

**KENTON COUNTY PLANNING COMMISSION
REGULAR MEETING
Minutes**

Mr. Darpel, Chairman, called the meeting to order at 6:15 p.m. on Thursday, October 6, 2016, and opened the proceedings with the Pledge of Allegiance and invocation by Mr. Hult. The meeting was held in the Commission Chambers of the PDS Building in Fort Mitchell. Attendance of members (for this meeting as well as those during the year to date) was as follows.

Commission Member	Jurisdiction	J	F	M	A	M	J	J	A	S	O	N	D
		a	e	a	p	a	u	u	u	e	c	o	e
		n	b	r	r	y	n	l	g	p	t	v	c
Diane Brown, V. Chair	Erlanger	X	X		X		X	X	X	X	X		
Nancy Collins	Ryland Hts.					X	X	X	X	X	X		
Barry Coates	Covington	X	X	X		X	X	X		X	X		
Gailen Bridges	Kenton Co	X	X	X	X	X	X	X	X	X	X		
Paul Darpel, Chair	Edgewood	X	X	X	X	X	X		X		X		
Tom France	Ludlow	X	X	X	*		X	X	X	X			
Joe Gray	Covington	X	X	X	X		X	X	X	X	X		
Brian Wischer	Villa Hills		X	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		
Keith Logsdon	Lakeside Park	X	X	X		X	X	X	X	X	X		
Joe Pannunzio	Elsmere	X	X	X	X	X	X	X		X	X		
Stan Porter	Taylor Mill	X	X	X		X	X	X	X		X		
Greg Sketch	Crescent Spgs	X	X	X	X	X			X		X		
Brian Dunham	Kenton Cty			X	X	X		X	X	X	X		
Jack Toebben	Fort Wright	X	X	X	X	X	X	X	X		X		
Jeff Bethell	Fort Mitchell	X	X	X	X	X	X	X	X	X	X		
Maura Snyder	Independence	X	X	X	X		*		X	X	*		
Joe Tewes	Bromley	X	X	X	X								
Phil Ryan, Treasurer	Park Hills	X	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 PDS staff: Ms. Emi Randall, Mr. Andy Videkovich and Mr. Alex Koppelman.

AGENDA

Mr. Darpel commented briefly about Joe Tewes and his service to the Commission. Mr. Darpel thanked Mr. Tewes for his eleven years of service to the Commission and the City of Bromley. He stated we are awfully lucky to have him and he makes this a better community. Mr. Darpel then presented Mr. Tewes with a plaque in appreciation for his service.

Mr. Darpel commented that item 11 from the agenda was withdrawn and will not be heard this evening. He then marked the request to withdraw as an exhibit to the minutes. There being no other questions or comments, he asked for a motion to approve the agenda as amended. Ms. Snyder made the motion, Ms. Brown seconded. All in favor by acclamation. The motion carried.

APPROVAL OF THE MINUTES:

Mr. Darpel asked for any questions or comments on the minutes. There being none, he asked for a motion to approve. Ms. Snyder made the motion to approve. Ms. Brown seconded the motion. A roll call vote on the motion found Ms. Snyder, Ms. Brown, Mr. Bethell, Mr. Bridges, Mr. Coates, Mr. Dunham, Mr. Gray, Mr. Hult, Mr. Logsdon, Ms. Collins, Mr. Pannunzio, Mr. Ryan, Mr. Wischer and Mr. Darpel in favor. Mr. Porter, Mr. Sketch and Mr. Toebben abstained. The motion carried.

RECEIPTS AND EXPENDITURES:

Mr. Darpel stated the receipt and expenditures report was distributed. He asked for a motion to approve. Mr. Bethell then made the motion to approve. Mr. Ryan seconded. A roll call vote on the motion found Mr. Bethell, Mr. Ryan, Mr. Bridges, Ms. Brown, Mr. Coates, Mr. Dunham, Mr. Gray, Mr. Hult, Mr. Logsdon, Mr. Collins, Mr. Pannunzio, Mr. Porter, Mr. Sketch, Ms. Snyder, Mr. Toebben, Mr. Wischer 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 STAFF:

(No action required)

RECENT ACTIONS BY LEGISLATIVE BODIES:

(No action required)

PUBLIC HEARINGS:

*Mr. Darpel and Mr. Bridges recused themselves from any considering to avoid any impropriety on the issue. Mr. Dunham also recused himself from any consideration or voting on the issue due to a conflict of interest. Ms. Brown, vice chair, oversaw the following issue in place of Mr. Darpel.

FILE: PC1608-002

APPLICANT: O'Reilly Automotive Stores, Inc. per Liz Dugger on behalf of Patricia Summe

LOCATION: 3384 Madison Pike; an area of approximately 1.5 acres located on the east side of Madison Pike, located between Highland Pike to the south and Lakeview Drive to the north, approximately 500 feet north of Highland Pike in Ft. Wright.

REQUEST: A proposed map amendment to the Fort Wright Zoning Ordinance changing the described area from IP (Industrial Park) to CC (Community Commercial)

Staff presentation and Staff recommendations by Mr. Videckovich.

PDS STAFF RECOMENDATION:

Favorable recommendation on the proposed map amendment to the Fort Wright Zoning Ordinance changing the described area from IP (Industrial Park) to CC (Community Commercial), subject to the agreement of the applicant to provide the following:

1. Only a single access point onto Madison Pike be permitted; and
2. An access easement and vehicular stub is made to the adjacent lots along Madison Pike

Mr. Ryan Piles addressed the Commission in favor of the issue. He stated he was present to represent the company and was available to answer any questions. He did state any deliveries would be done via a semi-truck and would be done overnight and not during the day. Mr. Gray asked if he was comfortable with the changes made by Staff. Mr. Piles stated they were in agreement and any changes would go through the real-estate department that handles all that information. Ms. Brown then recessed the public hearing for discussion amongst the Commissioners. Mr. Ryan asked if there was any formula in terms of if another auto parts store wanted to come into the area. Mr. Videkovich stated there was no formula as to that. Mr. Ryan asked if Staff has heard anything from the city with regard to the property. Mr. Videkovich stated he had not. There being no further comments or questions, Ms. Brown then reconvened the public hearing and closed the hearing. She then asked for a motion on the matter. Mr. Toebben stated he is still sorting this out and has concerns over the access. He stated this will definitely increase the traffic in the area. Mr. Toebben then made the motion to approve the issue based on Staff's report and recommendations with the revisions noted by staff as to access. Mr. Hult seconded the motion. A roll call vote on the motion found Mr. Toebben, Mr. Hult, Mr. Bethell, Ms. Brown, Mr. Coates, Mr. Gray, Mr. Logsdon, Ms. Collins, Mr. Pannunzio, Mr. Porter, Mr. Ryan, Mr. Sketch, Ms. Snyder, and Mr. Wischer in favor. Mr. Bridges, Mr. Darpel and Mr. Dunham recused themselves from any consideration and voting on the issue. The motion carried.

FILE: PC1609-0001

APPLICANT: The City of Covington, per Larry Klein, City Manager

REQUEST: Proposed text amendment to the City of Covington Zoning Ordinance increasing the permitted height of the bottom of projecting wall signs in the General Business and Commercial Districts (Commercial-Neighborhood, Commercial-General, and Commercial-Community Zones) and the Downtown Districts (Central Business District, Commercial-Tourist, and Linden Gateway District Zones).

Staff presentation and Staff recommendations by Mr. Alex Koppelman

PDS STAFF RECOMENDATION:

Favorable recommendation of the proposed text amendment to the Covington Zoning Ordinance increasing the permitted height to the bottom of projecting wall signs in the General Business and Commercial Districts (Commercial-Neighborhood, Commercial-General, and Commercial-Community Zones) and the Downtown Districts (Central Business District, Commercial-Tourist, and Linden Gateway District Zones).

Mr. Kane, City of Covington, addressed the Commission and stated he did not have anything to add to Staff's report. Mr. Bridges asked what the issue was and why the request for the amendment. Mr. Kane stated there are various architectural styles and designs of buildings that predicated the request for the change. He commented that in his seven months with the city the issue has come up three times. Mr. Darpel then recessed the public hearing for discussion. There being none, he reconvened and closed the public hearing. He then asked for a motion on the matter. Mr. Hult made the motion to approve. Mr. Coates seconded the motion. A roll call vote on the motion found Mr. Hult, Mr. Coates, Mr. Bethell, Mr. Bridges, Ms. Brown, Mr. Dunham, Mr. Gray, Ms. Logsdon, Ms. Collins, Mr. Pannunzio, Mr. Porter, Mr. Ryan, Mr. Sketch, Ms. Snyder, Mr. Toeppen, Mr. Wischer and Mr. Darpel in favor. The motion carried unanimously.

APPLICANT: Kenton County Planning Commission per Paul J. Darpel, Chairman
REQUEST: A recommendation from the Executive Committee to adopt proposed amendments to the REGULATIONS FOR CELLULAR ANTENNA TOWERS AND SMALL CELL TOWERS IN KENTON COUNTY for the entire planning jurisdiction.

Staff presentation and Staff recommendations by Ms. Emi Randall

Ms. Randall reviewed the requirements and new regulations as proposed.

Mr. Scott Ringal addressed the Commission on behalf of Cincinnati Bell. He stated he was available to answer any questions. He noted they are in support of the proposed changes and commented Staff has been great and has been the easiest to work with.

All others registered to speak had nothing to add.

Mr. Darpel then recessed the public hearing for discussion. He stated Staff has even gotten calls from other jurisdictions so he wanted to commend them for being out front on the issue. Mr. Bethell also praised Staff and noted technology is changing so fast so this will benefit all the communities. There being no further comments, Mr. Darpel reconvened and closed the public hearing. He then asked for a motion on the issue. Ms. Brown made the motion to approve as recommended by the Executive Committee. Mr. Ryan seconded the motion. A roll call vote on the motion found Ms. Brown, Mr. Ryan, Mr. Bethell, Mr. Bridges, Mr. Coates, Mr. Dunham, Mr. Gray, Mr. Hult, Mr. Logsdon, Ms. Collins, Mr. Pannunzio, Mr. Porter, Mr. Sketch, Ms. Snyder, Mr. Toeppen, Mr. Wischer and Mr. Darpel in favor. The motion carried unanimously.

Reports from Committees:

By Laws: - Ms. Brown stated they met this week and are working through some numbers and some language they hope to have in the coming months about reserves with KCPC. She noted

they are working on the issue of encouraging the cities to be present on issues that come before the Commission. She also commented briefly about an amendment to Article 5.

Direction 2030 Implementation: – Mr. Brown stated they met and are making some headway. She stated they have some things that need to be addressed. She also commented they are very unique because they are digital so there are some things that need to be addressed because of that. She additionally commented about an update to the functional classification of roadways upcoming in December.

Executive: – Mr. Darpel stated they did not meet this month.

Social Media: - Mr. Ryan stated they are proceeding with Staff and developing a website and domain name. He commented about a video that has been developed that he would like to present to the Commission. Mr. Ryan stated the video still needed to be approved by the committee but he wanted to get it rolling so he wanted to show it to the Commissioners. Mr. Koppelman commented briefly on the video and stated it has been reviewed by legal counsel. The video was then reviewed by the Commissioners. Mr. Hult commented that video ends with “if you have any questions please contact our staff or PDS” yet the screen says Kenton County Planning Commission. He just suggested a clarification on that issue. Mr. Darpel then asked for a motion to approve the use of the video at the beginning of the meetings with the ability of Staff to make any minor changes. Mr. Gray made the motion to approve. Mr. Bethell seconded the motion. A roll call vote on the matter found Mr. Gray, Mr. Bethell, Mr. Bridges, Ms. Brown, Mr. Coates, Mr. Dunham, Mr. Hult, Mr. Logsdon, Ms. Collins, Mr. Pannunzio, Mr. Porter, Mr. Ryan, Mr. Sketch, Ms. Snyder, Mr. Toebben, Mr. Wischer and Mr. Darpel in favor. Mr. Darpel stated the idea is also to have the video available on the website and it will make the Commission’s job easier and the public will be a lot happier as well.

Subdivision Review – No meeting held.

Reports from Commission Members: Nothing to report.

Reports from Legal Counsel – Nothing to report.

Announcements from Staff – Mr. Videkovich commented the Beyond the Curb event will be held Sunday October 9th in Ludlow and West Covington. He also commented that October is National Planning month.

General Correspondence: Nothing to report.

New Business:

FILE: PFAC1609-001

APPLICANT: Robert Ehmet Hayes and Associates, PLLC per Noah Onkst on behalf of the Kenton County Public Library

LOCATION: 401 Kenton Lands Road; an area of approximately 10 acres located on the south side of the intersection of Kenton Lands Road with Riggs Avenue in Erlanger

REQUEST: Public facilities review per KRS 100.324; the applicant proposes to add a new administration building and library addition onto the Erlanger Branch Library.

Staff presentation and Staff recommendations by Mr. Andy Videkovich

PDS STAFF RECOMENDATION:

To approve the new administration building and library addition onto the Erlanger Branch Library subject to the following recommendations;

1. The development meet all requirement landscape regulations of the Erlanger Zoning Ordinance; and
2. No lighting shall glare onto any street or adjacent property.

Mr. Noah Onkst addressed the Commission and provided more background on the proposal. He noted the meeting space will be twice as large and will be able to accommodate larger groups. Mr. Onkst commented that the Administrative Building will be moved to this location as it was always the intent to move to one of the branches. He commented that he appreciated the opportunity to address the Commission.

Mr. Darpel asked for any questions or comments. There being none, Mr. Darpel then asked for a motion to approve. Ms. Brown made the motion to send a favorable recommendation of a new administration building and library building. Mr. Bethell seconded the motion. A roll call vote on the matter found Ms. Brown, Mr. Bethell, Mr. Bridges, Mr. Coates, Mr. Dunham, Mr. Gray, Mr. Hult, Mr. Logsdon, Ms. Collins, Mr. Pannunzio, Mr. Porter, Mr. Ryan, Mr. Sketch, Ms. Snyder, Mr. Toebben, Mr. Wischer and Mr. Darpel in favor. The motion carried unanimously.

Discussion on a proposed amendment to Article 5 of the Commission's Bylaws:

Ms. Brown stated there was an issue that came up recently with regard to Article 5 that wasn't covered under the current By Laws so the By Laws are being adjusted in case it comes up again. She stated the proposed language was as follows: "The purchase of non-recurring budget items that do not individually, or in the aggregate, over the course of one fiscal month exceed \$1000 may be authorized by any individual member of the executive committee. This procedure is only to be used in exigent circumstances when a meeting of the full Executive Committee is not practical." Ms. Brown noted basically this authorizes any one Committee member of the Executive Committee to expend up to one thousand dollars in a single month for any items already included in the budget but are non-reoccurring. Mr. Darpel asked for a motion to approve. Mr. Ryan made the motion to approve the amendment as stated. Mr. Hult seconded the motion. A roll call vote on the issue found Mr. Ryan, Mr. Hult, Mr. Bethell, Mr. Bridges, Ms. Brown, Mr. Coates, Mr. Dunham, Mr. Gray, Mr. Logsdon, Ms. Collins, Mr. Pannunzio, Mr. Porter, Mr. Sketch, Ms. Snyder, Mr. Toebben, Mr. Wischer and Mr. Darpel in favor. 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. Brown to adjourn. All in favor by acclamation. The meeting then adjourned at 8:10 p.m.

APPROVED:

V.Chair Diane Brown

Date Nov 3, 2016

Diane Brown

