

**CITY OF HIGHLAND HEIGHTS  
PLANNING AND ZONING  
MINUTES OF SEPTEMBER 11, 2018**

Following the Public Hearing Chairperson Steve Crawford called the regular Planning and Zoning meeting to order at 176 Johns Hill Road,

**ROLL CALL:** Commissioner Mike Forge, Commissioner Gene White, Chairperson Steve Crawford, Commissioner John McNabb and Commissioner Joe Krebs. A quorum is present.

**ALSO PRESENT:** City Planner Dave Geohegan, City Engineer/Zoning Administrator Dave Whitacre, Jean A. Rauf, City Clerk/Treasurer and City Attorney Steve Franzen.

**ABSENT:** Commissioner Chuck Pettit and Commissioner Audrey Koester.

**PRESENTATION OF THE REGULAR PLANNING AND ZONING MEETING CONDUCTED ON AUGUST 14, 2018:** These minutes had been previously emailed to the Commissioners and City Staff for review.

**ACTION TAKEN: COMMISSIONER WHITE MOVED TO APPROVE THE MINUTES OF THE AUGUST 14, 2018 PLANNING & ZONING MEETING, SECONDED BY COMMISSIONER KREBS. DISCUSSION: NONE. ROLL CALL: KREBS, AYE; MCNABB, AYE; CHAIRPERSON CRAWFORD, AYE; WHITE, AYE; FORGE, ABSTAIN. 4 - AYES. 1 - ABSTAIN. CHAIRPERSON CRAWFORD DECLARED THE MOTION CARRIED.**

**ANNOUNCEMENT:** Chairperson Crawford reports prior to this meeting there was a Public Hearing conducted. He reported the purpose of the Public Hearing was for to review a draft of the Revised City's Subdivision Regulations.

**ACTION TAKEN: COMMISSIONER MCNABB MADE THE MOTION TO TABLE THE ACTION UNTIL THE NEXT MEETING SO THE COMMISSION CAN REVIEW, SECONDED BY COMMISSIONER KREBS. DISCUSSION: NONE. ROLL CALL: KREBS, AYE; MCNABB, AYE; CRAWFORD, AYE; WHITE, AYE; FORGE, AYE. 5 - AYES. CHAIRPERSON CRAWFORD DECLARED THE MOTION CARRIED.**

**GUESTS: NONE**

**STAFF REPORTS:**

**CITY PLANNER: DAVE GEOHEGAN - NO REPORT.**

**CITY ENGINEER/ZONING ADMINISTATOR – DAVE WHITACRE –** Mr. Whitacre reported that Walgreen's is asking for an electronic message board. Mr. Whitacre is concerned about the color of the filler panel is different than the limestone. Mr. Tom Reed, Atlantic sign addressed the Commission on what can be done to work with the Commission for approval. He can work with whatever the Commission decides.

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**ACTION TAKEN: COMMISSIONER MCNABB MADE A MOTION TO APPROVE THE SIGN APPLICATION SUBMITTED BY ATLANTIC SIGNS BASED ON THE FOLLOWING STIPULATIONS:**

- 1. THE COLOR OF THE FILLER PANEL NEEDS TO BLEND WELL WITH THE LIMESTONE AND SIGN CABINET MATERIALS;**
- 2. THE SIZE OF THE MESSAGE BOARD MAY BE INCREASED TO REDUCE THE SIZE THE FILLER PANELS;**
- 3. THE FILLER PANEL/CABINET SHOULD BE MADE OF A MATERIAL THAT IS DURABLE AND HAS A STABLE COLOR THAT WILL NOT FADE PREMATURELY.**

**SECONDED BY COMMISSIONER WHITE. DISCUSSION: NONE. ROLL CALL VOTE: FORGE AYE; WHITE, AYE; CRAWFORD, AYE; MCNABB, AYE; KREBS, NO. 4 – AYES, 1 - NAY. CHAIRPERSON CRAWFORD DECLARED THE MOTION CARRIED.**

Mr. Whitacre reported that General Electric Credit Union will be in the old Montgomery Cyclery location and are requesting a sign. The sign request for the General Electric Credit Union is to use the previously approved pole sign, and erect a new sign cabinet the same size as the existing sign.

**ACTION TAKEN: COMMISSIONER WHITE MADE A MOTION TO APPROVE THE SIGN PERMIT ON THE RECOMMENDATION OF PLANNING/ZONING ADMINISTRATOR DAVE WHITACRE, SECONDED BY COMMISSIONER FORGE. DISCUSSION: NONE. ROLL CALL VOTE: FORGE, AYE; WHITE, AYE; CRAWFORD, AYE; MCNABB, AYE; KREBS, AYE. 5 – AYES. CHAIRPERSON CRAWFORD DECLARED THE MOTION CARRIED.**

**ATTORNEY STEVE FRANZEN:** Mr. Franzen had nothing to report.

**COMMENTS FROM THE COMMISSIONERS:** None.

**OLD BUSINESS:** Chairperson Crawford asked City Planner Dave Geohegan to contact the developer for the Nunn Drive and US27 project and find out why they did not come to the meeting to report on the traffic study and when the developer will attend a meeting for an update so we can notify the residents.

**NEW BUSINESS:** None.

**CONTINUING EDUCATION:** Chairperson Crawford announced last month the City of Wilder held a meeting to discuss their goals and objectives on their Comprehensive Plan. Commissioner McNabb and City Planner Dave Geohegan attended the meeting for their CEU,