



# KCPC

Kenton County  
Planning Commission

## KCPC Meeting

July 8, 2025

# PC-25-0007-MA

## City of Erlanger

# Request

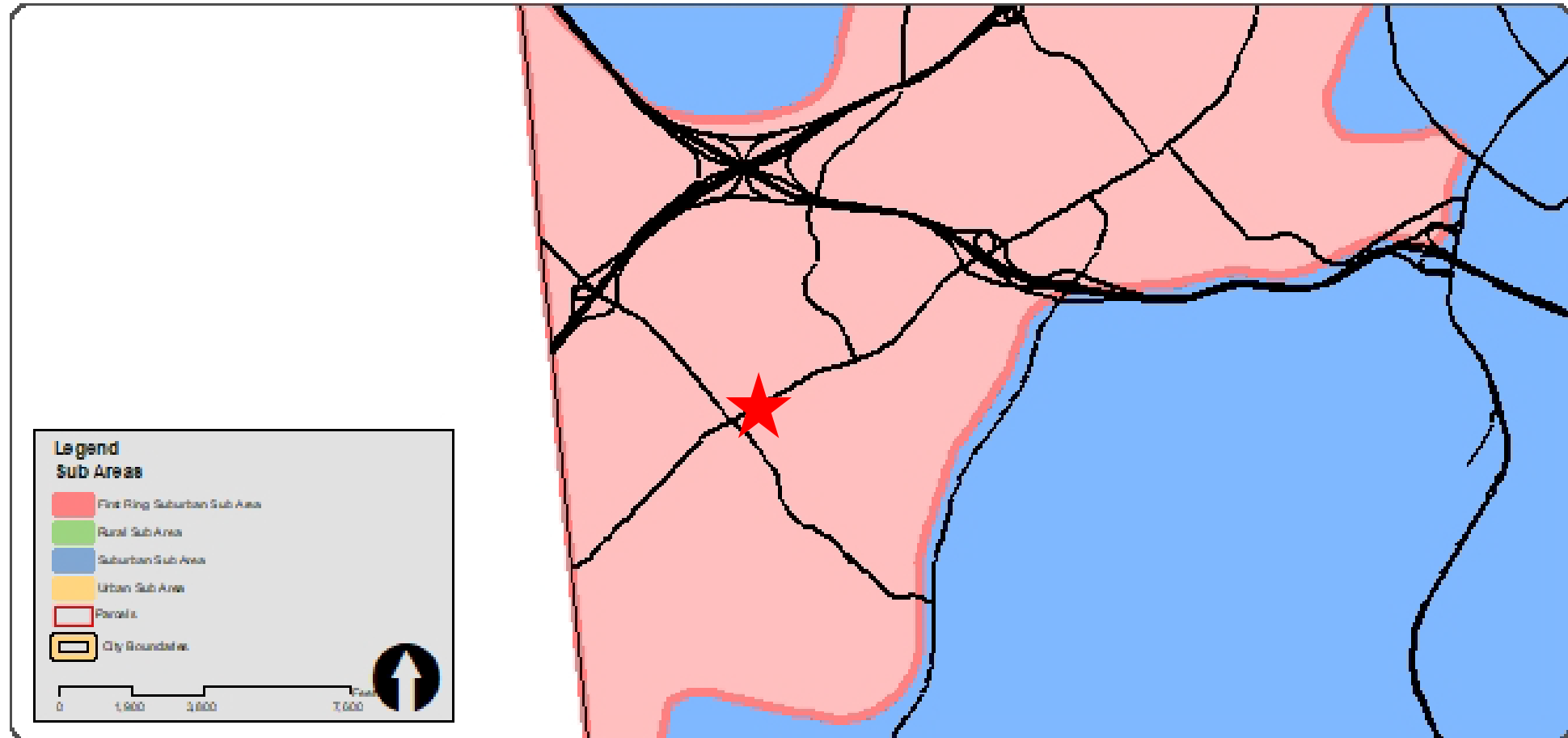
**Applicant:** Daniel Woodward on behalf of  
Jerome E. Henke

**Jurisdiction:** City of Erlanger

**Request:** A proposed map amendment

- from CC (Community Commercial) Zone
- to GI (General Industrial) Zone

# Sub Area





# Location



# Site Pictures



# Site Pictures



# Site Pictures





# Site Pictures



# Site Pictures



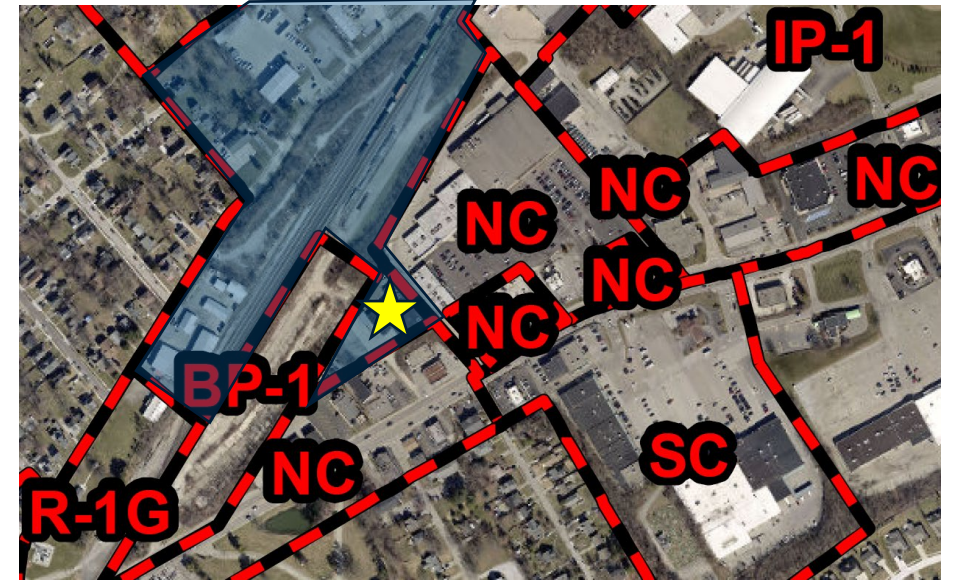
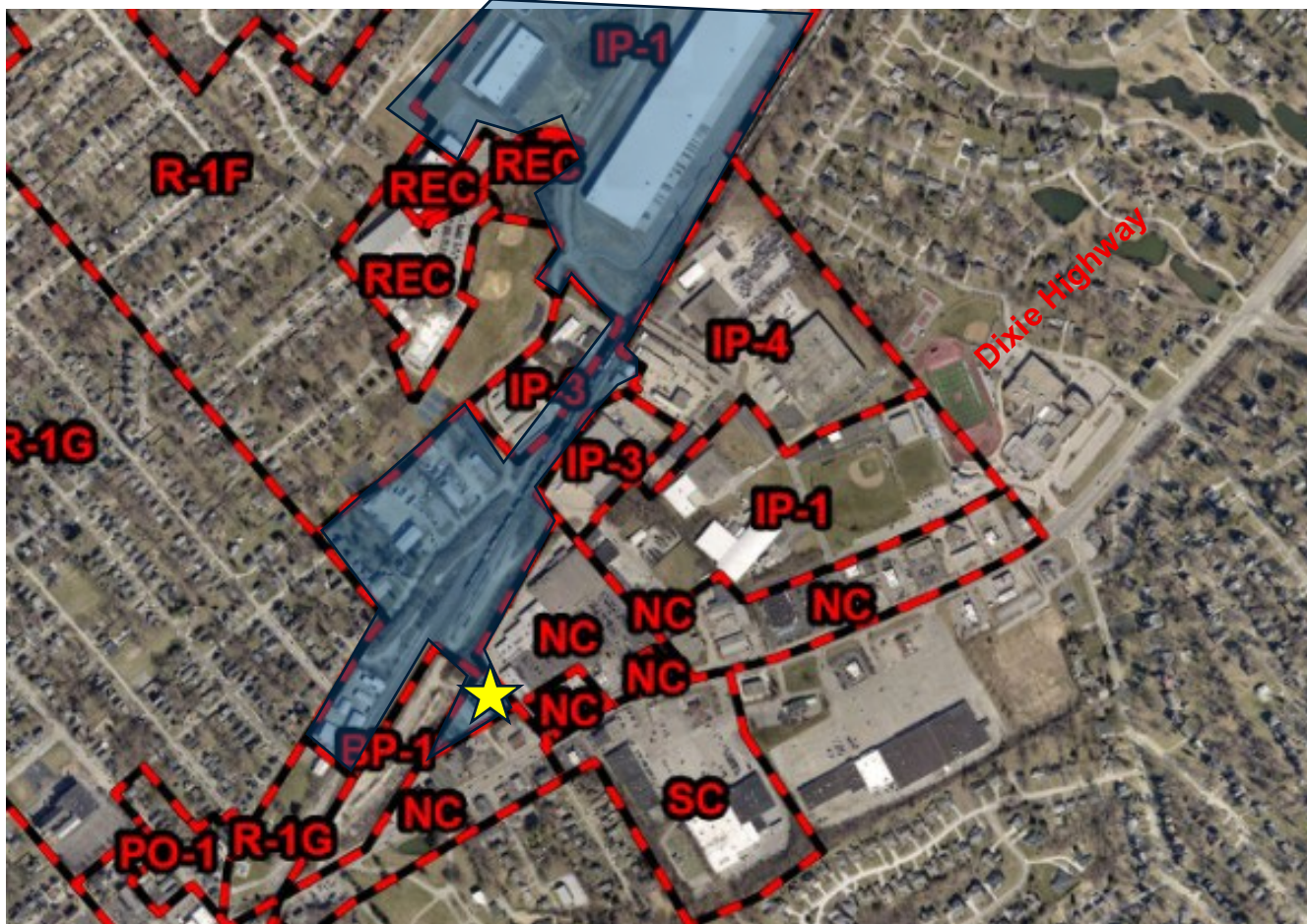
# History

## 2021

- New zoning ordinance / New zoning map.
  - Previously: IP-1 (Industrial Park One)
  - Now: CC (Community Commercial)

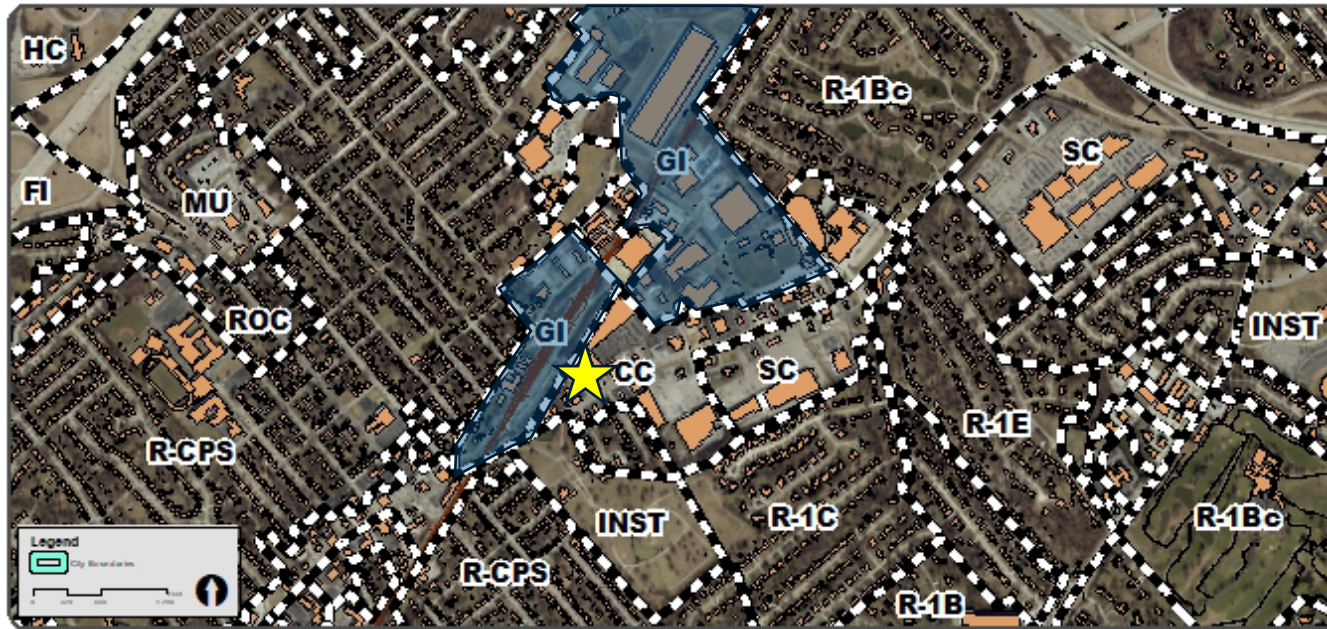


# History





# History



# History

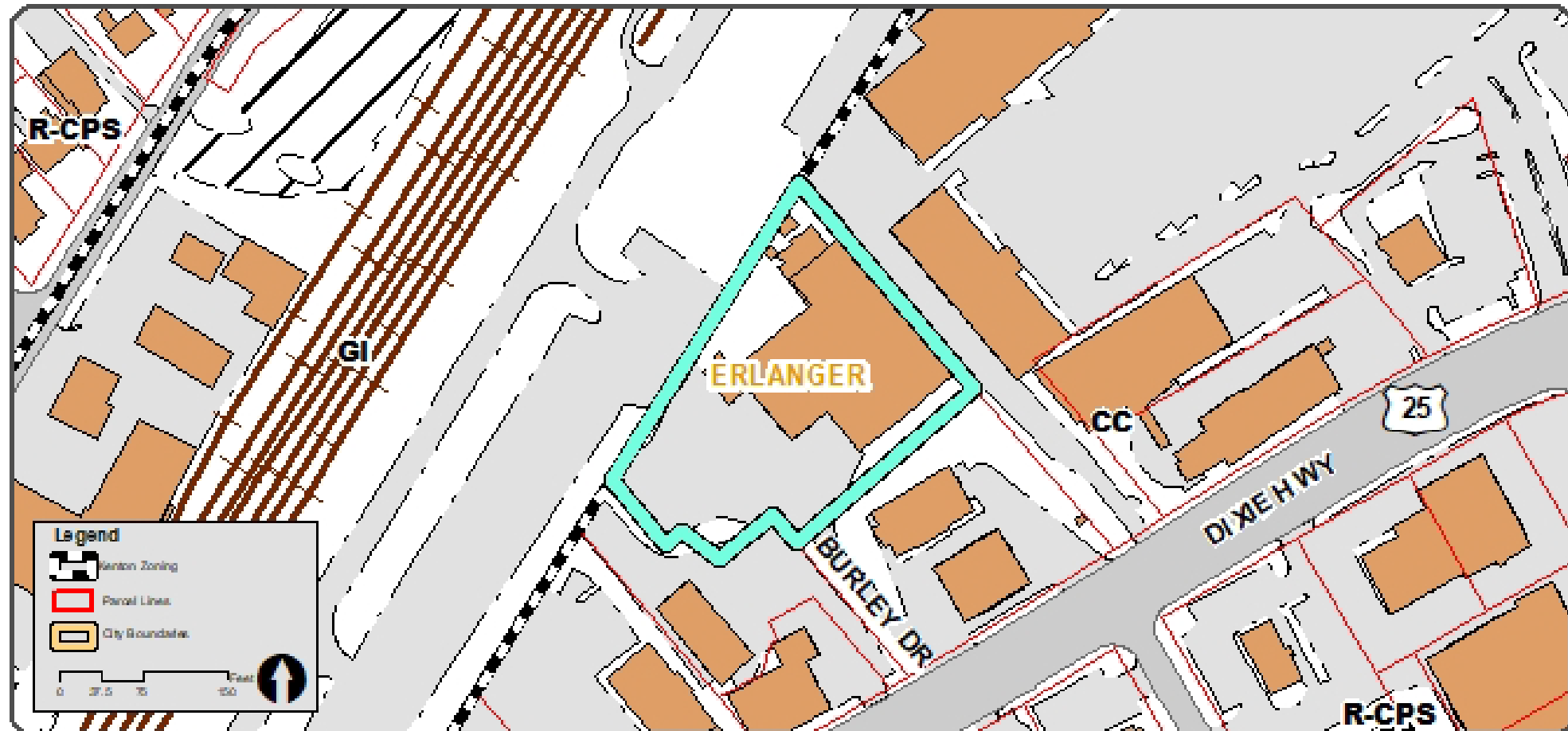
## 2024

- July - KCPC gives a favorable recommendation for text amendment allowing medical cannabis uses
- September – City of Erlanger passes an ordinance permitting medical cannabis uses

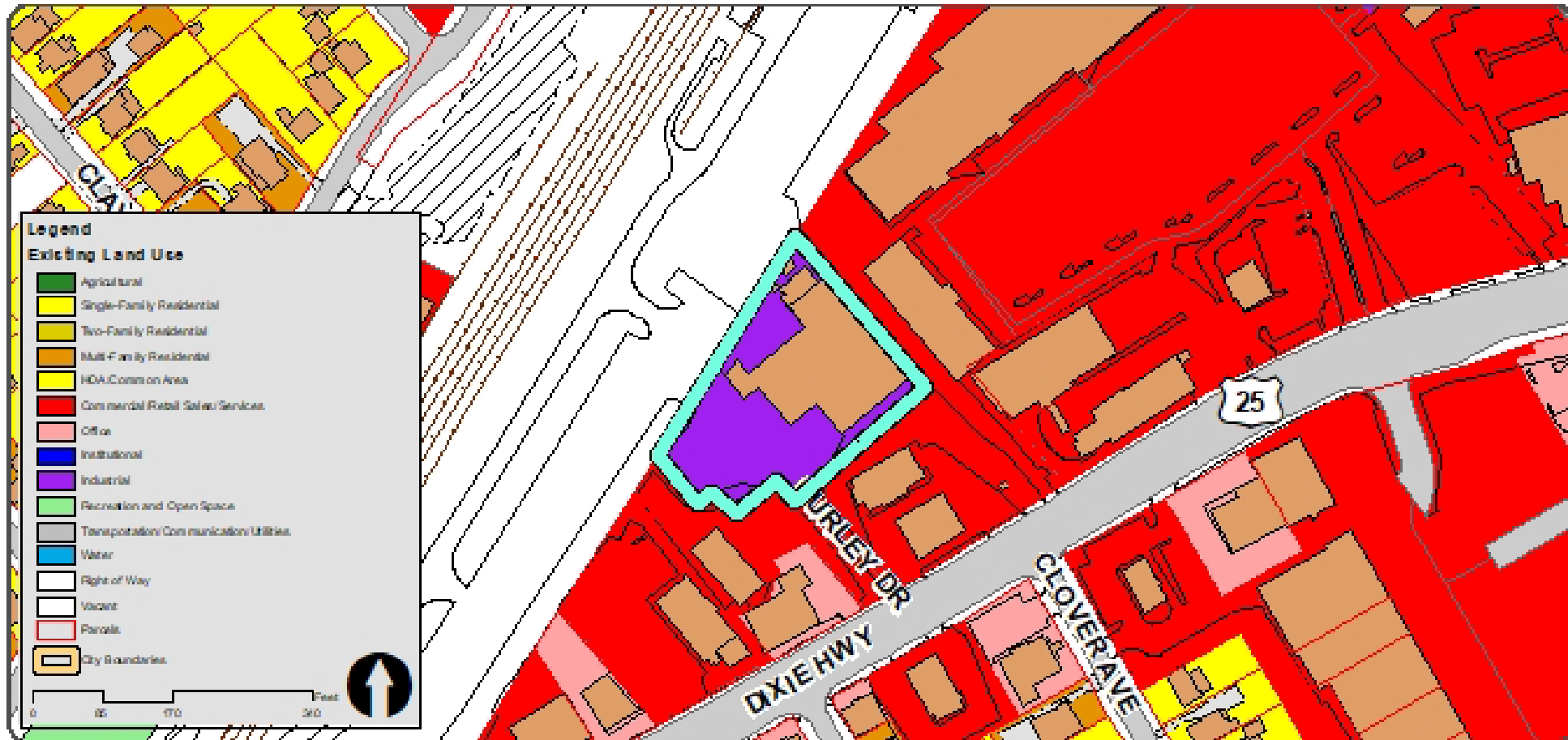
## 2025

- May – Erlanger BOA approves a request for a Change of Nonconforming Use to change from light fabrication to medical cannabis cultivation

# Current Zoning

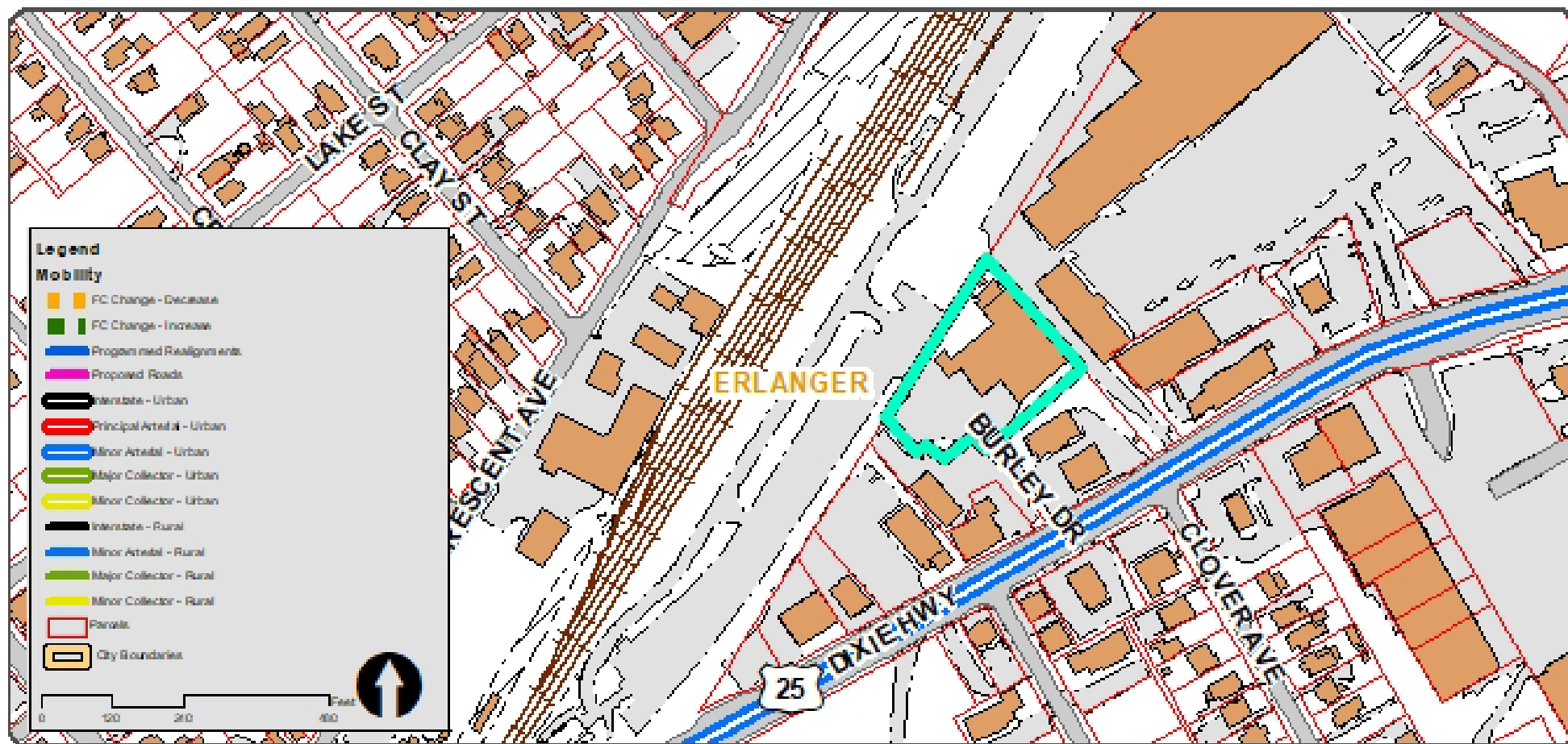


# Existing Land Use





# Mobility



# Petition Review

## CC (Community Commercial) Zone

- a. Intended to provide locations for a variety of commercial activities, including offices. May include large-footprint retail uses as well as smaller outlets and strip centers

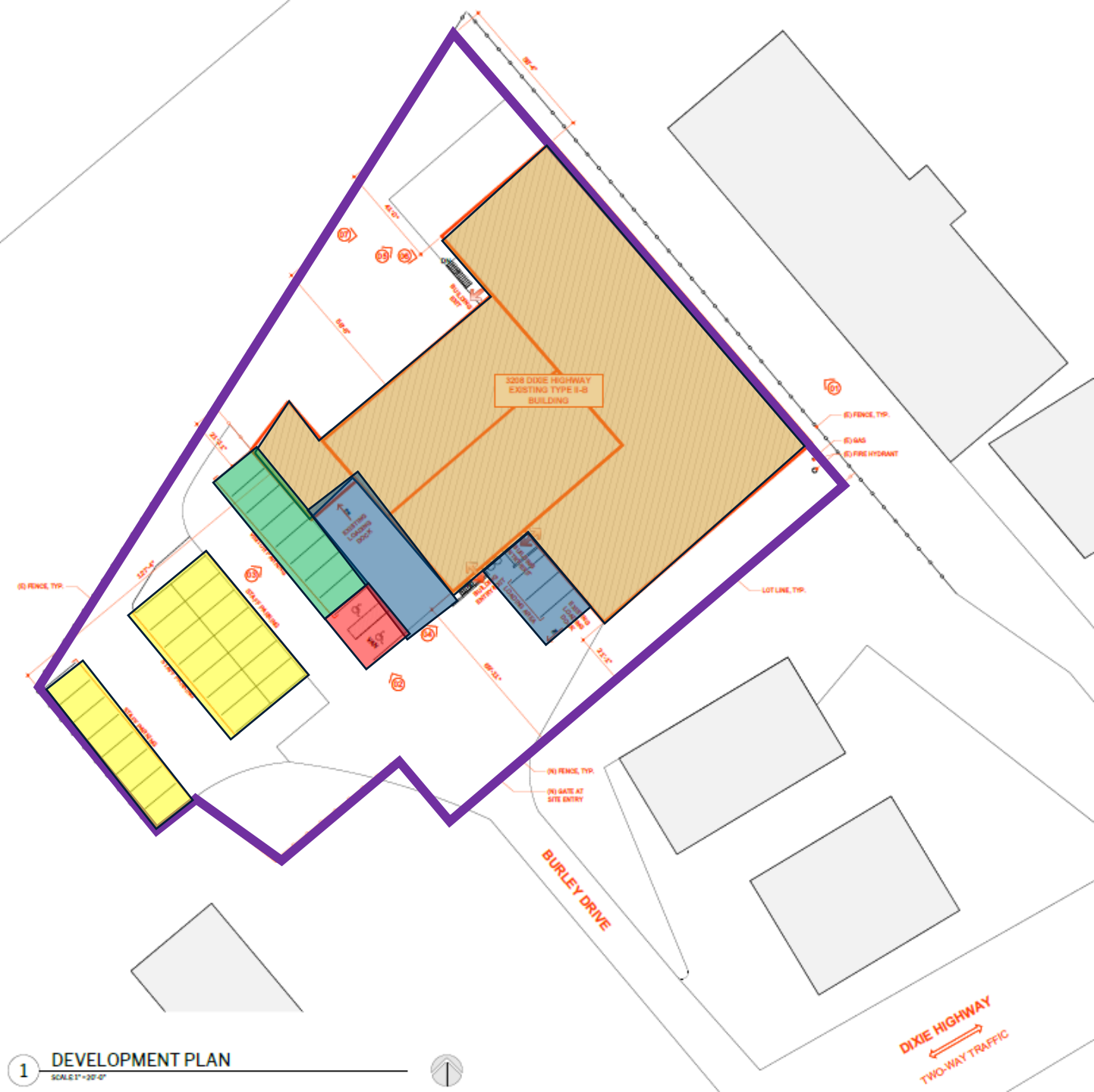
## GI (General Industrial) Zone

- a. Intended to provide locations for all types of manufacturing, research and development, warehouse, and flex space.

# Petition Review

## Site Plan

- Fence
- Existing Building
- 22 Staff Parking Spaces
- 8 Visitor Parking Space
- 2 ADA Spaces
- Existing and Proposed Loading Areas



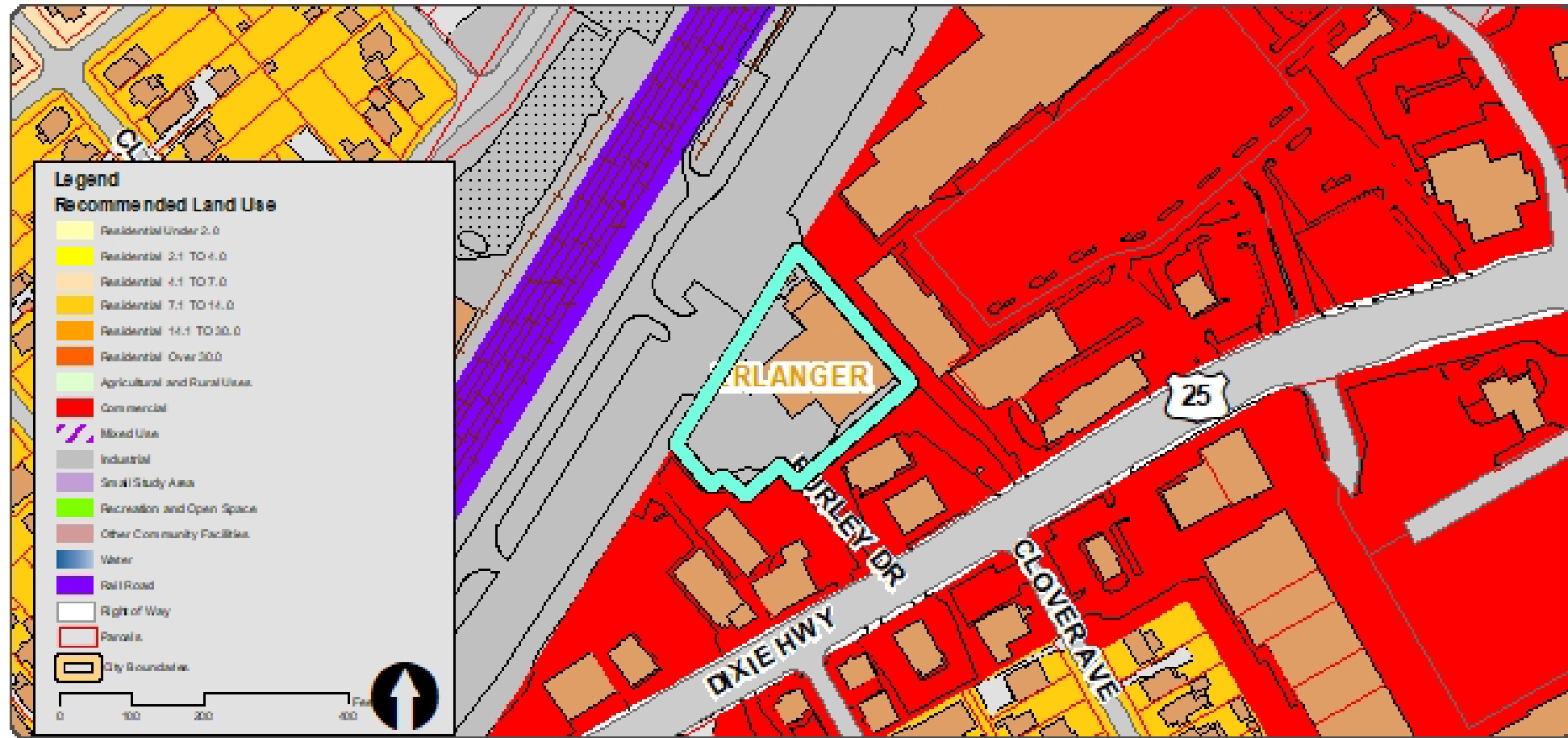
# Comprehensive Plan

Staff finds that the proposed amendment is consistent with the following:

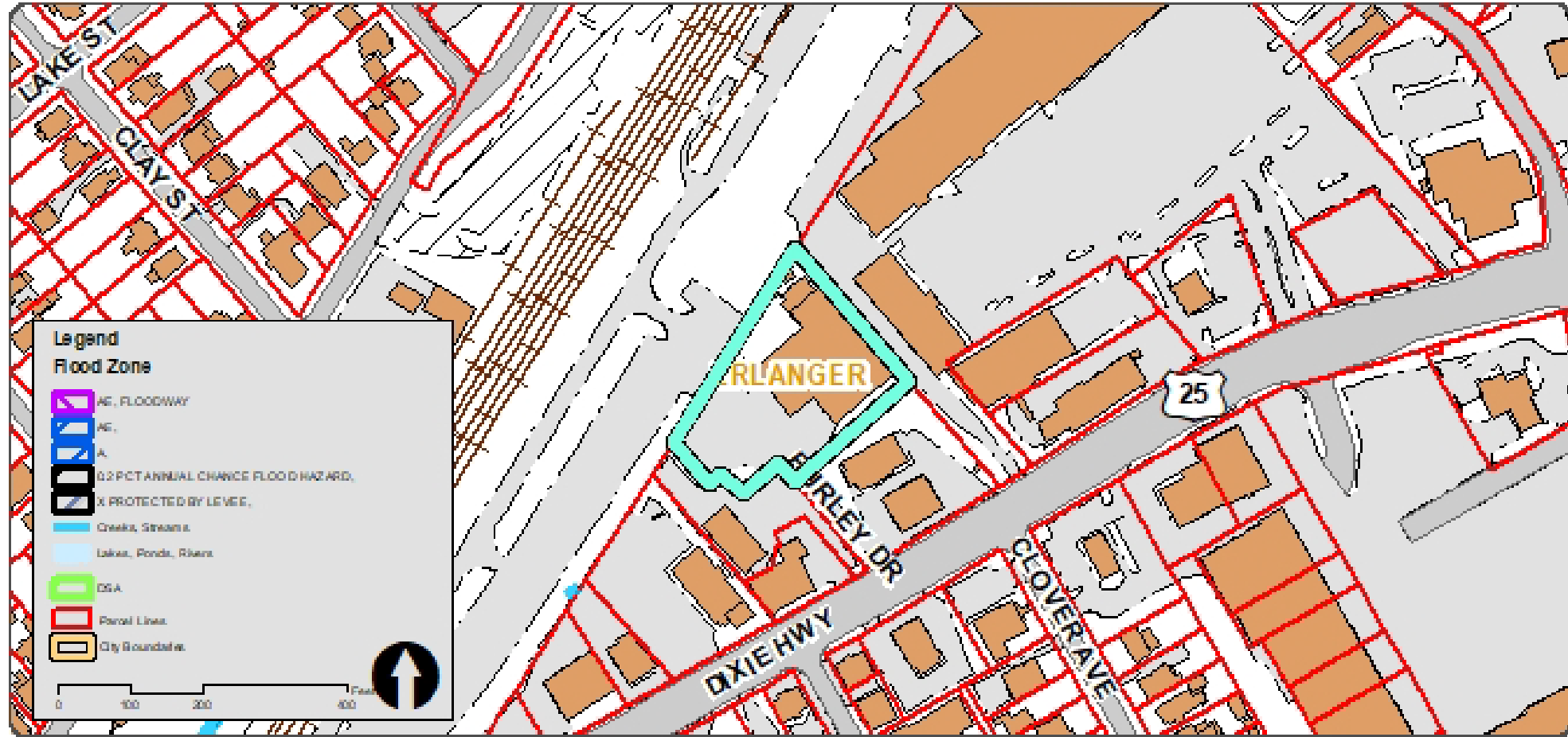
- Goals and Objectives
- Sub Areas (First Ring) Element
- Economy Element
- Land Use Element



# Recommended Land Use



# DSA



# State Statutes

KRS 100.213 states that before any map amendment is granted, the planning commission or the legislative body or fiscal court must find that the map amendment is in agreement with the adopted comprehensive plan, or, in the absence of such a finding, that one (1) or more of the following apply and such finding shall be recorded in the minutes and records of the planning commission or the legislative body or fiscal court:

- That the existing zoning classification given to the property is inappropriate and that the proposed zoning classification is appropriate;
- That there have been major changes of an economic, physical, or social nature within the area involved which were not anticipated in the adopted comprehensive plan and which have substantially altered the basic character of such area.

# Supporting Information / Bases

## Favorable

- Existing nonconforming site features regarding off-street parking design, required landscaping and character standards are remedied to the maximum extent practicable.



# Supporting Information / Bases

## Favorable

- All required off-street parking areas, drive aisles, and driveways shall be paved with asphalt, concrete, permeable pavement, or other approved material
- All parking spaces shall be striped or otherwise designated to clearly mark each space.
- All dumpster, trash, and recycling receptable storage areas shall be located in the side or rear yard and shall be screened

# Additional Information

- Applicant has not provided details on the proposed fence but will need to follow the permitted fence type and the allowed height or will require a BOA hearing.
- Medical Cannabis facilities are regulated and licensed by the state

# PC-25-0007-MA

## City of Erlanger

# PC-25-0006-TX

## Crestview Hills

# Request

**Applicant:** The City of Crestview Hills per Alex Mattingly

**Request:** The City of Crestview Hills seeks to replace the current zoning ordinance with a new ordinance that recognizes Crestview Hills' development patterns, streamlines processes, and addresses new development trends.

# Thank You

- Mayor Paul Meier
- City Administrator Alex Mattingly
- Council Member Larry Ruehl
- Council Member Mark Lehman
- James Gates, citizen member
- Noah Welte, Thomas More University
- Jon Hemmer, Hemmer Management
- Christine Berger, Crestview Hills Town Center
- Margo Baumgadner, Crestview Hills KCPC Rep.



# City Interaction

## Z21 Work Group Meetings

- Over past two and a half years

## Crestview Hills City Council

- June 12th– Staff Presentation

# Zoning Districts

## Current Zones (16):

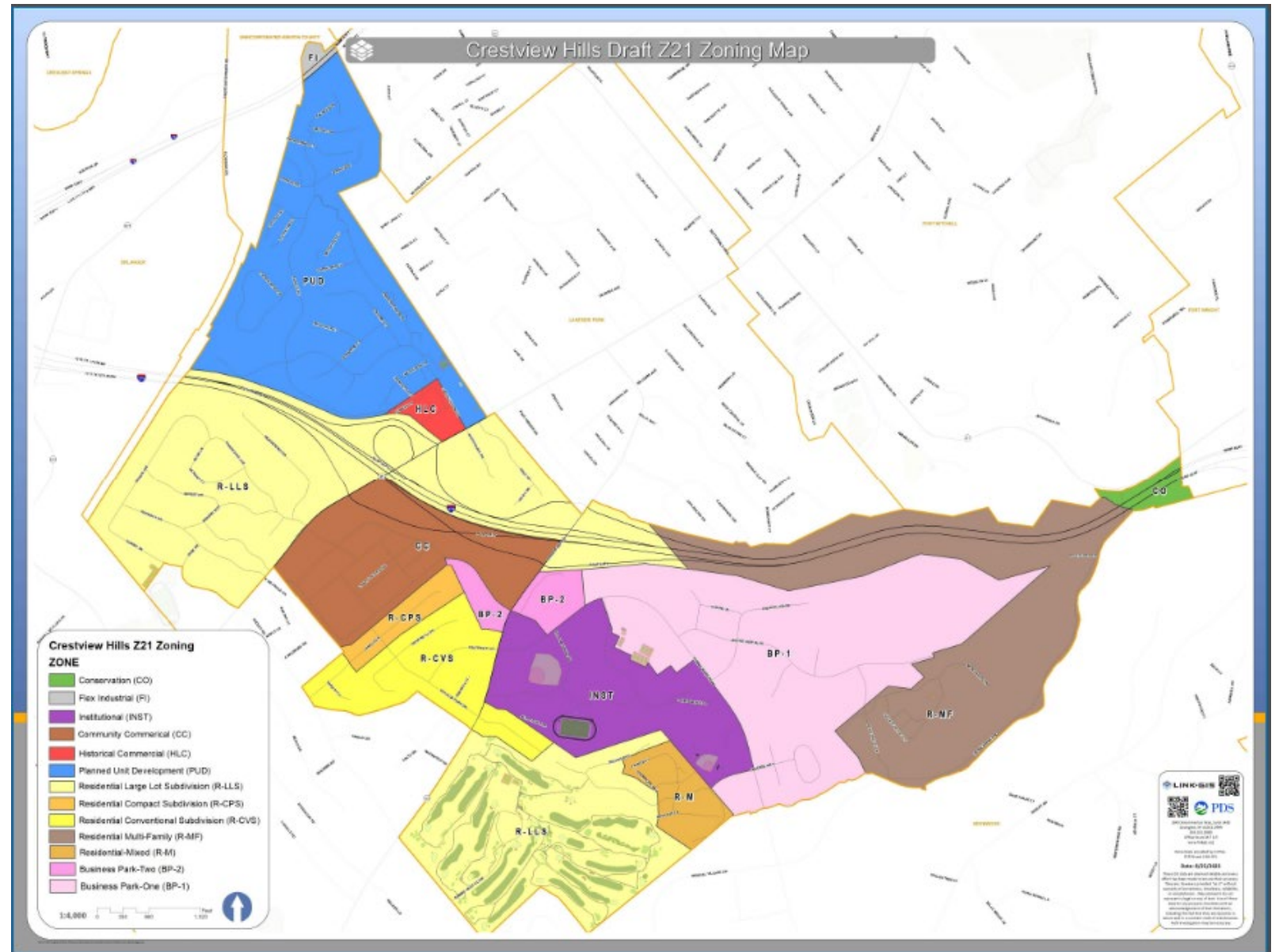
- CO
- R-1Bc
- R-1C
- R-1D
- R-1E
- R-2a
- R-2b
- R-PUD
- SC/ MX
- PO-1
- PO-2
- HLC
- IP
- INST
- RP-1
- R-1Bd

## Proposed Zones (13):

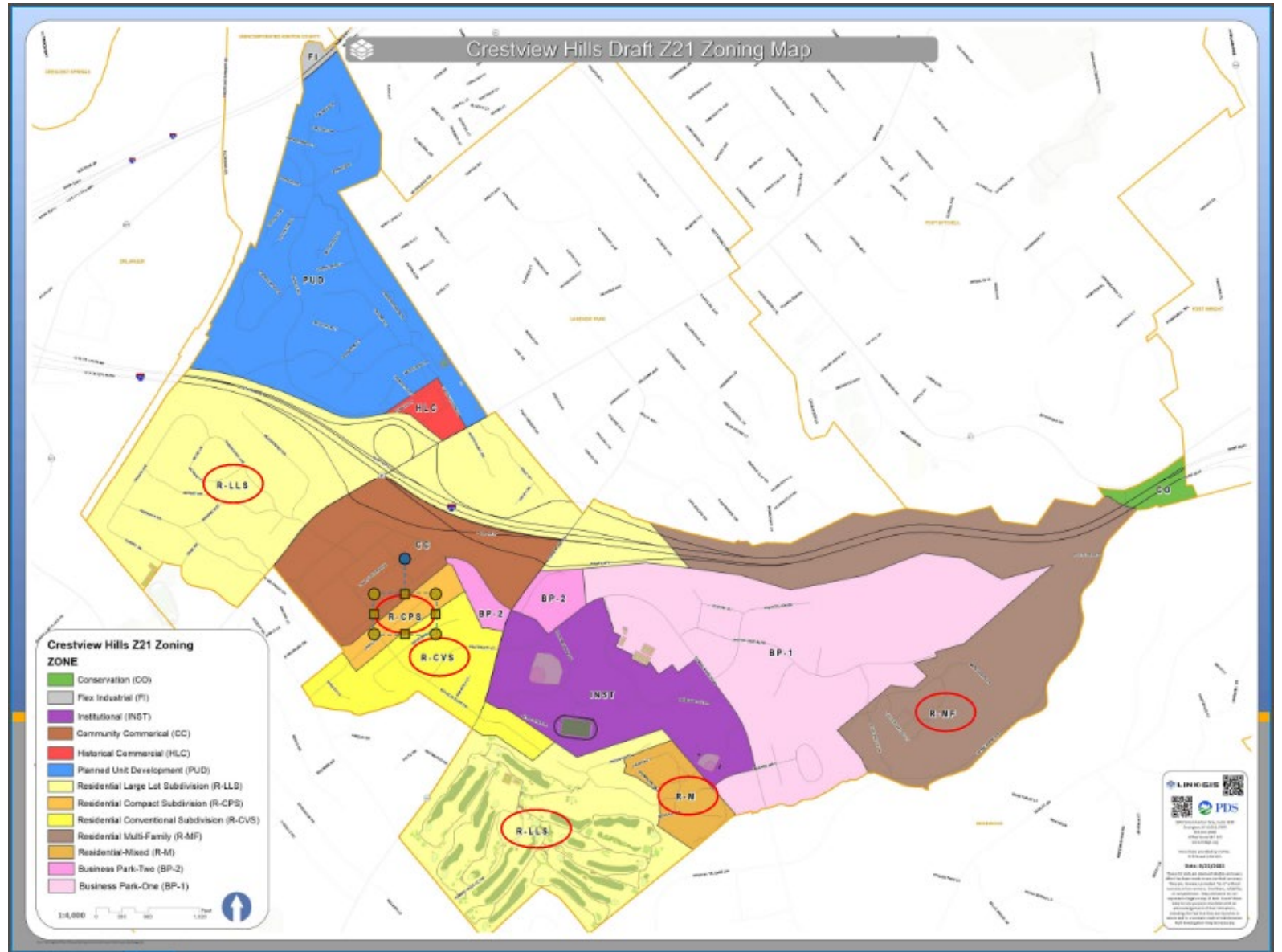
- CO
- R-LLS
- R-CVS
- R-CPS
- R-MF
- R-M
- CC/ MX
- BP-1
- BP-2
- HLC
- FI
- INST
- PUD

Residential	7 to 5
Commercial	2 to 2
Employment	4 to 3
Other	2 to 2
Special	1 to 1

# Zoning Map

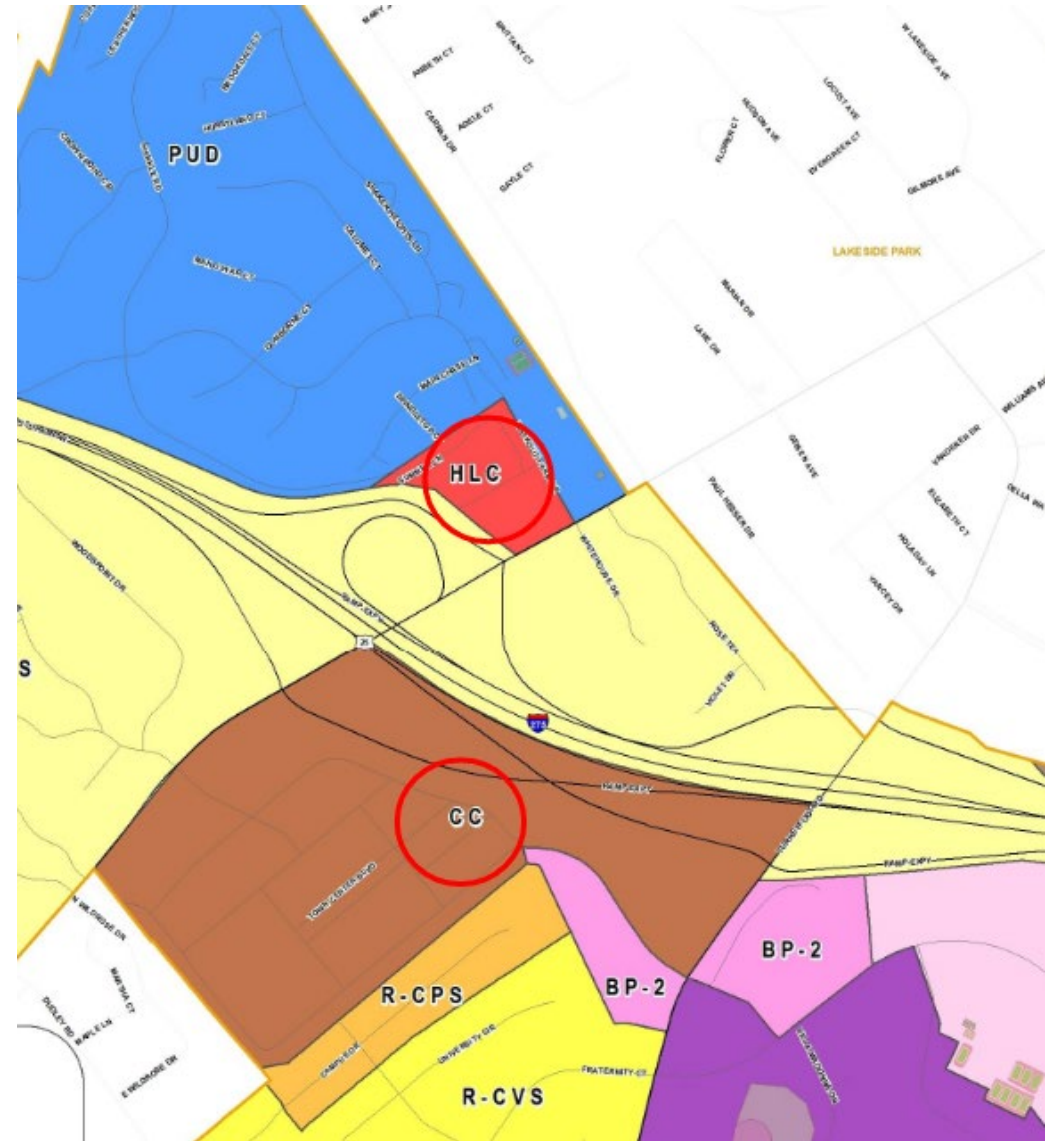


# Residential

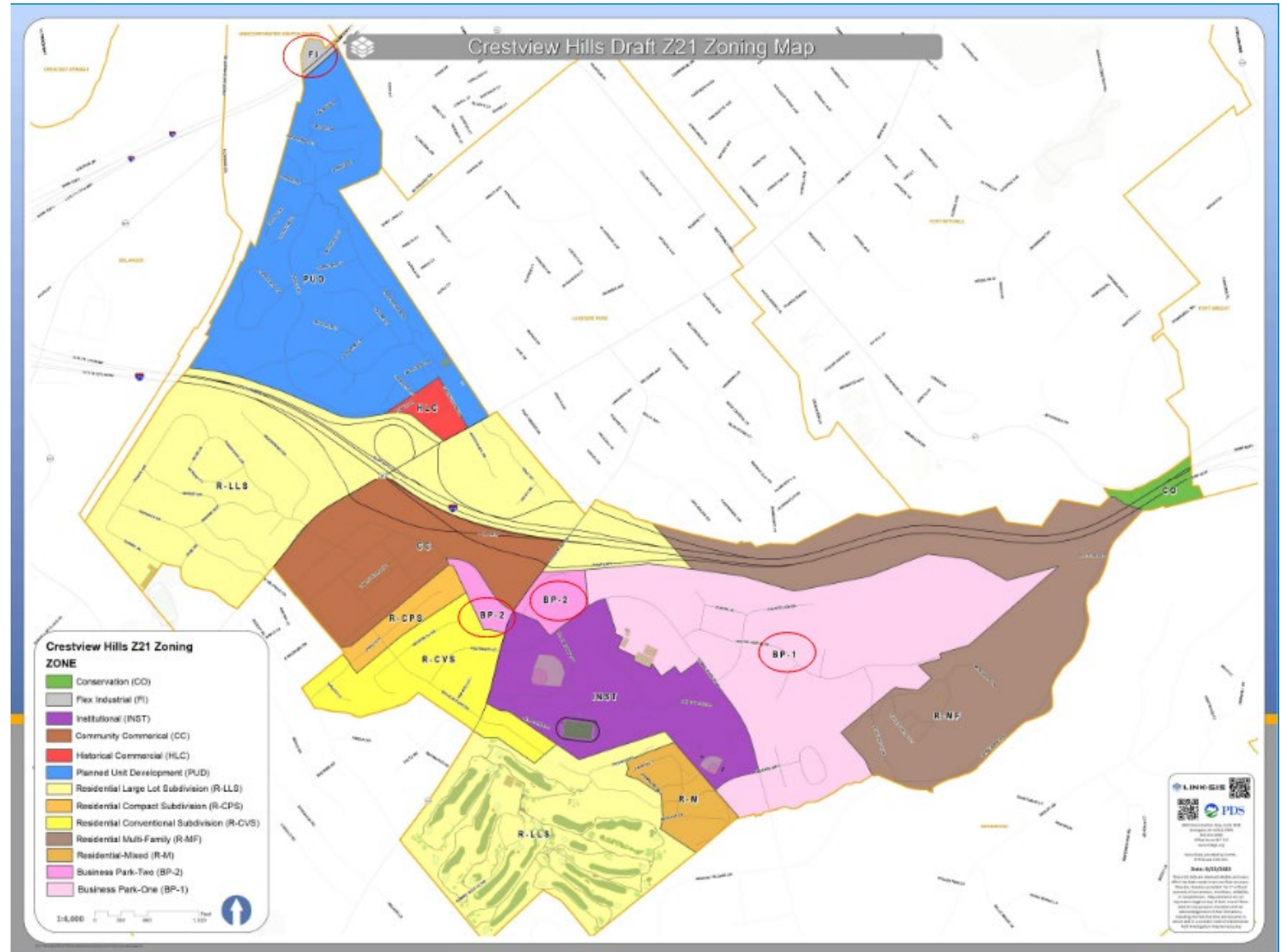




# Commercial

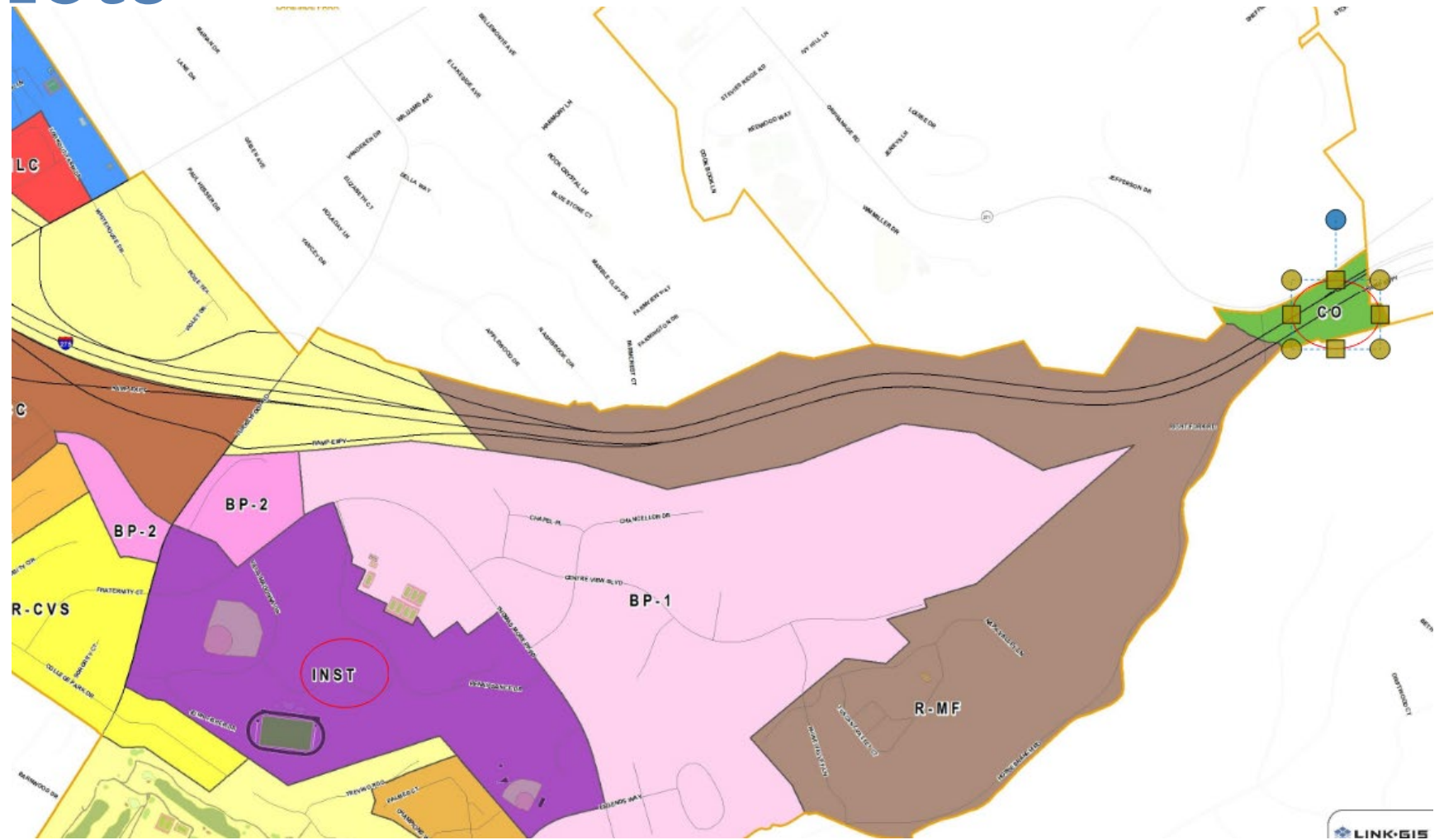


# Employment





# Other Districts





# MX zone

- Intent
- Established Zones
  - MX-1 and MX-2



Figure 10.16.1-2 Properties along Turkeyfoot Road are available for MX-1 or MX-2 zone as designated on the above map.

# Article 4: Uses

## Accessory Dwelling Units

- Permitted

## Short Term Rentals

- Not permitted

## Family Childcare Homes

- Conditional within all residential zones

## Accessory structures

- Size change

## Restaurants with Drive Thru

- Conditional Use within in the CC zone

# Article 5: Dimensional Requirements

## Permitted Encroachments

- Allowed the recommended change for front porch and rear deck

## Flexible Administrative Modification

# Article 7: Character Standards

## Building Materials Standards

- Commercial construction requires design standards in the CC zone
- Residential construction only for new Single-Family homes



# Article 7: Fences and walls

- Reorganized and formatted into a chart for easier interpretation.

TABLE 7.3 - FENCE TYPES LIMITED															
"X" means that the fence type is permitted.  "-" means that the fence type is not permitted.  Maximum heights are in feet	ZONING DISTRICTS														
	RESIDENTIAL						COMMERCIAL			EMP			OTHER		SPECIAL
	R-LLS	R-CVS	R-CPS	R-M	R-MF	COND USE	CC	MX	HLC	BP-1	BP-2	FI	CO	INST	PUD
a. Masonry walls	X	X	X	X	X	X	X	X	X	X	X	X	-	X	
Maximum Height, Front	-					-	-						-	4 feet	
Maximum Height, Side	4 feet					6 feet [3]	8 feet [3]						-	7 feet	
Maximum Height, Rear	6 feet					6 feet [3]	8 feet [3]						-	7 feet	
b. Ornamental metal or other	X	X	X	X	X	X	X	X	X	X	X	X	-	X	
Maximum Height, Front	-					-	6 feet [4]						-	4 feet	
Maximum Height, Side	4 feet					6 feet	8 feet [3]						-	7 feet	
Maximum Height, Rear	6 feet					6 feet	8 feet [3]						-	7 feet	
c. Woven wire, including chain link	X	X	X	X	X	X	X	X	X	X	X	X	-	-	
Maximum Height, Front	-					-	-						-	-	
Maximum Height, Side	4 feet					6 feet	6 feet [5]						-	-	
Maximum Height, Rear	6 feet					6 feet	6 feet [5]						-	-	
d. Wood or other, more than 50% open	X	X	X	X	X	X	X	X	X	X	X	X	-	X	
Maximum Height, Front	-					-	-						-	-	
Maximum Height, Side	4 feet					6 feet [3]	8 feet [3]						-	-	
Maximum Height, Rear	6 feet					6 feet [3]	8 feet [3]						-	-	

# Article 8: Natural Resources and Environment

## Will Include

- Hillside Development Standards
- Flood Protection Development Standards
- Storm Water Management
- Odor, Noise, Dust, Vibration, Debris, and Glare

## Will Not Include

- Viewshed Protection
- Stream and Water Quality Buffers
- Green Development, Infill, and Grayfield Development

# Article 10: Parking and Loading Standards

- Parking Standards reduced
- Parking Flexibility

# Article 11: Signs

- Re-organized into Z21 forr
- Allowing Murals

ZONING DISTRICT	SIGN TYPE	MAXIMUM NUMBER ALLOWED	MAXIMUM AREA (SQ. FT.)	MAXIMUM SIGN HEIGHT (FT.)	ILLUMINATION	CHANGEABLE COPY	MINIMUM SETBACK (FT.)		ADDITIONAL REGULATIONS
							STREET	OTHER PROPERTY LINE	
NC	Wall	1 per building street frontage	2 per lineal foot of building width on the side of the building which the sign is located	N/A	Concealed source	No	N/A	N/A	The total area of all wall and window signs cannot exceed 2 per lineal foot of building width on the side of the building which the sign is located
	Window	Area limit only	25% of window area on that building wall	N/A	No	No	N/A	N/A	
	Additional Wall	1 per public entrance	6	N/A	No	No	N/A	N/A	1. For buildings with 3+ tenants sharing a common entrance. 2. Allowed at the public entrance and not legible from a public right-of-way.
	Detached Principal	1 per street frontage	25	20	Concealed source	No	5	5 - 50 feet from the nearest single-family residential district	

# Article 13: Processes and Procedures

## Map Amendment/ Concept Plan Procedure

- Standard process

## Concurrent Variance / Conditional Uses

- Keeping process separate

## Final Development Plans –City Administrator Approval

- Currently depends on the zone

## City Administrator approval for major / minor changes

- Currently depends on the zone



# Comprehensive Plan

## Consistent

- Emphasis on maintaining existing character
- Removes barriers
- New development meets city's long-term goals

# Supporting Information / Bases

## Favorable

- Meets the requirements of KRS 100
- Consistent with the goals, objectives, and recommendations of the Comprehensive Plan
- Consistent with the recommended land use map

# PC-25-0006-TX

## Crestview Hills

# Thank you!

**KCPC** | Kenton County  
Planning  
Commission

# Staff Comments



# Welcome Steve!



# HB 160

## Qualified Manufactured Homes

- Can NOT be distinguished from traditional single-family homes
- Effective July 1, 2026
- Staff reviewing the ordinances, changes will come as needed





# KCPC

Kenton County  
Planning Commission

## 2025 Continuing Education Update

KRS 100.346 Effective 6/27/2025

Presented by Pamela Bushelman  
Senior Secretary, PDS Planning & Zoning

# KRS 100.346: Orientation and Continuing Education Training for Planning & Zoning Officials and Staff

# CE Requirements for Planning Commissioners & BOA Members

## Orientation Hours

- Within 1 year prior<sup>1</sup> and 1 year following<sup>2</sup> appointment
  - 3 hours planning related CE
  - 1 hour on the impact of planning and zoning policies and procedures on housing supply and accessibility.

## Ongoing Obligation

- Every 4 years
  - 7 hours planning related CE
  - 1 hour on the impact of planning and zoning policies and procedures on housing supply and accessibility.



# CE Requirements for Planning Professionals, Zoning Administrators, Deputies and Assistants

## Orientation Hours

- Within 1 year prior<sup>1</sup> OR within 120 days following<sup>2</sup> employment
  - 7 hours orientation training of planning related CE
  - 1 hour on the impact of planning and zoning policies and procedures on housing supply and accessibility.

## Ongoing Obligation

- Every 2 years
  - 15 hours planning related CE
  - 1 hour on the impact of planning and zoning policies and procedures on housing supply and accessibility.

# Orientation Hour Credit

Orientation CE hours obtained  
*PRIOR TO APPOINTMENT WILL NOT*  
apply to the first term on-going obligation.

Orientation CE hours obtained  
*FOLLOWING APPOINTMENT WILL*  
apply to the first term on-going obligation

# Reporting Your Continuing Education Hours

## ***\*IMPORTANT\****

- *Continuing Education hours **MUST BE** submitted within 30 days of attendance/viewing.*
- *Duplicate CE hours taken in the same training term cannot be accepted.*

## To submit your CE hours:

- Use the On-Line Submission Form
- Download the printable Submission Form
  - Email to: [kcpc@pdkc.org](mailto:kcpc@pdkc.org)

# Required Submission Information

- Title of Presentation/Course
- Sponsor/Presenter
- Location or Platform
- Date attended/viewed
- Number of CE hours
- Indicate 1 hour for Planning/Zoning Housing Impact credit

# To help you meet your KRS 100.346 Requirements PDS provides:

**The *KEY Connection* newsletter at the end of each quarter and includes:**

- Online Viewing Links:
  - A minimum of four (4) hours of acceptable planning-related training
  - A minimum of two (2) hours of acceptable housing impact related training
- Additional links to training resources
- Links to any additional information on upcoming training.
- Since 2020 there have been more than 100 hours of Continuing Education topic links provided in the newsletter.
  - Go to the [KCPC Continuing Education & Forms](#) webpage.
  - Click on the KEY CONNECTION TRAINING LINKS FOR OFFICIALS button.

**Traditional library on-site at PDS includes:**

- Hard copy planning relevant materials available to be checked out.



# Approved Topics for Continuing Education

Shall include but are not limited to:

- Land Use Planning
- Zoning
- Floodplains
- Transportation
- Community Facilities
- Ethics
- Public Utilities
- Parliamentary Procedure
- Wireless Telecommunications Facilities
- Public Hearing Procedures
- Administrative Law
- Economic Development
- Housing
- Public Buildings
- Building Construction
- Land Subdivision
- Powers and Duties of the Board of Adjustment

Other topics reasonably related to the duties of planning officials or planning professionals may be approved by majority vote of the planning commission prior to December 31 of the year for which credit is sought.

## Compliance: Per KRS 100.346, (7) failure to obtain or submit continuing education information and documentation:

- **Planning commissioners** shall be subject to removal according to the provisions of KRS 100.157.
- **Board of adjustment members** shall be subject to removal according to the provisions of KRS 100.217.
- **City Employees:** No city, county, urban-county government, charter county government, consolidated local government, planning commission, board of adjustment, or any entity performing local planning under KRS Chapter 100, shall employ a planning professional, zoning administrator, administrative official, or a planning professional's deputy or assistant, who fails to complete the requisite number of hours of orientation and continuing education required in the capacity of a planning professional, zoning administrator, administrative official, or planning professional's deputy or assistant.

# How to interpret your CE report

CITY OF \*\*JURISDICTION\*\*  
NEW CE REPORT  
PER KRS 100.346 EFFECTIVE 06.27.2025

**Last** YOUR LAST NAME  
**First** YOUR FIRST NAME  
**Jurisdiction** YOUR JURISDICTION  
**Position** YOUR POSITION  
**Appointment** DATE OF HIRE/APPOINTMENT  
**Expiration** APPOINTMENT EXPIRATION

Due Date	Planning Hours Reported	Planning Hours Due	Housing Hours Reported	Housing Hours Due
3/8/2025	8.00	0.00		
1/1/2028	6.00	1.00	2.00	0.00
1/1/2032	0.00	7.00	0.00	1.00

Date	Title	Hours
3/8/2023	APPOINTMENT DATE	n/a
4/20/2023	New member notice	n/a
6/22/2023	KDLA Kenton County BOA Training	1.50
6/22/2023	KDLA Kenton County BOA Training	1.50
6/22/2023	Admin Responsibilities/Support BOA KC	0.50
6/22/2023	On-line meeting etiquette	0.50
7/6/2023	120 DAY	4.00
12/24/2024	Kentucky's Housing Supply Gap&How Fellow States :	2.00
12/26/2024	CLE: Planning&Zoning from A-Z	2.00
3/8/2025	2 YEAR DUE BY	8.00
6/27/2025	KRS 100.346 effective	n/a

Used for required Housing Impact

# QUESTIONS?

**Please contact staff Monday through Friday  
8 a.m. – 5 p.m. at 859-331-8980 or  
via email at [pds@kcpcky.org](mailto:pds@kcpcky.org)**

# Thank you!

**KCPC** | Kenton County  
Planning  
Commission