

**St. Bernard Planning Commission**  
**December 4, 2025**  
**6:00 p.m.**  
**MEETING MINUTES**

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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.

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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 Vogt seconded the motion. The motion was passed unanimously.

Staff presented case 11-005-2025, a zoning text amendment request to amend Chapter 1131 of the St Bernard Zoning Ordinance titled "Board of Zoning Appeals".

Staff provided the background information listed in the staff report.

Staff highlighted that changes were made to change wording from Zoning Inspector to Zoning Administrator. Staff advised that some additional changes would occur within 1131.05 regarding the definitions.

Staff specifically addressed that Use Variances in 1131.05 were being eliminated from the code. Staff spoke about 1131.05.3 Variance Conditions Prevailing, a new section which is a guide to the BZA on how to make decisions. Section C of the same section Variances Findings of the Board instituted the seven standards (Duncan Standards).

Staff advised that the biggest question remaining was the application fee for the BZA in 1131.03. Staff advised that the current fee is \$15. Staff advised that we are moving to Hamilton County for building review, so the thought was to follow the Hamilton County Fee structure. Staff advised that the residential fee is \$193 but Commercial starts around \$1,000. Staff believed that amount was too much. It is written as \$200 but the option is the boards.

Staff concluded the presentation.

Commissioner Vogt asked about sections that appeared to be eliminated. Staff explained that most all of the sections were simply merged into other sections, not totally eliminated.

Staff addresses a question from Commissioner Valerious about the "him/his" language. Staff advised that they would address the language to him her or Zoning Administrator.

Commissioner Fraley asked for anyone wishing to speak in favor. No one rose. Commissioner Fraley asked for anyone against, there was no to speak against. The public portion was closed.

Commissioner Fraley advised that he believed that it was appropriate to increase the fee too \$200 for residential, he did not have a strong opinion on the commercial aspect.

Commissioner Wendling expressed his belief that it would be easier to have a flat fee versus the staff having to figure out the actual rate. That would also make it clear to applicants what the rate would be.

Commissioner Fraley advised that he was okay with the flat fee but was concerned with the potential for a larger project where that fee would not be enough to cover work required by staff.

Commissioner Vogt stated that she agreed that the flat fee for the residential was appropriate. She stated she thought that a different tier for commercial over \$100,000 would be a larger fee established by Hamilton County Fee Schedule.

Commissioner Valerious made a motion that Planning Commission recommend Council hold a hearing to approve the changes to Chapter 1131. Seconded by Commissioner Fraley. The motion passed unanimously.

#### Old Business

A motion was made by Commissioner Fraley and seconded by Commissioner Valerious to approve November Minutes. A roll call vote was taken and the motion passed unanimously.

#### Miscellaneous

No meeting in January as no new cases were submitted.

Staff advised that the first BZA case had been scheduled for December 8 in regards to a fence for P&G.

Mayor Stuchell asked about two other potential BZA cases on Kieley. Staff advised that Rumpke is ready to submit requests for demo and new plans for maintenance.

Hilltop had asked about a hearing officer which is in the code, but the village does not have so one would have to be appointed or it goes to BZA.

WOW Window was awaiting completion of the sale to move forward. Commissioner Wendling advised that he was on a tour with them and they are excited to move forward.

Commissioner Vogt asked about the re development of Vine Street and how zoning would interact. Staff advised that as plans became final, staff would make sure that zoning matched the plans. Staff advised that the parking was one of the areas of concern.

Commissioner Vogt asked about the commercial/ retail portions of the district. Staff advised that definitions have been re written and are mostly complete. Staff believes that the definitions are critical because they define the business and what is a permitted use. Staff has created a Use Chart which then defines permitted, accessory or conditional uses and where each business is permitted or not permitted. Those businesses/ uses could change but staff believes that we are in a good place currently.

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

Respectfully submitted,

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Benjamin Fraley, Chairman

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Andrew Schweier, Secretary

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