

**CITY OF HIGHLAND HEIGHTS**  
**Planning and Zoning Minutes**  
**September 10, 2019**  
**Approved: October 8, 2019**

Commissioner McNabb called the regular meeting of the Planning and Zoning Commission to order on September 10, 2019, 7:03 p.m., at the Highland Heights City Building, 176 Johns Hill Road.

**Roll Call:** Commissioner Krebs, Commissioner Reincke, Commissioner McNabb, Commissioner White, Commissioner Forge, Commissioner Pettit. A quorum was present.

**Absent:** Audrey Koester and Steve Crawford notified the Clerk they would not be able to attend the meeting due to a prior commitment.

**Regular Planning & Zoning minutes from July 9, 2019.** These minutes were previously e-mailed to the Commissioners and City Staff.

- **Action Taken:** Commissioner White made motion to accept the minutes of July 9, 2019 regular meeting. Seconded by Commissioner Krebs. Discussion: None, Roll Call: Pettit, yes; Forge, yes; White, yes; McNabb, yes; Reincke, yes; Krebs, yes. Commissioner McNabb declared the minutes approved.

**Announcements:** None

**Guests:**

- Will Weber, Campbell County Economic Development Coordinator, and Dave Geohegan, Highland Heights City Planner, presented information about the US 27 Smart Corridor Initiative and a recap of the Mobility Solutions Summit put on by the Cincinnati USA Camber. The corridor would extend from Newport on the Levee to Martha Lane Collins Blvd. Next steps include exploring grant opportunities.

**Correspondence:** None

**Staff Reports:**

- City Planner – Dave Geohegan
  - Presentation with Will Weber about the US 27 Smart Corridor Initiative.
- City Engineer and Zoning Administrator – Dave Whitacre. Report is attached to these minutes.

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- St. Elizabeth Signage – Chris Mangeot of St. Elizabeth and Rob Steiner of Hightech Signs.
  - Signage will be illuminated with LED's and will be on timers and dimmers. Each sign will be on its own, individual timer and dimmer.
  - Signs will be on both sides of the building. May want to dim the signage facing Faren Drive when offices closed. Parking Lot lights are also concern for Faren Drive residents.
  - Attorney Franzen suggested the Commission give approval conditional on the effect the signage lighting has on the neighborhood.
    - **Action Taken:** Commissioner White made a motion to permit the signs as presented conditional upon the ability to review the light intensity of the signage and its impact on the adjacent neighborhood. Lighting will include individual timers, individual dimmers for each sign. Seconded by Commissioner Pettit. Discussion: None. Roll Call: Pettit, yes; Forge, yes; White, yes; McNabb, yes; Reincke, yes; Krebs, yes. Commissioner McNabb declared the motion passed.
- Club MMA Signage – Megan Meyer, ABC Signs.
  - The sign is a reinstallation of the existing sign from the business' previous location. It will be internally illuminated. A monument sign by the highway is permitted if the business chooses to put in an application and install one.
    - **Action Taken** – Commissioner Forge made a motion to approve signage for Club MMA as presented. Seconded by Commissioner Krebs. Roll Call: Krebs, yes; Reincke, yes; McNabb, yes; White, yes; Forge, yes; Pettit, yes. Commissioner McNabb declared the motion passed.
- Morel Fence – Representative not present.
  - Morel proposes to take out bushes behind the building and put 7-foot fence on top of 3-foot wall.
  - Concerns: the fence is not as aesthetically pleasing as the bushes and doesn't blend well with the neighborhood. Maintenance of the fence would require the company onto the neighbor's property, as they do with the bushes.
  - Highland Heights zoning ordinances require the business to have screening, but not a buffer, between a professional office zone and residential zone because they are considered a compatible use.
  - Do not know if they talked to the neighbors. Mr. Whitacre will contact neighbors.

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- **Action Taken:** Commissioner McNabb made a motion to table the request for now and have a representative from Morel come to next meeting to answer questions. Seconded by Commissioner White. Roll Call: Pettit, yes; Forge, yes; White, yes; McNabb, yes; Reincke, yes; Krebs, yes. Commissioner McNabb declared the motion passed.
- Fowee Property – The drainage issue has been resolved; a drain will be installed.
- City Attorney – Steve Franzen – No Report

**Commissioner Comments:** None

**Audience Comments:** None

**Old Business:** Carmack Park sign is up and looks very nice.

**New Business:** None


**Continuing Education:** Commissioners White, Forge and McNabb are registered for the Continuing Education program offered by KLC on Wednesday, October 16. Commissioner Pettit requested to be registered. Clerk Pettit is also attending.

**Adjournment:**

- **Action Taken:** Commissioner White made a motion to adjourn the meeting. Seconded by Commissioner Forge. Discussion: None, Ayes: All.

The meeting adjourned at 8:30 p.m. on Tuesday, September 10, 2019.

**Submitted:**   
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Jeanne M. Pettit, City Clerk/Treasurer

**Signed:**   
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John McNabb, Planning & Zoning Chair Pro-Tem