

Hillsboro Planning Commission Meeting Minutes
October 18, 2021 – Meeting - 5:30 p.m.
Old Firehouse 108 Governor Trimble Place Held after Public Hearing for Robert's
Road & Fenner Avenue Extension

HILLSBORO PLANNING COMMISSION

CALL TO ORDER

At 6:10 p.m. Rob Holt Chair called the Hillsboro Planning Commission meeting to order, immediately following Public Hearing.

ROLL CALL

The following were present for the meeting: Rob Holt; Chair, Brianne Abbott; Safety Service Director, Jason Brown, Mayor Justin Harsha, and Bill Sims. Paul Worley and Tracy Aranyos were absent. Also in attendance were Clerk; Kimberly Newman, Public Works Superintendent Shawn Adkins, Gary Silcott; DLZ, Council President Tom Eichinger, Whitney Seitz; II Administrative Assistant I, Councilmember Mary Stanforth, Councilmember Ann Morris, Design Review Board Chair John Kellis and DRB member Betty Ann Walker.

DETERMINATION OF QUORUM

A quorum was met. New board member Bill Sims was welcomed to Planning Commission.

APPROVE MINUTES

The minutes from Planning Commission Regular meeting and Public Hearing held on September 20, 2021 were approved as read.

CORRESPONDENCE – None

UNFINISHED BUSINESS – Design Review Board (DRB) update

DISCUSSION: Chair Rob Holt opened discussion with the process of stream lining permits and what all that would entail to help contractors and Historic downtown property owners. Both DRB and Planning Commission had discussed a review and changes of DRB manual and Zoning Code involving the Historic District with Building Code Official Steve Rivera and Code Enforcement Officer Lauren Walker. Chair Rob Holt invited Design Review Board members John Kellis, Chair and Betty Ann Walker to comment and to explain to Planning Commission their duties and the process of COA (certificates of appropriateness) applications. John Kellis described the process and told Planning Commission that he had concerns for the spirit of the Historic district without the Design Review Board. Bill Sims asked about the percentage of time spent to educate the applicant what is needed to be done for approval. John Kellis explained that administration fields a majority of that and the board also gives guidance when needed. Betty Ann Walker stated how far the Hillsboro Design Review Board had come and what

an asset it is to have it. Concerns discussed by DRB and Planning Commission were the lack of enforcement for non-compliance with approved COA's, too many steps for applicants of permits, whether the city would be eligible for funding if DRB was not a board. Jason Brown stated that since the same verbiage in the DRB manual is in the Zoning Code, it would be one less step for citizens if things were consolidated. DRB Chair John Kellis advised Planning Commission that if there is an Ordinance for DRB to be absorbed by Planning Commission or Administration, he acknowledged that DRB is at the Mayor's discretion and will follow the decision. Rob Holt thanked John Kellis and Betty Ann Walker for coming to the meeting and there will be more review and discussions to come.

NEW BUSINESS – EV Charging Stations, Colony Park Parking Lot

DISCUSSION: SSD Brianne Abbott told Planning Commission that Lauren Walker had obtained a \$150,000.00 grant for 2 quick charging EV Charging Stations. The grant will pay for both charging stations and Council approved paying for the 5- year warranty. The 2 stations must be installed and operable by January 4, 2022. Kudos to Lauren Walker for obtaining this funding, the stations will be installed in the parking lot behind the Colony Park.

Rob Holt discussed the traffic study literature that was supplied to Planning Commission, this is an important piece for Planning Commission and the city in new developments. Rob Holt also did a follow up on the overlay discussed at 9-20-2021 Planning Commission. A Zoning overlay will be beneficial at the St Rt. 50 and St Rt 62 Y intersection area, this would allow for residents to operate a business on the first floor of their homes. A PUD was also discussed for the short -term rentals Air BNB's presentation at last month's meeting as well.

ACTION REQUIRED –

• **NO ACTION REQUIRED-**

Replat part of lot no 163 & 164, as recorded in PB 01, pg 192, owned by Connie Goolsby as recorded in OR 977, p 623, parcel no. 27-26-001-075.00 and 27-26-001-076.00, renumbered to lot no 163-A. Signed by SSD Brianne Abbott on 9-23-2021.

Replat being a part of lot no. 1206A of the re-plat of in-lot nos. 1202-1206 of Highland Terrace Subdivision and recorded in PB book 11, pg 4, being unit 7 of the K&L Condominium Phase 6.

Signed by SSD Brianne Abbott on 9/24/2021.

Replat part of lot no 121, being lot no.121A as recorded in PB 01 pg 02, owned by Robin Lynn & Ann Elizabeth Morris parcel no. 25-35-001-052.00. Signed by SSD Brianne Abbott on 9-29-2021.

Survey/Re-plat for Darrell I. & Jane E. Tissott, in lot 130 & 133, parts of in lots 131 & 132, PB 1, pg 2, OR 981, pg 2554 parcel nos. 25-26-001-003.00, 25-26-001-019.00, 25-26-001-102.00. Signed by SSD Brianne Abbott on 10-1-2021.

Survey/ Re-plat for The Union Stockyards, William & Janet Butler, in lots 1066, 1067, 1068, 1069, PB 1, pg 103, OR 111, pg 705, parcel nos. 25-26-001-024.00,25-26-001-025.00,25-26-001-026.00,25-26-001-027.00. Signed by SSD Brianne Abbott on 9-29-2021.

MOTION At 7:07 pm Chair Rob Holt moved to adjourn, seconded by Mayor Justin Harsha.

The next meeting of the Planning Commission is scheduled for 5:30 pm on Monday, November 15, 2021 at 108 Governor Trimble Place, Old Firehouse.



Rob Holt, Chair



Kimberly Newman, Clerk