

Brookville Planning Commission  
Regular Meeting  
February 19, 2026

The Regular Meeting of the Brookville Planning Commission was called to order by Chairperson Henderson at 7:30 p.m. on February 19, 2026. The meeting was held in the City Council Chambers. The Pledge of Allegiance was recited. Mayor Letner, Members Claggett, Ezerski, Piper, Schreier, Thomas; Manager Kuntz, Law Director Stephan and Clerk Duncan were present.

Roll call by Clerk Duncan.

Motion by Claggett, second by Ezerski to adopt the Agenda as presented. All yeas, motion carried.

Motion by Schreier, second by Ezerski to approve the minutes of the November 20, 2025 Planning Commission Meeting as presented. Letner yea, Claggett yea, Ezerski yea, Piper abstained, Schreier yea, Thomas yea, Henderson yea. Motion carried with six yeas and one abstention.

Law Director Stephan reported Landon Shelpman of Shelpman Holdings, LP has filed a special use application for the property at 46 Jefferson Street. The property is located in a General Business zoning district. The General Business District zoning regulations are set forth in Chapter 1137. Under 1137.02(b)(13), a mixed-use development with residential and business uses in same structure can be approved by Planning Commission as a special use. The current existing use in this building is a mixed use with an upstairs single-family residence and a downstairs warehouse use. The proposed special use would permit the upstairs residential area to be divided into two residential units, and the downstairs business area to be divided into two units. The result will be to continue the existing mixed use but increase the number of residential units and business units in the building from one residential unit to two residential units, and from one business unit to two business units in the building.

Discussion included focusing on local businesses for commercial space downstairs to minimize traffic, fire barriers and quiet occupancy requirements.

Motion by Ezerski, second by Claggett to approve the Special Use Application for 46 Jefferson Street as presented. All yeas, motion carried.

Law Director Stephan reported the Comprehensive Land Use Plan Update is before Planning Commission for its final recommendation to Council. A public hearing was held on January 20, 2026. A presentation of the plan was made by Emil Lisznianski of Envision Group at the public hearing. There were no other public comments at the public hearing. Under 4.11 of the Charter of the City of Brookville, the Planning Commission shall make its final recommendation on the Comprehensive Land Use Plan to City Council, and then City Council shall proceed with the second and third reading of Ordinance 2025-16 to adopt the Comprehensive Land Use Plan.

Motion by Claggett, second by Schreier to recommend City Council approve the Comprehensive Land Use Plan Update as presented. All yeas, motion carried.

Member Schreier raised concerns about the closure of local pharmacies and its impact on the community.

Member Henderson inquired about Council's next steps after the updated Comprehensive Land Use Plan is approved.

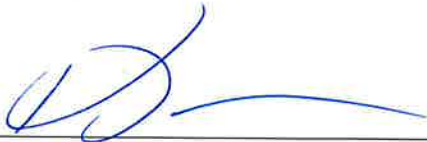
Mayor Letner replied once the plan is approved, the moratorium on annexations expires, and there are several parcels interested in annexing.

Member Ezerski commented Planning Commission will need to need to carefully consider the annexations, using the Land Use Plan as a guide.

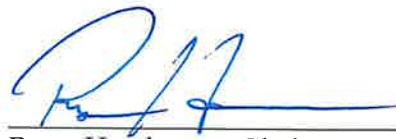
Manager Kuntz advised the city has budgeted resources for a zoning code rewrite. The process will be similar to the Land Use Plan update, using consultants and a steering committee. The goal will be to make the zoning code complement the Comprehensive Land Use Plan. Manager Kuntz advised this process could take 12-24 months to complete. In the meantime, if we have annexation requests, we have to work within the tools we currently have. The city does have a legal obligation set forth by the Ohio Revised Code require us to consider annexation applications and assign zoning code.

Law Director Stephan commented we could consider using planned development as an interim tool for future annexations until the zoning code rewrite is complete.

Motion by Claggett, second by Piper to adjourn. All yeas, motion carried.



Kimberly Duncan, Clerk



Ryan Henderson, Chairperson