

CITY OF HIGHLAND HEIGHTS
Planning and Zoning Minutes
February 12, 2019

Following the Planning and Zoning Public hearing on Tuesday, February 12, 2019, Chairperson Crawford calls the regular Planning and Zoning meeting to order at on February 12, 2019 to order at the City Building, 176 Johns Hill Road at 7:00pm.

Roll Call: Commissioner Krebs, Commissioner Reincke, Commissioner McNabb, Chairperson Crawford, Commissioner Koester, Commissioner White, Commissioner Forge. A quorum is present.

Also Present: City Planner Dave Geohegan, City Engineer/Zoning Administrator Dave Whitacre, City Attorney Steve Franzen, City Clerk/Treasurer Jeanne Pettit

Absent: Commissioner Pettit

Regular Planning and Zoning minutes from January 8, 2019. These minutes were previously e-mailed to the Commissioners and City Staff for review.

Action Taken: Commissioner Forge moved to approve the Planning and Zoning minutes of January 8, 2019, seconded by Commissioner Koester. Discussion: None. Roll Call: Forge, aye; White, aye; Koester, aye; Crawford, aye; McNabb, aye, Reincke, aye; Krebs, abstain. Chairperson Crawford declared the minutes approved.

Announcement: Chairperson Crawford announced that prior to this meeting a Public Hearing was held. The purpose of the Public Hearing to review and discuss the Highland Heights Comprehensive Plan, and to consider the plan's amendment, update, or re-adoption. In accordance with Kentucky Revised Statutes, Chapter 100.197, the elements of the comprehensive plan shall be reviewed by the planning commission at least once every five (5) years and amended if necessary. The purpose of the public hearing will be to hear comments and reports and to consider if the research done at the time of the original adoption in 2013 is still valid and if it supports re-adoption of the plan.

Discussion of Public Hearing:

Attorney Franzen suggested the commissioners make three separate motions to pass the 2019 Comprehensive Plan:

1. Decide whether the original research for the 2012 Comprehensive Plan is still valid and pertains to the 2019 Comprehensive Plan.
2. Decide whether the original goals and objective of the 2012 Comprehensive Plan need to be amended for the 2019 Comprehensive Plan. If the goals and

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objectives do not need to be amended the 2019 Comprehensive Plan does not need to be presented to the council.

3. Planning Commission proposes to adopt 2012 Comprehensive Plan as our current Comprehensive Plan.

Commissioner McNabb stated that edits still need to be made to indicate which goals and objectives have been completed and the cover needs to be updated.

Mr. Geohegan suggested the cover should be updated to indicate it is the 2019 Comprehensive Plan. Additionally, there should be a sentence on the cover stating that the 2019 Comprehensive Plan is basically the same plan as the previous plan. He also recommended an Explanatory Notes page be added to the front of the plan indicating the progress that has been made.

Action Taken: Commissioner White made a motion to find, based on Mr. Geohegan's research, that the original research for 2012 Comprehensive Plan is still valid and pertains to 2019 Comprehensive Plan. Seconded by Commissioner Krebs. Discussion: None. Roll Call: Krebs, aye; Reincke, aye; McNabb, aye; Crawford, aye; Koester, aye; White, aye; Forge, aye. Chairperson Crawford declared the motion carried.

Action Taken: Commissioner Forge made a motion finding that the original goals and objectives in the 2012 Comprehensive Plan do not need to be amended for the 2019 Comprehensive Plan. Seconded by Commissioner Reincke. Discussion: None. Roll Call: Forge, aye; White, aye; Koester, aye; Crawford, aye; McNabb, aye, Reincke, aye; Krebs, aye. Chairperson Crawford declared the motion carried.

Action Taken: Commissioner Reincke made a motion to re-adopt the 2012 comprehensive plan as the 2019 comprehensive plan because the findings of the research have not changed. A page of Explanatory Notes indicating projects that have been completed in accordance with the 2012 comprehensive plan will be added. Seconded by Commissioner White. Discussion: None. Roll Call: Krebs, aye; Reincke, aye; McNabb, aye; Crawford, aye; Koester, aye; White, aye; Forge, aye. Chairperson Crawford declared the motion carried.

Guests: None

Correspondence: None

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Staff Reports:

- City Planner – Dave Geohegan – Nothing more to report.

- City Engineer and Zoning Administrator – Dave Whitacre
 - Mr. Whitacre stated that he is beginning the process to revise forms so they can be fillable online. People will be able to complete them online, print them, and submit them at the City Building.
 - Walgreens Signs – Walgreens wanted 3 signs, Walgreens, Kroger Express, and Kroger Pick-Up. Mr. Whitacre came to an agreement with Walgreens to have a Walgreens sign and a Kroger Express sign on the front of the building with small parking lot signs in parking places indicating grocery pickup. Mr. Whitacre believed this was a reasonable solution and granted a permit.

- City Attorney – Steve Franzen – No Report

Commissioner Comments: None

Audience Comments: None


Old Business: None

New Business: Chairperson Crawford welcomed the new City Clerk, Jeanne Pettit.

Adjournment: Commissioner McNabb made a motion to adjourn the meeting. Seconded by Commission Forge. Ayes: All. Chairperson Crawford declared the meeting adjourned.

Submitted: 

Jeanne Pettit, City Clerk/Treasurer

Signed: 

Steve Crawford, Chair Planning & Zoning Commission