

Hillsboro Planning Commission Meeting Minutes
September 16, 2019 – Regular Meeting - 5:00 p.m.
Highland County Administration Building – 119 Governor Foraker Place

HILLSBORO PLANNING COMMISSION

CALL TO ORDER

At 5:00 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, Richard Donley, Safety Service Director, Dane Allard, Joe Mahan and Paul Worley. Also present were Clerk Kimberly Newman, Council member Ann Morris and Chad Abbott- Abbott signs.

DETERMINATION OF QUORUM

A quorum was met.

APPROVE MINUTES

The minutes from the August 19, 2019 meeting were reviewed and accepted as presented.

CORRESPONDENCE Paulette Goerler- Administrative Assistant II spoke to Becky at Fender Realty about 305 E. Main Street. Becky indicated that in the past the house had been used as an antique store, the Auditor's office indicated it was a residence used for business. Becky asked if the house still had a variance for a business. Paulette checked zoning and it is Residential A. Paulette spoke with Rob Holt and he wanted further discussion at Planning Commission as he thinks if the residence sold it reverts back to Residential A.

Dr. Tausha Barton notice of sign at Northside Church of Christ

UNFINISHED BUSINESS

- Gateway signs- Shawn Adkins

DISCUSSION Shawn Adkins suggested to Planning Commission that placement of the 5 gateway signs should be placed before City corporation. The committee agreed to let Shawn Adkins- Public Works Superintendent place the signs as he sees fit, according to entering city limits, hitting rock when placing signs, lay of the land. The old chained link fence signage will be taken out and replaced with the new gateway signs.

NEW BUSINESS

- Variance Request- Elvis Smith- Northside Church of Christ, 25 Greenfield Pike, Hillsboro, Ohio. To replace the old sign with an electronic sign. Neighboring property owner Dr. Tausha Barton has no issue with sign.
- Variance Request- Alley 21- Chad Abbott Signs-1086 N. High Street to replace existing digital sign.

ACTION REQUIRED – Variance Request- Elvis Smith- Northside Church of Christ, 25 Greenfield Pike, Hillsboro, Ohio. To replace the old sign with an electronic sign. Neighboring property owner Dr. Tausha Barton has no issue with sign,.Mr. Barton had called clerk Ms. Newman but he or Dr. Barton were not in attendance at meeting. Mr. Elvis Smith was not present to answer questions from Planning Commission.

DISCUSSION Rendering picture submitted with application for variance indicated that the new electronic sign would be placed directly in the middle of existing brick structure where current sign is now. Dimensions and size changes were not clearly identified in rendering. New sign will vary in size from existing sign, more information is needed. Ms. Newman, Planning Commission Clerk will notify Mr. Smith requesting more information and his presence at October 21, 2019 Planning Commission meeting.

MOTION: moved by Charlie Guarino, seconded by Chair Rob Holt to table the decision on variance request, Northside Church of Christ until more information is provided at October meeting.

- Variance Request- Alley 21- Chad Abbott Signs-1086 N. High Street to replace existing digital sign.

DISCUSSION Chad Abbott presented the application for variance of Alley 21 digital/electronic sign to Planning Commission. Mr. Abbott explained the new sign would replace the existing square footage. Mr. Dale Martin- Alley 21 wants to upgrade and compete with the Lind sign across the street, as well as fix digital that has been broken on billboard/sign. Mr. Abbott advised the Planning Commission that the current sign is registered as a billboard. Questions were asked if this was a replacement or improvement sign. If improvement in addition to electronic change there were concerns. Reference to the zoning code book and lengthy discussion was had on brightness, size, sign being placed offset to prohibit it from being too close to the road. As well as this sign possibly requiring a conditional use permit, in which case a public meeting would follow. The Planning Commission requested of Mr. Abbott to provide a letter from ODOT that states this sign is a billboard and would like more information in regard to dimensions and improvements/replacement of sign/billboard. Planning Commission would like more time to review and research and obtain a definition of sign/billboard and digital/electronic. Current zoning code states repair and replace, not improve or change.

MOTION: moved by Charlie Guarino and seconded by Chair Rob Holt to table the decision on variance request until more information is provided at October 21, 2019 meeting.

- Jason Brown had contacted SSD Richard Donley about annexation of his property 904 North West Street. In 2015 letters went out to potential annexation property owners, at that time Mr. Brown did not wish to have his property annexed into the city. Clerk Newman had contacted Law Director Fred Beery about getting Mr. Brown's property annexed so he can hook up to the City water and sewer, and inquired of the necessary steps to do so. Discussion was at length and Clerk Newman will follow up with Law Director and Mr. Brown.

MOTION: moved by Charlie Guarino and seconded by Mayor Drew Hastings to table the decision on annexation for Mr. Jason Brown until more information is provided on steps for annexation.

- **DISCUSSION** - correspondence that Chair Rob Holt had with Paulette Goerler and Fender Realty in regard to 305 E. Main Street property. This property in the past has been used as an antique store, thought to be deemed residence used for business. Becky at Fender Realty asked if the house still had a variance for a business. Upon checking the zoning it is Residential A. Chair Rob Holt discussed with Planning Commission that he believes if the residence was sold it reverts back to residential A. It was the consensus of the committee that the property reverts back if sold or not in use for 365 days.

- Charlie Guarino updated the Planning Commission on the progress of the Land Bank in Highland County. There are several parcels contractors are cleaning up. They will place 3x3 signs on those properties advertising Land Bank and for sale.


NO ACTION REQUIRED

- Quit Claim Deed Jack I. Hope Parcel No. 25-35-001-035.00 Lot 19A plat book 11 page 71. Signed by SSD Richard Donley on August 23, 2019.
- General Warranty Deed, Reno Investments, LLC., 5270 US Highway 50, Hillsboro, Ohio 45133. Parcel Number 25-46-001-109.00 property address 487 E. Main Street. Lot no. 286A of replat of all in-lot No. 286 and part of in-lot Nos. 291 and 292 of the William Key's Sixth Addition all of in-lot Nos. 653 and 654 of Hough Subdivision and part of a vacated alley recorded in miscellaneous record No. 02, page 369. Plat book 11 page 78. Signed by SSD Richard Donley on August 23, 2019
- Survivorship Deed Jane E. Tissot and Darrell L. Tissot wife and husband, for valuable consideration paid, grants, with general warranty covenants Adam D. Garringer and Courtney B. Garringer, husband and wife for their joint lives, remainder to the survivor of them, 290 Wenmar Avenue, Hillsboro Parcel Number 25-38-001-005.00, 0.408 acres, Book 981, page 2554. Signed by SSD Richard Donley on August 27, 2019.

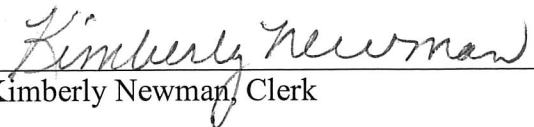
ADJOURN

MOTION At 6:06 pm Mr. Charlie Guarino moved, seconded by Mayor Drew Hastings to adjourn. Vote: All yeas.

The next regular meeting of the Planning Commission is scheduled for 5:30 pm on Monday, October 21, 2019 at the Highland County Administration Building located at 119 Governor Foraker Place. The meeting is open to the public.



Rob Holt, Chair



Kimberly Newman, Clerk