

**KENTON COUNTY PLANNING COMMISSION
REGULAR MEETING
Minutes**

Mr. Darpel, Chairman, called the meeting to order on December 6, 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.

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

Needs to be corrected + Replaced

Also present were Mr. Mathew Smith, Legal Counsel, and the following PDS staff: Mr. Andy Videkovich.

“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 any questions or comments regarding the agenda. There being none, he asked for a motion. Ms. Snyder made the motion to approve. Mr. Bethell seconded. All in favor by acclamation.

APPROVAL OF THE MINUTES:

Mr. Darpel commented the minutes from October needed to be approved. He asked for any questions or comments. Mr. Martin and Mr. Whelan stated they were in attendance but were not listed as such. There being no further changes, a request for a motion was made to approve as amended

by Mr. Darpel. Ms. Snyder made the motion to approve the minutes from October. Ms. Brown seconded the motion. A roll call vote on the motion found Ms. Snyder, Ms. Brown, Mr. Bethel, Ms. Collins, Mr. Darpel, Mr. Dunham, Ms. Vaughn, Mr. Logsdon, Mr. Pharr, Mr. Ryan, Mr. Sketch, Mr. Toebben, Mr. Whelan and Mr. Wischer in favor. Ms. Hood and Mr. Martin abstained. The motion carried. Mr. Darpel then asked for a motion to approve the minutes from August. He then noted the changes to be made, specifically on pages 2 and 3 “Mr.” should read “Dr.,” page 2 “attorney” should read “landscape architect”, page 5 “sight” changed to “site” and “Mr.” “Ms.”. On page 6 “in compliance” should read “inconsistent.” A motion was then made by Ms. Brown to approve the minutes from August as amended. Ms. Snyder seconded the motion. A roll call vote on the motion found Ms. Brown, Ms. Snyder, Mr. Bethell, Ms. Collins, Mr. Darpel, Mr. Dunham, Ms. Vaughn, Mr. Martin, Mr. Pharr, Mr. Ryan and Mr. Wischer in favor. Ms. Hood, Mr. Logsdon, Mr. Sketch, Mr. Toebben and Mr. Whelan abstained. The motion carried.

RECEIPTS AND EXPENDITURES:

Mr. Darpel asked for any questions or comments with regard to the report. There being none, he then asked for a motion to approve. Ms. Snyder made the motion to approve. Mr. Ryan seconded the motion. All in favor by acclamation.

RECENT ACTIONS BY STAFF:

(No action required)

RECENT ACTIONS BY LEGISLATIVE BODIES:

(No action required)

PUBLIC HEARINGS:

FILE: PC1804-0003(action required)

APPLICANT: Kenton County per Joe Shriver, County Administrator

REQUEST: Proposed text amendments to the Kenton County Zoning Ordinance: (1) adding owner-occupied short-term rentals as a permitted use and non-owner-occupied short-term rentals as a conditional use within the A-1 and A-2 Zones, which includes amending the definition of Bed and Breakfast Establishment, adding definitions for Owner-Occupied and Non-Owner-Occupied Short-Term Rental, and adding restrictions on these uses within the A-1 and A-2 Zones; (2) requiring landscaping buffers between industrial zones and/or uses and any adjoining residential use, or any adjoining agricultural zone and/or use, and requiring the use of trees native to Kenton County; and, (3) adding additional options for obtaining adjustments from the required landscaping regulations.

Staff presentation and Staff recommendations by Mr. Andy Videkovich

PDS STAFF RECOMMENDATION

Favorable recommendations on the proposed text amendments adding owner-occupied short-term rentals as a permitted use and non-owner-occupied short-term rentals as a conditional use within the A-1 and A-2 Zones, which includes amending the definition of Bed and Breakfast Establishment, adding definitions for Owner-Occupied and Non-Owner Occupied Short-Term Rental, and adding restrictions on these uses within the A-1 and A-2 Zones.

Mr. Darpel commented the applicant states that they are in favor of the application.

Mr. Gailen Bridges addressed the Commission in favor of the issue and stated the South Kenton group has several groups and noted the members of the committee were present and are in favor. He stated their meetings are very concise and Staff advised them and that is why they are present and are in favor. He further noted there are no issues and everything has been vetted sufficiently on the issue. Mr. Bridges stated these haven't been regulated so they wanted to have something in place and this is what they came up with. He stated they compared it to other areas and it is good control compared to other cities out there. He stated in terms of the buffers there was nothing for agricultural use at all. He stated they were just trying to give some of the same protections for the agricultural as the residential. He further noted their intention in terms of the waiver is that only applied to industrial agriculture. He stated they do not come before the Commission half prepared so they've done their vetting and worked on the issue and are asking for approval.

Ms. Donahue had nothing additional to add.

At this time Mr. Darpel recessed the Public Hearing for discussion. Mr. Sketch stated his only thing is there is a lot of unincorporated areas of Kenton County. He noted there is language being changed so he is just saying there are other portions of unincorporated Kenton County. Mr. Dunham stated he would like to add the group doesn't come off half cocked. He stated this group is a model for other areas. He stated they are willing to compromise and are willing work with the Fiscal Court on issues and what they bring before the Commission is some of the most thoughtful proactive items. Ms. Vaughn stated she would concur and noted she lives in Southern Kenton County and has attended most of their meetings. She stated they are very respectful of the process and are an exceptional group of people. She further commented they take a lot of time and effort. Mr. Darpel then reconvened and closed the public hearing and asked for a motion. Ms. Vaughn then made the motion to approve the issue based on Staff's recommendations and also requesting the addition of the native tree table. Mr. Dunham seconded the motion. A roll call vote on the motion found Ms. Vaughn, Mr. Dunham, Mr. Bethell, Ms. Brown, Ms. Collins, Mr. Darpel, Ms. Hood, Mr. Logsdon, Mr. Martin, Mr. Pharr, Mr. Ryan, Mr. Sketch, Ms. Snyder, Mr. Toebben, Mr. Whelan and Mr. Wischer in favor. The motion carried.

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

REQUEST: (1) An Amendment to Article 5 of the KCPC Bylaws adding language regarding the purpose of the Planning Commission's reserve fund and stating allowable uses for those

funds; (2) An Amendment to Administrative Policy 10 to change the Order of Business for the agenda; and, (3) Updates to reflect KCPC and PDS as current acronyms.

Mr. Darpel stated as there was no formal presentation Ms. Brown would speak on the request pertaining to the Bylaws.

Ms. Brown stated this application is where they will be adding language about the funds and how they will be used. She stated the goal is to be self sustaining if needed. She stated this will allow for them to have a rolling fund control so they don't have to continually come back and adjust the By Laws. With regard to the updates to reflect KCPC and PDS this is just to bring them current as they had not been and were out of date. Ms. Brown stated with regard to the third request pertaining to Administrative Policy 10 the only change is to give the permission to allow for changes to the agenda. She then commented there was discussion about the agenda item pertaining to the review of public hearing Policies and procedures and safety precautions for the room and requested that be added after the roll call. Mr. Darpel then commended Ms. Brown for everything she's done on the issue and keeping it on task because it took a lot of turns. Mr. Darpel then recessed the hearing for discussion on the matter. There being none, he reconvened and closed the public hearing. Mr. Darpel then asked for a motion with regard to the issue. Ms. Brown made the motion to approve the proposed changes with the addition on the agenda item. Mr. Sketch seconded the motion. A roll call vote on the matter found Ms. Brown, Mr. Sketch, Mr. Bethell, Ms. Collins, Mr. Darpel, Mr. Dunham, 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 had nothing further to add.

Direction 2030 implementation: Mr. Bethell stated they did not have a quorum and therefore did not meet in October but did meet in November. He stated they discussed the review regarding Phase II. He stated there will be a meeting on January 15th from 5:30-7 p.m. for the following communities: Crescent Springs, Crestview Hills, Fort Wright, Lakeside Park, Park Hills, Taylor Mills, Villa Hills and Walton and noted he would encourage all representatives from those cities to attend. He noted the next implementation committee meeting will be held January 24th.

Executive: Mr. Darpel stated they did meet and they have to figure out the date for January's meeting with the regular date being very close to the holiday. He stated for some reason there was confusion about when the meeting would be held but being so close to the new year it might make sense to move it. Following further discussion it was decided that the regular meeting would be held on January 10th. A motion was then made by Mr. Sketch and seconded by Ms. Brown to change the regular meeting from January 3rd to January 10th. Mr. Smith stated the technical way to motion would be to amend it to have the January meeting held the 10th. All in favor by acclamation. Mr. Darpel commented about the budget and stated the audit report will be mailed out within the next several days. He noted it took a long time to bang it out but he thinks they are there. Mr. Darpel asked the Commissioners try to go over that and it will probably be presented at the February meeting. He then commented with regard to the committees. He stated they have revised committees in order to shrink the number on each committee. He stated he would like to have the

committees set as noted on the new schedule. He also stated it was still possible to make a recommendation on behalf of the committee even if a quorum is not present. Mr. Darpel additionally noted this would allow them to have discussions and act on issues without a quorum present. He commented regarding public facility issues that come before the Commission, stating the Commission is just a recommending body on those issues. Mr. Darpel stated discussion was had with removing those decisions from the Commission and putting that with Staff on public facility issues. Mr. Darpel commented Mr. Smith is going to draft an amendment to the statutes with regard to this matter and try to get that changed. He stated they are simply making sure things are done right.

Social Media: Nothing to report

Subdivision Review: Nothing to report.

Reports from Commission Members: Nothing to report.

Reports from Legal Counsel: Nothing to report.

Reports/Announcements from Staff: Mr. Videkovich reminded the Commissioners to check their emails for continuing education opportunities and requirements. Mr. Ryan asked if anyone else was having trouble with their emails. Mr. Darpel stated his was shut off and he was not getting them. He noted you have to change your password in order to get access.

General Correspondence: Mr. Darpel commented a letter was received from the City of Ft. Mitchell stating their rates were going up for payroll licensing. He also noted a letter was received from Boone County Planning Commission about an adjoining parcel with Kenton County on Shoreland Drive and noted if any of the Commissioners wanted to attend they could.

New Business: None.

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. All in favor by acclamation. The meeting then adjourned at 7:40 p.m.

APPROVED:

Chair 

Date 10/19

