

**RECORD OF PROCEEDINGS  
VILLAGE OF PENINSULA PLANNING COMMISSION  
MARCH 4, 2019 LONG RANGE PLAN MEETING**

Call to Order: The Meeting was called to order by Chairperson Walters at 7:06 p.m.

Roll Call:

Kevin Royer: Present

Greg Canda: Present

Chairperson Karen Walters: Present

Mayor Douglas Mayer: Absent

Council Representative Chris Weigand: Absent

Others Present:

Brad Bryan – Solicitor

Rita McMahan – Planning Consultant

Consideration of Minutes: None.

Citizen Participation: A resident expressed his concerns about short term rentals and party rentals that are taking place within the Village in residential zoned districts.

Long Range Plan Review: Ms. Walters stated when we start to review the Long Range Plan Draft, we should stay focused on our initial goals. Mr. Bryan stated the draft of the Long Range Plan was distributed to everyone on February 11. The goal is to get it into a form that the Commission is comfortable presenting to the public for its input and comments on April 1 at the G.A.R. Hall. Mr. Bryan and Ms. McMahan reviewed the draft and made proofreading changes since the draft was distributed to the Commission Members. The Commission's time at this meeting should be spent on making sure the points of emphasis of the Plan are what the Commission Members want. The draft that was sent to the Commission has also been provided to Council and posted on the Village website (broken up by chapters). Any changes that are requested this evening will be made, and the new version will be posted on Village website when ready.

Ms. McMahan reviewed the Purpose, Goals, and Policies sections of the current draft of the Long Range Plan to make sure the Commission was still comfortable with the purposes, goals, and policies expressed. The Commission members stated they were satisfied with the stated purposes, goals, and policies.

Ms. McMahan and the Commission next reviewed the summary sections for each section of the Updated Plan and determined the Commission was comfortable with how those summaries were presented.

The list of recommended regulatory and administrative follow-up actions at the end of the Plan Update was reviewed. That list included the following:

**Regulatory Actions.** Zoning and subdivision regulations are the most important tools the Village must implement relating to the land use policies outlined in this plan. The following is a list of the potential code changes that are identified in the plan for the Village to consider:

- ❖ Evaluation of the land use table in the Zoning Ordinance for conformance to the Long Range Plan Update goals;
- ❖ Historic District regulation;
- ❖ Review housing sizes and standards; consider granny flats or other accessory housing options;
- ❖ Review the Multi-Family standards for compatibility with the scale of the community;
- ❖ Residential design standards;
- ❖ Residential exterior property maintenance regulations;
- ❖ Steep Slope regulation;
- ❖ Riparian Setbacks;
- ❖ Updated Flood Control regulations;
- ❖ Preservation of Main Street residential uses;
- ❖ Commercial District regulations to maintain commercial store fronts;
- ❖ Overlay regulations for a Mixed -Use Work/Live area;
- ❖ Short-term rental regulations;
- ❖ Revisions to the Mixed Use Zoning District;
- ❖ Establishing standards to ensure compatible development of large parcels through subdivision regulations;
- ❖ Evaluate the need for storm water regulations;
- ❖ Conservation and preservation of natural resources through sustainability requirements, including, but not limited to, “dark sky” or alternate energy regulations.

**Administrative Actions.** These strategies are actions the Village Administration or Planning Commission may take that do not require the adoption of regulations. Some may require additional study beyond the scope of the Lang Range Plan. The following is a list of those actions:

- ❖ Use the Long-Range Plan Update as a guide for decision making;
- ❖ Consider the creation of housing maintenance assistance programs for the older homes in the Village;
- ❖ Consider annexation or detachment to the Village;
- ❖ Continue to explore potential sources of new revenue;
- ❖ Consider establishing economic development programs to encourage business expansion;
- ❖ Consider engaging a traffic engineer;
- ❖ Consider undertaking a comprehensive evaluation of parking and establishing a parking plan;
- ❖ Consider streetscape and pedestrian improvements on Main Street (SR 303);
- ❖ Consider a recreation master plan;
- ❖ Evaluate the future status of the Village Service Garage and Player’s Barn;

- ❖ Consider water and sewer feasibility planning for adequate availability of services;
- ❖ Monitor communications technology to ensure adequate services.

**Partnerships and Collaboration.** The Village is the primary responsible party for the implementation of the policies and strategies outlined by the Plan. However, in this environment of limited funding, many actions will require the coordination, collaboration, and commitment of individuals and organizations representing the public, private, and civic sectors. Public/private partnerships can reap benefits in economic development and for the tax base of the community and improve the level of service to the residents and businesses. The following potential collaborations or partnerships are identified in the Plan and should be considered:

- ❖ Collaborate with Social Service Agencies, Direction Home, and the Area Agency on Aging & Disabilities to support Village seniors remaining in their homes;
- ❖ Collaborate with Summit County to access HOME and CDBG funds to assist in housing rehabilitation;
- ❖ Consider collaboration with business owners to establish a “Main Street Community” program;
- ❖ Consider collaboration with economic development agencies to promote business development in the Village;
- ❖ Continue collaboration with the Cuyahoga Valley Nation Park;
- ❖ Consider collaboration with large property owners to determine the future of their property;
- ❖ Continue collaboration with the School District, Library, and others to provide recreational activities;
- ❖ Consider a joint recreational district with adjacent communities.

Ms. McMahon stated the Long Range Plan Update outlines policy recommendations and strategies the Village may pursue to ensure the goals of the Plan are achieved. The success of the Long Range Plan Update will be measured by how well the Village abides by its policies and carries out the various strategies to achieve the goals. To put this plan into action, an implementation strategy and mechanisms to monitor the progress must be established. It is recommended that the status of the plan implementation be reviewed at least annually and the results of that review be shared with the public. Success will be evidenced by the cooperation and collaboration between the Village government, residents, and businesses working together to achieve the goals of the Long Range Plan Update.

A discussion took place about the power point presentation for the public meeting on April 1, 2019 at the G.A.R. Hall starting at 7:00 p.m. It was suggested that a handout be provided to each attendee, and a mailing be sent to the residents of the Village inviting them to attend the Meeting. Ms. Walters advised the Hall holds about 120 people.

Review and Discussion on Proposed Historic Preservation Overlay Ordinance:

It was decided the Commission will review the second half of this document at the next Planning Commission Meeting on March 25, 2019.

A discussion about the 5978 Canal Street property took place. Mr. Bryan stated the Commission will need to determine whether the Historic Property preservation process should be invoked or whether the Commission will not choose to invoke the process based on the poor condition of the property, the years of neglect, and the inability to restore the structure to an inhabitable condition.

Adjournment: Mr. Royer made a motion to adjourn that was seconded by Ms. Walters. All were in favor of the motion; none were opposed. The meeting was adjourned at 9:06 p.m.

  
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Karen Walters, Chairperson

  
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Date