

**Hillsboro Planning Commission Meeting Minutes**  
**November 21, 2022 – Meeting - 5:30 p.m.**  
**Old Firehouse 108 Governor Trimble Place**  
**Held after public hearing**

**HILLSBORO PLANNING COMMISSION**

**CALL TO ORDER**

At 5:44 p.m. Rob Holt Chair called the Hillsboro Planning Commission meeting to order immediately following the public hearing.

**ROLL CALL**

The following were present for the meeting: Rob Holt; Chair, Bill Sims, Justin Harsha; Mayor, Todd Heskett and Brianne Abbott; Safety Service Director. Avery Elliott and Paul Worley were absent. Also in attendance was Clerk; Whitney Aliff.

**DETERMINATION OF QUORUM**

A quorum was met.

**APPROVE MINUTES**

The minutes from Planning Commission Regular Meeting held on October 17, 2022 were approved as read.

The minutes from Planning Commission Public Hearing Meeting held on October 17, 2022 were approved as read.

**CORRESPONDENCE – None**

**UNFINISHED BUSINESS –**

SSD Zoning Overlay District Recommendation

**NEW BUSINESS –**

Residential Site Plan – 850 W Main St.

Imagine Hillsboro

Imagine Hillsboro Committee

Zoning Recommendation for Annexed Territory – Parcel 23-10-000-250.00

Commercial Site Plan – 103 Harry Sauner Rd

Discussion of amendments to sign code

**ACTION REQUIRED –**

SSD Zoning Overlay District Recommendation

Residential Site Plan – 850 W Main St.

Imagine Hillsboro

Imagine Hillsboro Committee

Zoning Recommendation for Annexed Territory – Parcel 23-10-000-250.00

Commercial Site Plan – 103 Harry Sauner Road

**SSD ZONING OVERLAY DISTRICT RECOMMENDATION**

DISCUSSION: Safety and Service Director Brianne Abbott advised planning commission no changes to the proposal have been made since the October meeting. Feedback and discussion was had on how to proceed and proposed areas for the overlay district. SSD Brianne Abbott will present at December planning commission meeting with the proposal for the E Main location of Hillsboro with more discussion to come.

**RESIDENTIAL SITE PLAN – 850 W MAIN ST.**

MOTION: Rob Holt moved to approve residential site plan for 850 W Main St., seconded by Bill Sims. Vote: all yeas. Residential Site Plan for 850 W Main St. approved.

DISCUSSION: Chair Rob Holt mentioned the site plan at 850 W Main St. is for a three-family dwelling. Applicant Nathan Yuellig explained the desire to bring more similar dwellings to Hillsboro and the urgency to get the proposed building built quickly. SSD Brianne Abbott advised the site plan met all zoning requirements.

**IMAGINE HILLSBORO**

MOTION: Rob Holt moved to approve the changes to the Imagine Hillsboro Masterplan, seconded by Brianne Abbott. Vote: all yeas. Imagine Hillsboro Masterplan changes approved.

DISCUSSION: Council President Tom Eichinger discussed changes made to the masterplan. Once recommended by planning commission, legislation will be presented to council for approval.

**IMAGINE HILLSBORO COMMITTEE**

MOTION: Rob Holt moved to create the Imagine Hillsboro Steering Committee, seconded by Bill Sims. Vote: all yeas. Imagine Hillsboro Steering Committee approved.

DISCUSSION: Chair Rob Holt and Council President Tom Eichinger discussed the make up of the committee. Once recommended by planning commission, legislation will be presented to council for approval.

**ZONING RECOMMENDATION FOR ANNEXED TERRITORY – PARCEL 23-10-000-250.00**

MOTION: Justin Harsha moved to recommend zoning for annexed parcel 23-10-000-250.00 as Business and Residential D, seconded by Rob Holt. Vote: all yeas. Zoning Recommendation for parcel 23-10-000-250.00 as Business and Residential D approved.

DISCUSSION: SSD Brianne Abbott suggested to consider Business and Residential D zoning district as it allows business and multi-family uses. Other members of planning commission were in agreement with such zoning district. Legislation for the zoning recommendation will be presented to council for approval.

### **COMMERCIAL SITE PLAN – 103 HARRY SAUNER ROAD**

**MOTION:** Justin Harsha moved to disapprove Commercial Site Plan for 103 Harry Sauner Road, seconded by Brianne Abbott. Vote: all yeas. Commercial Site Plan for 103 Harry Sauner Road disapproved.

**DISCUSSION:** Chair Rob Holt discussed the site plan was proposing a parking lot on Harry Sauner Road. The lot is zoned Business C and the zoning code prohibits parking lots in such district. SSD Brianne Abbott added the potential use of the lot for developmental purposes. Planning Commission members notified the applicant the zoning code requires it to be blacktop, not gravel. SSD Brianne Abbott suggested the idea of resurveying the lot and keeping the lot in the rear for parking and the front lot open for possible development.

### **DISCUSSION OF AMENDMENTS TO SIGN CODE**

**DISCUSSION:** Chair Rob Holt presented proposed changes to the sign code to the members of planning commission. Holt added the information was collected from nearby or similar towns and/or cities. Mayor Justin Harsha noted the need of business-friendly codes. Much discussion was had and comparing the current sign code to the proposed changes from Holt. Bill Sims concluded stating the proposal is a good start. Further discussion will continue at upcoming meetings.

### **NO ACTION REQUIRED-**

-Certificate of Appropriateness COA22-41, 142/140 W. Main St., exterior lighting along walls, approved with conditions by SSD Brianne Abbott 10/31/2022.

-Replat of in-lot number 774, parcel no. 25-27-001-089.00, being renumbered to lot no. 774-A, O.R. 938, pg. 130, owned by Gregory and Pauline Rand. Signed by SSD Brianne Abbott 11-3-2022.


-Residential Site Plan Review Application, Scott Hasselbach/Lilley 111, LLC, Accessory structure on 111-115 E Lilley Ave., approved by SSD Brianne Abbott 11-8-2022.


-Residential Site Plan Review Application, Cindy Lunsford, enclosing front porch at 448 East Main Street, approved by SSD Brianne Abbott 11-8-2022.

-Residential Site Plan Review Application, Lilley 111 LLC, accessory structure at 111-115 E Lilley Ave., approved by SSD Brianne Abbott 11-8-2022.

-Certificate of Appropriateness COA 21-41, 128 North High St., wall sign for Crowe Financial, approved by Code Enforcement Officer Lauren Walker 11-16-2022.

**MOTION** At 6:59 pm Chair Rob Holt moved to adjourn, seconded by Todd Heskett. The next meeting of the Planning Commission is scheduled for 5:30 pm on Monday December 19, 2022 at 108 Governor Trimble Place, Old Firehouse.

  
Rob Holt, Chair

  
Whitney Aliff, Clerk