

MINUTES OF PLANNING & ZONING
REGULAR MEETING
APRIL 12, 2005

On April 12, 2005, Chairperson Crawford opened the regular Planning and Zoning meeting at 7:30 p.m. at the Civic Center, 175 Johns Hill Road.

PRESENT: Commissioners Melody Eifert, Audrey Koester, Joseph Krebs, Charles McMannon, John McNabb, Scott Reincke, Paul Wright. **ALSO PRESENT:** City Attorney Steve Franzen, City Engineer/Zoning Administrator David Whitacre, City Planner Dave Shaw.

ABSENT: None.

ANNOUNCEMENT: Chairperson Crawford announced that the March meeting was canceled due to lack of business.

Chairperson Crawford announced that, prior to this meeting, at 6:30 p.m., Planning and Zoning commissioners participated in a Continuing Education Session video presentation titled "The Role and Responsibility of the Planning Commissioner."

FOR THE RECORD: Chairperson Crawford announced that the following members were present for this session: Crawford, Eifert, Koester, Krebs, McMannon, McNabb, Reincke. Also present Jean Rauf. Absent: Commissioner Wright.

FOR THE RECORD THE ABOVE NAMED PERSONS PRESENT EARNED A CONTINUING EDUCATION CREDIT OF ONE HOUR.

MINUTES OF THE REGULAR PLANNING & ZONING MEETING OF FEBRUARY 8, 2005. The minutes of the regular Planning and Zoning meeting were previously distributed to the Chairperson, Commissioners and City Staff for review. Mrs. Rauf announced the following correction was called to her attention: Page 3, second paragraph, the last word of the sentence, strike the word **site** and insert the word **sight**.

ACTION TAKEN: MEMBER McNABB MOVED TO ACCEPT THE MINUTES OF THE REGULAR PLANNING AND ZONING MEETING OF FEBRUARY 8, 2005 AS CORRECTED, SECONDED BY MEMBER WRIGHT. DISCUSSION: NONE. ROLL CALL: REINCKE, AYE; McMANNON, AYE; KOESTER, AYE; CRAWFORD, AYE; WRIGHT, AYE; McNABB, AYE; EIFERT, AYE; KREBS, AYE. 8 -- AYES. CHAIRPERSON CRAWFORD DECLARED THE MOTION PASSED.

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CORRESPONDENCE: Chairperson Crawford read a legal notice from the City of Fort Thomas announcing the City of Fort Thomas would conduct a Public Hearing on April 20, 2005. He stated the purpose is for updating the Goals and Objectives of the City of Fort Thomas Comprehensive Plan.

GUESTS/CITIZENS/DELEGATIONS: None.

UNFINISHED BUSINESS: COMPREHENSIVE PLAN UPDATE -- Mr. Shaw gave a brief update about this issue. He read a paragraph from the Kentucky Revised Statutes. He stated that, at least once every five (5) years the commission should amend or re-adopt the plan elements. He said if the commission finds that the original research is still valid, it would not be necessary to conduct a comprehensive review of the research done at the time of the original adoption. Mr. Shaw distributed a copy of the Kentucky Revised Statute to the Chairperson and all the commissioners.

Mr. Shaw stated the commissioners need to review the current Comprehensive Plan to determine if there needs to be any amendments to the original research. He further stated if Planning and Zoning does need to make changes to the Goals and Objectives this would need to go before City Council for action.

Mr. Shaw said the various elements are very straightforward such as transportation, land use elements, zoning elements and the various other elements of the Comprehensive Plan.

Mr. Shaw stated there needs to have a map change for the island area. He stated transportation elements need to be reviewed, and also whether or not to continue with the Gateways East and West strategy.

Mr. Shaw further suggested that Planning and Zoning establish a Task Force made up of Planning and Zoning Commissioners. He said the commissioners should go through each element of the Comprehensive Plan. He said the commissioners would need to determine if any amendments or re-adoption are needed to the original research of the current Comprehensive Plan.

Mr. Shaw further stated that said once the Planning and Zoning Commission has completed their review, that the members of the public could be invited to serve on the task force.

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OUTCOME: Chairperson Crawford stated he would send this recommendation to the Mayor.

ACTION TAKEN: MEMBER McMANNON MOVED TO ACCEPT THE RECOMMENDATION OF THE CITY PLANNER TO ESTABLISH A TASK FORCE MADE UP OF PLANNING AND ZONING MEMBERS PLUS WHOMEVER THE MAYOR AND COUNCIL INVITE AS MEMBERS OF THE PUBLIC, SECONDED BY MEMBER KOESTER. DISCUSSION: NONE. ROLL CALL: KREBS, AYE; EIFERT, AYE; McNABB, AYE; WRIGHT, AYE; CRAWFORD, AYE; KOESTER, AYE; McMANNON, AYE; REINCKE, AYE. 8 -- AYES. CHAIRPERSON CRAWFORD DECLARED THE MOTION PASSED.

Chairperson Crawford announced that there was an article in the paper that addressed a bill before the legislation. He said if this bill passed, it would have forced all cities in the county to join and participate in a county wide joint Planning and Zoning. He said this bill was defeated. He said the new legislation now states that the City will not have to participate, or offer to participate, in the county wide joint Planning and Zoning.

Attorney Franzen stated he followed this legislation. He said what this means is the city does not have the threat that it does not have a properly formed Planning and Zoning Commission.

STAFF REPORT: CITY ENGINEER/ZONING ADMINISTRATOR – CABINET SIGN ON THE OLD WEST SHELL BUILDING 2600 ALEXANDRIA PIKE. Mr. Whitacre stated the new tenant replaced the sign that was originally on this building, with a cabinet sign. He said the new tenant did this without receiving approval from the Planning and Zoning commission.

OUTCOME: Mr. Whitacre stated that he and Mr. Shaw would review this cabinet sign. He stated he would have a report at the next Planning and Zoning meeting.

CITY PLANNER: PROPOSED CHANGES TO THE SIGN REGULATIONS: There was a lengthy discussion about the changes to the Sign Regulations.

Commissioner Koester addressed the temporary banner signs. She would like to reduce the amount of days the temporary banner signs are permitted.

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Commissioner Koester also stated that the Highland Heights Animal Hospital has a temporary banner sign on their building. She said this sign is advertising dog grooming. She stated the sign has been there for months. She said she did not think Planning and Zoning gave approval for a dog grooming business in this zone. **OUTCOME:** Mr. Whitacre stated he would check on the dog grooming business and the temporary banner sign. He stated he would have a report at the next Planning and Zoning meeting.

OUTCOME: Mr. Shaw announced he would make the changes to the Sign Regulations. He further announced he would bring these changes to the next Planning and Zoning meeting. He invited everyone to call him if they had any changes or suggestions to the Sign Regulations.

NEW BUSINESS: Commissioner Wright recommended establishing an Environmental Task Force. **OUTCOME:** Commissioner Wright stated that he would head this task force. He further stated he would do some preliminary work to see what might be required.

Chairperson Crawford reminded everyone about the NKAP web site link. He encouraged everyone to visit this site to see what it offers.

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

Meeting adjourned at 8:30 p.m.

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

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