Village of Galena ◆ 109 Harrison Street, PO Box 386, Galena, Ohio 43021 ◆ 740-965-2484

VILLAGE OF GALENA PLANNING & ZONING COMMISSION MEETING MINUTES

Date: October 21, 2026

Time: 7:00 PM

Location: Galena Village Hall – 109 Harrison St, Galena OH 43021

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1. Call to Order

The regular meeting of the Village of Galena Planning and Zoning Commission was called to order at 7:00 p.m. by Mayor Jeff Kinnell**.**

2. Roll Call

Present: Mayor Jeff Kinnell, Councilman Zach Hopper, Commissioner Michelle Parsons, and Commissioner Tim Erb.

Absent: Seth Everitt

Additional Attendees: Matt Shock (Zoning Officer) – NOTE: sign-in sheet available upon request

3. Guest Comments

No guest comments were provided.

4. Open Hearings – 50 Front St & Fencing Language

- **50 Front St – Development Plan – Opened at 7:01 PM, Closed at 7:07 PM**
  - Zoning Officer, Matt Shock, presented the Staff Report
    - Also provided background on why the development plan/change-in-use was necessary
    - Commissioner Parsons asked for clarifications on the use for the property
- **Fencing Language Updates – Opened at 7:08 PM, Closed at 7:16 PM**

- Zoning Officer, Matt Shock, presented the Staff Report, explained the history of the fencing issues and why changes are necessary
  - Provided benchmarked fence language changes and read those into the record

Motion to close the hearings was made my Mayor Kinnell and seconded by Commissioner Erb; the motion passed 4-0 on a roll call vote.

Mayor Kinnell – Yes, Commissioner Parsons – Yes, Council Man Hopper – Yes, Commissioner Erb – Yes.

Motion to Recommend Approval of 50 Front St Development Plan to Council was made by Commissioner Erb and seconded by Commissioner Parsons; the motion passed 4-0 on a roll call vote.

Commissioner Erb – Yes, Mayor Kinnell – Yes, Councilman Hopper – Yes, Commissioner Parsons – Yes.

Motion to Recommend Approval of the Updated Fencing Language to Council was made by Councilman Hopper and seconded by Mayor Kinnel; the motion passed 4-0 on a roll call vote.

Commissioner Erb – Yes, Mayor Kinnell – Yes, Councilman Hopper – Yes, Commissioner Parsons – Yes.

5. Approval of Minutes

Motion to approve September 16th minutes was made by Tim Erb and seconded by Councilman Hopper; the motion passed unanimously on a voice vote.

6. Zoning Report

Matt Shock, Zoning Officer, presented his report to the Commission.

7. Next Meeting

The next regular meeting is scheduled for: October 21, 2026, at 7:00 PM

Mayor Kinnell provided a preview of the Planning & Zoning meeting schedule/workload for the coming months.

8. Adjournment

Motion to adjourn the meeting made by Commissioner Erb and seconded by Councilman Hopper; the motion passed unanimously on a voice vote.

The meeting was adjourned at 7:24 PM.