

KENTON COUNTY PLANNING COMMISSION
REGULAR MEETING
Minutes

Mr. Darpel, Chair, called the meeting to order at 6:15 PM on Thursday, November 3, 2011, 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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Member	Jurisdiction	J a n	F e b	M a r	A p r	M a y	J u n	J u l	A u g	S e p	O c t	N o v	D e c	
Mark Barnett	Taylor Mill	X	X		X	X	X							
Ms. Brown	Erlanger	X	X	X		X			X	X	X	X		
Barbara Carlin	Kenton Co	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		
Ron Cook	Elsmere			X	X	X								
Paul Darpel, Chair	Edgewood	X	X	X	X	X	X		X	X	X	X		
Chuck Eilerman	Covington	X	X	X	X	X	X		X	X		X		
Tom France, V.Chair	Ludlow	X		X	X	X	X		X	X	X	X		
David Hilgeford	Villa Hills	X		X		X			X	X	X	X		
Lynne Hood	Crestview Hills	X	X	X	X	*			X	X	X	X		
Marc Hult	Covington	X	X	X	X	X	X				X	X		
Mark Hushebeck	Lakeside Park	X	X	X		X			X	X	X	X		
Dan Ruh, Treasurer	Fort Wright	X	X	X	X		X		X	X				
Mark Rogge	Crescent Spgs	X	X	X		X	X		X	X	X			
Shad Sletto	Fort Mitchell	X	X	X		X	X		X	X	X	*		
Maura Snyder	Independence	X	X	X	X	X	X		X	X		X		
Joe Tewes	Bromley	X	X	X	X	X	X			X	X	X		
Melissa Worstell	Park Hills		X	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.

Also present were Matt Smith, Legal Counsel, and the following NKAPC staff: Mr. Martin Scribner, Deputy Director for Current Planning, and Mr. Keith Logsdon, Deputy Director for Long Range Planning

AGENDA:

Ms. Snyder made the motion to approve. Ms. Hood seconded the motion. All in favor by acclamation. None opposed.

APPROVAL OF THE MINUTES:

Ms. Snyder made the motion to approve. Ms. Worstell seconded the motion. All in favor by acclamation. None opposed.

RECEIPTS AND EXPENDITURES:

There were no questions or comments with regard to the financial statement. Ms. Snyder made the motion to accept with Mr. Hilgefurd seconding the motion. All in favor by acclamation. None opposed.

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:

Mr. Darpel stated that he received a request to table issue 2051R. He noted they were still looking into some of the issues on the matter. Mr. Eilerman made the motion to table for a matter of up to six months. Mr. Hult seconded the motion. A roll call vote on the matter found Mr. Eilerman, Mr. Hult, Ms. Brown, Ms. Carlin, Mr. Coates, Mr. Cook, Mr. France, Mr. Hilgefurd, Ms. Hood, Mr. Hushabeck, Mr. Sletto, Ms. Snyder, Ms. Worstell, Mr. Tewes and Mr. Darpel in favor. The motion passed unanimously. Mr. Hilgefurd asked if we know of a tabling prior to the meeting can we just amend the agenda at the time agenda is approved instead of having the chair read it into the record. Mr. Darpel stated because it had been advertised there is a statutory requirement that it appear on the agenda and be noted as tabled. Mr. Darpel then stated a request to table had been received with regard to issue 2052R. Mr. Eilerman made the motion to table for a period of up to six months. Mr. Hult seconded the motion. A roll call vote on the matter found Mr. Eilerman, Mr. Hult, Ms. Brown, Ms. Carlin, Mr. Coates, Mr. Cook, Mr. France, Mr. Hilgefurd, Ms. Hood, Mr. Hushebeck, Mr. Sletto, Ms. Snyder, Ms. Worstell, Mr. Tewes and Mr. Darpel in favor. The motion passed unanimously.

2054R

APPLICANT: City of Fort Wright per Gary Huff, City Administrator

REQUEST: Proposed text amendments to the Fort Wright Zoning Ordinance adding definition to Sections 7.0; making changes to Sections 10.27 CC Zone (Community Commercial) to amend the list of permitted uses, building height and size regulations, and design criteria; and, adding sign regulations to Article XIV, specific to the CC Zone.

Staff presentation and Staff recommendations by Mr. Scribner.

NKAPC STAFF RECOMMENDATIONS:

Favorable recommendations of the proposed text amendments to the Fort Wright Zoning Ordinance adding definitions to Section 7.0; making changes to Section 10.27 CC Zone (Community Commercial) to amend the list of permitted uses, building height and size regulations, and design criteria; and, adding sign regulations to Article XIV, specific to the CC Zone.

Mr. Hilgefurd questioned how in the past restrictions were put in place as far as aluminum siding and

what could be done to buildings and other limitations. Mr. Scribner stated he would defer to Mr. Smith to respond to the question. Mr. Smith then stated he did not know of any specific restrictions requested in this instance.

Mr. Huff then addressed the Commission in favor of the issue. He stated basically there are only two pieces of property zoned R1-C. He stated they are going to start encouraging people to use this zone in the future. He stated the whole purpose is to gain more control of the aesthetics and to encourage signage that is more fitting for the area. He stated they are obviously in favor of the issue. Mr. Darpel stated he has no problem with anything in the text, however, when you start getting into design criteria, he does.

The matter was then recessed for discussion. There being none the public hearing was then closed and Mr. Darpel asked for a motion. Mr. Tewes then made the motion to approve based on the testimony heard and Staff's report. Ms. Carlin seconded the motion. A roll call vote of the motion found Mr. Tewes, Ms. Carlin, Ms. Brown, Mr. Coates, Mr. Cook, Mr. Eilerman, Mr. France, Mr. Hilgefard, Ms. Hood, Mr. Hult, Mr. Hushebeck, Mr. Sletto, Ms. Snyder, Ms. Worstell and Mr. Tewes in favor. Mr. Darpel voted against. The motion carried.

2055R

APPLICANT: Kenton County Planning Commission per Paul J. Darpel, Chair

REQUEST: to readopt *Comprehensive Plan Update 2006-2026* as Kenton County's comprehensive plan until the new citizen-based document now underway can be completed and adopted

Staff presentations and Staff recommendations by Mr. Logsdon.

He stated the only thing he would point out are the attachments. There being no further comments by Staff, Mr. Darpel recessed the issue for discussion. Mr. Darpel then closed the public hearing. Mr. Eilerman made a motion to approve the re-adoption of the Comprehensive Plan Update. Ms. Brown seconded the motion. A roll call vote on the matter found Mr. Eilerman, Ms. Brown, Ms. Carlin, Mr. Coates, Mr. Cook, Mr. France, Mr. Hilgefard, Ms. Hood, Mr. Hult, Mr. Hushebeck, Mr. Sletto, Ms. Snyder, Ms. Worstell, Mr. Tewes and Mr. Darpel in favor. The motion carried.

Mr. Darpel stated with regard to the next item, issue W-716, a request to table had been received. He then asked for a motion to table the matter for a period of up to six months. He stated this issue was previously tabled and they have asked that it be placed on next month's agenda. Ms. Snyder then made the motion to table the matter. Ms. Hood seconded the motion. A roll call vote on the matter found Ms. Snyder, Ms. Hood, Ms. Brown, Ms. Carlin, Mr. Coates, Mr. Cook, Mr. Eilerman, Mr. France, Mr. Hilgefard, Mr. Hult, Mr. Hushebeck, Mr. Sletto, Ms. Worstell, Mr. Tewes and Mr. Darpel in favor. The motion carried.

Unfinished Business: None.

Reports from Committees:

By-Laws – Nothing to report. No meeting held.

Direction 2030 Task Force – Mr. Keith Logsdon addressed the Commission and gave a brief update on the Task Force. He thanked those who showed up for the meeting last week. He also stated because of that meeting the strategy was changed a little bit to cut out some time. He stated they are planning now to have two facilitators at each table to help out and asked for additional commission members to show up at the next meeting. He then reviewed the list of upcoming meetings with regard to the Task Force and asked that the commissioners look at their schedules to see which of those meetings they can attend. He stated the other thing is they have done really well on scheduling meetings with commissioners and the cities and those have all been scheduled. He stated he thinks it's a good first step. He then gave a brief demonstration on the Direction 2030 and highlighted the web site and various aspects of it. He stated if

you go to the web site you can find comments on the breakdown on the specific questions related to the study. He also stated it is on Facebook and encouraged anyone that is active on Facebook to make some comments. Mr. Darpel stated the first meeting was pretty positive and he encouraged all the commissioners to try to make it to one of these meetings. He stated it was interesting and it was also interesting to hear comments by some of who attended. He stated it is definitely worth the while.

Executive – Mr. Darpel stated there was no official meeting held.

2020 Sourcebook (model zoning ordinance) – Nothing to report. No meeting held.

Subdivision Regulations – Mr. Cook stated they have finally gone through them (the regulations) line by line and they will have a meeting on the 15th. He stated he feels it's gone real well. He stated they will probably hold off on the HBA for another meeting. Mr. Darpel then commented that a lot of the meetings have been largely educational and stated some of this should be counted for continuing education hours. Mr. Scribner stated he would get with Scott Hiles as far as how many hours that would consist of and go from there. Mr. Darpel then said we will wait to approve the continuing education until we hear from Scott. Mr. Darpel also commented that the meetings are now moving from educational to informational but we will get the breakdown from Scott.

Report from legal counsel – Mr. Smith noted there was nothing to report.

Announcements from Staff – Mr. Scribner stated about a year ago there was an update given of the NKAPC working with the City of Independence and a Small Area Study. He referred to a handout of an upcoming meeting to be held on November 14 from 7-9 p.m. He also noted an upcoming webinar next Monday on social media and ethics that will count toward continuing education for those interested.

Correspondence: Mr. Darpel noted a thank you note had been received from Mark Barnett's wife thanking everyone for the flowers. He noted she mentioned how much he enjoyed serving on the commission. He then stated her note would be posted on the bulletin board. He also mentioned a matter involving the City of Erlanger and the Lakemont subdivision. Essentially the city was requesting the matter be sent back to the commission to address conditions on the issue. Mr. Darpel stated that to make a long story short Mr. Scribner and Mr. Smith drafted a letter stating the commission feels they have addressed all the issues and conditions and they will be sending it back to them. Mr. Darpel further stated they had received a request for continuing education credit for an upcoming presentation to be held by the Kenton County attorney. He stated he did not have a problem with that. He then asked for an approval of the continuing education credit. Ms. Snyder made the motion with Ms. Hood giving the second. All in favor by acclamation. None opposed.

New Business: - Ms. Hood asked where the extension office is as far as the next 2030 meeting is concerned. She was then provided with directions to the meeting.

Public Comments: None.

There being nothing further to come before the commission, Ms. Snyder made the motion to adjourn. Ms. Hood seconded the motion. All in favor. None opposed. The meeting then adjourned at 7:24 p.m.

APPROVED:

Chair

Date