

St. Bernard Planning Commission
April 2, 2026
6:00 p.m.
MEETING MINUTES

The Planning Commission was called to order at approximately 6:00 p.m. by Mr. Fraley. The Pledge of Allegiance was recited.

Upon call of the roll, members in attendance were Mr. Benjamin Fraley, Ms. Taylor Vogt, Ms. Kelly Valerius, Mr. Jonathon Stuchell and Mr. Mark Wendling. Also, in attendance was Andrew Schweier, Zoning Administrator.

Mr. Fraley reviewed the hearing procedures and performed a group swearing in.

Mr. Fraley called for the first case.

Staff read the conflict-of-Interest statement. No conflicts were noted. Commissioner Fraley made a motion and Commissioner Valerius seconded that no conflicts were noted. The motion was passed unanimously by roll call vote.

Case 04-004-2026 was presented by staff. The request is for a Zoning Map change to the Public Library parking lot on McClelland, Parcel # 582-0008-0061-00. The amendment would change the parcel from the R-2 One Family and Two Family Residential District to B-3 Community Business District. The staff report is submitted as part of the minutes for the record.

Staff noted that this case is similar to the previous requests to bring parking lots into compliance with the code. Staff advised that the best practice was to have the parking lots in the same zoning district as the primary business parcel, in this case that meant a change from Residential to business as noted above. The section of code related to the request is 1181.12

Staff advised that a representative from the library was present tonight and staff had worked with the library prior to bringing the case to the Commission. Staff advised that neither the library or staff were able to locate any records to indicate that the zoning had been addressed by the BZA during the building of the lot.

Staff advised that there had been two comments received from the public expressing concern that the lots would be zoned business and that the library could then sell off the lot and a business would be able to purchase the lot. Staff explained that the library was required to have the parking lot to meet the parking requirements under the zoning code. If the lot were to be sold, the library would be required to find parking within three hundred feet. Staff advised that if the library were to close and a new business purchase the property, the parking requirements could range anywhere from the existing 35 spaces to 144 parking spaces, depending on the use.

Commissioner Valerius asked about the notification map. Staff explained that the parking lot does not show as a parcel and a different map had to be used to pick up the residential lots, but residents were notified.

Commissioner Wendling confirmed the parcels were distinct properties. Staff confirmed they were. He then asked if the library moved, could the two different parcels be developed separately. Staff

advised that the answer to that is yes, but the current library building relies on those spots for parking. The current building size of roughly 7000 sq ft would be required to have 35-144 parking spaces, depending on business.

Commissioner Fraley asked if the library was sold, the parking lot could only be developed if the parking requirements were eliminated. Staff advised that in hypothetical terms, if the library sold the parking lot, there is approximately 7000 sq ft of green space attached to the parking. That could be developed, but would still require 35-144 parking spaces, depending on the use. The current lot has about 35 spaces.

Commissioner Vogt asked if someone bought the current parking lot and additional lots nearby, they could move the parking. Staff advised that they would have to locate parking within three hundred feet to meet the code.

Megan Wurth spoke on behalf of the Public Library. The library concurs with the report to re zone the property. The accessibility is a key part of the function of the library. The library has only sold one property in fifty years because that property could not be made ADA compliant.

Commissioner Valerius asked if there was any type of mission statement that alludes to not selling properties. Ms. Wurth advised that the library is in 41 communities and that really is the goal of the library to be in the communities and serve them directly.

Meeting was opened to public comments.

Hayfaa Wadih 100 Angels Way expressed concern about the multiple uses that could be on the property if the library ever needed to expand to another property. Developers like to capitalize on property, but that is the reason and purpose for the planning commission to protect the residents. She requested to board to place stipulations on the lot to limit what could go on the property to protect the residential properties.

Rami Wadih 202 McClelland Spoke to reinforce what was stated by Hayfaa and would affect his family directly. Would ask for restrictions to stop certain uses.

The public portion of the meeting was closed after no one else came forward to speak on the matter.

Commissioner Vogt stated that the hypotheticals are very important for the board to discuss. While she believes that the library will be there a long time, the board exists to have these discussions.

Commissioner Valerius agreed with the discussions of hypotheticals and there is another path through the BZA. Commissioner Valerius asked if it was attached to the library. Staff explained the variance would allow the lot to remain as a residential parcel. If the property were sold, it would only be for residential use, but the parking lot could remain and be used by whoever occupied the library. Commissioner Valerius stated her preference was for the lot to remain the residential zoning.

Commissioner Wendling confirmed that Commissioner Valerius preferred that the BZA handle the approval through a variance to permit the parking.

Commissioner Vogt stated that what she was hearing was that if the BZA approved the variance, it could remain parking into the future. Staff confirmed that was accurate. The BZA would grant the variance for the parking to remain.

Commissioner Wendling stated that Mrs. Wadhi had mentioned within the code conditions could be placed on the approval. He was not aware of that. Staff advised they have only seen conditions attached when variances or conditional uses were discussed.

Staff recommended that the Commissioners were leaning to have the BZA review this, they should table the agenda item in order to allow the BZA to review the matter and after the request could be withdrawn.

Commissioner Fraley made the point that this parking lot is a requirement for the library to function as a business and if the library were to sell, they could not function because they don't meet the minimum parking requirements. Staff advised that was correct. If the lot was sold, the lot would be required to have parking based on how it was developed. Staff confirmed that was also correct. Realistically, a new business could not operate unless they provided the parking or procured it some other place. Commissioner Fraley stated that the likelihood to relocate something on that property was minimal based on all other factors.

Commissioner Vogt advised that her experience in real estate is that developers will go through anything in order to get a plan through and believes that the hypotheticals of what could happen are important to be cognizant about.

Commissioner Valerius asked if all business requires parking. There are businesses that would not require parking. Staff advised that they do not believe there are any currently in the zoning code which would not require parking.

Commissioner Vogt asked if food trucks are permitted in the B-3. Staff advised that currently food trucks are not permitted in the village. Commissioner Vogt asked if the code changed, could a food truck be placed there? Staff advised that hypothetically, yes, but staff does not intend to allow food trucks to be permanently parked in one location.

A motion was made by Commissioner Fraley and second was made by Commissioner Valerius to table case 04-004-2026. A roll call vote was taken and the motion passed unanimously to table the request and have the BZA review for a variance.

Case 04-005-2026 was presented by staff. Staff advised that request before the Commission was to amend portions Section 1121 titled "Purpose and Interpretation". Staff referred the Commissioners to Exhibit A where staff had laid out the reasoning for the amendments.

Staff advised that the reference to Hearing Examiner was being removed as the Commission had repealed that section previously.

Staff advised that under section 1121.01 "Zoning Ordinance" was added because that is the common term used within the code. Staff advised that under Section 1121.05 Authentication wording was added to post the information to the village website and American Publishing Code Library or similar website and the notice to the newspaper was eliminated.

Staff asked the Commissioners opinion on removing 1121.06 Repeal from the ordinance if approved by legal. The Commissioners advised that if legal advised it could be removed, then that would be their recommendation.

Commissioner Valerius asked if there were requirements on how and where things are posted. Staff advised that the code dictates where and how things are posted. Commissioner Wendling also advised that Ordinances are required to be posted outside Village Hall (bulletin Board).

The public meeting was opened and no one came to speak on the matter. Public portion meeting was closed.

Commissioner Wendling stated that removing the newspaper saves costs.

A motion was made by Commissioner Valerius and second was made by Commissioner Fraley to recommend Council approve case 04-005-2026. A roll call vote was taken and the motion passed unanimously.

Case 04-006-2026 was presented by staff. Staff is proposing a text amendment to Section 1129 titled "District Changes and Regulation Amendments". Staff is proposing to add the Zoning Administrator as being able to introduce text amendment changes and that the Zoning Administrator would be responsible for receiving applications and preparing reports for Planning Commission. The Zoning Administrator would also be responsible for forwarding and presenting Planning Commission recommendations to the Village Council.

The word "Planning" was added in front of "Commission" where appropriate.

Under 1129.03 the word "premises" was changed to "parcel".

Wording was also changed to approve or deny from grant or not grant to match up with the motion language.

The fee was changed from \$25.00 to \$700 which is the average rate for Planning Commission cases.

Commissioner Valerius asked if the notice was the agenda being posted. Staff advised there are basically two notices: one is the agenda being posted and the other is the notice to all parcels within 200-foot radius of the subject property. The full agenda is also posted to the website seven to ten days out.

Commissioner Valerius asked if electronic payment of fees was available. Staff advised that we are getting there.

There was no one in the audience to speak in favor or against the request. The public hearing was closed and the matter discussed by the Commissioners.

Commissioner Valerius stated that she preferred the word motion to remain in the code versus report. Commissioners also preferred the word "presented" to over certified or forwarded.

Commissioner Fraley stated that updating the language and making sure it was consistent was a good plan. Commissioner Wendling agreed.

A motion was made by Commissioner Fraley and second was made by Commissioner Vogt to recommend Council approve case 04-006-2026. A roll call vote was taken and the motion passed unanimously.

Old Business

Approve minutes from the March 5, 2026 meeting.

A motion was made by Commissioner Fraley and second was made by Commissioner Vogt to approve the minutes as submitted. The motion passed unanimously by roll call vote.

Miscellaneous

Staff advised that they had met with the Village attorney, Ms. Van Valkenberg-Walden to discuss both the proposed Definitions and Sign code. Staff advised that the goal was to have the Definitions section before the Commissioners in June, with the Sign regulations following. Staff reminded the Commissioners that they have copies of the definitions for review.

Staff advised that there is no May meeting as Staff is not bringing anything before the board and no other cases were submitted.

A motion was made by Commissioner Fraley and seconded by Commissioner Valerius to Adjourn. All voted in favor. The meeting was closed.

Respectfully submitted,

Benjamin Fraley, Chairman

Andrew Schweier, Secretary