

Hillsboro Planning Commission Meeting Minutes
August 19, 2024 – Meeting –5:30 p.m.
City Hall – 130 North High Street

HILLSBORO PLANNING COMMISSION

CALL TO ORDER

At 5:36 p.m. Vice-Chair Rob Holt called the Hillsboro Planning Commission meeting to order immediately following the public hearing.

ROLL CALL

The following were present for the meeting: Rob Holt; Vice Chair, Mayor Justin Harsha and Paul Worley. SSD Brianna Abbott and Chair Bill Sims were both absent. Also in attendance were Clerk; Whitney Aliff, Administrative Assistant II Sasha Myers, and Council President Tom Eichinger.

DETERMINATION OF QUORUM

A quorum was met.

APPROVE MINUTES

The minutes from the Planning Commission Regular Meeting and Public Hearing held on July 16, 2024 were approved as presented.

MOTION: Mayor Justin Harsha moved to approve the July 16, 2024 Regular Meeting and Public Hearing Minutes as presented, seconded by Paul Worley. Vote: all yeas. July 16, 2024 regular meeting and public hearing minutes approved.

CORRESPONDENCE – None

UNFINISHED BUSINESS –

None

NEW BUSINESS –

Commercial Site Plan – 193 Muntz Street

ACTION REQUIRED –

Commercial Site Plan – 193 Muntz Street

COMMERCIAL SITE PLAN – 193 MUNTZ STREET

DISCUSSION: Vice Chair Rob Holt discussed the site plan application was submitted for a retaining wall on Muntz Street. Mayor Justin Harsha noted concern as the rendering shows the retaining wall to be placed on an adjacent property not owned by the applicant. Mr. Harsha discussed requesting something in writing from the abutting property owner to allow construction of a retaining wall. Rob Holt noted the need for the wall to be in compliance with Ohio Building Codes. Clerk Whitney Aliff advised a building permit has been submitted and is in review with the building department.

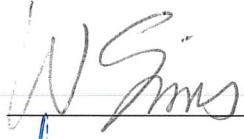
MOTION: Mayor Justin Harsha moved to approve the commercial site plan at 193 Muntz Street with the condition that the abutting property owner submit written consent to city administration, seconded by Paul Worley. Vote: all yeas. Commercial site plan for 193 Muntz Street retaining wall approved with conditions.

NO ACTION REQUIRED-

- Replat of in-lot 248 of the original James H. Thompson's addition, owned by Carey M. Juillerat, parcel 25-42-001-115.00, being renumbered to lot number 248-A, O.R. 988, pg. 1342. Signed by SSD Brianne Abbott 7-16-2024.
- Residential Site Plan, 115 Terrace Avenue, construction of new condominium. Approved by SSD Brianne Abbott 7-12-2024.
- Residential Site Plan, 113 Terrace Avenue, construction of new condominium. Approved by SSD Brianne Abbott 7-12-2024.
- Residential Site Plan, 606 South Elm Street, construct gazebo in rear yard. Approved by SSD Brianne Abbott 7-12-2024.
- Commercial Site Plan, 100 Belfast Pike, accessory structure in side yard, planning commission granted variance V24-01 at July meeting. Approved by SSD Brianne Abbott 7-16-2024.
- Survey for parcels 25-30-001-081.00, 25-30-001-080.00, 25-30-001-080.00, owned by William C. Jr. Mason and Diana M. Jones Trustees. Signed by SSD Brianne Abbott 7-23-2024.
- Residential Site Plan, 127 West South Street, carport, signed by SSD Brianne Abbott 7-23-2024.
- Residential Site Plan, 503 North West Street, construct air B&B, signed by SSD Brianne Abbott 7-24-2024.
- Commercial Site Plan, 158 West Main Street, bell located in rear of lot, signed by SSD Brianne Abbott 7-29-2024.
- Residential Site Plan, 622 South East Street, construct single family dwelling, signed by SSD Brianne Abbott 7-29-2024.
- Residential Site Plan, 339 East South Street, above ground pool, signed by SSD Brianne Abbott 7-31-2024.
- Certificate of Appropriateness COA24-17, 122 East Main Street, face change on existing signage. Signed by Lauren Walker 7-31-2024.
- Certificate of Appropriateness, COA24-14, 160 West Main Street, artwork on bell base and retaining wall. Signed by SSD Brianne Abbott 8-2-2024.
- Certificate of Appropriateness, COA24-18, temporary banner. Signed by Lauren Walker 8-9-2024.
- Survey for parcels 25-28-001-021.00 and 25-28-001-022.00, owned by Beverly Pamela Flannery. Signed by SSD Brianne Abbott 8-14-2024.

DISCUSSION:

MOTION At 5:40 pm Mayor Justin Harsha moved to adjourn, seconded by Paul Worley. The next meeting of the Planning Commission is scheduled for 5:30 pm on Monday, September 16, 2024 at 130 North High Street, City Hall.



Bill Sims, Chair



Whitney Aliff, Clerk