

**CITY OF HIGHLAND HEIGHTS
PLANNING AND ZONING
MINUTES
FEBRUARY 9, 2016**

On Tuesday, February 9, 2016 Chairperson Steve Crawford called the regular Planning and Zoning meeting to order at 7:00pm at 176 Johns Hill Road.

PRESENT: Chairperson Steve Crawford, Commissioners: Harold Blocher, John Hoffert, Audrey Koester, John McNabb, Chuck Pettit, and Gene White. A quorum is present.

ALSO PRESENT: City Engineer/Zoning Administrator Dave Whitacre and City Planner David Geohegan.

ABSENT: Commissioner Joe Krebs. Mr. Krebs had previously notified Mrs. Rauf that he would be absent due to a work commitment.

PRESENTATION OF THE REGULAR PLANNING AND ZONING MEETING CONDUCTED ON NOVEMBER 10, 2015: These minutes had been previously e-mailed to the Commissioners and City Staff for review.

ACTION TAKEN: COMMISSIONER BLOCHER MOVED TO APPROVE THE MINUTES OF THE NOVEMBER 10, P&Z MEETING, SECONDED BY COMMISSIONER PETTIT. DISCUSSION: NONE. ROLL CALL: BLOCHER, AYE; PETTIT, AYE; KOESTER, AYE; CRAWFORD, AYE; McNABB, ABSTAIN; HOFFERT, AYE; WHITE, AYE. 6 – AYES. 1- ABSTENTION; 0- NAYS. CHAIRMAN CRAWFORD DECLARED THE MOTION CARRIED.

ANNOUNCEMENT: FOR THE RECORD: Chairperson Crawford announced that, due to no business to be conducted, the December 8, 2015 and January 12, 2016 meetings were cancelled.

SCHEDULED GUEST/S. Mr. Tom Guidugli, Executive Director Neighborhood Housing Foundations. Mr. Guidugli reported that due to only receiving two bids, they had to re-bid the site work; Bids should be received on February 18th and if everything is appropriate, bids probably should be awarded within a week. Completion of the site work should be done June 3, 2016. All financials have 30 days for review. March 1st they should have complete construction documents. The closing for the tax credit is April 1, 2016. The bidding for the project should be the same time as the closing of the tax credit, and that it will still take 14 months, (August or September of 2017), for completion of the project.

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At this time Mr. Guidugli gave a report about the renderings for the housing. The renderings will be on display in the lobby of the City Building.

ZONING ADMINISTRATOR WHITACRE: A copy of Mr. Whitacre's report was previously submitted to the Chairperson, Commissioners and City Staff.

Mr. Whitacre addressed the plans that he previously submitted to the Chairperson and Commissioners. He said the first set of plans dated 1-10-2012 is the original plan that was submitted as the preliminary site plan. He stated this plan showed 103 units in the main building and 26 duplexes that totaled to 129 units. He stated this plan showed the main building as a smaller building, and showed that parking was at the back of the building. He reported that parking on the right side of the buildings is in proximity of the existing entrance and the property lines on the right hand side.

Mr. Whitacre stated that Mr. Guidugli presented a revised plan in March of 2014. He stated the revised plan showed that the main unit was changed from 103 units to 104 and the number of duplexes had been changed from 26 units to 14. He further reported that the parking on the right hand side is similar to the previous plan, but more spaces may have been added.

Mr. Whitacre stated when Mr. Guidugli and City Staff started looking at the project and became more involved with the grading on the site, there was a need for ADA compliance, and the new building became a significantly larger building. He stated the plan that was approved in 2014 was difficult and impossible to meet the ADA requirements for every unit.

Mr. Whitacre reported the main building had to be moved further back on the property, and the grading for the building had to be dropped approximately 6' (six feet) ft.

Mr. Whitacre reported that all ramps, retaining walls or swales were eliminated and now there are no required ADA ramps, retaining walls or swales on the new site.

Mr. Whitacre reported that every sidewalk on this new site is at a slope that is ADA compliant.

Mr. Whitacre addressed the detention basin. He reported that the detention was in the swale on the north side of the property near Forest Avenue.

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Mr. Whitacre reported that since the building had to be pushed back and lowered on that property; that the grading took up the entire valley to support the hillside. He reported that due to this Mr. Guidugli (Neighborhood Foundations) had to buy adjoining property to the south where the whole detention basin was moved. He stated as a result of this, they are now working on Hill Road.

Mr. Whitacre stated that it would be in the City's best interest to vacate Hill Road as the City does not need it because of where the 471-275 right-of-ways are located. He also stated that anyone who owns property in that area can use Forest Avenue for access.

Mr. Whitacre reported the plan is in keeping with the original approved plan. The essential character of the property is not changed; there is no increase in density and spacial relationship is very similar. He gave a brief description of the landscaping plans for the main building and for the duplexes.

Mr. Whitacre also addressed the parking for each housing unit. He stated the parking meets the requirements of the new ordinance. He stated parking for the main building required 104 spaces, and 121 spaces haven been provided.

Mr. Whitacre addressed the parking for the duplexes. He stated for each duplex there is a garage. He stated there is also a pad outside the garage that is ADA compliant for parking. He explained that the driveway going to the pad is not for parking.

REPORT FROM CITY PLANNER DAVID GEOHEGAN: Mr. Geohegan reported on the Highland Village Site Plan. A copy of his report was previously submitted to the Chairperson, Commissioners and City Staff. A copy thereof is attached to these minutes.

Mr. Geohegan addressed his concerns: The condition of Lincoln Avenue is narrow and varies in width, the pavement is damaged along the road edges; There are several duplex buildings along this street. He suggested some improvements should be considered.

Mr. Geohegan also reported the water run off along Lincoln Road impacts a single family residence at the end of Hill Street. He suggested a drainage ditch or feature should be provided. He asked if the applicant would agree to put something on those slopes.

Mr. Geohegan reported that the zoning regulations require native plantings in and around the detention basin, including trees.

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Mr. Geohegan reported that the plan submitted indicates only seeding designed to immunize erosion. He reported the regulations require a 20 foot planted area next to 544 Hill Rd and at the end of Forest Avenue.

Mr. Geohegan announced that with these concerns being addressed he can recommend approval of the Site Plan.

Mr. Guidugli responded to Mr. Whitacre's and Mr. Geohegan's concerns. He stated they will work with SD#1 and will come up with a solution to do what is necessary.

Mr. Franzen suggested that since Hill Road has been brought up, if Planning and Zoning is inclined to approve the Stage 2 Plan, they might want to recommend to the City Council, to close the portions on Hill Road that are necessary.

ACTION TAKEN: COMMISSIONER PETTIT MOVED TO ACCEPT THE STAGE 2 PLAN AS PRESENTED WITH THE RECOMMENDATIONS OF MR. GEOHEGAN AND MR. WHITACRE AND, AS PART OF THE MOTION, ALSO RECOMMEND TO CITY COUNCIL TO CLOSE HILL ROAD, SECONDED BY COMMISSIONER WHITE. DISCUSSION: NONE. ROLL CALL. HOFFERT, AYE; McNABB AYE; CRAWFORD, AYE; KOESTER, AYE; WHITE, AYE, BLOCHER, AYE; PETTIT, AYE. 7 AYES. 0 – NAYS. CHAIRPERSON CRAWFORD DECLARED THE MOTION CARRIED.

ATTORNEY FRANZEN: NO REPORT.

COMMENTS FROM COMMISSIONERS: Commissioners Pettit and White agreed that they did not think there would be any problems with traffic flow on Main or Renshaw due to this project.

OLD BUSINESS: NONE.

NEW BUSINESS: NONE.

CONTINUING EDUCATION: Mrs. Rauf announced there was a Continuing Session conducted on January 12, 2016. The session was a DVD titled Neighbor Law and presented by Gary Edmondson, Attorney.

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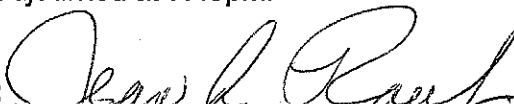
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Mrs. Rauf reported that all Planning and Zoning Commissioners were present and each commissioner earned ~~2-25~~ 2.00 credit hours. The next session is planned for April 12th.

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

The meeting adjourned at 7:45pm.

SUBMITTED:



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

SIGNED:



STEVE CRAWFORD, CHAIRPERSON
PLANNING AND ZONING.

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