

**Hillsboro Planning Commission Meeting Minutes**  
**December 21, 2020 – Meeting - 5:30 p.m.**  
**Old Firehouse 108 Governor Trimble 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, Brianne Abbott; Safety Service Director, Tracy Aranyos, Jason Brown, Paul Worley. Also present were Clerk; Kimberly Newman, Council President; Tom Eichinger, Public Works Superintendent; Shawn Adkins, and Mike Turner and his wife. Mayor Justin Harsha was absent.

**DETERMINATION OF QUORUM**

A quorum was met.

**APPROVE MINUTES**

The minutes from Planning Commission meeting held on November 16, 2020 were approved as read.

- **CORRESPONDENCE** – Appeal request from Sheila Flowers.  
Ms. Flowers was unable to attend Council or Planning Commission. The violation given by Ms. Lauren Walker, Code Enforcement Officer, for the door has been rescinded due to original door restoration and replacement, so there is no longer a need for an appeal.

**UNFINISHED BUSINESS –**

- Sub-committees for Planning Commission Board Members for future planning.  
DISCUSSION: Mr. Holt explained his intent for the sub committees, referencing that he broke the committees into 4 sections. After lengthy discussion Mr. Holt said due to no preference of sub- committee grouping from board members. He will set up committees and email everyone there grouping. Mr. Holt will not place Ms. Brianne Abbott on signs committee, due to conflict of interest.

**NEW BUSINESS –**

- Zoning Map Amendment Proposal- Economic Development, Business C to Industrial E parcel 25-14-101-003.00

DISCUSSION: SSD Brianne Abbott advised Planning Commission Board Members that there is a potential economic development proposal wanting to locate at the area by Seal Tite, parcel 25-14-101-003.00, there is a need for this venture to have space and be in Industrial E zoning. This location is currently zoned Business C. Ms. Abbott was not at

liberty to discuss at this time what the potential economic development is and why the need to be located at 25-14-101-003.00. Much discussion was had on why the current industrial zoned area at Homestead Avenue could not be used for this economic development. It was recommended and agreed on to table further discussion and revisit at the January 19, 2021 meeting, more information can be given to Planning Commission by the Economic Development team of the City before a decision to rezone industrial E can be made.

- Revised 155 Zoning Code
- Address Past variances, clarification- Rob Holt

DISCUSSION: Chair Rob Holt asked the board to review pg. 13:155.129 and 155.106, asking the board if more clarification was needed in the definitions in regard to variance. After much discussion it was agreed to leave the language as it is.

- Organizational Meeting January-Nominations

DISCUSSION: January Organizational meeting will be before the regular January 19, 2021 meeting and nominations need to be made. Paul Worley said he would like to have Rob Holt nominated to remain President and Charlie Guarino as Vice President. The remainder of the board agreed and voting will take place on January 19, 2021.

#### **ACTION REQUIRED –**

- Mr. Mike Turner contacted SSD Brianne Abbott on 12-21-2020 to inquire about rezoning of N. West Street or a variance to purchase and rehab the home on 225 N. West Street. Ms. Abbott invited him to attend Planning Commission to discuss with Planning Commission board members.

DISCUSSION: Mr. Turner discussed his proposal to rehab the single -family dwelling home at 225 N. West Street, as well as maintaining the adjoining 223 lot on N. West Street. Mr. Turner was advised that the home was a Bakery at one time and he would like to preserve this piece of history. Mr. Turner has had contact with the owner of the property and would like to purchase the two properties and asked for guidance from the Planning Commission Board. Last month there was interest in the same properties and the board did not approve the request for a Variance as the proposal was not in the scope of Planning Commission or the Master Plan. After much discussion Brianne Abbott made a motion to rezone portion of N. West Street. Zoning overlay was discussed as well, this has been discussed and considered in the past, but without follow up and determining how to create a working overlay plan.

MOTION: Brianne Abbott moved to rezone N. West Street from 201 N. West Street to 317, as well as 220 to 214 N. West Street for the purpose of proposed single family dwelling use. Seconded by Charlie Guarino. Vote all yeas. Clerk Kimberly Newman will send letters to property owners and create and publish the public hearing and gain legislation for rezoning.

#### **NO ACTION REQUIRED –**

- Warranty Deed, Patricia Guargliardo and Dominic Guagliardo and Charles Vergamini and Tammy Vergamini grant, sell, bargain and convey to Kathleen Chaney, address 4979 Franklin Road, Hillsboro, Ohio, being Lot Number 1A of the replat of all Lot Number 1 and part of Lot Number 2 of the Doyle Subdivision, Block C and recorded in plat book 11, page 196, of the Highland County Recorder's Office. Signed by SSD Brianne Abbott on November 17, 2020.
- General Warranty Deed and Replat of the City of Hillsboro, renumbered lot 111A, originally 111, being owned by Benjamin F. Grooms as recorded in OR volume 895, page 244, first tract and second tract, parcel number 25-36-001-074.00. Signed by SSD Brianne Abbott on November 18, 2020.
- Replat of Lot 375 of The City of Hillsboro, 428 S. High Street, 0.1799 total acres, made in the name of Farrah R. and Justin Crews as recorded in OR book 709, page 295. Signed by SSD Brianne Abbott on November 20, 2020.
- Replat of 0.112 Acres Part of Lot 82, D.B. 345, page 659, parcel number 25-44-001-135.00 First United Methodist Church. Signed by SSD Brianne Abbott on November 30, 2020.
- General Warranty Deed, Loren Bruce Canada, Ramon, and Stacy Canada and Scott Joseph Canada and Jennifer Finch Canada does hereby grant, bargain, sell and convey to Loren Bruce Canada, Ramon Douglas Canada and Scott Joseph Canada, parcel number 25-10-000-250.01. 934 St. Rt. 73, Hillsboro, Ohio 45133. Signed by SSD Brianne Abbott on 12-11-2020.
- Replat of Uhrig Subdivision, being part of lot no. 752- parcel no. 25-52-001-076.00, all of lot no. 751- parcel no. 25-52-001-075.00, renumbered to 751-A. Signed by SSD Brianne Abbott on 12-8-2020.
- General Warranty Deed, Bart Gutierrez and Cynthia Gutierrez, paid, grant with general warranty covenants to the Arven Group, LLC. Parcel no. 25-35-001-026.00, 111-1133 W. Main Street, Hillsboro, Ohio 45133, being lot no. 53D of the replat of part of in-lot 53 of original town plat and recorded in P.B. 11, page 187 at recorder's office. Signed by SSD Brianne Abbott on 12-8-2020.
- Replat Terrace Subdivision, Springlake, Lot Nos. 1202-1206 PB 11, Page 45, Parcel No. 25-11-001-009.00. Signed by SSD Brianne Abbott 12-9-2020.
- General Warranty Deed Jerry Frost, married whose spouse is Charlene Frost, grants general warranty covenants to Brian J. Howell, 436 West Walnut Street Hillsboro, Ohio 45133, Parcel No. 25-42-001-141.00 PB 11, page 186. Being Lot No. 333-A. Signed by SSD Brianne Abbott on 12-10-2020.
- Survivorship Deed Farrah R. Crews and Justin Crews, husband and wife, grant with general warranty covenants to Cristen J. Fox and Ryan Fox address 428 South High Street, Hillsboro Ohio 45133. Parcel No. 25-44-001-005.00, PB 11, page 200. Signed by SSD Brianne Abbott on 12-10-2020.
- Survivorship Deed Tim Ross and Christina Ross husband and wife, with general warranty covenants to Rudolph S. Huereque and Barbara A. Huereque Western Ohio Mortgage Corp. 733 Fair Road, Sidney Ohio 45365. Parcel Nos. 25-51-001-008.00 and 25-51-001-007.00. Lot No. 13-A. Signed by SSD Brianne Abbott on

12-10-2020.

- Warranty Deed Kristi D. Cluff hereby grant, bargain, sell and convey to Kristi D. Cluff address 9525 US 50, Hillsboro, Ohio 45133 Parcel No. 23-11-000-101.00. Volume 774, page 955. Signed by SSD Brianne Abbott on 12-10-2020.
- Replat of the City Of Hillsboro, being part of lot nos. 239&240 of James Thompson's Fifth Addition as recorded in PB 1, page 2. Parcel no. 25-42-001-083.00. Renumbered Lot 240A. Signed by SSD Brianne Abbott on 12-10-2020.

## **ADJOURN**

**MOTION** At 6:36 pm Chair Rob Holt moved, seconded by Tracy Aranyos to adjourn. The next meeting of the Planning Commission is scheduled for 5:30 pm on Monday, January 19, 2021 at 108 Governor Trimble Place, Old Firehouse. This meeting is open to the public.



Rob Holt, Chair



Kimberly Newman, Clerk