

**CITY OF HIGHLAND HEIGHTS  
MINUTES PLANNING & ZONING  
MARCH 14, 2006**

Following the Public Hearing, Chairperson Crawford opened the regularly scheduled Planning and Zoning meeting on March 14, 2006 at 8:30 p.m., at the Civic Center, 175 Johns Hill Road.

**PRESENT:** Commissioners Melody Eifert, Rene Heinrich, Audrey Koester, Joseph Krebs, John McNabb, Scott Reincke. **ALSO PRESENT:** City Attorney Steve Franzen, City Zoning Administrator Dave Whitacre and City Planner Dave Shaw.

**ABSENT:** Commissioner McMannon. Chairperson Crawford announced that Mr. McMannon had surgery and would not be at this meeting.

**MINUTES OF THE PUBLIC HEARING AND REGULAR PLANNING & ZONING MEETING OF JANUARY 10, 2006.** The minutes of the Public Hearing and the regular Planning and Zoning meetings were previously distributed to the Chairperson, Commissioners and City Staff for review.

Mrs. Rauf announced she was informed of a correction to the draft of the unofficial minutes. She stated to strike the names of Mr. Franzen and Mr. Whitacre as present at the January 10<sup>th</sup> meeting. She stated Mr. Franzen and Mr. Whitacre were absent at the regular January 10<sup>th</sup> Planning and Zoning meeting.

**ACTION TAKEN: COMMISSIONER HEINRICH MOVED TO ACCEPT THE MINUTES OF THE PUBLIC HEARING AND THE REGULAR PLANNING AND ZONING MEETINGS OF JANUARY 10, 2006, WITH THE CORRECTION, SECONDED BY COMMISSIONER McNABB. DISCUSSION: NONE. ROLL CALL: HEINRICH, AYE; REINCKE, AYE; KOESTER, ABSTAIN CRAWFORD, AYE; McNABB, AYE; EIFERT, AYE. KREBS, ABSTAIN. 5 -- AYES. 2 ABSTENTIONS. CHAIRPERSON CRAWFORD DECLARED THE MOTION PASSED.**

**CORRESPONDENCE:** None.

**SCHEDULED GUEST/S:** None.

**CITIZENS TO ADDRESS THE BOARD:** None.

**UNFINISHED BUSINESS: STUDY OF SUBDIVISION REGULATIONS:** regulations. Mr. McNabb responded that no date has been set for a meeting as yet. Mr. Whitacre stated they will keep the commission informed.

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**SIGN APPLICATION FOR 2 TESSENEER DRIVE.** Mr. Whitacre stated, in January, Holthaus Signs submitted a Sign Application for a wall sign for 2 Tesseneer Drive. He stated since the February meeting was canceled, he granted permission to the applicant to begin the sign work. He stated he reviewed the application. He further stated the requested sign is smaller than the existing sign. He said the name has been changed from Medical Research Laboratories to PPD. He stated he is recommending that Planning and Zoning approve the wall sign for PPD.

**ACTION TAKEN: MEMBER KREBS MOVED TO APPROVE THE PPD WALL SIGN FOR 2 TESSENEER DRIVE, SECONDED BY MEMBER KOESTER. DISCUSSION: NONE. ROLL CALL: KREBS, AYE; EIFERT, AYE; McNABB, AYE; CRAWFORD, AYE; KOESTER, AYE; REINCKE, AYE; HEINRICH, AYE. 7 -- AYES. CHAIRPERSON CRAWFORD DECLARED THE MOTION PASSED.**

**APPLICATION SUBMITTED BY ALASKA NATIVE BROADBAND:** This Company is requesting new equipment and new antennas on the existing monopole located at 2 Tesseneer Drive. **OUTCOME:** Attorney Franzen stated he would like to table discussion on this matter until he has done more research on this application. It was the consensus of the commissioners to table this matter until Mr. Franzen does more research on this application.

**STAFF REPORTS: CITY ZONING ADMINISTRATOR:** No report.

**CITY ATTORNEY:** No report.

**CITY PLANNER: COMPREHENSIVE PLAN UPDATE --** Mr. Shaw announced he has drafted a copy of all the changes, corrections, and additions to the Comprehensive Plan Update. A copy thereof was previously distributed to the commissioners for their review. He encouraged the members to e-mail or send him any changes, corrections, additions or deletion and any other input they may have to the Comprehensive Plan Update before the April 11<sup>th</sup> Public Hearing meeting.

**CONTINUING EDUCATION:** No report.

**NEW BUSINESS:** Chairperson Crawford reported that he received a phone call about a development behind the Huff Realty Building. Dave Shaw announced

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that he and Dave Whitacre stated attended a meeting about a proposed office building for this site. He said there are many problems with this site.

Commissioner McNabb reported that he and City Planner Shaw attended the Campbell County Planning and Zoning Commission and Municipal Planning and Zoning Commission meeting regarding their upcoming Comprehensive Plan updates.

Commissioner McNabb gave a brief report about the February 22, 2006 meeting. He stated the Campbell County Planning and Zoning and the Municipal Planning and Zoning would like to re-do its Comprehensive Plan. He further stated that the Campbell County Planning and Zoning Commission and the Municipal Planning and Zoning Commission would like to receive input from all the citeis regarding the Comprehensive Plan. He further stated that a committee would be formed to receive input from all the cities regarding the Comprehensive Plan updates.

Being no further business, **COMMISSIONER KOESTER MOVED TO ADJOURN, SECONDED BY MEMBER REINCKE. MOTION PASSED UNANIMOUSLY.**

Meeting adjourned at 9:00 p.m.

**SUBMITTED BY:** \_\_\_\_\_  
**JEAN A. RAUF, CITY CLERK TREASURER.**  
**SECRETARY PLANNING & ZONING**

**SIGNED:** \_\_\_\_\_  
**STEVE CRAWFORD, CHAIRPERSON**  
**PLANNING & ZONING**