

**NORTHERN KENTUCKY AREA PLANNING COMMISSION
MEETING MINUTES
OCTOBER 22, 2003**

Chairman Afton Kordenbrock called the monthly business meeting of the Northern Kentucky Area Planning Commission to order at 5:45 pm in the first floor conference room of the Commission's offices in Fort Mitchell, Kentucky. Attendance of the members was as follows.

Term Present Absent

Chairman Afton Kordenbrock May 2002 through May 2004 X

Vice Chairman Paul Hahn May 2001 through May 2005 X

Treasurer Bill Goetz May 2002 through May 2004 X

Commissioner Billy Bradford May 2001 through May 2005 X

Commissioner Tom Kriege May 2002 through May 2004 X

Commissioner Tom Litzler May 2002 through May 2004 X

Commissioner Lou Noll May 2001 through May 2005 X

Also present were Dennis Andrew Gordon, FAICP, Executive Director; Scott Hiles, Deputy Director for Engineering / Inspection Services; Garry Edmondson, legal counsel; and Gail H. Deatherage, Administrative Assistant.

Commissioner Noll gave the invocation and Chairman Kordenbrock led the Pledge of Allegiance.

ACCEPTANCE OF AGENDA

Chairman Kordenbrock asked if the agenda's contents were acceptable or if anyone had any additions/corrections. Commissioner Goetz made a motion to accept the agenda as presented; Commissioner Kriege seconded the motion. Chairman Kordenbrock asked for a voice vote on the motion, which found unanimous approval. The motion passed.

OLD AND UNFINISHED BUSINESS

Chairman Kordenbrock asked if the Minutes of October 8, 2003, were acceptable or if anyone had any additions/corrections. Commissioner Goetz made a motion to accept the Minutes of October 8, 2003; Commissioner Kriege seconded the motion. Chairman Kordenbrock asked for a roll call vote, which found Commissioners Hahn, Goetz, Bradford, Kriege, Litzler, Noll, and Chairman Kordenbrock in favor. The motion passed unanimously.

Mr. Gordon passed out the July, August and September 2003 Reports of Receipts and Expenditures, noting that members had previously reviewed and approved the new format. Some discussion and explanation ensued with regard to the new format. The executive director answered some general questions.

Mr. Litzler made a motion to accept the July, August, and September 2003 Reports of Receipts and Expenditures; Mr. Hahn seconded the motion. Chairman Kordenbrock asked for a roll call vote, which found Commissioners Hahn, Goetz, Bradford, Kriege, Litzler, Noll, and Chairman Kordenbrock in favor. The motion passed unanimously.

Mr. Edmondson provided some overview on legal issues, noting that an SOB meeting had been held on October 21 and had been well attended. He stated the consultants had presented a draft of the model licensing ordinance, and that it had led to some good discussion and suggestions. He reported that a final draft from the consultants will be available to all cities and the county. Mr. Edmondson gave some further comments on the contents of the draft and the various regulations that would be in place. He then answered some general questions.

Mr. Gordon stated that the Area Planning Council business meeting would be on Thursday, October 30, 2003, with Jim Ries, Kentucky Post reporter and historian, presenting the program on Northern Kentucky Trivia.

Mr. Gordon stated that Huff Realty has vacated the building except for the south pod and that all external locks will be changed in order to address security. Some discussion ensued with regard to the type of locking system to be installed. He suggested that the building committee meet in the first floor center area to discuss further his plans for renovation of the building for NKAPC staff. A meeting date of October 29, 2003, at 5:00 pm was set.

Mr. Gordon noted that Mr. Hiles was present to give some update on KCPC subdivision regulation efforts, fees, and the progress of discussions in Pendleton County. Mr. Hiles gave an overview of work being done by the construction inspectors, noting this is a busy time of year due to contractors wanting to get paving, blacktopping, and their concrete jobs completed before cold weather sets in. He gave some update on his discussions with officials in Pendleton County. He said he is preparing pricing for staff to administer their subdivision regulations. Mr. Hiles noted that the Campbell County subdivision regulations are outdated and that staff is working on updating them by year's end and provided some additional overview on the work involved in this commitment. He further noted that a milestone had been reached in Kenton County when the KCPC will adopt the last set of amendments to its subdivision regulations. He explained there had been no fee increase for five or six years for plan reviews and no fee increase for field inspections for 13 years. He said that he hopes to accomplish a higher level of inspections with an increase in staff.

He noted that discussions have started to consider coordination of subdivision regulations in all three counties and gave some comments on this work and that he feels everyone is amenable to such action. Mr. Hiles further stated that there is a lot of work going on in his department and he is hoping to be fully staffed by the end of 2003.

Mr. Goetz expressed concern about being short-staffed on inspections. Mr. Hiles responded that there is much cooperation and assistance from the building inspectors who are qualified to do field inspections and that adding another person will make things much easier on everyone.

Mr. Gordon reported he had addressed this issue with the KCPC By-Laws Committee in order to increase their fee schedule to cover a fourth inspector. He said that this information will be presented to this Commission in the near future.

Chairman Kordenbrock thanked Mr. Hiles for the update.

DISCUSSION TOPICS:

Commissioner Kriege noted that he had nothing new to report on the long-range financial planning efforts. Mr. Litzler noted he had nothing new to report from the building committee.

Mr. Gordon asked that if any member had any comment regarding his draft of "Realizing the Vision" and "Revitalizing Our Space" to please get those comments to him or Chairman Kordenbrock.

Chairman Kordenbrock noted that he would also like to discuss the joint Holiday Party 2003 at the building committee meeting on October 29, 2003.

Chairman Kordenbrock asked if there were any member comments.

Mr. Noll and Mr. Litzler both noted that they would not be at the meeting on November 12, 2003. There were no other comments.

Chairman Kordenbrock 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 6:30 pm.