

**KENTON COUNTY PLANNING COMMISSION  
REGULAR MEETING  
Minutes**

Mr. Wells, Chair, called the meeting to order at 6:15 PM on Thursday, December 2, 2010, and opened the proceedings with the Pledge of Allegiance and an invocation by Mr. Eilerman. The meeting was held in the Commission Chambers of the NKAPC Building in Fort Mitchell. Attendance of members (for this meeting as well as those during the year to date) was as follows.

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<b>Member</b>	<b>Jurisdiction</b>	<b>J</b>	<b>F</b>	<b>M</b>	<b>A</b>	<b>M</b>	<b>J</b>	<b>J</b>	<b>A</b>	<b>S</b>	<b>O</b>	<b>N</b>	<b>D</b>	
		<b>a</b>	<b>e</b>	<b>a</b>	<b>p</b>	<b>a</b>	<b>a</b>	<b>u</b>	<b>u</b>	<b>u</b>	<b>e</b>	<b>c</b>	<b>e</b>	
		<b>n</b>	<b>b</b>	<b>r</b>	<b>r</b>	<b>y</b>	<b>n</b>	<b>l</b>	<b>g</b>	<b>p</b>	<b>t</b>	<b>o</b>	<b>v</b>	
Mark Barnett	Taylor Mill	X	X	X	X	X		X		X		X		
Barbara Carlin	Kenton Co	X	X	X	X	X	X	X	X	X	X	X	X	
												*		
Barry Coates	Covington	X	X	X		X	X	X		X		X	X	
James Cook	Kenton Co	X	X		X	X	X		X		X	X	X	
Paul Darpel	Edgewood	X	X	X		X	X			X		X	X	
Chuck Eilerman	Covington	X	X	X	X	X	X	X	X	X	X	X	X	
Tom France, V.Chair	Ludlow	X	X	X	X	X	X	X	X	X	X	X	X	
David Hilgefurd	Villa Hills	X	X	X	X	X	X	X		X		X	X	
Lynne Hood	Crestview Hills	X	X	X	X	X	X	X		X	X	X		
Marc Hult	Covington	X	X	X	X	X	X	X	X	X	X	X	X	
Dan Ruh	Fort Wright	X	X			X		X	X	X			X	
Ron Cook	Elsmere		X	X	X	X			X				X	
Mark Rogge	Crescent Spgs	X	X			X	X	X		X	X	X	X	
Phil Ryan, Treasurer	Park Hills	X	X	X	X	X	X	X	X	X		X	X	
Maura Snyder	Independence	X	X	X	X	X	X	X	X		X	X	X	
Diane Brown	Erlanger	X	X	X	X	X	X		X	X	X	X	X	
				*	*									
Joe Tewes	Bromley	X		X	X	X	X	X	X	X		X	X	
				*										
John Wells, Chair	Fort Mitchell	*	X	X		X	X	X	X	X	X	X	X	
Mark Hushebeck	Lakeside Park	X		X	X	X		X	X	X		X		

“X” denotes attendance at the regular meeting and “x” denotes attendance at the continuation meeting.

“\*” denotes arrival after roll call was taken.

--denotes not on the planning commission.

Also present were Matt Smith, Legal Counsel, and the following NKAPC staff: Martin Scribner, AICP, Deputy Director for Current Planning, and Andy Videckovich, Associate Planner.

**AGENDA:**

Ms. Snyder made the motion to approve. Mr. Rogge seconded the motion. A roll call vote on the matter found Ms. Snyder, Mr. Rogge, Ms. Brown, Ms. Carlin, Mr. Coates, Mr. Cook, Mr. Darpel, Mr. Eilerman, Mr. France, Mr. Hilgefurd, Mr. Hult, Mr. Ron Cook, Mr. Ruh, Mr. Ryan, Mr. Tewes and Mr. Wells in favor. The motion carried.

**APPROVAL OF THE MINUTES:**

Mr. Ryan noted on page 8 last paragraph it should say W-4 instead of 1099. There being no further changes or corrections to the minutes for November, Ms. Snyder made the motion to approve with changes. Mr. Rogge seconded the motion. A roll call vote on the matter found Ms. Snyder, Mr. Rogge, Ms. Brown, Ms. Carlin, Mr. Coates, Mr. Cook, Mr. Darpel, Mr. Eilerman, Mr. France, Mr. Hilgefurd, Mr. Hult, Mr. Ron Cook, Mr. Ruh, Mr. Ryan, Mr. Tewes and Mr. Wells in favor. The motion carried.

**RECEIPTS AND EXPENDITURES:**

Ms. Snyder made the motion to accept. Mr. Rogge seconded the motion. A roll call vote on the motion found Ms. Snyder, Mr. Rogge, Ms. Brown, Ms. Carlin, Mr. Coates, Mr. Cook, Mr. Darpel, Mr. Eilerman, Mr. France, Mr. Hilgefurd, Mr. Hult, Mr. Ron Cook, Mr. Ruh, Mr. Ryan, Mr. Tewes and Mr. Wells in favor. The motion carried.

**AUDITOR'S REPORT:**

A presentation was made by Van Gorder, Walker & Co., Inc. with regard to the audit performed for the Kenton County Planning Commission. In the report it was noted the cash reserve has decreased steadily over the last five years. The expenditures decreased fairly significantly while revenue stayed flat. It was noted that approximately \$100,000 is the break even point that the commission needs to pay all costs. Nicole has a copy of the draft copy of the audit for review. There are notes on internal control that the commissioners were urged to review and understand what those numbers mean. It was further noted if there are any questions with regard to that to please contact Nicole or Dennis and they can forward any questions to them.

**ACTIONS SINCE LAST MEETING:**

The memorandum regarding the actions taken by Staff over the past month was distributed for informational purposes only. There were no questions or comments.

**RECENT ACTIONS BY LEGISLATIVE BODIES:**

No action required.

**PUBLIC HEARINGS:**

**2023R**

**APPLICANT:** Jefferson Air Inc., per Roger Schroder

**AREA AFFECTED:** an approximate 1.2-acre area located approximately 350 feet west of Madison Pike, Between Highland Pike and Kyles Lane, approximately 350 feet north of Highland Pike in Fort Wright.

**REQUEST:** review of a Stage I Development Plan and Planning Adjustment request on the described area which is currently zoned CC (a community commercial zone).

Staff presentation and Staff recommendations by Mr. Andy Videckovich.

**NKAPC STAFF RECOMMENDATIONS:**

Recommendation A: To approve the Planning Adjustment request.

Recommendation B: To approve the submitted Stage I Development Plan, subject to the following conditions:

1. That details for stormwater management be provided on the Stage II Development Plan;
2. That a typical pavement cross-section be provided on the Stage II Development Plan; and
3. That all access easements be accurately shown on the Stage II Development Plan and that they remain free of off-street parking spaces.

Mr. Roger Schroder addressed the Commission in favor of the issue. He stated the one request he has is with regard to the right four lots on the diagram near the easement. He stated his request is to propose banning parking on that easement if or when the easement is ever used. He noted the access area that is left open they would like to pave and use for parking. He further noted this development isn't planned to be a large commercial property. Mr. Smith noted a condition can be placed to limit the access easement. Mr. Rogge asked if the layout can be shifted over as there is a gap of about thirty seven feet and to shift it would avoid the issue with the parking on the easement. Mr. Schroder stated this was laid out because of the grading of the property and to have it the way it is proposed and presented will require less grading. Mr. Wells clarified the easement would come into play when the lot to the north was developed. Mr. Videckovich stated that is correct.

No one registered to speak against the issue. The public hearing was then recessed for discussion. There being none the public hearing was closed. Mr. Ruh then made the motion to approve based on staff's recommendation with regard to issue 2023R, Recommendations A & B, and to add that they provide relief to the applicant to have the ability to park on the access easement until the access is put into use. Mr. Ryan seconded the motion. A roll call vote on the matter found Mr. Ruh, Mr. Ryan, Ms. Brown, Ms. Carlin, Mr. Coates, Mr. Cook, Mr. Darpel, Mr. Eilerman, Mr. France, Mr. Hilgefurd, Mr. Hult, Mr. Ron Cook, Mr. Rogge, Ms. Snyder, Mr. Tewes and Mr. Wells in favor. The motion carried.

**Unfinished Business:** - Nothing to report.

**Reports from Committees:**

*By-Laws* –Nothing to report.

*Executive*- Mr. Wells stated the only action taken was they have finally received the paperwork between the city of Fort Wright and the commission with regard to the transfer of funding for the

resurfacing project. He stated the city would pick up all shortfalls related to the project.

**2020 Sourcebook (model zoning ordinance)** – Nothing to report.

**Subdivision Regulations** – Mr. France commented on the letter from the builder’s association. He asked staff how close the process was to having that come back before the commission. Mr. Scribner stated there was a two hour session recently where that was discussed and the document is now on line for review. He noted Mr. Scott Hiles sent out an email yesterday with regard to the issue. Mr. Wells then read the letter from Mr. Hiles into the record with regard to the subdivision regulations. Mr. Wells noted the draft is now public for review.

**Report from legal counsel** – Nothing to report.

**Announcements from Staff** – Mr. Scribner noted he is still getting questions about the W-4 issue. He noted Dennis sent out an email with those forms attached with a request that everyone return one of two things; either the completed form or a statement that you are choosing to opt out and not be paid.

Mr. Wells noted it’s that time of year where the nomination committee is formed for the election of officers. Ms. Snyder and Mr. Tewes graciously agreed to putting together the nomination committee. Mr. Ryan made the motion to appoint Ms. Snyder to the Committee. Mr. France seconded the motion. A roll call vote on the matter found Mr. Ryan, Mr. France, Ms. Brown, Ms. Carlin, Mr. Coats, Mr. Cook, Mr. Darpel, Mr. Eilerman, Mr. Hilgefurd, Mr. Hult, Mr. Ron Cook, Mr. Ruh, Ms. Snyder, Mr. Tewes and Mr. Wells in favor. The motion carried.

Mr. Hilgefurd commented on the trip to the farm held recently. He stated he though it was very interesting and informative and an eye opener for him. He noted the commissioners should be due some continuing education hours for attending the four hours of time. He stated he would like to propose a motion that the commissioners receive 4 hours of continuing education credit for attending the event tour held on November 6, 2010. Mr. France agreed and stated it was a very interesting event. Mr. France then seconded the motion. A roll call vote on the matter found Mr. Hilgefurd, Mr. France, Ms. Brown, Ms. Carlin, Mr. Coates, Mr. Cook, Mr. Darpel, Mr. Eilerman, Mr. Hult, Mr. Ron Cook, Mr. Rogge, Mr. Ruh, Mr. Ryan, Ms. Snyder and Mr. Wells in favor. Mr. Tewes abstained. The motion carried. Mr. Darpel stated he was highly impressed with the young people and the 4-H groups who participated. Mr. Scribner stated in relation to the continuing education credits he would have Lori put together the form for the commissioners to be completed by those who attended.

**Correspondence:** None.

**New Business:** - None.

**Public Comments:** None.

There being nothing further to come before the commission Ms. Snyder made a motion to adjourn. Mr. Rogge seconded the motion. A roll call vote on the matter found Ms. Snyder, Mr. Rogge, Ms. Brown, Ms. Carlin, Mr. Coates, Mr. Cook, Mr. Darpel, Mr. Eilerman, Mr. France, Mr. Hilgefurd, Mr. Hult, Mr. Ron Cook, Mr. Ruth, Mr. Ryan, Mr. Tewes and Mr. Wells in favor.

The meeting then adjourned at 7:14 p.m.

APPROVED:

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Chair

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Date