

**Hillsboro Planning Commission Meeting Minutes**  
**January 19, 2021 – Meeting - 5:30 p.m.**  
**Old Firehouse 108 Governor Trimble Place**

**HILLSBORO PLANNING COMMISSION**

**CALL TO ORDER**

At 5:32 p.m. Rob Holt Chair called the Hillsboro Planning Commission meeting to order. Immediately following the 5:30 p.m. Organizational Meeting.

**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, Mayor Justin Harsha. Also present were Clerk; Kimberly Newman, Council President; Tom Eichinger, Public Works Superintendent. Paul Worley was absent.

**DETERMINATION OF QUORUM**

A quorum was met.

**APPROVE MINUTES**

The minutes from Planning Commission meeting held on December 21, 2020 were approved as read.

**CORRESPONDENCE** – Hillsboro City Properties Assessment List from Land Bank, provided by Charlie Guarino. Charlie Guarino provided a list and explained the delay of movement on demo and rehab with properties due to COVID. City properties are on the list for Land Bank assistance.

**UNFINISHED BUSINESS** –

- Sub-committees for Planning Commission Board Members for future planning. Chair Rob Holt created and handed out Zoning Code Section Group list to each board member designating the code sections they were assigned.

**NEW BUSINESS** – White's Bakery/ Sinamon Cluxton - Commercial Site Plan Review Application and Conditional Use Permit Application -CUP 2021-01. Drive Thru lane and Pick-up Window.

**ACTION REQUIRED** – White’s Bakery/ Sinamon Cluxton - Commercial Site Plan Review Application and Conditional Use Permit Application -CUP 2021-01. Drive Thru lane and Pick-up Window.

**DISCUSSION:** The board reviewed The Commercial Site Plan Review Application, Conditional Use Permit Application submitted by White’s Bakery and Chapter 155: Zoning Code for verification of compliance with drive thru window. After much discussion and review, no issues were found.

**MOTION:** Chair Rob Holt moved to approve the Site Plan Review, seconded by Justin Harsha. Vote all yeas. Approved and signed..

**MOTION:** Charlie Guarino moved to approve the Conditional Use Permit CUP2021-01, seconded by Chair Rob Holt. Vote all yeas. Approved. Clerk Kimberly Newman will schedule public hearing for February 16, 2021 Planning Commission Meeting and publish the notice and send letters to adjacent property owners.

**NO ACTION REQUIRED –**

- Ohio Warranty Deed, 0.157 acres. The HAEDC being the grantor herein paid, grant with general warranty covenants to The Porch Carryout and Grill, LLC, mailing address of 421 N. West Street Hillsboro, Ohio 4513. Parcel No. 25-26-001-104.00 and 25-26-001-105.00 McDowell Street Hillsboro, Ohio 45133. Prior Instrument OR 978 Page 4863. And Grant of easement for Pedestrian access The Porch Carryout and Grill, LLC of 421 N. West Street Hillsboro, Ohio 45133 grants to the City of Hillsboro their successors ad assign forever “Grantee” address 130 N. High Street, a perpetual non- exclusive access for public walking trail/bike path easement running along the Western property line a width of no more than 15 feet wide on the lands attached hereto OR 990, Page 2717. Signed by SSD Brianne Abbott on December 14, 2020.
- Replat part of lot no. 493 Allen Trimble Addition. Being part of lot no. 493 of the Allen Trimble’s addition as recorded in plat book 01, page 27 owned by Kay McCoy as recorded in O.R. Book 910, p. 489 parcel no. 25-27-001-114.00, lot no. 493-A. Signed by SSD Brianne Abbott on January 4, 2021.
- Quit Claim Deed Brian Wayne Brannon and Tamie Melisa Brannon, husband and wife paid, grant to Brian Wayne Brannon and Tami Melisa Brannon for their joint lives, remainder to survivor of them 704 Cheryl Lane, Hillsboro, Ohio 45133 parcel no. 25-51-001-006.00 and being all of lot no.11-A. of the replat of the original Elm Hill Subdivision, formerly part of lot 11, recorded in P.B. 10, page 442. Signed by SSD Brianne Abbott on January 4,2021.
- General Warranty Deed, Mark W. Powell and Susie Powell, husband and wife and Lee P. Kirk and Marco Varela, wife and husband for valuable consideration paid, grant with the general warranty covenants to Jeffrey Webb and Donna Webb, for their joint lives, remainder to the survivor of them Fifth Third Bank 5001 Kingsley Drive Cincinnati, Ohio 45227 parcel no 25-15-500-019.00 being

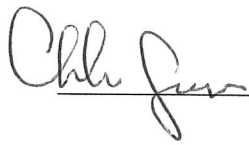
lot no 2-A of the replat of Baker Heights subdivision No. 1 recorded in P. B. 11, page 216. Signed by SSD Brianne Abbott on January 4, 2021.

- Replat of Northview Estates being all of original lot numbers 109 & 110 of Northview Estates Subdivision, block F, volume 10, page 115, parcel n. 25-09-211-109.00 & 25-09-211-110.00 renumbered as 110R. Signed by SSD Brianne Abbott on 1-8-2021.
- Minor Lot Subdivision, Liberty township, Sharon & Jerry Puckett Diven and Pea Ridge Rd. OR 959 page 793. Signed by SSD Brianne Abbott on 1-8-2021.

## ADJOURN

**MOTION** At 5:56 pm Chair Rob Holt moved, seconded by Mayor Justin Harsha to adjourn.

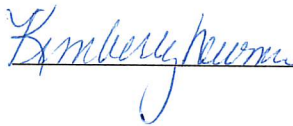
The next meeting of the Planning Commission is scheduled for 5:30 pm on Tuesday, February 16, 2021 at 108 Governor Trimble Place, Old Firehouse. Public Hearing for Conditional Use Permit for White's Bakery to commence before regular meeting. These meetings are open to the public.



Rob Holt, Chair



Charlie Guasco, Vice Chair



Kimberly Newman, Clerk