

**CITY OF HIGHLAND HEIGHTS
PLANNING AND ZONING
MINUTES
MARCH 8, 2016**

On Tuesday, March 8, 2016 Vice Chairperson John McNabb called the regular Planning and Zoning meeting to order at 7:00pm at 176 Johns Hill Road.

PRESENT: Vice Chairperson John McNabb. Commissioners: John Hoffert, Audrey Koester, Joe Krebs, and Gene White. A quorum is present.

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

ABSENT: Chairperson Steve Crawford and Commissioner Chuck Pettit had previously informed Mrs. Rauf they would not be able to attend the meeting. Also absent Commissioner Harold Blocher.

PRESENTATION OF THE REGULAR PLANNING AND ZONING MEETING CONDUCTED ON FEBRUARY 9, 2016: These minutes had been previously e-mailed to the Commissioners and City Staff for review.

ACTION TAKEN: COMMISSIONER WHITE MOVED TO APPROVE THE MINUTES OF THE FEBRUARY 9, 2016, P&Z MEETING, SECONDED BY COMMISSIONER KOESTER. DISCUSSION: NONE. ROLL CALL: WHITE, AYE; KOESTER, AYE; McNABB, AYE; HOFFERT, AYE; KREBS, ABSTAIN. 5 – AYES. 1- ABSTENTION; 0- NAYS. VICE CHAIRPERSON McNABB DECLARED THE MOTION CARRIED.

ANNOUNCEMENT: NONE.

SCHEDULED GUEST/S. NONE.

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

REPORT FROM CITY PLANNER DAVID GEOHEGAN: Mr. Geohegan reported that he would like to schedule a Public Hearing on April 12, 2016 for the specific purpose to amend the 2012 Highland Heights Comprehensive Plan. A copy of Mr. Geohegan's report is attached to these minutes. A copy thereof was previously e-mailed to the Chairperson, P&Z Commissioners and City Staff.

**PLANNING & ZONING
MINUTES 3-8-2016**

**CITY OF HIGHLAND HEIGHTS
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MINUTES
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Mr. Geohegan reported he previously distributed his informational report and a second sheet that has color coded maps, to the Chairperson and Commissioners. He stated there is a table at the top of the second sheet that includes existing section 4.12 of the Comprehensive Plan Action Plan, which makes several text references to the future improvements to Sunset. A copy thereof is attached to these minutes.

Mr. Geohegan stated this request is to review the concept drawing by the City Engineer and associated text for inclusion into the Comprehensive Plan. He stated he will have a report at the April Public Hearing for public comment.

Mr. Geohegan requested that the commissioners review the concept drawing and text for the inclusion in the Comprehensive Plan descriptive text for the future Sunset Drive reconstruction. He stated that the Transportation Cabinet recommended that Sunset be improved and re-aligned.

Mr. Geohegan also reported there is another street where Wilson Road connects with Miller. He reported that Miller is the next street in a residential area which would provide be a way in and way out of the commercial development.

Chairperson McNabb asked if there would be a roundabout considered for the Wilson Road, Sunset and Miller areas. Mr. Whitacre stated he does not think there would be enough land for the roundabout.

Commissioner Krebs asked if this reconstruction would present any problems to the "Hancock Building" driveway. Mr. Whitacre informed him that it will remain as is, there will be no interference.

Vice chairperson McNabb stated that action will be taken under New Business.

REPORT FROM CITY ADMINISTRATOR DAVE WHITACRE: Mr. Whitacre reported that at the last P&Z meeting, P&Z recommended to Council to close Hill Road. He stated that Council accepted their recommendation and that Attorney Franzen will have the first Reading of the ordinance at the March 15th Council meeting.

FIFTH THIRD BANK SIGNAGE: Mr. Whitacre reported that after not hearing from Fifth Third Bank about the signage for their bank, they contacted him about changing the location for the sign that is already on the Fifth Third Bank Building. He stated that Fifth Third told him that their signage needs to be much simpler.

PLANNING & ZONING
MINUTES 3-8-2016.

**CITY OF HIGHLAND HEIGHTS
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MINUTES
MARCH 8, 2016**

Mr. Whitacre stated that Fifth Third believes that moving the existing sign located on the west side of the building to the south side of the building, will provide them with the needed identification for the building. The monument sign may stay where it is on the property. A copy of Mr. Whitacre's report is attached to these minutes

Mr. Whitacre asked that when Fifth Third submits their application, if he might approve it without bringing this signage back to Planning and Zoning.

Mr. Franzen stated that this decision falls under the Zoning Administrator's authority and the ordinance gives him the discretion.

OUTCOME: There was no objection voiced by any of the commissioners.

ATTORNEY FRANZEN: NO REPORT.

COMMENTS FROM COMMISSIONERS: NONE.

OLD BUSINESS: NONE.

NEW BUSINESS: Action is requested in regard to scheduling a Public Hearing on April 12, 2016 for a proposed amendment to the 2012 Highland Heights Comprehensive Plan.

ACTION TAKEN: COMMISSIONER WHITE MOVED, BASED ON THE RECOMMENDATION OF CITY PLANNER GEOHEGAN, TO SCHEDULE A PUBLIC HEARING ON APRIL 12, 2016 AT 7:00PM TO AMEND THE 2012 COMPREHENSIVE PLAN, SECONDED BY COMMISSIONER HOFFERT. DISCUSSION: NONE, ROLL CALL: WHITE, AYE; KOESTER, AYE; McNABB, AYE; HOFFERT, AYE; KREBS, AYE; 5 – AYES; 0 – NAYS. VICE CHAIRPERSON McNABB DECLARED THE MOTION PASSED.

CONTINUING EDUCATION: NO REPORT.

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

The meeting adjourned at 7:45pm.

**PLANNING & ZONING
MINUTES 03-08-2016**

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

SIGNED: 
JOHN McNABB, VICE CHAIRPERSON
PLANNING AND ZONING.

**PLANNING AND ZONING
MINUTES 03-08-2016**