

**CITY OF HIGHLAND HEIGHTS  
PLANNING & ZONING MINUTES  
MARCH 13, 2018**

On Tuesday, March 13, 2018 Chairperson Steve Crawford called the regular Planning and Zoning meeting to order at 7:00 p.m. at 176 Johns Hill Road.

**PRESENT:** Chairperson Steve Crawford, Commissioners: Chuck Pettit, Joe Krebs, John McNabb, Audrey Koester, Gene White and Scott Reincke. A quorum is present.

**ALSO PRESENT:** City Planner Dave Geohegan, City Engineer/Zoning Administrator Dave Whitacre, and Jean A. Rauf, City Clerk/Treasurer.

**ABSENT:** City Attorney Steve Franzen. Mr. Franzen had previously informed Chairperson Crawford that he would not be at this meeting due to a prior commitment.

**PRESENTATION OF THE REGULAR PLANNING AND ZONING MEETING CONDUCTED ON FEBRUARY 13, 2018:** These minutes had been previously emailed to the Commissioners and City Staff for review.

**ACTION TAKEN: COMMISSIONER PETTIT MOVED TO APPROVE THE MINUTES OF THE FEBRUARY 13, 2018 PLANNING & ZONING MEETING, SECONDED BY COMMISSIONER REINCKE. DISCUSSION: NONE. ROLL CALL: PETTIT, AYE; WHITE, AYE; KOESTER, AYE; CHAIRPERSON CRAWFORD, AYE; MCNABB, AYE; REINCKE, AYE; KREBS, AYE. 7- AYES; 0 – NAYS. CHAIRPERSON CRAWFORD DECLARED THE MOTION PASSED UNANIMOUSLY.**

**ANNOUNCEMENT: NONE.**

**STAFF REPORTS: ZONING ADMINISTRATOR DAVE WHITACRE – LOT DIVISION/CONSOLIDATION PLAT – REVISED:** Mr. Whitacre reported that at the last P&Z meeting, the commissioners approved the ID Plat submitted. He reported it was discovered that the new line was not in the location the owners wanted. He reported that the revision could not be made until this meeting, since it has been reviewed and approved as submitted. He reported he is submitting a revised Lot Division /Consolidating Plat.

Mr. Whitacre recommended approval of the lot division/consolidation with the condition that the existing shed be removed from the new lot within 12 months; and that action be taken to begin repair of the fire damaged house within 90 days.

A copy of Mr. Whitacre's report addressing this matter was previously distributed to the Commissioners for their review; and a copy thereof is attached to these minutes

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**ACTION TAKEN: COMMISSIONER WHITE MOVED TO APPROVE THE REVISED PLAT BASED ON MR. WHITACRE'S RECOMMENDATION, SECONDED BY COMMISSIONER KREBS. DISCUSSION: NONE. ROLL CALL: KREBS, AYE; REINCKE, AYE; McNABB, AYE; CRAWFORD, AYE; KOESTER, AYE; WHITE, AYE; PETTIT, AYE. 7 – AYES; 0 – NAYS. CHAIRPERSON CRAWFORD DECLARED THE MOTION PASSED UNANIMOUSLY.**

**SIGN RE-BRANDING PERMIT SUBMITTED BY AT&T FOR 2525 WILSON AVENUE.**

Mr. Whitacre reported that AT&T wanted to change their logo on the building. Mr. Whitacre gave a brief information report about this request. A copy of his report addressing this matter was previously distributed to the Commissioner for their review, and a copy thereof is attached to these minutes.

**ACTION TAKEN: COMMISSIONER PETTIT MOVED TO APPROVE THE CHANGE TO THE AT&T SIGNS, SECONDED BY COMMISSIONER KOESTER. DISCUSSION: NONE. ROLL CALL: PETTIT, AYE; WHITE, AYE; KOESTER, AYE; CRAWFORD, AYE; McNABB, AYE; REINCKE, AYE; KREBS, AYE. 7 – AYES; 0 – NAYS. CHAIRPERSON CRAWFORD DECLARED THE MOTION PASSED.**

**CITY PLANNER DAVID GEOHEGAN:** Mr. Geohegan gave an in-depth summary of the events that have occurred since the formal announcement of the NKU/Fairmount development on December 18, 2017. A copy of his report was previously distributed to the Commissioners and a copy thereof is attached to these minutes.

**ACTION TAKEN: COMMISSIONER PETTIT MOVED THAT PLANNING AND ZONING CONDUCT A PUBLIC HEARING ON MAY 8, 2018 AT 7:00PM TO CONSIDER CHANGING THE CURRENT ZONING OF THE NKU PARCELS ON THE NORTHWEST QUADRANT OF NUNN DRIVE AND US 27, SECONDED BY COMMISSIONER WHITE. DISCUSSION: NONE. ROLL CALL: KREBS, AYE; REINCKE, AYE; McNABB, AYE; CRAWFORD, AYE; KOESTER, AYE; WHITE AYE, PETTIT, AYE. 7 – AYES; 0- NAYS. CHAIRPERSON CRAWFORD DECLARED THE MOTION PASSED.**

**COMMENTS FROM THE AUDIENCE:** Mr. John Ramler stated the audience was having a problem hearing everyone. He asked that they paraphrase what was just said.

Mr. Crawford responded to Mr. Ramler. He stated that based on the recommendation of the City Planner, Planning and Zoning is going to consider changing the current zoning of the NKU parcels on the northwest quadrant of Nunn Drive and US 27 to coincide with the proposed development that has been presented to Council and Planning and Zoning.

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Chairperson Crawford further stated Planning and Zoning will not be dealing with the buildings, materials, etc.; just the zone change to be consistent with the development.

Mr. Ramler asked about rezoning the rest of the street that was mentioned by Mr. Franzen at the last meeting. Mr. Crawford stated that would be a separate matter; it is not connected with this project.

**OLD BUSINESS:** None

**NEW BUSINESS:**

**CONTINUING EDUCATION:** The previous Continuing Education scheduled for February 7<sup>th</sup> was canceled due to inclement weather and has been rescheduled for April 18<sup>th</sup>.

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

The meeting adjourned at 7:30 p.m.

**SUBMITTED:**

  
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**JEAN A. RAUF, RECORDING SECRETARY**

**SIGNED:**

  
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**STEVE CRAWFORD, CHAIRPERSON PLANNING & ZONING**

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CITY OF HIGHLAND HEIGHTS – PLANNING COMMISSON  
CITY ENGINEER/ZONING ADMINISTRATOR REPORT  
MARCH 13, 2018

**LOT DIVISION/CONSOLIDATION PLAT – REVISED** - Last month we reviewed and approved this lot division on the same day the surveyor finished the plat – unfortunately the new line was not in the location the owner wanted. They called the next day and tried to get it changed – unfortunately the revision could not be made until this next P&Z meeting as it had been reviewed, voted on, and approved as submitted.

The property is zoned R-1EF, and the following is applicable:

ZONING REQUIREMENTS	ALEXANDRIA PARCEL	ROSE PARCEL
7,500 SQ. FT. MIN AREA	21,780	75,620
50' MINIMUM LOT WIDTH	174'	200'
20' MINIMUM FRONT YARD	50'	-----
8' MINIMUM SIDE YARD	13.48'	-----
25' MINIMUM REAR YARD	142'	-----

Both of the proposed lots meet or exceed the requirements for area, width and setbacks. The newly created lot has access to sewer behind the house and all other utilities from the Rose Avenue ROW. The existing shed on the Rose Avenue parcel will be razed for the new house to make room for the new house to be built on that lot, the existing fire damaged house will be repaired or razed to make room for a new house.

I recommend approval of lot division/consolidation – with the condition that the existing shed be removed from the new lot within 12 months, and that action be taken to begin repair of the fire damaged house within 90 days.

**AT&T SIGN RE-BRANDING, 2525 WILSON AVENUE** - The AT&T store would like to change their logo on the building. The approved development plan and signage allowed the stores to have 1 square foot of signage for each lineal foot of wall, and the Planning Commission approved the second sign as the building is a corner building and there is frontage on 2 streets (I-471 & Wilson). The shortest wall is 52' long, and the original signs were 40.6 square feet each. The new signs are both 51.2 square feet – which is below the maximum allowed.

Dave Whitacre, PE

**City Planner Report March 13, 2018**  
**Highland Heights Planning Commission**

**NKU/Fairmount Development**

This is a summary of the events that have occurred since the formal announcement of the NKU/Fairmount development on December 18, 2017:

- A. The Highland Heights City Council has met in January, February, and March to review the request for an addition to the current Highland Heights TIF district to include the NKU-owned development site. This TIF addition area includes five residential lots on Faren Drive, the office site on US 27, and a small strip of land along the north side of Nunn Drive. This block of properties constitutes Site B on the NKU/Fairmount development plan and is planned to accommodate the proposed St. Elizabeth and Cincy Ortho uses. The rest of the NKU/Fairmount development site, located on the south side of Nunn Drive, is within the current TIF District.
- B. The Highland Heights City Planner, Dave Geohegan had issued a letter in November 2017 that examined the consistency between the TIF district expansion and the 2013 Highland Heights Comprehensive Plan - based on the TIF general development plan concept.
- C. The proposed project is on state-owned land, and therefore is being considered as exempt from local land use regulations. The Planning Commission, while participating in its US 27 visioning process in January discussed the current zoning for the corridor. Staff has determined that the "Old Thriftway site" had been changed to MLU in the past, but was not reflected on the current Highland Heights zoning map. The St. Elizabeth/Cincy Ortho portion is in two zoning districts, PO Professional Office, R – 1D single family residential. The zoning of the area had been discussed during the 2015 update and adoption of the Highland Heights Zoning Regulations, but little was known of the future development character at that time. Now there is more known, as a result of the project and timeline announcements in 2017. The existing zoning districts of the area on the northwest quadrant of Nunn Drive and US 27 may be inconsistent with the rest of the remainder of the NKU/Fairmount project site, MLU Mixed Land Use.
- D. By resolution, the Planning Commission sent a request to the City Council to discuss, and respond with guidance on how to proceed. The City Council then requested that the Planning Commission initiate a zoning map amendment request, as allowed in Kentucky Revised Statutes Chapter 100 for the portion of the development site on the northwest corner of Nunn Drive and US 27. As the project develops over time on the state-owned property, this would provide consistency between the development, the zoning regulations, and the comprehensive plan.

- E. Planning Commission staff has concluded that the MLU zone would best reflect the current type of development envisioned for these development sites. The MLU zone was modified in 2015 during the city-wide zoning regulations update to permit the urban character and types of university-related uses presented by the developer.
- F. The developer attended the Highland Heights Planning Commission February meeting, presented the development concept, and addressed questions and comments from the Commission and citizens. The Faren Drive and Marshall Drive area property owners had been notified by letter of this presentation. This notification was in response to a request made by citizens at the city council in January that owners know when the project was going to be discussed in detail at the city or planning commission level.
- G. The developer has indicated during the presentation in February to the Planning Commission that, although exempt from local land use regulations, that NKU/Fairmount would make strong efforts to work with Highland Heights in designing the best possible development to fit in with the surrounding area, as well as addressing all infrastructure impacts. This includes a formal Traffic Impact Analysis, which is currently in progress. The developer and traffic consultant have agreed to meet with city representatives several times during the traffic planning process. The developer has also agreed to update the planning commission, city council, and citizens as the development progresses.
- H. The request for consideration by the Planning Commission tonight is to schedule a public hearing to consider changing the current zoning of the NKU parcels on the northwest quadrant of Nunn Drive and US 27 from R-1D and PO to MLU. The purpose is not to consider the merits of the NKU/Fairmount development, but to enable the city's zoning regulations and map to accurately reflect the development that is occurring.

Respectfully Submitted,

David A. Geohegan, City Planner