

KENTON COUNTY PLANNING COMMISSION
REGULAR MEETING
Minutes

Mr. Paul Darpel, Chair, called the meeting to order at 6:15 p.m. on Thursday, January 2, 2014, and opened the proceedings with the Pledge of Allegiance and an invocation by Mr. Hilgefurd. 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.

		2 0 1 4												
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	
Diane Brown	Erlanger	X												
Doug Neuspickle	Ryland Heights													
Barry Coates	Covington	X												
James Cook	Kenton Co	X												
Paul Darpel, Chair	Edgewood	X												
Tom France, V.Chair	Ludlow	X												
Joe Gray	Covington													
David Hilgefurd	Villa Hills	X												
Lynne Hood	Crestview Hills	X*												
Marc Hult	Covington													
Keith Logsdon	Lakeside Park	X												
Joe Pannunzio	Elsmere	X												
Stan Porter	Taylor Mill													
Mark Rogge	Crescent Spgs	X												
Jack Toebben	Fort Wright	X												
Shad Sletto, Treasurer	Fort Mitchell	X												
Maura Snyder	Independence	X												
Joe Tewes	Bromley	X												
Carl Gerrein	Park Hills	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, Director of Planning and Zoning and Mr. Mike Ionna, Principal Planner.

AGENDA

Mr. Darpel asked for any questions or comments with regard to the agenda. There being none, Ms. Snyder made the motion to approve. Mr. Rogge seconded. All in favor by acclamation. The motion carried unanimously.

APPROVAL OF THE MINUTES:

Mr. Darpel asked for any corrections or comments with regard to the minutes. Mr. Rogge noted on the last page under the subdivision regulations it should read Mr. Cook and not Mr. Coates. Ms. Snyder made a motion to approve the minutes as amended. Mr. France seconded the motion. A roll call vote on the matter found Ms. Snyder, Mr. France, Ms. Brown, Mr. Coates, Mr. Cook, Mr. Hilgefurd, Mr. Pannunzio, Mr. Rogge, Mr. Toebben, Mr. Sletto, Mr. Gerrein, Mr. Tewes and Mr. Darpel in favor. The motion carried unanimously.

RECEIPTS AND EXPENDITURES:

Mr. Darpel asked for any questions or comments. Mr. Darpel noted the Executive committee would be meeting with the KCPC to come up with some measures with regard to the audit. There being no other questions or comments, Ms. Snyder made the motion to approve. Mr. Tewes seconded. A roll call vote on the matter found Ms. Snyder, Mr. Tewes, Ms. Brown, Mr. Coates, Mr. Cook, Mr. France, Mr. Hilgefurd, Mr. Logsdon, Mr. Pannunzio, Mr. Rogge, Mr. Toebben, Mr. Sletto, Mr. Gerrein and Mr. Darpel in favor. The motion carried unanimously.

ACTIONS SINCE LAST MEETING:

The memorandum regarding the actions taken by Staff over the past month was distributed for informational purposes only.

RECENT ACTIONS BY LEGISLATIVE BODIES:

No action required.

PUBLIC HEARINGS:

PC-1310-0004

APPLICANT: Debra Boling and Mark Schmidt

LOCATION: an approximate 19.1-acre area located along the south side of Highland Pike between Hanser Drive and Wrights Point Drive and along the north side of Kuhrs Lane in Covington.

REQUEST: a proposed map amendment to the Covington Zoning Ordinance changing the described area from RS 7.5 (Suburban Residential) to AG (Agricultural); this issue was tabled at the December 5, 2013 meeting.

Mr. Darpel stated in full disclosure that one of the parties involved in the issue is a client of his but that he has no financial interest whatsoever and therefore no conflict with the following issue.

Staff recommendations and Staff presentation by Mr. Mike Ionna.

NKAPC STAFF RECOMMENDATION:

To provide a favorable recommendation of the proposed map amendment changing the described area from RS 7.5 (Suburban Residential) to AG (Agricultural) subject to the following conditions:

1. That the primary access point for customers related to the commercial activities on the site in question be located on Highland Avenue and meet the spacing requirements of the Covington Zoning Ordinance.
2. That the location of the off-street parking area and the number of spaces required meet the requirements of the Covington Zoning Ordinance.

Mr. Schmidt addressed the Commission in favor of the issue. He gave a brief history on the property in question as well as background information. He stated as far as he knows this is the only property that has the original stone walls visible. He stated his goal is threefold; they wish to preserve and restore whenever possible. He stated they wish to sell what they grow. He further stated the vineyard is in its seventh year and they look to produce the wine from the vineyard. Thirdly, he stated they wish to share the property on a limited basis by having a small farm stand or small wine-themed venue and possibly a small bed and breakfast. He noted he believes this compliments the civil war museum across the street as well as the community. He further stated at this point they do not have hours of operation available. Mr. Schmidt stated they are following the recommendations of the panel as to improvements to access, visibility and safety. He noted they are hoping to be an asset to the whole community with the program.

Mr. Yuengling addressed the Commission in favor and stated he didn't have much to add other than they worked with the applicants on the issue and it seems like this is the most fitting for the area and the acreage. He stated the city is in favor of the request.

Nina and Don Hinkel addressed the Commission with regard to the issue. Mr. Hinkel stated they just have some questions about the proposal. He asked about the out building and the proposed farm stand. He noted this distance from that to his property is approximately 500 feet. He asked what was really going to go into the property other than the winery and what the purpose of the front property on Highland Pike is going to consist of. He also asked about the location of the existing terraces. He asked if there were future plans for any additional construction near these terraces as it is fairly close to the property owners on the south of the property. Mr. Darpel stated the Commission's role is to determine if the request is in compliance with the comprehensive plan and they really don't have any specific plans for the property and any of those would be addressed at a later time. Mrs. Hinkel stated their concern was the out building and the large dog bone shaped sign that went up that made them question if something like a kennel was going in there.

Mr. Schmidt stated in rebuttal the giant dog bone is a piece of sculpture and nothing else is planned for that area. He further noted as far as the bed and breakfast it would eventually be built on the other side of the property away from Diana Place. He additionally stated there would always be a buffer there and there are no plans to build anything up next to Diana Place. Mr. Darpel then recessed the public hearing for discussion. There being none, Mr. Darpel reconvened and closed the public hearing and asked for a motion. Mr. France made the motion to approve the request for the zone change based on Staff's recommendations and conditions as well as the testimony heard. Ms. Sletto seconded the motion. A roll call vote on the matter found Mr. France, Mr. Sletto, Ms. Brown, Mr. Coates, Mr. Cook, Mr. Hilgeford, Ms. Hood, Mr. Logsdon, Mr. Pannunzio, Mr. Rogge, Mr. Toebben, Ms. Snyder, Mr. Gerrein, Mr. Tewes and Mr.

Darapel in favor. The motion carried unanimously.

PC-1312-0001

APPLICANT: Commonwealth Machine Tool, LLC per Stephen F. Lay, Owner

LOCATION: an approximate 1.6-acre area located on the east side of Joseph E. Schmiade Road approximately 400 feet north of its intersection with Walton Nicholson Pike in unincorporated Kenton County

REQUEST: a proposed map amendment to the Kenton County Zoning Ordinance changing the described area from R-1B (Single-Family Residential) to RC (Rural Commercial)

Staff recommendations and Staff presentation by Mr. Mike Ionna.

NKAPC STAFF RECOMMENDATION:

To provide favorable recommendation of the proposed map amendment changing the described area from R-1B (Residential) to RC (Rural Commercial) subject to the following conditions:

1. That future improvements to the 0.33 acre parcel of vacant land meet the requirements of the Kenton County Zoning Ordinance.
2. That future improvements to the 0.25 acre parcel of land currently occupied by the auto repair shop meet the requirements of the Kenton County Zoning Ordinance.

Mr. Lay addressed the Commission in favor of the issue. He stated he is the owner of Commonwealth Machine Tool and they would like to build a building in Independence with a primary use of storage of tools and to have a store front. He stated they are currently located in Richwood. He stated their lease is up in February and they would like to move to this location.

Mr. Darpel recessed the public hearing for discussion. There being none, the public hearing was reconvened and closed. Mr. Darpel asked for a motion. Mr. Rogge made the motion to approve the request based on Staff's recommendations including the conditions listed. Ms. Snyder seconded the motion. A roll call vote found Mr. Rogge, Ms. Snyder, Ms. Brown, Mr. Coates, Mr. Cook, Mr. France, Mr. Hilgefard, Ms. Hood, Mr. Logsdon, Mr. Pannunzio, Mr. Toebben, Mr. Sletto, Mr. Gerrein, Mr. Tewes and Mr. Darpel in favor. The motion carried unanimously.

PC-1311-0003

APPLICANT: City of Taylor Mill per Jill Bailey, City Administrator

REQUEST: proposed text amendments to Section 9.29 of the Taylor Mill Zoning Ordinance, modifying the parking requirements for all DTM (Downtown Taylor Mill) Zones, Section 10.19, Section 10.20, removing Gasoline Stations as a permitted use, removing Gasoline Station use standards, and modifying allowed building heights.

Staff recommendations and Staff presentation by Mr. Martin Scribner

NKAPC STAFF RECOMMENDATION:

Request #1: Favorable recommendation on the proposed text amendment to Section 9.29 of the Taylor Mill Zoning Ordinance, modifying the parking requirements for all DTM (Downtown Taylor Mill) Zones. Request #2: Favorable recommendation on the proposed text amendments to Section 10.19 and Section 10.20, removing Gasoline Stations as a permitted use, removing Gasoline Station use standards. Request #3: Favorable recommendation on the proposed text amendments to Section 10.19 and Section 10.20, modifying allowed building heights.

Mr. France asked if there is any required ratio on the parking. Mr. Scribner stated there is no ratio required with regard to the shared parking. Mr. France then asked about the conditional use with regard to gas stations and if it was a conditional use. Mr. Scribner then stated there would not be any gas stations allowed in the downtown zone. Mr. Logsdon asked where the nearest gas station is outside the DTM zone. Mr. Scribner stated he could not say for sure. Mr. France asked if any 1-story buildings would be allowed in DTM 4. Mr. Scribner stated they are allowed in DTM 4 and that would not change.

Ms. Bailey addressed the Commission in favor of the issue representing the City of Taylor Mill. She stated she is happy to answer any questions. Mr. Darpel asked why the city would not want gas stations in this area with it being right off of the expressway. Ms. Bailey stated it is designed to be a very pedestrian friendly area and a gas station is primarily auto friendly. She stated the plan has evolved significantly over time and it is designed to be a unique pedestrian friendly area. Mr. Sletto asked about the gas stations also. Ms. Bailey stated currently there are two gas stations within this area and there are seven gas stations within a 1.5 mile area.

Mr. Wichmann addressed the Commission briefly and stated he is in agreement with the city on the issue.

Terri VonHandorf addressed the Commission in favor. She stated she is not against change but when they looked at this development they wanted something unique for the city and having another gas station in the area does not accomplish that. She stated she supports the request and is in favor with the city.

Mr. Henderson addressed the Commission against the issue and stated he has seen the growth in the community. He further stated his concern is that Taylor Mill is not Indian Hill. He stated in his opinion to have a UDF at the corner near Remke he would consider to be pedestrian friendly. He stated he would walk with his grandchildren to get an ice cream. He further stated he doesn't feel putting a UDF in that location would harm the community. He additionally stated BP should be required to upgrade in his opinion because it is not a very nice place. Mr. Henderson stated the parking requirement is a little confusing also. He stated a two-story façade should be allowed and it should not be required that you actually have two stories. His final comment was that when he and his father started their business in 1963 Covington was Mayberry. He stated he could ride the bus by himself to the YMCA. He stated you can no longer do that anymore. He further noted in his opinion when Sears and Penneys moved out, Covington started to go down. He stated his reason for saying this is this: to not put the requirements too high because Taylor Mill is not Indian Hill.

Ms. Sarah Frisch addressed the Commission against the issue. She stated she agrees with growth. She noted the first thing that brought her to the meeting was the fact that a sign was erected stating to allow UDF. She noted she thought it was odd because she thought Taylor Mill was encouraging growth. She noted UDF is a very family friendly oriented business. She also noted a concern with a reduction in the parking. Ms. Frisch noted this is a substantial area with a substantial amount of change going on. She stated there will be a large amount of traffic getting off the highway and she asked where they are all supposed to park. Ms. Frisch also commented on the gas station issue and stated had she had more time she could have had hundreds of signatures in favor of having a UDF in the area. She commented on the two story limitation and noted she agreed with Mr. Henderson's statements on that. She stated she disagrees with the recommendation presented that stated they were for the changes she is

against because not allowing entities such as or similar to a UDF is not consistent with the downtown use. She stated she feels this needs a lot more discussion and the residents of Taylor Mill need to have a fair shake in what is going on with the zoning requirements.

Mr. Blackburn addressed the Commission as a neutral party. He asked about the height of the building requirement as to whether it was to the actual height of the building or the height of the façade. Mr. Darpel stated it was the height of the building. Mr. Blackburn asked what BP needs to do to become compliant. Mr. Darpel stated that is not what is before the Commission tonight but he clarified what non-conforming and conforming means. Mr. Blackburn stated if the city is talking about a walking area – if this development is broken up the way this is it is not a walking area. He stated the gas station would be nice because even though there are seven other gas stations in the area, this one is the most expensive one in the area. He noted UDF gas is much cheaper and he would love to see a UDF go in there. He stated he does agree with the four stories. He asked if there was any green space that will be included. Mr. Darpel stated again that that is not something that is before the Commission.

Mr. Butler addressed the Commission against the issue and distributed a handout to the Commissioners. He stated he is the attorney for Phil and Lori Peace. He stated they are property owners of the property owners at the intersection of Honey Road. He further stated they have been residents for twenty years. He stated they strongly oppose the text amendments to the downtown Taylor Mill zone. He further stated they are asking that no changes be made to the downtown Taylor Mill zone. Mr. Butler stated only a short time of six years ago the zoning was changed and it is being proposed to be changed again. He noted at the time over 180 acres were changed. Mr. Butler then noted his client's property is located entirely within the DTM 2 zone. He further noted they have invested substantial amounts of time and resources to the improvement and marketing of their property for development purposes. He also noted over the years the city has even recommended perspective gas station developers to them. He stated they have relied on the zone changes of 2007 for the development of their property and now the city has pulled the rug out from under them. He stated to eliminate gas stations from the DTM 2 zone effectively creates a monopoly for the one existing gas station. He further noted the planning commission's zone usage is designed to create a mixed use. He stated this is located in a piece of property that is largely not traveled by foot but by automobile. He stated this area is not conducive to foot traffic. He further noted UDF is a viable use for the area. Mr. Butler stated given the different elevations of the area it is also not conducive to foot traffic. He further noted to impose the two story height limitation to the area would be detrimental and would effectively remove some business opportunities from coming to the area. He noted the DTM is designed to cater to the daily shopper and service the needs of the surrounding community as stated. He further stated Mr. and Mrs. Peace are not wealthy individuals and they should not now suffer damages as a result of the city pulling the rug out from underneath them. He additionally noted they were very close to striking a deal but the two story requirement has effectively taken that away at the last hour.

Mr. Phil Peace addressed the Commission and stated with regard to the minimum height. He stated DTM 2 had no mention of a minimum height as the DTM 1, 3 and 4 did. He noted his wife pointed out that in Staff's report it states verbatim what the current zone states with the exception of one sentence. He stated the DTM 2 area was designed to be unique and different. He further stated the city has stated they want the DTM 2 zone to have a sit down restaurant or a chain restaurant. Mr. Peace stated he doesn't know any restaurant chain that is more than one story. He further noted restaurant chains are very particular. He also noted by making this

change it will become nearly identical to DTM 1 and DTM 2 was designed to be unique. He stated he and his wife have put every dime they have made into the development of this property and to now have this changed at the last hour is devastating to them.

Mr. Kling addressed the Commission as a representative of UDF. He stated he has been working with Phil Peace for the past five years as a possible site for a new UDF. He stated it took him this long until the road was constructed to see how the area was going to play out. He stated he was disappointed to find out that gas stations would now not be allowed. He stated they are obviously against this zone change.

Mr. Scott Smith addressed the Commission against the issue and stated the only points he wanted to make was this area is not pedestrian friendly. He further stated there is no way he would let his 10 year old son cross the highway and further noted people don't even stop at the stop sign in his subdivision. He also stated there is no way anyone in his neighborhood walks to this area. He then commented there is not currently one two story commercial business in this area. He stated in the Remke plaza there is about a ten foot topography drop. He stated he thinks the two story requirement will reduce the commercial probability of the area. He further stated the only pedestrians are maybe from the two apartments in the area. He also noted this intersection is only going to get heavier with traffic, especially when everyone starts using the new road versus the old one.

Mr. Schulenberg addressed the Commission against the issue and stated he would like to go on record echoing what Mr. Butler, Mr. Peace and Mr. Smith stated. He stated he has lived in the city for 53 years. He noted one of his questions related to the gas stations. He commented that it was mentioned there are 7 gas stations in the area. He stated this does not satisfy the needs of the people that will be traveling the new parkway. He then noted the next place to buy gas is at the Cherokee Shopping Center which is a long long way away. He stated they need competition in the city. He further noted he would like to see two more gas stations, maybe three. He additionally stated there is going to be a tremendous amount of traffic on this new road. He then stated in his opinion DTM 3 is the walkable area and this is where it should be. He further stated you don't want people walking across a five lane road.

Mr. Abdrabo addressed the Commission against the issue and stated he is an attorney speaking on his own behalf. He noted for the record he is against this issue. He stated he will limit his comments to the elimination of gas station as a permitted use. He stated there are currently fifty permitted uses to include gas stations and yet the city has proposed obstacles to eliminate gas stations as a permitted use. He stated he does not believe the city has fully and fairly deliberated the gas stations issue as a permitted use. He stated if they have done so, they have failed to articulate the rationale behind their request. He further stated as a resident and as a consumer he believes having a choice is good and he is asking that the Commission recommend against the request.

Mr. Darpel read a letter into the record against the issue. He then marked the letter as an exhibit and made it a part of the record.

Ms. Bailey addressed the Commission in rebuttal and stated it is difficult to envision this area as a walkable area because it is not developed as such and it is a long term vision. She noted in terms of the building height provision it was always thought that the building heights would be two story. She further noted it is their hope they can attract business with a two story building.

She stated it is a five lane highway and there are landscaped islands as well as an intersection and other proposals as far as traffic lights and such are coming in the future. Mr. Hilgefurd asked how long the City has been considering eliminating having gas stations in this particular zone. Ms. Bailey stated that is something that has come up within the last several months. She noted there has been a lot of discussion in terms of a UDF and the City does not have a plan that has been submitted from UDF. Mr. Logsdon asked about pedestrian accessibility of the area. He asked Ms. Bailey to briefly summarize what is being proposed for this. Ms. Bailey then stated they are considering sidewalks along KY 16 as well as green space that would promote accessibility. She stated it is also one of the things developers will be required to provide. She further stated there are two intersections that are coming that will be signalized. Mr. France asked how a two story building is being defined because most of the businesses being considered are not two story. He then asked if they can simply put a two story façade on a building and it would qualify as a two story building. Mr. Darpel stated you have to have the traffic to provide to come to the businesses to support them and it all can't be walkable. He stated he likes the overall idea of the plan but he asked what's the difference between the 1 and 2 area as it's being proposed. Mr. France stated the point has been made a number of times but the idea that the BP is a monopoly and they have to really be liking what the city has presented tonight and the fact that residents will drive farther to not go to the BP station. Mr. Sletto stated it has been said that this is a 24 year plan and six years into it there are already significant changes being made. He further stated the two story limitation totally eliminates anything being developed off of the highway. He also stated the statement about there being seven gas stations in a 1.5 mile area is simply not true.

Mr. Henderson stated in rebuttal that his concern is how quickly this whole thing came up with the change and the city did not let the residents know what was being changed.

Mr. Darpel then recessed the public hearing for discussion. Mr. Logsdon stated he feels like a public meeting was just held that should have been held previously. He stated he can see both sides but one thing that seemed really odd is they are trying to make a pedestrian area here but at the same time you take a gas station out and make the residents drive further to get their gas. He stated he thinks the whole thing needs more work. Mr. Pannunzio asked if there would be three separate votes. Mr. Darpel stated there would be three separate votes on each request. Mr. Hilgefurd stated he finds too many inconsistencies with the City's proposal. He further stated he gets the feeling that this is something the city has brought up very quickly and as a result it is inconsistent with the other uses permitted in the zone. He further stated by putting a two story requirement you effectively eliminate the uses of the land. He stated it is too much of a limitation. Mr. France stated he agrees with Commissioner Logsdon in that he feels this should have been held in front of the city first and that it has happened a bit too quick. Mr. Darpel then reconvened and closed the public hearing. He then asked for a motion with regard to the parking item of the request. Mr. Logsdon made the motion to approve with regard to the parking requirements as stated by Staff. Mr. Rogge seconded the motion. A roll call vote on the matter found Mr. Logsdon, Mr. Rogge, Ms. Brown, Mr. Coates, Mr. Cook, Mr. France, Mr. Hilgefurd, Ms. Hood, Mr. Pannunzio, Mr. Toebben, Ms. Snyder, Mr. Gerrein, Mr. Tewes and Mr. Darpel in favor. Mr. Sletto voted against. The motion carried. Mr. Darpel then asked for a motion with regard to the issue of removing gas stations. Mr. Logsdon asked if it could be separated because he wants to make each of those separate. Mr. Logsdon then made the motion with regard to Section 10.19 as it related to DTM 2. He recommended disapproval of the removal of gasoline stations. Ms. Brown seconded the motion. A roll call vote on the matter found Mr. Logsdon, Ms. Brown, Mr. Coates, Mr. Cook, Mr. France, Mr. Hilgefurd, Ms. Hood,

Mr. Pannunzio, Mr. Rogge, Mr. Toebben, Mr. Sletto, Ms. Snyder, Mr. Gerrein, Mr. Tewes and Mr. Darpel in favor. Mr. Logsdon then recommended approval of removing gas stations with regard to DTM 3. Ms. Hood seconded the motion. A roll call vote on the motion found Mr. Logsdon, Ms. Hood, Mr. Coates, Mr. Hilgefard, Mr. Pannunzio, Mr. Rogge, Ms. Snyder and Mr. Tewes voted in favor. Ms. Brown, Mr. Cook, Mr. France, Mr. Toebben, Mr. Sletto, Mr. Gerrein, Mr. Darpel voted against. The motion carried with a vote of 8-7. With regard to issue three of the request modifying building heights, Mr. Sletto made the motion to disapprove on the basis that it is not consistent and also based on the testimony heard. Mr. Rogge seconded the motion. Mr. Logsdon stated he would like to add as an additional information comment that the city highly consider a two story façade. Mr. Sletto did not wish to include an additional information comment in his motion. A roll call vote on the matter found Mr. Sletto, Mr. Rogge, Ms. Brown, Mr. Coates, Mr. Cook, Mr. France, Mr. Hilgefard, Ms. Hood, Mr. Pannunzio, Mr. Toebben, Ms. Snyder, Mr. Gerrein, Mr. Tewes and Mr. Darpel voted in favor. Mr. Logsdon voted against. The motion carried. Mr. Logsdon went on to say that you need a two story look to be in compliance with other developments. He stated he thinks it's important for the city to consider. Mr. Darpel asked for a motion with regard to the minimum building height in Section 10.20. Mr. Logsdon made the motion to approve based on Staff's recommendation. Mr. Rogge stated there should be a recommendation made to clarify what the building height is. Mr. Logsdon agreed with the clarification and amended his motion to clarify the language the meaning of the two story height. Ms. Brown seconded the motion. A roll call vote on the motion found Mr. Logsdon, Ms. Brown, Mr. Coates, Mr. Hilgefard, Mr. Pannunzio, Mr. Rogge, Ms. Snyder and Mr. Gerrein in favor. Mr. Cook, Mr. France, Ms. Hood, Mr. Sletto, Mr. Tewes and Mr. Darpel voted against. Mr. Toebben abstained. The motion carried with a vote of 8-6 with one abstention.

Ongoing Business:

Reports from Committees:

By-Laws – Mr. France had nothing to report. Mr. Darpel stated another thing he would like to talk about and take a look at the by-laws and rotating vote order because it can make a difference down the road.

Direction 2030 (comprehensive plan) – Mr. Scribner stated they continue to move forward as well as the recommendations of the planning task force.

Executive – Mr. Darpel stated they have not met due to the holidays but he did send an email to the NKPAC to discuss ongoing issues.

Subdivision Regulations – Mr. Darpel stated the next committee meeting is January 23rd at 5:00 p.m. He stated they would be discussing everything in that draft with the exception of the street design.

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

OKI – Nothing to report.

Report from Legal Counsel – Nothing to report.

Announcements from Staff – Mr. Scribner stated there are two continuing education credits that need approval that are before the Commissioners. Mr. Darpel asked for a motion to approve.

Mr. Logsdon made the motion to approve. Mr. Cook seconded. All in favor by acclamation. Mr. Scribner clarified the first continuing education credit would be approval for 30 minutes and the second for three hours.

General Correspondence: None.

New Business: Mr. Darpel asked for nominations. Ms. Snyder stated for Chair the nomination was for Mr. Darpel. She stated for Vice Chair the nominations were for Mr. Rogge and Mr. France. Ms. Snyder stated the nominations for treasurer were Mr. Sletto, Mr. Rogge and Mr. Hult. She stated unfortunately she could not reach Mr. Hult to see if he was interested in accepting the nomination. Mr. Smith stated the elections needed to be held in January. As such, Mr. Hult had to be dropped from the nominations due to the requirement. Mr. Rogge stated he did not want to accept the nomination for Vice Chair. Mr. Sletto accepted the nomination for Treasurer. Mr. Rogge stated he did not want to accept the nomination for treasurer. Mr. Smith stated since there are three uncontested nominations a motion needed to be made. Mr. Rogge made the motion with Ms. Snyder seconding the nominations. A roll call vote on the matter found Mr. Rogge, Ms. Snyder, Ms. Brown, Mr. Coates, Mr. Cook, Mr. France, Ms. Hood, Mr. Logsdon, Mr. Pannunzio, Mr. Toebben, Mr. Sletto, Mr. Gerrein, Mr. Tewes and Mr. Darpel in favor. Mr. Hilgefurd abstained. The motion carried unanimously.

Public Comments: None.

There being nothing further to come before the commission, a motion to adjourn was made by Ms. Snyder and seconded by Ms. Hood to adjourn. Mr. Rogge abstained. The motion carried. The meeting then adjourned at 9:36 p.m.

APPROVED:

Chair _____

Date