

Hillsboro Planning Commission Meeting Minutes
September 20, 2021 – Meeting - 5:30 p.m.
Old Firehouse 108 Governor Trimble Place Held after Public Hearing for CUP
2021-04 and CUP 2021-05

HILLSBORO PLANNING COMMISSION

CALL TO ORDER

At 5:36 p.m. Rob Holt Chair called the Hillsboro Planning Commission meeting to order, immediately following Public Hearing.

ROLL CALL

The following were present for the meeting: Rob Holt; Chair, Brianne Abbott; Safety Service Director, Tracy Aranyos, Jason Brown, Mayor Justin Harsha, and Paul Worley. Also in attendance were Clerk; Kimberly Newman, Public Works Superintendent Shawn Adkins, Building Code Official Steve Rivera, Council President Tom Eichinger, Councilmember Ann Morris, Levi & Savannah Kelly, Rebecca Sexton, Jefferson Truitt, Alex Butler and Bill Sims.

DETERMINATION OF QUORUM

A quorum was met.

APPROVE MINUTES

The minutes from Planning Commission Regular meeting held on August 16, 2021 were approved as read.

CORRESPONDENCE – None

UNFINISHED BUSINESS – Design Review Board (DRB) update

DISCUSSION: Steve Rivera reported to Planning Commission that he had met with DRB at their meeting to introduce himself as Chief Building Official and voiced his concerns about (COA's) -Certificate of Appropriateness Applications and approvals before building permits and site plan reviews. DRB requested of Steve Rivera and Lauren Walker, Code Enforcement Officer, to review the DRB manual for any necessary changes needing made. Lengthy discussion was had by Planning Commission members and those in attendance, with observation that the same language from the DRB manual was reflected in the Zoning Code and COA's could be reviewed by Administration, Chief Building Official Steve Rivera and Planning Commission. CBO, Steve Rivera advised Planning Commission of the need of a Certified Local Government board that would meet the State requirements to receive grant funding for Historic Downtown business owners. Certified Local Government Is through Ohio Connections. Discussion included the need for a one-stop-shop for permits, building department forms and Design Review Board COA's. Stream lining the process is the goal. Chair Rob Holt asked Council President Tom Eichinger what the necessary steps would be, if there were to be changes

made to Design Review Board and their role. President Tom Eichinger advised that a committee meeting would be the first step, to meet and have a plan with suggestions to give to Council. Mr. Eichinger requested of Ann Morris Councilmember, who was in attendance, to coordinate a meeting jointly with the Property Maintenance and Restoration committee, which she is chair, with Community Enhancement, which Claudia Klein is chair, for purpose of stream lining permits and to gain information on necessary changes needing to be made in regard to permits and DRB to present to Council. More discussion will be needed after the joint committee meeting.

NEW BUSINESS – Air BNB presentation: Levi & Savannah Kelly

DISCUSSION: Levi & Savannah Kelly presented a proposal for a tiny home Air BNB area in Hillsboro. The Kellys' have found a large tract of land in Hillsboro, on Pleasant Street (24 acres), they wish to purchase the land to place 3 tiny homes with decks and hot tubs for the purpose of Air BNB use. Two parcels are in the city of Hillsboro and two parcels are County parcels. There are issues involved- zoning, annexation, water and sewer hook up and private or public street. These issues need to be resolved for this proposal to become reality. Steve Rivera, CBO (Chief Building Official) advised that the standards set forth in the International Building Code would allow for the Air BNB usage. Chair Rob Holt stated this is the perfect example for a PUD overlay.

ACTION REQUIRED –

- **NO ACTION REQUIRED-**
- Large Lot Subdivision Approval, Jerrold B. Bradley & Denise P. Bradley, 10216 Nash Lane, Maselvale, Arkansas 72103, parcel no. 23-11-000-154.00, 0.174 acres of land located at Haggerty Rd, Liberty Twp. Signed by SSD on 8-12-2021.
- General Warranty Deed, Kelli Cooper and Randy Cooper, wife and husband, for general warranty covenants to Performance Investment Properties, LLC, whose tax mailing address is 4921 St. Rt. 124, Hillsboro, Ohio. Property address is 6705 U.S. 50, Hillsboro, Ohio parcel no. 23-10-000-039.00, Book 946, pa. 908. Signed by SSD Brianne Abbott on 8-31-2021.
- Warranty Deed, John D. Chambers, Jr. and Patty I. Chambers husband and wife, grant with general warranty, covenants to Michael L. Teeters and LuAnn Teeters, husband and wife, tax mailing address is 1305 Northwoods Dr. Hillsboro, Ohio 45133, being lot no. 64B of the re-plat of in-lot no. 64 of the Northwoods Estates Subdivision, Block C and recorded in O.R. volume 992, pg. 2406, parcel no. 25-09-201-026.22. Signed by SSD Brianne Abbott on 9-2-2021.
- Survivorship Deed, Pamela D. Bray and Raymond K. Bray, wife and husband, and Kevin M. Bray, unmarried, tax mailing address is US Bank, NA, PO BOX 20005, Owensboro, KY, 42304-0005, parcel nos. 23-15-500-008.00 & 23-15-500-009.00, property address is 6553 Joy Ave. Hillsboro, Ohio 45133, OR Book 978, page 5573 of deed records. Signed by SSD on 9-2-2021.

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MOTION At 6:40 pm Chair Rob Holt moved to adjourn, seconded by Mayor Justin Harsha.

The next meeting of the Planning Commission is scheduled for 5:30 pm on Monday, October 18, 2021 at 108 Governor Trimble Place, Old Firehouse.



Rob Holt, Chair



Kimberly Newman, Clerk