

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

Held: Monday, July 27, 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 that was seconded by Ms. Walters to amend the minutes to clarify that he uses the terms “home and office surge protectors”. Roll call vote: Ms. Walters, yes; Mayor Schneider, yes; Mr. Royer, yes; Mr. Canda, yes; Ms. Frank-Hensley, yes. Mr. Canda made a motion that was seconded by Ms. Walters to approve the minutes as amended. Roll call vote: Ms. Walters, yes; Mayor Schneider, yes; Mr. Royer, yes; Mr. Canda, yes; Ms. Frank-Hensley, yes.

CITIZENS PARTICIPATION:

Ms. Riggins raised concerns that Ms. Walters’ participation in discussions about allowing breweries, wineries, and distilleries in Commercial districts could represent a conflict of interest due to her employment by the Foundation, which owns several commercial properties in the district. Ms. Walters reminded her that the proposed zoning change would apply to all commercial properties rather than only Foundation properties and argued that her Foundation involvement should not prevent her from participating in Village-wide commercial zoning decisions as a Planning Commission Member. Mr. Bryan agreed that a general zoning change affecting all commercial properties does not constitute a conflict of interest just because the Foundation rents commercial properties. He stated if the Foundation had a specific deal in place with a brewery, winery, or distillery that was contingent on a zoning code change, the situation would be different. Ms. Riggins reiterated her concerns about the Foundation’s significant commercial holdings and stated she opposed additional alcohol-related businesses in the area because of potential impacts on traffic, parking, and nearby residents. Other Commission Members questioned whether Ms. Riggins’ proposed standard would unnecessarily restrict anyone with property interests in Village from participating in zoning discussions.

Ms. Padrutt questioned whether the proposed vacant property registration ordinance belonged before Planning Commission rather than Council because it involves regulations and fines and would apply Village-wide. Mr. Bryan explained that the proposal is being drafted as part of the Zoning Code, requiring the Planning Commission to review and make a recommendation on the proposed ordinance before Council adopts it. Daniel DeAngelo added that vacant properties are a land-use issue that is appropriate for Planning Commission consideration. After further discussion, Ms. Padrutt stated she accepted that procedural explanation but indicated she may raise this issue again in the future.

MAYOR’S REPORT: The Mayor reported that both police cruisers have been delivered to the Village and were being processed, with salvageable equipment being removed from the damaged vehicles. Replacement parts for malfunctioning speed signs are on the way and will be installed when received with assistance from the sign company.

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COUNCIL LIAISON REPORT:

Ms. Frank-Hensley discussed decisions needed for the SR 303 Safety Project, particularly whether to preserve the sandstone sidewalks between the bridge and Riverview Road or replace them with concrete. Preserving the sandstone would maintain the Village's historic character, minimize impacts to trees, and avoid approximately \$56,000 in additional environmental and historic-review consulting costs, while replacement could improve accessibility and safety. Ms. Walters favored retaining the sandstone, noting its historical importance. She stated the sandstone could be removed and reinstalled during future utility work. Mr. Royer supported keeping it but suggested using concrete for driveways and other high-impact areas where sandstone is frequently damaged. The Commission recognized the need to balance accessibility and safety with historic preservation and maintenance concerns.

The second issue involved whether to rehabilitate or replace storm sewers within the Safety Project area and whether Peninsula should join the Summit County Stormwater District. Rehabilitation of the storm sewers was estimated at approximately \$784,000 in construction costs plus \$45,000 in engineering expenses, with up to roughly \$500,000 of grant funds potentially available through an Ohio Public Works Commission grant. Pursuing that grant, however, could prevent the Village from obtaining grant funding from the same source for St. Rt. 303 slide and culvert repairs. The Village could still face a commitment of more than \$300,000 in connection with the stormwater project, although completing that work alongside the safety project would be considerably less expensive than doing it separately. The Commission also discussed joining the County Stormwater District at an estimated cost of about \$4 per household per month, potentially providing technical assistance and help with identifying drainage problems. Members raised concerns about how much service Peninsula would receive, possible MS4 permit regulatory requirements, and whether the Village would be required to enact riparian setback restrictions on downtown and Mixed-Use developments. Ms. Frank-Hensley agreed to arrange a meeting with the Stormwater District so that Council and the Commission could better understand the costs, benefits, and requirements before making a decision.

BUSINESS:

Proposed Amendments to Zoning Code

Mixed-Use Zone Development; New Chapter 1116

Ms. McMahon reviewed the minor changes to this section requested by the Commission at the June Meeting. The Commission was satisfied with the updated version and discussed whether the proposed Zoning Code amendments on the agenda should be forwarded to Council as one package or in a piecemeal fashion. It was decided since several chapters are closely related that reviewing them together would be more efficient and could help identify issues that might otherwise be overlooked. Therefore, the Commission decided it would wait on forwarding this chapter to Council until the additional chapters are approved by the Commission.

Amendments to Land Use Tables, Section 1109.03

Ms. McMahon then reviewed changes to the land-use chart based on previous discussions and the Downtown Master Plan, including removing single-family residential-related uses from the Mixed-Use and Public Institution districts and changing farming for personal use from permitted to conditional in several districts. Ms. McMahon reviewed additional zoning-code revisions intended to align the land-use table with existing standards and the proposed Mixed-

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Use chapter. She added missing cross-references for funeral parlors and nursing/convalescent homes and made libraries, museums, and fine arts venues permitted uses in the Commercial and Mixed-Use districts. Other changes included limiting auto-parts stores and pickup/drop-off dry cleaners to Commercial districts, making copy centers conditional in the Mixed-Use district, restricting tobacco/vape shops, eliminating video rentals, reducing the maximum size of permitted retail/commercial uses from 10,000 to 7,500 square feet, and allowing larger uses up to 20,000 square feet conditionally. Truck and motor-vehicle sales, heavy manufacturing, self-storage warehouses, and similar uses were removed, while sales of bicycles, kayaks, and non-motorized camping equipment were retained. Garage sales, estate sales, and private auctions were reclassified as accessory uses. They must occur on property with established primary uses.

Much of the discussion focused on family daycare homes, foster homes, and small residential care facilities. Ms. McMahon explained that Type A and Type B family daycare homes operate as permanent residences. Type B serves one to six children and Type A serves seven to twelve. Because these uses, along with foster homes and small residential care facilities, are generally associated with single-family homes, she recommended removing them where single-family housing was removed from the Mixed-Use district. Larger residential care facilities operate under different state requirements and could remain conditional uses because they function more like institutional or commercial operations. Unusual situations can still be addressed through the variance process.

Ms. McMahon also clarified that a daycare operated directly by a church as part of its ministry would qualify as an accessory use, while an independent daycare business leasing church space would constitute a separate use and require conditional approval. She emphasized these classifications represent policy decisions. Finally, she noted the revised land-use chart includes a cross-reference requiring all uses within the Mixed-Use district to comply with the proposed Chapter 1116 Mixed-Use development standards.

Ms. McMahon also revised Chapter 1141 to coordinate multifamily and recreational standards with the Mixed-Use regulations, specifying that when standards conflict, the more restrictive requirement applies. She clarified the regulations for passive outdoor recreation uses such as trails, conservation areas, educational facilities, and limited campgrounds, and discussed allowing accessory commercial activities associated with recreational facilities subject to Planning Commission approval. Ms. Frank-Hensley asked how these provisions would affect properties such as the Girl Scout facility and golf course. Ms. McMahon explained both properties have conservation-recreation related overlays. Additional discussion addressed recreational setbacks and ensuring standards are properly cross-referenced.

A significant portion of the discussion focused on creating a new conditional-use category for artisan and craftsman businesses. Ms. McMahon proposed defining these uses as skilled trades producing customized, aesthetically, or functionally distinctive non-mass-produced products, with requirements addressing retail sales, operating hours, building and fire codes, classes or events, workshops, and parking. Commission members questioned how to distinguish true artisan production from mass manufacturing without excluding modern tools such as 3D printers, CNC equipment, or laser cutters. The group generally agreed that the intent should focus on unique design, creativity, limited-scale production, and avoid factory-style manufacturing, rather than requiring every item to be entirely handmade. Ms. McMahon stated she would refine the wording for the next meeting.

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

Ms. McMahon reviewed final revisions to Chapters 1109 and 1141, explaining that several eliminated uses would remain as intentionally blank sections to avoid renumbering the code. Cross references to the Mixed-Use chapter would be added where needed. Daniel DeAngelo asked whether removing uses such as automobile and truck facilities meant they would still be allowed. It was clarified that if a use is not listed as permitted, it is prohibited. Daniel DeAngelo also questioned the practicality and rationale for the rule limiting multifamily buildings to three dwelling units. Ms. McMahon explained that restriction was originally intended to encourage smaller-scale buildings and control building mass. Larger buildings could seek a variance. The group agreed the proposed revisions were close to completion, with Ms. McMahon planning to return with minor changes and refined language for artisan/craftsman uses. Ms. Riggins raised concerns she had heard from residents about allowing breweries and distilleries in commercial areas, particularly because of potentially larger operations and increased traffic. Ms. Frank-Hensley clarified that restaurants serving alcohol are already permitted and the proposed change primarily concerns allowing alcohol production. Building-size restrictions would still apply.

Amendments to Chapter 1129: Landscaping, Screening, and Planting

Ms. McMahon introduced the proposed amendments to Chapter 1129 concerning landscaping, screening, and buffering between different land uses. Rather than creating a new chapter, she proposed expanding existing rules that currently apply when different zoning districts abut one another, so they would also apply when commercial, industrial, office, institutional, or multifamily uses are adjacent to existing residential uses within the same district. She added language directing service and loading areas to be located as far as practical from residential living areas and proposed height limits for nonresidential buildings next to homes. Those buildings generally could not exceed the height of the adjacent residence unless they are set back at least 20 feet, remain within R1/R2 height limits, and provide required screening, unless waived by the Planning Commission. Existing requirements for screening trash areas and other service functions would remain in place.

Mr. Canda asked how the requirements would work when property uses change over time. Ms. McMahon explained that existing buffers would continue to be maintained, but an established commercial property would not be forced to add screening simply because a neighboring property later converts to residential use. If the commercial property subsequently expands or makes other changes, the new buffering and screening requirements would then apply.

The Commission also discussed how screening should be designed, particularly whether natural vegetation alone provides adequate year-round protection. Ms. Padrutt noted that deciduous vegetation can become ineffective in winter. Ms. McMahon suggested strengthening the code to require a substantial evergreen component and mixing evergreen and deciduous plantings to maintain screening throughout the year. Members also discussed practical concerns such as deer damage, plant size, and root systems. Ms. McMahon agreed to revise the language to better address year-round screening and bring the changes back for further review.

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

The Commission debriefed the Special Council Meeting on short-term rentals, with members agreeing that residents expressed strong but varied opinions rather than a clear consensus for either a total ban or unrestricted STRs. Mr. Canda and Ms. Walters noted the meeting highlighted several issues worth further discussion, including limits on how many STRs one owner could operate, geographic concentration, and possible permit caps by zoning district. Ms. Walters said the broader message she heard was concern about Peninsula's limited housing supply and affordability, which led her to reconsider issues such as excluding single-family homes from the Mixed-Use district and maintaining four-acre minimum lot requirements. Mr. Royer similarly suggested that smaller lot requirements could potentially create more housing opportunities, particularly as rising property valuations and taxes make it increasingly difficult for residents and younger families to remain in the Village.

The Commission also discussed proposed ballot language asking whether electors desire to prohibit short-term rentals unless the owner is residing on site during the rental. Members noted that question differs from a complete STR ban and would primarily eliminate non-owner-occupied rentals. Alternatives such as grandfathering existing rentals, gradually phasing out prohibited operations, allowing limited seasonal or occasional rentals for residents who temporarily leave their homes, restricting the number of permits held by one owner, and preventing excessive concentrations of STRs on a single street or within a district were discussed. Members also questioned how Mixed-Use properties containing apartments could potentially operate those units as STRs if sufficient permits were available. Mr. Canda felt the proposed ballot language itself was straightforward and should not attempt to include detailed implementation provisions, which could instead be determined later by Council.

A major theme throughout the discussion was enforcement. Members discussed developing a compliance checklist, possibly hiring a third party to identify unregistered rentals, and determining responsibility for ongoing monitoring. Mr. Bryan clarified that Council is responsible for changing the ordinance, while the administration is responsible for enforcing existing regulations. Ms. McMahon emphasized that any policy would only be effective with consistent enforcement and adequate funding. She noted that nearby communities with STR prohibitions still encounter illegal rentals, illustrating the difficulty of enforcement. She also suggested that Peninsula's location within a National Park creates ongoing demand for visitor accommodations. Alternatives such as a small boutique hotel or other lodging in the Mixed-Use district could potentially help meet that demand.

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

Mr. Bryan explained ODOT's expectations for the St. Rt. 303 Safety Project, including formalizing existing perpendicular parking near the Coffee Shop and River Light Gallery through a revocable use permit due to the parking in that area extending into the ODOT right-of-way. The Village also needs an agreement addressing the sidewalks that lie on private property but function as public walkways, with the property owner granting the Village certain control or

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access rights. Members generally supported maintaining the existing parking configuration because converting to parallel parking would significantly reduce the already-limited parking in that area. Commission members questioned why the Village should assume responsibility for maintaining a particular sidewalk when adjacent property owners typically handle sidewalk maintenance and snow removal. Mr. Bryan said those details still need clarification with ODOT and OHM before any decision is required.

Vacant Property Registration Ordinance

Ms. Frank-Hensley introduced the possibility of creating a vacant-property registration ordinance to address foreclosed and unoccupied properties, improve safety, obtain reliable owner contact information, and potentially encourage vacant homes to return to residential use as part of the Village's broader housing concerns. Ms. McMahon cautioned that such programs can be labor-intensive to administer and enforce, particularly for a small community with limited zoning staff. She recommended identifying all vacant residential and commercial properties first to determine the extent of the issue before adopting an ordinance. Members estimated there may currently be only a handful of vacant homes but discussed problems associated with absentee owners, such as deteriorating properties, security concerns, and difficulty contacting responsible parties. The Village already has authority to address maintenance problems, including mowing neglected properties, billing owners, adding costs to the tax duplicate, and pursuing exterior violations. Members emphasized a registration program could provide better accountability, while encouraging owners to maintain, sell, or otherwise return vacant properties to productive use.

Mr. Canda suggested creating a more formal process for residents to report concerns about short-term rental operations, allowing the Village to address minor compliance issues before they escalate. Ms. Frank-Hensley supported maintaining complainant confidentiality when possible but noted concerns about completely anonymous reports. Mr. Bryan explained that complaints submitted to the Village generally become public records. Anonymous complaints could still be brought to an STR owner's attention for voluntary correction, but formal citations or prosecution would typically require an identified complainant who could serve as a witness.

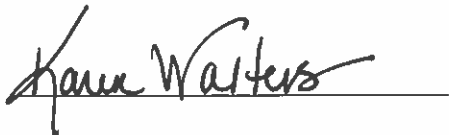
The group then discussed scheduling conflicts for the next Planning Commission meeting that would require changing the date. Mr. Bryan stated he would figure out possible alternate dates and reach out to the Commission Members to see what works best for everyone.

ADJOURNMENT: Ms. Frank-Hensley 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 9:39 p.m.

Respectfully submitted:

Karen Walters, Chairperson

Date



9/1/26