

Hillsboro Planning Commission Meeting Minutes
August 16, 2021 – 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, Brianne Abbott; Safety Service Director, Tracy Aranyos, Jason Brown, and Mayor Justin Harsha. Paul Worley was absent. Also in attendance were Clerk; Kimberly Newman, Public Works Superintendent Shawn Adkins, Building Code Official Steve Rivera, Councilmember Ann Morris and Anthony Cocca.

DETERMINATION OF QUORUM

A quorum was met.

APPROVE MINUTES

The minutes from Planning Commission Regular meeting and Public Hearing held on July 19, 2021 were both approved as read.

CORRESPONDENCE – None

UNFINISHED BUSINESS – None

NEW BUSINESS – SSD Brianne Abbott: Updates on Fenner Street Plat, Old White's Bakery Renovation, Old Noreen's Dance Studio Renovation

DISCUSSION: Safety & Service Director Brianne Abbott apprised Planning Commission of the following: Fenner Avenue Plat: initially dedicated and platted and accepted by council in 1985. Law Director Fred Beery is not pleased with the format presented and would like a new dedication and acceptance form presented and approved by council at September 2021 council meeting. Old White's Bakery is being renovated and will be operating as Mimi's Kitchen, Old Noreen's Dance Studio is being renovated and will be operating as Buckeye Family Eyecare.

Steve Rivera- Building Code Official- Steve Rivera addressed Planning Commission stating he has spent over 35 years in the industry, with 19 years in code enforcement and has been with the city of Hillsboro for 2 years. Mr. Rivera has 10 certifications with Ohio Board of Building Standards. Mr. Rivera has been looking at city Ordinances and is looking forward to making the city look good.

Jason Brown thanked Mr. Rivera for coming to Planning Commission, as he had requested Mr. Rivera's attendance and expressed that the Planning Commission would

like Mr. Rivera to be involved in big building plans and give assistance in this area with site plan review applications. Several Planning commission members inquired of Mr. Rivera about Design Review Board and their concerns that items were being reviewed and approved by Design Review Board before Building Code Official Steve Rivera or Safety & Service Director Brianne Abbott. Other concerns were that Design Review Board was too constrictive and inhibited growth in the Historic District, yet do not have the authority to enforce violations. Mr. Rivera had concerns as well, approval from Design Review Board on COA's, often times Historic District business owners are mistaken that Design Review Board COA approval is approval of plans and permits, and this creates issues. Mr. Rivera would encourage the process to have a row of sequence, and Design Review Board to fall after Building Department requirements. Chair Rob Holt agreed and instructed Clerk Kimberly Newman to put on September agenda: simplify Design Review Board design criteria, and possible recommendation to council. Public Works Superintendent was asked his opinion on Design Review Board and approvals going to them before permits or zoning. Mr. Adkins responded that Steve Rivera and Brianne Abbott can sign off on the certificate of appropriateness applications and did not feel DRB was still necessary. Mayor Justin Harsha then suggested to have Historic Guidelines and have administration and Planning Commission approval. Safety & Service Director Brianne Abbott cited 155.076 Historic and Business G zoning District Design Criteria and encouraged Planning Commission members to review. Mr. Rivera informed Planning Commission that he would be in attendance at Design Review Board meeting on August 18, 2021 and hoped to have these concerns addressed.

Commercial Site Plan Review-proposed Marshalls, Business C

ACTION REQUIRED –

Commercial Site Plan Review-proposed Marshalls, Business C

DISCUSSION: Anthony Cocca with Cocca Development was in attendance to present to Planning Commission the plans for Marshall's Retail, which will be built on Orscheln foundation, with plans once made for Orscheln submitted to the city. Safety & Service Director Brianne Abbott advised that the Orscheln plans were previously approved by Planning Commission and did not see any reason for the site plans not to be approved now as Marshall's, Steve Rivera agreed.

MOTION: Rob Holt moved to approve Marshall's commercial site plan review, seconded by Mayor Justin Harsha. Vote all yeas. Marshall's site plan review approved.

- **NO ACTION REQUIRED-**
- Parts of In-Lots 650,651 & 652 Smith and Richard's Subdivision O.R. 944, Pg. 311 Parcel no. 25-43-001-074.00, 25-43-001-075.00, 25-43-001-076.00. Recorded in PB 1. Pg. 40, being owned by Adam R. Schelling and Regan E. Walker. Signed by SSD Brianne Abbott on July 20, 2021.
- General Warranty Deed Richard Healey, married grant with general warranty covenants to G&H Rentals I, LLC, whose tax mailing address is 3213 Clover Road, Bethel, Ohio 45106, property address is 529 N. High Street, OR book 796,

p 86, parcel no. 25-18-001-004.00. Lot no. 533A of the re-plat of part of lot no. 533 of the Wm. O. Collins Addition., recorded in PB 11, pg. 763. Signed by SSD Brianne Abbott on July 19, 2021.

- General Warranty Deed Richard Healey and Karen Healey, married, grant with general warranty covenant, to G&H Rentals LLC whose tax mailing address is 3213 Clover Road, Bethel, Ohio property address is 111 W. Collins Avenue Hillsboro, OR book 960, pg 785, OR book 960, pg. 787, parcel no. 25-18-001-005.00, PB 11, p 263 being lot np. 533B of the re-plat of lot no. 533. Signed by SSD Brianne Abbott on July 19, 2021.
- Replat of part lot no. 156 city of Hillsboro. PB 01, p 02, parcel no. 25-26-001-047.00. Hillsboro Area Economic Development Corp., owner of 156-A. Signed by SSD Brianne Abbott on July 22, 2021.
- Replat part nos. 96 & 97 of the original town plat recorded in PB 01, p 02, owned by John Kellis, Carolyn Kellis & Deborah E. Harsha, recorded in OR 692, p 267 & OR 877, p 562, parcel no 25-43-001-201.00 & 25-43-001-202.00, renumbered to lot nos. 96 A& 97 A.
Signed by SSD Brianne Abbott on July 29, 2021.
- Quit claim deed, parcel 25-43-001-202.00, being part of lot nos. 96 & 97 of the original town plat of the city of Hillsboro, owned by John Kellis, Carolyn Kellis and Deborah E. Harsha as recorded in OR 692, p 267 and OR 87, p 562.
- General Warranty Deed, Adam R. Schelling and Regan E. Schelling, FKA Regan E. Walker, husband and wife, with general warranty covenants to Harold W. Flowers bd Sheila Flowers, for their joint lives, remainder to the survivor of them, whose tax mailing address is 405 Sycamore Street, Lynchburg, Ohio 45142 parcel nos. 25-43-001-074.00 and 25-43-001-075.00 and 25-43-001-076.00, property address 436 S. Elm St. Hillsboro, Ohio 45133, PB 1, p 40. Signed by SSD Brianne Abbott on August 3, 2021.
- General Warranty Deed, Edyln LLC, oh Ohio Limited Liability Company with general warranty covenants to Cassandra Green, whose tax mailing address is 503 E. Main St. Hillsboro, Ohio 45133, property address is 503 E. Main St Hillsboro, being lot no. 655A of the replat of part of in-lot no. 655 of Hough Subdivision and recorded in PB 11, p 249. Signed by SSD Brianne Abbott on August 3, 2021.
- Replat of the city of Hillsboro, Doyle Subdivision Block A, being owned by Gloria Jean Cox, PB 2, pg. 872, parcel no. 25-40-001-131.00, renumbered 17A, as recorded in O.R.994. Signed by SSD Brianne Abbott on August 10, 2021.

- **ADJOURN**

MOTION At 6:12 pm Rob Holt, Chair moved to adjourn, seconded by Tracy Aranyos. The next meeting of the Planning Commission is scheduled for 5:30 pm on Monday, September 20, 2021 at 108 Governor Trimble Place, Old Firehouse.



Rob Holt, Chair



Kimberly Newman, Clerk