



**PLANNING & ZONING MEETING
Minutes of November 21, 2017**

Chairperson Dave Hart opened the regular meeting at 7:00 p.m. on the above date, with the Pledge of Allegiance and the following members answering roll call:

Present: Dave Hart, Chair Sonny Markus Rick Neltner
 Ron Johnson Nick Reitman Randy Nehus
 Steven Shinkle

Also Present: Carol Hofstetter, Zoning Administrator Jan Johannemann, Asst. City Clerk
 Wm. T. Rachford, Mayor
 Mark Brueggemann & Robert Seitzinger, City Engineers

APPROVAL OF MINUTES - November 7, 2017

MOTION: Steven Shinkle made a motion to approve the minutes of November 7, 2017 as submitted, seconded by Nick Reitman. All in favor, the motion passed 6-0-1 with Mr. Hart abstaining.

VISITORS & GUESTS None

NEW BUSINESS

Preliminary Plat Application, Singing Brook Subdivision, 1235 Poplar Ridge Rd. – Mike Schoettelkotte from Drees Company, had met with the Mayor, Zoning Administrator, City Engineers, and Mr. Hart to go over the initial plans for this development. The City Engineer made a number comments that were addressed by Drees. He then introduced Ben Taylor and Matt Maines, Drees Land Development Department, and Tony Berling, Engineer.

Mr. Taylor gave a presentation on the new development (see attached), which will be on 84 acres on the former Parr Farm on Poplar Ridge Road. The Preliminary Plan concept is to utilize the Residential Conservation Development in the Zoning Code. The layout for the 158 lots will work with the topography utilizing the ridges and preserve the natural site features that exist, eliminating the need for much grading. The minimum lot size will be 60' x 130', larger than what is required for the RCD zone. The existing lake is at the center of the development and will be seen from the landscaped entrance. The lake will be used as part of the storm water management. They propose paved trails, nature trails, and seating areas that will be maintained by the HOA. They will also comply with the street tree request in the RCD zone.

Mr. Taylor then answered several questions by the Commissioners including allowances for reducing speed by using street curvatures, proposed street lighting, cluster mailboxes, open spaces, walking and nature trails, and the sidewalks.

Mr. Taylor said the open spaces will take up about 42% of the site. The development will be broken into multiple phases because of its size. The house design/architecture is varied with multiple elevations, similar to what is in Eagle Ridge and there are standards to control a variation of design throughout the community. No two, similar-style homes will be next to each other.

Mr. Taylor said the homes are between 1,320 and 3,000+ square feet. The base price is \$226,000-\$286,000 before customizing and adding upgrades, which is similar to Eagle Ridge. He feels the RCD guidelines have been met.

There was a question on whether a traffic control study is needed or required to see if Poplar Ridge Road can handle the increased traffic. No study has been done. Mr. Brueggemann explained there is currently an "all-way stop" at the intersection of Poplar Ridge and Meadowview. By adding another street, it will be a four-way stop intersection which is the most efficient way to handle that traffic volume. The question would be whether a left-turn lane into the development would be needed. He believes this will generate less than 100 vehicles during the A.M. peak hour and possibly a little over 100 vehicles during the P.M. peak hour period. The threshold for a study is over 100 new trips during the A.M. or P.M. peaks. However, because it is already an "all-way" stop, it would not change the traffic control at the intersection.

There was also a question about whether Poplar Ridge could handle not only the extra traffic, but also the construction traffic. Mr. Brueggemann said at some point it may be necessary to widen the road, but at this time he's not aware of any problems.

Mr. Nehus asked if street lights every 300 feet would this be sufficient lighting. Mr. Taylor explained once the project gets on the ground there might be post lamps on each lot installed next to a driveway which will help with illumination.

Mr. Taylor said if the necessary permits could be obtained by next Summer, the best-case scenario would be to begin developing in the Fall, and start home construction in early 2019. They would go to market as soon as streets are paved.

Mr. Brueggemann added there was one review comment that was omitted. He asked if the developer would agree to build the streets to what are being proposed as the new City's standards, which is the same pavement section that was used in Arcadia and Eagle Ridge. He would like this to be a condition of P&Z's approval. Mr. Taylor did agree to this.

Mr. Neltner asked when the city would take ownership of the streets. Mr. Brueggemann explained that state statute dictates once the street is completed and it is in compliance with the subdivision regulations or any special agreement, the city has 45 days by which they must take ownership. No bonds are required. The only reason a bond would be necessary is if the city agrees to accept a street that is not 100% complete.

Mr. Neltner was concerned about heavy construction equipment using a street that has already become city property. Mr. Schoettelkotte pointed out Sam Trapp keeps a close eye on the city streets. Once a street is built, the city engineer gets copies of all inspections, and no plat can be recorded until Sam Trapp and the city engineer agree all requirements are met and sign off. There have been instances where the street has been damaged after it's turned over to the City, but Sam brings these to their attention and they repair/replace the damaged areas.

Mr. Johnson asked if letters of approval have been obtained from the Sanitation District, No. Ky. Water, and the Fire Department/Fire Chief. Mr. Schoettelkotte explained fire hydrant spacing and approval from the Fire Department come into discussion at the Improvement Plan stage. Mr. Brueggemann recommended P&Z approve the Preliminary Plat on the condition that the developer obtain approval letters from SD1 and NKWD.

MOTION: Sonny Markus made a motion to approve the Preliminary Plat Application for Singing Brook Subdivision, 1235 Poplar Ridge Road, with the conditions that approval be obtained from Sanitation District #1, Northern Kentucky Water District, and that the same pavement section be used as what was used in the Eagle Ridge Subdivision. The motion was seconded by Nick Reitman. All in favor, the motion passed 6-0-1 with Mr. Hart abstaining.

OLD BUSINESS: None

INTERNAL BUSINESS:

Treasurer's Report:

Randy Nehus presented the Treasurer's Report dated November 21, 2017.

Beginning Balance	\$23,575.87	
Receipts	+588.38	Arcadia Sub., Sec. 10 Phase G - Final Plat
	+1,440.00	Singing Brook Sub. – Preliminary Plat
Expenses	-3,464.57	CT Consultants, Inv. 170283-9
	-609.32	Ziegler & Schneider, 11/17/17
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Ending Balance	\$22,749.00	

Mr. Nehus explained the Treasurer's Report should state November 21, 2017, not October 17. This was corrected.

MOTION: Nick Reitman made a motion to pay the invoices as submitted, seconded by Sonny Markus. All in favor the motion passed 6-0-1 with Mr. Hart abstaining.

MOTION: Sonny Markus made a motion to accept the 11/21/17 Treasurer's Report as amended, seconded by Nick Reitman. All in favor, the motion passed 6-0-1 with Mr. Hart abstaining.

Other Items: Carol Hofstetter is searching for continuing education opportunities.

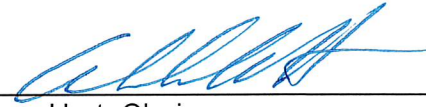
ADJOURNMENT:

MOTION: Nick Reitman made a motion to adjourn, seconded by Steven Shinkle. All in favor, the motion passed with a 6-0-1 vote with Mr. Hart abstaining. Meeting adjourned at 8:02 p.m.

Attested to and submitted by:



Karen M. Barto, City Clerk/Treasurer



Dave Hart, Chair

Dated 12/5/17

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