RECORD OF PROCEEDINGS
VILLAGE OF PENINSULA PLANNING COMMISSION

Held: Tuesday September 1, 2026

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

ROLL CALL:

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

CONSIDERATION OF MINUTES:
July 27, 2026 Planning Commission Meeting

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

CITIZENS PARTICIPATION:

Richard Slocum raised concerns about the proposed the terminology and regulations surrounding "farming for personal use". Mr. Bryan and Ms. McMahon explained that typical residential gardens would be considered accessory uses, but Ms. McMahon acknowledged that the existing definition of farming includes tilling soil, raising crops, poultry, and livestock. After discussion about livestock and large domestic animals, the group agreed that the terminology should be clarified. Ms. McMahon proposed using the existing definition of large domestic animals and removing the current farming-for-personal-use definition. The discussion continued to how to distinguish ordinary gardening from commercial agricultural activity. The Commission concluded the principal concern was not growing or selling produce generally, but operating roadside or produce stands on residential property where customer traffic, parking, and safety could become problematic. Ms. McMahon suggested making individual produce stands a conditional use in the R2 District and establishing standards addressing traffic, parking, and access so applications could be evaluated consistently and arbitrary decisions would be avoided.

With respect to artisan/craftsman uses, Ms. Frank-Hensley explained such uses had originally been made conditional because a definition had not yet been developed and certain activities (such as blacksmithing or other noisy crafts near residential properties) possibly required additional controls.

Steve Craig asked about the legal status of meeting recordings compared with the approved minutes and specifically whether recordings or transcripts could be used in a legal dispute. Mr. Bryan explained the approved minutes are the official record of the proceedings. The recordings are also posted publicly for reference. Mr. Bryan stated some communities have designated the video recordings as their official record. He noted that recordings or transcripts could be used as evidence when examining what occurred at meetings and the reasoning behind decisions made by a Council, Planning Commission, or other government body.

MAYOR'S REPORT: The Mayor was not present.

COUNCIL LIAISON REPORT: Ms. Frank-Hensley reported that Council approved placing an advisory ballot question before voters regarding non-owner-occupied short-term rentals. She recommended sending out a notice to residents about the ballot issue. Ms. Frank-Hensley explained the vote will be advisory rather than binding, meaning Council would retain authority

to make the final decision on how to regulate short-term rentals. Mr. Bryan noted the ballot language will be reviewed and needs to be approved by the County Board of Elections and the State Secretary of State's office. He does not anticipate that those entities will modify the ballot language.

Ms. Frank-Hensley reported contacting the County Engineer about presenting information at a future Council Meeting on the benefits of joining the County Surface Water District. Ms. Frank-Hensley stated Village participation could provide another option for addressing runoff and drainage issues.

Discussion then turned to the St. Rt. 303 Project, including options to reline or replace existing stormwater infrastructure. Mr. Bryan reported the Village is pursuing a $2 million plus grant for replacement work. That Project also includes previously awarded ODOT and OPWC funding.

Ms. Walters raised concerns about significant school-related traffic congestion near Riverview Road. Councilperson Riggins described traffic spreading onto Ridgeway and surrounding side streets during pickup and drop-off times.

BUSINESS:

Proposed Amendments to Zoning Code:

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

Ms. McMahon reviewed the proposed zoning amendments, explaining the land-use tables were updated with clarifying notes and references. Artisan/craftsman uses would be moved from the Industrial category and be made conditional uses in the Commercial and Mixed-Use districts. She expanded the artisan/craftsman description to include activities such as glass blowing and clarified that these businesses should focus on customized or unique products made by hand or with limited mechanical/electronic equipment and be produced in small batches rather than through mass production. A proposed square-footage limitation was inserted to maintain their small-scale character. Ms. Frank-Hensley supported the revisions but questioned requiring artisans to be "trained professionals," noting that some are self-taught. Ms. McMahon agreed to adjust that language. The Commission determined that keeping these activities conditional could provide greater control, noting the option of making them permitted uses later is always available.

Ms. McMahon reviewed the changes made to Chapter 1129 based upon the comments from the last meeting. She noted she amended the screening requirements from 75% opacity at full foliage to a minimum of 75% opacity year-round for service areas, trash receptacles, buffers, and similar screening. Ms. Frank-Hensley identified an inconsistency between references to "wireless telecommunication facilities" and "telecommunication towers" in the Zoning Code. Ms. McMahon recommended consistently using "telecommunication towers," explaining the regulations were intended for large towers rather than smaller telecommunications equipment. Existing provisions allow such towers in limited locations subject to restrictions.

Ms. McMahon concluded that based upon this evening's discussions and recommendations, Chapter 1141 and Section 1109.03 would need another round of revisions, including changes concerning individual produce stands and the terminology discussed earlier.

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It was determined that the Chapter 1129 Landscaping Chapter appeared ready to advance to Council because no additional changes were requested. Mr. Royer made a motion that was seconded by Ms. Walters to approve the updated version of Chapter 1129. Roll call vote: Ms. Frank-Hensley, yes; Mr. Royer, yes; Ms. Walters, yes. The motion was approved. Ms. Frank-Hensley noted that once Ms. McMahon returns with the zoning edits discussed for Chapter 1141 and Section 1109.03 and those amendments are approved by the Commission, the package can be sent to Council. That would provide enough time for Council to approve the Zoning Code amendments before the current Mixed-Use Zone development moratorium expires later in the year.

Additional Potential Zoning Code Matters to be Discussed if Time Permits
Vacant Property Registration Ordinance; Accessory Dwelling Units; Interactive Zoning Map; Former Players Barn Property Zoning Classification; Commercial, Mixed-Use, and Public Institution Zone Exterior Lighting Ordinance:

The Commission discussed additional zoning and planning topics, including vacant property registration, GIS mapping, and accessory dwelling units (ADUs). Ms. McMahon explained the Village could potentially use County GIS data to create a more interactive zoning map, showing parcel addresses, zoning districts, ownership, and other information. An agreement with the County for those services could involve significant upfront and ongoing costs. Ms. Frank-Hensley noted that better parcel data could help with historical preservation outreach. Ms. Walters and Mr. Royer asked about cost and privacy considerations. Ms. McMahon stated she would provide information on the standard agreement with the County for those services for the next meeting.

The Commission agreed to continue to discuss the proposed vacant property regulations at future meetings before moving on to the topic of accessory dwelling units. Ms. Walters shared that residents have expressed interest in permitting ADUs as a way for older residents to remain in Peninsula, to provide housing for family members, or to create affordable housing for younger people. Ms. McMahon explained the current Zoning Code does not allow accessory living units on properties. A decision to permit ADUs would require the implementation of regulations relating to size, location, attachment to the main house, utilities, access, ownership, rentals, and whether they could become short-term rentals. Councilperson Riggins emphasized the importance of safety and a proper approval process. Ms. Frank-Hensley suggested starting cautiously with a limited approach tied to goals such as helping residents age in place and increasing the Village's population. Ms. McMahon agreed to provide information from other communities and sources for the Commission to consider.

The Commission next discussed the zoning and possible future use of the former Players Barn property, which consists of parcels currently zoned Public Institution and Conservation/Recreation. Mr. Bryan explained the current zoning limits the ability to market and sell the property if that is what the Village wants to do. He also noted that the soil and location of the property make installing a septic system problematic and expensive. Ms. Walters suggested considering residential possibilities. Councilperson Riggins urged caution because the Village owns relatively little property. She stated the Village should carefully evaluate the property's best long-term use. Ms. Frank-Hensley favored keeping the site for parking during major events. Ms. McMahon noted the larger parcel had previously served as a parking lot and could potentially function in that manner again. The Commission decided to remove this rezoning issue

from the agenda going forward while parking and other future uses of the property can be explored.

ADJOURNMENT: Mr. Royer made a motion that was seconded by Ms. Walters to adjourn the meeting. Roll call vote: Ms. Walters, yes; Mr. Royer, yes; Ms. Frank-Hensley, yes. The meeting was adjourned at 8:34 p.m.

Respectfully submitted:

Karen Walters, Chairperson — Date

Karen James Walters — 10/15/2026