

Hillsboro Planning Commission Meeting Minutes
March 20, 2023 – Meeting - 5:30 p.m.
Old Firehouse 108 Governor Trimble Place

HILLSBORO PLANNING COMMISSION

CALL TO ORDER

At 5:43 p.m. Chair Bill Sims called the Hillsboro Planning Commission meeting to order immediately following the public hearing.

ROLL CALL

The following were present for the meeting: Chair Bill Sims, Brianne Abbott; Safety and Service Director, Amy Davis, Todd Heskett, Mayor Justin Harsha and Paul Worley. Rob Holt was absent. Also in attendance was Clerk; Whitney Aliff, Council President Tom Eichinger, Public Works Superintendent Shawn Adkins and councilmembers Jo Sanborn, Jason Brown, Mary Stanforth and Don Storer.

DETERMINATION OF QUORUM

A quorum was met.

APPROVE MINUTES

The minutes from Planning Commission Regular Meeting held on February 21, 2023 were approved as read.

The minutes from Planning Commission Public Hearing Meeting held on February 21, 2023 were approved as read.

MOTION: Paul Worley moved to approve the February 21, 2023 regular and public hearing meeting minutes, seconded by Amy Davis. Vote: all yeas. February 21, 2023 minutes approved.

CORRESPONDENCE – None

UNFINISHED BUSINESS –

Discussion of amendments to sign code
Imagine Hillsboro Select Committee

NEW BUSINESS –

COA23-05 160 W. Main St. Mural
Residential Site Plan 318 Oak Street
Imagine Hillsboro Report – SSD

ACTION REQUIRED –

COA23-05 160 W. Main St. Mural
Residential Site Plan 318 Oak Street

DISCUSSION OF AMENDMENTS TO SIGN CODE

DISCUSSION: Planning Commission Chair invited the zoning and annexation council committee to meet jointly and discuss the proposed changes to the sign code. Council committee members Jason Brown, Mary Stanforth and Don Storer were in attendance and discussed proposed sign code changes. Discussion was had on face changes. The current sign code reflects a permit is needed for replacing a face on a sign. Paul Worley noted if it is a sign change a permit is needed. Bill Sims added the code should read if there are no changes to the sign, no permit is needed. An example was given for a strip mall having tenants change. The question was asked if a permit was needed for a face change as the sign structure wouldn't change, only the tenant information. Members agreed a permit was needed if a new tenant was in. Lengthy discussion was had on the proposed changes. Chair Bill Sims requested to table the amendments to allow time to review.

IMAGINE HILLSBORO SELECT COMMITTEE

DISCUSSION: Chair Bill Sims presented a simple overview document of the Imagine Hillsboro Select Committee.

COA23-05 – 160 W. MAIN ST. MURAL

DISCUSSION: Pam Kellough presented the mural for 160 W. Main St. to all planning commission members. The tentative start date is proposed to be April 2023.

MOTION: Paul Worley moved to approve COA23-05, seconded by Todd Heskett. Vote: Paul Worley-yes, Justin Harsha-yes, Todd Heskett-yes, Amy Davis-yes, Brianne Abbott-yes, Bill Sims-yes. COA23-05 approved.

RESIDENTIAL SITE PLAN – 318 OAK STREET

DISCUSSION: Chair Bill Sims shared an overview of the site plan. The property is zoned Residential A and the proposal included a new residential building in the rear yard. Sims invited comments from other members. Sims noted the application has multiple sizes attached. Zoning requirements were discussed.

MOTION: Bill Sims moved to disapprove 318 Oak Street Residential Site Plan, seconded by Justin Harsha. Vote: Bill Sims-yes, Brianne Abbott-yes, Amy Davis-yes, Todd Heskett-yes, Justin Harsha-yes, Paul Worley-yes. Residential Site Plan 318 Oak Street disapproved.

IMAGINE HILLSBORO REPORT – SSD

Chair Bill Sims thanked SSD Brianne Abbott for providing the Imagine Hillsboro Report. Sims asked all planning commission members to review the provided report.

NO ACTION REQUIRED-

-Residential Site Plan Application, 238 West Pleasant Street, 22x20 Accessory Structure, approved by SSD Brianne Abbott 2-22-2023 after planning commission granted Variance V23-01.

-General Warranty Deed, Michael D. Ward and Larry A. Ward, covenants to Angela D. Harris, whose tax mailing address is 614 S. East St. Hillsboro, Ohio 45133. Parcel

number 25-53-001-036.00 property address 614 S. East St. Hillsboro, Ohio 45133. OR 1000, pg. 514. Signed by SSD Brianne Abbott 2-23-2023.

-Residential Site Plan, 604 John Street, 125'x225x Steel Building for Highland County Fairgrounds. Approved by SSD Brianne Abbott 2-23-2023.

-Replat of lot numbers 726, 1048 and 1050, owned by Alma Bailey, parcel no. 25-51-001-051.00, renumbered to lot number 726A, OR 1000, pg. 1152. Signed by SSD Brianne Abbott 2-27-2023.

-Replat of lot number 22, owned by Robin and Ann Morris, parcel no. 25-35-001-036.00 and 25-35-001-037.00. OR 882 pg. 982 and OR 874 pg. 894. Signed by SSD Brianne Abbott 3-6-2023.

-General Warranty Deed, Kathleen Decker, covenants to Rebecca Rhude Martin, whose tax mailing address is 8285 Cherry Laurel Drive, Liberty Township, Ohio 45044. Parcel number 25-27-001-007.00 property address 240 E. Main St. Hillsboro, Ohio 45133. OR 1003, pg. 3545. Signed by SSD Brianne Abbott 3-7-2023.

-Replat of out lot number 9, owned by Rebecca Martin and Kathleen Decker, parcel no. 25-27-001-007.00 renumbered to lot number 9-A, OR 1003, pg. 3543. Signed by SSD Brianne Abbott 3-7-2023.

-Certificate of Appropriateness COA23-03, 146 West Main St., replacing sign to match color scheme of building. Signed by Code Enforcement Official Lauren Walker 3-7-2023.

-Replat of part of in-lot 121, owned by Robin and Ann Morris, parcel no. 25-35-001-051.00, renumbered to lot number 121B, OR 901, pg. 314. Signed by SSD Brianne Abbott 3-7-2023.

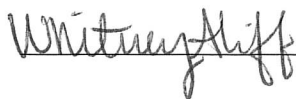
-Replat of in-lot 121, owned by Robin and Ann Morris, parcel no. 25-35-001-053.00, renumbered to lot number 121C, OR 975 pg. 3714. Signed by SSD Brianne Abbott 3-7-2023.

MOTION At 6:40 pm Bill Sims moved to adjourn, seconded by Justin Harsha.

The next meeting of the Planning Commission is scheduled for 5:30 pm on Monday April 17, 2023 at 108 Governor Trimble Place, Old Firehouse.



Bill Sims, Chair



Whitney Aliff, Clerk