

**MINUTES OF PLANNING & ZONING
REGULAR MEETING
SEPTEMBER 13, 2005**

Following the Public Hearing on September 13, 2005, Chairperson Crawford opened the regular Planning and Zoning meeting at the Civic Center, 175 Johns Hill Road at 7:30 p.m.

PRESENT: Chairperson Crawford, Commissioners Melody Eifert, Charles McMannon, John McNabb, Scott Reincke and Paul Wright. **ALSO PRESENT:** City Attorney Steve Franzen, City Engineer/Zoning Administrator David Whitacre, and City Planner David Shaw.

ABSENT: Commissioners Koester and Krebs.

ANNOUNCEMENT: None.

MINUTES OF THE REGULAR PLANNING & ZONING MEETING OF AUGUST 9, 2005: The minutes of the regular Planning and Zoning meeting were previously distributed to the Chairperson, Commissioners and City Staff for review.

ACTION TAKEN: MEMBER McMANNON MOVED TO ACCEPT THE MINUTES OF THE REGULAR PLANNING AND ZONING MEETING OF AUGUST 9, 2005, SECONDED BY MEMBER McNABB. DISCUSSION: NONE. ROLL CALL: EIFERT, AYE; McNABB, AYE; WRIGHT, AYE; CRAWFORD, AYE; McMANNON, AYE; REINCKE, AYE. 6 -- AYES. CHAIRPERSON CRAWFORD DECLARED THE MOTION PASSED.

CORRESPONDENCE: Chairperson Crawford announced there will be a Public Hearing conducted by the City of Ft. Thomas on September 21, 2005 regarding its Comprehensive Plan Update of Land Use and other sections of its Comprehensive Plan. A copy of this notice was previously distributed to the commissioners.

Chairperson Crawford also read an invitation from the City of Cold Spring announcing there will be a Public Hearing held on September 14, 2005 regarding its Comprehensive Plan Update. **OUTCOME:** Mr. Shaw announced he would attend the Public Hearing.

GUESTS/CITIZENS/DELEGATIONS: Mr. Jim Wilmhoff. Mr. Wilmhoff stated he would like some information and some idea of whether or not the commissioners would be willing to grant the zone change. He stated he is planning to build an Apex Apartment (8 unit apartment building) on Steelman Avenue. He said the property is currently zoned General Commercial. He stated he would like to

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have the zone changed to R-3. He presented a drawing of the plans for the apartment to the Chairperson and commissioners for their review.

There was considerable discussion about this proposed plan. Mr. Franzen informed Mr. Wilmhoff that there are procedures that he would need to follow for a zone change.

OUTCOME: Mr. Wilmhoff will meet with Mr. Shaw and Mr. Whitacre about this matter.

UNFINISHED BUSINESS: COMPREHENSIVE PLAN UPDATES FOR PARTS I AND II. Mr. Shaw had previously e-mailed the Comprehensive Plan Text Parts I and Part II to the commissioners for their review.

Chairperson Crawford stated he had not had the opportunity to thoroughly review the changes to the Comprehensive Plan. Commissioners Eifert, McMannon, Wright, McNabb and Reincke announced they had not had the opportunity to thoroughly review the changes.

OUTCOME: It was the consensus of the commissioners to table this matter until the October 11, 2005 Planning and Zoning meeting. Mr. Shaw asked that the commissioners review this information. He said if they have any additional suggestions or comments to contact him before the meeting so he is prepared to discuss them.

Mr. Shaw stated the next section of the Comprehensive Plan to be discussed will be the Land Use Plan. He stated he would forward the update to the Section III, to the commissioners before the October 11, 2005 meeting. He asked the commissioners to review the section and if they have any questions, changes, comments or suggestions, contact him before the meeting.

Chairperson Crawford announced the date for the Power Point presentation had been changed to October 11, 2005. He stated that Mary Paula Schuh from Northern Kentucky University would be at the meeting. He said this meeting would begin at 7:00 p.m. He said immediately following the meeting, the regular Planning and Zoning meeting would begin.

Member Wright stated that he contacted the Ecology Group at Northern Kentucky University. He said there would be a fee if they worked on helping with the streams restoration. He stated there is a charitable group that would do this work. He stated he would do more research. He also stated he would meet with Mr. Whitacre about this matter.

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STAFF REPORT: CITY ENGINEER/ ZONING ADMINISTRATOR:

SIGNAGE FOR COMPLETE WIRELESS: Mr. Whitacre reported the Complete Wireless sign has been removed. He stated the sign was removed because it did not meet the requirements of the Sign Ordinance.

Mr. Whitacre reported that Complete Wireless has submitted a new application which includes the Wireless from the original sign. He said they have reduced the size of the sign that now satisfies the City's current Sign Ordinance. Mr. Whitacre recommended that Planning and Zoning take action on this application.

COMMENTS FROM CITY PLANNER SHAW. Mr. Shaw stated that he had met with Mr. Morgan and informed him that they are going to retro-fit the sign ordinance to accomplish some of his objectives.

Mr. Shaw stated that Mr. Morgan has to make a decision of whether he wants to follow the current Sign Ordinance requirements or meet the standards of the new sign ordinance. Mr. Shaw recommended that the sign permit not be approved unless Mr. Morgan wants to meet the standards of the new ordinance.

Mr. Shaw further stated that he had previously delivered a copy of the proposed changes to the Sign Ordinance to Mr. Morgan's office.

COMMENTS FROM THE COMMISSIONERS: Member McNabb asked Mr. Franzen if Planning and Zoning could require that all the signs for Complete Wireless be applied for on one application?

COMMENTS FROM ATTORNEY FRANZEN: Mr. Franzen stated this permit for the sign happens to coincide with some changes to the zoning text. He said that Planning and Zoning has the right to table any approval of the sign application until it is determined what the changes are going to be to the text of the Sign Ordinance.

Mr. Franzen further stated it does not make sense to make a change to the zoning ordinance while a sign permit is pending and ignore the recommendations and permit a sign that Planning and Zoning is trying to prohibit.

Commissioner McNabb stated his reasons for making the following motion.

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Commissioner McNabb stated, if Complete Wireless wants the concessions for the other signs for the other side of the building in accordance with our revisions

to the ordinance, the sign should match the new ordinance and the application should be comprehensive and should cover all of the signage at one time.

ACTION TAKEN: COMMISSIONER McNABB MOVED TO TABLE THIS UNTIL THE NEW SIGN ORDINANCE IS PASSED AND COMPLETE WIRELESS CAN GET ALL THE SIGNAGE FOR THE ENTIRE BUILDING WITH ONE CONSISTENT APPLICATION, SECONDED BY MEMBER McMANNON. DISCUSSION: NONE. ROLL CALL: EIFERT, AYE; McNABB, AYE; WRIGHT, AYE; CRAWFORD, AYE; McMANNON, AYE; REINCKE, AYE. 6 -- AYES. CHAIRPERSON CRAWFORD DECLARED THE MOTION PASSED.

CITY ATTORNEY: No report.

CITY PLANNER: No further report.

CONTINUING EDUCATION: No report.

NEW BUSINESS: THE PROPOSED TEXT AMENDMENT TO THE CITY OF HIGHLAND HEIGHTS SIGN REGULATIONS ARTICLE XIV. This matter was discussed at the Public Hearing held prior to this meeting.

ACTION TAKEN: MEMBER REINCKE MOVED TO RECOMMEND THAT CITY COUNCIL ACCEPT THE TEXT AMENDMENTS TO THE ZONING ORDINANCE AS SUBMITTED BY MR. SHAW AND THE ADDITIONAL LANGUAGE AS DRAFTED BY MR. WHITACRE, SECONDED BY MEMBER McMANNON. DISCUSSION: NONE. ROLL CALL: REINCKE, AYE; McMANNON, AYE; CRAWFORD, AYE; WRIGHT, AYE; McNABB, AYE; EIFERT, AYE. 6 – AYES. CHAIRPERSON CRAWFORD DECLARED THE MOTION PASSED.

Being no further business, **MEMBER McNABB MOVED TO ADJOURN, SECONDED BY MEMBER EIFERT. AYE, ALL. CHAIRPERSON CRAWFORD DECLARED THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 9:15 p.m.

SUBMITTED BY: _____

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JEAN A. RAUF, CITY CLERK TREASURER. CMC
SECRETARY PLANNING & ZONING**

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