

**CITY OF HIGHLAND HEIGHTS**  
**Planning & Zoning Regular Meeting Minutes**  
**May 14, 2024**  
**Approved: November 12, 2024**

Chairperson Crawford called to order the regular meeting of the Planning and Zoning Commission on May 14, 2024, 7:00 p.m. at the Highland Heights City Building, 176 Johns Hill Road.

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

**Commissioners absent:** Commissioners Fillhardt and Elifrits could not attend the meeting.

**Staff Present:** Jeanne Pettit, City Clerk/Treasurer; Michelle Eviston, Attorney.

**Staff Absent:** Cindy Minter, Zoning Administrator; Dave Geohegan, City Planner.

**Minutes for Approval**

- **Planning & Zoning Public Hearing minutes from April 9, 2024:** These minutes were previously emailed to the Commissioners and City Staff.
  - **Action Taken:** Commissioner Krebs made a motion to approve the Planning and Zoning public hearing minutes of April 9, 2024. Seconded by Commissioner Reincke. Discussion: None.
  - **Roll Call:** Chairperson Crawford, yes; Commissioners Krebs, yes; Reincke, yes; McNabb, yes; Koester, yes; White, yes. Chairperson Crawford declared the minutes approved.
- **Planning & Zoning Regular Meeting minutes from April 9, 2024:** These minutes were previously emailed to the Commissioners and City Staff.
  - **Action Taken:** Commissioner White made a motion to approve the Planning and Zoning regular meeting minutes of April 9, 2024. Seconded by Commissioner McNabb. Discussion: None.
  - **Roll Call:** Chairperson Crawford, yes; Commissioners Reincke, yes; McNabb, yes; Koester, yes; White, yes; Krebs, yes. Chairperson Crawford declared the minutes approved.

**Announcements:** None

**Correspondence:** None

**Scheduled Guests:** None

**Staff Reports**

- City Attorney – Michelle Eviston
  - There is a possibility of zoning regulations for medical cannabis businesses coming before Planning & Zoning. Types of businesses could include dispensaries, cultivators, producers, processors, safety compliance.
  - Chairperson Crawford spoke with City Administrator Giffen and requested Planning and Zoning be informed of council discussions about medical cannabis.

**Commissioner Comments:** None

**Audience Comments:** None

**Unfinished Business:** None

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**New Business:** None

**Continuing Education**

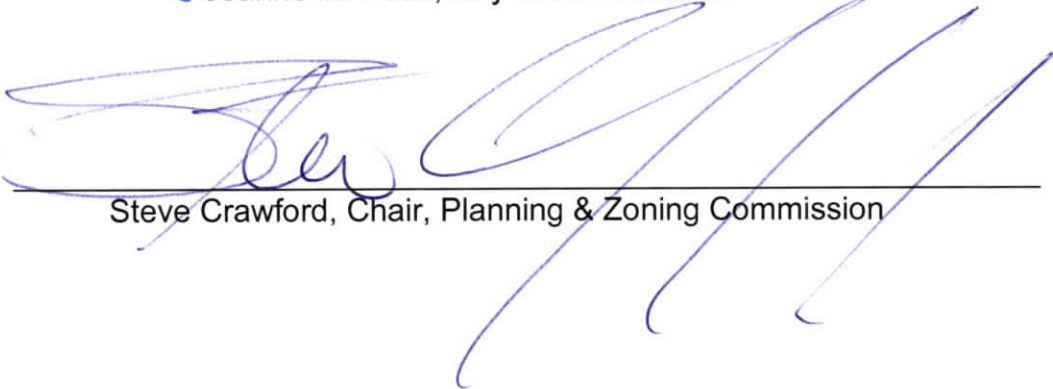
- Tuesday, May 21, 5:30 dinner provided, 6:00 class begins, fiscal court chambers at 1098 Monmouth Street – Campbell County Planning and Zoning presenting Addressing Housing Need through Planning and Zoning. RSVP due by May 6.

**Adjournment**

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

Meeting adjourned at 7:11 p.m. on Tuesday, May 14, 2024.

**Submitted:**   
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Jeanne M. Pettit, City Clerk/Treasurer

**Signed:**   
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Steve Crawford, Chair, Planning & Zoning Commission