

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

Held: Monday, June 22, 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		

CONSIDERATION OF MINUTES: June 22, 2026 Planning Commission Meeting

Mr. Canda made a motion to amend the minutes to reflect “home and office surge protectors” and Ms. Walters seconded. Roll call vote: Ms. Walters, yes; Mayor Schneider, yes; Mr. Royer, yes; Mr. Canda, yes; Ms. Frank-Hensley, yes. Mr. Canda made a motion to approve the minutes as amended and Ms. Walters seconded. Roll call vote: Ms. Walters, yes; Mayor Schneider, yes; Mr. Royer, yes; Mr. Canda, yes; Ms. Frank-Hensley, yes.

CITIZENS PARTICIPATION:

MAYOR’S REPORT:

COUNCIL LIAISON REPORT:

BUSINESS:

Proposed Amendments to Zoning Code

Mixed-Use Zone Development; New Chapter 1116

Amendments to Land Use Tables, Section 1109.03

Amendments to Standards for Specific Uses, Chapter 1141, Required by Changes to 1109.03

Amendments to Chapter 1129; Landscaping, Screening, and Planting

Discussion and Debrief of Special Council Meeting on Short-Term Rentals

ODOT Request for Issuance of Revocable Use Permit to Affected Property Owners for Perpendicular Parking of Vehicles in Front of Coffee Shop and River Light Gallery within the St. Rt. 303 Right-of-Way

ODOT Request for Right of Way Control Letter from Village Describing and Including a Drawing of the Areas of the Sidewalk/Parking Pavement within Private Property to which the Village Has Control of or Regularly Maintains or Constructs

Vacant Property Registration Ordinance

Additional Potential Zoning Code Matters to be Discussed if Time Permits:

Accessory Dwelling Units

Interactive Zoning Map

Former Players Barn Property Zoning Classification

Commercial, Mixed-Use, and Public Institution Zone Exterior Lighting Ordinance

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BUSINESS:

Proposed Amendments to Zoning Code and Business Regulation Code:

Mixed-Use Zone Development; New Chapter 1116:

Ms. McMahon presented revisions to the proposed mixed-use development zoning chapter based on the Planning Commission's previous feedback. The updates included defining common open space, establishing a 5-foot to 20-foot front setback, requiring parking screening, encouraging shared driveways with at least 40 feet between access points, referencing private street standards, and incorporating design guidance from the Downtown Master Plan and the Secretary of the Interior's historic preservation standards. Commission members suggested several wording changes to improve clarity and better distinguish requirements for sloped and flat roofs, while ensuring all building sides receive architectural treatment.

Ms. Frank-Hensley asked how the new mixed-use chapter would interact with the Village's existing zoning regulations, historic preservation requirements, and commercial design standards. Ms. McMahon explained the new chapter governs only mixed-use development design and review, while existing land use, dimensional, and historic district regulations would continue to apply. She recommended adding cross-references in the Zoning Code so that mixed-use and commercial developments are directed to the appropriate chapters without restructuring the entire code.

After discussion, Mr. Canda moved to recommend approval of the mixed-use amendments as revised and forward them to Council. Mr. Bryan and Ms. McMahon recommended delaying that formal action until the remaining zoning amendments are reviewed and can be submitted together as a complete package. The Commission agreed to continue to review the remaining proposed revisions before taking final action on Chapter 1116.

Amendments to Land Use Tables, Section 1109.03:

The Commission continued its review of the Section 1109.03 provisions related to the mixed-use district, focusing on permitted, conditional, and accessory land uses to ensure they align with the Village's Downtown Master Plan and long-term development goals. Ms. McMahon asked Commission members to consider removing single-family detached homes as a permitted use in the mixed-use district due to the Master Plan envisioning higher-density housing, commercial growth, and a mix of residential and business uses. The Commission agreed that multi-family housing, such as townhomes, apartments, and mixed-use residential developments, better support those objectives and directed Ms. McMahon to remove single-family homes and related residential uses from the mixed-use and public institutional districts.

The Commission also reviewed residential and commercial uses, agreeing to retain bed-and-breakfasts as a permitted commercial use, while making farming for personal use a conditional use outside of residential and conservation/recreation districts. Members clarified that home occupations, professional offices, medical practices, massage therapy, and similar service businesses would remain permitted. Existing regulations would continue to govern licensing of home-based businesses and conditional uses such as funeral homes and senior care facilities.

The discussion next shifted to community and recreational uses. Members supported allowing libraries, museums, fine arts centers, and similar facilities in commercial and mixed-use districts, while distinguishing nonprofit community recreation uses from commercial recreation businesses. Ms. McMahon proposed revising the commercial recreation section to better

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accommodate private fitness centers and other for-profit recreational uses, without changing regulations for public or nonprofit facilities.

The Commission requested several changes to industrial uses, agreeing to prohibit self-storage facilities, bulk warehousing, metal manufacturing, metal casting, stamping, and similar heavy industrial operations within the Mixed-Use District. Members expressed support for artisan-scale businesses such as blacksmiths, furniture makers, cabinet shops, and similar crafts, directing Ms. McMahon to move those uses into the commercial section, with additional standards addressing their size and scale. Outdoor storage would remain conditional only as an accessory use to another approved business.

Finally, the Commission reviewed miscellaneous uses, agreeing that garage sales, estate sales, auctions, and similar activities should be classified as accessory uses across all zoning districts. Members also discussed telecommunications towers, farmers markets, and Heritage Farms' flea market operations. Ms. McMahon was asked to review how existing events and agricultural activities fit within the proposed regulations. She stated she would investigate those matters and incorporate the requested revisions into a new draft for further review at the July Meeting.

Special Council Meeting on Short-Term Rentals:

Steve Craig raised concerns that the Village's short-term rental occupancy regulations are being misinterpreted, arguing that the "plus three guests" provision was originally intended to allow additional daytime visitors rather than three additional overnight occupants. He cited the ordinance's definitions, along with prior Planning Commission and Council discussions to support his interpretation. In response, it was clarified by Mr. Bryan and Ms. McMahon that the regulation was intentionally modeled after a neighboring city's ordinance to allow up to two overnight occupants per bedroom, plus three additional overnight guests. Ms. Walters noted that the original two-per-bedroom standard was based on Summit County Health Department septic system capacity requirements. Mr. Bryan explained the change was meant to ease the burden of determining whether a room was bedroom, allow guests to sleep on pull-out beds and couches in dens and family rooms, and account for families with children.

Ms. Frank-Hensley outlined plans for the upcoming public short-term rental meeting, emphasizing its purpose is to listen to residents rather than debate or make policy decisions. She explained that attendees would receive background information, have opportunities to ask clarifying questions, and provide comments, either verbally or in writing. Questions and concerns would be documented for later review, allowing the Planning Commission and Council to discuss issues in an organized manner after hearing from the community. The discussion would focus on broad policy options, such as banning short-term rentals, modifying the current regulations, or leaving them unchanged, rather than becoming bogged down in technical details.

Steve Craig questioned why the meeting was not being held as a joint Planning Commission and Council meeting, expressing concern that the Planning Commission's formal review role could be diminished. Members assured him the Planning Commission remained an integral part of the process, explaining that Commission members would sit alongside Council, hear the same public testimony, and continue developing recommendations after the meeting. They stressed that no decisions would be made during the public meeting and the Commission would remain fully involved in evaluating future changes to the regulations.

The Commission also discussed the possibility of placing a short-term rental question on the November ballot. It was explained that because Peninsula is not a Charter Village, any ballot

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measure would be advisory rather than legally binding. The estimated cost of the advisory election would likely be only a few thousand dollars if it is held during the November General Election. Ms. Frank-Hensley noted that Council would still retain discretion regardless of the outcome and suggested that a narrowly divided vote would warrant further discussion rather than automatically determining policy. Members agreed that any ballot question would need to present a simple yes-or-no choice, such as banning all short-term rentals or prohibiting only non-owner-occupied rentals.

Members expressed different views on whether an advisory ballot would be worthwhile. Mr. Royer questioned spending public funds on a nonbinding vote, arguing that Council should make this policy decision. He noted that only a small number of residents have voiced strong opposition to short-term rentals. Moe Riggins countered that a public vote could strengthen the Village's position against future legal challenges from affected property owners. Mr. Canda encouraged a compromise, stating that improvements to the current regulations could be made without banning short-term rentals altogether. Ms. Frank-Hensley reiterated the objective was to identify the community's preferred direction. The Mayor noted two police officers would be present to help ensure the public meeting remained orderly and respectful.

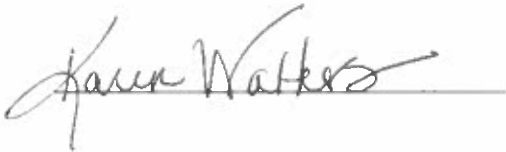
The discussion concluded with asking whether the Village had researched communities that have successfully banned short-term rentals and how effective those bans have been. Members referenced examples such as the Village of Richfield and New York City. It was noted that unregistered short-term rentals may continue to operate in communities in which short-term rentals are banned. The conversation highlighted the broader question of whether strengthening regulations would ultimately be more practical than attempting to prohibit short-term rentals altogether.

ADJOURNMENT: Mayor Schneider made a motion that was seconded by Ms. Walters to adjourn the meeting. Roll call vote: Ms. Walters, yes; Mayor Schneider, yes; Mr. Royer, yes; Mr. Canda, yes; Ms. Frank-Hensley, yes. The meeting was adjourned at 9:25 p.m.

Respectfully submitted:

Karen Walters, Chairperson

Date



7/27/26