

Hillsboro Planning Commission Minutes
June 18, 2018 – Regular Meeting - 5:30 p.m.
Highland County Administration Building – 119 Governor Foraker Place

CALL TO ORDER

At 5:35 p.m., Tom Eichinger, Chair, called the Hillsboro Planning Commission meeting to order.

ROLL CALL

The following were present for the meeting: Tom Eichinger, Chair; Charlie Guarino, Vice-Chair; Mayor Drew Hastings, and Mel McKenzie, Safety and Service Director. Joe Mahan, Ruth Robbins, and Rob Holt were unable to attend. Council members Ann Morris and Wendy Culbreath and resident Creed Culbreath were also present for the meeting.

DETERMINATION OF QUORUM

A quorum was met.

APPROVE MINUTES

The minutes from the May 21, 2018 Regular Meeting were reviewed and accepted as presented.

CORRESPONDENCE

The Commission reviewed correspondence from:

- Liz Fields, McBride-Dale-Clarion, regarding the Scope of Work for the Hillsboro Master Plan
- Loy Lutton asked the Commission to consider the impact that the marijuana dispensary will have on the infrastructure and finances of the community when they write the master plan

Ms. Culbreath asked for an explanation of a master plan which the Commission provided. The Commission discussed the medical marijuana dispensary that will be located in Hillsboro.

UNFINISHED BUSINESS/DISCUSSION

City Master Plan - Update

Mr. Guarino opened the discussion with a summary of items the Commission would like the master plan to address such as having the water loop completed on SR 73 at Carl Smith Drive, bike trails to Rocky Fork Lake, annexation of “island” property within the city, and the annexation of Careytown Road between the roundabout and the corporation limit at Lowe’s and Walmart.

The Scope of Work presented by McBride-Dale-Clarion will cost \$56,000 over the course of approximately 12 months. The Commission currently has enough money appropriated for any work done in 2018. The Scope of Work will be initiated in four phases:

Phase 1 – Initiation and Analysis \$15,000 – July – September 2018

Phase 2 – Planning Framework \$11,000 – October – December 2018

Phase 3 – Plan Drafting \$20,000 – January – April 2019

Phase 4 – Plan Adoption \$10,000 – May – July 2019

The Administration will provide copies of surveys they conducted in the past which may be helpful. Mr. Guarino invited any Council member to participate in the Steering Committee when it is formed. Mr. Eichinger suggested that Mr. Lutton and Ms. Morris help with the changes on the zoning map after the master plan is completed because they were both very helpful with the zoning amendment. Mayor Hastings said he talked with attorney Greg Vanzant who will proceed with the annexation of the “islands” in the city. Mr. Guarino suggested that someone speak with Glada Smith regarding annexation of the Careytown Road and Hobart/Carl Smith Drive properties. The clerk will ask Liz Fields to attend the next Planning Commission meeting to discuss the scope of work for the master plan.

NEW BUSINESS

436 South West Street – Kenneth Storer – Review for Property Split

The Commission discussed options for splitting a parcel on South West Street that currently has two apartment complexes. There is not enough road frontage to accommodate a new lot from a split. A panhandle split requires 35 feet of frontage and the remaining frontage would be only 50 feet. A minimum of 70 feet is required. The Commission found two options for the property: leave it as-is or make the apartments condominiums and deed each condo as its own parcel.

The Commission returned to unfinished business to discuss the building violation on Wenmar Drive. To recap, the owner built a pole barn on a property he owns opposite his home on Wenmar Drive, which is in violation of the zoning code for Residential “A.” He may combine the two lots with the street splitting them or remove the pole barn. Mr. Eichinger said that no one wants to see him tear down the structure and he would not object to combining the two lots. A variance would still be required to allow the pole barn to exceed the height restriction for accessory buildings. His situation would fall under “hardship” even though the property owner created the hardship.

Mayor Hastings asked how any illegal tap for water or sewer could be prevented if the accessory structure becomes part of the residence property. The discussion ended with Mr. Eichinger’s suggestion that any variance granted would restrict the building from ever being used as a residence. Mr. McKenzie said that the owner was still unclear as to

which decision he would make between making the building a residence or combining the two parcels and making the pole barn an accessory building.

MOTION Mr. Guarino moved, seconded by Mr. McKenzie, to agree to the two parcels being combined as one if the pole barn remains an accessory building.
Vote: all yeas.

Mr. McKenzie has yet to determine the fine for violating the code. Mayor Hastings said that the builder should have known to obtain a permit and check the code and he should be held accountable for the fine as well. Mr. Eichinger said he would not discuss a variance for height until the Commission received an official request from the owner when and if he decides to combine the two parcels.

NO ACTION REQUIRED

- Dedication Plat for Homestead Avenue – SSD signed on 5-2-18
- Deed – 103 Elizabeth Drive – SSD signed on 5-22-18
- Deed – 114 June Avenue – SSD signed on 5-22-18
- Replat of Keys Addition – SSD signed on 5-22-18
- Replat of Catharine W & Josephine Collins Addition – Lot 619A Somer Street – SSD signed 5-30-18
- Replat of Muntz Subdivision – Conrad Street Lot 545-566 – SSD Signed 6-7-18

ADJOURN

MOTION At 6:49 pm Mr. Guarino moved, seconded by Mayor Hastings, to adjourn. Vote: all yeas.

The next regular meeting of the Planning Commission is at 5:30 pm on Monday July 16, 2018 at the County Administration Building located at 119 Governor Foraker Place.

Tom Eichinger, Chair

Debbie Sansone, Clerk