

**CITY OF HIGHLAND HEIGHTS  
PLANNING AND ZONING  
MINUTES  
MARCH 10, 2015**

Immediately following the Public Hearing on Tuesday, March 10, 2015 Chairperson Steve Crawford called the regular Planning and Zoning meeting to order at 7:00pm at 176 Johns Hill Road.

**PRESENT:** Chairperson Steve Crawford, Melody Eifert, Audrey Koester, Joe Krebs, John McNabb, Charles (Chuck) Pettit, Gene White. A quorum was present.

**ALSO PRESENT:** City Attorney Steve Franzen, City Engineer/Zoning Administrator Dave Whitacre and City Planner David Geohegan.

**ABSENT:** Commissioner Harold Blocher.

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

**ACTION TAKEN: COMMISSIONER WHITE MOVED TO ACCEPT THE MINUTES OF THE FEBRUARY 10, 2015 P&Z MEETING, SECONDED BY COMMISSIONER KOESTER. DISCUSSION: NONE. ROLL CALL: KREBS, ABSTAIN; EIFERT, ABSTAIN; McNABB, AYE; CRAWFORD, AYE; KOESTER, AYE; WHITE, AYE; PETTIT, AYE. 5 - AYES; 2 - ABSTENTIONS. MOTION CARRIED.**

**ANNOUNCEMENT:** Mr. Franzen introduced Mr. Seth Cutter. He reported that Mr. Cutter was hired by the County as the Economic Progress Advisor.

**SCHEDULED GUEST/S.** Mr. Mark Stottman, Quality Signs. Mr. Stottman addressed the commissioners about the BB&T wall signs and the ATM signage that was discussed at the February 10<sup>th</sup> P&Z meeting.

Mr. Whitacre gave a report about the wall signs and the ATM signage. A copy of Mr. Whitacre's report was previously distributed to the Chairperson and Commissioners.

**ACTION TAKEN: COMMISSIONER McNABB MOVED TO APPROVE THE SIGNS AS SUBMITTED AND RECORDED BY DAVE WHITACRE, SECONDED BY COMMISSIONER PETTIT. DISCUSSION: NONE. ROLL CALL: PETTIT, AYE; WHITE, AYE; KOESTER, AYE; CRAWFORD, AYE; EIFERT, AYE; KREBS, AYE. 7 - AYES, 0- NAY. MOTION CARRIED.**

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Chairperson Crawford announced that prior to this meeting a Public Hearing was conducted regarding: **TO REVIEW AND DISCUSS THE PROPOSED REVISIONS TO THE HIGHLAND HEIGHTS ZONING ORDINANCE 2015 UPDATE. – THE PROPOSED REVISIONS INCLUDE ADMINISTRATIVE AND SUBSTANTIVE CHANGES TO THE TEXT, AND ONE SUBSTANTIVE PROPOSED CHANGE TO THE OFFICIAL ZONING MAP. THE ZONING OF 2555-2557-2559 ALEXANDRIA PIKE KNOWN AS APPROXIMATELY A ONE-HALF ACRE PORTION OF THE MIDWEST BOTTLE GAS DISTRIBUTORS, INC., SITE IS PROPOSED TO BE CHANGED FROM ITS CURRENT ZONING OF RESIDENTIAL THREE (R-3) TO GENERAL COMMERCIAL (GC).**

**ACTION TAKEN: COMMISSIONER McNABB MOVED TO TABLE THE PUBLIC HEARING UNTIL NEXT MONTH. THIS WILL ALLOW THE STAFF TO FINISH THE DOCUMENT AND DISTRIBUTE TO THE COMMISSIONERS TWO WEEKS PRIOR TO THE APRIL P&Z MEETING AND THUS BE BETTER PREPARED TO DISCUSS, SECONDED BY COMMISSIONER WHITE. DISCUSSION: NONE. ROLL CALL: KREBS, AYE; EIFERT, AYE; McNABB, AYE; CRAWFORD, AYE; KOESTER, AYE; WHITE, AYE PETTIT, AYE. 7 – AYES; 0 – NAYS. MOTION CARRIED.**

**STAFF REPORTS:**

**CITY PLANNER DAVID GEOHEGAN:** Mr. Geohegan gave a report. He reported he visited the Highway Department regarding the items on US 27 that were discussed at the last P&Z meeting. He reported the State is still studying the matter of a right turn lane from Alexandria Pike.

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

**SIGNAGE FOR STOCK YARDS BANK.** Mr. Whitacre reported that Key Bank location will become Stock Yards Bank. He stated that the bank site has frontage on Hidden Valley Drive and Elblaine Drive. He reported the Planning Commission allowed 2 monument signs that are single faced for Key Bank. He stated this is appropriate for Stock Yards Bank. He gave a description of the building front wall. A copy of Mr. Whitacre's report was previously submitted to the Planning and Zoning Chairperson and to the Commissioners. A copy thereof is attached to these minutes.

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**ACTION TAKEN: MEMBER KREBS MOVED TO APPROVE THE SIGN APPLICATION SUBMITTED BY STOCK YARDS BANK, FORMERLY AT THE KEY BANK LOCATION, SECONDED BY COMMISSIONER PETTIT. DISCUSSION: NONE. ROLL CALL; PETTIT, AYE; WHITE, AYE; KOESTER, AYE; CRAWFORD, AYE; McNABB, AYE; EIFERT, AYE; KREBS, AYE. 7 - AYES. 0 - NAYS. MOTION CARRIED.**

**FIFTH THIRD BANK SIGNAGE.** Mr. Whitacre reported he wrote a letter to the applicant, Richard Stroebel, United Maier Signs, stating he does not believe the signs can be approved. He stated the reasons. A copy of his report is attached to these minutes.

**ATTORNEY FRANZEN: NO REPORT.**

**COMMENTS FROM COMMISSIONERS: NONE.**

**COMMENTS FROM THE AUDIENCE: NONE.**

**OLD BUSINESS: NONE.**

**NEW BUSINESS: NONE.**

**CONTINUING EDUCATION: NO REPORT.**

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

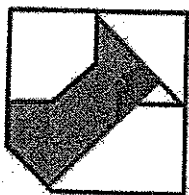
The meeting adjourned at 9:00pm.

**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 & ZONING**



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ONE MOOCK ROAD WILDER, KENTUCKY 41071  
PHONE: (859) 581-9600 FAX: (859) 581-9636  
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### REPORT TO PLANNING AND ZONING

3-10-15

**SIGNAGE FOR BB&T** – At the last P&Z meeting Quality Signs was asked to revise the plans for the building signage so that the total area of the signage for all 4 sides does not exceed the current signage area. They monument sign proposed was denied, and the P&Z Commission members required that the arched top sign remain as it currently exists.

I have not received any revised plans – however I do expect that Mark Stottman will be in attendance at the P&Z meeting to discuss the signage.

**SIGNAGE FOR STOCK YARD BANK** – The former Key Bank location will become a STOCK YARDS BANK. The monument signage in the stone landscaping walls will basically be an exact replacement of what Key Bank had – but with new wording. If Key Bank had left the sign cabinets in place the new bank could have just replaced the sign panels – however when the cabinets are gone the ordinance requires the applicant to submit for a new approval. (This requirement is necessary to prevent the continuation of signs that were “non-conforming” from being replaced continually...when the sign cabinet needs to be replaced then the new sign must be built in compliance with the Zoning Regulations). The proposed monument signs are 4’ tall and 8’ wide and are 32 square feet in area – the ordinance allows up to 40 square feet. The ordinance allows a single monument sign that is double faced, and also allows the Planning Commission to approve a 2<sup>nd</sup> sign when the site has more than one street frontage. This site has frontage on both Hidden Valley Drive and Elblaine, and the Planning Commission allowed 2 monument signs that are single faced for Key Bank, and I believe it is also appropriate for the Stock Yards Bank.

The Building front wall is approximately 70 feet in length, and they would be allowed a building sign of 35 square feet – they are requesting a sign of 24.5 square feet. The maximum letter size allowed by the ordinance is 32 inches – the proposed sign has letter that are 17”, 15-3/4” & 12”.

**SIGNAGE FOR 5<sup>TH</sup>/3<sup>RD</sup> BANK** – An application for new signage at 5<sup>th</sup>/3<sup>rd</sup> has been submitted. Instead of re-writing my sign reviews in this report, I have attached a copy of the letter that I sent to the applicant (Richard Stroebel, United Maeir Signs. I don't believe the signs contained in the submittal can be approved of the following reasons:

- The proposed monument signs do not comply with the Streetscape Plan for US 27.
- The 12' Pole sign does not comply with the ordinance.
- The site has 2 monument signs along US 27 for the same business. No where else in the City has the Planning Commission approved 2 monument signs for a single business – except for the sign discussed above for Key Bank/Stock Yard Bank which has 2 single faced signs incorporated into the stone landscape walls.

As of 3/6/15 I have not received any response to the letter that was sent.

**ZONING ORDINANCE UPDATE** – David Gohegan's report covers this issue in detail. I have worked to correct the issues that have been problematical in the past, and it will take a few days for us to sort through the proposed changes prior to recommending the City Council adopt the updated ordinance. One item that I believe still needs to be addressed is the confusing issue of Grocery Store.....Fuel Sales....Convenience Stores – and where should the sale of Motor Fuels be allowed? Or is the sale of Motor Fuel something that is allowable in the "Food Store and Supermarket" use?

David Whitacre, PE. PLS.  
City Engineer/Zoning Administrator