

KENTON COUNTY PLANNING COMMISSION
REGULAR MEETING
Minutes

Mr. Brian Dunham, Chairman, called the meeting to order on December 5, 2024, at 6:15 p.m. and opened the proceedings with the Pledge of Allegiance and invocation by Mr. Ryan. The meeting was held virtually. Attendance of members is as follows (for this meeting as well as those during the year to date).

Commission Member	Jurisdiction	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Margo Baumgardner	Crestview Hills	X	X		X	X		X		X	X	X	
Todd Berling	Fort Wright	X	X	X	X	X		X	X	X	X		X
Jeff Bethell	Fort Mitchell	X	X	X	X	X	X	X	X	X	X	X	X
Gailen Bridges	Bromley	X	X	X		X	X	X	X	X	X	X	X
Paul Darpel, Vice Chair	Edgewood	X	X	X		X	X		X	X	X	X	X
Gabriella DeAngelis	Covington						X	X		X	X	X	
Brian Dunham, Chairman	Kenton Cty	X	X	X	X	X	X	X	X	X		X	X
Tom France	Ludlow	X	X	X	X	X	X	X	X	X			X
John Hennessey	Villa Hills	X	X	X	X		X	X	X	X	X	X	X
Todd Herrmann	Erlanger							X	X	X		X	X
Yovonne Hurst	Ryland Heights		X										
Keith Logsdon	Lakeside Park	X	X	X		X	X	X	X	X		X	X
Matthew Martin	Taylor Mill	X	X	X	X	X			X	X	X	X	X
Joe Pannunzio	Elsmere	X	X	X	X	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	X	X	X
Kareem Simpson	Covington	X	X		X	X	X			X	X		
Greg Sketch	Crescent Spgs	X	X	X	X	X*		X		X	X	X	X
Maura Snyder	Independence	X	X	X	X	X	X	X	X	X	X	X	X
Debbie Vaughn	Kenton Co	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: Legal Counsel Mr. Matt Smith, and the following PDS staff: Mr. Andy Videkovich, Mr. Patrick Denbow, Ms. Megan Bessey and Mr. Cody Sheets.

AGENDA:

Mr. Dunham asked for a motion on the agenda. Ms. Snyder made the motion to approve. Mr. Bethell seconded. All in favor by acclamation.

APPROVAL OF THE MINUTES

Mr. Dunham asked for any questions or comments with regard to the minutes for November. Mr. Bridges made the motion to approve. Mr. Martin seconded the motion. A roll call vote on the issue found Mr. Bridges, Mr. Martin, Mr. Bethell, Mr. Darpel, Mr. Dunham, Mr. Hennessey, Mr. Herrmann, Mr. Logsdon, Mr. Pharr, Mr. Ryan, Mr. Sketch and Ms. Snyder in favor. Mr. Berling, Mr. France and Ms. Vaughn abstained. The motion carried.

RECEIPTS AND EXPENDITURES:

Mr. Dunham stated the receipts and expenditures report for November was distributed. There being no comments or questions regarding the report, Mr. Dunham then asked for a motion to approve. Ms. Snyder made the motion to approve the November receipts and expenditures. Mr. Ryan seconded the motion. All in favor by acclamation. The motion carried.

RECENT ACTIONS BY STAFF:

(No action required)

RECENT ACTIONS BY LEGISLATIVE BODIES:

(No action required)

PUBLIC HEARINGS

FILE: PC-24-0005-PF

APPLICANT: The City of Erlanger per Mark Collier, Director of Economic Development and Assistant City Administrator

LOCATION: Area 1: 645 Erlanger Road; an area of approximately 4.2 acres located on the east side of Houston Road, at the intersection of Houston Road with Sycamore Tree Lane. Area 2: the closed right-of-way of Erlanger Road; an area of approximately 4.7 acres located between Turfway Road and Sycamore Tree Lane.

REQUEST: A public facility review per KRS 100.324 and KRS 147.680.

SUMMARY: A proposed public facility for a recreational park, including Area 1: a dog park with green space, parking, benches, and walking paths; and Area 2: a walking and bike path.

Staff presentation and Staff recommendations by Mr. Patrick Denbow

PDS STAFF RECOMMENDATION

Favorable recommendation on the proposed public facility request per KRS 100.324 and KRS 147.680.

Mr. Mark Collier addressed the Commission and stated he didn't really have a lot to add but responded to Mr. Bridges' question about the dirt on the lot stating KYTC is using that for a staging facility for some work being done on Houston (road). He stated he was happy to answer any additional questions. Mr. Bethell asked how many parking spaces would be provided and if they would be parallel spots or dedicated parking spots on the lot. Mr. Collier stated it would be around 35 spots right now but they do have the upper lot that would provide additional parking spaces as well. Mr. Ryan asked if there would be an area three and area four. Mr. Collier stated potentially as the area is pretty expansive. Mr. Collier stated right now they just had funding for area 1 and 2 and they may have requests for the others in the future. He stated council has funded area one and two so if they do get to further phases would require additional permits for there.

Mr. Dunham recessed the public hearing for discussion on the matter. There being none, he then reconvened the public hearing and asked for a motion on the issue. Mr. Herrmann made the motion to approve based on Staff's report and the testimony presented. He additionally noted it is in compliance with the regulations. Mr. France seconded the motion. A roll call vote on the matter found Mr. Herrmann, Mr. France, Mr. Berling, Mr. Bethell, Mr. Bridges, Mr. Darpel, Mr. Dunham, Mr. Hennessey, Mr. Logsdon, Mr. Martin, Mr. Pharr, Mr. Ryan, Mr. Sketch, Ms. Snyder and Ms. Vaughn in favor. The motion carried.

FILE NUMBER: PC-24-0006-PF

APPLICANT: City of Covington per Tom West, AICP, Director of Economic Development

LOCATION: 630 and 634 Scott Street; an area of approximately 1.2 acres located on the northeast corner of the intersection of Scott Street and East 7th Street

REQUEST: A public facility review per KRS 100.324 and KRS 147.680.

SUMMARY: A proposed public facility for a new City Hall.

Staff presentation and Staff recommendations by Mr. Patrick Denbow

PDS STAFF RECOMMENDATION

Favorable recommendation on the proposed public facility request per KRS 100.324 and KRS 147.680.

Mr. Tom West addressed the Commission and stated he didn't really have anything to say and noted he could answer any questions and that he has the project manager here from the city. Mr. Bridges asked about the parking and if they were relying on the parking garage across the street. Mr. West stated that is where the city currently parks and they were actually going to have a shorter walk to work than they have now. Mr. Bridges asked if there would be a back entrance for the city workers. Mr. West noted there are several back entrances for the parking in back. Mr. Logsdon commented he was really glad to see this final resting place for City Hall.

All others registered to speak had nothing to add.

Mr. Dunham recessed the public hearing for discussion. There being none, he reconvened and closed the public hearing and asked for a motion on the matter. Mr. Pharr made the motion to approve the recommendation and stated it is consistent with the comprehensive plan as well as Staff's report. Mr. Berling seconded the motion. A roll call vote on the motion found Mr. Pharr, Mr. Berling, Mr. Bethell, Mr. Bridges, Mr. Darpel, Mr. Dunham, Mr. France, Mr. Hennessey, Mr. Herrmann, Mr. Logsdon, Mr. Martin, Mr. Ryan, Mr. Sketch, Ms. Syder and Ms. Vaughn in favor.. The motion carried.

FILE: PC-24-0016-MA

APPLICANT: Orleans Development per Tony Kreutzjans on behalf of Three Bees, LLC, property owner

LOCATION: 1564 Banklick Street, Covington; an approximately 0.91-acre area located on the north side of West 16th Street, bordered by the intersection of West 16th Street and Banklick Street to the west and by the intersection of West 16th Street and Russell Street to the east.

REQUEST: A proposed map amendment to the Covington Neighborhood Development Code to change the described area from LI (Limited Industrial) to SU (Semi-Urban Residential). The applicant proposes to rehabilitate an existing warehouse into an apartment building to include four floors, 39 units (42.9 dwelling units per net acre), and 52 off-street parking spaces.

Staff presentation and Staff recommendations by Ms. Megan Bessey

PDS STAFF RECOMMENDATION

Favorable recommendation on the map amendment to the Covington Neighborhood Development Code to change the described area from LI (Limited Industrial) to SU (SemiUrban Residential).

Mr. West addressed the Commission and stated he was there in support of the amendment. He stated it is the epitome of what they want to do and they are fully in support of it.

Mr. Tony Kreutjans addressed the Commission and stated he was there to answer any questions. Mr. Sketch asked how old the building was. Mr. Kreutjans stated it is about 130 years old.

Mr. Katelyn Ryan addressed the Commission and stated she just wanted to show the support of the zoning. She stated they have many great developments across the city and knows they will provide a great product for the city.

Mr. Dunham recessed the public hearing for discussion amongst the Commissioners. Mr. Bethell stated he was glad they weren't tearing down and building something new. There being no further discussion, Mr. Dunham reconvened and closed the public hearing and asked for a motion on the matter. Mr. Pharr made the motion to approve based on Staff's report, and testimony provided. Ms. Vaughn seconded the motion. A roll call vote on the matter found Mr. Pharr, Ms. Vaughn, Mr. Berling, Mr. Bethell, Mr. Bridges, Mr. Darpel, Mr. Dunham, Mr. France, Mr. Hennessey, Mr. Herrmann, Mr. Logsdon, Mr. Martin, Mr. Ryan and Ms. Snyder in favor. Mr. Sketch abstained. The motion carried.

FILE: PC-24-0023-TX

APPLICANT: City of Ludlow per Jamie West, Code Enforcement Officer

REQUEST: Proposed text amendments to the Ludlow Zoning Ordinance for medical cannabis uses: (1) to allow medical cannabis dispensaries as a permitted use within the NC (Neighborhood Commercial), SFC (Special Function Commercial), and WD (Waterfront Development) Zones; (2) to allow medical cannabis cultivation, processing, producing, and safety compliance facilities as permitted uses within the IP (Industrial Park) and the I-1 (Industrial-One) Zones; and (3) establishing required off-street parking standards and defining medical cannabis uses and related terms.

Staff presentation and Staff recommendations by Mr. Cody Sheets

PDS STAFF RECOMMENDATION

Favorable recommendation the proposed text amendment to the Ludlow Zoning Ordinance for medical cannabis uses: (1) to allow medical cannabis dispensaries as a permitted use within the NC, SFC, and WD Zones; (2) to allow medical cannabis cultivation, processing, producing, and safety compliance facilities as permitted uses within the IP, and the I-1 Zones; and (3) establishing required off-street parking standards and defining medical cannabis uses and related terms.

Mr. Scott Smith addressed the Commission and stated he really have anything to add and noted it was a ballot initiative and they support it. Mr. Darpel asked if there was a limit on the number of dispensaries they are going to allow. Mr. Smith stated they do not and have not set any limits. He stated they foresee other cities getting them far before them, and they are just trying to get ahead of the program in case someone wins that lottery and comes to their city.

Mr. Jamey West addressed the Commission and thanked Mr. Sheets for his time and professionalism and thanked the Commission for their consideration. He asked if anyone had any questions. Mr. Darpel stated it was good to see them getting out ahead of it.

There being none, Mr. Dunham reconvened and closed the public hearing. Mr. Darpel stated it was great to see the cities getting out in front of this and noted it's coming this way so let's do it right. He noted he feels like they have control of it and they are watching for it. There being no further comments, Mr. Dunham reconvened and closed the public hearing and asked for a motion on the issue. Mr. France made the motion to approve and stated it was appropriate and reasonable in light of the Kentucky legislature approval of medical cannabis in Kentucky and following last month's election where it was approved within city limits. Mr. Sketch seconded the motion. A roll call vote on the matter found Mr. France, Mr. Sketch, Mr. Berling, Mr. Bethell, Mr. Bridges, Mr. Darpel, Mr. Dunham, Mr. Hennessey, Mr. Herrmann, Mr. Logsdon, Mr. Martin, Mr. Pharr, Mr. Ryan, Ms. Snyder and Ms. Vaughn in favor. The motion carried.

FILE: PC-24-0024-TX

APPLICANT: City of Crestview Hills per Paul Meier, Mayor, and Alex Mattingly, City Administrator

REQUEST: Proposed text amendments to the Crestview Hills Zoning Ordinance for medical cannabis uses (1) to allow medical cannabis dispensaries as a permitted use within the SC (Shopping Center), PO-1 (Low Rise Office Park), PO-2 (High Rise Office Park), and RP-1 (Research Park) Zones; (2) to allow medical cannabis safety compliance facilities as a permitted use within the PO-1, PO-2, and RP-1 Zones; and (3) establishing required off street parking standards and defining medical cannabis uses and related terms.

Staff presentation and Staff recommendations by Mr. Cody Sheets

PDS STAFF RECOMMENDATION

Favorable recommendation on the proposed text amendments to the Crestview Hills Zoning Ordinance for medical cannabis uses (1) to allow medical cannabis dispensaries as a permitted use within the SC (Shopping Center), PO-1 (Low Rise Office Park), PO-2 (High Rise Office Park), and RP-1 (Research Park) Zones; (2) to allow medical cannabis safety compliance facilities as a permitted use within the PO-1, PO-2, and RP-1 Zones; and (3) establishing required off-street parking standards and defining medical cannabis uses and related terms.

Mr. Alex Mattingly addressed the Commission on behalf of Crestview Hills. He stated he was available to answer any questions and they were there because of a voter mandate. Mr. Ryan asked if having private security is anticipated or if that has come up. Mr. Mattingly stated he can't speak to other cities but he did say they have a separate ordinance that is probably going to be proposed at the same time that does speak to dispensaries having a security obligation to get a license.

Mr. Dunham recessed the public hearing for discussion. There being none, Mr. Dunham reconvened and closed the public hearing. Ms. Vaughn made the motion to approve based on Staff's report and the testimony of the city administrator. Ms. Snyder seconded the motion. A roll call vote on the matter found Ms. Vaughn, Ms. Snyder, Mr. Berling, Mr. Bethell, Mr. Bridges, Mr. Darpel, Mr. Dunham, Mr. France, Mr. Hennessey, Mr. Herrmann, Mr. Logsdon, Mr. Martin, Mr. Pharr, Mr. Ryan and Mr. Sketch in favor. The motion carried.

FILE: PC-24-0025-TX

APPLICANT: The City of Elsmere per Katie Hehman, City Clerk

REQUEST: Proposed text amendments to the Elsmere Zoning Ordinance for medical cannabis uses: (1) to allow medical cannabis cultivation, processing, producing, and safety compliance facilities as permitted uses within the FI (Flex Industrial) and GI (General Industrial) Zones; (2) to allow medical cannabis dispensaries as a permitted use within the NC (Neighborhood Commercial) Zone; and (3) establishing use specific standards, required off-street parking standards, and defining medical cannabis uses and related terms.

Staff presentation and Staff recommendations by Mr. Patrick Denbow

PDS STAFF RECOMMENDATION

Favorable recommendation on the proposed text amendments to the Elsmere Zoning Ordinance for medical cannabis uses: (1) to allow medical cannabis cultivation, processing, producing, and safety compliance facilities as permitted uses within the FI (Flex Industrial) and GI (General Industrial) Zones; (2) to allow medical cannabis dispensaries as a permitted use within the NC (Neighborhood Commercial) Zone; and (3) establishing use specific standards, required off-street parking standards, and defining medical cannabis uses and related terms.

Ms. Katie Hume addressed the Commission and stated this was put to a vote and passed overwhelmingly. She stated she was available to answer any questions.

There being none, Mr. Dunham recessed the public hearing for discussion amongst the Commissioners. There being none, Mr. Dunham reconvened and closed the public hearing and asked for a motion on the matter. Mr. France made the motion to approve based on Staff's testimony and the will of the voters in the election. Mr. Berling seconded the motion. A roll call vote found Mr. France, Mr. Berling, Mr. Bethell, Mr. Bridges, Mr. Darpel, Mr. Dunham, Mr. Hennessey, Mr. Herrmann, Mr. Logsdon, Mr. Martin, Mr. Pharr, Mr. Ryan, Mr. Sketch, Ms. Snyder and Ms. Vaughn in favor.

FILE: PC-24-0026-TX

APPLICANT: The City of Erlanger per Mark Collier, Director of Economic Development and Assistant City Administrator

REQUEST: A proposed text amendment to the Erlanger Zoning Ordinance adding Building Material Sales as a permitted use within the NC (Neighborhood Commercial) Zone.

Staff presentation and Staff recommendations by Mr. Andy Videkovich

PDS STAFF RECOMMENDATION

Favorable recommendation on the proposed text amendment Erlanger Zoning Ordinance adding Building Material Sales as a permitted use within the NC (Neighborhood Commercial) Zone.

Mr. Collier addressed the Commission and stated this property is very northern Kentucky and shares the border with Elsmere. He stated the business has been operating for a long time and made an application and Staff noticed this could be another zone. He stated he was available to answer any questions.

Mr. Dunham recessed the public hearing for discussion. There being none, he then reconvened and closed the public hearing and asked for a motion on the matter. Mr. Herrmann made the motion to approve based on Staff's report and the testimony that the amendment is reasonable. Mr. Bethell seconded. A roll call vote on the motion found Mr. Herrmann, Mr. Bethel, Mr. Berling, Mr. Bridges, Mr. Darpel, Mr. Dunham, Mr. France, Mr. Hennessey, Mr. Logsdon, Mr. Martin, Mr. Pharr, Mr. Ryan, Mr. Sketch, Ms. Snyder and Ms. Vaughn in favor. The motion carried.

Reports from Committees

Bylaws – Mr. Dunham stated there wasn't anything to report.

Direction 2030 Implementation – Mr. Bridges stated they had a meeting set for February.

Executive – Mr. Dunham stated they will be meeting January 7th at 5 pm.

Social Media - Mr. Ryan stated they will be meeting next week with Staff and making some minor changes with the website.

Subdivision Review – Nothing to report.

Z21 Review - Nothing to report.

Comments from Commissioners - Nothing to report.

Legal Counsel - Nothing to report.

New Business – Nothing to report

Reports/Announcements from Staff - Mr. Videkovich stated next month's meeting will be on Tuesday January 7th. He stated several Commissioners terms are expiring at the end of the year. He noted they did send notices but stated those Commissioners may want to reach out regarding that. He commented about the packets sent out to prepare the Commissioners for the upcoming meeting. He stated they have switched to sending by PDF as well as a convenience and to save on costs. He then showed a slide indicating costs to send out the packets and noted the cost is about \$270 dollars a month for 2024, \$216 for 2023 and in 2022 was \$197 a month. He further noted 2021 was \$229 a month to mail out the hard copy packets each month. He stated he wanted to provide this for some perspective. He noted it was the Commissioner's choice to receive it electronically or through the mail and stated small choices can add up over the course of the year. He stated he was just asking the Commissioners to consider if they really needed the hard copy and if not to let Pam know. Mr. Dunham stated he didn't realize it was this much over the course of the year. He stated he didn't know what everyone's thoughts were and asked to really look at it and decide and let Pam know. Mr. Dunham stated given the cost he is inclined to go to the PDF. Mr. Darpel stated he can also do the PDF route and print out what he needs. Mr. Dunham asked Mr. Videkovich to have Pam send out an email to those Commissioners getting paper copies to see if they would consider switching to the PDF. Mr. Videkovich stated there are a lot of different ways to approach this but for the time being he will have Pam send out an email to see what people's preferences are and go from there.

Mr. Dunham stated he had asked about syncing the presentation with the file on their tablets. He noted he liked it and didn't know what others thought of it. Mr. Ryan asked if there was a way to toggle from page to page in the presentation.

Mr. Dunham stated Ms. Snyder will be reaching out to the Commissioners regarding nominations. Mr. Dunham stated they will vote on it in January. Mr. Sketch asked if this is by statute that they have to do it each year or if they can stretch to two years so it doesn't have to be done yearly.

Mr. Ryan asked about additional storage on the emails. Mr. Videkovich stated that has been implemented and there are a few still coming back. Mr. Ryan asked if the limit was 1 gigabyte or what that was. Mr. Videkovich stated there is a limit but he's not sure what that is.

General Correspondence - None.

Public Comments - None

There being nothing further to come before the Commission, Mr. Dunham asked for a motion to adjourn. A motion was made by Mr. Darpel and seconded by Ms. Snyder to adjourn. All in favor by acclamation. The meeting then adjourned at 7:56 p.m.

APPROVED:

Chair _____

Date _____

DRAFT