

CITY OF HIGHLAND HEIGHTS
Planning and Zoning
Regular Meeting Minutes
January 11, 2022
Approved: April 12, 2022

Chairperson Crawford called to order the regular meeting of the Planning and Zoning Commission on January 11, 2022, 7:20 p.m. at the Highland Heights City Building, 176 Johns Hill Road.

Commissioners Present: Commissioners Steve Crawford, Audrey Koester, Joe Krebs, Chuck Pettit (via Zoom), Scott Reincke, Gene White, John Braun. A quorum was present.

Commissioners Absent: Commissioner John McNabb.

Staff Present: Attorney, Steve Franzen; City Planner, Dave Geohegan; City Engineer/Zoning Administrator, Dave Whitacre (via Zoom); Clerk/Treasurer, Jeanne Pettit.

Minutes for Approval:

- **Planning & Zoning Regular Meeting minutes from December 14, 2021:** These minutes were previously e-mailed to the Commissioners and City Staff.
 - **Action Taken:** Commissioner White made a motion to approve the Planning and Zoning regular meeting minutes of December 14, 2021, as revised. Seconded by Commissioner Krebs. Discussion: None.
 - **Roll Call:** Commissioner Koester, yes; Krebs, yes; Pettit, yes; Reincke yes; White, yes; Braun, yes; Crawford, yes. Chairperson Crawford declared the minutes approved.

Announcements: None

Correspondence: None

Guests

- 201 Martha Layne Collins Blvd. – Lane Pence with Fast Signs addressed the need for a directional sign, to include the names of the lower-level tenants, in the landscaping at the side of the building. Additionally, he discussed the monument sign at the front of the building and the two signs at the rear of the building. Mr. Pence stated they would revise the size of the address numbers on the monument sign to accommodate 6-inch height recommended by Mr. Whitacre.
 - **Action Taken:** Commissioner Braun made a motion to approve signage based on the recommendation of Zoning Administrator Whitacre including the proposed size of the directional sign and permitting the directional sign to identify the 2 tenants on the lower floor, since entrance to their offices only on the lower level. Seconded by Commissioner Reincke. Discussion: None.
 - **Roll Call:** Commissioner Krebs, yes; Reincke, yes; Crawford, yes; Koester yes; White, yes; Braun, yes; Pettit, yes. Chairperson Crawford declared the motion passed.

Staff Reports

- City Planner – Dave Geohegan – No Report
- City Engineer/Zoning Administrator – Dave Whitacre – Report is attached to these minutes.
- City Attorney – Steve Franzen

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Commissioner Comments: None

Community Comments: None

Unfinished Business

- **Action Taken:** Commissioner Krebs made a motion recommending that, pursuant to evidence presented by Mr. Whitacre and his report, the text amendment be approved by the Planning and Zoning Commission and be presented to council for approval of changes to section 9.21 relating to parking or storing trailers, mobile homes, campers, inoperable vehicles. This includes changes to 9.21 B, line 7 "...or boat in the front yard and /or driveway of any premises in a residential district...." Changes are also recommended to section 12.0 relating to off street parking in residential zones. Seconded by Commissioner White. Discussion: None.
- **Roll Call:** Commissioner Pettit, yes; Braun, yes; White, yes; Koester, yes; Crawford, yes; Reincke, yes; Krebs, yes. Chairperson Crawford declared the motion passed.
- The Surface Transportation Block Grant for Northern Kentucky (SNK) was approved for the Sunset Drive Road Improvement Project.

New Business: None

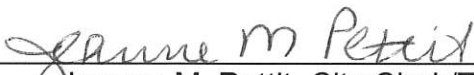
Continuing Education: The January 12, 2022 HB 55 training in Florence. Commissioners Braun and Koester are registered to attend.

Adjournment

- **Action Taken:** Commissioner White made a motion to adjourn the meeting. Seconded by Commissioner Koester. Discussion: None. Ayes: All. Chairperson Crawford declared the motion passed.

Meeting adjourned at approximately 7:50 p.m. on Tuesday, January 11, 2022.

Submitted:



Jeanne M. Pettit, City Clerk/Treasurer

Signed:



Steve Crawford, Chairperson Planning & Zoning Commission