

**PLANNING AND ZONING  
MINUTES  
SEPTEMBER 13, 2016**

On September 13, 2016 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 John Hoffert, Audrey Koester, Joe Krebs, John McNabb, Chuck Pettit, and Gene White. A quorum is present.

**ALSO PRESENT:** City Planner Dave Geohegan.

**ABSENT:** Commissioner Harold Blocher was absent due to a prior commitment City Attorney Steve Franzen, Zoning Administrator Dave Whitacre were not required to be at this meeting due to no business to report or discuss.

**ANNOUNCEMENT:** Chairperson Crawford announced that the July and August P&Z meetings were cancelled due to lack of business to be discussed.

Chairperson Crawford announced that prior to this meeting a Continuing Education Session was conducted. He reported Mr. Geohegan presented the Continuing Education Session.

**PRESENTATION OF THE REGULAR PLANNING AND ZONING MEETING CONDUCTED ON JUNE 14, 2016:** These minutes had been previously e-mailed to the Commissioners and City Staff for review.

**ACTION TAKEN: COMMISSIONER KREBS MOVED TO APPROVE THE MINUTES OF THE JUNE 14, 2016, SECONDED BY COMMISSIONER WHITE. DISCUSSION: NONE. ROLL CALL: KREBS, AYE; HOFFERT, AYE; McNABB, AYE, CRAWFORD, ABSTAIN; KOESTER, AYE; WHITE, AYE; PETTIT, AYE. 5 - AYES; 0 – NAYS; 1 - ABSTENTIONS. CHAIRPERSON CRAWFORD DECLARED THE MOTION CARRIED.**

**ANNOUNCEMENT: NONE.**

**SCHEDULED GUEST/S. NONE.**

**REPORT FROM CITY PLANNER DAVID GEOHEGAN:** Mr. Geohegan previously submitted his report. A copy of Mr. Geohegan report and the map showing the proposed concept of Sunset Drive reconstruction future improvement was previously distributed to the Chairperson and Commissioners. A copy thereof is attached to these minutes.

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After Mr. Geohegan gave a report regarding the amendment to the 2012 Highland Heights Comprehensive Plan, he recommended a Public Hearing be conducted to review and hear comments on the proposed changes to the City of Highland Heights 2012 Comprehensive Plan.

**COMMENTS FROM THE COMMISSIONERS:** Commissioner White asked if the road change would be done through the State, or in combination with the developer for the City.

Mr. Geohegan reported they have had meetings with the State and they are not going to put this on the six (6) year plan and build it.

Mr. Geohegan further reported there are different funding sources with the State. He reported it may come to a point where there is State funding involved for this area. He further reported that it will not all be paid for by the State.

Mr. Geohegan explained that this may be developed for build. He stated if this piece of roadway is improved, it is going to add value to this location.

Mr. Geohegan reported that part of this area is in the TIF District. He reported there could be something worked out in terms of those monies generated by the new development. He reported those monies would stay in the City and this would help pay for the road improvement. He reported that we may or may not have to extend the TIF district in that area. He further reported that he thinks we will see a combination of resources

Chairperson Crawford requested that at the October meeting he would like Mr. Geohegan to present a second slide or picture that reflects where the TIF District falls. He stated this is going to be important to have in order to get as many sources of funds. Mr. Geohegan stated that he would have more information at the Public Hearing.

Commissioner Pettit asked if Mr. Geohegan could give preliminary cost for this project. Mr. Geohegan stated he would check but it would be a ballpark figure.

Commissioner McNabb stated he did not see pedestrian sidewalks or bike trails on the plan. He also mentioned that sidewalks could connect with US 27 and also to Nunn Drive He suggested that this be shown on the plan.

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**ACTION TAKEN: COMMISSIONER WHITE MOVED THAT PLANNING AND ZONING CONDUCT A PUBLIC HEARING ON TUESDAY, OCTOBER 11, 2016 AT 7:00PM TO REVIEW AND HEAR COMMENTS ON THE PROPOSED AMENDMENT TO THE 2012 COMPREHENSIVE PLAN SECONDED BY COMMISSIONER HOFFERT. DISCUSSION: NONE. ROLL CALL: PETTIT, AYE; WHITE, AYE; KOESTER, AYE; CRAWFORD, AYE; McNABB, AYE; HOFFERT, AYE; KREBS, AYE. 6 – AYES, 0 - NAYS. CHAIRPERSON CRAWFORD DECLARED THE MOTION CARRIED.**

**REPORT FROM ZONING ADMINISTRATOR DAVE WHITACRE: NO REPORT**

**ATTORNEY FRANZEN: NO REPORT.**

**OLD BUSINESS: NONE.**

**NEW BUSINESS: NONE.**

**CONTINUING EDUCATION: FOR THE RECORD: THE FOLLOWING PERSONS ATTENDED THE CONTINUING EDUCATION SESSION CONDUCTED BY MR. DAVID GEOHEGAN, CITY PLANNER. EACH RECEIVED 1.50 HOURS OF CONTINUING EDUCATION CREDIT.**

**P&Z CHAIRPERSON: STEVE CRAWFORD  
P&Z COMMISSIONERS: JOHN HOFFERT; AUDREY KOESTER,  
JOE KREBS, JOHN McNABB, CHUCK PETTIT, GENE WHITE AND  
RECORDING SECRETARY JEAN RAUF, CITY CLERK TREASURER.**

**COMMISSIONER BLOCHER WAS ABSENT DUE TO A PRIOR WORK COMMITMENT.**

**THE FOLLOWING BOARD OF ADJUSTMENT MEMBERS ALSO ATTENDED THE SESSION:**

**BOARD OF ADJUSTMENT CHAIRPERSON JUD DAUM.  
COMMISSIONERS: CAROL PETROC, GREG JAMES, MICHAEL MEYERS.**

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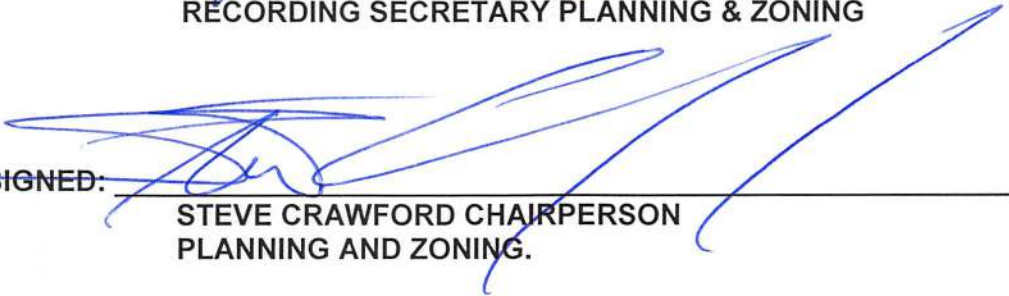
ADJOURNMENT: There being no further business, COMMISSIONER KREBS MOVED TO ADJOURN, SECONDED BY COMMISSIONER PETTIT. AYE, ALL. MOTION CARRIED.

The meeting adjourned at 7:15

SUBMITTED:

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

SIGNED:

  
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STEVE CRAWFORD CHAIRPERSON  
PLANNING AND ZONING.

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**City Planner Report September 13, 2016**  
**Highland Heights Planning Commission**

**Highland Heights Comprehensive Plan**

As included on the September 13<sup>th</sup> Agenda, the Planning Commission is being requested to schedule a public hearing for October 11<sup>th</sup> on a proposed amendment to the 2012 Highland Heights Comprehensive Plan. This item would be a formal amendment to the adopted Comprehensive Plan to include a concept drawing and descriptive text for the future Sunset Drive reconstruction. As you know we have a great Comp Plan, and it includes a lot of detail in Chapter 5, Action Plan in the form of an extensive table of recommended actions. This table, and a thoroughfare plan in the Transportation Chapter recommend that Sunset Drive be improved and re-aligned. Continued developer interest in the affected land parcels has helped cause the need for more definition on what the Plan recommends.

What's happened so far:

The City Engineer has produced a draft concept of what the road realignment might look like. Staff met with KYTC.

Mayor, P&Z Chair, and staff met with NKU officials.

Development Director and staff met with Campbell Co. officials.

Development Director has met with the property owner, broker, and legal representative.

The City Attorney has indicated that the concept drawing and references can be included through a Comp Plan amendment.

All of the above parties have indicated support for further definition of Comp Plan recommendations at Sunset Drive. Attached to this planner report is an informational page that includes existing section 4.12 of the Comp Plan Action Plan, the existing thoroughfare plan, and a proposed concept drawing by the city engineer. The request is to review this concept drawing and associated text for inclusion directly into the Comp Plan. Further information and public comment, as well as a formal staff report will be available at the April public hearing.

Respectfully Submitted,

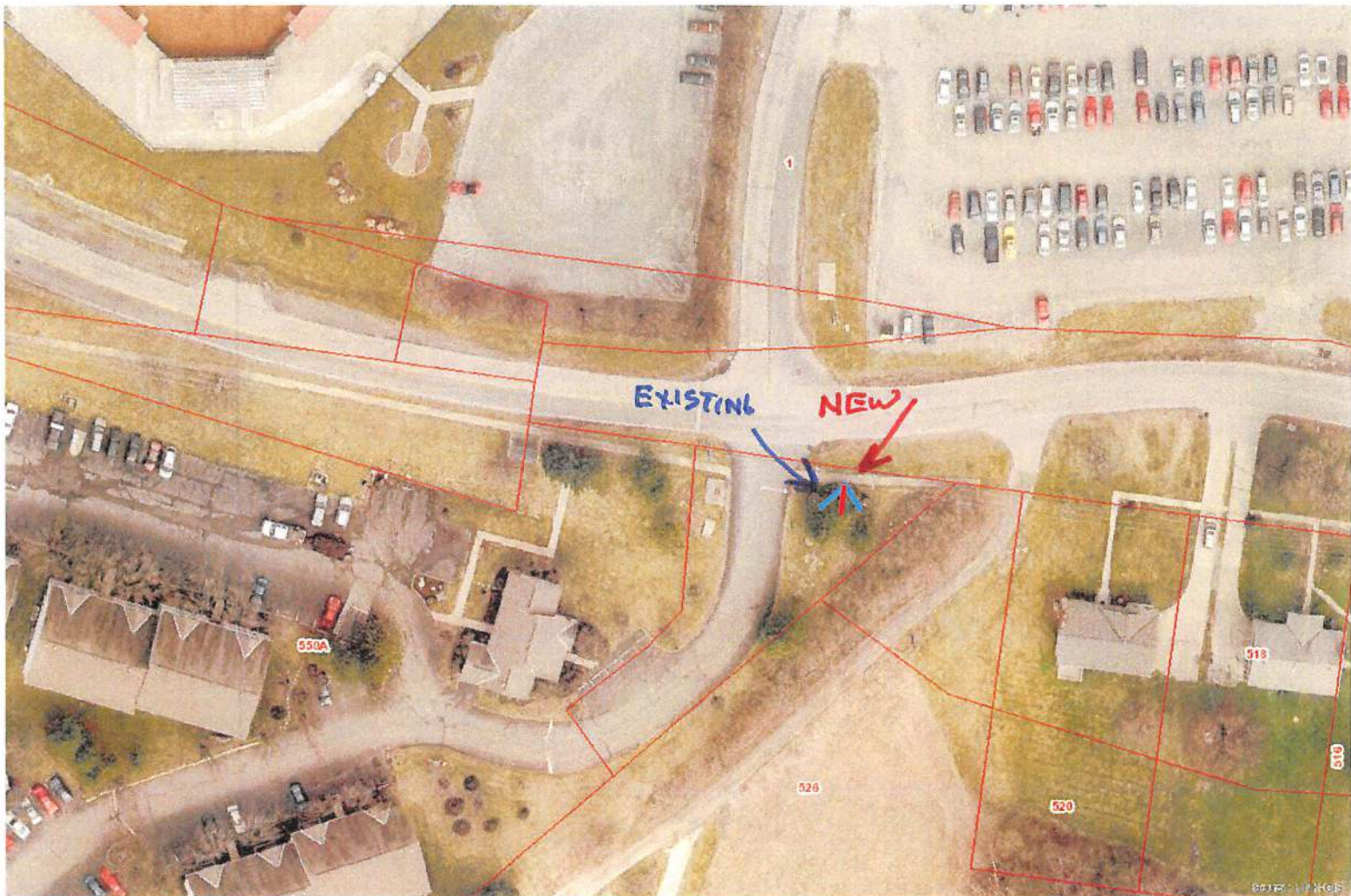
David A. Geohegan, City Planner

Attachment: table excerpt and two maps

Comprehensive Plan new business – September 13, 2016 Business Meeting:

**2012 Highland Heights Comprehensive Plan Amendment**

This is a request of the Comprehensive Plan/Zoning Update Committee for the Highland Heights Planning and Zoning Commission to schedule a public hearing to review and hear comments on proposed changes to the 2012 Highland Heights Comprehensive Plan. These proposed changes are designed to provide more definition of current recommendations made in Section 4.12 of the Action Plan Chapter of the adopted Comprehensive Plan. Upon meeting with land owners and public officials, the Committee and staff are proposing a concept drawing and accompanying explanatory text be included in the Plan to help guide the infrastructure and development of the Sunset Drive/Wilson Drive area. The public hearing is recommended to be scheduled for October 11, 2016 at 7:00 pm in the City of Highland Heights Council Chambers.



Ingress/Egress

Commencing at a set 5/8 inch iron pin and pink cap, stamped R. LONG, PLS 3494, at the new north corner the remaining lands of the grantor and in the westerly right of way of Old Hilltop Drive.

(L7) Thence, along the westerly right of way of Old Hilltop Drive S 26°29'01" E for a distance of 129.43 feet to the Real Point of Beginning;

(L1) Thence, continuing along said right of way S 26°29'01" E for a distance of 27.12 feet to a point. Said point being (L6) N 26°29'01" W a distance of 84.18 feet from a recovered ½ inch iron pin with no cap in the westerly right of way of Hilltop Drive at the easterly corner of the grantor;

Thence, leaving said right of way and continuing through the lands of the grantor for the following four (4) calls:

(C1) along a curve to the left with a delta angle of 38°54'32", a radius of 40.00 feet, and an arc length of 27.16 feet to a point. Said curve also having a chord bearing of S 70°49'01" W, and a chord length of 26.64 feet;

(L2) S 51°21'45" W a distance of 17.15 feet to a point;

(C2) along a curve to the right with a delta angle of 64°17'09", a radius of 45.00', and an arc length of 50.49 feet to a point. Said curve also having a chord bearing of N 74°05'54" W, and a chord length of 47.88 feet;

(L3) N 41°57'20" W a distance of 97.78 feet to a point in the new division line;

(L4) Thence, along the new division line, N 47°23'16" E a distance of 25.00 feet to a point;

Thence, leaving the new division line and continuing through the lands of the grantor for the following 3 calls

(L5) S 41°57'20" E a distance of 98.06 feet to a point;

(C3) along a curve to the left with a delta angle of 86°11'07", a radius of 19.19 feet, and an arc length of 28.86 feet to a point. Said curve also having a chord bearing of S 88°14'16" E, and a chord length of 26.22 feet,;

(C4) along a reverse curve to the right with a delta angle of 24°25'54", a radius of 74.14 feet, and an arc length of 31.62 feet to the Real Point of Beginning. Said curve also having a chord bearing of N 62°02'50" E, and a chord length of 31.38 feet;

The ingress/egress described above being a portion of the remaining lands conveyed to the Intermedia Partners of Kentucky in Deed Book 605 Page 023 as recorded in the Campbell County Records Room in Newport, KY. Said easement contains 0.1006 acres.

