THIS EVENING BY MR. STEVE ROTH, MR. CHUCK (DOC) ROTH, CHAIRPERSON STEVE CRAWFORD AND CITY PLANNER DAVE GEOHEGAN, SECONDED BY COMMISSIONER BLOCHER. DISCUSSION: Commissioner Reincke expressed his views about the changes to the map coming in at this late date. He stated the Steering Committee spent a great amount of time on this plan. He continued it is his understanding that the commission is to clear up the language. He stated to come up with this change at this late date is a waste.

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Vice Chair McNabb said he thinks they wanted to give the property owners in this area a buffer. He said this is an imaginary line and it could be changed with zone changes, etc., through the course of what is developed there over the years.

Mr. Geohegan responded this change was based on the comments from one or two property owners whose property fronts on US27. He further stated the property owners were interested in seeing future office or commercial to Bramble.

ROLL CALL: BLOCHER, AYE; PETTIT, AYE; REINCKE, NAY; KOESTER, AYE; McNABB, AYE CRAWFORD, AYE; KREBS, AYE; 6 – AYES; 1 – NAY. MOTION CARRIED.

FOR THE RECORD: Copies of Mr. Steve Roth and Mr. Chuck (Doc) Roth's recommendations are attached to these minutes and are made a part of the file.

NEW BUSINESS: FLOOD PLAIN INSURANCE: Mr. Whitacre reported he is continuing to work on this matter

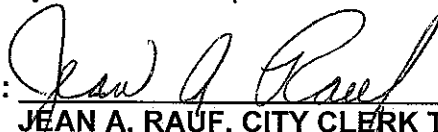
Commissioner Krebs asked if anything has been done about the fence on Louisville Road. Mr. Whitacre stated he has notified the State but he has not heard from them about this matter.

CONTINUING EDUCATION: No report.

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


The meeting adjourned at 8:50pm.

SUBMITTED:



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

SIGNED:



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