

**CITY OF HIGHLAND HEIGHTS**  
**Planning and Zoning**  
**Regular Meeting Minutes**  
**March 14, 2023**  
**Approved: May 9, 2023**

Chairperson Crawford called to order the regular meeting of the Planning and Zoning Commission on March 14, 2023, 7:00 p.m. at the Highland Heights City Building, 176 Johns Hill Road.

**Roll Call:** Chairperson Crawford, Commissioners Joe Krebs, Scott Reincke, Gene White, Audrey Koester, Christie Fillhardt. A quorum was present.

**Absent:** Commissioner John McNabb

**Staff Present:** Dave Geohegan, City Planner; Cindy Minter, Campbell County Planning & Zoning; Jeanne Pettit, City Clerk/Treasurer; Michelle Eviston, Attorney.

**Minutes for Approval**

- **Planning & Zoning Regular Meeting minutes from February 14, 2023:** These minutes were previously e-mailed to the Commissioners and Staff.
  - **Action Taken:** Commissioner Fillhardt made a motion to approve the Planning and Zoning regular meeting minutes of February 14, 2023. Seconded by Commissioner Krebs. Discussion: None.
  - **Roll Call:** Commissioner Krebs, yes; Reincke, yes; Chairperson Crawford, yes; Koester, yes; White, yes; Fillhardt, yes. Chairperson Crawford declared the minutes approved.

**Announcements**

- Chuck Pettit has resigned from the Planning and Zoning Commission effective March 7, 2023.
- Council had a first reading, on March 7, 2023, of an ordinance formally setting the number of Planning and Zoning Commissioners at 8 resident members.
- Council formally announced that Michelle Eviston will be the City's attorney. Attorney Eviston introduced herself.

**Correspondence:** None

**Scheduled Guests:** None

**Staff Reports**

- City Planner: Dave Geohegan – No Report
- Zoning Administrator: Cindy Minter – No Report
- City Attorney: Michelle Eviston – No Report

**Commissioner Comments:** None

**Audience Comments:** None

**Unfinished Business**

- Review of Planning and Zoning By-Laws: Attorney Eviston and Ms. Minter reviewed changes of the bylaws. Key changes from the February 14, 2023 review are:
  - Article III changes membership to 8 resident members.

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- Article III revision to read: “Additionally, reimbursement for expenses may be authorized for members of the COMMISSION, but such members or staff shall receive no additional compensation.”
  - **Action Taken:** Commissioner White made a motion to accept the Planning and Zoning By-Laws as read and corrected. Seconded by Commissioner Krebs. Discussion: None.
  - **Roll Call:** Commissioner Krebs, yes; Reincke, yes; Chairperson Crawford, yes; Koester, yes; White, yes; Fillhardt, yes. Chairperson Crawford declared the motion passed.

**New Business:** None

**Continuing Education**

- Commissioners White, Reincke, McNabb, and Chairperson Crawford attended the David J. Allor Planning and Zoning workshop on March 10, 2023. There was discussion of some of the topics addressed at the workshop.

**Adjournment**

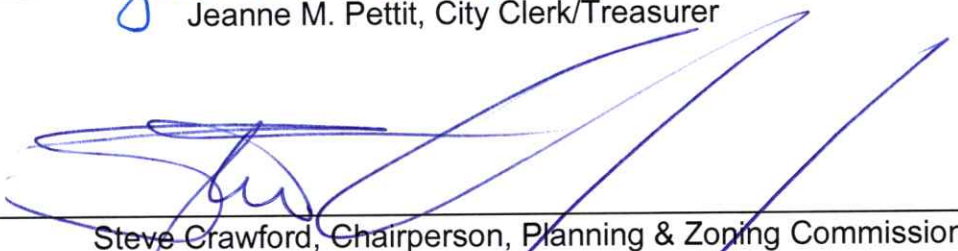
- **Action Taken:** Commissioner White made a motion to adjourn the meeting. Seconded by Commissioner Koester. Discussion: None. Ayes: All. Chairperson Crawford declared the motion passed.

Meeting adjourned at 7:51 p.m. on Tuesday, March 14, 2023.

**Submitted:**

  
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Jeanne M. Pettit, City Clerk/Treasurer

**Signed:**

  
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Steve Crawford, Chairperson, Planning & Zoning Commission