

**Northern Kentucky Area Planning Commission  
Meeting Minutes: September 20, 2010**

Chairman Bill Goetz called the monthly business meeting of the Northern Kentucky Area Planning Commission to order at 5:15 PM in the Commission Chambers of the NKAPC Building in Fort Mitchell. Attendance of members was as follows.

	<b>Term</b>	<b>Present</b>	<b>Absent</b>
Chairman Bill Goetz	May 2010 through April 2012	<b>X</b>	
Vice Chairman Tom Kriege	May 2010 through April 2012	<b>X</b>	
Treasurer Tom Litzler	May 2010 through April 2012	<b>X</b>	
Commissioner Sherry Carran	May 2009 through April 2011	<b>X</b>	
Commissioner Paul Meier	May 2010 through April 2012	<b>X</b>	
Commissioner Dick Spoor	May 2009 through April 2011		<b>X</b>
Commissioner Gene Weaver	May 2009 through April 2011		<b>X</b>

Also present were: Garry Edmondson, Legal Counsel; Scott Hiles, Deputy Director for Infrastructure Engineering; Sharmili Reddy, AICP, Senior Planner; Dennis Andrew Gordon, FAICP, Executive Director; and Lori Remley, Administrative Assistant.

Chairman Goetz asked for a moment of silent prayer and led the Pledge of Allegiance.

**ACCEPTANCE OF AGENDA**

Chairman Goetz asked for review of the agenda and asked if there was a motion to accept the agenda as presented. Commissioner Litzler made a motion to accept the agenda as presented; Commissioner Carran seconded the motion. Chairman Goetz asked for a voice vote on the motion which found unanimous approval. The motion passed.

**ONGOING BUSINESS**

Chairman Goetz called for comments from the public and noted that no one was present to speak.

Chairman Goetz asked if the Minutes of the August 16, 2010 business meetings were acceptable or if anyone had any additions/corrections. Commissioner Meier made a motion to accept the August 16 minutes as presented; Commissioner Carran seconded the motion. Chairman Goetz asked for a role call vote on the motion which found Commissioners Carran, Kriege, and Meier in favor of the motion with Commissioner Litzler and Chairman Goetz abstaining from the vote. The motion passed unanimously.

Mr. Gordon gave a brief overview of several line items in the August financial report and reviewed the most recent fee-based revenue report. After a brief discussion, Chairman Goetz asked for a motion. Commissioner Carran made a motion to accept the August reports as presented subject to audit; Commissioner Litzler seconded the motion. Chairman Goetz asked for a roll call vote on the motion which found Commissioners Carran, Kriege, Litzler, Meier, and Chairman Goetz in favor of the motion. The motion passed unanimously.

Chairman Goetz asked for a report from legal counsel. Mr. Edmondson stated that he had nothing new to report.

Chairman Goetz asked the executive director for his report. Mr. Gordon advised members that the preliminary FY10 audit reports for NKAPC and Kenton County Planning Commission (KCPC) had been received. He stated that NKAPC had a greater carry over than expected and that KCPC ended the year \$2,300 in the black. There was a brief discussion regarding the carry over funds and using some of them for continuing education at the APA Conference this spring.

Mr. Gordon advised members that Ms. Remley had created a database for all NKAPC resolutions. He indicated that the digital copies were indexed and searchable. Mr. Gordon and Chairman Goetz thanked Ms. Remley for her efforts.

Mr. Gordon then asked Scott Hiles to update members on the several subdivision street issues the first of which was the bonding process. Mr. Hiles stated that KCPC currently holds over two million dollars in bonds and that for the first time staff has recommended that KCPC call three of these bonds. He outlined the three bonds being called – a condominium complex in Fort Wright on Old 3L; a single street development off Moffett Road out in the county; and Shaw Estates in Independence. Mr. Hiles explained the bonding process and indicated that some of these bonds were letters of credit and some were insurance bonds. He stated that the draft subdivision regulations provided for an annual review of bonds and that prices for the remaining construction work would be adjusted based on the R.S. Means book price list. He indicated that he expected builders and developers to be concerned about this proposed regulation.

Mr. Gordon stated that the second subdivision street issue is located in Independence. Since the street abuts an old city road, the developer was only responsible to upgrade and improve half of the street but agreed to do of the whole width of the street. Mr. Hiles stated that due to the location of a utility pole, 75 feet of the curb and gutter were not poured until the pole was relocated. When the curb and gutter were added, they were poured level with the street but the street drain was higher than the street. Mr. Gordon stated that this created a drainage problem for the residence across the street – the water flows toward the drain but, due to the rise, it crosses the street and drains onto private property. Mr. Hiles advised that the developer will repave the street adding a crown and the city will add a drain on the other side of the street. Mr. Gordon indicated that he has been working with the City of Independence and the property owner to resolve the damage issue. He indicated that everyone was in agreement that the property owner needs to be made whole and that it will cost approximately \$1,500 to repair the damage to the property. A brief discussion followed.

Finally, Mr. Gordon indicated that there were various other issues that he would like to update members on and in an effort to save time he was providing these updates in writing. (Copies of

Mr. Gordon's handouts are attached to the original set of minutes). He asked members to contact him if they had any questions or need any additional information.

Chairman Goetz asked for the report regarding The Hills project. Sharmili Reddy advised members that a technical task force had been formed along with a local officials group representing 11 jurisdictions. She stated that 205 Kenton County residents had responded to the recent online survey and provided a handout that outlined the results (a copy of which is attached to the original minutes). Ms. Reddy indicated that approximately 50 people attended the third public forum where the main topics seemed to be conservation and property rights. She advised members that there seems to be some confusion regarding the purpose of the project.

Ms. Reddy outlined the three main aspects of the project – engineering, site design and conservation. She indicated that staff would be meeting with the technical task force and local officials group before and after the fourth and final public forum in November. There was a brief discussion regarding the comprehensive plan and the fact that The Hills project will be incorporated into it. Mr. Gordon provided background information regarding the 1972 plan and stated that little work had been done since then on the subject of hillside development. He indicated that the recent Views project was the main catalyst for The Hills project.

Chairman Goetz thanked Ms. Reddy for her presentation and asked for reports from committees or members. Commissioner Meier advised members that the Mayors' Group had adopted a set of bylaws and would be electing officers in December. Commissioner Litzler commented on the Spirit of America and indicated that it was well worth a visit.

## **NEW BUSINESS**

Chairman Goetz led the members in a discussion regarding FY10 performance, procedures, and related matters. He complimented Mr. Gordon and staff for what they had accomplished during FY10, a difficult year at best. Each of the commissioners followed Chairman Goetz in an assessment of what had been accomplished under daunting circumstances. Mr. Gordon thanked the group for its feedback and pledged another year of accomplishments for FY11.

Chairman Goetz asked if there were any other comments or business to come before the Commission.

With no additional comments, Chairman Goetz adjourned the meeting at 6:32 PM.

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Bill Goetz, Chairman

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Dennis Andrew Gordon, FAICP  
Executive Director/Secretary