

**Hillsboro Planning Commission Meeting Minutes**  
**June 17, 2019 – Regular Meeting - 5:30 p.m.**  
**Highland County Administration Building – 119 Governor Foraker 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, Charlie Guarino, Vice-Chair; Mayor Drew Hastings, Mel McKenzie, Safety Service Director, and Dane Allard absent were Joe Mahan. Also present were Clerk Kimberly Newman and Council member Ann Morris, Dick Donley Highland County Republican Party, Billy Stanley Lind Media.

**DETERMINATION OF QUORUM**

A quorum was met.

**APPROVE MINUTES**

The minutes from the May 20, 2019 meeting were reviewed and accepted as presented.

**CORRESPONDENCE** - no correspondence

**UNFINISHED BUSINESS**

- Variance/Conditional Use Permit- Dick Donley; Highland County Republican Party, to place a 10x10 utility building on West side of current building.

**ACTION REQUIRED** – Variance/Conditional Use Permit- Richard Donley, Highland County Republican Party- wanting to place a 10x10 utility building on West side of current building due to no back yard or property to place it.

**DISUSSION** Dick Donley was present at meeting and explained that there was no back yard to place the utility building as specified in the zoning code. The building will be placed on the West side of the current building and will be used to house signs and posts. The door placement will be on the end of the building with no windows. Currently signs lean on a fence and often blow away and are not esthetically pleasing to the eye. There was lengthy discussion and multiple questions asked in regard to the building specifications and purpose.

**MOTION:** Charlie Guarino moved to approve the variance for a matching 10x10 utility building. The variance granted with the following contingency: there must be maintenance and upkeep on the utility building, in the event of change of ownership of Highland Republican Party building, the variance is void. Seconded by Mel McKenzie.

**NEW BUSINESS** - Billy Stanley, representative of Lind Media presented to the Planning Commission the request for digital billboards to the City. They have to be within 600 feet of a business. This can be an issue and the billboard Mr. Stanley is requesting approval of is near Taco Bell and Fenner Avenue. It is an 8 phase digital billboard. The property that the billboard is placed on is owned by the Fenner family; Lind has a permanent easement agreement with the property owner. ODOT previously passed the digital billboard placement, then came back and told Lind they were rescinding the approval. The State has requirements for billboards along State Highways. The Fenner property is 30 some acres, is an island in the City. Mr. Lind proposed the property be annexed. Discussion and questions took place. Lind Media and Drew Hastings agreed to contact Janet Fenner to discuss annexation, possible incentives as well as the city. Mr. McKenzie will discuss this with Auditor Bill Fawley. The Planning Commission agreed to discuss this request at a later time, when more information is obtained, and necessary parties are contacted.

Other New Business-Charlie Guarino updated that the Land Bank meets Thursday June 20, 2019 to discuss underway projects.

Mayor Drew Hastings updated the commission on the 100 block properties, discussing how crucial and instrumental the Design Review Board will be in keeping the historic value in any rebuild. Also there is a Master Plan Steering Committee meeting on June 18, 2019 at The County Administration building 6-8 pm.

#### **NO ACTION REQUIRED**

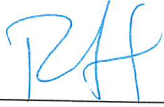
- Replat Williams Keys' Sixth Addition Deed Reference O.R. 979, P. 210, Pl. Bk. 01, P. 07 Parcel No. 25-46-001-092.00. Approved and signed by Mel McKenzie May 28, 2019.
- Limited Warranty Deed Parcel No. 25-51-031.00 & 25-51-001-032.00 Properties address 327 Uhrig Street, Hillsboro, Ohio 45133. Being in-lot #1041-A of the re-plat of City of Hillsboro (formerly parts of lots # 1040 and #1041 and a portion of a vacated alley of Rink's subdivision of the City of Hillsboro) and recorded in plat book 11, pages 53 in the Highland County Recorder's office.
- Replat Part OL 21 of Original Town Plat City of Hillsboro, Parcel VI original 0.949 acres Parcel No. 25-26-001-123.00 Approved and signed by Mel McKenzie June 12, 2019.
- Statement of reason for exemption from real property conveyance fee- estate of Alice June Howard to Diana Barnett 502 Kimberly Street Leesburg, Ohio 45135. Deed vol. 319, page 248 and deed vol. 300, page 408 parcel no. 25-53-001-061.00 and 25-53-001-062.00 signed by Mel McKenzie June 17, 2019.

#### **ADJOURN**

**MOTION** At 6:25 pm Mr. Rob Holt moved, seconded by Mr. Charlie Guarino to adjourn. Vote: All yeas.

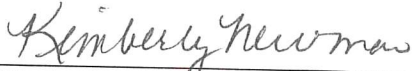
The next regular meeting of the Planning Commission is scheduled for 5:30 pm on

Monday, July 15, 2019 at the Highland County Administration Building located at 119 Governor Foraker Place. The meeting is open to the public.



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Rob Holt, Chair



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Kimberly Newman, Clerk