

**Hillsboro Planning Commission Meeting Minutes**  
**July 18, 2022 – Meeting - 5:30 p.m.**  
**Old Firehouse 108 Governor Trimble Place**

**HILLSBORO PLANNING COMMISSION**

**CALL TO ORDER**

At 5:30 p.m. Rob Holt Chair called the Hillsboro Planning Commission meeting to order.

**ROLL CALL**

The following were present for the meeting: Rob Holt; Chair, Brianne Abbott; Safety Service Director, Bill Sims and Avery Elliott. Todd Heskett, Paul Worley and Mayor Justin Harsha were absent. Also in attendance were Clerk; Whitney Seitz, Public Works Superintendent Shawn Adkins, Council President Tom Eichinger, Robin Morris and Ann Morris.

**DETERMINATION OF QUORUM**

A quorum was met.

**APPROVE MINUTES**

The minutes from Planning Commission Public Hearing meeting held on June 21, 2022 were approved as read.

The minutes from Planning Commission Regular Meeting held on June 21, 2022 were approved as read.

**CORRESPONDENCE – None**

**UNFINISHED BUSINESS – None**

**NEW BUSINESS –**

COA22-28 – 144 W Main St. – Paint (Rear of Building)

COA22-30 – 142 W Main St. - Mural

**ACTION REQUIRED –**

**CERTIFICATE OF APPROPRIATENESS COA22-28 – 144 W MAIN ST.**

MOTION: Brianne Abbott moved to approve COA22-28 seconded by Avery Elliott.

Vote: all yeas. COA22-28 approved.

DISCUSSION: Chair Rob Holt reviewed the submitted plans and confirmed with applicant Ann Morris the request to remove the awning portion of the application.

COA22-28 was approved for the paint on the rear of the building.

**CERTIFICATE OF APPROPRIATENESS COA22-30 142 W MAIN ST.**

MOTION: Chair Rob Holt moved to approve COA22-30 seconded by Bill Sims. Vote all yeas. Certificate of Appropriateness COA22-30 approved.

**DISCUSSION:** Chair Rob Holt discussed the application was for a mural, property owners Robin and Ann Morris made mention the mural will be to the right of the current “pick-up” window located at 142 W Main St. Brianne Abbott noted the vibrant colors in the rendering of the proposed mural and requested information if such colors would be toned down, as they were in the most recent murals. Applicant Ann Morris confirmed and would be clarifying with the muralist as the colors need to appear darker.

### **IMAGINE HILLSBORO**

**DISCUSSION:** Chair Rob Holt provided an update to the planning commission of the Imagine Hillsboro Annual Review. Chair Rob Holt met with Safety and Service Director Brianne Abbott and Council President Tom Eichinger to discuss the foundation of the Imagine Hillsboro committee. The general idea to form such committee would include the safety and service director, auditor, public works superintendent and member(s) of council and planning commission. Bill Sims noted it is good to institutionalize the plan as often items similar to this get pushed off to the side.

### **ZONING**

**MOTION:** Chair Rob Holt moved to recommend to council to remove the last sentence of 155.067(D) of the Zoning Code, seconded by Brianne Abbott. Vote all yeas.

**DISCUSSION:** Discussion was had of a clerical error to the zoning code section 155.067(D) that needed removed. Brianne Abbott mentioned once planning commission makes a recommendation to council, legislation will be prepared and presented if needed.

### **HISTORIC DISTRICT ILLUMINATED SIGNS**

**DISCUSSION:** Chair Rob Holt discussed with planning commission the idea of reviewing the lighted sign regulations for the historic district. Chair Rob Holt mentioned the request of illuminated signs in the historic district are occurring more often and can sometimes be discouraging to business owners. Planning Commission members made mention of the already existing lighted signs located in the historic district. Chair Rob Holt would invite open discussion on such topic. Bill Sims stated if we allow illuminated signs in the historic district, would that create a florescent light show. Avery Elliott and Chair Rob Holt agreed to have regulations on illuminated signs. More discussion will be had in the upcoming meetings.

### **NO ACTION REQUIRED-**

-Replat part of in lot no.142 and 145, owned by Kyle Lawson and Brooke Lawson, parcel no. 25-27-001-045.00, renumbered to lot no. 145-A, OR 982, pg. 4591. Signed by SSD Brianne Abbott 6-23-2022.

-Replat part of in lot no. 123, owned by Board of Commissioners Highland County, Ohio, parcel no. 25-35-001-076.00 renumbered to 123-A, OR 1000, pg. 4686. Signed by SSD Brianne Abbott 6-24-2022.

-Replat of in lot no. 360, owned by Timothy E. Millard and Fay Alexander, parcel no. 25-42-001-060.00, renumbered to lot no. 360-B, OR 948, pg. 269. Signed by SSD Brianne Abbott 6-27-2022.

- Certificate of Appropriateness COA22-29, 137 N. High St. Wilmington Savings Bank, Temporary Banner. Approved by Lauren Walker 6-27-2022.
- Replat of lot no. 209 of R.D. Lilley's addition, owned by Gregory Pinto, parcel no. 25-44-001-197.00 renumbered to 209-A, OR 993, pg. 4164. Signed by SSD Brianne Abbott 6-27-2022.
- Quit Claim Deed City of Hillsboro, an Ohio Municipal Corporation grants to Hillsboro Community Improvement Corporation, mailing address of 130 N High St. Hillsboro, OH 45133. Parcel number 25-45-001-102.00 property address 301 E. South Street Hillsboro, Ohio 45133. OR Vol. 789, pg. 287. Signed by SSD Brianne Abbott 5-20-2022.
- Residential Site Plan Application, 310 Muntz St. Rear deck, approved by SSD Brianne Abbott 6-30-2022.
- General Warranty Deed, Philip J. Berwanger and Cori Berwanger, husband and wife, covenants to Katelyn Nicole Everhart, whose tax mailing address is Fifth Third Bank, National Association 5001 Kingsley Drive, Cincinnati, Ohio 45227, 316 Uhrig St. Hillsboro, OH 45133 parcel no. 25-51-001-025.00. Signed by SSD Brianne Abbott 7-5-2022.
- General Warranty Deed, Marcus L. Hartman and Cynthia Caruso-Hartman, husband and wife, covenants to Lindsay Finnegan, whose tax mailing address is Guild Mortgage Company LLC Po Box 818009, Cleveland, OH 44181, 326 W. South St. parcel no. 25-42-001-114.00. Signed by SSD Brianne Abbott 7-5-2022.
- Residential Site Plan Application, 222 John St. mobile home on permanent foundation, approved by SSD Brianne Abbott 7-6-2022.
- Quit Claim Deed, City of Hillsboro grantor for valuable consideration given, received satisfaction of the Hillsboro Community Improvement Corporation (CIC) whose tax mailing address is 130 N High St. Hillsboro, OH 45133, 301 East South St., parcel no. 25-45-001-102.00. Approved 5-20-2022.
- Residential Site Plan Application, 320 S High St. replacement of deck, approved by SSD Brianne Abbott 7-12-2022.
- General Warranty Deed, James and MaryBeth Craycraft, husband and wife, covenants to Travis D. Hill, whose tax mailing address is Guild Mortgage Company, LLC PO Box 818009, Cleveland, OH 44181, 233 S. West St. parcel no. 25-43-001-152.00. Signed by SSD Brianne Abbott 7-12-2022.

**MOTION** At 6:04 pm Chair Rob Holt moved to adjourn, seconded by Avery Elliott. The next meeting of the Planning Commission is scheduled for 5:30 pm on Monday August 15, 2022 at 108 Governor Trimble Place, Old Firehouse.

Rob Holt, Chair

Whitney Seitz, Clerk