

MINUTES OF PLANNING & ZONING
REGULAR MEETING
JANUARY 11, 2005

On January 11, 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 and Paul Wright. **ALSO PRESENT:** City Attorney Steve Franzen, City Engineer/Zoning Administrator David Whitacre, City Planner Dave Shaw.

ABSENT: None.

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

Chairperson Crawford also announced that Mayor Roettger nominated Melody Eifert and Charles McMannon to serve on the Planning and Zoning Commission for the period of January 1, 2005 – December 31, 2008. He also announced that Council, upon motion, unanimously accepted the Mayor's nominations at the January 4, 2005 Council meeting. Chairperson Crawford also announced that prior to this meeting, Attorney Franzen administered the Oath of office to commissioners Eifert and McMannon.

MINUTES OF THE REGULAR PLANNING & ZONING MEETING OF NOVEMBER 9, 2004. 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 NOVEMBER 9, 2004, SECONDED BY MEMBER McNABB. 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.

CORRESPONDENCE: None.

GUESTS/CITIZENS/DELEGATIONS.

UNFINISHED BUSINESS: Chairperson Crawford thanked Mr. Shaw for his correspondence he provided for the Pizza Parlor and Pottery Shop requests.

OUTCOME: Chairperson Crawford requested that Mrs. Rauf e-mail Mr. Shaw's report concerning these two subjects to each commissioner.

MINUTES OF PLANNING & ZONING
REGULAR MEETING
JANUARY 11, 2005

ABANDON RIGHT-OF-WAY ON MAIN AVENUE: Mr. Whitacre reported that Council did not approve Planning and Zoning's recommendation to vacate the right-of-way on Main Avenue. He stated that Mr. Becker applied to the Board of Adjustment for a variance. He stated that the Board of Adjustment granted a variance for Mr. Becker to build his garage.

Attorney Franzen also responded. He stated that Council correctly determined once the City gives away right-of-way, it can't get it back. He said Council correctly determined that right-of-way is considered an asset to the City.

Chairperson Crawford stated he was approached and was asked if Planning and Zoning would discuss changing the name of Old Alexandria Pike. After discussion it was the consensus of the members that the City needs the opinion of the Fire Department, Police Department and County Dispatch. There was also discussion that the residents should be given an opportunity to express their views about this subject. **OUTCOME: NO ACTION WAS TAKEN AT THIS TIME.**

STAFF REPORT: CITY ENGINEER/ZONING ADMINISTRATOR – SITE DISTANCE AT THE NEW FIFTH THIRD BANK: Mr. Whitacre reported that he had received complaints that the concrete walls along each side of the sidewalk are creating significant sight distance problems for traffic entering US 27 from the 2700-2800 block of Alexandria Pike. Mr. Whitacre stated he contacted the architect about this problem. Mr. Whitacre stated they have agreed to saw cut down the steps that are on the Alexandria Pike side of the building.

Mr. Whitacre stated he would also check on the sign that is on the new Key Bank site.

TOWNE CENTER TRAFFIC STUDY: Mr. Whitacre stated he is going to check the minutes of June, 2004 regarding the traffic study that was to be done for the Fifth Third Bank site. He stated he would continue following up on this matter.

CITY PLANNER: REVISION TO THE SIGN ORDINANCE -- Mr. Shaw distributed a copy of the draft of the Sign Code Ordinance. A copy thereof is attached to these minutes. Mr. Shaw gave his recommendations about the reduction of signs, the height of signs and limiting the number of signs regardless of the amount of frontage.

MINUTES OF PLANNING & ZONING
REGULAR MEETING
JANUARY 11, 2005

OUTCOME: After more discussion ensued, Chairperson Crawford suggested that the commissioners, and any interested persons, meet at Huff Realty on February 8th at 6:15 p.m. The purpose of the meeting will be to visit and review the current signs in the City. City Planner Shaw will be the sponsor of the Educational Seminar.

Mrs. Rauf will advertise the date, time and meeting place for the Educational Seminar in the Campbell County Recorder. She will also notify the Kentucky Post. Inclement weather may cause a cancellation of the session. The regular Planning and Zoning meeting will begin at 7:30 p.m. at the Civic Center.

CONTINUING EDUCATION: Commissioner McNabb reported that he attended the seminar sponsored by Northern Kentucky Area Planning Commission and DLZ. He stated the session addressed Modern Roundabouts. He gave a brief report about the session. **FOR THE RECORD:** Mr. McNabb earned 2 hours toward his continuing education.

NEW BUSINESS: None at this time.

Being no further business, **MEMBER McMANNON MOVED TO ADJOURN, SECONDED BY MEMBER KOESTER. 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**