

**CITY OF HIGHLAND HEIGHTS
MINUTES OF PLANNING AND ZONING
OCTOBER 11, 2005**

On October 11, 2005, following the Power Point Presentation by Mary Paula Schuh, Campus Planner for Northern Kentucky University, Chairperson Crawford opened the regular meeting at 8:00 p.m. at the Civic Center, 175 Johns Hill Road.

ROLL CALL: PRESENT: Steve Crawford, Joseph Krebs, Charles McMannon, John McNabb, and Scott Reincke. Also present City Attorney Steve Franzen, City Planner David Shaw, and City Engineer/Zoning Administrator David Whitacre.

ABSENT: Commissioners Melody Eifert, Audrey Koester and Paul Wright. Commissioner Eifert had previously informed Mrs. Rauf that she would be on vacation. Member Koester previously called and informed Mrs. Rauf that she would not be in attendance due to a work commitment. There was no message from Member Wright.

ANNOUNCEMENT: Chairperson Crawford announced there was a power point presentation delivered by Mary Paula Schuh, Northern Kentucky University. He announced the presentation addressed Northern Kentucky University's plans for the New Lake Complex and the proposed Sports Complex. He further announced this meeting was open to the public and was well attended.

MINUTES OF SEPTEMBER 13, 2005. The minutes of the September 13, 2005 meeting were previously distributed to the Commissioners and City Staff.

ACTION TAKEN: MEMBER McMANNON MOVED TO ACCEPT THE MINUTES OF THE MEETING OF SEPTEMBER 13, 2005, SECONDED BY MEMBER McNABB. DISCUSSION: NONE. ROLL CALL: KREBS, ABSTAIN; McNABB, AYE; CRAWFORD, AYE; McMANNON, AYE; REINCKE, AYE. 4—AYES; 1 – ABSTENTION. CHAIRPERSON CRAWFORD DECLARED THE MOTION PASSED.

CORRESPONDENCE: NONE.

SCHEDULED GUESTS: NONE.

UNFINISHED BUSINESS: UPDATE TO THE COMPREHENSIVE PLAN - Chairperson Crawford stated his concern that the review of the Comprehensive Plan is becoming difficult to do as part of the Planning and Zoning meeting. He stated he spoke with the Mayor about this concern. Chairperson Crawford suggested that the commissioners meet at 6:00 p.m. on the regular scheduled Planning and Zoning meeting night. He stated, at that time, they could review and discuss the suggested changes submitted by Mr. Shaw.

OUTCOME: It was the consensus of the commissioners to have a meeting at 6:00 p.m.

on November 8, 2005. At 7:30 p.m. the regular scheduled Planning and Zoning meeting will begin. Mrs. Rauf will publish notice of the meeting in the Campbell County Recorder.

STAFF REPORTS: CITY ENGINEER/ZONING ADMINISTRATOR:

COMPLETE WIRELESS SIGNAGE -- Mr. Whitacre stated he and Mr. Shaw met with Mr. Ken Morgan. He said the height of the lettering for the Complete Wireless sign was discussed. He said Mr. Morgan was informed that the lettering be changed from 24" to 18". He said the sign with the larger lettering has been taken down.

Mr. Whitacre further stated the recommendation for the proposed text amendment to the City of Highland Heights Sign Regulations was presented to Council.

Mr. Whitacre stated that Complete Wireless has not as yet submitted their applications for the three signs for the other side of the building. He said the size of the lettering for each of these signs is 10" tall.

Mr. Whitacre asked if Planning and Zoning would authorize Mr. Shaw to approve the signs when the drawings are available.

Mr. Shaw stated when they met with Mr. Morgan they informed him of what would be required. He said he thought he would be at this meeting with the new sign applications.

COMMENTS FROM ATTORNEY: Attorney Franzen stated he is not comfortable with Planning and Zoning approving something they have not seen.

ACTION TAKEN: MEMBER McMANNON MOVED THAT THE COMPLETE WIRELESS SIGN LETTERING MAY NOT BE LARGER THAN 18" AND SINCE THE SIGN IS IN COMPLIANCE WITH THE CITY'S ORDINANCE THAT PLANNING AND ZONING APPROVE THE SIGN APPLICATION SUBMITTED BY COMPLETE WIRELESS, SECONDED BY MEMBER REINCKE.

DISCUSSION: NONE. ROLL CALL: REINCKE, AYE; McMANNON, AYE; CRAWFORD, AYE; McNABB, AYE; KREBS, AYE. 5 – AYES. CHAIRPERSON CRAWFORD DECLARED THE MOTION PASSED.

CONTINUING EDUCATION: Chairperson Crawford stated that the commissioners who attended the Northern Kentucky University Power Point Presentation would earn One (1) credit hour of Continuing Education. **FOR THE RECORD:** The following commissioners attended this presentation: Steve Crawford, Joe Krebs, Chuck McMannon, John McNabb and Scott Reincke. Also present Jean Rauf.

NEW BUSINESS: None.

Being no further business, **MEMBER McNABB MOVED TO ADJOURN,
SECONDED BY MEMBER McMANNON. MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:35 p.m.

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

SIGNED: _____
**STEVE CRAWFORD, CHAIRPERSON
PLANNING & ZONING**