

CITY OF HIGHLAND HEIGHTS
Planning and Zoning
Special Meeting Minutes
October 27, 2022
Approved: November 15, 2022

Chairperson Crawford called to order the regular meeting of the Planning and Zoning Commission on October 27, 2022, 7:00 p.m. at the Highland Heights City Building, 176 Johns Hill Road.

Roll Call: Commissioners, Steve Crawford, John Braun, Joe Krebs, Scott Reincke, Gene White, John McNabb via Zoom, Chuck Pettit via Zoom. A quorum was present.

Commissioners Absent: Audrey Koester

Staff Present: Michael Giffen, City Administrator; Dave Geohegan, City Planner; Cassandra Williams, Assistant City Clerk.

Staff Absent: Steve Franzen, Attorney

Minutes for Approval

- **Planning & Zoning Regular Meeting minutes from October 11, 2022:** These minutes were previously e-mailed to the Commissioners and City Staff.
 - **Action Taken:** Commissioner Krebs made a motion to approve the Planning and Zoning regular meeting minutes October 11, 2022. Seconded by Commissioner Reinck
Discussion: None.
 - **Roll Call:** Commissioner Krebs, yes; McNabb, yes; Braun, yes; Pettit, yes; White, yes; Chairperson Crawford, yes; Reincke yes. Chairperson Crawford declared the minutes approved.

Announcements

- Notice of the special meeting, along with an agenda and meeting materials, were emailed to all planning and zoning commissioners. Email notifications and agendas were sent to media organizations, who have requested notification. A notice and the agenda were posted on the door of the City Building and on the City's website. An announcement was also posted on the City's Facebook page.

Correspondence: None

Scheduled Guests: None

Staff Reports

- City Administrator – Michael Giffen
 - Thermo Fisher is expanding and presented application for Stage 1 Development Plan.
 - **Action Taken:** Commissioner White made a motion to accept the application from Thermo Fisher. Seconded by Commissioner Braun. Discussion: None.
 - **Roll Call:** Commissioner McNabb, yes; Braun, yes; Pettit, yes; White, yes; Chairperson Crawford, yes; Reincke yes; Krebs, yes. Chairperson Crawford declared the motion passed.

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- City Planner – Dave Geohegan
 - Zoning Map – online, update and getting property, zoning, and city boundaries to all agree

Commissioner Comments: None

Audience Comments: None

Unfinished Business: None

New Business

- Request to hold a Public Hearing and Special Meeting held on November 15, 2022 to discuss a Phase 1 Development Plan.
 - **Action Taken:** Commissioner Krebs made a motion to hold a public hearing and Special Meeting on November 15, 2022 to discuss the Thermo Fisher Phase 1 Development Plan. Seconded by Commissioner Reincke. Discussion: None.
 - **Roll Call:** Commissioner McNabb, yes; Braun, yes; Pettit, yes; White, yes; Chairperson Crawford, yes; Reincke yes; Krebs, yes. Chairperson Crawford declared the motion passed.


Continuing Education: No Report

Adjournment

- **Action Taken:** Commissioner White made a motion to adjourn the meeting. Seconded by Commissioner McNabb. Discussion: None. Ayes: All. Chairperson Crawford declared the motion passed.

Meeting adjourned at 7:12 p.m. on Tuesday, October 27, 2022.

Submitted: 
Cassandra Williams, Assistant City Clerk

Signed: 
Steve Crawford, Chairperson, Planning & Zoning Commission