

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

Held: Monday, March 16, 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	Absent		

OTHERS PRESENT: Village Planner Rita McMahon and Admin. Faith Dorton

CONSIDERATION OF MINUTES:

February 23, 2026 Planning Commission Meeting: Ms. Walters made a motion that was seconded by Mr. Canda to approve the minutes. Roll call vote: Ms. Walters, yes; Mr. Canda, yes; Mayor Schneider, yes, Ms. Frank-Hensley, yes. The minutes were approved.

CITIZENS PARTICIPATION: Moe Riggins expressed concerns about proposed parking ordinance changes, particularly shifting from bedroom-based requirements to square footage. She argued the changes could increase parking demand without adequate planning, current data on parking capacity and shared-use agreements are insufficient, and too much authority is being taken from the BZA and given to the Planning Commission, creating a lack of checks and balances. In response, it was pointed out that the zoning code still provides for appeals and oversight through the Board of Zoning Appeals, and there are still safeguards in place. Ms. Riggins stated she remained concerned about how the changes would function in practice.

Ms. McMahon explained the BZA evaluates variance requests using a strict set of predefined criteria, whereas the proposed approach would allow the Planning Commission to take a broader view by considering factors like community impact, development trends, and the master plan, rather than just the letter of the zoning code. She emphasized this shift in approach reflects a modern planning philosophy aimed at more flexible, context-sensitive, decision-making.

Steve Craig raised concerns about current landscaping, screening, and planting regulations between commercial and residential properties, noting that existing rules fail to provide adequate year-round screening, especially in winter. He suggested updating the code to require more effective solutions, such as evergreen plantings or higher fencing, for both function and aesthetics, to better protect residential properties from adjacent commercial uses like parking and storage areas. Commission Members acknowledged the issue, discussing questions around responsibility, design standards, and approval processes, and agreed this could be revisited as part of a broader review and potential update to the landscaping code.

MAYOR'S REPORT: The Mayor reported Council approved funding in the amount of \$33,333.33 for a water district feasibility study in partnership with Boston Heights, Summit County, and the Conservancy. He stated the erosion near 6003 S. Locust Street was caused by creek movement and debris altering the water flow. The Village is also addressing a nearby sinkhole and failing culvert, with repair estimates currently around \$12,000. The Mayor is waiting for a second quote and is evaluating whether to perform the work internally or through an outside contractor. The Mayor also described the Village response to the recent severe storm, which overwhelmed local services with widespread tree damage, downed power lines, and

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blocked roads, requiring coordination between local and County crews. The Village response focused on clearing roads and ensuring safety. Questions were raised about support for residents, specifically elderly and disabled neighbors, and dealing with storm damage on private property. Outreach to the County for resources and reliance on community volunteers were suggested as possible solutions.

COUNCIL LIAISON REPORT: Ms. Frank-Hensley reported that Council approved the maximum building footprint Ordinance, and the water feasibility study is expected to take three to six months, though no firm timeline was given. She explained the Mayor is currently serving as the point person, and a formal Village representative will be selected soon. She distributed a planning-related priority list and noted that short-term rentals will be discussed further at the next Council Meeting, particularly concerns around enforcement and their value to the Village. Traffic issues at the Riverview Road and Rt. 303 intersection were also raised. A previously proposed left-turn lane at the intersection was dropped from the plans due to space limitations and state requirements, though congestion remains a concern. Alternative solutions, like signal timing changes, were mentioned. Ms. Frank-Hensley stated these matters will need to be monitored and discussed going forward. Ms. Frank-Hensley reported that new Councilmembers received training through the Ohio Municipal League. She provided an update regarding an opportunity to consult with an economic development expert. The goal would be to explore strategies for increasing Village revenue, especially as speeding deterrence improves and ticket revenue declines. She stated Council also discussed portable speed sign placements and approved upgrades for meeting technology, including video recording, microphones, and conferencing capabilities. She reviewed the planning-related priority list and raised concerns about improving communication around zoning, particularly the historic preservation overlay. Council discussed the need for clearer maps, better resident education, and distributing welcome materials to new residents explaining zoning rules, ongoing projects, and Village expectations to improve awareness and compliance. Ms. Frank-Hensley noted that County records do not include local zoning details. Ms. McMahon explained that while the County's system doesn't show this information, the Village could work with County GIS data to create a more accurate, detailed, and scalable zoning map. Commission members agreed that would help resolve confusion, since the current maps are outdated and difficult to interpret. The Mayor stated he would reach out to his County contacts to get more information about what help the County could provide. Ms. Frank-Hensley and the Commission next touched upon broader planning topics, including potential historic preservation funding opportunities, dark sky lighting regulations, and prioritizing planning initiatives, with the intent to align Council and Planning Commission efforts moving forward.

BUSINESS:

Ordinance No. 26-2025

An Ordinance Amending Chapter 1125 of the Zoning Code Related to Off-Street Parking
(Referred back to Planning Commission by Council and As Amended at the Request of the Planning Commission at its February 23, 2026 Meeting)

The Commission reviewed the revisions to the off-street parking ordinance, with Ms. McMahon explaining the updates that were made in response to feedback from the Commission at last month's meeting. The most significant changes dealt with formal parking agreements

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between property owners, including legal review, possible recording, and requirements that such agreements follow the zoning code and be revisited if ownership or use changes. Other revisions included clarifying that displaced parking must be replaced if a building expands into a parking area, combining overlapping provisions on parking lot uses, adjusting apartment parking thresholds to one space for units up to 900 square feet and two spaces above that threshold, and adding a requirement that the Commission consider consistency with prior approvals. The discussion focused on whether the Ordinance strikes the right balance between flexibility and control. Supporters argued the current code is too rigid and hampers development, while the revised language would let the Commission evaluate parking needs case by case using broader community context rather than forcing every issue to the BZA. Members acknowledged the Ordinance does not solve the Village's parking shortage but considered the proposed code amendment a practical tool for managing future development more reasonably. Examples were discussed, including how the rules could have helped address past problems. Additional discussion covered issues like the 500-foot distance limit for shared parking, whether agreements should bind future owners, how food trucks and oversized vehicles should be handled, and the relationship between parking, pedestrian access, and future Village improvements. Mr. Canda made a motion that was seconded by Ms. Frank-Hensley to approve the amended version of the Ordinance and forward it to Council for approval. Roll call vote: Ms. Walters, yes; Mr. Canda, yes; Mayor Schneider, yes, Ms. Frank-Hensley, yes. The motion was approved.

**Additional Proposed Amendments to Zoning Code:
Mixed-Use Zone Development: New Chapter 1116**

Ms. McMahon discussed the proposed amendments to the Mixed-Use district code section, expressing that the current language provides the Commission with approval authority over applications but lacks clear standards for design, layout, character, and consistency with Village goals. The new language is intended to guide development so that projects in the Mixed-Use zone are required to incorporate concerns for pedestrian access, transportation options, landscaping, building quality, and the overall character and economic health of the Village. She also suggested that, in the future, the Village may want to revisit which uses are allowed in the Mixed-Use district, while clarifying that Mixed-Use properties could be residential, commercial, or a combination, and the proposed site standards would encourage buildings to be closer to the street and have parking behind the building, more open space, and pedestrian connectivity.

Ms. McMahon clarified the proposed Mixed-Use standards apply to private property, not on-street parking, and would require developments to include pedestrian-friendly features such as benches, bike racks, or small gathering spaces. Those additions would support walkability and cycling. She also proposed a maximum 20-foot front setback to keep buildings close to the street and consistent with the existing downtown layout, while allowing parking behind buildings. The discussion focused on whether these amenities should be mandatory for every property and how Mixed-Use flexibility might impact overall cohesion. The Commission discussed whether future Mixed-Use developments should be more intentionally organized, versus maintaining the Village's historically mixed pattern. Ms. McMahon explained that due to the small amount of available land, it is impractical to strictly divide uses, as larger-scale planning strategies typically require much more acreage. She clarified that setbacks would be based on future street layouts, and emphasized design standards aimed at maintaining visual character, including breaking up building facades, coordinating materials, encouraging pitched roofs, and placing entrances and parking thoughtfully. The proposal is meant to provide clearer guidance, while still allowing

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flexibility and ensuring developments align with the Village's character without being overly restrictive. The amendments would provide the Commission with tools to guide future projects effectively.

It was noted that requirements such as breaking structures into 30-foot segments can be satisfied through design elements like columns, overhangs, or setbacks, rather than requiring physical separations like doors. Commission Members expressed a preference that the proposed Mixed-Use guidelines remain flexible enough to allow creative and unique development concepts, such as European-inspired courtyard-style layouts and enclosed pedestrian spaces, while still aligning with the Village's character and overall goals. Members agreed the current draft allows for such flexibility, especially since the Commission can modify criteria when appropriate. Commission Members emphasized the need to review and refine the proposal further before sending it to Council, particularly given potential development interest in key sites like the General Die Casters property.

Mr. Canda raised concerns about planning uncertainties, particularly wanting to review submitted design plans, such as those from OHM, to better understand future development impacts. Discussion focused on the lack of a defined street layout for key areas like the General Die Casters and Terry Lumber sites, noting that converting existing paths into formal roads would require significant space, cost, and compliance with regulations. The Mayor explained that current conditions, like narrow roads and pedestrian use, highlight ongoing infrastructure challenges, including the potential need for lane markings or traffic adjustments. The conversation also touched on future-looking considerations such as how emerging transportation options like self-driving shuttles or off-site parking systems might factor into long-term planning decisions.

ADJOURNMENT: The Mayor made a motion that was seconded by Ms. Walters to adjourn the meeting. Roll call vote: Ms. Walters, yes; Mr. Canda, yes; Mayor Schneider, yes, Ms. Frank-Hensley, yes. The meeting was adjourned at 9:14 p.m.

Respectfully submitted:

Karen Walters, Chairperson

Date




