

**RECORD OF PROCEEDINGS  
VILLAGE OF PENINSULA PLANNING COMMISSION  
June 22, 2020 Via Zoom Meeting**

**Call to Order:** The Meeting was called to order by Chairperson Walters at 7:01 p.m.

**Roll Call:**

Chairperson Karen Walters - Present  
Kevin Royer – Present  
Mayor Daniel Schneider, Jr. – Present  
Council Representative Chris Weigand – Present  
Greg Canda – Present

Others Present: Village Solicitor Brad Bryan and Planning Consultant Rita McMahon

**Consideration of Minutes:**

**June 1, 2020 Planning Commission Meeting Minutes**

A motion was made by Ms. Walters and seconded by Mr. Royer to approve the June 1, 2020 Planning Commission Meeting Minutes.

Roll Call Vote: Mayor Schneider, yes; Ms. Walters, yes; Mr. Royer, yes; Mr. Weigand, yes; Mr. Canda, yes. The Minutes are approved.

**Citizens Participation:** None.

**Mayor's Report:** Mayor Schneider reported he and Zoning Officer Charles Hemming have been addressing and enforcing Zoning Issues. He also informed the Commission of two candidates interested in the vacant BZA seat and has encouraged both candidates to submit their resumes. The Mayor discussed an individual from out of town that has been living for an extended period of time in a camper on a private residential lot at the corner of Riverview and Bronson with the permission of the property owner. The house on the property is condemned. The Mayor and Mr. Bryan have asked Ms. McMahon to assist with drafting a Zoning Ordinance regulate such conduct. The Mayor and Ms. McMahon are also working to update the Village's Zoning Fee schedule.

**Council Liaison Report:** Mr. Weigand stated the Wastewater Committee recommended to Council that the Village acquire additional information from the County Department of Sanitary Sewer Services about the terms in which it would plan, construct, and operate a centralized sewer system in the Village. Mr. Bryan stated he has met with the County Sanitary Sewer Services Department and has requested the information. Mr. Bryan reinforced Council has made no decision to turn this matter over to the County and is still in the information gathering stage. He also stated there will be an opportunity for the public to provide input before Council makes a decision.

**Old Business:**

**Zoning Code Chapter 1133: Signs.**

Ms. McMahon reviewed the table headings and some other minor changes made to Zoning Code Chapter 1133 that were previously discussed at the June 1, 2020 meeting.

A motion was made by Mr. Weigand and seconded by Ms. Walters to recommend approval of the revised Zoning Code Chapter 1133.

Roll Call Vote: Mayor Schneider, yes; Ms. Walters, yes; Mr. Royer, yes; Mr. Weigand, yes; Mr. Canda, yes. The motion was approved.

**New Business:**

**Zoning Code Chapter 1149: Procedures.**

Ms. McMahon reviewed the Procedures Chapter. A lengthy discussion took place about 1149.03, Minor Site Plan Modification/Administrative Reviews. Ms. McMahon will re-work some of the language to reflect the desires of the Commission. The Commission will look to approve Chapter 1149 at next month's meeting subject to the agreed upon changes being made.

**Zoning Code Chapter 1155: Definitions.**

Ms. McMahon reviewed the changes she made to the Definitions section. She discussed the updated definition for a family unit. The Mayor discussed the Travel Trailer section in light of the current situation at Riverview and Bronson. Ms. McMahon believes a better definition of a recreational vehicle and trailer is needed. She will also draft a provision that prohibits long term travel trailer stays within the Village. The Commission will look to approve Chapter 1155 at next month's meeting subject to the agreed upon changes being made.

**Zoning Code Sections 1141.18, 1141.27, and 1141.28: Standards for Specific Land Uses, to align with changes in the Parking and Landscaping chapters.**

Ms. McMahon discussed the minor changes that were made to this Chapter in order to align them with the changes that were previously approved for the Parking and Landscaping chapters.

A motion was made by Mr. Weigand and seconded by Ms. Walters to recommend approval of Zoning Code Sections 1141.18, 1141.27, and 1141.28, as amended.

Roll Call Vote: Mayor Schneider, yes; Ms. Walters, yes; Mr. Royer, yes; Mr. Weigand, yes; Mr. Canda, yes. The motion was approved.

**Zoning Map Changes**

A general discussion and clarification about the proposed Zoning Map changes took place. The Mixed-Use area will now be re-zoned to Commercial. The Quarry land will not be zoned Conservation/Recreation (CR) and will instead be zoned Rural Residential (R1). Ms. McMahon will make all of the discussed changes and clean-up the boundary lines. The

Commission will look to approve the Zoning Map at next month's meeting subject to the agreed upon changes being made.

**Zoning Code Section 1117.09: Accessory Buildings in Residence Districts.**

Ms. McMahon discussed the requirements for accessory structures in residential districts. She explained the size of the accessory building is limited based upon the lot size. Larger acreage will allow for larger accessory structures. The Commission also discussed the maximum number of accessory buildings permitted. The Commission agreed a maximum number of three accessory buildings should be permitted with a maximum square footage of all of the buildings not to exceed 75% of the size of the main structure. Ms. McMahon pointed out residents can always apply for a Variance for special cases such as barns. She also noted agricultural properties are not required to follow the same zoning restrictions as non-agricultural residential properties. The Commission will look to approve Section 1117.09 at next month's meeting subject to the agreed upon changes being made.

**Fee Schedule:**

Ms. McMahon noted the current Zoning Fee Schedule is inconsistent and confusing. She pointed out the Village issues Zoning Permits and the City of Stow issues Building Permits. A Zoning Permit states the use, development, and structure all conform to what is allowed in the Village's Zoning Code for the area. The Mayor stated he will compare the Village's fees with those of the surrounding communities. Ms. McMahon and the Mayor are also working together to generate a checklist to clarify the permit process for both the Zoning Officer and applicants. The Commission will look to approve an updated Fee Schedule at next month's meeting.

**Adjournment:** Ms. Walters made a motion to adjourn that was seconded by Mr. Canda. All were in favor of the motion; none were opposed. The meeting was adjourned at 10:09 p.m.

Karen Walters, Chairperson

Date

*Karen Walters*

August 31, 2020