

CITY OF HIGHLAND HEIGHTS
Planning and Zoning Regular Meeting Minutes
March 12, 2024
Approved: April 9, 2024

Chair Pro-Tem McNabb called to order the regular meeting of the Planning and Zoning Commission on March 12, 2024, 7:00 pm at the Highland Heights City Building, 176 Johns Hill Road.

Roll Call: Commissioners Joe Krebs, Scott Reincke, Audrey Koester, Gene White, Christie Fillhardt, Dale Elifrits, John McNabb. A quorum was present.

Commissioners Absent: Chairperson Steve Crawford was not able to attend.

Staff Present: Dave Geohegan, City Planner; Jeanne Pettit, City Clerk/Treasurer; Michelle Eviston, Attorney.

Staff Absent: Cindy Minter, Zoning Administrator.

Minutes for Approval

- **Planning & Zoning Regular Meeting minutes from February 13, 2024:** These minutes were previously emailed to the Commissioners and Staff.
 - **Action Taken:** Commissioner Krebs made a motion to approve the Planning and Zoning regular meeting minutes of February 13, 2024. Seconded by Commissioner Elifrits. Discussion: None.
 - **Roll Call:** Commissioner Krebs, yes; Reincke, yes; McNabb, abstain; Koester, yes; White, yes; Fillhardt, yes, Elifrits, yes. Chair Pro-Tem McNabb declared the minutes approved.

Announcements

- Thursday, April 18 from 8:30-5:00 at the Erlanger Municipal Building the Kentucky League of Cities will hold a Planning and Zoning Seminar. Please contact Jeanne Pettit if you would like to attend.
- Reminder to complete the Financial Disclosure Statement and send it to simon.boxall@nkadd.org or drop it off at the administration office and Clerk Pettit will forward it.

Correspondence: None

Scheduled Guests: None

Staff Reports

- City Attorney – Michelle Eviston – No Report
- City Planner – Dave Geohegan
- Discussed the statutes requiring cities to have a statement of goals and objectives for the comprehensive plan. The goals and objectives guide the formulation of the other elements of the comprehensive plan.
- Outlined the open houses held for the community input, and comments received during those sessions. The steering committee and its role in the process was also discussed. Input from the open houses and steering committee meetings were used to formulate the goals and objectives.
- A draft of the goals and objectives has been created, posted on the City of Highland Heights website, and distributed to the Planning and Zoning Commissioners.

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- Mr. Geohegan proposed a public hearing be scheduled for April 9 at 7:00 pm in council chambers to hear all comments and question about the 2024 Comprehensive Plan proposed goals and objectives. The official record of comments and suggestions for the proposed goals and objectives will be taken at the public hearing. There is a form on the website to submit written comments.
 - **Action Taken:** Commissioner Krebs made a motion to hold a Public Hearing on Tuesday, April 9, 2024 at 7:00 pm at the Highland Heights City Building to receive input on 2024 Comprehensive plan goals and objectives. Seconded by Commissioner Fillhardt. Discussion: None.
 - **Roll Call:** Commissioner Elifrits, yes; Fillhardt, yes; White, yes; Koester, yes, McNabb, yes; Reincke, yes; Krebs, yes. Chairperson Pro-Tem McNabb declared the motion passed.

Commissioner Comments

- Commissioner Fillhardt stated she attended the Allor Workshop at NKU on March 1, 2024 and found it informative. She appreciated the opportunity to attend.

Audience Comments: None

Unfinished Business: None

New Business: None

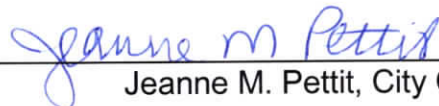
Continuing Education: None

Adjournment

- **Action Taken:** Commissioner White made a motion to adjourn the meeting. Seconded by Commissioner Eilfrits. Discussion: None. Yes: All. Chair Pro-Tem McNabb declared the motion passed.

Meeting adjourned at 7:13 pm on Tuesday, March 12, 2024.

Submitted:



Jeanne M. Pettit, City Clerk/Treasurer

Signed:



John McNabb, Chair Pro-Tem, Planning & Zoning Commission