

**Northern Kentucky Area Planning Commission
Meeting Minutes: June 11, 2008**

Chairman Bill Goetz called the monthly discussion forum/annual meeting of the Northern Kentucky Area Planning Commission to order at 5:00 PM in the Commission Chambers of the NKAPC Building in Fort Mitchell. Attendance of members was as follows.

	Term	Present	Absent
Chairman Bill Goetz	May 2008 through May 2010	X	
Vice Chairman Tom Kriege	May 2008 through May 2010	X	
Treasurer Tom Litzler	May 2008 through May 2010	X	
Commissioner Billy Bradford	May 2007 through May 2009	X	
Commissioner Paul Meier	May 2008 through May 2010	X	
	May 2007 through May 2009		X
Commissioner Gene Weaver	May 2007 through May 2009	X	

Also present were: Jeff Bechtold, Senior Building Official; Keith Logsdon, Deputy Director for Long Range Planning; Scott Hiles, Deputy Director for Infrastructure Engineering; Trisha Brush, Deputy Director for GIS; Mike Schwartz, AICP, Deputy Director for Current Planning; Kimberly Traft, Associate Secretary; Garry Edmondson, Legal Counsel; and, Gail Deatherage, Administrative Assistant.

Commissioner Bradford gave the invocation and Chairman Goetz led the Pledge of Allegiance.

ACCEPTANCE OF AGENDA

Chairman Goetz asked for review of the agenda and a motion for acceptance. Commissioner Meier made a motion to accept the agenda as presented; Commissioner Weaver seconded the motion. Chairman Goetz asked for a voice vote on the motion which found unanimous approval. The motion passed.

Chairman Goetz noted he was moving Item 5 on the agenda - review of the May 28 business meeting minutes - to Item 4 and asked if the Minutes of May 28, 2008, business meeting were acceptable or if anyone had any additions/corrections. Commissioner Bradford made a motion to accept the Minutes as presented; Commissioner Kriege seconded the motion. Chairman Goetz asked for a roll call vote which found Commissioners Bradford, Kriege, Litzler, Meier, Weaver, and Chairman Goetz in favor. The motion passed.

PRESENTATION/DISCUSSION

Chairman Goetz noted that Mr. Gordon was on vacation and that the Deputy Directors were in charge of his portion of the meeting.

Mr. Bechtold noted that Deputy Director for Building Codes Administration, Brian Sims, was absent due to being at the hospital attending his wife in the delivery of their baby and that he would be giving the BCA report. He introduced new employee, Kimberly Traft, Associate Secretary. Ms. Traft gave some brief background information and Chairman Goetz welcomed her to the NKAPC staff. Mr. Bechtold then gave some brief update on building administration activity, including that permit fees increases will be effective July 1; a newly revised electrical fee schedule will go into effect, and gave some overview of a meeting of the electrical inspectors with the electrical contractors. Mr. Bechtold then answered some general questions from the members.

Mr. Schwartz gave some brief update on Current Planning activities, noting that zoning permit applications are down; that the Kenton County Code Enforcement Board citations are down and that the board has not met the last two months; that an effort for cleanup of former city building property in Latonia Lakes by the Kenton County Fiscal Court has started, noting that letters have gone out to citizens to start the clean up process and gave some further information on this process. Mr. Schwartz noted that the Kenton County Planning Commission has tabled action on the recent sign regulations and had requested further information and possible alternate wording for prohibiting of billboards and to allow them in certain areas. Mr. Schwartz answered some general questions from the members.

Ms. Brush gave a brief power point presentation on comparisons of the 2007 aerial photography flown in Kenton and Campbell County. She noted that GIS staff has been busy preparing for the Link GIS Open House to be held on June 17 from 8:30-1:00 in the Commission Chambers and noted that members had received a copy of the preliminary agenda; she urged them to attend the open house. She stated that staff has prepared an RFQ for assistance in mapping services/website usage and gave some further information on the details, noting the goal is improving printing capability for users wanting to print maps on-line. She noted that a grant had been received from the USGS of some \$35,000 for LiDAR and further explained via power point comparisons of updated aerial photography using LiDAR. She also reminded members of the Mayors Group meeting on June 21, noting that staff would be presenting along with Erlanger police the new crime mapping software. Ms. Brush answered some general questions from the members.

Mr. Hiles noted that Infrastructure Engineering department had been hit hard with the slow-down in the economy and that new development of subdivisions and activity is down, but that his inspectors have been keeping busy with some in-house "housekeeping" cleanup of files, etc., and also on other inspection projects. He gave some brief update on the three county uniform subdivision regulation effort and that the regulations are in the final stages of editing and that the eleven planning commission will review the draft by the end of June. He noted that staff has been working since 2004 on getting digital submissions scanned into our system and that by the end of the year all plats/plans will be submitted digitally. He answered some general questions from the commission.

Mr. Logsdon gave the Long Range Planning update, noting that work by staff has been on-going on the Linden Gateway small area study; the University of Kentucky-Hillside Initiative study will be available soon on CD and the NKAPC website; staff is working with the committee formed by the city on the Independence small area study. He gave some other brief highlights on the Dixie Fix MOU and answered some general questions from the commission.

Chairman Goetz thanked the deputy directors for the updates on their respective departments and for their continuing good job performance.

Chairman Goetz asked for a report from legal counsel. Mr. Edmondson noted that he Cloyd litigation has been appealed..

Chairman Goetz asked for comments and reports from members.

Commissioner Meier noted he had attended the Kenton County Planning Commission meeting on the sign regulations and asked staff to see if the discussion on the regulations could take place at the August meeting to allow the cities to hold their public hearings.

Chairman Goetz reminded members that the starting time for the June 25 meeting would be at 5:35 pm instead of 5:15 due to APA Audio Conference immediately preceding the commission's meeting. He also reminded that the commission would meet immediately following the Area Planning Council meeting to adopt the FY09 Budget and Work Program.

Mr. Edmondson reminded that the commission would meet following the commission's meeting on June 25 for an employee grievance hearing.

Chairman Goetz asked if there were any other comments or business to come before the Commission. There being no further business, he adjourned the meeting with unanimous consent at 6:25 PM.

Bill Goetz, Chairman

Dennis Andrew Gordon, FAICP
Executive Director/Secretary