

**KENTON COUNTY PLANNING COMMISSION  
REGULAR MEETING  
Minutes**

Mr. Darpel, Chairman, called the meeting to order on July 5, 2018 at 6:15 p.m. and opened the proceedings with the Pledge of Allegiance and invocation by Mr. Ryan. 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.

<b>Commission Member</b>	<b>Jurisdiction</b>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Jeff Bethell	Fort Mitchell	X	X	X			X	X					
Debbie Vaughn	Kenton Co			X	X		X	X					
Diane Brown, V. Chair	Erlanger	X	X	X	X		X	X					
Nancy Collins	Ryland Hts.			X	X			X					
Paul Darpel, Chair	Edgewood	X		X	X			X					
Brian Dunham	Kenton Cty		X		X		X	X					
Mike Gaiser	Ludlow	X	X	X	X		X						
Lynne Hood	Crestview Hills	X	X	X	X			X					
Keith Logsdon	Lakeside Park	X	X	X	X		X	X					
Matthew Martin	Taylor Mill	X	X	X	X		X	X					
Ron Padgett	Covington	X	X	X	X			X					
Joe Pannunzio	Elsmere	X	X		X		X	X					
Sean Pharr	Covington	X	X	X	X		X	X					
Phil Ryan, Treasurer	Park Hills	X	X	X	X		X	X					
Marco Sansone	Bromley												
Greg Sketch	Crescent Spgs	X	X	X	X								
Maura Snyder	Independence	X	X	X	X			X					
Jack Toeppen	Fort Wright	X	X	X	X		X	X					
Robert "Bob" Whelan	Covington	X	X	X	X		X	X					
Brian Wischer	Villa Hills	X	X	X	X		X	X					

Also present were Mr. Mathew Smith, Legal Counsel, and the following PDS staff: Mr. Andy Videkovich, Ms. Emi Randall and Mr. Patrick Denbow.

"X" denotes attendance at the regular meeting and "x" denotes attendance at the continuation meeting. "\*" denotes arrival after roll call was taken.

**AGENDA**

Mr. Darpel asked for a motion to approve the agenda. Ms. Brown made the motion to approve and Ms. Snyder seconded. All in favor by acclamation.

**APPROVAL OF THE MINUTES:**

Mr. Darpel commented the minutes from April needed to be amended to indicate Mr. Whelan was not in attendance. Mr. Whelan made the motion to approve. Ms. Brown seconded. A roll call vote on the motion found Mr. Whelan, Ms. Brown, Ms. Collins, Mr. Darpel, Mr. Dunham, Ms. Hood, Mr. Logsdon, Ms. Vaughn, Mr. Martin, Mr. Padgett, Mr. Pharr, Mr. Pannunzio, Mr. Ryan, Mr. Toebben and Mr. Wischer in favor. Mr. Bethell and Ms. Snyder abstained. The motion carried. Mr. Whelan also noted that he would like to change his vote from “approve” to “abstain” for the roll call regarding the minutes from June. Mr. Darpel asked for any comments with regard to the June minutes. Mr. Ryan commented on page four where it reads Mr. Bethell recused himself -recused is misspelled. Mr. Darpel then asked for a motion to approve the minutes for June with the revisions. Ms. Brown made the motion to approve. Mr. Pannunzio seconded. A roll call vote on the issue found Ms. Brown, Mr. Pannunzio, Mr. Bethell, Mr. Dunham, Ms. Hood, Ms. Vaughn, Mr. Logsdon, Mr. Martin, Mr. Pharr, Mr. Ryan, Mr. Toebben, Mr. Whelan and Mr. Wischer in favor. Ms. Collins, Mr. Darpel, Mr. Padgett and Ms. Snyder abstained. The motion carried.

**RECEIPTS AND EXPENDITURES:**

Mr. Darpel asked for motion to approve the receipts and expenditures report. Ms. Snyder made the motion to approve. Mr. Ryan seconded the motion. All in favor by acclamation.

**FY19 PROPOSED BUDGET:**

Mr. Darpel commented briefly on the proposed budget for FY19. He commented they are in far better shape than in recent years and have a budget so the Commission should be in good shape. There being no questions or comments, Mr. Ryan made the motion to approve the budget for FY019. Ms. Snyder seconded the motion. A roll call vote on the motion found Mr. Ryan, Ms. Snyder, Mr. Bethell, Ms. Brown, Ms. Collins, Mr. Darpel, Mr. Dunham, Ms. Hood, Ms. Vaughn, Mr. Logsdon, Mr. Martin, Mr. Padgett, Mr. Pharr, Mr. Pannunzio, Mr. Toebben, Mr. Whelan and Mr. Wischer in favor. The motion carried unanimously.

**RECENT ACTIONS BY STAFF:**

*(No action required)*

**RECENT ACTIONS BY LEGISLATIVE BODIES:**

*(No action required)*

**PUBLIC HEARINGS:**

**FILE:** PC1806-0001 (action required)

**APPLICANT:** St. Elizabeth Healthcare per Matt Greis, System Director of Facilities

**LOCATION:** Horsebranch Road, Dudley Road, South Loop Road and Medical Village Drive, comprising the hospital’s Edgewood campus.

**REQUEST:** A Stage I Development Plan for the described area, currently zoned INST-1 (an institutional zone), INST-2 (an institutional zone), and CC (Community Commercial) by the Edgewood Zoning Ordinance; and, RP-1 (Research Park Zone) by the Crestview Hills Zoning Ordinance; the

applicant proposes building additions, new buildings, and off-street parking garages in the vicinity of St. Elizabeth Medical Center.

Staff presentation and Staff recommendations by Ms. Emi Randall and Mr. Adam Kirk (presenting regarding traffic impact study)

**PDS STAFF RECOMMENDATION:**

#1: Favorable recommendation on the proposed Stage I Development Plan for the described area, currently zone INST-1 (an institutional zone), INST-2 (an institutional zone), and CC (Community Commercial) by the Edgewood Zoning Ordinance subject to the condition that the recommended infrastructure improvements from the traffic impact study be provided to accommodate the additional traffic generated with each Stage II Development Plan.#2: Favorable recommendation on the proposed Stage I Development Plan for the described area, currently zoned RP-1 (Research Park Zone) by the Crestview Hills Zoning Ordinance subject to the following condition that the recommended infrastructure improvements from the traffic impact study be provided to accommodate the additional traffic generated with each Stage II Development Plan.

Mr. Harry Watson addressed the Commission on behalf of St. Elizabeth. He stated they are in agreement with the recommendations of Staff. He commented about the traffic study and sharing information with Thomas More and Crestview Hills.

Mr. Dehner addressed the Commission and stated they are pleased with the traffic counts and commented there are four different access points. He stated he doesn't think the impact of the six hundred cars will go through Thomas More Parkway. He indicated they are currently looking at the city building area all the way through Dixie Highway in terms of road improvements. Mr. Dehner additionally commented they have 4 million in grant monies to improve the area infrastructure as well. He noted all of the things that have been recommended they are in support of. He then stated he was available to answer any questions.

Mr. Rob Munson addressed the Commission on behalf of Thomas More College and stated he is in support of the application.

All others registered to speak had nothing to add.

Mr. Darpel then read a letter into the record from the City of Crestview Hills in support of the Stage I Development plan. Mr. Darpel marked the letter as an exhibit to be made a part of the record on the matter.

Mr. Darpel then recessed the public hearing for discussion amongst the Commission. He commented it will be a little congested but it is a good thing for the area. Ms. Hood asked if the traffic study was done when the college was in session or out. It was determined that the study was done when college was in session. Mr. Logsdon commented he thinks they have done a good job with what they have been faced with in the area. There being no further questions or comments, Mr. Darpel reconvened and closed the public hearing and asked for a motion. Mr. Dunham made the motion to approve subject to the conditioned infrastructural improvements, Staff's recommendations and the testimony heard. Mr. Ryan seconded the motion. A roll call vote on the motion found Mr. Dunham, Mr. Ryan, Mr. Bethell, Ms. Brown, Ms. Collins, Mr. Darpel, Ms. Hood, Ms. Vaughn, Mr. Logsdon, Mr. Martin, Mr. Padgett, Mr. Pharr, Mr.

Pannunzio, Mr. Toebben, Mr. Whelan and Mr. Wischer in favor. Ms. Snyder voted against. The motion carried. With regard to recommendation #2, Ms. Hood made the motion to approve the proposal for Crestview Hills based on Staff's report and the testimony heard. Mr. Martin seconded. A roll call vote on the motion found Ms. Hood, Mr. Martin, Mr. Bethell, Ms. Brown, Ms. Collins, Mr. Darpel, Mr. Dunham, Ms. Vaughn, Mr. Logsdon, Mr. Martin, Mr. Padgett, Mr. Pharr, Mr. Pannunzio, Mr. Ryan, Mr. Toebben, Mr. Whelan and Mr. Wischer in favor. Ms. Snyder voted against. The motion carried.

\*At this time (7:16 p.m.) Mr. Dunham had to leave the meeting.

**FILE: PC1806-0003** (action required)

**APPLICANT:** City of Crescent Springs per George Ripberger, City Administrator

**REQUEST:** A proposed text amendment to the Crescent Springs Zoning Ordinance: (1) removing nail salons as a permitted use within the MLU (Mixed Land Use) and MC (Mixed Commercial) Zones,; (2) restricting a nail salon to no more than 40 percent of the floor area of a beauty shop or health spa within the PUD (Planned Unit Development), NC (Neighborhood Commercial), NSC (Neighborhood Shopping Center, MLU (Mixed Land Use), MLU-2 (Mixed Land Use-Two) and MC (Mixed Commercial) within the MLU-2 (Mixed Land Use-Two) Zone, if it conforms to and extends an existing approved Stage I Development Plan.

Mr. Darpel commented the City of Crescent Springs withdrew requests (1) and (2) and would not be heard. He noted only the portion regarding the text amendment pertaining to the Stage I Development Plan would be heard as part of the public hearing.

Staff presentation and Staff recommendations by Mr. Andy Videkovich

**PDS STAFF RECOMMENDATION:**

Favorable recommendation on the proposed text amendment to the Crescent Springs Zoning Ordinance allowing a Stage 1 Development Plan to be submitted for an area of less than two acres within the MLU-2 (Mixed Land Use-Two) Zone, if it conforms to and extends an existing approved Stage 1 Development Plan.

Mr. Darpel read a letter into the record in favor of the application from Mr. George Ripberger. The letter was then marked as an exhibit to be made a part of the record.

No one registered to speak for or against. Mr. Darpel then closed the public hearing for discussion. There being none, he reconvened and closed the public hearing. Mr. Darpel asked for a motion on the issue. Mr. Martin made the motion to approve the text amendment allowing the Stage I Development Plan based on Staff's recommendations. Ms. Brown seconded the motion. A roll call vote on the issue found Mr. Martin, Ms. Brown, Mr. Bethell, Ms. Collins, Mr. Darpel, Ms. Hood, Ms. Vaughn, Mr. Logsdon, Mr. Padgett, Mr. Pharr, Mr. Pannunzio, Mr. Ryan, Ms. Snyder, Mr. Toebben, Mr. Whelan and Mr. Wischer in favor. Mr. Dunham had to leave the meeting prior to the issue being heard. The motion carried unanimously

**FILE:PC1806-0004** (action required)

**APPLICANT:** City of Elsmere, per Matt Dowling, City Administrator

**REQUEST:** A proposed text amendment to the Elsmere Zoning Ordinance to allow more than one principal building to be constructed on a lot within the IP-1 (Industrial Park-One) Zone.

Staff presentation and Staff recommendations by Mr. Patrick Denbow

**PDS STAFF RECOMMENDATION:**

Favorable recommendation to amend the Elsmere Zoning Ordinance to allow more than one principal building to be constructed on a lot within the IP-1 (Industrial Park-One) Zone.

Mr. Warner addressed the Commission in favor of the issue and stated it was a fantastic report and it only makes sense to put more than one building in an industrial park zone.

There being no others registered to speak, Mr. Darpel recessed the public hearing for discussion on the issue. There being none, he then reconvened and closed the public hearing and asked for a motion. Mr. Pannunzio made the motion to approve based on Staff's recommendations and report. Mr. Padgett seconded the motion. A roll call vote on the issue found Mr. Pannunzio, Mr. Padgett, Mr. Bethell, Ms. Brown, Ms. Collins, Mr. Darpel, Ms. Hood, Ms. Vaughn, Mr. Logsdon, Mr. Martin, Mr. Pharr, Mr. Ryan, Ms. Snyder, Mr. Toebben, Mr. Whelan and Mr. Wischer in favor. The motion carried unanimously.

**Ongoing Business**

**Reports from Committees**

***By Laws:*** - Ms. Brown stated that they should be meeting in August regarding finalizing the wording.

***Direction 2030 implementation:*** Mr. Bethell stated they did meet but did not have a quorum. He noted they do have some things to present in August. He commented they have had public meetings on bike paths and clarify and stated that info would be presented at the August meeting.

***Executive:*** Mr. Darpel stated they did meet and commented about the revamping of the requirements for the number of members on committees due to the difficulty of having a quorum. He asked the Commissioners to let him know if they did not want to be on certain committees.

***Social Media:*** Mr. Ryan stated they are looking at scheduling a meeting for Monday or Tuesday the 23<sup>rd</sup> and 24<sup>th</sup> to see what would be a better time to meet.

***Subdivision Review:*** Mr. Darpel commented about the Fort Mitchell subdivision regarding the water flow being insufficient for the subdivision. He noted the different jurisdictions looked at the issue and hopefully the fire department and the water district can work it out. He stated if they could work it out between the fire department and the water department and bring it back they could discuss it. He noted that is what was addressed and they are starting to meet on it. He noted the concern is the concern is they are only going to be able to get so much flow rate in certain areas. He stated they want to ensure there is the correct flow to service the number of homes.

**Reports from Commission Members:** Mr. Darpel asked the Commissioners to think about the possibility of having a meeting once a year in the Southern portion of Kenton County with the moving of the PDS offices further away from those in the Southern end of the county. He just wanted everyone to be thinking about that and holding a meeting once a year.

**Reports from Legal Counsel:** Nothing to report.

**Reports/Announcements from Staff:** Ms. Randall commented that Pam will be sending the text reminders for upcoming meetings. She noted a report of training hours was at each of the Commissioners seats with their number of hours. She also noted an email went out today regarding upcoming training opportunities. Ms. Randall commented next year's meeting is scheduled for the 4<sup>th</sup> of July and she asked about moving the meeting to the following Tuesday. Mr. Darpel stated that would be fine to move the meeting. She then commented that Alex Koppel had passed his AICP certification. She congratulated him and stated he is now a certified planner.


**General Correspondence:** None.

**New Business:**

**Public Comments:** None.

There being nothing further to come before the commission, a motion to adjourn was made by Ms. Snyder and seconded by Mr. Ryan. All in favor by acclamation. The meeting then adjourned at 7:39 p.m.

APPROVED:

Chair  \_\_\_\_\_

Date 8/2/18