

**Board of Zoning Appeals**  
**April 18, 2024**  
**Meeting Minutes**

**Meeting called to order:**

Chair Feick called the meeting to order at 4:30 pm. The following voting members were present: Chair Feick, Mr. Harris, and Vice Chair Semans. Alec Ochs represented the Community Development Department, Stewart Hastings represented the Law Department, and clerk, Quinn Rambo, was present as well. Board members, Mr. Delahunt, Mr. Peugeot, and Commissioner Vargo, notified Staff in advance that they were unable to attend the meeting.

**Review of Minutes from March 21, 2024:**

Chair Feick called for a motion on the minutes from the March 21<sup>st</sup>, 2024, meeting. Vice Chair Semans moved to approve the minutes as presented. Mr. Harris seconded the motion. All voting members were in favor of the motion and the minutes were approved unanimously, as presented.

Chair Feick swore in all parties that were present to speak about adjudication agenda item.

**Adjudication Hearing:**

- 1. 515 Cedar Point Road- An area variance to Zoning Code Section 1145.15 (a) to allow the construction of an accessory structure in the "front yard" and allow setbacks of less than three feet in a R 1-75- Single Family Zoning District.**

Chair Feick introduced the application and asked for Staff report. Mr. Ochs asked for the Board to untable the application to discuss the application. Mr. Harris made a motion to untable the application and the motion was seconded by Vice Chair Semans. A vote was called and the motion to untable the item was approved, unanimously. Mr. Ochs stated the applicant was in the pre-process of replacing a lakefront accessory structure and added that Cedar Point Road separated the secondary part of the parcel from the main part of the parcel. The proposed structure would be a 14' x 20' pavilion/deck on the lakefront / secondary parcel. The zoning code required that all accessory structures were located in the rear yard and must also comply with a 3-foot setback from the side and rear property lines. The applicant requested two variances, the first was to allow an accessory structure in the "front yard," and second was to allow an accessory structure to be located less than 3 feet from the property lines. Staff agreed the variances sought for this property would result in a built condition that fits within the neighborhood. Staff observed a street perspective from 2011 showing a structure in a similar location to what was proposed. Planning Staff supported the requested variances at 515 Cedar Point Road (parcel 55-00129.000) and suggested the following conditions, if approved, that all applicable permits were obtained through the Building Department, Engineering Department, Division of Planning and any other applicable agency prior to any construction, the foot print would not expand beyond what was proposed, nor that there were other accessory structures built in the front yard- unless a separate variance was obtained.

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Chair Feick asked if there was anyone present to speak about the request. Mr. John Tillery, the applicant and property owner, came forward to speak about the request. Chair Feick asked if the neighbors were notified. Mr. Ochs stated that neighbors were notified via the mail. Mr. Feick asked if there were any questions. There were none.

Chair Feick called for a motion. Vice Chair Semans made motion to approve the application with Staff conditions. The motion was seconded by Mr. Harris. A vote was called and the motion to approve the application with Staff conditions passed, unanimously.

**2. 1102-1104 W. Market Street- An area variance to Zoning Code Section 1129.14 to allow the construction of a one family dwelling that encroaches into the required rear yard setback of 40 feet or 30% in an RRB- Residential Business Zoning District.**

Chair Feick introduced the application and asked for Staff report. Mr. Ochs stated the applicant was in the pre-process of building a single-family residential home. The lots proposed were currently owned by the City of Sandusky and were both in the Land Bank program. The lots were vacant prior to 2013. Due to the shallow depth of the 1102 W. Market Street lot and the narrow width of the 1104 W. Market Street lot, the lots were determined to be unbuildable as separate parcels without a variance and when combined, the shallow lot depth would make building without a variance extremely difficult. A lot combination was required as part of the regular Sandusky Land Bank process. Staff noted that the older, surrounding structures also have a rear yard setback that would not meet the current zoning standards. The applicant requested a variance of a 10-foot rear yard setback relief for a total of 10-foot setback. Staff had worked with the applicant for several months to create a site plan that limited the variances needed at this location. Staff determined the setback relief sought for this property would result in a built condition that fits within the existing neighborhood. Planning Staff supported the variance request at 1102 – 1104 W. Market Street (parcels 59-00185.000, 59-00186.000) and suggested the following condition, if approved, that all applicable permits were obtained through the Building Department, Engineering Department, Division of Planning, and any other applicable agency prior to any construction.

Chair Feick asked if there was anyone present to speak about the request. The applicants, Rebeka Skrinak and Daniel Martinez, were present to speak on behalf of the request. Chair Feick asked if there were any questions from the Board. There were none.

Mr. Harris made a motion to approve the application as presented with Staff conditions. The motion was seconded by Vice Chair Semans. A vote was called and the motion to approve the application with conditions passed unanimously.

**Other Business:**

There was no other business.

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**Adjournment:**

Mr. Harris moved to adjourn the meeting. Mr. Semans seconded the motion. All members approved the motion, and the meeting ended at 4:44 pm.

**Next meeting:**

May 16, 2024

APPROVED:



Clerk



Chair/ Vice Chair