

**CITY OF HIGHLAND HEIGHTS  
PLANNING AND ZONING  
MINUTES  
APRIL 12, 2016**

On Tuesday, April 12, 2016 Chairperson Steve Crawford called the regular Planning and Zoning meeting to order at 7:00 p.m. at 176 Johns Hill Road.

**PRESENT:** Chairperson Steve Crawford, Commissioners: Chuck Pettit, Joe Krebs, John Hoffert and Gene White. A quorum is present.

**ALSO PRESENT:** City Engineer/Zoning Administrator Dave Whitacre and Jean Rauf, City Clerk Treasurer/Recording Secretary.

**ABSENT:** Commission Koester

**PRESENTATION OF THE REGULAR PLANNING AND ZONING MEETING CONDUCTED ON MARCH 8, 2016:** These minutes had been previously emailed to the Commissioners and City Staff for review.

**ACTION TAKEN: COMMISSIONER KREBS MOVED TO APPROVE THE MINUTES OF THE MARCH 8, 2016 PLANNING & ZONING MEETING, SECONDED BY COMMISSIONER WHITE. DISCUSSION: NONE. ROLL CALL: PETTIT, ABSTAIN; WHITE, AYE, CRAWFORD, ABSAIN; HOFFERT, AYE; KREBS, AYE. 3 - AYES. 2 - ABSTAIN. CHAIRPERSON CRAWFORD DECLARED THE MOTION CARRIED.**

**COMMISSIONER BLOCHER ARRIVED.**

**ANNOUNCEMENT:** Chairperson Crawford announced that the public hearing planned for this evening had to be cancelled. He stated this was done prior to the Public Hearing being published.

**SCHEDULED GUEST/S:** None.

**STAFF REPORTS:**

**CITY PLANNER DAVID GEOHEGAN:** Chairperson Crawford announced that Mr. Geohegan could not attend tonight's meeting. Mr. Geohegan previously emailed his report to the Commissioners and City Staff for review. Chairperson Crawford asked if there were any questions on the report. A copy of Mr. Geohegan's report is attached to these minutes.

**CITY ZONING ADMINISTRATOR DAVE WHITACRE:** A copy of Mr. Whitacre's report was previously submitted to the Chairperson, Commissioners and City Staff. A copy of his report is attached

At this time, Commissioner McNabb and City Attorney Franzen entered the meeting. They were late due to the Council clock being 5 minutes fast.

Mr. Tony Maier, Maier Sign, addressed the Commission on the proposed sign application for 5<sup>th</sup>/3<sup>rd</sup>. Mr. Whitacre recommends approval of the proposed sign application and removal of current monument sign.

**ACTION TAKEN: COMMISSIONER WHITE MADE A MOTION TO APPROVE THE SIGN APPLICATION ON THE RECOMMENDATION OF CITY ZONING ADMINISTRATOR WHITACRE, SECONDED BY COMMISSIONER BLOCHER. ROLL CALL: BLOCHER, AYE; WHITE, AYE; PETTIT, AYE; CRAWFORD, AYE; MCNABB, AYE; HOFFERT, AYE; KREBS, AYE. 7 – AYES. 0 – NAYS. 0 – ABSENTIONS. CHAIRPERSON CRAWFORD DECLARED THE MOTION CARRIED.**

**CITY ATTORNEY FRANZEN:** Nothing to report at this time.

**COMMENTS FROM THE COMMISSIONERS:** Mr. McNabb reported he had attended a seminar on Wireless Small Cell Communications Systems and has some concerns about a request for a pole permit. Mr. Whitacre is aware of the situation.

**COMMENTS FROM THE AUDIENCE:** Mr. Whitacre was asked if he knew anymore about the sign on US 27 about road work. Mr. Whitacre had no update at this time.

**OLD BUSINESS:** None.


**NEW BUSINESS:** Commissioner Blocher asked that the clock be reset it is running about five minutes fast.

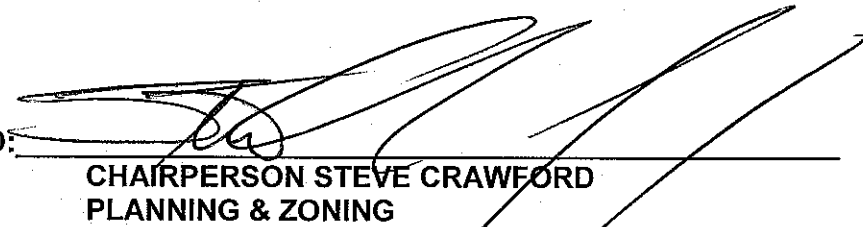
**CONTINUING EDUCATION: JEAN RAUF:** Mrs. Rauf announced that Commissioners Audrey Koester and John McNabb completed 1 hour of continue education training. There was a brief discussion on the next Continuing Education Session. Chairperson Crawford stated they would complete one and one half hour training in May and again in September before the Planning & Zoning regular scheduled meetings.

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

The meeting adjourned at 7:30 p.m.

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APRIL 12, 2016

SUBMITTED:   
JEAN A. RAUF, CITY CLERK TREASURER, CMC  
RECORDING SECRETARY PLANNING & ZONING

SIGNED:   
CHAIRPERSON STEVE CRAWFORD  
PLANNING & ZONING