



NEWPORT
KENTUCKY

**NEWPORT PLANNING AND ZONING COMMISSION
REGULAR MEETING**

January 23, 2024 @ 5:00 P.M.

Newport Municipal Building, 998 Monmouth Street, 1st Floor Multi-Purpose Room

*The public can access the meeting through the live stream on
[Facebook.com/CityofNewportKY](https://www.facebook.com/CityofNewportKY) or [YouTube/CityofNewportKY](https://www.youtube.com/CityofNewportKY)*

AGENDA

CALL TO ORDER AND ROLL CALL

VOTE ON A CHAIRPERSON

VOTE ON A VICE CHAIRPERSON

APPROVAL OF MINUTES:

- Special meeting on November 7, 2023

PUBLIC HEARING:

- PZ-01-24- Text Amendment to various codes in zoning.
Requested by: City of Newport

OTHER BUSINESS

ADJOURNMENT



NEWPORT
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CITY OF NEWPORT PLANNING & ZONING COMMISSION
November 7, 2023
MINUTES

Newport Municipal Building, 998 Monmouth Street, 1st Floor Multi-Purpose Room
*The public can access the meeting through the live stream on
Facebook.com/CityofNewportKY or YouTube/CityofNewportKY*

A special meeting of the Newport Planning & Zoning Commission was held on Tuesday, November 7, 2023, at 5:00 p.m. at the Newport Municipal Complex, 998 Monmouth Street, Newport, Kentucky.

In Attendance were Ron Rawe-Chairperson, Neal Connor, Joe Klare, Bill Kreutzjans, Willis Gregory, Planning and Development Director Brian Steffen, and City Attorney Dan Braun. Absent were City Engineer Steve Berling and City Manager Thomas Fromme.

Approval of Minutes:

A motion by Bill Kreutzjans, seconded by Neal Connor, to approve the regular meeting minutes for August 22, 2023, as presented.

Roll Call:

Willis Gregory	Yes
Neal Connor	Yes
Joe Klare	Yes
Bill Kreutzjans	Yes
Ron Rawe	Yes

5-0 Motion carried- so ordered.

PUBLIC HEARING:

Case PZ-23-12 Buena Vista Overlay Map:

Comments: Planning and Development Director Brian Steffen requested this be removed from the agenda and sent back to the Newport Historic Preservation Commission for reconsideration due to pending legal action from the HP Meeting on October 25, 2023.

A motion by Neal Connor, seconded by Willis Gregory, to remove Case PZ-23-12 from the agenda and send it back to the Newport Historic Preservation for further consideration.

Roll Call:

Willis Gregory	Yes
Neal Connor	Yes
Joe Klare	Yes
Bill Kreutzjans	Yes
Ron Rawe	Yes

5-0 Motion carried- so ordered.



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A five-minute recess was taken at approximately 5:14 p.m., and the meeting resumed at approximately 5:20 p.m. with the following members present; Ron Rawe, Neal Connor, Joe Klare, Bill Kreutzjans, and Willis Gregory.

Prior to commencing the Public Hearing, all parties giving testimony were sworn in. All parties, including the applicant, City staff, Board Attorney, and those in support and opposition of the applicant, have a right to give testimony and cross-examination witnesses.

Case PZ-23-10 East Row Overlay Map:

Comments:

Planning and Development Director Brian Steffen stated that over the summer, the city hired a consultant to help ensure we were following the proper protocol for KY statutes, KY Ordinances, and Zoning Codes. The Board of Commissioners approved the revisions in September. Since the approval, the P&Z Board is now required to hear cases to approve local historic district overlay maps. This provides extra protection for the Historic Districts and does not require more restrictions on the residents in these Historic Districts. Both these Historic Districts tonight have already received approval from the HP Commission and the City Commission years ago, which would negate the reason to bring them back to the HP Commission. The P&Z Board is here tonight to determine based on the 2020 Comprehensive Plan.

Audience:

- Paul Kramer, 839 Monroe Street, asked if this will affect budgetary procedures for the HP Board. The Planning and Development Director, Brian Steffen, advised that this will not change the budgetary process for the HP Commission.
- Brooks Parker, Pastor of the House of Deliverance Church, 626 Washington Street. The church owns lots on Robert Street, but if we wanted to build on these lots, if the provisions are approved, would properties in the district need to follow the new construction guidelines? Ron Rawe advised that if the property is located within the boundary, you must follow the latest construction provisions, obtain a COA, and appear before the HP Commission.

A motion by Bill Kreutzjans, seconded by Neal Connor, to approve case number PZ-23-10, sending a recommendation to the Newport Board of Commissioners for the creation of a design review overlay district in what is commonly known as the East Row Historic District. The area of the design review overlay, as represented on the provided map, is generally bounded by East 2nd St. to the North, East 10th St to the South, Oak St. to the East, and Washington Ave. to the West.

After having heard evidence and testimony, it is found that the proposed design review overlay district is in conformance with the City's Comprehensive plan. Testimony was heard in support of the overlay from City Staff, who presented evidence that the proposed overlay complies with relevant state statute, city ordinances, and comprehensive plan.

Roll Call:

Willis Gregory	Yes
Neal Connor	Yes
Joe Klare	Yes



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Bill Kreutzjans Yes
Ron Rawe Yes
5-0 Motion carried- so ordered.

Case PZ-23-11 York Street Overlay Map:

A motion by Joe Klare, seconded by Willis Gregory, to approve case number PZ-23-11, sending a recommendation to the Newport Board of Commissioners for the creation of a design review overlay district in what is commonly known as the York Street Historic District. The area of the design review overlay, as represented on the provided map, is generally bounded by West 7th St. to the North, West 11th St to the South, Orchard St to the East, and Columbia St to the West.

After having heard evidence and testimony, it is found that the proposed design review overlay district is in conformance with the City’s Comprehensive plan. Testimony was heard in support of the overlay from City Staff, who presented evidence that the proposed overlay complies with relevant state statute, city ordinances, and comprehensive plan.

Roll Call:

Willis Gregory Yes
Neal Connor Yes
Joe Klare Yes
Bill Kreutzjans Yes
Ron Rawe Yes
5-0 Motion carried- so ordered.

Adjournment:

A motion by Neal Connor, seconded by Bill Kreutzjans, to adjourn the meeting. Motion carried- so ordered. Accordingly, the meeting adjourned at approximately 5:45 p.m.

Approved: _____
Ron Rawe, Chairperson

Attest: _____
Tiffany Myers, City Clerk



NEWPORT KENTUCKY

PLANNING AND ZONING COMMISSION APPLICATION

For Office Use:

Case Number

BA-24-01

Hearing Date
(If Applicable)

1.23.24

Date Received

12-18-23

To be completed by applicant:

1. Property Owner: _____
 Contact Person: _____
 Site/Location: _____
 Phone: _____ Email: _____

2. Applicant (if different than Owner): City of Newport
 Contact Person: Brian Steffen
 Address: 998 Monmouth Street, Newport, KY 41071
 Phone: 859-292-3637 Email: bsteffen@newportky.gov

3. Who is the Point of Contact? Brian Steffen

TYPE OF HEARING REQUESTED (CHECK APPLICABLE CATEGORY):

ZONING MAP AMENDMENT

Current zoning of property: _____

Proposed zoning of property: _____

Property PIDN (s) _____

Legal description attached: This can be either a Metes and Bounds survey or a copy of the deed.

Names and Addresses of the owner(s) of the adjacent properties.

Letter or signature from the property owner authorizing the applicant to submit the application on their behalf (if applicable).

Nine copies of required development plan.

TEXT AMENDMENT

Section (s) of Zoning Ordinance of proposed change:

Section 10.3 Table 6, permitted and conditional commercial uses

Proposed text changes (attach additional sheets if needed)

Various amendments to permitted and conditional uses in the Commercial zones,
related, but not limited to tattoo / body modification shops and adaptive re-use

DEVELOPMENT PLAN/ PRELIMINARY PLAT

Current zoning of property: _____

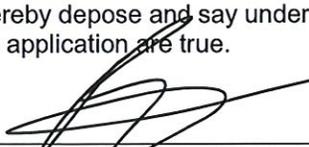
Property PIDN (s) _____

- Legal description attached: This can be either a Metes and Bounds survey or a copy of the deed.
- Letter or signature from the property owner authorizing the applicant to submit the application on their behalf (if applicable).
- Nine copies of required development plan.

PLAT REVIEW

- Three copies of plat with legal description are required to be submitted with application. (plat shall have signature lines for the Mayor and Planning Commission Chairperson)

I hereby depose and say under the penalties of perjury that all of the statements contained in or submitted with this application are true.



Owner's or duly authorized legal agent's signature

City of Newport

County of Campbell

Commonwealth of Kentucky

Subscribed and sworn to before on this 18 day of December 2023



TIFFANY MYERS
Notary Public, Kentucky
State At Large
My Commission Expires
May 14, 2027
Notary ID# KYNP69851

My Commission Expires _____