

THE PARK HILLS CITY COUNCIL HELD A CAUCUS MEETING ON MONDAY, FEBRUARY 27, 2017 AT 7:00 P.M. AT THE ST. JOSEPH HEIGHTS LOCATED AT 1601 DIXIE HIGHWAY WITH MAYOR MATT MATTONE PRESIDING. COUNCILMEMBERS PRESENT: KATHY ZEMBRODT, PAM SPOOR, STEVE ELKINS, JASON RESER, GREG CLAYPOLE AND KARL OBERJOHN ALSO PRESENT WAS CITY ATTORNEY TODD MCMURTRY

Call to Order

Pledge of Allegiance

Roll Call

I. Presenter:

A. A meeting with the PDS was held last Tuesday regarding a proposed Grotto on the Our Lady of Lourdes property. Mayor Mattone asked church representatives to attend the meeting to discuss. Ms. Vivian Llambi, Vivian Llambi & Associates, stated this was not a formal procedural submittal but more of an informational presentation for comments and questions. She introduced Fr. Sean Kopczynski. Father thanked everyone and gave the history/story of St. Bernadette and the apparition of the Virgin Mary. He stated the Church would use due diligence to make the proposed Grotto a beautiful and fitting meditative area for Park Hills. Father then introduced Mr. Fred Bowling who went over the plans/drawings for the Grotto with Mayor and Council. He stated the Grotto would be located in the back of the Church parking lot tucked into the hillside and barely visible from the street. He added that no parking spaces would be eliminated and did not foresee any increase in traffic or parking issues. He stated no services would take place at the Grotto and the Church at the same time. Materials for the Grotto would be natural or natural looking to resemble stone. There would be metal handrails and fencing for safety. The Grotto would be ADA accessible. All the large trees will be kept and additional landscaping would be added for color and aesthetics. Benches would be placed in front of the Grotto. The only other additions would be trash receptacles and candle holders. There would be very low light for security/safety but no bright lights will be installed. Mr. Reser asked if the grade of the hillside would be affected. Mr. Bowling assured him they would be working with Thelen Engineering on the hillside issue. Father stated the Church hasn't faced parking issues yet and hopes if parking issues do arise, they will be able to resolve them. Due to the unusual deed restrictions and transfer of property, there are a number of steps that will need to be followed.

II. Petitioners

A. Ms. Maureen Gerrein, a resident of Montague Road since 1971, was first to speak. As she appreciates the concerns of some of the Rose Circle residents, she doesn't believe the Grotto will have a negative effect on them. She believes the Church has a right to put in what they want and is happy to see the Church occupied. She feels people have a right to their opinion but she is in favor of the Grotto.

B. Mr. Mark Koenig, St Joseph Lane, has lived in the city for 47 years. He spoke of the event in Cold Spring that generated a large crowd and additional traffic when an

apparition of Mary was supposed to take place at St. Joseph's Grotto. He stated he spoke with a woman at St. Joseph's who told her the Priest, Father Smith, at the Church contributed to the event, not the Grotto.

C. Ms. Stella Snowden, Rose Circle resident, stated she was not opposed to the Church or a Grotto, just concerned about its size. She believes the Grotto will be too large and draw large crowds creating traffic and parking issues.

D. Ms. Cooper Olsen, Morgan Court, agrees the Grotto will be too large. She believes the Grotto is being built to increase the size of the congregation and will create parking issues. She added; if there is no variance required, then no discussion is required. She asked that Park Hills preserve its history.

E. Ms. Sheila Dean, Old State Road, stated she saw shuttles to the Our Lady of Lourdes Church a couple Sundays ago and police directing traffic for an event they were having. She doesn't want the Grotto to become a spectacle. She encouraged residents to go home and look at the Church's website. She is concerned with her personal convenience and keeping Park Hills a secular city.

F. Mr. Ronnie Mitchell has lived across the street from the Church for 50 years. She has always been comforted by the Church and its beauty. She believes it is Americana to have it there. She stated she misses the bells but would love to look across the street and see a Grotto.

G. Ms. MaryAnn Maffia, Rose Circle, is originally from New York and her Church had a Grotto inside. She asked if the Church would consider an indoor Grotto due to its large size.

H. Ms. Jillian Hocker, Old State Road, echoed the concern of some of the others; the size. She also believes the Grotto should be indoors. She believes the Church is already expecting large crowds and marketing it on its website.

I. Mr. Mark Cooper, Audubon Road, believes this would be wonderful for the city and doesn't believe the size is too large and won't be as intrusive as some think.

J. Mr. Bob Ford, Alhambra Court, is concerned about the plans for the stairwell from the parking lot of the Church up to Alhambra which is not shown in the drawings. He is concerned that Ms. Spoor's position on Council could be bias with regards to the Church.

K. Mr. Greg Johnson, Lawton Road, asked if a variance needs to be given for the property.

Mayor Mattone stated the PDS said it would have to come before the city for approval. He will meet with them tomorrow to discuss.

Mr. Johnson said if it doesn't go through, the Church is welcome to use his backyard Grotto. He stated he is in favor of the Grotto.

Mayor Mattone reminded everyone that this was just a preliminary submittal for discussion.

L. The last petitioner (name not given) doesn't believe the project has been well thought out. When the question of parking came up and Father stated it wouldn't be a

problem, he asked how he knows this. He is also concerned with the stairway near his house.

Mayor Mattone stated everything will go before PDS to comply with all regulations, including parking.

Mayor Mattone would like to schedule another meeting with PDS to review further.

Discussion turned to the possible text amendment to the HC (Highway Commercial) Zone with regards to the property located at 1450 Dixie Highway (currently Complete Appliance). Mr. Joe Nienaber approached Council about the possibility of rezoning the property to include outdoor storage and light industrial use within the facility. The Mayor stated, if Council doesn't support the amendment, Mr. Nienaber would withdraw his offer to Complete Appliance. Discussion continued regarding what would and wouldn't be allowed in the zone. A handout was given to the Mayor and Council from PDS outlining the Purpose, Background, Current conditional uses, and Proposed Uses. **(It is a SAMPLE text amendment attached to the back of these minutes).**

Mr. Mark Dwertman asked to speak as a petitioner not in relation to the Grotto. He asked Mr. Reser to elaborate on his comment regarding the memorials in Trolley Park. Mr. Reser asked how the city decides on the placement, design, etc. of the memorials and memorial trees. He is not aware of the process as something that goes through Council. Mr. Dwertman asked if Mr. Reser wanted the memorials removed. Mr. Reser stated he is asking that we start looking at how we place them in the future. He is concerned anyone could put something in as a memorial and who decides what goes there and what doesn't. Ms. Spoor responded that in the past memorials have been placed in the park with articles in the newsletter and the HUB. She stated Mr. Mike Conway had a program in place where someone could purchase a tree as a memorial. The Tree Board selected the trees and planted them. They were open to anyone who was interested. She added, recently, a tree was placed near the play area in Trolley Park as a memorial for Mr. Skip Fangman. The Ash tree that was originally there was lost and this tree was planted in its place; the tree will also provide shade. Mr. Dwertman believes the memorials should be under the purview of a committee and not Council. The Mayor agreed that this should perhaps fall under the Parks, Beautification and Recreation Committee. Ms. Spoor added that all memorials were put in using private monies.

Mr. Mark Cooper asked to speak after Mr. Dwertman. He questioned Mr. Reser on the map he designed for a projected bike trail which he states shows it going through where the memorial trees are planted. Mr. Reser stated that is not accurate; it was just a proposal. Ms. Spoor asked him to make to show residents what the trail may look like. He added it wasn't a plan but a rendering.

A resident of Audubon approached the podium with some questions regarding the culvert to be put in for the Audubon Forest development. He also asked what speed calming

measures would be put in place. Ms. Spoor added that safety was the number one consideration in all discussions of the drainage site related to the Berling settlement. Mayor Mattone stated he would defer his question regarding the culvert and grate to Mr. Bayer. He added, speed humps and other speed calming options were discussed but would like to defer that to the Infrastructure Committee which is meeting this Thursday. Mayor Mattone suggested a public meeting to discuss the development further. Mr. Charles Meyers, Audubon, was next to speak. He asked about the infrastructure on Audubon Road. He stated he suggested earlier to Council that there be a temporary road off of Sleepy Hollow for construction traffic. If that doesn't happen, he asked if the city will guarantee anything to the residents of Audubon as to the costs of repairing the street if needed. Mr. Oberjohn stated some of these issues were outlined in the settlement agreement with Mr. Berling. Ms. Spoor stated they will not use Sleepy Hollow for access. She added that Mr. Berling has contributed \$20,000 toward any repairs or restorations needed. Mr. Meyers is concerned with the damage that may be noticeable years after the development is finished and possible sewer damage. Mayor Mattone stated this has been discussed with SD1; a new person with SD1 is looking to work with communities. He added, if the heavy traffic damages the laterals in the right of way, SD1 would be responsible for repairs; not the property owners or city.

Further discussion took place regarding Audubon traffic.

Ms. Ambjorn spoke regarding Devou Park. She is concerned about people using the park as an 'unofficial dog park'. She asks that park rules be respected and enforced by the Covington Police Department.

III. Discussion regarding slopes with grades of 20% or higher. Council had discussed shifting the cost of the city engineer to review to the property owner. Mayor Mattone stated he has a meeting scheduled with the PDS on Thursday, March 2nd.

IV. Discussion regarding the possibility of hiring a City Administrator. Mr. Reser began by stating he believes the city would benefit from a city administrator; at least part-time. He believes the position would pay for itself and help streamline the city's processes, help find grants and help the city run better. He believes it would help with the communication in the city. He added that many working for the city are not professionals in this field.

Mr. Elkins agrees the city has room for improvement but believes there are things the city needs to do first. He would like to see the city work smarter. Have better training. He wants to discuss these issues before going out and hiring someone. He would like to explore all options first.

Ms. Spoor agreed with Mr. Elkins. She asked if Mr. Elkins' idea would include an analysis of what the city clerk does; also, the other employees' abilities. She added we

are a small city but must live within our means and be mindful of the resources already available to us.

Mr. Claypole believes there are some gifted people in the city to reach out to in regards to grant writing.

Ms. Zembrodt stated the city clerk, and the other employees, could take on more responsibility.

Mr. Oberjohn stated being on Council is a hard job. He stated it is sometimes hard for Council members who work to make all of the meetings outside of Council meetings. He believes a city administrator could help in that regard. He added, the city needs to be careful how they define a city administrator. It is a distinct job, not like the city clerk's job. They need to have a particular set of skills and expertise that many here do not have. Ms. Zembrodt asked what it would cost. Mayor Mattone stated the salary range for a full-time administrator would be from about \$70,000 to \$100,000+ for larger cities. He believes Park Hills would only need a part time administrator for around \$30,000 per year.

Attorney McMurtry stated Villa Hills acquired a city administrator which helped them out a lot. He stated there are regulations on cities that are hard for volunteer members to keep up with.

Mayor Mattone added that being Mayor can be a tough task when there is no 'play book' on what to do. He believes an administrator could help the city make long term decisions. He stated no one here has a professional degree in public administration. He thinks it would be a part-time decision and look at funding for at least one year. He stated the city is not being fully served because we are lacking a professional advisor to help us make more informed decisions. He added, if this position does not have a direct cost savings, it is not needed.

Ms. Spoor stated Park Hills lacks the businesses that other cities have and wants to be very careful of how we deploy our money. She added that the amount of time put into the job of Council and Mayor is staggering and that she would like to see at least the Mayor receive a raise.

Ms. Sarah Froelich asked how the city would make its decision. Mayor Mattone stated there are a number of steps before someone would be hired. Mr. Elkins stated it would be discussed further at the next Personnel Committee Meeting.

Members of the audience, along with the Mayor and Council, weighed the pros and cons of a city administrator and also discussed city taxes.


V. Mayor Mattone stated he spoke with Mr. Bob Yeager at District 6 regarding the Dixie Sidewalk grant money. Discussion and work on this has begun. The project would be funded by the state so the city would have no say in the design.

9:30 Motion to move the agenda to enter into closed session was made by Ms. Spoor; second by Mr. Claypole. Roll call: all ayes

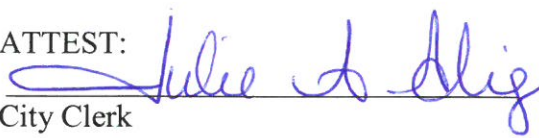
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10:00 Motion to enter back into regular session

10:00 Motion to adjourn from Business Meeting



Mayor, Matt Mattone

ATTEST: 

City Clerk

Potential Text Amendments - Park Hills HC (Highway Commercial Zone)

Purpose:

- To draft a text amendment allowing home improvement design, sales, service and installation in the HC (Highway Commercial) Zone.
- Removing rentals of automobiles and trucks weighing up to 25,999 lbs.

BACKGROUND

Current Permitted Uses:

1. Automotive service and repair.
2. Bank, and other financial institutions including loan, savings, and finance companies, with drive - in windows.
3. Catering.
4. Computer service and repair.
5. Eating and drinking places, including drive - ins, and drive-thrus.
6. Household and electrical appliances, sales and service.
7. Motor vehicle parts, wholesale and retail sales.
8. Off - street parking lots and/or garages.
9. Police and fire stations.
10. Privately owned and/or operated recreational uses, including, but not limited to, indoor soccer, cheerleading, and gymnastic facilities.
11. Nursery schools.
12. Storage facilities.
13. Rentals of automobiles and trucks weighing up to 25,999 lbs.

Current Conditional Uses:

Service stations (including auto repairing, providing all repair work except that of a minor nature -- e.g., change of fan belt, minor carburetor adjustment, tire removal and/or replacement, windshield wiper replacement, etc. -- is conducted wholly within a completely enclosed building and providing further that such service station is located adjacent to an arterial street).

First Request

Proposed Use:

Home improvement design, sales, service and installation

Use Conditions:

- Permits
 - Accessory outdoor storage
 - Manufacturing
- Limits on outdoor storage

- Must be within the side or rear yard and no further than 50 feet from the building, and at least 50 feet from any right-of-way
- Cannot exceed 8 feet in height
- Percent of outdoor storage cannot exceed 25% of the gross floor area of the principal structure and in no case be greater than 1,000 square feet.
- Landscaping
 - Choose one option:
 - 1 tree per 35 feet of linear boundary, or fraction thereof, from either List A (shade trees or List B (flowering and non-flowering trees), plus a single row hedge from either List D (deciduous shrubs) or List E (evergreen/broadleaf shrubs), plus a six-foot fence.
 - A double row, staggered planting of trees from List C (evergreen/broadleaf trees) at 15 feet on center, plus a six-foot fence.
- Noise
 - Other development controls: No noise shall exceed an unreasonable level to cause a nuisance or otherwise objectionable disturbance to the surrounding development and/or community.

Notes:

- This use can be added either as a permitted use or a conditional use.
 - A permitted use will need to meet the requirements of the zoning ordinance prior to permits being issued.
 - The conditional use process requires a public hearing and approval from the Board of Adjustment prior to permits being issued.
- The Use Conditions noted above for this specific use can be addressed in Section 10.9, E Other Development Controls

Second Request

Proposed Deletion:

Permitted Use: Rentals of automobiles and trucks weighing up to 25,999 lbs.

Other Development Controls – Outdoor Business Activities: Automobile and/or truck rental businesses shall be exempt from complying with this provision, subsection (E)(8), and may permanently park their vehicles within a non-enclosed area of their property.

Notes:

- Removing this use will make any existing type of business a nonconforming use.
- Nonconforming uses have the right to operate their business exactly as it is, but they cannot expand or enlarge the operation.
- Nonconforming uses can change owners/companies if the original use and scope of the operation is not enlarged or expanded.
- If someone wants to change the use to a different type of business, it will then either need to be a permitted/conditional use within the HC Zone, or go to the Board of Adjustment to seek a change from one nonconforming to another nonconforming use.