

CITY OF HIGHLAND HEIGHTS
PLANNING AND ZONING
MINUTES
OCTOBER 8, 2013

On Tuesday, October 8, 2013 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, Joe Krebs, John McNabb, Chuck Pettit and Scott Reincke. A quorum is present.

ALSO PRESENT: City Attorney Franzen, Zoning Administrator Dave Whitacre and City Planner Dave Geohegan.

ABSENT: Commissioners Melody Eifert and Audrey Koester.

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

ACTION TAKEN: COMMISSIONER BLOCHER MOVED TO ACCEPT THE SEPTEMBER 10, 2013 MINUTES, SECONDED BY COMMISSIONER PETTIT. DISCUSSION: NONE. ROLL CALL: BLOCHER, AYE; PETTIT, AYE; REINCKE, AYE; CRAWFORD, AYE; McNABB, AYE; KREBS, AYE. 6 – AYES. 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.

Mr. Geohegan reported that Staff is waiting to hear from the State about the US27 intersections and traffic flow.

Mr. Geohegan recommended that Planning and Zoning form a committee to oversee the process for updating the Highland Heights Zoning Ordinance. He explained some of the other facets they would be overseeing that would be minor changes such as corrections and misspellings. He said they would also be looking at the Sign Regulations, the Setbacks and the Zoning Map. Mr. Geohegan stated that before this would take effect, they would like to schedule an Open House for November 16, 2013 from 10:00am till

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1:00pm for the purpose of inviting the public to ask questions and make comments on the City's Zoning Regulations and Zoning Map.

After discussion about this matter, Commissioners Joe Krebs, Chuck Pettit and John MNabb volunteered to serve on the Highland Heights Zoning Update Committee.

REPORT FROM ZONING ADMINISTRATOR WHITACRE - A copy of Mr. Whitacre's report was previously submitted to the Commissioners and City Staff for review, a copy thereof is attached to these minutes.

SIGN APPLICATION SUBMITTED BY NELTNER REALTY FOR CHATEAU APARTMENTS: Attorney Franzen stated the sign requested would be considered maintenance of the existing sign.

ACTION TAKEN: COMMISSIONER PETTIT MOVED TO APPROVE THE SIGN AS SUBMITTED, SECONDED BY COMMISSIONER BLOCHER. DISCUSSION: NONE. ROLL CALL: KREBS, AYE; McNABB; AYE; CRAWFORD, AYE; REICKE, AYE; PETTIT, AYE; BLOCHER, AYE. 6 – AYES. CHAIRPERSON CRAWFORD DECLARED THE MOTION PASSED.

ATTORNEY FRANZEN: NO REPORT.

COMMENTS FROM THE COMMISSIONERS: NONE.

COMMENTS FROM THE AUDIENCE: NONE.

OLD BUSINESS: NONE.


NEW BUSINESS: Chairperson Crawford announced that City Council has formed a Comprehensive Implementation Committee. He said City Council wants someone from Planning and Zoning to represent them on that committee. **OUTCOME:** Commissioners Blocher and Reincke agreed to serve on the committee.

CONTINUING EDUCATION: No report.

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

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The meeting adjourned at 7:45pm.

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

SIGNED: 
STEVE CRAWFORD, CHAIRPERSON
PLANNING & ZONING

Attached: Mr. Dave Whitacre's report dated 10-8-2013
Attached: Mr. David Geohegan's report dated 10-8-2013

City Planner Report October 8, 2013

Highland Heights Planning Commission

1. US 27 Intersections and Traffic Flow

- Staff is awaiting the results of KYTC preliminary intersection analysis for the US 27 intersections at Marshall and Johns Hill.

2. Highland Heights Zoning Ordinance

- The city planner, zoning administrator, and city attorney have discussed and will present a draft schedule and scope of project to the P&Z Commission at the 10/8/13 meeting.

3. Highland Pointe Commercial Development

- **Lighting Concerns** – The city planner and zoning administrator met with the developer, Adam Fischer of Thompson Thrift on the evening of 10/3/13. The developer was able to have the sconce lights turned on and off remotely, as the lighting tech had finished up the electronic system that day. In staff's opinion, the lights are brighter than would be expected for this type of fixture, however, they do not impact the residential area as much as the existing public street lights. The developer has agreed to have the sconce lights turn off at 11:00 p.m. each night, then when all businesses are open, tailor the light schedule to the closing of the businesses in each building (each building is controlled separately). The timing may be adjusted for an earlier turnoff during the week if supported by business hours. Security for employees that are closing after business hours will be provided by the pole-mounted lights and street lighting.
- **Left turns** – Staff and the developer discussed the possible awkward left turn movements from the middle driveway and Robinson St. A possible solution of converting Alexandria Way to a two-lane street with a lane of parking adjacent to Highland Pointe could calm traffic, improve sight distance for the development's driveways, and could be a more workable solution than traffic signage, markings, and/or islands that would prohibit certain traffic movements. The situation will be monitored as the businesses open.
- **Building rear façade** – The City Barbeque business has two smokers and a walk-in cooler near the Alexandria Way sidewalk. Ultimately, the walk-in will not be silver, but will be painted to match the doors, and a decorative fence is planned to help screen these facilities from Alexandria Way.
- **Grass and Landscaping**– The developer indicated that the grass on the landscaped city and state parcels is scheduled to be mowed and redressed on 10/4/13. The landscaper intends to replace dead or dying vegetation in the next week.