

CITY OF HIGHLAND HEIGHTS
Planning & Zoning Regular Meeting Minutes
May 12, 2026
Approved: September 8, 2026

On Tuesday, May 12, 2026 at 7:00 p.m. Chairperson Crawford called the regular meeting of the Planning and Zoning Commission to order at 176 Johns Hill Road.

Roll Call: Chairperson Steve Crawford. Commissioners Joe Krebs, Scott Reincke, John McNabb, Gene White, Christie Fillhardt. A quorum was present.

Commissioner Absent: Audrey Koester.

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

Minutes for Approval

- **Planning & Zoning regular meeting minutes from April 14, 2026:** These minutes were previously e-mailed to the Commissioners and City Staff.
 - **Action Taken:** Commissioner Krebs made a motion to approve the Planning & Zoning regular meeting minutes of April 14, 2026. Seconded by Commissioner Fillhardt. Discussion: None.
 - **Roll Call:** Commissioners Fillhardt, yes; White, yes; Crawford, yes; McNabb, yes; Reincke, yes; Krebs, yes. The minutes are approved.

Announcements: None

Correspondence: None

Scheduled Guests: None

Staff Reports

- Zoning Administrator – Cindy Minter
 - Update for the VA medical office building's landscape plan.
 - **Action Taken:** Commissioner White made a motion to accept the landscape plan as submitted. The request is appropriate for this site since it is in compliance with the City of Highland Heights Comprehensive Plan and Zoning Ordinance. Seconded by Commissioner Fillhardt. Discussion: None.
 - **Roll Call:** Commissioners Fillhardt, yes; White, yes; Crawford, yes; McNabb, yes; Reincke, yes; Krebs, yes. The motion is approved.
- City Planner – Dave Geohegan
- City Attorney – Michelle Eviston

Commissioner Comments: None

Audience Comments: None

Unfinished Business:

- Short Term Rentals. The senate bill addressing short term rentals, which would limit the city's ability to manage short term rentals, did not pass.
- It is more effective to have a stand-alone ordinance for the appeal process, collecting a licensing fee, and taking corrective action in a timely manner.

New Business

Public Hearing, File No: PZ-26-014

Applicant: AutoZone Development, LLC

Location: 2411 Alexandria Pike, Highland Heights KY

Request: Site Development Plan for Auto Parts Store

CITY OF HIGHLAND HEIGHTS
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Announcement: Chairperson Crawford reports the purpose of the public hearing is to discuss and hear comments on the site development plan for an Auto Zone store.

Notification: Notification of the public hearing was published in LINKnky on April 23, 2026. Letters were sent to adjacent property owners.

Presentation from Staff

- Zoning Administrator – Cindy Minter – Report is attached to these minutes.
 - Board of Adjustment met before the Planning and Zoning meeting and granted the necessary variances with no conditions.
- City Planner – Dave Geohegan
 - Is the construction of the sidewalk part of the builder's responsibility or part of the city project. Cost of sidewalk would be borne by the developer. The width of sidewalk proposed is 10 feet, some areas 8 feet.
- City Attorney – Michelle Eviston

Public Comments

Jerry Pombles, 2430 Hale Avenue – believes this development would be an asset for the city. Concern is that right turn in/right turn out won't be obeyed, as observed at the Frisch's right turn out onto US 27.

Commissioner Discussion

- Request for plantings on north end of building – due to the electrical easement, Duke Energy is unlikely to allow plantings. The plan does have a variety of colors, materials, and finishes to soften this side of the building.
- Detention area is located between dumpster and entrance off of the service road. A 15-20 percent reduction of stormwater on the site is anticipated.
- Construction will begin no sooner than 2 months from now.

Additional Public Comment: None

Close Public Comments

Action Taken: Commissioner White made a motion to approve the proposed combined Concept Develop Plan and Site Development Plan subject to the following conditions:

- Variance setbacks as approved by the Board of Adjustments.
- Service drive be repaved.
- Detention measures details be submitted to the City Engineer for review.
- Landscaping, sidewalk, and limestone wall on the US 27 side be reviewed by the City Engineer.

The submitted Site Development Plan identifies the proposed use of the site as auto parts store (new) that is listed as a permitted use in the SC zone and the submitted request is appropriate for this site since it is in compliance with the City of Highland Heights Comprehensive Plan.

Seconded by Commissioner Krebs. Discussion: None.

Roll Call: Commissioners Krebs, yes; Reincke, yes; McNabb, yes; Crawford, yes; White, yes; Fillhardt, yes. The motion is approved.

CITY OF HIGHLAND HEIGHTS
Planning & Zoning Regular Meeting Minutes
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Public Hearing, File No PZ-26-020

Applicant: City of Highland Heights

Request: Zone text amendments related to qualified manufactured homes.

Announcement: Chairperson Crawford reports the purpose of the public hearing is to discuss and hear comments on zone text amendments related to qualified manufactured homes.

Notification: Notification of the public hearing was published in LINKnky on May 1, 2026.

Presentation from Staff

- Zoning Administrator – Cindy Minter
 - HB 160 – effective July 1, cities are required to allow qualified manufactured homes in all zones that have residential zones. Can put some conditions on them.
 - Qualified manufactured home has to be built in the last 5 years, legislature has said the home has to face street and be on a traditional lot. Home owners' associations and historic districts can deny qualified manufactured homes.
 - Restrictions on qualified manufactured homes have to be on all homes i.e. built on a permanent foundation, system of transport has to be removed.
 - Considerations could include having condition space either in a basement or second story, having a minimum of 5 corners instead of 4 corners so you don't get a box, types of building materials.
- City Planner – Dave Geohegan
- City Attorney – Michelle Eviston

Public Comments: None

Close Public Comments

Commissioner Discussion: None

Additional Public Comment: None

Continuing Education: Nothing new to report.

Adjournment

- **Action Taken:** Commissioner White made a motion to adjourn the May 12, 2026 meeting. Seconded by Commissioner McNabb. Discussion: None. Yes: All. The motion passed.

Meeting adjourned at 8:18 p.m. on Tuesday, May 12, 2026.

Submitted:

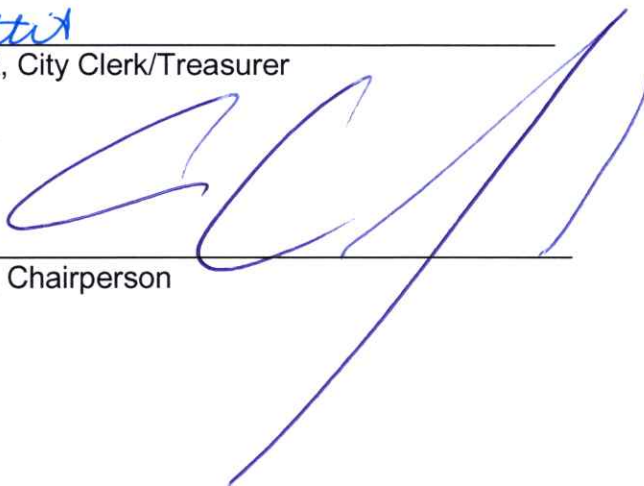


Jeanne M. Pettit, City Clerk/Treasurer

Signed:



Steve Crawford, Chairperson



April 22, 2026

Mr. Steve Crawford, Chair
City of Highland Heights Planning & Zoning Commission
176 Johns Hill Road
Highland Heights, KY 41076

Mr. Crawford,

A public meeting is scheduled before the Highland Heights Planning and Zoning Commission on May 12, 7:00 P.M. at the City of Highland Heights City Building, 176 Johns Hill Road, Highland Heights, KY.

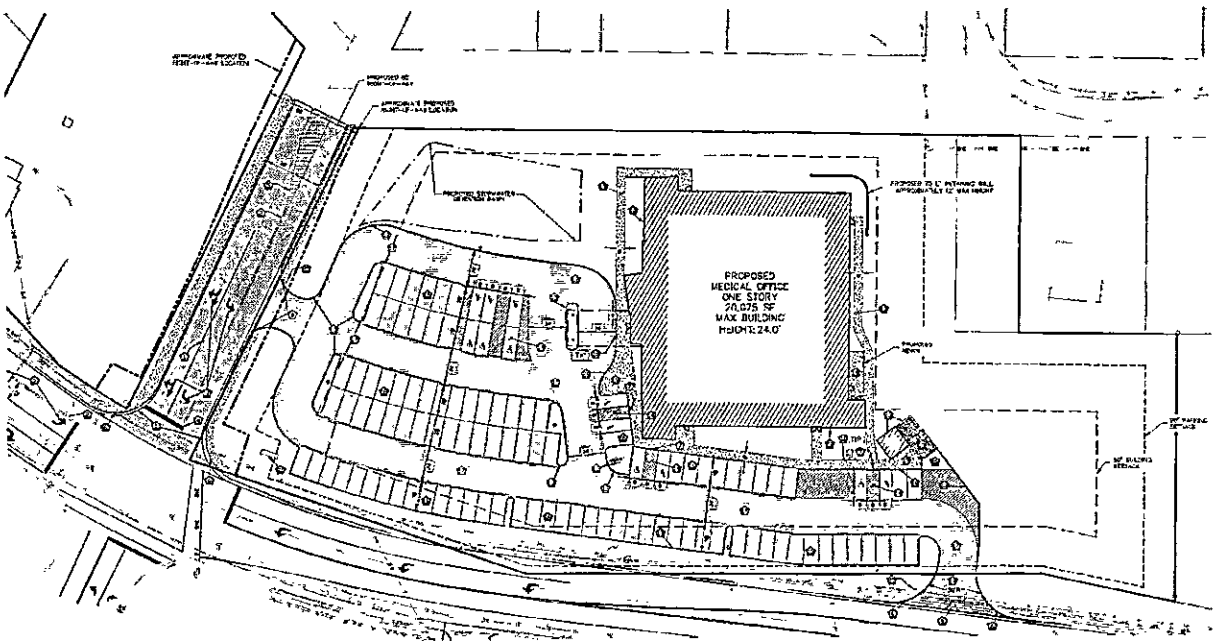
Staff respectively submits the landscape plan for review as a supplement to the Site Development (Stage 2) Plans for the previously approved Medical Office Building at 2326 Alexandria Pike.

Overview:

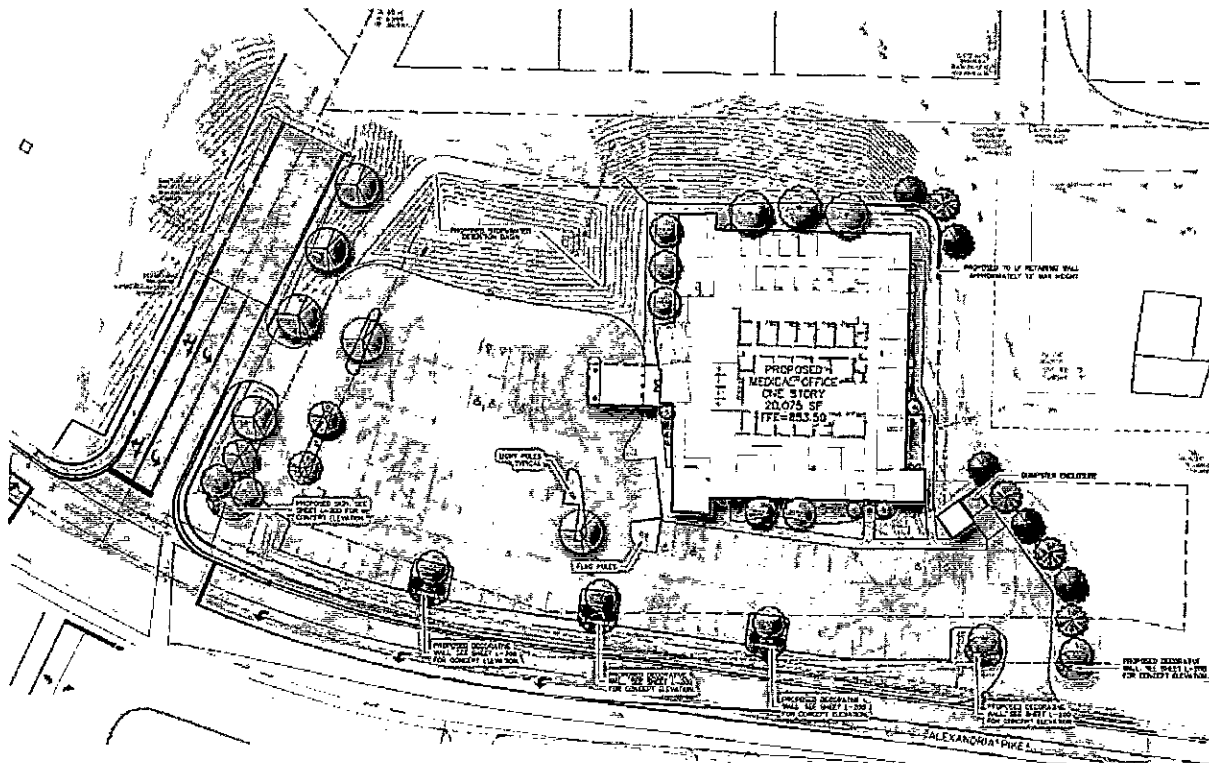
ZRB Development is in the process of constructing a Veterans Administration (VA) Clinic.

In April 2015, a stage I (Concept) development plan (PZ-25-011) was presented to the Planning Commission along with a zone map amendment (PZ-25-010). The concept plan was approved and the zone map amendment was forwarded to City Council with the Commission's recommendation to approve. City council heard the first reading of the zone change ordinance on May 20 and was adopted at the June 3 meeting.

In August 2015, the Planning Commission approved the Stage II Plans (PZ-25-031) but requested and additional review of the Landscape plan.



The following plan was reviewed for compliance with Article 12 Off-street Parking and Landscaping Regulations.

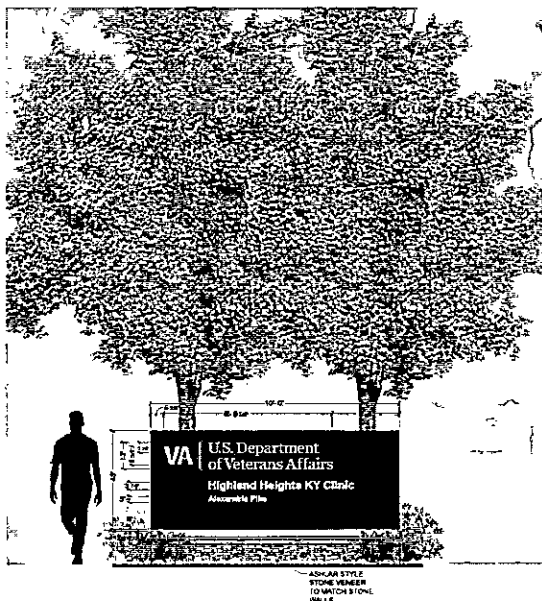


PLANT SCHEDULE

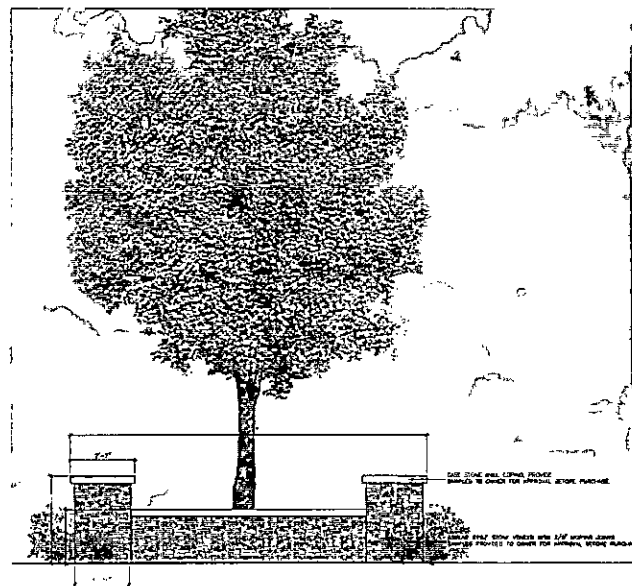
SYMBOL	QTY	BOTANICAL NAME	COMMON NAME	SIZE	SPACING	COMMENTS
	3	ACER SACCHARUM 'GREEN MOUNTAIN'	SUGAR MAPLE	2.5" CAL.	AS SHOWN	
	3	SYRINGA RETICULATA 'IVORY SILK'	IVORY SILK JAPANESE LILAC	2.5" CAL.	AS SHOWN	
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	4	PINUS STROBUS	WHITE PINE	6" HT.	AS SHOWN	
	3	SPIRAEA X BUMALDA 'ANTHONY WATERER'	ANTHONY WATERER SPIREA	#3 CONT.	AS SHOWN	
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	14	TAXUS X MEDIA 'DENSIFORMIS'	DENSIFORMIS ANGLOJAP HYBRID YEW	#5 CONT.	AS SHOWN	
	4	MAGNOLIA VIRGINIANA	SWEETBAY MAGNOLIA	#5 CONT.	AS SHOWN	

GENERAL NOTES

1. DETERMINE DRAINAGE PATTERNS BEFORE START OF CONSTRUCTION. ENSURE PROPER DRAINAGE THROUGHOUT SITE.
2. ALL PLANTING MATERIAL TO BE GUARANTEED FOR 1 YEAR FROM TIME OF COMPLETION.
3. NOTIFY OWNER OF ANY OBSTRUCTIONS OR POOR SOIL CONDITIONS ENCOUNTERED THAT MAY IMPACT PLANT PLACEMENT OR HEALTH.
4. PLANT SUBSTITUTIONS ARE NOT ALLOWED WITHOUT WRITTEN APPROVAL OF THE OWNER, PRIOR TO PURCHASE OF PLANT MATERIALS.
5. CONTRACTOR SHALL LOCATE AND VERIFY EXISTING UTILITIES (CHARTED AND UNCHARTED) PRIOR TO STARTING WORK AND WILL BE HELD RESPONSIBLE FOR ANY DAMAGE.
6. PROVIDE 3" SHREDDED HARDWOOD MULCH IN ALL PLANTING BEDS AND SAUCER BEDS FOR ALL TREES, UNLESS NOTED OTHERWISE.
7. ALL PLANT MATERIAL TO MEET THE REQUIREMENTS OF ANSI Z60.1: AMERICAN STANDARD FOR NURSERY STOCK.
8. PROVIDE IMPORTED TOPSOIL ONLY. TOPSOIL SHALL BE FREE OF ROCKS OR OTHER DEBRIS. PROVIDE SOIL TEST AND PROVIDE AMENDMENTS BASED ON THESE TEST.
9. PROVIDE 6" DEPTH TOPSOIL FOR ALL TURF AREAS AND 12" DEPTH TOPSOIL FOR ALL LANDSCAPE BEDS. PROVIDE TOPSOIL FOR DECIDUOUS TREES, EVERGREEN TREES, AND SHRUB PLANTINGS.
10. PROVIDE SEEDED LAWN FOR ALL AREAS DISTURBED BY CONSTRUCTION.
11. PLANT COUNT* PLANT SYMBOLS SUPERSEDE PLANT SCHEDULE.
12. PROVIDE SHOVEL CUT BEDLINE AROUND ALL PLANTING BEDS AND TREE SAUCERS.



ENTRY SIGN CONCEPT ELEVATION



DECORATIVE WALL CONCEPT ELEVATION

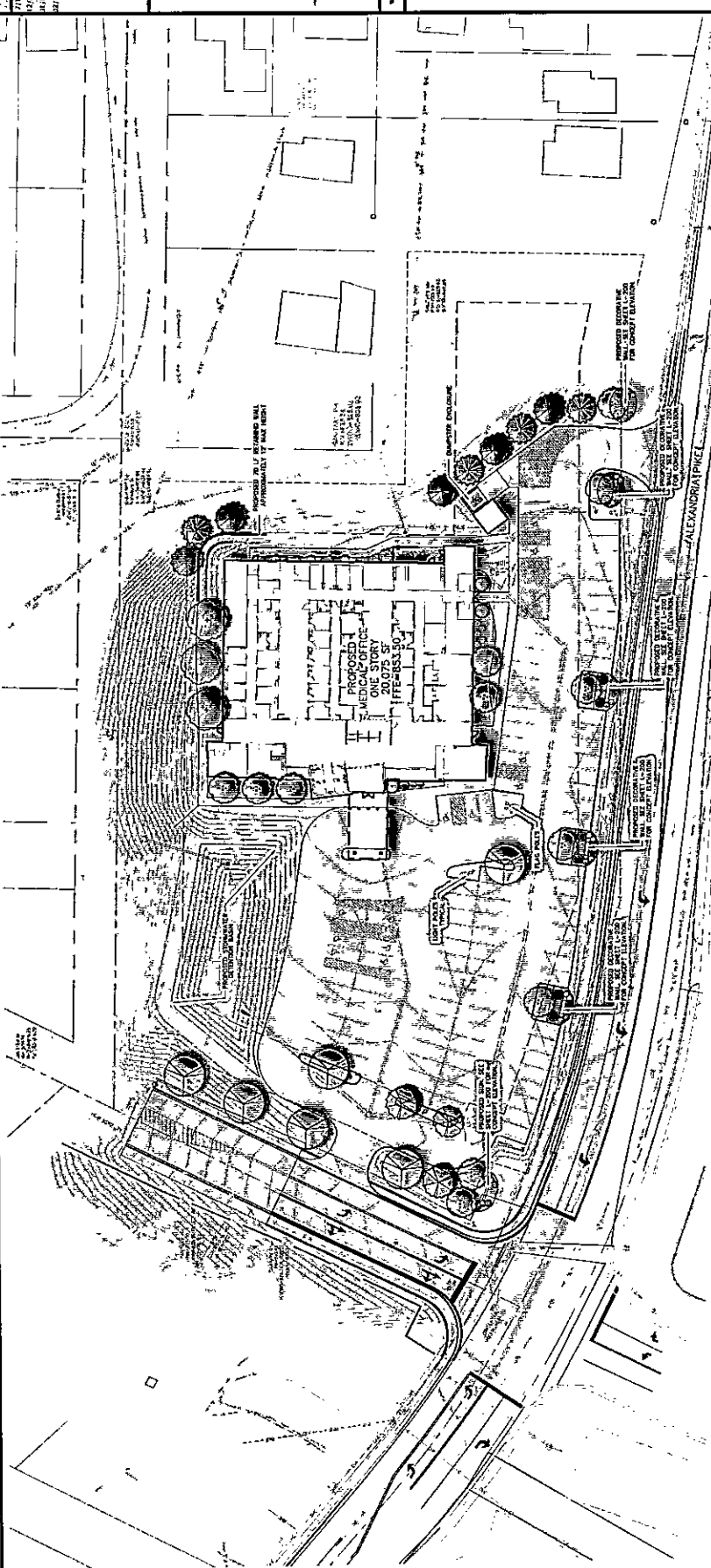
Staff Recommendation:

To approve the landscape plan

Bases for Staff Recommendation:

1. The submitted request is appropriate for this site since it is in compliance with the City of Highland Heights Comprehensive Plan and Zoning Ordinance.

If you need additional information or clarification prior the meeting, you may contact us at 859-292-3880.



SYMBOL	QTY	SCIENTIFIC NAME	COMMON NAME	SIZE	REMARKS	COMMENTS
	1	ACER SACCHARUM	SUGAR MAPLE	2.5' CAL.	AS BROWN	
	2	SPRUSA PICEA NORWAY	NORWAY SPRUCE	2.5' CAL.	AS BROWN	
	3	SPRUSA PICEA JAPANESE	JAPANESE CEDAR	2.5' CAL.	AS BROWN	
	4	SPRUSA PICEA JAPANESE	JAPANESE MAPLE	2.5' CAL.	AS BROWN	
	5	SPRUSA PICEA JAPANESE	JAPANESE MAPLE	2.5' CAL.	AS BROWN	
	6	SPRUSA PICEA JAPANESE	JAPANESE MAPLE	2.5' CAL.	AS BROWN	
	7	SPRUSA PICEA JAPANESE	JAPANESE MAPLE	2.5' CAL.	AS BROWN	
	8	SPRUSA PICEA JAPANESE	JAPANESE MAPLE	2.5' CAL.	AS BROWN	
	9	SPRUSA PICEA JAPANESE	JAPANESE MAPLE	2.5' CAL.	AS BROWN	
	10	SPRUSA PICEA JAPANESE	JAPANESE MAPLE	2.5' CAL.	AS BROWN	
	11	SPRUSA PICEA JAPANESE	JAPANESE MAPLE	2.5' CAL.	AS BROWN	
	12	SPRUSA PICEA JAPANESE	JAPANESE MAPLE	2.5' CAL.	AS BROWN	
	13	SPRUSA PICEA JAPANESE	JAPANESE MAPLE	2.5' CAL.	AS BROWN	
	14	SPRUSA PICEA JAPANESE	JAPANESE MAPLE	2.5' CAL.	AS BROWN	
	15	SPRUSA PICEA JAPANESE	JAPANESE MAPLE	2.5' CAL.	AS BROWN	
	16	SPRUSA PICEA JAPANESE	JAPANESE MAPLE	2.5' CAL.	AS BROWN	
	17	SPRUSA PICEA JAPANESE	JAPANESE MAPLE	2.5' CAL.	AS BROWN	
	18	SPRUSA PICEA JAPANESE	JAPANESE MAPLE	2.5' CAL.	AS BROWN	
	19	SPRUSA PICEA JAPANESE	JAPANESE MAPLE	2.5' CAL.	AS BROWN	
	20	SPRUSA PICEA JAPANESE	JAPANESE MAPLE	2.5' CAL.	AS BROWN	

- GENERAL NOTES**
1. DETERMINE DAMAGE PATTERNS BEFORE START OF CONSTRUCTION. ENGINE PROPER CHANGE THROUGHOUT SITE.
 2. ALL PLANTING MATERIAL TO BE GUARANTEED FOR 1 YEAR FROM DATE OF COMPLETION.
 3. NOTIFY OWNER OF ANY OBSTRUCTIONS OR POOR SOIL CONDITIONS ENCOUNTERED THAT MAY IMPACT PLANT PLACEMENT OR HEALTH.
 4. PLANTING MATERIAL TO BE GUARANTEED FOR 1 YEAR FROM DATE OF COMPLETION.
 5. CONTRACTOR SHALL LOCATE AND VERIFY EXISTING UTILITIES (GAS, WATER, AND UNIDENTIFIED) PRIOR TO STARTING WORK AND SHALL BE HELD RESPONSIBLE FOR ANY DAMAGE.
 6. PROVIDE 2" BARKED HARDWOOD MULCH IN ALL PLANTING BEDS AND SAUCER BEDS FOR ALL TREES, UNLESS NOTED OTHERWISE.
 7. ALL PLANT MATERIAL TO MEET THE REQUIREMENTS OF ANSI Z60.1 - AMERICAN STANDARD FOR NURSERY STOCK.
 8. PROVIDE IMPORTED TOPSOIL. ONLY 1" TOPSOIL SHALL BE FILL OF ROCKS OR OTHER DEBRIS. PROVIDE SOIL TEST AND PROVIDE ANALYSIS REPORTS ON THESE TESTS.
 9. PROVIDE 2" BARKED HARDWOOD MULCH IN ALL PLANTING BEDS AND SAUCER BEDS FOR ALL TREES, UNLESS NOTED OTHERWISE.
 10. PROVIDE SEEDING LAYOUT FOR ALL AREAS DESIGNATED BY CONSTRUCTION.
 11. PLANT COUNT: PLANT EMBLEM'S SURROUNDING PLANT SCHEDULE.
 12. PROVIDE BARKED CUT BODIES AROUND ALL PLANTING BEDS AND TREE SAUCERS.

place WORKSHOP

Includes Architecture
Urban Design
Planning
Environmental Graphics

PROJECT NO. 2553
SCALE AS NOTED
DATE 02-13-2026
LANDSCAPE PLAN
SHEET L-100

CLIENT: ZRB DEVELOPMENT
9152 KENT AVE
INDIANAPOLIS, IN 46216

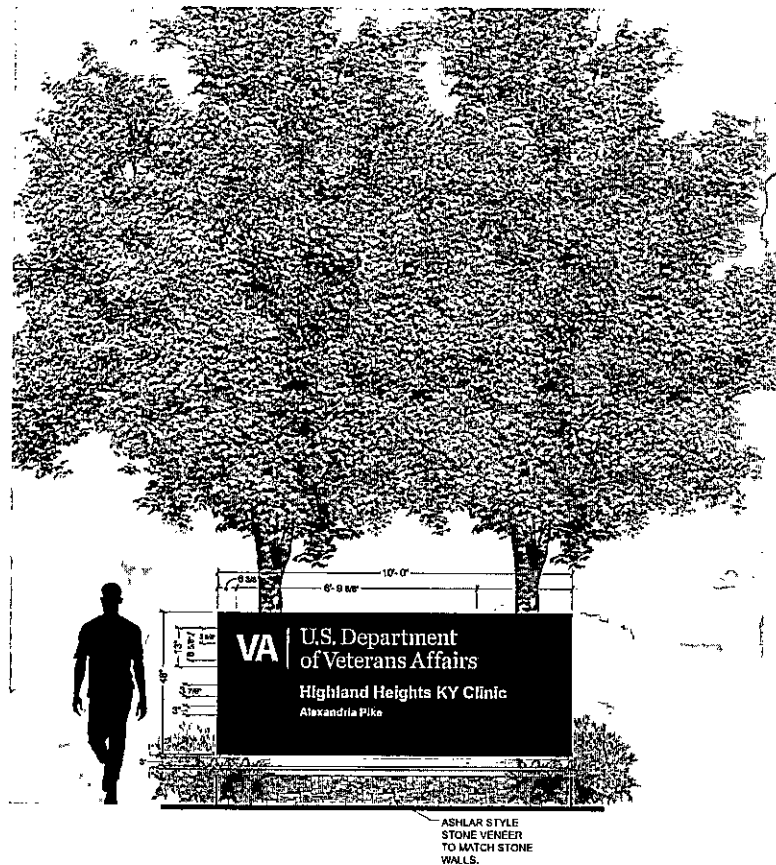
PROJECT: STAGE II SITE DEVELOPMENT PLAN
16 AND 18 WHITE VALE
16 AND 18 WHITE VALE
16 AND 18 WHITE VALE

SCALE 1" = 40'

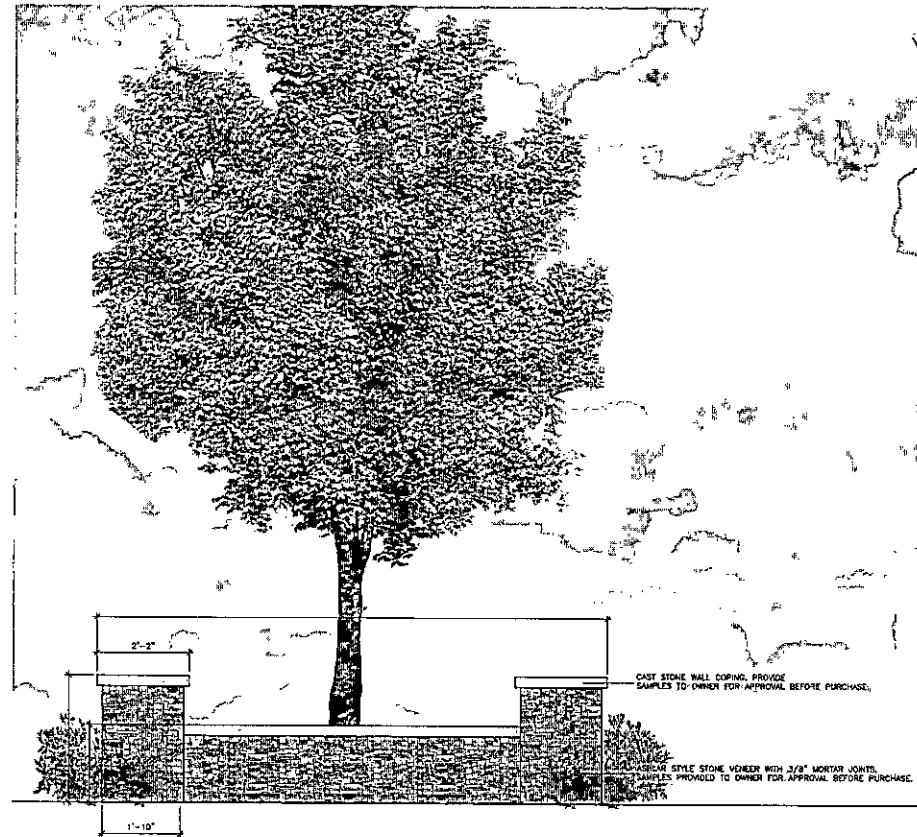
LEGEND
BARKED HARDWOOD MULCH BEDS
SEEDING TURF AREA

CARDINAL
ENGINEERING
LAND SURVEYING
3000 N. KENT AVE
INDIANAPOLIS, IN 46216
PHONE: 317.555.1111
WWW.CARDINAL-ENGINEERING.COM

7/1/2025 1 FOR REVIEW
10/1/2025 2 FOR REVIEW
10/1/2025 3 FOR REVIEW
10/1/2025 4 FOR REVIEW



ENTRY SIGN CONCEPT ELEVATION



DECORATIVE WALL CONCEPT ELEVATION

FOR REVIEW
NOT FOR CONSTRUCTION

place
WORKSHOP
Landscape Architecture
Urban Design
Planning
Environmental Graphics

7/17/25 1. FOR REVIEW
12/22/25 2. FOR REVIEW



CARDINAL
ENGINEERING
LAND SURVEYING
ONE WILSON'S ROAD
INDIANAPOLIS, IN 46216
PHONE: 317.551.7000

MEET: <http://www.cardinalengineering.net>

STAGE II SITE DEVELOPMENT PLAN
HIGHLAND HEIGHTS VA CLINIC
1101 LANC "L" LANE, KY 41075
ZAS DEVELOPMENT
9152 KENT AVE
INDIANAPOLIS, IN 46216

PROJECT: CLIENT:



PROJECT NO. 2553
SCALE AS NOTED
DATE 12-22-2025

LANDSCAPE CONCEPTS

SHEET L-200

City of Highland Heights Planning and Zoning Commission



Steve Crawford – Chair
Christie Fillhardt – Commissioner
Audrey Koester – Commissioner
Joseph A. Krebs – Commissioner
John McNabb – Commissioner
Scott Reincke – Commissioner
Gene White – Commissioner



**Cindy Minter, AICP,
CFM**

Director

Kirk Hunter, AICP

Principal Planner

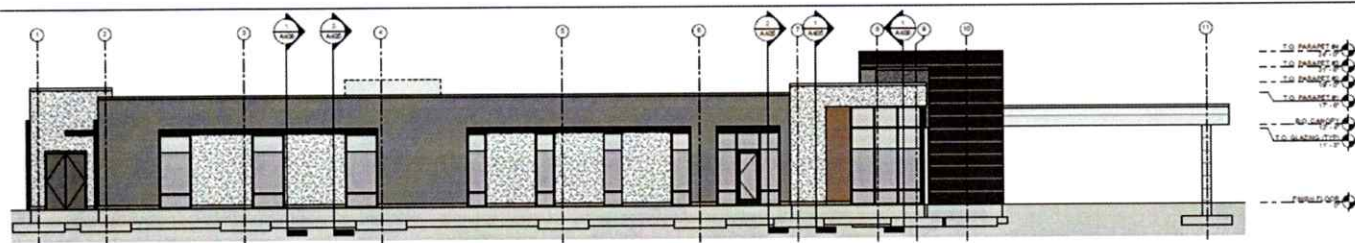
New Business – 8/12/2025

FILE NUMBER: PZ-25-031
APPLICANT: ZRB Development
REQUEST: Site Development (Stage 2) Plan approval for a Medical Office
LOCATION: 3.32 acres located along the west side of the 2300 block of Alexandria Pike
(US27) in Highland Heights, KY

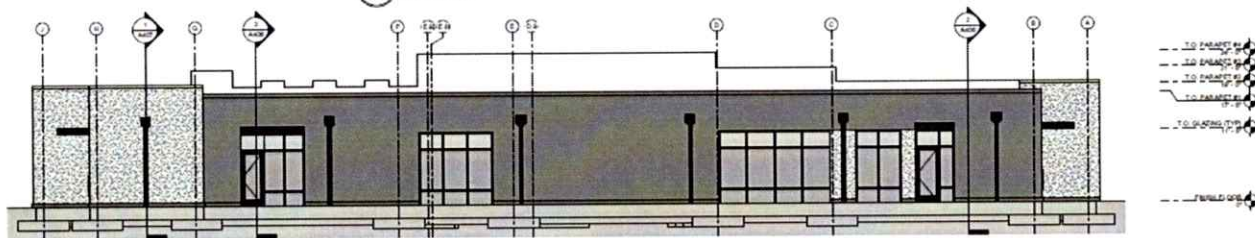
UPDATE TO LANDSCAPE PLAN

Update of VA Medical Building

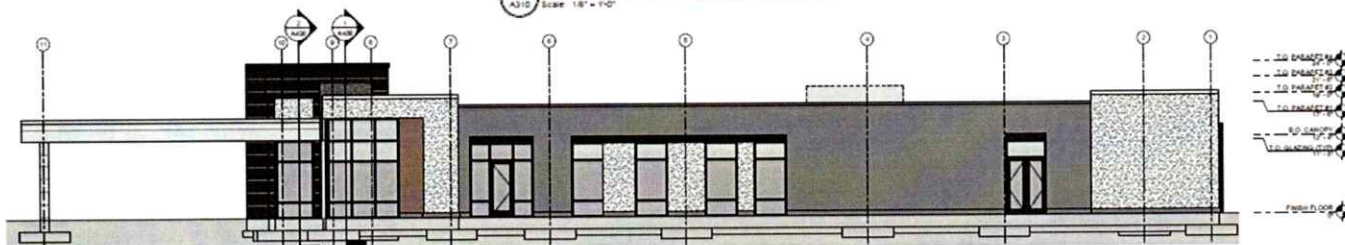




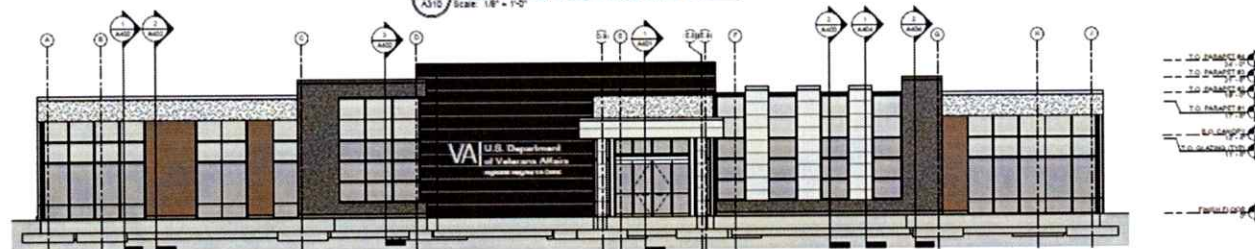
4 COLORED EXTERIOR ELEVATION - WEST
A310 Scale: 1/8" = 1'-0"



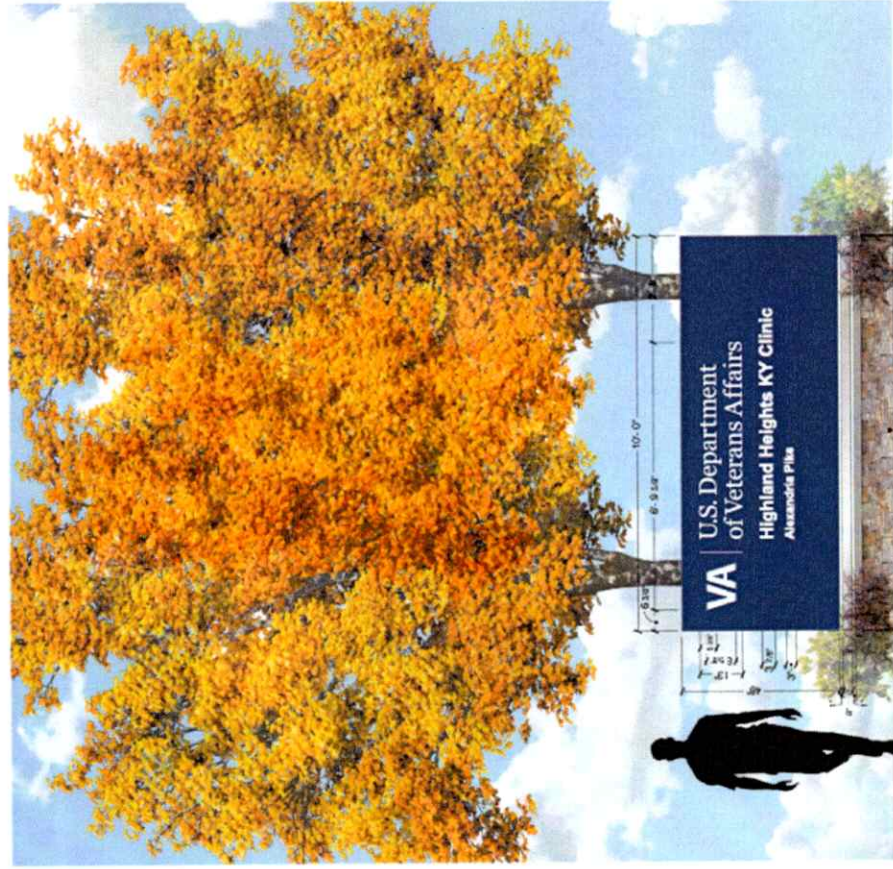
3 COLORED EXTERIOR ELEVATION - NORTH
A310 Scale: 1/8" = 1'-0"



2 COLORED EXTERIOR ELEVATION - EAST
A310 Scale: 1/8" = 1'-0"



1 COLORED EXTERIOR ELEVATION - SOUTH
A310 Scale: 1/8" = 1'-0"



ENTRY SIGN CONCEPT ELEVATION



DECORATIVE WALL CONCEPT ELEVATION



PLANT SCHEDULE

SYMBOL	QTY	BOTANICAL NAME	COMMON NAME	SIZE	SPACING	COMMENTS
	3	ACER SACCHARUM 'GREEN MOUNTAIN'	SUGER MAPLE	2.5" CAL.	AS SHOWN	
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	7	ITEA VIRGINICA 'LITTLE HENRY'	LITTLE HENRY SWEETSPIRE	#3 CONT.	AS SHOWN	
	24	BERBERIS THUNBERGII CRIMSON PYGMY	CRIMSON RUBY DWARF BARBERRY	24" BB	AS SHOWN	
	10	MISCANTHUS ADAGIO	ADAGIO MAIDEN GRASS	#1 CONT.	AS SHOWN	
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	4	MAGNOLIA VIRGINIANA	SWEETBAY MAGNOLIA	#5 CONT.	AS SHOWN	

Staff Recommendation:

To approve the landscape plan

Bases for Staff Recommendation:

1. The submitted request is appropriate for this site since it is in compliance with the City of Highland Heights Comprehensive Plan and Zoning Ordinance.

Welcome to the Highland Heights Planning and Zoning Commission Meeting

Public Hearings are held during the course of the meeting and following this basic outline

- A. Planning Staff will present facts and make a recommendation based on their investigations.

Commission members may pose questions to Staff to clarify their facts and recommendations.

- B. The Commission will then take testimony from the Applicant.

Commission members may pose questions to either the Applicant and/ Staff to clarify the information provided.

- C. The Commission will then take testimony from the Public.

Only those persons that have registered to speak prior to the start of the meeting may do so unless otherwise permitted by the Chair. We welcome any comments, questions, or cross examination you may have. You may do so only during your time to speak.

- D. The Chair will provide the Applicant and Public time to rebut comments made, address concerns raised, answer questions asked, or provide cross examination.

In order to preserve time, prevent actions designed to disrupt the progress of the hearing and ensure the orderly flow of the hearing, if more than one person is present in support or opposition to the party with the floor, it is encouraged that one person should represent the group although not required.

- E. The Commission will then recess the hearing for discussion among the Commission Members.

Comments or questions from the audience will not be permitted while the public hearing is in recess.

- F. The Commission will then reopen the hearing to ask for clarifications from staff or anyone who gave testimony.

- G. The Commission will then close the hearing and proceed toward a motion, a second, and a vote.

Thank you for joining us.
This process works because
citizens like you step up and
participate.

Everyone's comments are
welcome.

Please
register
to speak

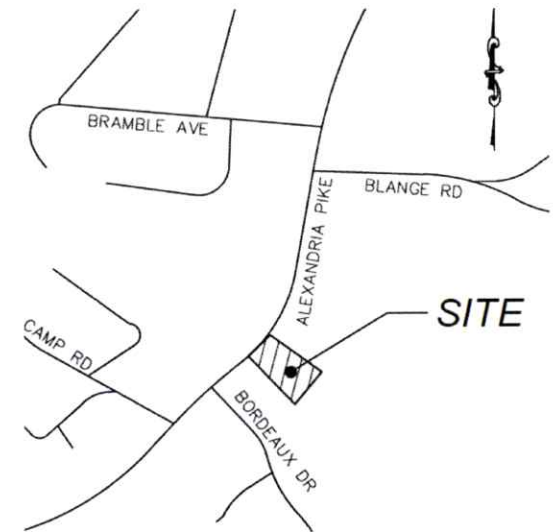
Plan review, variance and waiver
decisions are made by the
planning commission.

Text and map amendment
decisions take the form of
recommendations which are sent
on to elected officials in the
jurisdiction where the site is
located.

*If you have any questions about our
processes, please don't hesitate to ask.*

New Business – 5/12/2026

FILE NUMBER: PZ-26-014
APPLICANT: Auto Zone Development LLC
REQUEST: Stage I and Stage II Improvement Plan for proposed Auto Parts Store
LOCATION: 2411 Alexandria Pike, Highland Heights



Legal Notice

- ▶ Published in the LINK Reader on April 23, 2026
- ▶ Notice was sent to neighboring property owners



CAMPBELL COUNTY LEGAL NOTICE

The Highland Heights Board of Adjustments will hold a Public Hearing on Tuesday, May 12, 2026 at 6:00 PM at the Highland Heights city building, located at 176 Johns Hill Rd. for the purpose of hearing testimony for the following case:

FILE NUMBER: BA-26-006
APPLICANT: Auto Zone Development, LLC
LOCATION: 2411 Alexandria Pike
REQUESTS: Setback variances for new auto parts store

The Highland Heights Planning & Zoning Commission will hold a public hearing on May 12, 2026 immediately following the Board of Adjustments meeting at the City of Highland Heights City Building, 176 Johns Hill Road, Highland Heights, KY for the following case:

FILE NUMBER: PZ-26-014
APPLICANT: AutoZone Development, LLC
LOCATION: 2411 Alexandria Pike, Highland Heights, KY
REQUEST: Site Development Plan for an Auto Parts Store

Information concerning these cases are available for review at the Campbell County & Municipal Planning & Zoning Office, 1098 Monmouth Street, Suite 343, Newport, KY during normal business hours. Interested persons may attend the meeting, and/or submit their comments in advance. Questions/ comments may be emailed to pzadmin@campbellcountky.gov or call 859-292-3880 by noon May 11, 2026. Comments should include the name and address of the person commenting.

CAMPBELL COUNTY



NOTIFICATION OF PUBLIC HEARING

April 22, 2026

Dear Property Owner,

The Highland Heights Board of Adjustments will hold a Public Hearing on Tuesday, May 12, 2026 at 6:00 PM at the Highland Heights city building, located at 176 Johns Hill Rd. for the purpose of hearing testimony for the following case:

FILE NUMBER: BA-26-006
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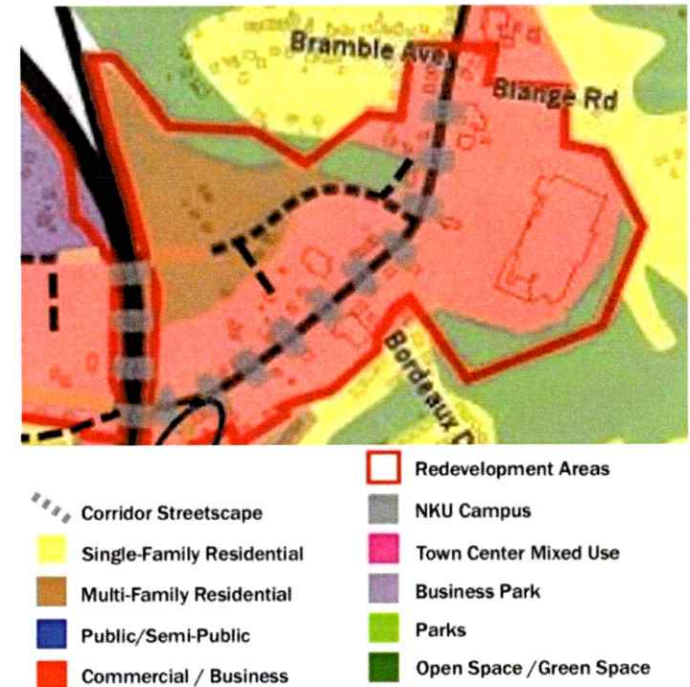
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Comments should include the name and address of the person commenting.

You are receiving this notification because property you own is located near the above referenced project(s).

Overview

- ▶ Auto Zone Development LLC intends to demolish the existing structure and build a new store at 2411 Alexandria Pike in Highland Heights. The site fronts US 27 and has a rear entrance through the Lowes shopping complex.
- ▶ The parcel is within the Shopping Center (SC) zone. Automotive parts and accessory stores, new are a permitted use within the SC Shopping Center Zone.
- ▶ The Future Land Use map identifies this area as a redevelopment area for commercial / business.
- ▶ Corridor streetscape is also factor for consideration.



There are existing utility easements which complicate the site.

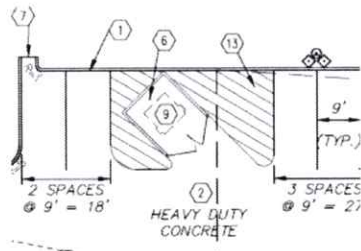
The site is also unable to obtain a full access curb cut from the KYTC to US27. Therefore, a setback variance was requested.

Please reference action to be taken by the Board of Adjustments regarding this request for a setback variance.

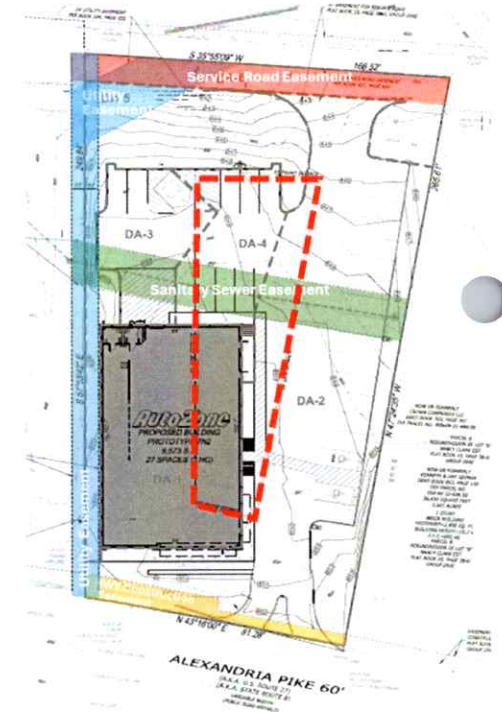
1. The plans were submitted digitally. Printed to full size, the scale is 1-inch equals 20 feet
2. The total area in the project is indicated on the plans as 0.84 acres.
3. The present zoning of the subject property is SC. The surrounding parcels on the south side of US 27 are also within the SC Zone. Parcels North of US 27 are within the R-1E zone but are currently being marketed for a future commercial use.
4. Public and private rights-of-way and easement lines are indicated on the plans.
5. Existing and proposed topography shown by contour with intervals of one (1) foot.
6. There is no existing or proposed housing on the subject property.
7. One single-story commercial building is proposed with parking and dumpster area.



8. The dumpster area includes heavy duty concrete.
9. Twenty-six parking spaces are required, 27 are proposed. Two spaces are ADA accessible. Spaces are 9 by 20.
Drive aisles are 25 feet.
10. Pedestrian walkways within the site are indicated on the plan.
11. The plan indicates the use of the Service Road to the rear of the property, which will share the signalized exit with Lowes.
12. The plan indicates water, gas, sanitary sewer and storm sewer utilities. Confirmation of available service was provided by Duke Electric, Duke Gas, Northern Kentucky Water District, and Sanitation District No. 1.



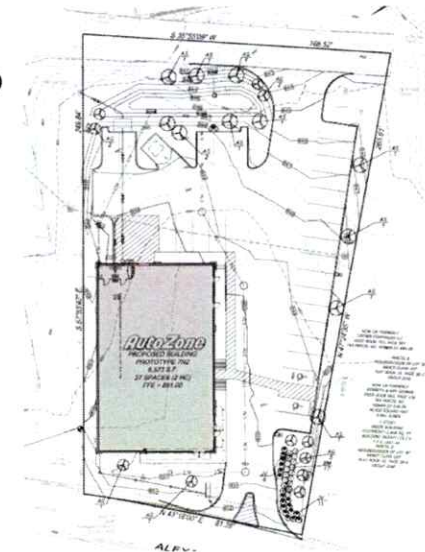
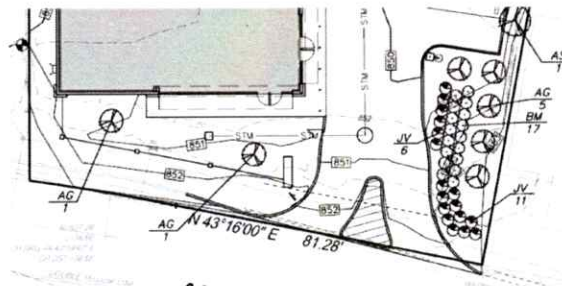
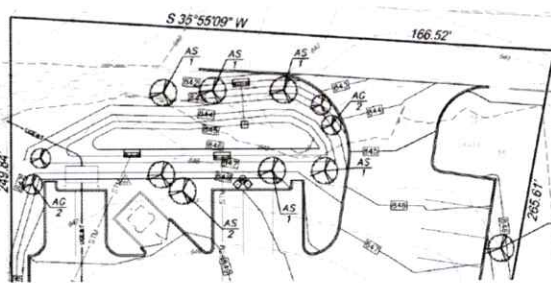
PARKING INFORMATION		
ITEM	REQUIREMENTS	PROVIDED
BUILDING SIZE	-	6,573 S.F.
PARKING REQUIRED	1 SPACE PER 250 S.F. OF GROSS FLOOR AREA = 26 SPACES	27 SPACES
MIN. PARKING DIM.	9' X 20'	9' X 20'
MIN. DRIVEWAY WIDTH	24 FT.	25 FT. MIN.
ACCESSIBLE SPACES	2 SPACES	2 SPACES



13. A lighted monument sign is proposed at a size of 35 square feet. The sign includes a stone base.
14. No soil types or geological formations are noted. Staff notes that this is a previously built site.
15. Landscaping features are indicated.

The city engineer has noted that the right-of-way shown is near the existing back of curb. The city is currently planning improvements to the sidewalks within this corridor of Alexandria Pike (US27).

The landscape plan was modified.



LANDSCAPE REQUIREMENTS

PERIMETER OF NEW PARKING AREAS

10' WIDE LANDSCAPED AREA PUNCTUATED BY DRIVEWAYS. ONE SHADE TREE PER EVERY 40' OF PERIMETER OF THE PARKING AREA.

ALONG SW SIDE: LENGTH = 168'
TREES REQUIRED = $(\frac{168}{40}) = 4$ TREES

ALONG SE SIDE: LENGTH = 79'
TREES REQUIRED = $(\frac{79}{40}) = 2$ TREES

ALONG NE SIDE: LENGTH = 71'
TREES REQUIRED = $(\frac{71}{40}) = 2$ TREES

BUILDING LANDSCAPING

ONE ORNAMENTAL TREE IS REQUIRED PER EVERY 20' OF BUILDING FRONTAGE. COVERAGE OF SHRUBS AND DECORATIVE GRASSES IS REQUIRED.

BUILDING FRONTAGE LENGTH = 64'
TREES REQUIRED = $(\frac{64}{20}) = 3$ TREES

16. A drainage plan was included. This plan indicates a 7.5% reduction in impervious area over the existing conditions.

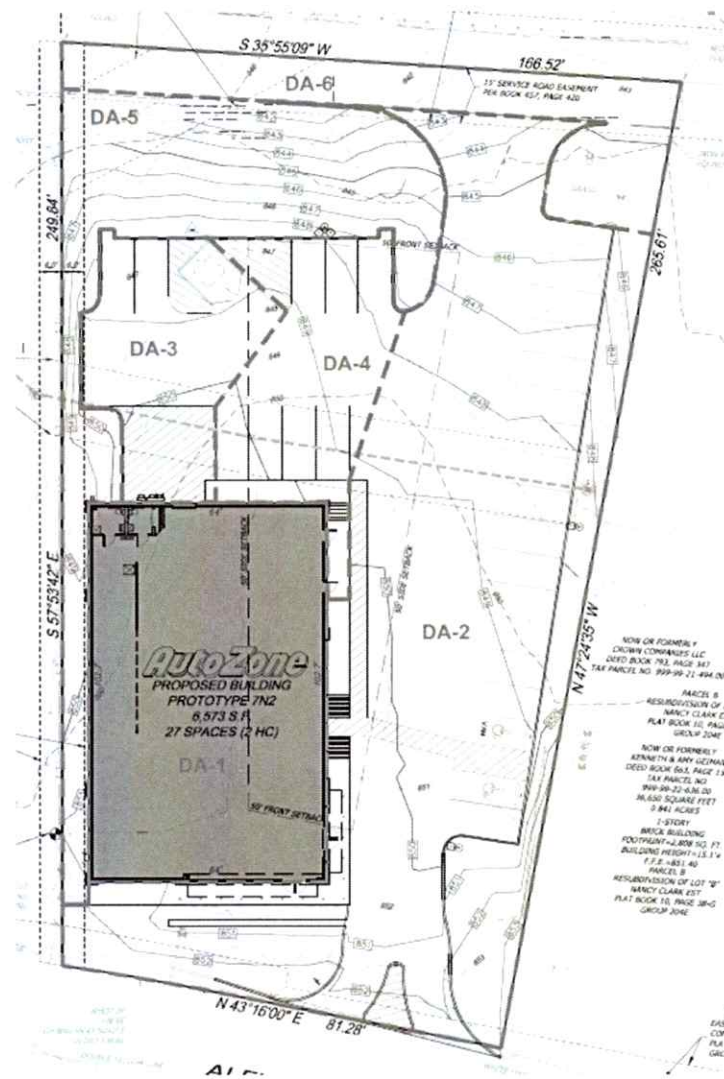
IMPERVIOUS/PERVIOUS AREA SUMMARY

TOTAL LOT AREA:	36,650 SF (0.84 AC)
EXIST. IMPERVIOUS AREA:	29,476.80 SF
EXIST. PERVIOUS AREA:	7,173.20 SF
EXIST. IMPERVIOUS AREA % :	80.4%
PROPOSED IMPERVIOUS AREA:	26,711 SF
PROPOSED IMPERVIOUS AREA %:	72.9%
DECREASING IMPERVIOUS AREA:	2,765.80 SF
DECREASING IMPERVIOUS AREA %:	7.5%

The City engineer has noted that SD1 regulations do not require stormwater detention to be added to the site.

However, the City and the County have been experiencing stormwater runoff issues downstream of the site.

17.

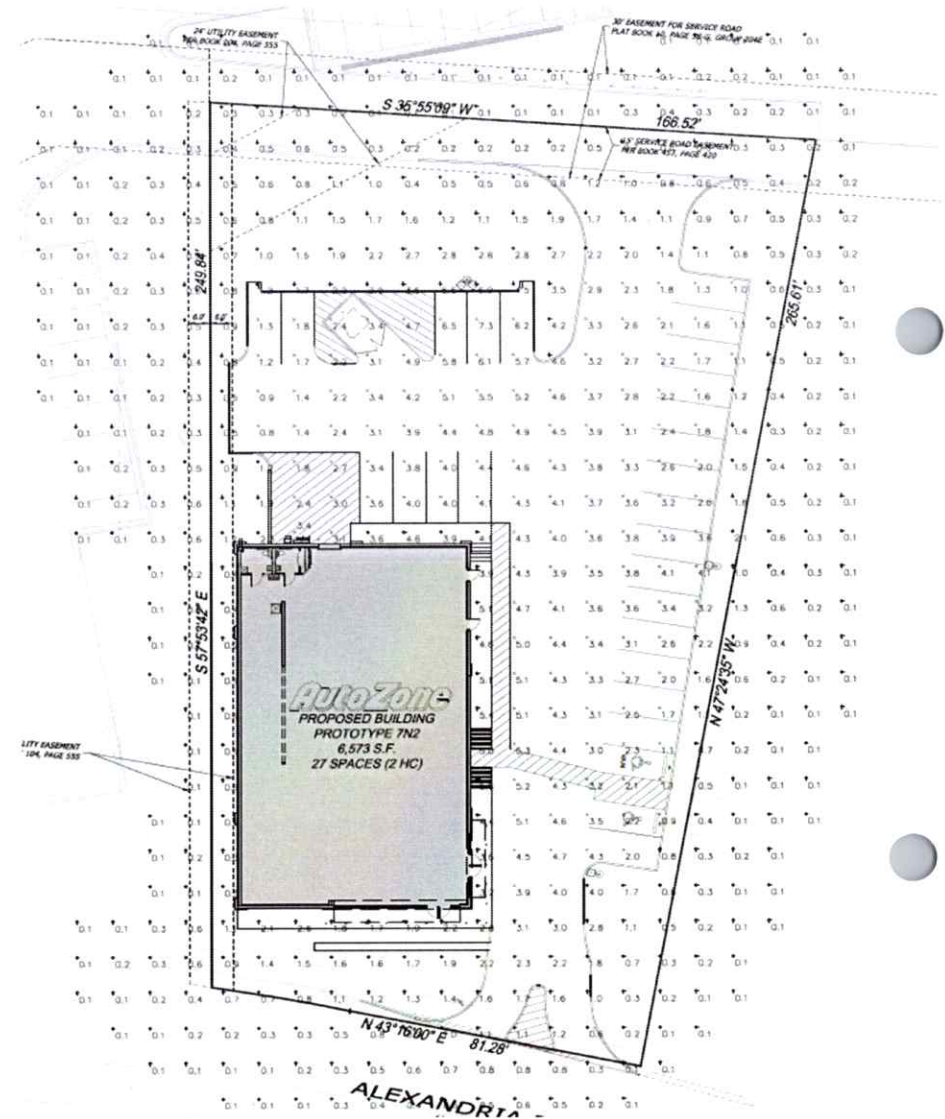


17. A photometric plan of the site was provided.

LIGHTING NOTES:

1. TIME CONTROLS: ALL SITE LIGHTING IS CONTROLLED AND MONITORED BY AN ENERGY MANAGEMENT SYSTEM CALLED VENSTAR WHICH IS CONTROLLED AT AUTOZONE CORPORATE OFFICES.
ALL SITE LIGHTING IS PROGRAMMED TO AUTOMATICALLY TURN ON AT DUSK AND TURN OFF 30 MINUTES AFTER THE CLOSE OF BUSINESS.
2. ALL FIXTURES ARE FULL CUTOFF DISTRIBUTION AND MOUNTED @ 0° DOWN POSITION.
3. NO FLOODLIGHTS ARE PROPOSED.
4. THE LIGHTING PLAN COMPLIES WITH THE PROVISIONS OF THE ZONING ORDINANCE - CITY OF HIGHLAND HEIGHTS - CODE OF ORDINANCE.

18. A traffic impact study was not required by KYTC. However, the site was restricted to right-in / right-out on US 27. The use of the rear service road will have full access. A mountable island is acceptable by KYTC.



AUTOZONE STANDARD DESIGN

- A. Consider providing some limestone accent in the front building landscaping along the front building façade to match the sign base.
- B. The City Planner concurs with the City Engineer; stormwater detention is needed for this site.
- C. Recognizing that the applicant controls only half of the rear cross service drive, some contact should be made with the other owner for resurfacing and drainage. The existing pavement is crumbling in places and it appears that the AutoZone parking lot drainage will be directed to this cross driveway. Existing stormwater runoff appears to be the cause of the ongoing deterioration at about three locations.
- D. Current drainage from the existing business penetrates the curb at the dumpster location and runs over the slope onto the cross-service drive. The submitted plan proposes (2) drainage curb "flumes" in this area. As the applicant provides detention for this site, these flumes should be eliminated and the parking lot drainage that is currently directed to the cross-service driveway should instead be caught by catch basins and directed to the stormwater detention facility.
- E. The proposed concrete drainage ditch at the front of the building should be replaced with a catch basin and pipe to the detention facility.
- F. All roof drains should be directed to the detention facility as well.
- G. The plan should provide for re-surfacing of the entire service drive at the rear, southeast of the site.





The applicant is requesting:
Concept Development Plan approval
Site Development Plan Approval

Staff Recommendation: Site Development Plan

To approve the proposed combined Concept Development Plan and Site Development Plan subject to the following conditions:

- *Variance setbacks as approved by the Board of Adjustments*
- *Service drive be repaved.*
- *Detention measures details be submitted to the City engineer for review.*
- *Landscaping, sidewalk and limestone wall on the US 27 side be reviewed by the City Engineer*

Bases for Staff Recommendation:

1. The submitted Site Development Plan identifies the proposed use of the site as auto part store (new) that is listed as a permitted use in the SC zone.
2. The submitted request is appropriate for this site since it is in compliance with the City of Highland Heights Comprehensive Plan and Zoning Ordinance.