

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

**Held: Monday, February 23, 2026**

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

**ROLL CALL:**

Chairperson Karen Walters	Present	Greg Canda	Present
Council Rep. Amy Frank-Hensley	Present	Mayor Daniel Schneider, Jr.	Present
Kevin Royer	Present		

**OTHERS PRESENT:** Village Planner Rita McMahon, Solicitor Brad Bryan, and Admin. Faith Dorton

**ELECTION OF CHAIRPERSON**

Mr. Royer made a motion that was seconded by Mr. Canda to nominate Ms. Walters as Chairperson. Roll call vote: Ms. Walters, yes; Mr. Royer, yes; Mr. Canda, yes; Mayor Schneider, yes, Ms. Frank-Hensley, yes. The motion was approved.

**CONSIDERATION OF MINUTES:**

**November 24, 2025 Planning Commission Meeting**

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

**CITIZENS PARTICIPATION:** Jodi Padrutt asked why Ms. Walters abstained twice in votes at the last meeting. Ms. Walters stated she abstained due to a conflict of interest.

**MAYOR'S REPORT:** The Mayor reported the Village is dealing with a salt shortage. While the Village still has some supply, much of it has hardened and must be broken up before use to prevent equipment problems. He explained that the Service Department is currently operating with one employee. A candidate for the second position was interviewed on Friday, and the Village is waiting to hear whether he will accept the job. The Mayor mentioned there is still a vacancy on the BZA. Matthew Padrutt, who was in the audience, stated he would submit a letter of interest.

**COUNCIL LIAISON REPORT:** Ms. Frank-Hensley reported Council is in the process of updating its Rules of Council and expects to approve them soon. One key change is establishing two Regular Council Meetings each month to allow more time for in-depth discussions on major issues instead of relying on Special Meetings. She also noted efforts to improve more prompt approval of BZA Meeting minutes and mentioned Council is developing a list of priority issues, some of which may involve input from the Planning Commission. It was noted there is an upcoming Board of Zoning Appeals meeting scheduled for 6:00 p.m. before the March 10 Council Meeting. Ms. Frank-Hensley reported that Council requested the Commission to reexamine and provide further guidance on two planning matters, the parking code amendment Ordinance and the maximum building footprint as a percentage of lot size Ordinance. Council is also considering a proposal for a joint water district feasibility study. She asked what role the Planning Commission should play in discussions about water infrastructure as Council considers

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contributing about \$33,000 toward that feasibility study. That contribution would help fund a masterplan study conducted by an engineering firm to evaluate how a regional water system could be developed, potential service areas and routes, phasing, and funding options. The project could take decades to fully implement and would likely expand gradually depending on funding and participation. Contributions for the feasibility study would come from Peninsula, Boston Heights, the County, and the Conservancy. Commission Members expressed general support for these efforts to gather information, noting that a municipal water system could benefit residents and businesses who currently rely on wells or private water deliveries.

Mr. Canda asked for an update on the recent grant applications. The Mayor explained the Village expects to receive an additional check for the sewer project in the amount of \$1.1 million dollars from the federal government. An official check presentation ceremony with Representative Emelia Sykes is being scheduled. The Village was also awarded a \$2 million dollar safety grant from ODOT and a \$1.5 million dollar grant from the Ohio Public Works Commission for the Village Rt. 303 Corridor and Streetscape Project. Members noted those grants will advance certain infrastructure projects outlined in the Downtown Master Plan. The Commission also reviewed the Council priority list shared with the Planning Commission that includes topics such as water and wastewater infrastructure, Main Street improvements, parking, zoning changes, economic development, short-term rental regulations, historic preservation, and other policy updates. The Commission Members suggested adding stormwater planning and identifying vacant properties for potential economic development opportunities.

**BUSINESS:**

**Ordinance No. 26-2025**

**An Ordinance Amending Chapter 1125 of the Zoning Code Related to Off-Street Parking Additional Proposed Amendments to Zoning Code (Referred back to Planning Commission by Council)**

Ms. Walters opened a discussion about the proposed Ordinance, which had been referred back to the Planning Commission by Council to review questions and comments outlined in an email from a Councilperson. Mr. Canda stated the concerns were worth reviewing, even if the Planning Commission ultimately reaches the same conclusions. He emphasized the need to strike a balance between encouraging development and protecting the Village from undesirable outcomes, noting that overly strict regulations could prevent development while overly loose rules could create problems.

Ms. McMahon explained the revisions to the Ordinance were originally developed after the Planning Commission asked for more flexibility in the parking requirements, since national parking standards did not always fit the Village's small lots and limited development opportunities. She stated the proposed Ordinance was designed to evaluate parking needs on a case-by-case basis rather than applying rigid formulas, while still providing guidance through criteria that both applicants and the Planning Commission would use when evaluating proposals. She noted the goal was to maintain flexibility, while giving decision-makers structured parameters for making decisions. She suggested the Commission could further refine the criteria or revisit older code provisions if members believed additional clarification or adjustments were needed.

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The question as to how the current and proposed parking regulations would affect existing businesses versus future developments or changes in property use, was raised. It was noted that most existing businesses are grandfathered under the current rules. If a property's use changes, however, new parking requirements could apply and be difficult to meet. Ms. McMahon explained that under the current code, such cases would typically require a variance from the BZA. This proposed approach allows the Planning Commission to evaluate parking needs more flexibly through the site plan process, since the Commission considers broader planning goals with a long-term development vision, whereas the BZA operates in a narrower, quasi-judicial role, focused strictly on whether the legal variance criteria are met. Ms. McMahon reminded everyone that while Council ultimately passes zoning legislation, proposed changes must first be reviewed by the Planning Commission before Council can act.

The discussion then shifted to how the proposed flexible parking approach would work in practice. Ms. McMahon explained that applicants need to present detailed plans so the Commission can evaluate parking needs case-by-case rather than applying rigid formulas. Members acknowledged the goal is to allow reasonable development, while still protecting residents from traffic and parking problems. It was noted that the Ordinance alone will not solve the Village's broader parking challenges.

Mr. Royer stated the proposed approach places responsibility on developers or business owners to create a workable plan for parking and site use, requiring them to present solutions that the Village can review and approve rather than relying on rigid rules that discourage investment. He noted the previous system was so strict that potential businesses might avoid the Village altogether because meeting the parking requirements would seem impossible. The Mayor agreed that the new process allows more oversight by the Planning Commission instead of sending cases directly to the BZA, which meets infrequently and may not have the same level of context about planning goals. Mr. Royer noted that requiring applicants to propose and justify solutions encourages creative problem-solving while ensuring proposals are evaluated through established criteria and broader planning considerations.

Ms. McMahon explained that some concerns raised by Council related to definitions and terminology in other sections of the Zoning Code, such as those governing multiple dwellings and parking provisions. She suggested that certain provisions could be combined in the future to reduce overly broad wording and improve clarity. She also noted that language such as "where reasonably possible" is commonly used in zoning codes to preserve flexibility, particularly because different businesses have very different loading and parking needs. The Ordinance requires applicants to identify how loading and unloading will occur as part of their plans, rather than imposing a single rigid requirement that may not apply to every situation.

The Commission also discussed parking requirements for apartment units and whether the existing threshold of 550 square feet was too small, since units that size are uncommon and would effectively require two parking spaces for most apartments. Members agreed that increasing the threshold to 901 square feet would better support the goal of encouraging residential development, while still ensuring adequate parking. The Planning Commission also directed that language encouraging consideration of previous decisions be added for consistency purposes. Ms. McMahon was directed to make those revisions for the Commission's review at the March Meeting.

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The Commission next discussed the proposed amendment to enact a 50% maximum building lot coverage footprint in the commercial, mixed-use, and public institution districts. Ms. McMahon explained the 50% limit was developed by analyzing existing properties, setbacks, and the need to maintain space for on-site parking, so buildings could expand without covering the entire lot and forcing all parking elsewhere. Members noted the percentage is meant to balance development potential with practical site constraints, particularly for larger properties like the former General Diecasters site.

The Commission also discussed the proposed regulation allowing shared parking within a certain distance and whether those shared parking agreements should be formally documented. Members agreed that any shared parking arrangement between property owners should at least be in writing, and possibly be recorded, so future owners are aware of the agreement and businesses relying on those spaces are protected. At the same time, concerns were raised that permanently recording such agreements could reduce flexibility for property owners if businesses close or change, since parking needs may evolve over time. The group concluded that the issue involves legal and practical considerations, and Ms. McMahon agreed to research how other communities handle shared parking agreements and return with recommendations before any final decision is made.

A full discussion on the mixed-use zone development amendments was deferred to next month's meeting. Instead of reviewing the entire document that evening, Ms. McMahon provided a short overview, explaining that the revisions aim to create clearer development standards for mixed-use properties, which are currently regulated very broadly. She noted the updated draft incorporates feedback from prior discussions on this issue and clarifies or removes unclear language. Some of the changes are also intended to better manage transitions between commercial and residential properties.

In response to a question, Ms. McMahon stated a "service area" refers to any outdoor space where service or support activities for a business occur outside the building. These areas can include spaces for dumpsters, storage, outdoor service work, or other operational activities, such as installing products for customers.

**ADJOURNMENT:** Mr. Canda made a motion that was seconded by Ms. Walters to adjourn the meeting. Roll call vote: Ms. Walters, yes; Mr. Royer, yes; Mr. Canda, yes; Mayor Schneider, yes, Mr. Steidl, yes. The meeting was adjourned at 8:50 p.m.

Respectfully submitted:

Karen Walters, Chairperson

Date



