

CITY OF HIGHLAND HEIGHTS, OHIO
MINUTES OF A PLANNING AND ZONING REGULAR MEETING
HELD: OCTOBER 9, 2023 7:00 PM
Highland Heights City Hall Council Chamber

PRESENT: Commissioners Vince Adamus, Brad Hull, Joe Mercurio, Bill Urban; Recording Clerk Susan Olson; Assistant Law Director Tim Paluf

ABSENT: Commissioner Sean Milroy; Building Commissioner Dale Grabfelder

Chairman Adamus called the regular meeting to order at 7:00 p.m.

MOTION ON THE MINUTES: The Commission dispensed with a reading of the minutes of the regular meeting held September 25, 2023. Mr. Hull moved to accept the minutes as written; seconded by Mr. Mercurio.

FURTHER DISCUSSION: None.

VOTE: Ayes all; motion carried.

MOTION ON THE MINUTES: The Commission dispensed with a reading of the minutes of the public hearing for Don Shaffer held September 25, 2023. Mr. Urban moved to accept the minutes as written; seconded by Mr. Mercurio.

FURTHER DISCUSSION: None.

VOTE: Ayes all; motion carried.

MOTION ON THE MINUTES: The Commission dispensed with a reading of the minutes of the public hearing for Cindy Bosetin held September 25, 2023. Mr. Mercurio moved to accept the minutes as written; seconded by Mr. Urban.

FURTHER DISCUSSION: None.

VOTE: Ayes all; motion carried.

CHANGE TO THE AGENDA: Mr. Adamus said that agenda item number 3, Planned Unit Residential Development Zoning District recommendations, is canceled for tonight's meeting and will be scheduled until such time when Commissioner Milroy is in attendance to present an update.

SUBJECT: PUBLIC NOTIFICATION PROCEDURE
PZ23025 DISCUSSION

The Commission reviewed and discussed the procedure established by code for notifying the public when hearings are scheduled to consider requests for variances. This topic was prompted as a result of comments made by the public that not enough residents were notified of the hearing scheduled for the proposed Sanctuary subdivision (PZ23009) on August 28, 2023; however, the public was properly notified according to the procedures outlined in HHCO Section 1113.04 "Hearings" that states notices of the time and place of hearings shall be mailed to the appellant and to abutting property owners and to property owners located directly across the street from the appellant's property not less than ten days prior to the date of any hearing. Although the hearing was scheduled for August 28, 2023, it was ultimately canceled per the request of the Sanctuary applicants when they withdrew their application request for variances. The consensus

of the Commission and Law Director Paluf at tonight's meeting is that the notification procedure is adequate and should not be amended because the Planning and Zoning meeting agendas are posted on the city website and serve as notification to the community of all business matters before the Commission and the procedure in Highland Heights for notifying the public is similar to the procedure in other cities.

CROSSWALKS - DISCUSSION: Commissioner Hull inquired if a crosswalk could be added at the flashing light at the intersection of Highland Road and Pinehurst Drive. Law Director Paluf advised Mr. Hull to pursue this matter with Police Chief Matejic.

ADJOURNMENT: There being no further business before the Commission, Mr. Adamus asked if anyone wished to make a motion to adjourn the meeting. A motion was made by Mr. Hull to adjourn the meeting; seconded by Mr. Urban. Ayes all; motion carried. Mr. Adamus declared the meeting adjourned at 7:17 p.m.

Susan M. Olson, *Recording Clerk*

Vince A. Adamus, *Chair*