

**RECORD OF PROCEEDINGS
VILLAGE OF PENINSULA PLANNING COMMISSION**

Held: Monday, February 26, 2024

CALL TO ORDER: Chairperson Walters called the meeting to order at 7:00 p.m.

ROLL CALL

Chairperson Karen Walters	Present
Kevin Royer	Present
Mayor Daniel Schneider, Jr.	Present
Greg Canda	Present
Council Rep. Doug Steidl	Present

OTHERS PRESENT: Village Planner Rita McMahon, Solicitor Brad Bryan, and Zoning Officer Chuck Hemming

CONSIDERATION OF MINUTES

December 18, 2023 Special Planning Commission Meeting

Mr. Canda made a motion to amend the minutes to change Chanah Spencer to Hana Spencer in the Citizens Participation portion of the minutes. That motion was seconded by Mayor Schneider. Roll call: Ms. Walters, abstain; Mr. Royer, yes; Mr. Steidl, abstain; Mr. Canda, yes; Mayor Schneider, yes. The motion was approved.

Mr. Canda made a motion to approve the minutes as amended that was seconded by Mayor Schneider. Roll call vote: Ms. Walters, abstain; Mr. Royer, yes; Mr. Steidl, abstain; Mr. Canda, yes; Mayor Schneider, yes. The minutes were approved as amended.

January 22, 2024 Planning Commission Meeting

Mr. Steidl made a motion that was seconded by Mr. Canda to approve the minutes. Roll call vote: Ms. Walters, yes; Mr. Royer, yes; Mr. Steidl, yes; Mr. Canda, yes; Mayor Schneider, yes. The minutes were approved.

CITIZENS PARTICIPATION

Mo Riggins reported and explained that certain registered short-term rental properties are not in compliance with the Village Ordinance. Mr. Canda stated he attended the Chamber of Commerce short-term rental property tour, and some of the properties on that tour were in violation of the rules.

Amy Frank-Hensley stated the proposed Cuyahoga Valley Scenic Railroad temporary parking lot is not harmonious with the historic district. She felt the stone lot will cause problems for the street, sewers, and surrounding properties. She proposed that additional due diligence be taken with respect to the proposal and the CVSR parking needs in general. She noted the availability of street parking on N. Locust during the day that is a 3 minute walk from the proposed temporary lot. She wondered if an arrangement between the CVSR and Village could be reached with respect to parking in that area instead of the proposed lot.

Jodi Padrutt asked if the items in the meeting packet regarding the CVSR parking lot proposal were all of the documents that were submitted on this matter. The Mayor confirmed those documents were all the Village received. Mr. Bryan and Ms. McMahon confirmed there were several non-compliance issues with what the CVSR is proposing. They will be discussed during the hearing portion of the meeting.

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MAYOR'S REPORT

The Mayor provided a brief update regarding the status of the short-term rental renewal process. He shared Mr. Hemming will be able to perform home inspections when the time for doing so arises.

COUNCIL LIAISON REPORT

Mr. Steidl stated the short-term rental ordinance will be the primary focus of the March Planning Commission Meeting. He reported at this month's Council Meeting, Council approved a minor modification to the Village's 2024 contract with the County in connection with the County Road Resurfacing Program relating to repaving portions of Riverview Road.

HEARINGS

Lot Consolidation Request of Gregory Hansen of Rt. 303 Parcel No. 11-10750 (4.005 acres) and Rt. 303 Parcel No. 11-00495 (4.368 acres) (new consolidated parcel will be 8.3671 acres)

Richard Hood, the Builder, discussed this lot consolidation request and the proposed home and outbuilding to be built on the property. Ms. McMahon and Mr. Bryan confirmed the lot consolidation request meets all of the Village requirements. The Mayor made a motion that was seconded by Ms. Walters to approve the lot consolidation request. Roll call vote: Ms. Walters, yes; Mr. Royer, yes; Mr. Steidl, yes; Mr. Canda, yes; Mayor Schneider, yes. The motion was approved.

Request for Historic District Property Certificate of Appropriateness from Purple Brown Freight Depo and Peninsula Valley Historic & Education Foundation, Inc. for ADA Deck and Ramp and Screening Addition

Due to the fact that Ms. Walters is employed by the Peninsula Foundation, she recused herself and left the dais. Ms. McMahon described the request to add an ADA compliant deck and ramp and screening addition to the old Freight Depo building. She stated no variances are required. Daniel D'Angelo presented the project on behalf of the Peninsula Foundation with the assistance of the store owner, Sasha Miller. Mr. D'Angelo stated and explained how the project is in keeping with the Department of Interior Standards for modifications to historic buildings. The building was erected in 1890. Mr. D'Angelo showed the Commission samples of the red oak wood material that would be used for the deck and ramp and explained why the chosen style of cabling was selected. Ms. Miller stated the deck and ramp were necessary for the store to provide full prepared food service and for disabled residents to safely access her store. The screening is intended to screen out the sight, noise, and smell of the nearby septic treatment facility for persons travelling and seated on the deck.

Mr. Steidl made a motion to approve the request for a certificate of appropriateness for the project that was seconded by Mayor Schneider. Roll call vote: Ms. Walters, abstain; Mr. Royer, yes; Mr. Steidl, yes; Mr. Canda, yes; Mayor Schneider, yes. The request was approved. Mr. Bryan acknowledged he would prepare the certificate of appropriateness and send it to the Foundation.

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Cuyahoga Valley Scenic Railroad Temporary Gravel Parking Lot Approval Request for Grassy Area between the Garage at 6090 N. Locust and 1600 Mill St. Building

Mr. Bryan welcomed Ms. Walters back to the dais. No CVSR representative was present at the meeting. Ms. McMahon listed several areas of concern with this request, including the Foundation, not the CVSR, owning the property between the street and the proposed lot; the Village Code not permitting backing out from a parking lot directly into a street; the lack of a site plan showing the dimensions of the proposed parking area on the lot, the setbacks, and the location of the septic system; and a plan for how much parking is needed and required for the office building. She suggested the Village request more information from the CVSR before this matter can be considered.

Mr. Steidl suggested the Commission table this request until more information is provided. Ms. Walters made a motion to table the matter until a site plan and more comprehensive parking plan is submitted. The motion was seconded by Mr. Royer. Mr. Canda stated he would like a CVSR and property owner representative to be in attendance when this matter is reconsidered. Roll call vote: Ms. Walters, yes; Mr. Royer, yes; Mr. Steidl, yes; Mr. Canda, yes; Mayor Schneider, yes. The motion was approved. Mr. Bryan stated a letter will be sent to the CVSR requesting the required additional information. Once that information is received, the project can reappear on the agenda.

OLD BUSINESS

Wastewater and Water Projects

The Mayor advised Councilperson Najeway was on vacation. There is no news on the sewer project, and there has not been any additional progress on water.

Area Master Plan

Mr. Canda provided a summary of the recent Steering Committee Meeting. At that meeting, OHM outlined the process for the plan and sought input as to issues to be considered. Mr. Canda confirmed everyone acknowledged that maintaining the historic small-town character of the Village was paramount. Ms. Walters reported an audio recording of the meeting is accessible online. Several other people who attended the Steering Committee Meeting shared their thoughts. The meetings are public and anyone can attend.

NEW BUSINESS

Review of Short-Term Rental and Short-Term Rental Tax Ordinance (Moved to March Meeting due to time constraints due to the Hearings)

ADJOURNMENT

Mayor Schneider made a motion to adjourn the meeting that was seconded by Mr. Steidl. Roll call vote: Ms. Walters, yes; Mr. Royer, yes; Mayor Schneider, yes; Mr. Canda, yes; Mr. Steidl, yes. The meeting was adjourned at 8:32 p.m.

Respectfully submitted:

Karen Walters, Chairperson

Date

Karen James Walters

3/27/2024