



VILLAGE OF GALENA PLANNING & ZONING COMMISSION MEETING MINUTES

Date: April 15, 2026

Time: 7:00 PM

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

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, Michelle Parsons, Zach Hopper

Absent: Tim Herb, Seth Everitt

Additional Attendees: Matt Shock (Zoning Officer), Lauren Frank (Zoning Clerk), sign in sheet available upon request

3. Guest Comments

No guest comments

4. Approval of Minutes

A motion to approve the March 2026 meeting minutes made by Zach Hopper. Motion seconded by Michelle Parsons. Motion passed unanimously in a voice vote.

5. Zoning Report

Zoning Officer, Matt Shock presented the monthly Zoning Report.

- Activity at Miller Farm remains steady; most recent permits are related to that development.



- Development agreements for Sections 3B, 4A, and 4B are awaiting execution.
- A development inquiry was received from Alijah Collins regarding a potential home occupation side business; no formal application has been submitted.
- Regarding the property at 42 W. Columbus Street, the public hearing remains open and is scheduled to continue April 27, 2026.
- Temporary grading permits have been issued due to weather conditions, allowing work to proceed until final grading can be completed under appropriate conditions.

6. Other Business

a. Zoning Code– Planned Commercial and Office District

The Commission discussed a potential zoning issue affecting properties zoned Planned Commercial and Office, including 1950 S. Old 3C Highway and various downtown properties.

Discussion included:

- The current zoning code (2021) does not permit residential use in the district, creating nonconforming use issues.
- This situation may negatively impact property financing and marketability.
- Prior versions of the zoning code allowed residential use, the issue may be an unintended consequence of recent updates.
- Concerns were discussed regarding limitations on reconstruction of nonconforming structures, particularly in the event of damage or destruction.

Matthew Shock will review prior zoning code language; compare it with the current code; and propose revisions.

b. Proposed Zoning Code Addition – “Megan’s Way Out”

The Commission received a request to consider adoption of safety-related zoning language known as “Megan’s Way Out,” prompted by a tragic incident in another Ohio municipality.

Discussion included:

- The ordinance would require drive-through facilities to include safe exit options.
- While no such developments currently exist or are planned in the Village, adoption would provide a proactive safety measure.
- The proposal was presented as a measure of community support and preventative planning.



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Attorney Ken Molnar will review the proposed ordinance language and prepare draft language for Commission review.

7. Next Meeting

The next regular meeting is scheduled for: May 20, 2026 at 7:00 p.m.

8. Adjournment

Motion to adjourn the meeting made by Zach Hopper. Motion seconded by Michelle Parsons.

Motion passed unanimously in a voice vote.

The meeting was adjourned at 7:20 p.m.