



VILLAGE OF ST. BERNARD
 110 Washington Avenue, St. Bernard, Ohio 45217
 Phone: (513) 242-7770 • Website: www.cityofstbernard.org

Planning Commission
April 2, 2026 @ 6:00pm
 Council Chambers
 110 Washington Ave
 St Bernard, Ohio 45217

	Benjamin Fraley Chairperson			
Benjamin Fraley Chairman	Taylor Vogt Vice Chair	Kelly Valerius Commissioner	Mark Wendling Commissioner	Jonathon Stuchell Commissioner

Roll Call:			1 Public Hearing(s)	
FRALEY	VOGT	VALERIUS	WENDLING	STUCHELL

Swearing in of Those Providing Testimony to the Planning Commission:
 Chair

Conflict of Interest Statement

Prior to consideration of the following agenda items, each member should examine the agenda to determine whether he or she has any conflict of interest with any agenda item. If so, please note the agenda item for which you intend to abstain or recuse yourself as an exception to the upcoming motion. You may not discuss or vote on any item you have a conflict of interest with or act in any way to influence the deliberation or vote.

Motion: I move that a note be made upon the minutes that each member of the Planning Commission was furnished a copy of the agenda prior to its being considered at this meeting, and that, with the exception of the items so noted, no member has identified any conflict of interest regarding any agenda item.

Motion

FRALEY	VOGT	VALERIUS	WENDLING	STUCHELL

Roll Call of Vote

FRALEY	VOGT	VALERIUS	WENDLING	STUCHELL



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New Business:

Agenda Item #1

Case No 04-004-2026
Zoning Map Amendment
Public Library of Cincinnati

Staff Presentation: AJ Schweier

Motion

FRALEY	VOGT	VALERIUS	WENDLING	STUCHELL

Roll Call Vote

FRALEY	VOGT	VALERIUS	WENDLING	STUCHELL

Agenda Item #2

Case No 04-005-2026
Zoning Text Amendment
Chapter 1121 Purpose and Interpretation

Staff Presentation: AJ Schweier

Motion

FRALEY	VOGT	VALERIUS	WENDLING	STUCHELL

Roll Call Vote

FRALEY	VOGT	VALERIUS	WENDLING	STUCHELL



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Agenda Item #3

Case No 04-006-2026

Zoning Text Amendment

Chapter 1129 District Changes and Regulation Amendments

Staff Presentation: AJ Schweier

Motion

FRALEY	VOGT	VALERIUS	WENDLING	STUCHELL

Roll Call Vote

FRALEY	VOGT	VALERIUS	WENDLING	STUCHELL

Old Business:

Minutes

March 5, 2026

Motion

FRALEY	VOGT	VALERIUS	WENDLING	Stuchell

Roll Call Vote

FRALEY	VOGT	VALERIUS	WENDLING	Stuchell

Miscellaneous:



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Adjournment:

Motion to Adjourn

Motion

FRALEY	VOGT	VALERIUS	WENDLING	STUCHELL

Roll Call of Vote

FRALEY	VOGT	VALERIUS	WENDLING	STUCHELL



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PLANNING COMMISSION CASE NO: 04-004-2026

PROPERTY ADDRESS: McClelland Ave

PARCEL #: 582 0008 0061 00

APPLICANT: VILLAGE OF ST. BERNARD

PROPOSED REQUEST:

Staff is proposing a Zoning Map Amendment to the above listed Parcel. The Hamilton County Auditor's Office does not have an address assigned to the parcel. Parcel # 582 0008 0061 00 would be re-zoned from R-2 to B-3

BACKGROUND INFORMATION

The Village of St Bernard established the Zoning Ordinance and related Zoning Map in October 1966. The most recent Zoning Map appears to have been adopted in 2011. Staff has recently added color to the zoning map to more effectively represent the zoning districts.

VILLAGE OF ST. BERNARD ZONING ORDINANCE

The following are the applicable sections of the St Bernard Zoning Ordinance:

Chapter 1181.12: Accessory off-street parking spaces shall be located in the same or a less restricted district as those in which the principal use is permitted, provided however that the Board of Zoning Appeals may authorize as a conditional use subject to the provisions of Chapter 1131 the establishment and operation of accessory off street parking facilities in such sections of any R-District which either abut either directly or across an alley any B or M-District subject to the following requirements:

- (a) Such parking area shall be accessory to one or more business or industrial establishments located in said adjoining B or M-district.
- (b) each entrance and exit of such parking area shall be distant at least twenty feet from any adjacent lot in any R district
- (c) No sign of any kind shall be established and maintained on such parking area except signs used for the direction of traffic.
- (d) No motor vehicle repair work or other services shall be conducted on such parking area.
- (e) Such parking area shall be subject to all applicable requirements of this chapter and to any additional requirements or conditions which may be determined necessary by the Board for the protection of adjacent property.



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STAFF COMMENTS:

After reviewing the Zoning Ordinance, Staff recognized that the Public Library parking lot is located on two differently zoned parcels. One parcel contains the principal structure which is located in the B-3 Community Business District. The parking lot parcel is located in an R-2 One and Two Family Residence District.

According to the code, this could be permitted if the Board of Zoning Appeals granted a waiver. Staff cannot find any information to indicate that the BZA reviewed this information. The BZA could be presented this information and could make ruling allowing the parking to remain in the R-2 District. Staff believes that the Map Amendment is the most appropriate choice in this situation.

Staff spoke with Molly DeFosse, Finance and Facilities Manager for the Public Library. Ms. DeFosse believed that these issues had all been dealt with in 2014, but she was unable to locate any documents to confirm. That is why the request has been brought to the Commission.

Staff has spoken to Ms. DeFosse about allowing the existing shrubbery to grow in order to screen the parking lot more appropriately. The property owner has agreed to allow the shrubs to grow.

Staff recommends that Parcel # 582 0008 0061 00 be re-zoned from R-2 to B-3 as this matches the zoning of the principal structure.

NEIGHBOR COMMENTS

The original Agenda was posted to the Village website twenty (20) days prior to the meeting date and the Staff Report was posted seven (7) days prior to the meeting date.

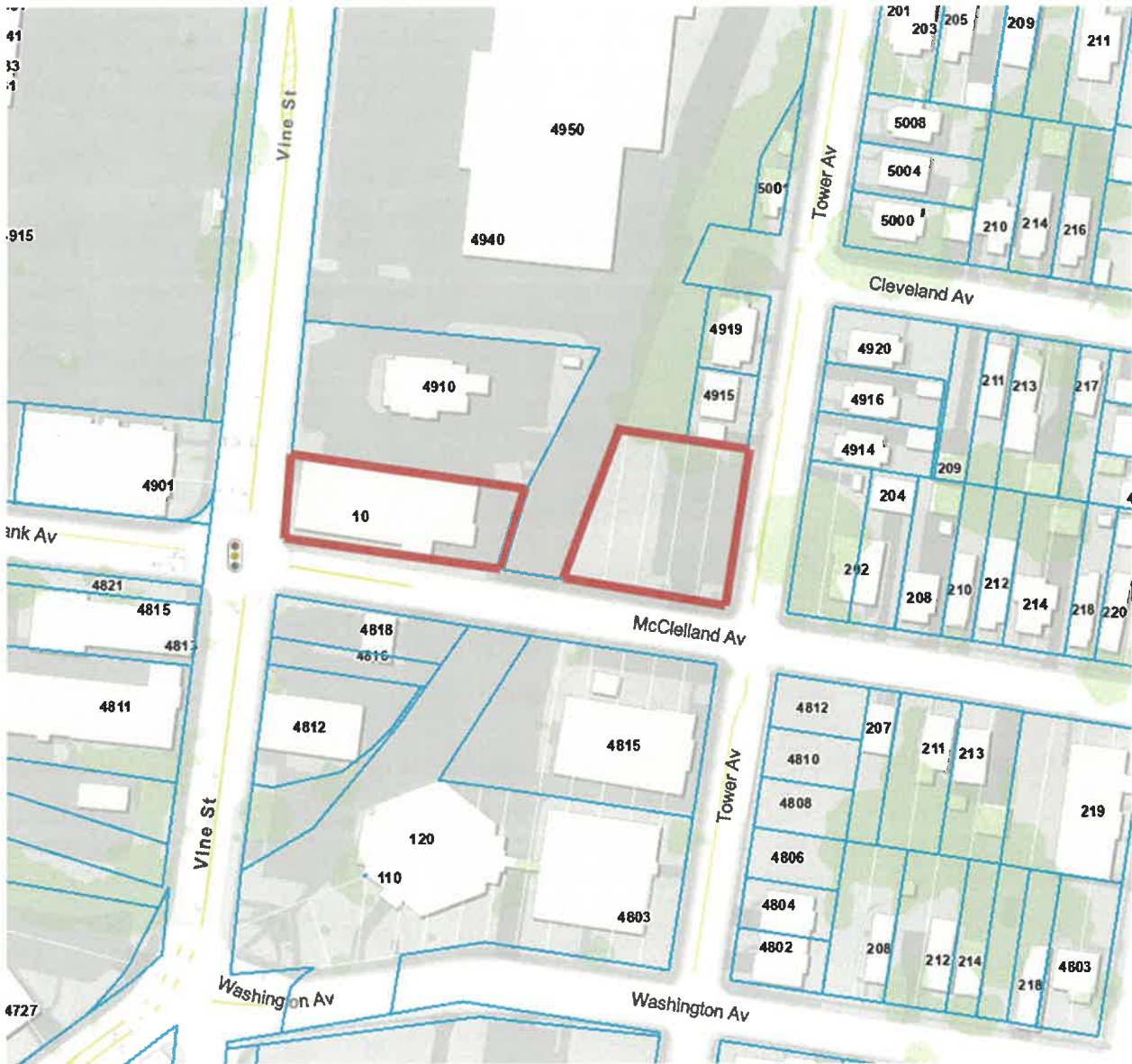
A two hundred (200) foot radius from outer property lines identified approximately 20 property owners. A written notification about the map change request was sent to all property owners.

Staff received one comment. Staff spoke with Hayfaa Wadih, 100 Angels Way, who understands that the change is to bring the parking lot into compliance but requests a condition that the lot can only be used for parking; concerned about a possible business opening on the lot



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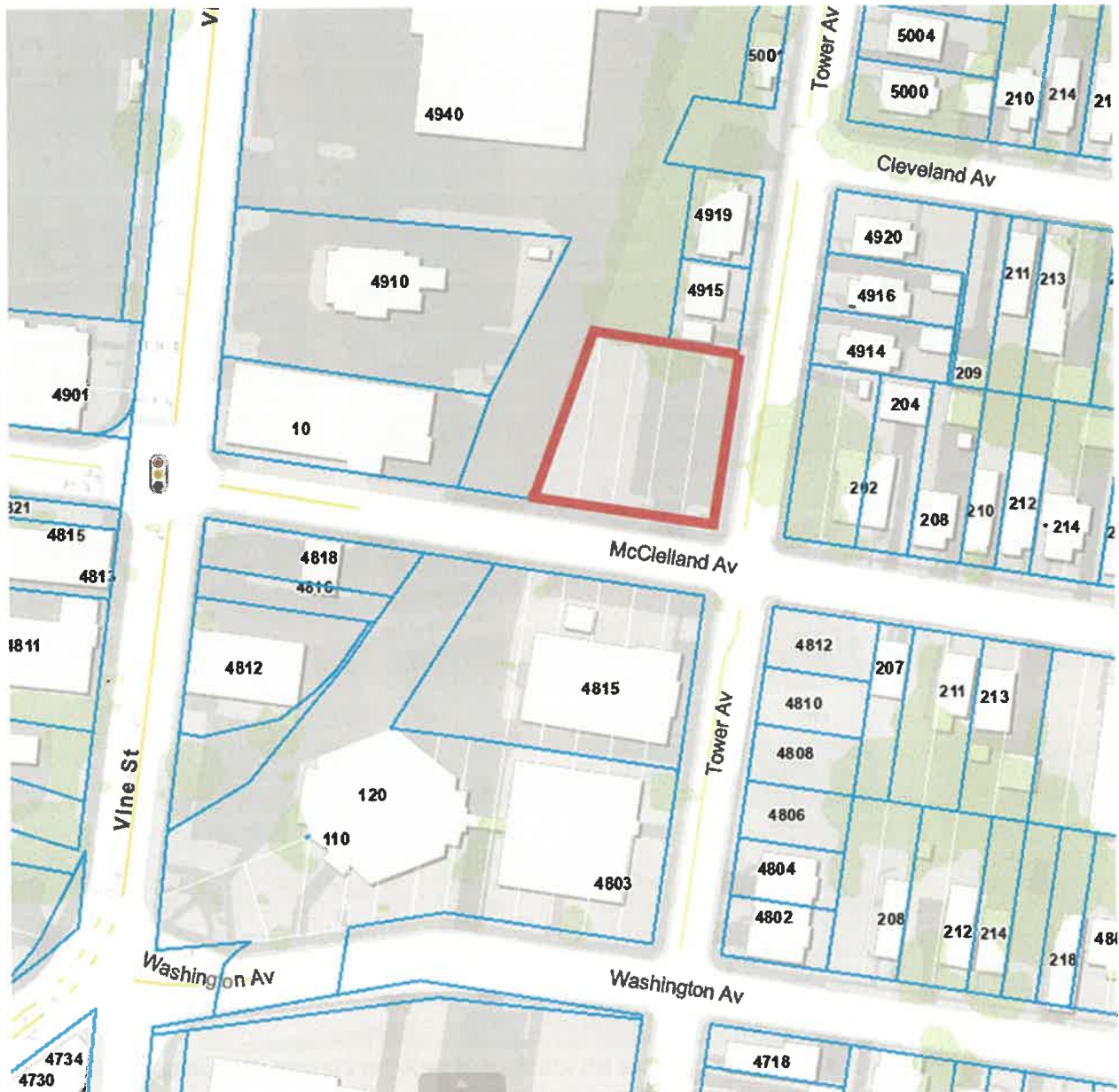


The properties outlined in red are the library on the left and the parking lot on the right. The parking lot would be re-zoned to match the zoning of the Library building which is B-3.



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The parking lot appears on the map to be multiple parcels, but it is listed as a single parcel by the Auditor.



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These are the properties identified as being within 200 feet of the subject parcel. We are working with a new map which did not pick up the residential properties on Tower. Staff did an additional search to identify additional properties.

MOTIONS

Motion to Approve: "I make a motion that Planning Commission recommend that Council hold a public hearing and take final action to APPROVE the Zoning Map amendment to change Parcel # 582 0008 0061 00 from R-2 to B-3

Motion to Deny: "I make a motion that the Planning Commission recommend that Council hold a public hearing and take final action to DENY the Zoning Map amendments.



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PLANNING COMMISSION CASE NO: 04-005-2026

PROPERTY ADDRESS: NA

PARCEL #: NA

APPLICANT: VILLAGE OF ST. BERNARD

PROPOSED REQUEST:

The applicant is proposing a Zoning Code Text Amendment to Chapter 1121 of the St. Bernard Zoning Ordinance titled "Purpose and Interpretation"

BACKGROUND INFORMATION

The Village of St. Bernard established the Zoning Ordinance in October 1966. The most recent update to Chapter 1121 appears to have been adopted in 1996. The code changes at that time only appear to have affected certain portions of the code.

VILLAGE OF ST. BERNARD ZONING ORDINANCE

The following are the applicable sections of the St Bernard Zoning Ordinance:

Chapter 1121 Purpose and Interpretation

Please refer to Exhibit A for the redline version of the Current Zoning Ordinance.

STAFF COMMENTS:

Staff made a total of three changes to Chapter 1121 titled "Purpose and Interpretation".

Staff eliminated the reference to Chapter 1127 "Hearing Examiner" which this board repealed last month.

Under Section 1121.01 Short Title staff added the wording "Zoning Ordinance". Staff notes that throughout the ordinance it is referred to simply as the "zoning ordinance" so this is just a minor cleanup.

Under Section 1121.05 Authentication, staff changed the requirement from the notices being posted to a local paper and amended that to be posted on the Village website and to the American Publishing Code Library website or similar website.

Staff has a note under 1121.06 about eliminating the repealed section or if it has to be kept. Staff forwarded the information for legal review.



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NEIGHBOR COMMENTS:

Staff has not received any comments at the writing of the Staff Report. The original Agenda was posted to the Village website more than fourteen (14) days prior to the meeting date. The Staff Report was posted a minimum of seven (7) days prior to the meeting date on the Village website.

MOTIONS

Motion to Approve: "I make a motion that Planning Commission recommend that Council hold a public hearing and take final action to APPROVE the Zoning Ordinance amendment to Chapter 1121 of the St. Bernard Zoning Ordinance titled "Purpose and Interpretation".

Motion to Deny: "I make a motion that the Planning Commission recommend that Council hold a public hearing and take final action to DENY the Zoning Ordinance amendment to Chapter 1121 of the St. Bernard Zoning Ordinance titled "Purpose and Interpretation".



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EXHIBIT A:

CHAPTER 1121 Purpose and Interpretation

- 1121.01 Short title.**
- 1121.02 Purpose.**
- 1121.03 Interpretation; requirements as minimum.**
- 1121.04 Validity.**
- 1121.05 Authentication.**
- 1121.06 Repeal.**

CROSS REFERENCES

Definitions - see P. & Z. Ch. 1123

~~Hearing Examiner - see P. & Z. Ch. 1127~~

Board of Zoning Appeals to interpret - see P. & Z. 1131.10(d)

1121.01 SHORT TITLE.

Titles Five, Seven and Nine of Part Eleven of the Codified Ordinances shall be known and may be cited and referred to as the "Village of St. Bernard, Ohio, Zoning Ordinance" or "**Zoning Ordinance**".

(Ord. 12-1966. Passed 10-10-66.)

1121.02 PURPOSE.

This Zoning Ordinance is enacted for the purpose of promoting public health, safety, convenience, comfort, prosperity, and general welfare by regulating and restricting the bulk, ~~and~~ height, and location of buildings and other structures and of premises to be used for trade, industry, residence or other specified uses all in accordance with a comprehensive plan for the desirable future development of the Village; and to provide a method of administration and to prescribe penalties for the violation of provisions hereinafter described.

(Ord. 12-1966. Passed 10-10-66.)

1121.03 INTERPRETATION; REQUIREMENTS AS MINIMUM.

In their interpretation and application, the provisions of this Zoning Ordinance shall be held to be minimum requirements. Wherever this Zoning Ordinance imposes a greater restriction than is imposed or required by other provisions of law or by other rules or regulations or ordinances, the provisions of this Zoning Ordinance shall govern.

(Ord. 12-1966. Passed 10-10-66.)

1121.04 VALIDITY.



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This Zoning Ordinance and various Titles, Chapters and Sections thereof are hereby declared to be severable. If any chapter, section, subsection, paragraph, sentence or phrase of this Zoning Ordinance is adjudged unconstitutional or invalid by any court of competent jurisdiction, the remainder of this Zoning Ordinance shall not be affected thereby.

(Ord. 12-1966. Passed 10-10-66.)

1121.05 AUTHENTICATION.

The Clerk of Council is hereby ordered and directed to certify to the passage of this Zoning Ordinance and to cause **the same to be published on the Village website or in the American Publishing Code Library or similar website.** ~~once in a newspaper of general circulation, published and circulated in the Village.~~

(Ord. 12-1966. Passed 10-10-66.)

1121.06 REPEAL.

The Building Zone Ordinance adopted June 20, 1930, together with all amendments thereto and all other ordinances of the Village inconsistent herewith and to the extent of such inconsistency and no further, are hereby repealed. **Do we need to maintain this section which was repealed?**

(Ord. 12-1966. Passed 10-10-66.)



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PLANNING COMMISSION CASE NO: 04-006-2026

PROPERTY ADDRESS: NA

PARCEL #: NA

APPLICANT: VILLAGE OF ST. BERNARD

PROPOSED REQUEST:

The applicant is proposing a Zoning Code Text Amendment to Chapter 1129 of the St. Bernard Zoning Ordinance titled "District Changes and Regulation Amendments."

BACKGROUND INFORMATION

The Village of St. Bernard established the Zoning Ordinance in October 1966. The most recent update to Chapter 1129 appears to have been adopted in 1966. There do not appear to have been any updates since the original passage.

VILLAGE OF ST. BERNARD ZONING ORDINANCE

The following are the applicable sections of the St Bernard Zoning Ordinance:

Chapter 1129 District Changes and Regulation Amendments

Please refer to Exhibit A for the redline version of the Current Zoning Ordinance.

STAFF COMMENTS:

Staff made minor changes to Chapter 1129 titled "District Changes and Regulation Amendments".

Under 1129.01 the following changes have been made:

Staff has added that the Zoning Administrator may initiate changes to the Zoning Code or the Zoning Map.

Staff has taken on the duty to forward all information to Council concerning Planning Commission's recommendations.

Under Section 1129.02 Procedure for Change, the Zoning Administrator is responsible for receiving the applications and creating the reports for Planning Commission.

Under Section 1129.03 List of Property Owners, staff changed "premises" to "parcel".



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Under Section 1129.04 Notice and Hearing and 1129.06 Council Hearings staff updated the language to be consistent with previous changes that the information will be posted to the website and mailed to residence within 200 feet.

Under 1129.05 staff changed the language to match the motion language of “approve” and “deny” in place of “grant” or “not grant”.

Under the fee section, staff changed the fee from \$25.00 to \$700.00

NEIGHBOR COMMENTS:

Staff has not received any comments at the writing of the Staff Report. The original Agenda was posted to the Village website more than fourteen (14) days prior to the meeting date. The Staff Report was posted a minimum of seven (7) days prior to the meeting date on the Village website.

MOTIONS

Motion to Approve: “I make a motion that Planning Commission recommend that Council hold a public hearing and take final action to APPROVE the Zoning Ordinance amendment to Chapter 1129 of the St. Bernard Zoning Ordinance titled “District Changes and Regulation Amendments”.

Motion to Deny: “I make a motion that the Planning Commission recommend that Council hold a public hearing and take final action to DENY the Zoning Ordinance amendment to Chapter 1129 of the St. Bernard Zoning Ordinance titled “District Changes and Regulation Amendments”.



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EXHIBIT A:

CHAPTER 1129

District Changes and Regulation Amendments

- 1129.01 Council may amend ordinance.
- 1129.02 Procedure for change.
- 1129.03 List of property owners.
- 1129.04 Notice and hearing.
- 1129.05 Recommendation to Council.
- 1129.06 Council hearing.
- 1129.07 Council: final action.
- 1129.08 Fees.

CROSS REFERENCES

Council may amend districts - see Ohio R.C. 713.10; PRELIM. Table H

Planning Commission - see P. & Z. Ch. 1101

Definitions - see P. & Z. Ch. 1123

1129.01 COUNCIL MAY AMEND ORDINANCE.

Whenever the public health, safety, convenience, comfort, prosperity or general welfare or good zoning practice require, Council may by ordinance, after recommendation thereon by the Planning Commission and subject to the procedure provided in this article, amend, supplement or change the regulations, district boundaries or classifications of property, now or hereinafter established by this Zoning Ordinance or amendments thereof. **Upon the decision of the Planning Commission, it shall be the duty of the Zoning Administrator** ~~Commission~~ to submit ~~its~~ **Planning Commissions** recommendations regarding all applications or proposals for amendments or supplements **to Council**.

An amendment, supplement, reclassification or change may be initiated by

1. **The Zoning Administrator, Planning Commission, or Council** ~~or the Commission~~ on its own **(report)** motion; or
2. **By a verified application of one or more of the owners or lessees of property within the area proposed to be changed or affected by this Zoning Ordinance.**
(Ord. 12-1996. Passed 10-10-66.)

1129.02 PROCEDURE FOR CHANGE.

Applications for any change of the regulations or of district boundaries or classifications of property as shown on the Zoning Map shall be submitted to the **Zoning Administrator** ~~Planning~~



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~~Commission~~, at its public offices upon such forms, and accompanied by such data and information as may be prescribed for that purpose by the **Planning Commission**, so as to assure the fullest practicable presentation of facts for the permanent record. **The Zoning Administrator shall prepare a report for presentation to the Planning Commission of the pertinent facts of the request.**

Each such application for a change of district boundaries or a reclassification of property shall be verified by at least one of the owners or lessees of property within the area proposed to be reclassified, attesting to the truth and correctness of all facts and information presented with the applications. Applications for amendments initiated by **the Zoning Administrator, Planning Commission, or Council** ~~or by the Commission itself~~ shall be accompanied by its own **(report)** motion pertaining to such proposed amendment.

(Ord. 12-1996. Passed 10-10-66.)

1129.03 LIST OF PROPERTY OWNERS.

Any person or persons desiring a change in the zoning classification of property shall file with the application for such change a statement giving the names and addresses of the owners of all properties ~~lying within and~~ within 200 feet of any part of the exterior boundaries of the **parcel** premises the zoning classification of which is proposed to be changed.

(Ord. 12-1996. Passed 10-10-66.)

1129.04 NOTICE AND HEARING.

Before submitting its recommendations on a proposed change of the regulations or reclassification of property to Council, the Planning Commission shall hold ~~at least one~~ **a** public hearing thereon, notice of which shall be given by ~~one publication in a newspaper of general circulation in the Village at least thirty days before the date of such hearing.~~

- 1. Posting a notice to the Village website; and**
- 2. Mailing a notice to all property owners within 200 feet as outlined in 1129.03**

The notice shall state the **date, time and place of the public hearing** ~~and time at which for the proposed amendment to the Zoning Ordinance, including text and maps, may be examined.~~

(Ord. 12-1996. Passed 10-10-66.)

1129.05 RECOMMENDATION TO COUNCIL.

Following the public hearing by the Planning Commission, the **Planning Commission** may recommend that the application be **approved** ~~granted~~ as requested, or it may recommend **amending the proposed changes**, ~~a modification of the zoning change requested in the applications~~ or it may recommend that the application ~~not be~~ **denied**. ~~granted. These~~ **The** recommendations **of Planning Commission** shall then be certified **(forwarded)** to Council.

(Ord. 12-1996. Passed 10-10-66.)

1129.06 COUNCIL HEARINGS.

After receiving ~~from the Planning Commission the certification of the Commission's~~ recommendations on the proposed changes of the regulations or reclassification of property,



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and before adoption of an amendment, Council shall hold a public hearing thereon, as required by statute. ~~at least thirty days notice of the time and place of which shall be given by one publication in a newspaper of general circulation in the Village.~~

Notice of the public hearing shall be given by posting to the Village website the date, time, and location of the Council meeting for the proposed change. Notice shall be given at least thirty (30) days in advance of the public hearing.

(Ord. 12-1996. Passed 10-10-66.)

1129.07 COUNCIL: FINAL ACTION.

After reviewing the recommendations of the Planning Commission, and ~~following the public hearing by Council, and after reviewing the recommendations of the Planning Commission thereon,~~ Council shall consider such recommendations and vote on the passage of the proposed amendment to the text of the Zoning Ordinance or the Zoning Map. Council may overrule the recommendations of the Planning Commission by three-fourths vote of the full membership of Council.

(Ord. 12-1996. Passed 10-10-66.)

1129.08 FEES.

Each application for a change of the regulations or reclassification of property, except those initiated by the Zoning Administrator, Planning Commission or Council, shall be accompanied by a check payable to the Treasurer of the Village of St. Bernard, Ohio, or a cash payment of seven hundred dollars (\$700). ~~sufficient in the amount to cover the costs of publishing, posting and/or mailing notices of hearings, but in no event shall it be less than twenty-five dollars (\$25.00).~~

(Ord. 12-1996. Passed 10-10-66.)

St. Bernard Planning Commission
March 5, 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 03-001-2026 was presented by staff. The request is for a Zoning Map change to 890 Kieley, Parcel # 582-0003-176-00. The amendment would change the parcel from the B-4 Business District to the M-2 Special Manufacturing District. The staff report is submitted as part of the minutes for the record.

Staff highlighted that Hilltop Concrete had sent several emails to the Village seeking approval for expansion and construction on the listed parcel and that they received permission from the Village. Staff advised that the permission was incorrectly granted by the Village and that the issue facing Hilltop was the result of the Village's mistake. The action proposed tonight was to correct that mistake so that Hilltop was in compliance with the zoning ordinance.

Commissioner Vogt asked if based on the current map, the new M-2 would not be closer than the existing M-2. Staff agreed with Commissioner Vogt.

Commissioner Fraley called for anyone to speak in favor of the request.

Time Burke, Attorney for Hilltop, came to the podium to introduce Hilltop representatives and answer questions. Mr. Burke clarified that Hilltop is not the applicant.

Kevin Sheehan, President of Hilltop Concrete, addressed the Commissioners. Mr. Sheehan addressed the purchase of the property and the relocation of their primary location which affected the operations in St. Bernard.

Rick Roth, Hilltop Concrete Plant Manager, spoke about the production remaining on the original parcel and that the expansion is for the truck wash and wash out pits

Commissioner Fraley called for anyone to speak against the request. No one rose, and the public meeting was closed.

Commissioner Wendling advised that this has been an ongoing issue which staff has been addressing. He advised that this is an effort to bring the plant into compliance. He advised it was best for Hilltop and the Village, that it works best for everyone.

Commissioner Fraley agreed.

Commissioner Vogt reiterated her earlier point that the existing M-2 is already closer than the proposed change. The use is already present and allows permit to move forward.

Commissioner Fraley asked about citizen complaints for dust. Staff advised that no complaints have been received since prior to September 2025.

A motion was made by Commissioner Fraley and second was made by Commissioner Vogt to recommend Council approve case 03-001-2026. A roll call vote was taken and the motion passed unanimously.

Case 03-002-2026 was presented by staff. Staff advised that request before the Commission was to repeal, in its entirety, Section 1127 titled "Hearing Examiner". Staff referred the Commissioners to Exhibit A where staff had laid out the reasoning for repeal. Staff advised that there was one section (1127.14 Public Hearing) which should be added to Section 1159.05 Heritage Hill. The staff report is submitted as part of the minutes for the record.

Commissioner Wendling asked about the "South Vine Development" district. Staff advised the board that Staff believes that they are the same, but has not seen that language any where else in the code.

Commissioner Vogt suggested that the phrase be eliminated from the amended code and with it placed in the Heritage Hill section, it would clarify the intent. Staff it advised that change could be made. Commissioner Fraley asked to eliminate the language as well.

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 Fraley advised that after reading the document, most of the roles are filled by the Zoning Administrator and there is no reason to maintain because it is redundant and Planning Commission also fills some of those roles.

Commissioner Wendling advised that if the process can be simplified and made clearer its for the best.

A motion was made by Commissioner Fraley and second was made by Commissioner Valerius to recommend Council approve case 03-002-2026. A roll call vote was taken and the motion passed unanimously.

Case 03-003-2026 was presented by staff. Staff is proposing a text amendment to Section 1135.11 titled "Property Maintenance Code-Right to Appeal". Staff is proposing under (b) that the Board of Zoning Appeals is designated as the appeals board and that the property maintenance board be eliminated. Staff is proposing under (c) that any appeal would follow the guidelines established in Chapter 1131 Board of Zoning Appeals. The previous section (c) Board Membership; (d) Vote; (e)

financial interest; and (f) records would all be eliminated as they are part of either Chapter 1131 BZA or the BZA policy and procedures. The staff report is submitted as part of the minutes for the record.

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 Vogt stated that this make sense with current boards that we have and a more efficient way to uphold the code. Commissioner Fraley agreed and advised that it reduces redundancy.

Commissioner Stuchell advised that the board did exist, but never met. They existed on paper due to a complicated process but were never required to meet. The BZA members are construction related professionals whose experience is not likely to be matched by another board.

Commissioner Wendling advised that an "s" needed to added for "Appeal".

A motion was made by Commissioner Fraley and second was made by Commissioner Vogt to recommend Council approve case 03-003-2026. A roll call vote was taken and the motion passed unanimously.

The March 2026 Planning Commission was the first meeting of the year. Elections need to be held for position of Chair and Vice Chair.

A motion was made by Commissioner Valerius and second was made by Commissioner Fraley to maintain the current roles of the Commission. There was no objection. A roll call vote was held and the motion was approved unanimously.

Old Business

Approve minutes from December 2025 meeting.

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

Miscellaneous

Commissioner Fraley advised that he had been asked about the meeting being televised or taped. Mr. Fraley believed that he should at least bring it to the Commission. Staff advised that the meetings are held at a time and place so that anyone can attend. The other consideration being that one board should not have a different set of rules than another (BZA and Planning Commission). Staff did not believe that the meetings needed to be televised. Commissioners were in agreement that the meetings did not need to be televised.

Staff advised that the definitions section of the code is close to being completed and Staff wanted to give the Commission the opportunity to review the changes in advance of them being presented due to the changes being significant. Staff advised that the definitions needed to be revised prior to the Use Chart being presented as well. Staff provided the members a copy of the current definitions as

well as a copy of the proposed definitions. Staff advised that one of the changes was simply to define what a variance is because it is not currently defined by code.

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

Respectfully submitted,

Benjamin Fraley, Chairman

Andrew Schweier, Secretary