

# **Planning Commission**

City Building

City of Sandusky, Ohio 44870

**March 27, 2019  
1ST FLOOR CONFERENCE ROOM  
4:30 P.M.  
AGENDA**

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1. Meeting called to order – Roll Call
  2. An application for a Conditional Use permit to allow a Public Facilities use within the “R2F” district at 413 West Monroe Street. The applicant is proposing to use the house as a sober living group home.
  3. An application for a Conditional Use permit for an electronic message board sign at 2047 Cleveland Road.
  4. Amendments to the Design Review Guidelines
  5. Meeting Adjourned

**NEXT MEETING: April 24<sup>th</sup>, 2019**

**Please notify staff at least 2 days in advance of the meeting if you cannot attend. Thank you.**

Planning Commission  
February 27th, 2019  
Meeting Minutes

The Chairman called the meeting to order at 4:31pm. The following members were present: Mr. Miller, Mr. Waddington, Chairman Zuilhof, Mr. McGory, and Mr. Whelan. Mr. Greg Voltz and Mr. Horsman represented the Planning Department; Mr. Trevor Hayberger represented the Law Department and Ms. Casey Sparks, Clerk from Community Development.

Mr. McGory moved to approve the January 23<sup>rd</sup> minutes; Mr. Waddington seconded the motion.

Presentation from staff regarding the residential downtown parking program.

Mr. Voltz stated that this a continued discussion regarding parking downtown plan. The current residential parking policy the landlord gathers information, gets permits from the city and gives them to the tenant. The currently policy allows the tenant to park in designated spaces beyond time restrictions. The numbered window hang with no expiration dates, and it automatically guarantees two permits per unit. The current system allowed residents to occupy on street, two hour parking for 24 hours if resident parking, and allowed them to function as they are outside of downtown parking limits.

Mr. Voltz stated that the new system proposes that the tenant supplies the information directly to City and obtains permit, it allows tenant to park in designated spaces beyond time restrictions, the permits will be window stickers that will be numbered and colored and will expire every year. The availability of permits per unit is determined by the number of units at each building and availability of private supply of parking per building. The tenant will be able to apply through the Planning Department. The Planning Department will make sure that the maximum number of permits have not been given out for the unit. The Planning Department will also verify tenant occupies the unit and will issue permits/ sticker with unique numbers.

Mr. Voltz stated that these changes will assist in placing residential parking spaces back in downtown and remove them from the high demand spaces to lesser utilized spaces.

Mr. Waddington ask staff could go over the parking garage and the spaces available within that location.

Mr. Voltz stated that there will not be any residential spaces in the garage, however individuals are able to parking there for up to 48 hours.

Mr. Waddington ask if city staff will be parking within the garage.

Mr. Voltz stated that Eric requested that city employees park within the garage however if they need to park on street staff would be required to adhere to the two hour parking requirements. Mr. Voltz stated that several city employees currently walk or bike to work.

Mr. Waddington suggested getting a parking sticker for city employees.

Mr. McGory ask if the parking in front of the court house is two hour parking and if this is being enforced.

Mr. Voltz stated that on May 6<sup>th</sup> the City will begin to enforce parking time limits.

Mr. Zuilhof stated that the biggest need for residential parking is the 100 block of East Market Street. Mr. Zuilhof ask if there are times associated with the parking limits. Mr. Zuilhof also ask if there will be prohibited parking for street sweeping.

Mr. Voltz stated that they are currently looking into how to handle the parking during street sweeping, more than likely when it occurs they will not be able to park on street.



Mr. Waddington ask how staff plans on contacting the area residents.

Mr. Voltz stated with the Shoreline Drive project we will have many residents and businesses contacts. We will be emailing them the information as well as placing this on social media.

Mr. Miller ask if both sides of Adams will be included in this area.

Mr. Horsman stated that the city ordinance does define this area.

Mr. Miller ask if staff should consider the marina slips within the parking count and available residential parking.

Mr. Horsman stated that they are proposing 35 spots for long term parking for individuals going to the islands, they will also be including spots on the Shelby Street boat ramp for long term parking that may not need their car.

Mr. McGory ask if the Police will mark the tires to enforce time limitation.

Mr. Voltz stated that the Police Department will be handling the time limits and he cannot answer how they will handle this situation.

Mr. McGory ask if the car has to be moved every two hours or does the car have to be moved to a new parking spot.

Mr. Waddington ask if the school parking for Adams will be changing.

Mr. Voltz stated that the two hour parking will be concentrated on North of Washington Row. They are trying to standardized this as much as possible.

Mr. Zuilhof stated that this should happen incrementally.

Mr. Waddington ask if the long term locations is a parking shuttle to Shelby street boat ramp to the pier still being discussed.

Mr. Voltz stated that staff will be meeting with a company that would like to use golf carts to travel individuals back and forth. Staff is also looking into Sandusky Transit as well.

Mr. Horsman stated that they are looking to do temporary signage to indicate location of ferry parking, as well as mapping software as well to help them with the get directed correctly.

Mr. Miller ask what times the two hour limits will be.

Mr. Voltz stated staff is looking to do 8-6 M- S and Sunday will remain no restrictions.

Mr. Zuilhof stated that it should be a simple policy and if you needed can address outstanding issues later.

Mr. Voltz stated that handicapped spaces are permitted to park double the time allowed.

Mr. Miller ask about designating golf cart parking and motorcycle parking.

Mr. Voltz stated that motorcycle parking does have to adhere to the two hour parking, however he will look into the golf cart parking requirements.

Mr. Miller motioned to adjourn the meeting; Mr. Whelan seconded the motion.

With no further business, the meeting at 5:00 PM.

APPROVED:

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Casey Sparks, Clerk

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Michael Zuilhof, Chairman

# PLANNING COMMISSION REPORT

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APPLICATION FOR A CONDITIONAL USE  
PERMIT FOR A GROUP HOME TO BE  
LOCATED AT 413 W MONROE STREET

Reference Number: PC-02-19

Date of Report: May 15, 2019

Report Author: Greg Voltz, Planner





## City of Sandusky, Ohio Planning Commission Report

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### BACKGROUND INFORMATION

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James Knight, on behalf of Light House Sober Living, has submitted an application for a conditional use permit to allow a Public Facilities ("PF") use of a group home to be located at 413 West Monroe Street. The following information is relevant to this application:

Owner: Atiq Zohra  
318 Streamwood  
Irvine, CA 92620

Authorized Agent: James Knight  
673 E. Lockwood Rd.  
Port Clinton, Ohio 43452

Site Location: 413 W Monroe Street

Zoning: "LB"/Local Business District  
North: "R2F" – Two-Family Residential  
South: "LB" – Local Business  
East: "R2F" – Two-Family Residential  
West: "R2F" – Two-Family Residential

Existing Uses: Vacant

Proposed Uses: Public Facilities Welfare Group Home

Proposed Parking: On Street (2 spaces) and Off Street parking (2 spaces)

Required Parking: 1 space per two rooms, plus 1 space per staff persons (4 spaces required)

Applicable Plans & Regulations: City of Sandusky Comprehensive Plan  
Sandusky Zoning Code Chapter  
Chapter 1133.04 Local Business  
Chapter 1149 Site Plan Review and Off-Street Parking  
Chapter 1109.10 Conditional Use Permits

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## SITE DESCRIPTION

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The subject property is located to the north of West Monroe Street and east of Decatur Street. The subject property is currently a single family house.

The subject property is surrounded by the following zoning districts, "LB" Local Business, and "R2F" Two-Family Residential. A majority of the surrounding properties are used as residential.

The subject property is zoned "R2F" / Two-Family Residential by the Sandusky Zoning Code which permits:

### 1129.03 SCHEDULE OF PERMITTED BUILDINGS AND USES.

#### District Main Buildings and Uses

RS

One-family dwellings

Public facilities as a conditional use:  
governmental, civic, educational, religious,  
welfare, recreational, and transportation as  
set forth in Section 1123.02.

Public utility substations as a conditional use.

R1-75 Uses permitted in RS District.

R1-60 Uses permitted in R1-75 District.

R1-50

R1-40 Manufactured homes.

R2F Uses permitted in RS District.

Two-family dwellings

Manufactured homes.

#### Accessory Buildings and Uses

Private garages or parking area;  
storage of boats

Private garden and recreation  
uses, structures, pools, fences,  
walls.

Home offices, group A and home  
occupations, group A.

Renting of rooms, accessory  
living accommodations.

Accessory uses for public  
facilities, Section 1123.02.

Agricultural uses as set forth in  
Section 1129.06(f).

Accessory uses permitted in RS  
District, except agricultural uses.

Accessory uses permitted in R1-  
75 District, and rental of one  
garage space.

Accessory uses permitted in R1-  
60 District.

Home offices, group A & B, and  
home occupations, group A & B  
Rooms for tourists.

Storage garages and parking  
areas accessory to two-family

RMF	Uses permitted in R2F District. Apartments and row houses.	and multi-family dwellings. Accessory uses permitted in R2F District.
RRB	Uses permitted in RMF District.  All home offices and occupations.  Apartment hotels, rooming houses.  Stores and services as a conditional use:  Local retail stores to serve the immediate neighborhood to the following extent, for the sale of: Confectionery drugs. Delicatessen, baked goods, dairy products, groceries, fruits, meats, vegetables, excluding supermarkets. Florists, gifts, periodicals, books. Services to the following limited extent: Beauty and barber shops. Cabinet-making, locksmith, repair of appliances, radios, and televisions. Dry cleaning or laundry agency, clothes pressing, shoe and hat repair. Art school, music conservatory. Business college, trade school. Funeral homes.	Accessory uses permitted in RMF District.  Accessory (without fee) off-street parking areas.  Accessory uses clearly incident to the main uses.

(Ord. 03-112. Passed 7-14-03.)

#### 1129.04 ADDITIONAL CONDITIONAL USES PERMITTED.

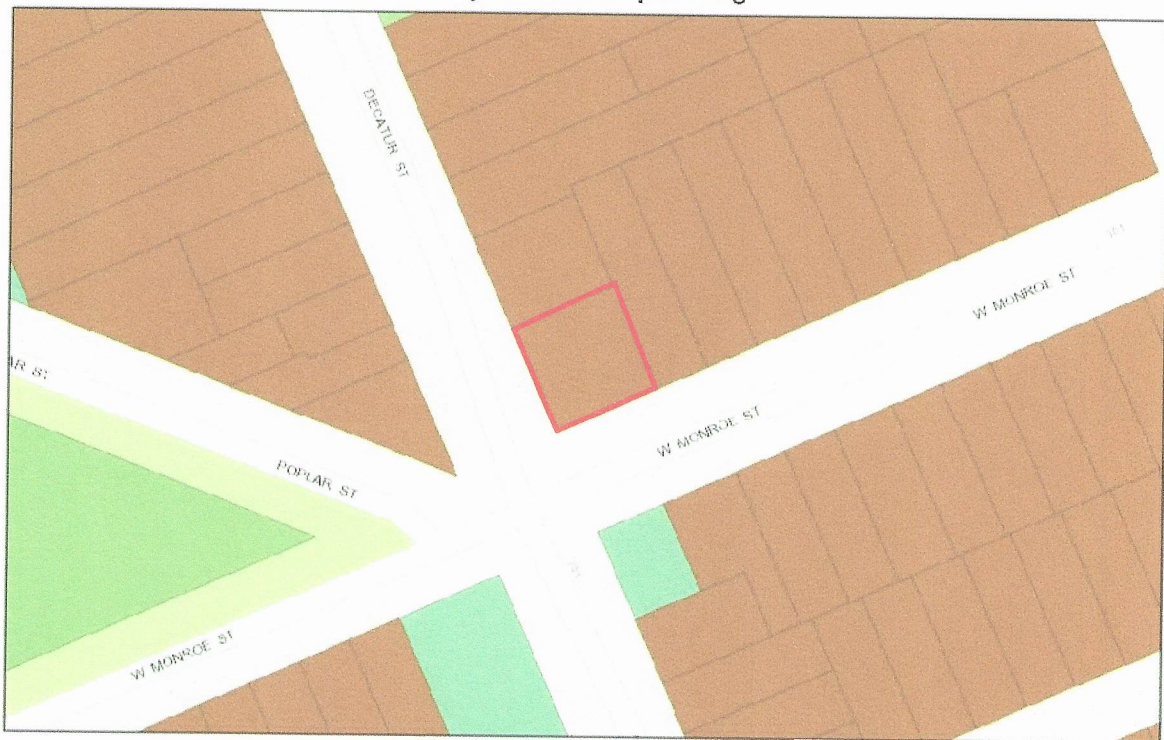
Professional classifications such as accounting, architecture, art, engineering and law may be permitted in Residential Two-family, Residential Multi-Family and Residential-Business Districts as a conditional use in accordance with applicable procedures and standards set forth in Section 1109.10, after a public hearing by the Planning Commission.  
(1980 Code 151.12.1)



See below for an aerial photo and zoning map of the subject property highlighted.



City of Sandusky Zoning



8/15/2019, 9:27:40 AM

Zoning

FF - Public Facilities  
LB - Local Business  
R2F Two-Family Residential



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DEPARTMENT OF PLANNING COMMENTS

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The applicant has applied for a conditional use permit to allow for Light House Sober Living, a group home, to be located at 413 W Monroe Street. This site would permit R2F "Two-Family Residential". The two-family zoning district permits public facilities as a conditional use as set forth in Section 1123.02. This section states the main uses permitted for public facilities under the welfare include: general, mental, or special hospitals, health centers, or clinics, nursing, or convalescing homes, and institutions for children. The existing house is vacant, and Light House Sober Living has a contingent purchase on the property.

The applicant has verbally provided an explanation of the clientele that will be utilizing the facility as well as detailed information on how the home will be run in the attached proposed development description. The property will be a "Level 2" property which means it is a monitored facility that includes house rules, structure, peer run groups, drug screenings, house meetings and involvement in self-help and/or treatment services. The facility will service men that are looking for a sober living house. This housing situation will offer the opportunity to rehabilitate their lives both financially and emotionally so that they may reconnect back into their communities. The individuals will be provided support through a housing fee but they do not pay rent. The applicant has stated that typically residents stay 6-12 months within the two group houses they offer in Port Clinton. The individuals will receive support off site from this property. This house will simply be where the men live and regain their independence. The house will not offer services on site and will use offsite resources such as the Firelands Hospital Counseling and Recovery services.

The current site offers both on-street parking and off-street parking, the zoning code would require 1 parking space for every two rooms and one for each staff member. This house has 5 beds which means it would be require 3.5 spaces. The property currently has 2 on site spaces via a driveway. The applicant has indicated that most residents do not have vehicles at their two locations in Port Clinton. Since there is no treatment on site it is not likely that there will be a lot of traffic to the property besides the residents that live there. The applicant did state that typically their residents work normal job hours and receive treatment off site so vehicle usage would be equivalent to other residents. The nearby bus stops for the Green and Purple lines will likely help in the residents rehabilitation as most residents have nothing when they arrive and by the time they are able to secure a personal vehicle that would likely mean they are ready to leave to live on their own. Section 1149.06 allows Planning Commission the ability to approved private parking areas or on- street parking to count towards the required parking. It is being requested that Planning Commission approved 2 spaces on-street as being part of the required parking.

The applicant is proposing to utilize the facility for a residential group as such it would appropriate for Planning Commission to review the conditional use permit based on the standards for residential. Below are the standards as set forth in Section 1109.10. Staff believes that the proposed use is generally in line with these standards. The applicant has proposed several guidelines and measures to assure that the impact on the neighborhood is minimal. The applicant is proposing to utilize the existing building and has no plans for expansion of the site and will not be adding any additional residential units. The existing comprehensive plan calls for residential uses within this neighborhood.

An application for a conditional use permit shall not be approved unless it conforms to the intent of the City of Sandusky Comprehensive Plan and complies with the following conditions and standards:

**(1) Residential District.**

- A. That the proposed use is properly located in relation to any adopted land use plan or major thoroughfare plan, secondary and local streets, and pedestrian circulation in the surrounding area;
- B. That the proposed use when located on a local residential street is such as to generate a minimum of vehicular traffic through residential neighborhoods;
- C. That the location, design, and operation of the use will not discourage the appropriate development, or impair the value of the surrounding residential district.

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#### ENGINEERING STAFF COMMENTS

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The City Engineer has reviewed the proposed conditional use application and has not supplied any objections or concerns to date.

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#### BUILDING STAFF COMMENTS

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The City Building Official has no issues with the zoning change. A change of use for the structure will be needed prior to occupancy.

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#### POLICE DEPARTMENT COMMENTS

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The City Police Chief has reviewed the proposed conditional use application and has not supplied any objections or concerns to date.

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#### FIRE DEPARTMENT COMMENTS

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The City Fire Chief has reviewed the proposed conditional use application and has not supplied any objections or concerns to date.

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#### CONCLUSION/RECOMMENDATION

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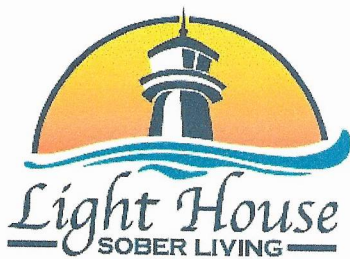
In conclusion, planning staff believes that the applicant has made an effort to reduce the impact of the use to the surrounding properties.

Staff does have concerns with the duration in which the clients will be staying at the facility and how this would affect the surrounding properties. Although the applicant has indicated that the typical tenant does stay for a total of a six to twelve month period, staff has concerns that individuals could voluntarily leave or be required to leave before this time. A frequent change in tenants could have an impact on the surrounding properties. However, the group homes ran in Port Clinton have been well received and Light House Sober Living is well respected organization within the area.

Planning Staff would recommend approval of the conditional use with the following conditions:

1. The applicant would be required to update planning staff if any of the proposed guidelines for the program change, or if there are intentions to allow for more than 9 men to live within the house. If substantial changes are made, Planning Commission approval would be required.
2. In lieu of the required off- street parking, the adjacent on street parking shall be utilized to meet parking requirements.
3. No more than 4 vehicles will be parked between on-site and off-site for this proposed use.





515 E. 5th Street • P.O. Box 24  
Port Clinton, OH 43452

### Description of Proposed Development

Light House Sober Living, Inc. (LHSL) is a non-profit organization based out of Port Clinton, Ohio that provides recovery housing for adult men and women. The MISSION of LHSL is to provide our community with a safe and secure home of HOPE, HEALING, and LIFE for all persons in recovery. Our values include: Safety, Fellowship, Integrity, Encouragement, Acceptance, Courage, Honesty and Community. The VISION of LHSL is to strive to create productive and engaged individuals to return to the community to live as successful citizens. Light House currently operates a level 2 men's home able to accommodate 15 men and a level 2 women's home able to accommodate 7 women both located in Port Clinton.

The proposed development of 413 W. Monroe Street in Sandusky will be to operate a level 2 recovery home able to accommodate up to 9 men. The proposed home is a two-family residential home with five bedrooms and two full bathrooms; capable of housing 9 men; total home square footage of 2,223 SF. The site was selected with the input and criteria recommended from the Erie County Men's Home sub-committee of the Light House Sober Living Board. One important criterion is the residence be located within a 10-block radius of the downtown Sandusky area. This makes accessibility to important resources such as treatment providers, recovery meetings, churches, the library, the courthouses, and convenient stores opportune because they are within walking distance from the home.

Targeted successful outcomes include abstinence from illegal drugs or alcohol; reduction in criminal justice involvement; social connectedness; an increase in employment/education; stability in housing; and reduction in health/behavioral/social consequences.

The following three paragraphs, indicated by underlining, are taken directly from Ohio Recovery Housing:

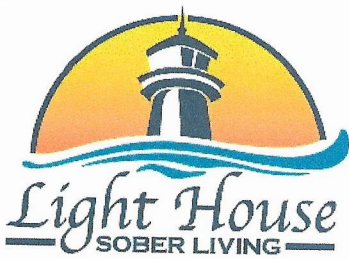
"Recovery Housing" means housing for individuals recovering from drug addiction that provides an alcohol and drug-free living environment, peer support, assistance with obtaining drug addiction services, and other drug addiction recovery assistance. "Level 2" means a monitored facility that includes house rules, structure, peer run groups, drug screenings, house meetings and involvement in self-help and/or treatment services.

"People, places, things" is a common phrase used in the recovery community. Who we spend our time with, where we go, and the things we surround ourselves with. . .all of these impact who we are and the decisions that we make. Many times, people in early recovery have to give up everything they've known: who they hang out with – friends, significant others and family – as well as where they go and things they do because those "people, places, and things" put them at risk for relapse or continued use.

When people are newly sober, they are moving from a culture of addiction to a culture of recovery. Recovery housing gives them the time and support needed to change those behaviors that were required for life and death survival in the culture of addiction. Through a community of support, people practice new behaviors that will help them thrive in their communities and sustain long-term recovery. It's a place where people fit in, have common experiences and goals, and can be authentic without having to explain their addiction or recovery needs. IT'S WHAT HOME SHOULD FEEL LIKE.

Upon completion of purchase of the home, services will provide residents with a clean and stable living environment free of drugs and alcohol. Some of the services and amenities provided will include food and a full-service kitchen, washer and





515 E. 5th Street • P.O. Box 24  
Port Clinton, OH 43452

dryer, internet access, cable and televisions, and hygiene items. The Light House staff will include a full time Executive Director and a part-time Men's Home House Manager with flexible hours with a maximum of 30 hours per week. The home is open 24 hours a day, 365 days a year. Office hours will be 9 a.m. to 6 p.m. Monday through Friday. The home will also be overseen on a day-to-day basis after business hours by a resident, chosen by the Executive Director and House Manager, to serve as the Resident Assistant. The staff will be available to assist residents on site in meeting urgent needs; performing drug and alcohol testing; ensuring safe home operations; providing relapse prevention and recovery education; linking to available resources; teaching living skills; assisting in crisis situations; providing transportation as needed to meetings, appointments and events.

The targeted population for the home will be Men 18 years and older who are residents of Erie County in recovery from drugs and/or alcohol needing a clean and stable living environment free of drugs and alcohol. Applicants must pursue admission to Light House Sober Living of their own accord, without court order. They must also acknowledge they have an addiction to drugs and/or alcohol and must have begun the recovery process, whether already in a treatment program at a counseling agency or as simple as admitting their need for recovery. Applicants must be able to pass a drug screen prior to admittance and demonstrate a genuine desire for their recovery toward a sober and safe lifestyle. Periodic, regular and unannounced drug testing will take place to help assure residents remain drug free.

Light House Sober Living is recognized and a member of Ohio Recovery Housing (ORH), an alliance for individuals and organizations operating quality recovery housing in Ohio. ORH creates and maintains standards of excellence for recovery housing in Ohio that meet expectations of National Alliance for Recovery Residences, and it provides opportunities for peer reviews that regularly document an ongoing commitment to ORH quality standards. It strives to improve the public perception of recovery housing by promoting excellent, well-maintained housing as well as offering outreach and education to Ohio communities. Associates of ORH meet quality standards for recovery housing, including: Organization and Administration, Fiscal Management, Operations, Recovery Support, Property Management and Good Neighbor Relations.

What we have seen come to fruition with the current homes in Port Clinton is a strong, closely-knit peer group of individuals in recovery emerging from both past and current residents. This peer group has become a recognized group of individuals within our community who attract others, both in recovery and looking to enter recovery. This has also helped fortify our local recovery movement because these individuals give others the hope needed to take the step to begin the recovery process. Our community has seen the changes and progress that has come from this group and it has helped break the stigma addiction carries with it. Our goal is to enhance the services available for Erie County by creating a recovery home that offers a safe and secure environment to live and focus on their recovery. Light House Sober Living not only takes pride in being the best when it comes to the quality of recovery offered to, and experienced by our residents, but also as it pertains to the quality of housing and appearance of our homes.





# CITY OF SANDUSKY

## APPLICATION FOR PLANNING COMMISSION APPROVAL

### TYPE OF APPLICATION:

X  
\_\_\_\_\_

Conditional Use Permit  
Flood Plain Variance  
Other

\_\_\_\_\_  
\_\_\_\_\_

Similar Main Use  
Front Yard Fence

### APPLICANT/AGENT INFORMATION:

Property Owner Name:

Light House Sober Living

Property Owner Address:

515 E. Fifth St.

Port Clinton, Oh 43452

Property Owner Telephone:

(419) 967-9550

Authorized Agent Name:

James Knight

Authorized Agent Address:

673 E. Lockwood Rd. Port Clinton  
Ohio 43452

Authorized Agent Telephone:

(567) 213-1678

### LOCATION AND DESCRIPTION OF PROPERTY:

Municipal Street Address:

413 W. Monroe St.

Legal Description of Property (check property deed for description):

42 Decatur St W 1/3 666 x 666

Parcel Number:

56-00899.000

Zoning District:

R2F

**DETAILED SITE INFORMATION:**

Land Area of Property: 0.1 acres (sq. ft. or acres)

Total Building Coverage (of each existing building on property):

Building #1: 2223 (in sq. ft.)

Building #2: \_\_\_\_\_

Building #3: \_\_\_\_\_

Additional: \_\_\_\_\_

Total Building Coverage (as % of lot area): 51%

Gross Floor Area of Building(s) on Property (separate out the square footage of different uses – for example, 800 sq. ft. is retail space and 500 sq. ft. is storage space: 2223 sq. ft. residential

Proposed Building Height (for any new construction): \_\_\_\_\_

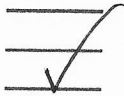
Number of Dwelling Units (if applicable): \_\_\_\_\_

Number of Off-Street Parking Spaces Provided: \_\_\_\_\_

Parking Area Coverage (including driveways): \_\_\_\_\_ (in sq. ft.)

Landscaped Area: \_\_\_\_\_ (in sq. ft.)

**PROPOSED DEVELOPMENT (check those that apply):**



**New Construction (new building(s))**

**Addition to Existing Building(s)**

**Change of Use in Existing Building(s)**

**Description of Proposed Development (Describe in detail your development plans, for example – proposed use, size of building or proposed addition, hours of operation, days of operation, seating capacity, etc.):**

*See Attachment*



**REQUIRED SUBMITTALS:**

15 copies of a site plan/off-street parking plan for property

Application Fee:

Conditional Use Permit: \$100.00

Similar Main Use: \$100.00

Flood Plan Variance: \$100.00

Front Yard Fence: no charge

Other: check with staff for fee

**APPLICATION MUST BE COMPLETELY FILLED OUT!**

**APPLICATION AUTHORIZATION:**

If this application is signed by an agent, authorization in writing from the legal owner is required. Where owner is a corporation, the signature of authorization should be by an officer of the corporation under corporate seal.

James M. Keefe, Pres. LHS Inc 3/11/2019  
Signature of Owner or Agent Date

**PERMISSION TO ACT AS AUTHORIZED AGENT:**

As owner of \_\_\_\_\_ (municipal street address of property), I hereby authorize \_\_\_\_\_ to act on my behalf during the Planning Commission approval process.

\_\_\_\_\_  
Signature of Property Owner Date

**STAFF USE ONLY:**

Date Application Accepted: \_\_\_\_\_ Permit Number: \_\_\_\_\_  
Date of Planning Commission Meeting: \_\_\_\_\_  
Planning Commission File Number: \_\_\_\_\_

## **SITE PLAN/OFF-STREET PARKING PLAN REQUIREMENTS**

Site plan/off-street parking approval is required whenever a building is constructed or a new use is established; whenever an existing building is altered and there is an increase in the number of dwelling units, seating capacity, or floor areas of buildings; and whenever the use of an existing building is changed (Section 1149.02 of the Sandusky Zoning Code).

All plans submitted to the Planning Commission must be met, concise, accurate, complete and must be drawn to scale. Any plans submitted that are not drawn to scale will not be processed.

The following details are to be shown on the site plan/off street parking plan:

### **General Requirements**

- A key plan showing the location of the property relative to the surrounding area (should include closest major streets).
- The plan must be drawn to a scale not smaller than 1" to 100'. An engineering scale must be used (for example, 1" = 10' or 1" = 20').
- All plans must show date of preparation and dates indicating any revisions to plans.
- All plans must include a north arrow oriented to the top of the page.
- A legend, in chart form, to include the following where applicable:
  - 1) Lot area
  - 2) Building coverage
  - 3) Total floor area
  - 4) Area of addition
  - 5) Building height
  - 6) Landscaped area
  - 7) Number of parking spaces provided



## Design Details

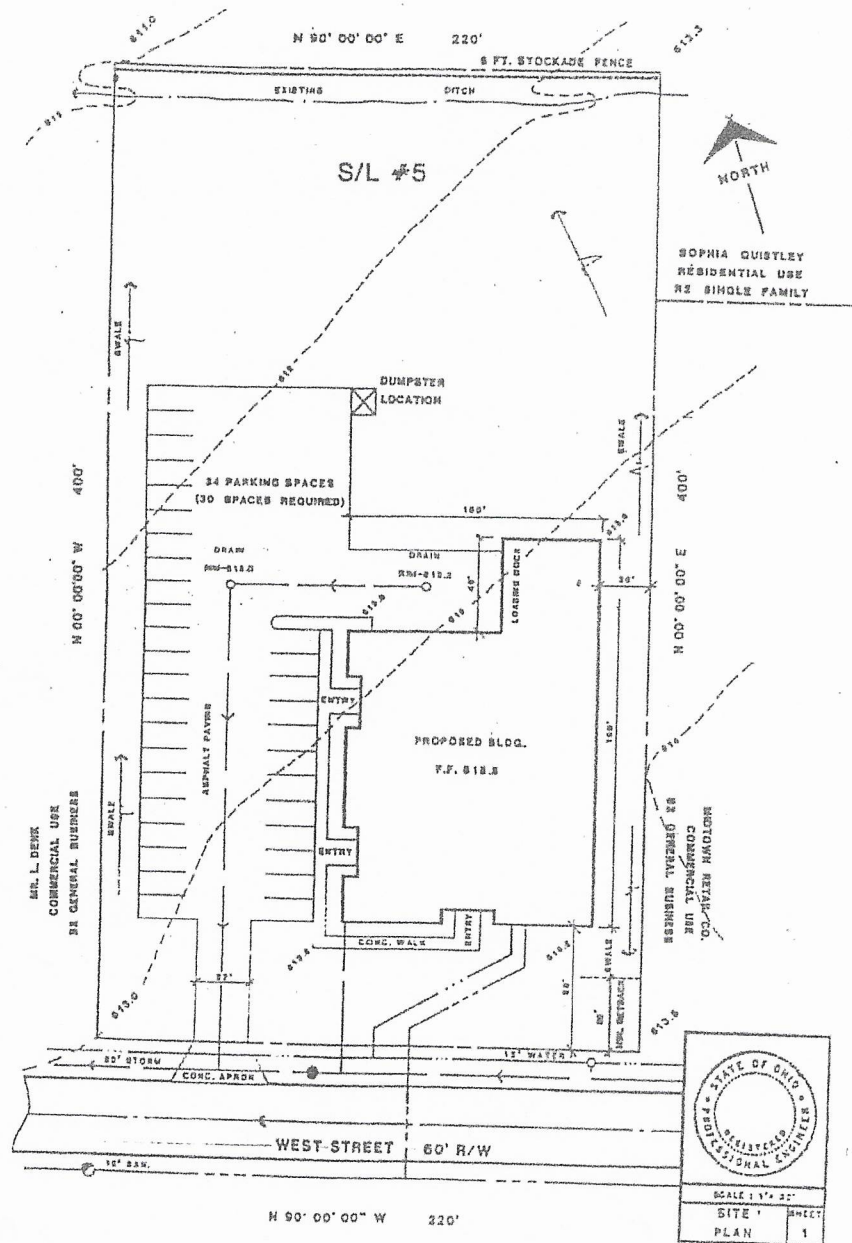
- **Property Description:** The site plan should accurately reflect the size and shape of the property.
- **Buildings:** All buildings should be shown on the site plan indicating setbacks from all lot lines, distance between buildings, dimensions of all buildings, identification by type of each building and number of stories, and distances between buildings on adjacent properties.
- **Parking Areas:** Designated as to garages, carports, or open parking; with all spaces numbered and a typical parking stall dimensioned, poured concrete curbing (to be indicated by double lines) or bumper blocks pegged in place and surfacing material indicated (asphalt, paving stones, or concrete). If parking is underground, the extent of the underground garage and the location of ramps should be indicated.
- **Driveways and Ramps:** With dimensions, indicating vehicular circulation (if one way) and curbs (to be indicated by a double line). Show curve radii of curbs at all street access and driveway intersections.
- **Landscaping:** Location and identification of all landscaping features including planting beds, sodded areas, treatment of garbage collection areas and fencing including privacy fencing or screening. The type and location of lighting should also be included where appropriate.
- **Other Features:** With dimensions: retaining walls, protective railings, walks (indicating material), areas of recreation, play lots or areas to be landscaped, service and delivery access, outside garbage areas (to be screened on all sides), loading zones, road right-of-ways and easements (if any), and location of sewer and water lines. All property lines and public grounds on or adjacent to the subject site should also be indicated on the site plan.

**An example of a site plan/off-street parking plan is attached.**

It is noted that additional plans (drainage, landscaping, lighting, etc.) may be required by the Planning Commission and/or City Departments prior to the issuance of any building permits.



FIGURE 1  
SITE PLAN



## CONDITIONAL USE PERMIT GENERAL STANDARDS

- Is a proposed use in fact a conditional use as established under the provisions of the Zoning Code?
- Will the proposed use be harmonious with and in accordance with the general objectives or with any specific objective of the City's Comprehensive Plan and/or the Zoning Code?
- Will the proposed use be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and/or change the essential character of the same area?
- Will the proposed use be hazardous or disturbing to existing or future neighboring uses?
- Will the proposed use be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water and sewer, and schools? Will the persons or agencies responsible for the establishment of the proposed use be able to provide adequately any such services?
- Will the proposed use create excessive additional requirements as public cost for public facilities and services and be detrimental to the economic welfare of the community?
- Will the proposed use involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes or odors?
- Will the proposed use have vehicular approaches to the property which shall be so designed as not to create an interference with traffic on surrounding public thoroughfares?





## OFFER TO PURCHASE REAL ESTATE AND ACCEPTANCE

1 BUYER: The undersigned Light House Sober Living Inc. offers to buy the following  
2 described property located at: 413 W Monroe St, Sandusky, OH 44870

3 Sandusky, Ohio, (the "Property"). Permanent Parcel No. 5600899000

4 The Property, which BUYER accepts in its "AS IS" PRESENT PHYSICAL CONDITION, shall include the land, all appurtenant  
5 rights, privileges and easements, and all buildings and fixtures, including such of the following as are now on the Property: all  
6 electrical, heating, plumbing and bathroom fixtures; all window and door shades, blinds, awnings, screens, storm windows,  
7 curtain and drapery fixtures; all landscaping, disposal, smoke detectors, garage door opener(s) and \_\_\_\_\_ controls; all  
8 permanently attached carpeting. The following items shall also remain: ☐ satellite dish; ☒ range and oven; ☐ microwave;  
9 ☒ kitchen refrigerator; ☒ dishwasher; ☐ washer; ☐ dryer; ☐ radiator covers; ☐ window air conditioner; ☐ central air conditioning;  
10 ☐ gas grill; ☐ fireplace tools; ☐ screen; ☐ glass doors; ☐ fireplace grates; ☐ all existing window treatments; ☐ ceiling fan(s); ☐  
11 wood burner stove inserts; ☐ gas logs; and ☐ water softener.

12 Also included: \_\_\_\_\_

*Zohra Attig*

dotloop verified  
03/11/19 4:56 PM PDT  
X08T-UJRI-DEUV-Z8HV

13 NOT Included: REFRIGERATOR, RANGE/OVEN

14 SECONDARY OFFER: This ☐ is ☒ is not a secondary offer. This secondary offer, if applicable, will become a primary contract  
15 upon BUYER'S receipt of a signed copy of the release of the primary contract on or before \_\_\_\_\_. BUYER  
16 shall have the right to terminate this secondary contract at any time prior to BUYER'S receipt of said copy of the release of the  
17 primary contract by delivering written notice to the SELLER or to SELLER'S agent. BUYER shall deposit earnest money within  
18 four (4) days from the date of receipt of the release notifying BUYER that BUYER's contract is primary.

19 PRICE: BUYER shall pay the sum of  
20 payable as follows:

~~\$130,000~~ \$140,000

*Zohra Attig*  
03/13/19  
5:04 PM EDT  
dotloop verified

21 Earnest Money will be deposited as follows  
22 in a non-interest bearing trust account with the  
23 Escrow Agent, as defined herein, within 4 days from the date of  
24 Acceptance, as defined below, and credited against purchase price: \$TBD

- 25 ☐ Wired funds to Escrow Agent
- 26 ☐ Check to be made payable to Broker or Escrow Agent  
27 and deposited immediately upon Acceptance
- 28 ☐ Note to be redeemed within four (4) days after Acceptance

29 Cash down payment to be deposited with the Escrow Agent: \$TBD

30 NOTE: Ohio Law requires deposits to an Escrow Agent (earnest money and/or down payment) in excess of \$10,000 to  
31 be conveyed by wire transfer.

32 Mortgage loan to be obtained by BUYER.

~~\$130,000~~ \$140,000

33 ☐ CONVENTIONAL, ☐ FHA, ☐ VA, ☐ CASH, ☐ OTHER Signature Loan

*Zohra Attig*

dotloop verified  
03/11/19 4:56 PM PDT  
2FQU-O9GA-S7MU-KL39

34 FINANCING: This offer is conditioned upon BUYER making a written application for the above mortgage loan within  
35 \_\_\_\_\_ days after Acceptance, as herein defined, and obtaining a written commitment for that loan on or about  
36 05/08/2019. If, despite BUYER'S good faith efforts, that commitment is not timely obtained, then this  
37 AGREEMENT shall be null and void. Upon signing of a mutual release by SELLER and BUYER, the earnest money deposit shall  
38 be returned to the BUYER without any further liability of either party to the other or to Broker and their agents. NOTE: In the  
39 event of a dispute between the parties regarding the earnest money, the Escrow Agent is required by Ohio law to maintain such  
40 funds in its trust account until its receipt of (a) written mutual authorization of both parties specifying disbursement; or (b) a final  
41 court order that specifies to whom the earnest money is to be awarded.

*Zohra Attig*

dotloop verified  
03/11/19 4:56 PM PDT  
PCZR-BAOV-JIEK-HSQU

Revised 9/25/2017



**CLOSING:** All funds and documents necessary for the completion of this Agreement shall be placed in escrow with the lending institution or North Star Title Services (the "Escrow Agent") on or before 05/08/2019 and title shall be transferred on or about 05/08/2019.

**ELECTRONIC DATA SECURITY:** It is acknowledged and agreed that Broker, including its agents and employees, will never ask any party to a transaction to wire funds or to supply credit or debit card or bank account numbers. The parties are advised to independently confirm any transfer instructions directly with Escrow Agent identified herein. The parties hereby agree to release all brokers and agents involved in this transaction from any and all claims, damages, and causes of action related to any unlawful electronic data security access by a third party in connection with any agent or broker communications.

**WALK THROUGH:** BUYER and SELLER agree that BUYER will be given an opportunity to walk through the Property on or about 3 day(s) prior to title transfer solely to verify that it is in the same or similar condition, absent normal wear and tear, that it was at the time of Acceptance. BUYER acknowledges and agrees that no issues may be raised at the time of the walk-through with respect to any condition of the Property that was in existence at the time of BUYER'S viewing or inspection of it. If the walk-through evidences a material adverse change in the Property's condition, BUYER shall promptly notify SELLER and Escrow Agent in writing. Thereafter, the parties shall mutually agree in writing upon an amount to be either: (1) held in escrow from SELLER'S proceeds pending correction of the material adverse change; or (2) credited to BUYER through escrow at the time of title transfer.

**POSSESSION:** SELLER shall deliver possession and occupancy to BUYER on or before 6.00 p.m., At Closing day(s) after recording of the Deed or 05/08/2019, whichever is later. BUYER agrees to transfer utilities commencing on the date of possession.

**TITLE:** SELLER shall convey a marketable title to BUYER by general warranty deed and/or fiduciary deed, if required, with release of dower, free and clear of all liens and encumbrances whatsoever, except (a) any mortgage assumed by BUYER; b) such restrictions, conditions, easements (however created) and encroachments as do not materially adversely affect the use or value of the Property; c) zoning ordinances, if any; and d) taxes and assessments, both general and special, not yet due and payable. SELLER shall furnish an Owner's Fee Policy of Title Insurance from North Star Title Services or \_\_\_\_\_ in the amount of the purchase price with cost of the insuring premium split equally between SELLER and BUYER. SELLER shall have thirty (30) days after written notice to remove title defects. If unable to do so, BUYER may either a) accept title subject to each defect without any reduction in the purchase price; or b) terminate this Agreement, in which case neither BUYER, SELLER nor any Broker or agents shall have any further liability to each other, and both BUYER and SELLER agree to sign a mutual release, whereupon the Earnest Money shall be returned to BUYER.

**PRORATIONS:** Tenant security deposits, if any, shall be credited to BUYER through escrow. Rents, if any, taxes and assessments, and Homeowners Association fees and assessments, if any, shall be prorated by the Escrow Agent as of the date of recording of the Deed. Taxes and assessments shall be prorated based upon the latest available tax duplicate. The parties are advised to consult with the county auditor's office about the status of the Property taxes as the latest available tax duplicate may not accurately reflect the amount of taxes owed. The parties agree to adjust directly any changes in proration when the tax duplicate for the calendar year of closing when it becomes available. If the Property is new construction and recently completed or in the process of completion at the time of the Agreement, then the Escrow Agent shall make a good faith estimate of the taxes to be owed on the value of the improved Property to the date of title transfer and reserve sufficient funds in escrow from SELLER'S net proceeds to pay those taxes when they become due and payable after title transfer. The Escrow Agent is instructed to release the balance of the funds on reserve once it receives notice from the county auditor that the taxes on the land and improvements have been paid in full to the date of title transfer. The Escrow Agent shall withhold \$ 150 from SELLER to secure payment of final water and sewer charges, if any. The Escrow Agent is instructed to either pay said charges or verify SELLER'S payment of said charges and remit any balance to SELLER. In the event the Property shall be deemed subject to any agricultural tax recoupment (C.A.U.V.) ☐ BUYER ☐ SELLER agrees to pay the amount of such recoupment.

**CHARGES/ESCROW INSTRUCTIONS** This Agreement shall be used as escrow instructions subject to the Escrow Agent's standard conditions of acceptance that are not inconsistent with this Agreement. SELLER shall pay the following costs through escrow: a) real estate transfer tax; b) any amount required to discharge any mortgage, lien or encumbrance not assumed by BUYER; c) title exam and one-half the cost of insuring premium for Owners Fee Policy of Title Insurance; d) prorations due BUYER; e) Broker's commissions; f) one-half of the escrow, and g) other \_\_\_\_\_ (unless VA/FHA regulations prohibit payment of escrow fees by BUYER, in which case SELLER shall pay the entire escrow fee). SELLER shall pay directly all utility charges to the date of title transfer or date of possession, whichever is later. Tenant security deposits, if any, shall be credited in escrow to BUYER.

BUYER shall pay the following through escrow (unless prohibited by VA/FHA regulations): a) one-half of the escrow fee; b) one-half the cost of insuring premiums for Owners Fee Policy of Title Insurance; c) all recording fees for the deed and any mortgage; and d) other \_\_\_\_\_




BUYER acknowledges the availability of a limited home warranty with a deductible paid by BUYER which ☒ will ☐ will not be provided from 2-10 Home Warranty at a cost of \$\_\_\_\_\_, and which shall be charged to ☒ SELLER ☐ BUYER through escrow at title transfer. The parties acknowledge that the limited home warranty does not cover pre-existing defects in the Property and that Broker may receive a fee from the warranty provider.

**INSPECTION:** This Agreement shall be subject to the following inspection(s) by a professional inspector of BUYER'S choice within the specified number of days from the date of Acceptance, as herein defined. BUYER agrees that BUYER is solely responsible for retaining a professional inspector for each requested inspection and releases Broker and its agents from any and all liability regarding the selection or retention of inspector(s)

If BUYER does not elect inspections, BUYER acknowledges that BUYER is acting against the advice of BUYER'S agent and Broker. BUYER understands that all real property and improvements may contain defects and conditions that are not readily apparent and which may affect a property's use or value. The parties agree that the brokers and agents do not guarantee and in no way assume responsibility for the Property's condition. BUYER acknowledges that it is BUYER'S own duty to exercise reasonable care to inspect the Property and the public record, and make diligent inquiry of SELLER and/or BUYER'S inspectors regarding the Property. Inspections required by any state, county, local government, and/or VA/FHA, including the FHA appraisal, do not replace the need for BUYER inspections.

CHOICE		INSPECTION	EXPENSE	
Yes	No		BUYER	SELLER
<input checked="" type="checkbox"/>	<input type="checkbox"/>	GENERAL HOME 14 _____ days	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	SEPTIC SYSTEM _____ days	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	WATER POTABILITY _____ days	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	WELL FLOW RATE _____ days	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	RADON _____ days	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	OTHER _____ days	<input type="checkbox"/>	<input type="checkbox"/>
		(Specify)	<input type="checkbox"/>	<input type="checkbox"/>

**WAIVER**  (Initials) BUYER hereby waives each and every professional inspection to which BUYER has not indicated "YES." Any failure by BUYER to perform any elected inspection shall be deemed a waiver of such inspection and absolute acceptance of the Property by BUYER in its "AS IS" condition.

After each inspection requested, BUYER shall have three (3) days to elect one of the following: a) remove the inspection contingency and accept the Property in its "AS IS" PRESENT PHYSICAL CONDITION; b) accept the Property subject to SELLER agreeing to have specific items identified in a written inspection report repaired by a qualified contractor in a professional manner at SELLER'S expense; or c) terminate this AGREEMENT if written inspection report(s) identify material latent defects NOT previously disclosed in writing by the SELLER and any cooperating real estate Broker.

If the Property is accepted in its "AS IS" PRESENT PHYSICAL CONDITION, BUYER agrees to sign an Amendment to Purchase Agreement removing the inspection contingency and this Agreement will proceed in full force and effect. If the Property is accepted subject to SELLER repairing specific defects, BUYER shall provide to SELLER a copy of the inspection report(s) and sign an Amendment to Purchase Agreement removing the inspection contingency and identifying the defects which are to be repaired. SELLER and BUYER shall have three (3) days from SELLER'S receipt of the written list of defects and the inspection report(s) to agree in writing which defects, if any, will be corrected at SELLER'S expense. If a written Agreement is not signed by both parties within those three (3) days, then this Agreement shall be null and void and SELLER and BUYER agree to sign a mutual release. If BUYER elects to terminate this Agreement based upon newly discovered material latent defects in the Property, then BUYER shall provide a copy of the written inspection report to SELLER and both parties agree to promptly sign a mutual release. Upon signing of a mutual release by SELLER and BUYER, the earnest money deposit shall be returned to BUYER without any further liability of either party to the other or to Broker(s).

The parties may agree IN WRITING to extend the dates for inspections, repairs, or the deadline for exercising their right to terminate the Agreement. SELLER agrees to provide reasonable access to the Property for BUYER to review and approve any conditions corrected by SELLER.

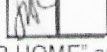
Yes No  
☒ ☐ **PEST/WOOD DESTROYING INSECTS:** An inspection of all structures on the Property shall be made by a professional inspector or exterminating agency of ☐ BUYER'S or ☐ SELLER'S choice at ☐ BUYER'S ☐ SELLER'S expense and such agency's written report shall be made available to BUYER before closing. If such report shows existing infestation or damage by pests, termites or wood destroying insects, treatment of the condition shall be made by a licensed exterminating agency which shall furnish a certificate of guarantee for a period of at least one year in the case of termites and a certificate of guarantee for a period of at least sixty (60) days in the case of wood destroying insects. All repairs and treatment expense shall be paid by ☐




177 ☐ BUYER ☐ SELLER (unless FHA/VA regulations prohibit payment by BUYER, in which case SELLER shall pay the cost.) This  
178 Agreement may be terminated by the party paying for the repair and treatment if the cost exceeds \$500.00.

179  
180 Yes No


181 ☐ ☒ **LEAD BASED PAINT:** BUYER shall have the right to have a risk assessment or inspection of the Property by  
182 a qualified inspector, for the presence of lead-based paint and/or lead based paint hazards at BUYER'S expense within ten (10)  
183 days after formation of a binding AGREEMENT. See EPA pamphlet "Protect Your Family from Lead in Your Home" for  
184 important information. In the event existing deficiencies or corrections are identified by the inspector in a written report, then  
185 BUYER shall have the right to terminate the Agreement or request that SELLER repair the specific existing deficiencies noted on  
186 the written inspection report. In that event, BUYER agrees to immediately provide SELLER with a copy of the written inspection  
187 and/or risk assessment report. Upon receipt of the inspection report and BUYER'S request of repairs, SELLER will have the  
188 option to either agree to correct the deficiencies identified in the inspector's written report or decline to do any repairs. If SELLER  
189 elects to correct the deficiencies, SELLER agrees to provide to BUYER prior to Title Transfer with a certificate from a qualified  
190 risk assessor or inspector demonstrating that the deficiencies have been remedied. If SELLER declines to correct the deficiencies,  
191 BUYER may elect to terminate the Agreement or accept the Property in its "AS IS" condition. BUYER may remove this right of  
192 inspection at any time without SELLER'S consent.


193  
194 BUYER ☒ has  (BUYER'S initials) received a copy of the EPA pamphlet entitled "PROTECT YOUR FAMILY FROM  
195 LEAD IN YOUR HOME" and a copy of the "DISCLOSURE ON LEAD-BASED PAINT AND/OR LEAD BASED PAINT HAZARDS."

196  
197 BUYER ☐ HAS NOT  (BUYER'S initials) received a copy of the EPA pamphlet entitled "PROTECT YOUR FAMILY  
198 FROM LEAD IN YOUR HOME" and a copy of the "DISCLOSURE ON LEAD-BASED PAINT AND/OR LEAD-BASED PAINT  
199 HAZARDS (disclosure form)." This offer is subject to the SELLER completing the disclosure form and BUYER'S review and  
200 approval of the information contained on the disclosure form within \_\_\_\_\_ days from receipt.

201  
202 **MEGAN'S LAW:** SELLER warrants that SELLER has disclosed to BUYER all notices received from the local sheriff's department  
203 pursuant to Ohio's sex offender notification law. BUYER acknowledges that such information may no longer be accurate and  
204 agrees to inquire directly with the local sheriff's office about sex offender registration. BUYER agrees to rely on solely BUYER'S  
205 own inquiry with the local sheriff's office as to registered sex offenders, and not SELLER or any broker or agent.

206  
207 **CONDITION OF PROPERTY:** BUYER has examined the Property and agrees that the Property is being purchased in its "AS  
208 IS" PRESENT PHYSICAL CONDITION, including any latent defects and defects disclosed by the SELLER on the State of Ohio  
209 Residential Property Disclosure Form. SELLER agrees to notify BUYER in writing of any additional disclosure items that arise  
210 between the date of Acceptance and the date of recording of the deed.

211  
212 BUYER ☐ HAS  (BUYER'S initials) received a copy of SELLER's Ohio Residential Property Disclosure Form  
213 prior to signing this offer.

214  
215 BUYER ☒ HAS NOT  (BUYER'S initials) received a copy of the Ohio Residential Property Disclosure Form and  
216 this offer is subject to SELLER completing the Ohio Residential Property Disclosure Form and BUYER'S review and approval it  
217 within 14 days from receipt.

218  
219 SELLER shall pay all costs for the repair of any gas line leak found between the street and foundation at the time of transfer of  
220 utilities. SELLER agrees to comply with any and all governmental point of sale laws and/or ordinances. SELLER will promptly  
221 provide BUYER with copies of any notices received from government agencies to inspect or correct any current building code or  
222 health violations. If applicable, BUYER and SELLER shall have 5 days after receipt by BUYER of all notices to agree in  
223 writing which party will be responsible for the correction of any building code or health violation(s). In the event BUYER and  
224 SELLER cannot agree in writing in that time period, this Agreement may be declared null and void by either party.

225  
226 **REPRESENTATIONS AND DISCLAIMERS:** BUYER acknowledges that SELLER has completed the Ohio Residential Property  
227 Disclosure Form and agrees to hold the Broker(s) and their agents harmless from any misstatements, errors or omissions made  
228 by SELLER. BUYER also acknowledges and agrees that the Broker(s) and their agents have no obligation to verify or investigate  
229 the information provided by SELLER on that form. BUYER has not relied on any representation by the Broker(s) and/or any  
230 agent(s) regarding the use or condition of the Property, including without limitation square footage, zoning, lot dimensions,  
231 homeowners' fees, public and private assessments, utility bills, taxes or special assessments except as listed below (if none,  
232 indicate "none").

233 None

234  
235  
236 **DAMAGE:** If improvements to the Property are destroyed or damaged in excess of ten percent (10%) of the purchase price prior  
237 to title transfer, then BUYER may either accept the insurance proceeds for said damage and complete this transaction or  
238 terminate this Agreement and receive the return of all deposits made. If such damage is less than ten percent of the purchase  
239 price, then SELLER shall restore the Property to its prior condition.



249 **ADDENDA:** The additional terms and conditions in the attached addenda ☒ Agency Disclosure Form ☒ Ohio Residential Property  
250 Disclosure Form ☐ VA ☐ FHA ☐ FHA Home Inspection Notice "For Your Protection" ☐ Condominium Addendum  
251 ☐ House Sale Contingency Addendum ☐ House Sale Concurrence Addendum ☒ Lead Based Paint Addendum  
252 ☒ Other Subject to Addendum-1  
253 Agreement. The terms and conditions of any addenda supersede any conflicting terms of the Agreement.  
254  
255

55 Walker Pres LHS 3/4/19 413 W Monroe St, Sandusky, OH  
56 (BUYER) Date 44870 recker@walkerfuneralhomes  
57 (ADDRESS AND ZIP CODE) .com  
58 (E-MAIL ADDRESS)  
59  
60 (BUYER) Date (TELEPHONE) (E-MAIL ADDRESS)  
61  
62

DEPOSIT RECEIPT: Receipt is hereby acknowledged of a ☐ check made payable to the Escrow Agent, (OR) ☐ note for the earnest money, subject to terms of the above offer.

By: James Knight Office: Keller Williams Greater Cleveland West Phone: 440-892-2211

8 ACCEPTANCE: SELLER accepts the above offer and irrevocably instructs the Escrow Agent to pay from SELLER'S escrow  
9 funds a commission of \_\_\_\_\_ percent (2.4 \_\_\_\_\_ %) of the purchase  
0 price to Broker at (address) \_\_\_\_\_  
1 and \_\_\_\_\_  
2 to \_\_\_\_\_ percent ( \_\_\_\_\_ %) of the purchase price  
3 \_\_\_\_\_ (cooperating broker, if any, at the following address) \_\_\_\_\_

<i>Zohra Attig</i>	dotloop verified 03/11/19 4:56 PM PDT BZNj-N1ZH-WVLY-AB7E		
(SELLER)	Date	(ADDRESS AND ZIP CODE)	(E-MAIL ADDRESS)
(SELLER)	Date	(TELEPHONE)	(E-MAIL ADDRESS)

The following information is provided solely for the Multiple Listing Services' use and will be completed by the Brokers or their agents and is not part of the terms of the Agreement.

### Multiple Listing Information

<u>William Herzog</u>	<u>2010000957</u>
<u>(Listing agent name)</u>	<u>(Listing agent license #)</u>
<u>RE/MAX Quality Realty</u>	<u>(Listing broker office #)</u>
<u>(Listing broker name)</u>	<u>2004000516</u>
<u>Greg Erlanger, The EZ Sales Team</u>	<u>(Selling agent license #)</u>
<u>(Selling agent name)</u>	<u>2847</u>
<u>Keller Williams Greater Cleveland West</u>	<u>(Selling broker office #)</u>
<u>(Selling broker name)</u>	

Zohra Altig dotloop verified  
03/11/19 4:56 PM PDT  
MNUG-D8NZ-BFRA-F9VE

**ADDENDUM: Addendum-1**

This is an Addendum to the Purchase Agreement dated 03/09/2019  
for the purchase and sale of the Property known as (Street Address) \_\_\_\_\_  
413 W Monroe St, (City) Sandusky, Ohio  
between Light House Sober Living inc. ("BUYER")  
and ATIQ ZOHRA ("SELLER")

**The following is hereby mutually agreed upon by said BUYERS and the SELLERS:**

- Subject to Conditional use permit approval by the Sandusky Planning Commission to serve as a public facility;
- Subject to two (2) appraisals that meet or exceed purchase price;
- Subject to the approval of Capital Funding through Ohio Mental Health and Addiction Services;
- Subject to Attorney review;

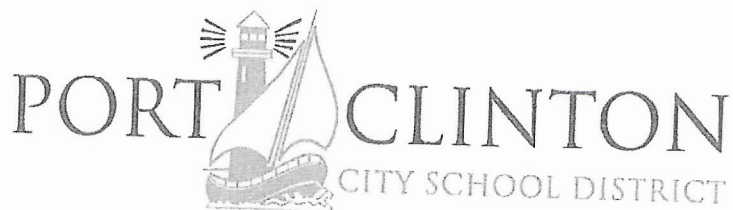
*James W. Keck* 3/9/19  
BUYER Pres. LHS L Inc. DATE

\_\_\_\_\_  
BUYER DATE

*Zohra Atiq* 3/11/19 4:55 PM PDT  
SELLER DATE  
dotloop verified  
WN0P-Z9DA-AOKJ-VL2T

\_\_\_\_\_  
SELLER DATE





PROUDLY CHARTING A COURSE FOR SUCCESS

Board of Education  
811 S. Jefferson Street  
Port Clinton, OH 43452  
419.732.2102  
419.734.4527 fax

March 19, 2019

Port Clinton High School  
821 S. Jefferson Street  
Port Clinton, OH 43452  
419.734.2147  
419.734.4276 fax

City of Sandusky Planning Commission  
222 Meigs Street  
Sandusky, OH 44870

Port Clinton Middle School  
807 S. Jefferson Street  
Port Clinton, OH 43452  
419.734.4448  
419.734.4440 fax

To Whom It May Concern:

I am writing this letter in support of Lighthouse Sober Living. I am part of the Ottawa County Opiate Collaborative organization that works to bring opiate awareness to our community. I have had the opportunity to work with Ken Bowers and many others affiliated with both the men and womens houses located in Port Clinton. Both houses provide value and serve our community well.

Bataan Memorial  
Intermediate Elementary  
525 W. Sixth Street  
Port Clinton, OH 43452  
419.734.3931  
419.734.3705 fax

Both homes are located within walking distance to all of our schools. The proximity to our schools has not been a concern in our community and has never been a concern for me. Mr. Bower has shared with us repeatedly the protocols that are in place within the homes and we enthusiastically support their work. The safety of our students is our main priority as I am certain it is for you as well. We have had and will continue to have a healthy working relationship with Lighthouse Sober Living and commend Mr. Bowers and his board for their work.

Bataan Memorial  
Primary Elementary  
575 W. Sixth Street  
Port Clinton, OH 43452  
419.734.2815  
419.960.7672 fax

I would be happy to speak to you in person if you felt necessary. Good luck to you and we are fortunate to have people like Ken Bowers in our community.

Respectfully,

Patrick D. Adkins, Superintendent





# ERIE COUNTY SHERIFF'S OFFICE

PAUL A. SIGSWORTH  
SHERIFF

2800 Columbus Avenue

Sandusky, Ohio 44870

Ph: 419-625-7951

Fax: 419-627-7547

Email: [sheriff@eriecounty.oh.gov](mailto:sheriff@eriecounty.oh.gov)

March 18, 2019

City of Sandusky  
Planning Commission  
222 Meigs Street  
Sandusky, Ohio 44870

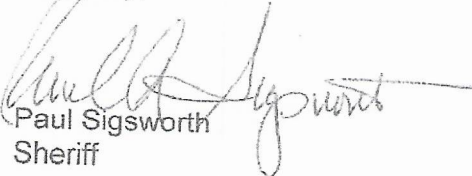
Dear Honorable Body:

I have been asked by Kenn Bower, Jr., Executive Director of Light House Sober Living, to write a letter of support concerning an application that his agency has pending before you to establish a sober living house for males in Sandusky.

I am aware of Mr. Bower, Jr. and his agency based upon ongoing addiction prevention initiatives that we have mutually participated in. All of my interactions with Mr. Bower, Jr. have been positive and professional. In addition, I have spoken with law enforcement colleagues in the Port Clinton area, where Light House Sober Living operates two sober living homes. I have been advised that Light House Sober Living and its operations are well respected there.

I would ask that you consider the above information when reviewing Light House Sober Living's application. Please feel free to contact me on my cell phone at 419-656-5404 if you have any questions for me concerning this letter. Thank you.

Sincerely,

  
Paul Sigsworth  
Sheriff

# ERIE COUNTY COMMON PLEAS COURT

## JUDGE TYGH M. TONE

PATRICK J. QUINN  
*Magistrate*

BETH A. NAUFEL  
*Court Administrator /  
Civil Commissioner*

CHRISTINE S. REGGI  
*Criminal Commissioner  
Official Court Reporter*

SUSAN M. KELSEY  
*Staff Attorney*

LEE E. JACOBS  
*Domestic Relations Commissioner*

LISA M. SARTOR  
*Jury Commissioner / Support Staff*

SHERYL L. FINKEN  
*Assistant Jury Commissioner / Support Staff*

March 18, 2019

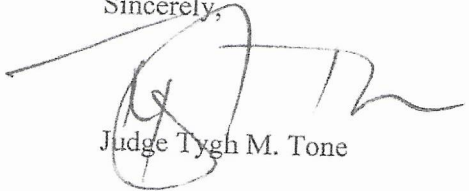
To Whom It May Concern:

It is with great pleasure that I write a letter of support for a sober living facility in Erie County, Ohio. Erie County is in great need of support for those battling addiction. A safe and sober home environment is paramount for recovery in many, if not all of these individuals. In the many years I have presided as a Judge in Erie County I have seen many defendants struggling with a wide array of addiction. The one thing that seems to be a common hurdle for those trying to seek a path of recovery is a safe and sober place to live.

Currently Erie County is looking to reestablish its Drug Court. In years past these types of specialized docket courts have proven to be a great asset for those struggling with addiction that find their way in the criminal justice system. In the past and now when utilizing this type of treatment through the court, the Court relies on many services for these defendants that are found within our community. As stated, in the past, housing has always been a common issue for many of these defendants. I think the community in Erie County can certainly benefit from having a sober living facility here.

Thank you for your consideration.

Sincerely,



Judge Tygh M. Tone

**ERIE COUNTY PUBLIC DEFENDER**  
247 COLUMBUS AVENUE, SUITE 37  
SANDUSKY, OHIO 44870

PHONE (419) 627-6620  
FAX (419) 627-6633

JEFFREY J. WHITACRE  
PUBLIC DEFENDER

JOSEPH BELL  
CHRISTOPHER M. CARROLL  
TIMOTHY H. DEMPSEY  
KELLI STIDHAM-JELINGER  
ROBERT H. RITZLER  
HARSH TANDON

March 18, 2019

City of Sandusky Planning Commission  
222 Meigs Street  
Sandusky, OH 44870

RE: Recommendation Letter for Light House Sober Living, Inc.

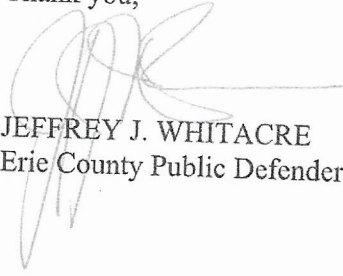
Dear Commission Members:

Please accept this letter in support of Light House Sober Living Inc.'s request to open a Sober Living home in Sandusky, Ohio. This would truly help meet the needs of our community.

As I am sure you are aware, substance addiction is a horrible problem, not only in our community, but throughout Ohio. So often those individuals that suffer from addiction have no safe, stable, sober housing that they can turn to. While we must meet the treatment needs of these individuals, having safe, stable, sober living is critical to successful recovery.

Light House Sober Living has been a success in Ottawa County, and we are incredibly fortunate to have them expand their service to Erie County. This is a service we truly need. As such, I ask you to work with Light House Sober Living in opening a Sober Living home in Sandusky.

Thank you,



JEFFREY J. WHITACRE  
Erie County Public Defender





# MENTAL HEALTH & RECOVERY BOARD

ERIE & OTTAWA  
COUNTIES

John A. Fletcher, Chair

Brenda Cronin, Executive Director

March 18, 2019

City of Sandusky Planning Commission  
222 Meigs St.  
Sandusky, Ohio 44870

Dear members of the Commission:

Please accept this letter of support for the Light House Sober Living Recovery Housing Program for men in Erie County located at 413 W. Monroe Street. The Mental Health and Recovery Board of Erie and Ottawa Counties (MHRBEO) contracts with Light House Sober Living to operate two recovery housing programs in Ottawa County. The Board has been very pleased with their services and their commitment to recovery. We believe that the citizens of Erie County will benefit from having a recovery housing program in this community.

I would be happy to discuss this further if you deem it necessary. I may be reached by email at [ceomhrb@mhrbeo.com](mailto:ceomhrb@mhrbeo.com) or by phone at (419) 627-1908.

Sincerely,

Brenda Cronin,  
Executive Director

416 Columbus Avenue, Sandusky, Ohio 44870  
Phone: 419-627-1908 \* Fax: 419-627-0769



138 E. Market St.  
Sandusky, OH 44870  
(419)-621-9377 Phone  
(419)-625-8933 Fax  
Executive Director: Joseph Supina  
FEIN# 34-1837735

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## *NOTHING ABOUT US WITHOUT US*

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March 15, 2019  
Re: Letter of Support

To Whom It May Concern:

On behalf of Sandusky Artisans Recovery Community Center I am pleased to present this Letter of Support for Light House Sober Living and their continuing endeavors within our area. Light House Sober Living is a part of the Recovery Oriented Systems of Care that are needed to secure a successful recovery outcome. Sandusky Artisans Recovery Community Center looks forward to collaborating and working with Light House Sober Living. It is our pleasure to recommend Light House Sober Living to the recipients of this letter.

If you have questions regarding this letter feel free to contact me.

Sincerely,

Joseph J. Supina



3/18/19

To Whom It May Concern,

We are all aware of the substance abuse that runs rampant throughout our communities. It is a problem that many of us face within our families, schools, and churches. Because it is such an issue, it is so important to have places where people can find help and support as they seek recovery and freedom.

From its inception, Lighthouse Sober Living has been that place in Port Clinton. It is a place where men and women have found the help and support they need as they seek to recover and find freedom from their substance abuse. It is a place where they can take their next step in life and become the person they were created to be.

One of the best aspects of Lighthouse Sober Living is the expectation for the residents to give back to the community. Whether its serving at a pay it forward café, helping with a lunch for widows, or doing yard work, they continually do great things for others. This is why Lighthouse Sober Living has such a high success rate when it comes to recovery. It encourages the residents to focus on others rather than themselves, which is a vital step to finding freedom from substance abuse.

With that said, I believe that any community would benefit from Lighthouse Sober Living and the model it has for recovery. They truly are a place of hope in Port Clinton and I know they would be a place of hope in your town too.

Sincerely,

Ryan Morter  
Campus Pastor  
The Chapel – Port Clinton  
[ryan@thechapel.tv](mailto:ryan@thechapel.tv)  
419-732-3964



March 18, 2019

To Whom it May Concern:

I was really glad when I heard they were turning the home down the street from me into a sober living home. In the past the people were released with no help to maintain their sobriety. I have 3 children who live with me and I feel no threat for them while they play outside.

I hope more homes can open to help people maintain their sobriety.

Sincerely,

A handwritten signature in cursive script, appearing to read "Joann Randall". The signature is fluid and somewhat stylized, with the first name "Joann" and last name "Randall" clearly distinguishable.

Joann Randall

714 Monroe St.

Port Clinton, Ohio 43452

Debbie Martin

430 Fulton Street

Port Clinton, OH 43452

March 12, 2019

To Whom It May Concern:

I am writing to attest to the fact that, as a neighbor of Light House Sober Living, I am comfortable and content living so close to the facility. The sober living house is across the street from my residence and the area has remained peaceful and the property is well-maintained.

I am, in fact, comforted knowing there is a facility nearby where those who are sober and seeking treatment are residing. They are people who are working to maintain their sobriety and better their lives and is therefore viewed as an asset to the area rather than a threat.

It is no secret that addiction is a very real crisis in society today and there is comfort in knowing that organization are working to provide assistance to help alleviate the problem.

Very Truly Yours,

A handwritten signature in cursive script that reads "Debbie Martin". The signature is written in dark ink and is positioned below the "Very Truly Yours," text.

Debbie Martin



CITY OF SANDUSKY, OHIO  
DEPARTMENT OF PLANNING

# PLANNING COMMISSION REPORT

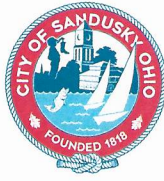
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APPLICATION FOR A CONDITIONAL USE  
PERMIT FOR A DIGITAL MESSAGE BOARD  
SIGN AT 2047 CLEVELAND ROAD

Reference Number: PC-03-2019

Date of Report: March 18, 2019

Report Author: Greg Voltz, Planner



# City of Sandusky, Ohio

## Planning Commission Report

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### BACKGROUND INFORMATION

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Gary Huffer, on behalf of Sandusky Resorts, has applied for a Conditional Use permit for a digital message board sign to be located at 2047 Cleveland Road. The following information is relevant to this application:

Property Owner: Sandusky Resorts  
2047 Cleveland Road  
Sandusky, OH 44870

Authorized Agent: Gary Huffer  
2047 Cleveland Road  
Sandusky, OH 44870

Site Location: 2047 Cleveland Road

Zoning: "RB" Roadside Business  
North: "R1-60" Single Family Residential, "RMF" Multi-Family Residential  
South: "R1-60" Single Family Residential  
East: "RB" Roadside Business  
West: "RB" Roadside Business, "R1-60" Single Family Residential

Existing Uses: Hotel/Motel

Applicable Plans & Regulations: City of Sandusky Comprehensive Plan  
Sandusky Zoning Code Chapter  
Chapter 1143.06 Prohibited Signs



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## SITE DESCRIPTION

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The subject parcel is located at 2047 Cleveland Road, the property is zoned as "RB" Roadside Business. The adjacent parcels are zoned as "RB" Roadside Business District, "R1-60" Single Family Residential, and "RMF" Multi-Family Residential.

The subject property is zoned "RB" Roadside Business by the Sandusky Zoning Code which permits:

### **133.05 PERMITTED BUILDINGS AND USES; ROADSIDE BUSINESS DISTRICT.**

#### **(a) Main Buildings and Uses.**

- (1) All stores, services, dwellings, and other uses permitted in Local Business Districts;
- (2) Additional retail business stores and services conducted wholly within enclosed buildings, or adjoining and operated in connection with an establishment in an enclosed building to the following extent:

A. The sale and serving of all beverages, and eating places of all types permitting dancing and live entertainment. Conditional use permits shall be obtained by places selling or serving alcoholic beverages, and by all drive-in establishments;

#### **B. Motels, hotels; fraternal and social clubs, and labor union halls;**

C. Automotive services, repair or service garages, and buildings for the sale of new and second-hand motor vehicles. The parking of vehicles with or without a fee, the sale of gasoline and oil, and the sale of motor vehicles may be permitted on an open lot, providing all requirements for front yards in the Business District as set forth in the Zoning Code are met;

D. The sale of boats and other marine supplies; motorcycles, bicycle shops; sports and athletic equipment; pet shops;

E. Amusement and recreational services, such as assembly and meeting halls, billiard halls, bowling alleys, dance halls, indoor theaters, skating rinks, and other social, sports, or recreation establishments, provided the services are conducted within a building, sufficiently sound-insulated to confine the noise to the premises;

F. Nursery stock, monuments, garden equipment, supplies, and garden furniture may be sold on an open lot, provided the operation is in connection with an established related business conducted within a building not more than 150 feet therefrom, and provided goods are not sold, displayed, or stored in a required yard;

(3) Microbrewery.

(4) Transient Occupancy.

(b) Similar Main Uses. Any other business store, shop, or service not listed above or in any subsequent use classification, and determined as similar by the Commission.

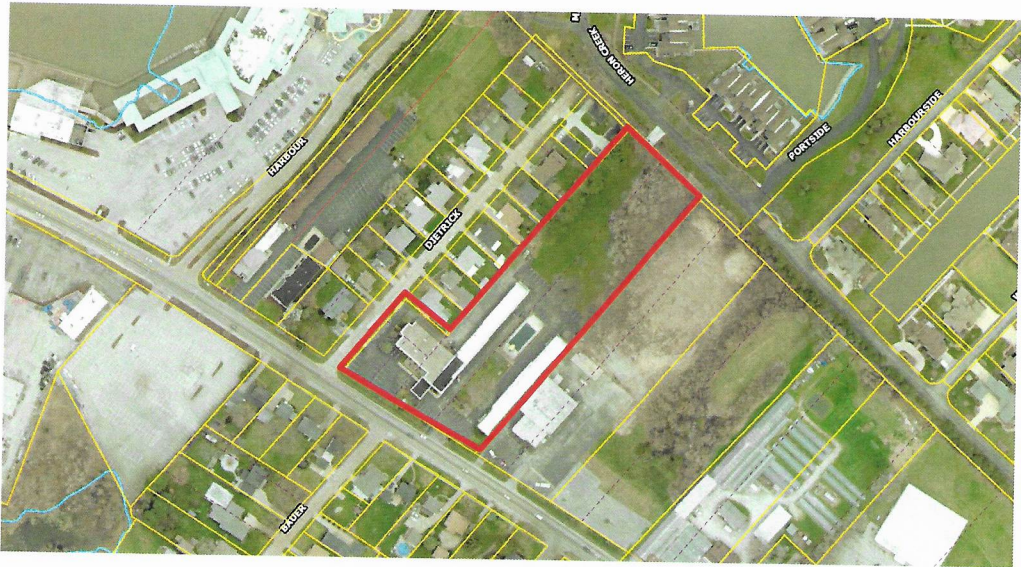
#### **(c) Accessory Buildings or Uses.**

(1) Accessory off-street parking and loading facilities as required and set forth in Chapter 1149;

(2) Any accessory use, such as the storage of goods and processing operations clearly incident to the conduct of a retail business or service establishment permitted as main uses, provided the use has no injurious effect on adjoining residential districts.

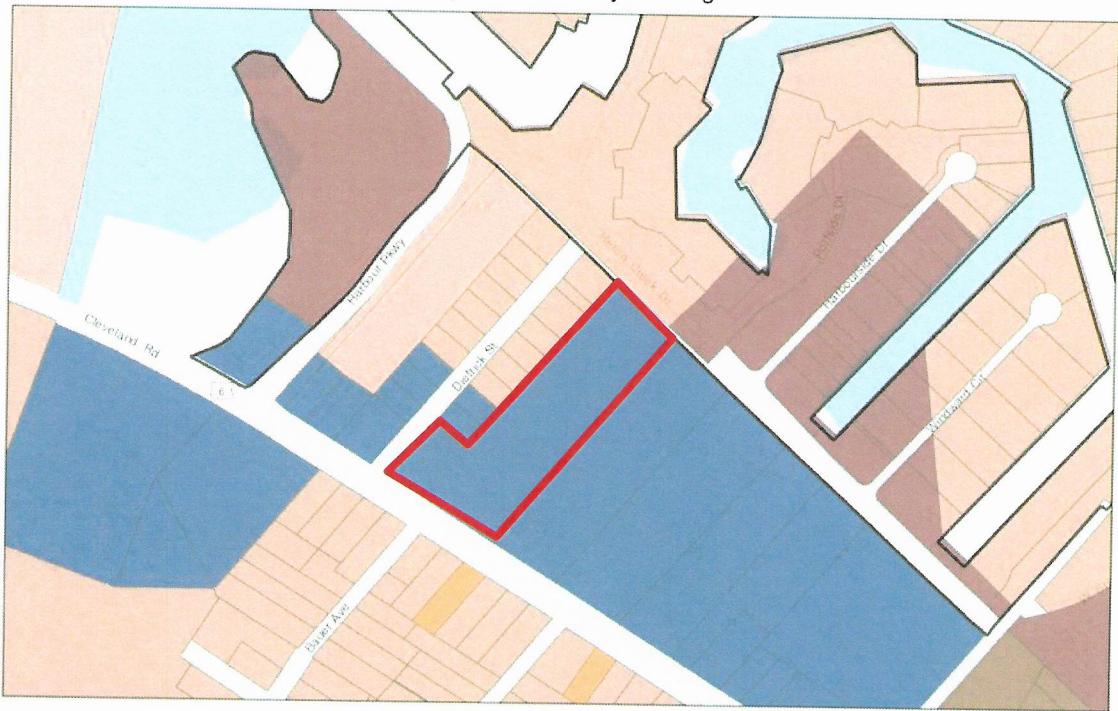
See below for an aerial photo and zoning map of the subject property highlighted.

**2047 Cleveland Road**



**Zone Map – Parcel**

**City of Sandusky Zoning**



3/15/2019, 9:35:23 AM

- |                                   |                                |                        |
|-----------------------------------|--------------------------------|------------------------|
| PUD - Planned Unit Development    | GB - General Business          | PB - Roadside Business |
| R1-60 - Single Family Residential | RMF - Multi-Family Residential |                        |
| CR - Commercial Recreation        | P2F Two-Family Residential     |                        |

14,514  
0 0.03 0.06 0.11 mi  
0 0.04 0.09 0.18 km  
Source: City of Sandusky, GIS Department, 2018. Data as of 3/15/2019.  
Map prepared by GIS Department, 2019. Data as of 3/15/2019.  
City of Sandusky, GIS Department, 2019. Data as of 3/15/2019.



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#### **DIVISION OF PLANNING COMMENTS**

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The applicant has applied for a Conditional Use permit for a 72 square foot digital message board sign for the motel/hotel at 2047 Cleveland Road. Section 1143.06 states that electronic message board signs are prohibited unless approval through a conditional use permit. This freestanding sign has been on the site for quite some time. The previous sign had two changeable message board signs and this digital message board sign will be about the same size. Section 1143- Signage Regulations, does not prohibit the size of the digital message board sign that can be installed, however, the proposed signage will replace the existing changeable copy sign. This will require the installation of a new sign cabinet, however the total signage area of the digital message board sign with the standard sign will be below the allowable signage for the site at 215 Sq. Ft..

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#### **ENGINEERING STAFF COMMENTS**

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The City Engineer has stated that the sign shall not include any banners or obstructions that would block any site lines due to the location, the Cleveland Road traffic, and visibly of the existing curve.

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#### **BUILDING STAFF COMMENTS**

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The City Building Official has reviewed the application and has no issues with the proposed sign.

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#### **POLICE DEPARTMENT COMMENTS**

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The City Police Chief has reviewed the application and has no objections to the proposed sign.

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#### **FIRE DEPARTMENT COMMENTS**

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The City Fire Chief has reviewed the application and has no objections to the proposed sign.

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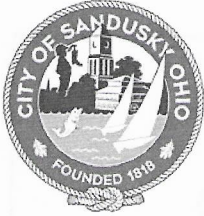
#### **CONCLUSION/RECOMMENDATION**

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In conclusion, Planning Staff recognizes that the overall sign is similar in size and the code does not regulate a certain amount of digital message board area within a sign. It is the opinion of staff that the changes to the sign could aesthetically improve the area. As such, staff recommends approval of the Conditional Use permit for the digital message board sign located at 2047 Cleveland Road with the following conditions:

1. The minimum display time shall be 10 seconds.
2. Brightness shall not impose hazard to pedestrian or vehicular traffic, nor a nuisance to surrounding properties.
3. Flashing, animations, and videos are prohibited.
4. Display shall be limited to static displays.





# CITY OF SANDUSKY APPLICATION FOR PLANNING COMMISSION APPROVAL

## TYPE OF APPLICATION:

☒   
 \_\_\_\_\_

Conditional Use Permit  
Flood Plain Variance  
Other

\_\_\_\_\_  
\_\_\_\_\_

Similar Main Use  
Front Yard Fence

## APPLICANT/AGENT INFORMATION:

Property Owner Name:

Sandusky Resorts

Property Owner Address:

2047 Cleveland Rd  
Sandusky, OH 44870

Property Owner Telephone:

419-626 4436

Authorized Agent Name:

Gary Huffer

Authorized Agent Address:

2047 Cleveland Rd

Authorized Agent Telephone:

419-239 9368

## LOCATION AND DESCRIPTION OF PROPERTY:

Municipal Street Address: 2047 Cleveland Rd W

Legal Description of Property (check property deed for description):

See Auditor's

Parcel Number: \_\_\_\_\_ Zoning District: \_\_\_\_\_

**DETAILED SITE INFORMATION:**

**Land Area of Property:** \_\_\_\_\_ (sq. ft. or acres)

**Total Building Coverage (of each existing building on property):**

**Building #1:** \_\_\_\_\_ (in sq. ft.)

**Building #2:** \_\_\_\_\_

**Building #3:** \_\_\_\_\_

**Additional:** \_\_\_\_\_

**Total Building Coverage (as % of lot area):** \_\_\_\_\_

**Gross Floor Area of Building(s) on Property (separate out the square footage of different uses – for example, 800 sq. ft. is retail space and 500 sq. ft. is storage space:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Proposed Building Height (for any new construction):** \_\_\_\_\_

**Number of Dwelling Units (if applicable):** \_\_\_\_\_

**Number of Off-Street Parking Spaces Provided:** \_\_\_\_\_

**Parking Area Coverage (including driveways):** \_\_\_\_\_ (in sq. ft.)

**Landscaped Area:** \_\_\_\_\_ (in sq. ft.)

**PROPOSED DEVELOPMENT (check those that apply):**

- ☐ New Construction (new building(s))  
☐ Addition to Existing Building(s)  
☐ Change of Use in Existing Building(s)

**Description of Proposed Development (Describe in detail your development plans, for example – proposed use, size of building or proposed addition, hours of operation, days of operation, seating capacity, etc.):**

Adding led sign board to existing sign  
removing letter book portion of sign



**REQUIRED SUBMITTALS:**

15 copies of a site plan/off-street parking plan for property

Application Fee:

Conditional Use Permit: \$100.00

Similar Main Use: \$100.00

Flood Plan Variance: \$100.00

Front Yard Fence: no charge

Other: check with staff for fee

**APPLICATION MUST BE COMPLETELY FILLED OUT!**

**APPLICATION AUTHORIZATION:**

If this application is signed by an agent, authorization in writing from the legal owner is required. Where owner is a corporation, the signature of authorization should be by an officer of the corporation under corporate seal.

  
\_\_\_\_\_  
Signature of Owner or Agent

3/4/19  
\_\_\_\_\_  
Date

**PERMISSION TO ACT AS AUTHORIZED AGENT:**

As owner of 2047 Cleveland Rd W (municipal street address of property), I hereby authorize Gary Hoffer to act on my behalf during the Planning Commission approval process.

  
\_\_\_\_\_  
Signature of Property Owner

3/4/19  
\_\_\_\_\_  
Date

**STAFF USE ONLY:**

Date Application Accepted: \_\_\_\_\_ Permit Number: \_\_\_\_\_

Date of Planning Commission Meeting: \_\_\_\_\_

Planning Commission File Number: \_\_\_\_\_

## **SITE PLAN/OFF-STREET PARKING PLAN REQUIREMENTS**

Site plan/off-street parking approval is required whenever a building is constructed or a new use is established; whenever an existing building is altered and there is an increase in the number of dwelling units, seating capacity, or floor areas of buildings; and whenever the use of an existing building is changed (Section 1149.02 of the Sandusky Zoning Code).

All plans submitted to the Planning Commission must be met, concise, accurate, complete and must be drawn to scale. Any plans submitted that are not drawn to scale will not be processed.

The following details are to be shown on the site plan/off street parking plan:

### **General Requirements**

- A key plan showing the location of the property relative to the surrounding area (should include closest major streets).
- The plan must be drawn to a scale not smaller than 1" to 100'. An engineering scale must be used (for example, 1" = 10" or 1" = 20').
- All plans must show date of preparation and dates indicating any revisions to plans.
- All plans must include a north arrow oriented to the top of the page.
- A legend, in chart form, to include the following where applicable:
  - 1) Lot area
  - 2) Building coverage
  - 3) Total floor area
  - 4) Area of addition
  - 5) Building height
  - 6) Landscaped area
  - 7) Number of parking spaces provided

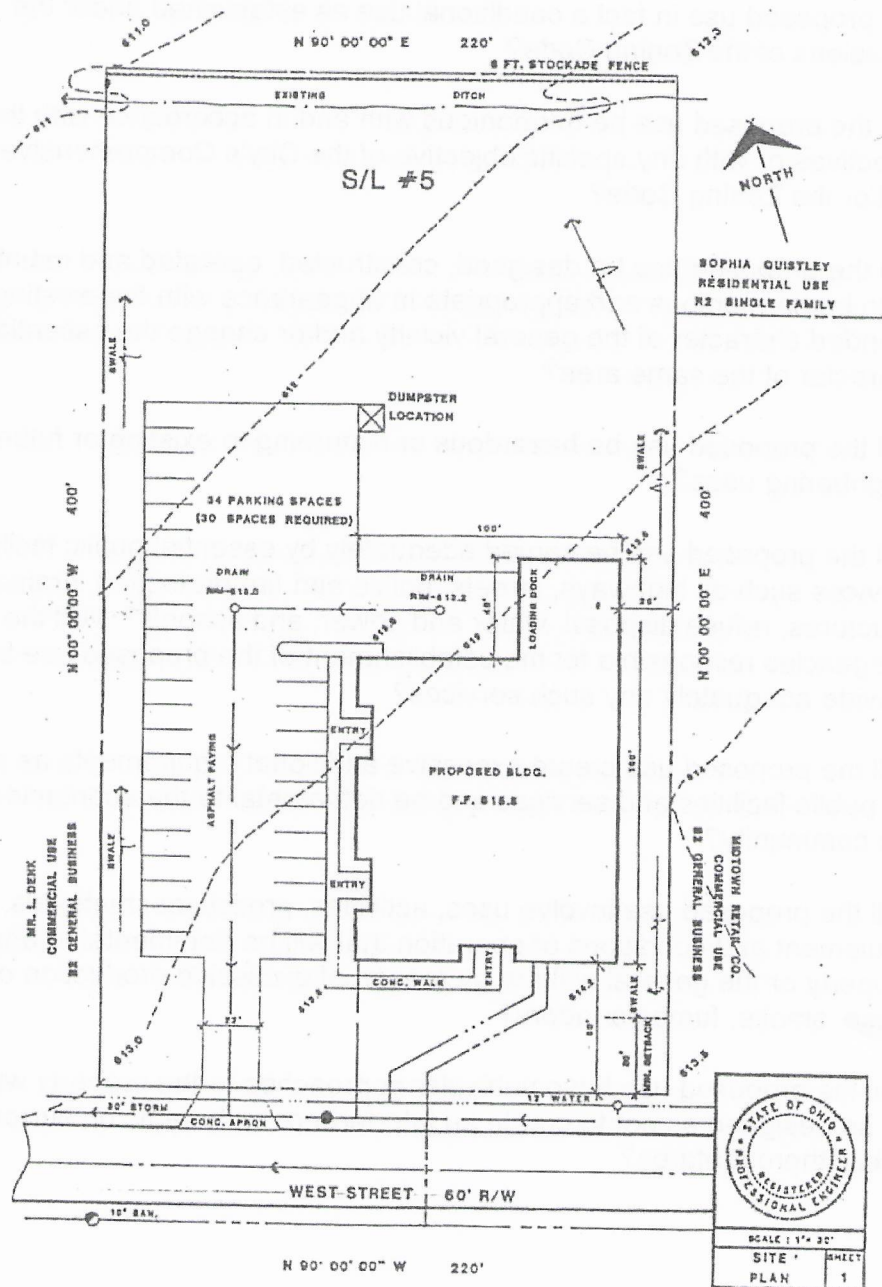
## Design Details

- **Property Description:** The site plan should accurately reflect the size and shape of the property.
- **Buildings:** All buildings should be shown on the site plan indicating setbacks from all lot lines, distance between buildings, dimensions of all buildings, identification by type of each building and number of stories, and distances between buildings on adjacent properties.
- **Parking Areas:** Designated as to garages, carports, or open parking; with all spaces numbered and a typical parking stall dimensioned, poured concrete curbing (to be indicated by double lines) or bumper blocks pegged in place and surfacing material indicated (asphalt, paving stones, or concrete). If parking is underground, the extent of the underground garage and the location of ramps should be indicated.
- **Driveways and Ramps:** With dimensions, indicating vehicular circulation (if one way) and curbs (to be indicated by a double line). Show curve radii of curbs at all street access and driveway intersections.
- **Landscaping:** Location and identification of all landscaping features including planting beds, sodded areas, treatment of garbage collection areas and fencing including privacy fencing or screening. The type and location of lighting should also be included where appropriate.
- **Other Features:** With dimensions: retaining walls, protective railings, walks (indicating material), areas of recreation, play lots or areas to be landscaped, service and delivery access, outside garbage areas (to be screened on all sides), loading zones, road right-of-ways and easements (if any), and location of sewer and water lines. All property lines and public grounds on or adjacent to the subject site should also be indicated on the site plan.

**An example of a site plan/off-street parking plan is attached.**

It is noted that additional plans (drainage, landscaping, lighting, etc.) may be required by the Planning Commission and/or City Departments prior to the issuance of any building permits.

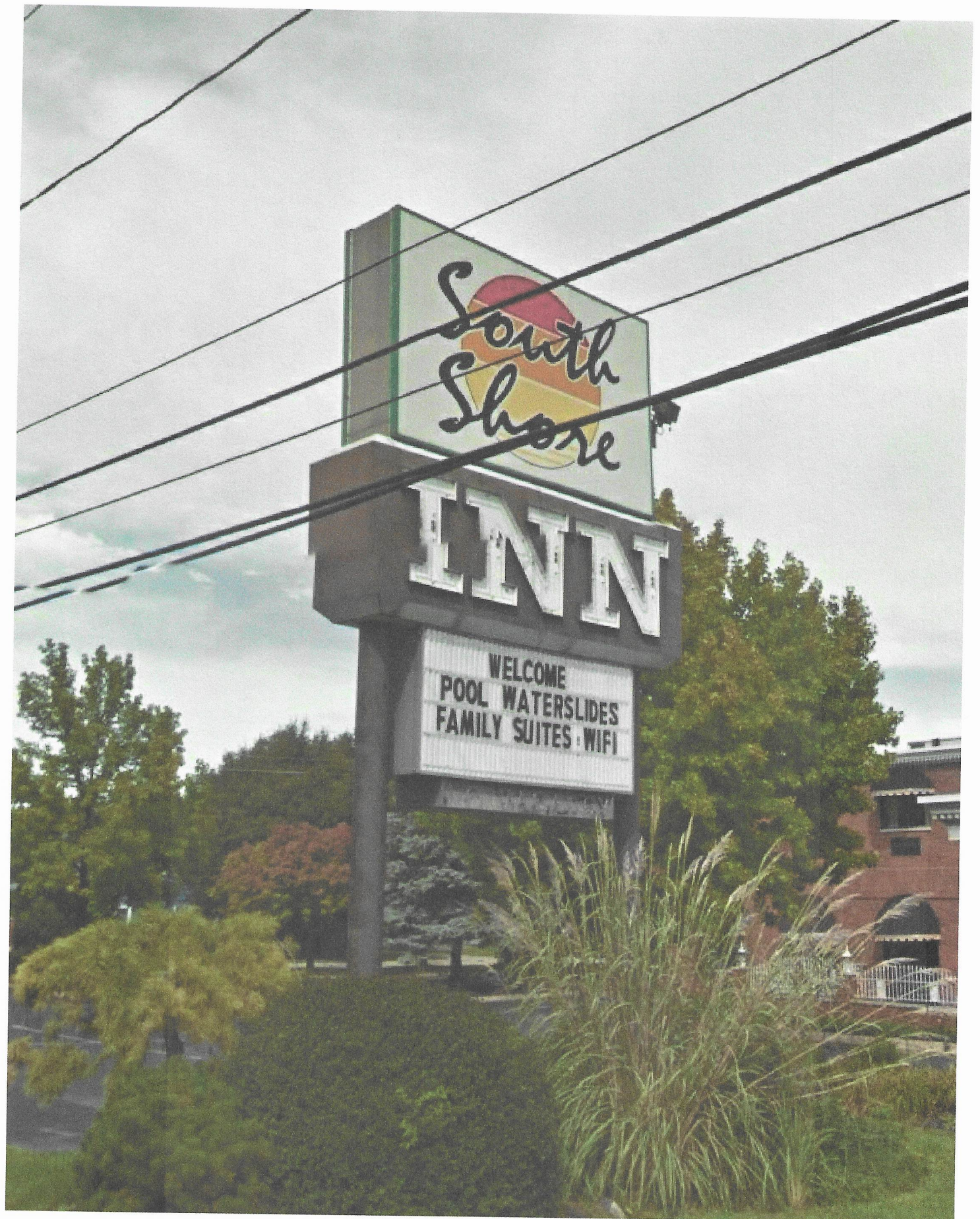




## CONDITIONAL USE PERMIT GENERAL STANDARDS

- Is a proposed use in fact a conditional use as established under the provisions of the Zoning Code?
- Will the proposed use be harmonious with and in accordance with the general objectives or with any specific objective of the City's Comprehensive Plan and/or the Zoning Code?
- Will the proposed use be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and/or change the essential character of the same area?
- Will the proposed use be hazardous or disturbing to existing or future neighboring uses?
- Will the proposed use be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water and sewer, and schools? Will the persons or agencies responsible for the establishment of the proposed use be able to provide adequately any such services?
- Will the proposed use create excessive additional requirements as public cost for public facilities and services and be detrimental to the economic welfare of the community?
- Will the proposed use involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes or odors?
- Will the proposed use have vehicular approaches to the property which shall be so designed as not to create an interference with traffic on surrounding public thoroughfares?







**LED SIGN SUPPLY**

Specializing in LED Display Technology

Walter F Huber - 19/02/06

VideoStar Series

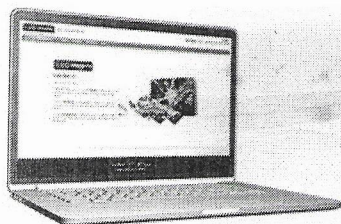
**6 FT X 12 FT 10MM LED DISPLAY**



## LED Sign Supply Inc. is proud to introduce our new EnviroSlim LED Billboard Series.

With it's light weight slim design this exciting product provides a cost effective LED advertising solution while providing versatility and ease of installation for any type of application or any environment.

ENVIRO SLIM  
LED Billboards



Simple and easy to use  
software for any application.



"The Best **HD LED** displays  
available to the market Today"





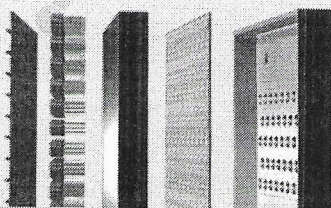
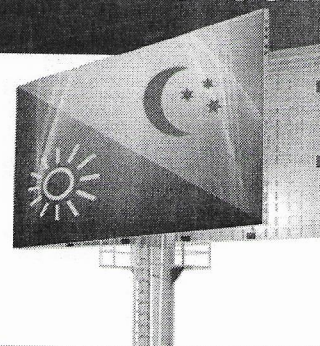
**LED SIGN SUPPLY**

Specializing in LED Display Technology

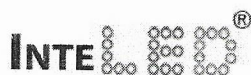
## OUR PROPRIETARY TECHNOLOGIES



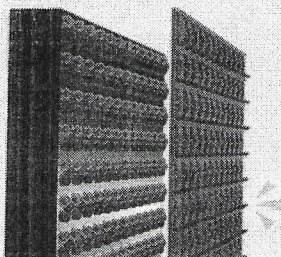
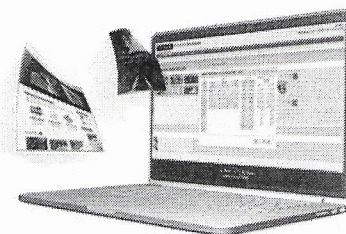
State of the art daylight sensor technology that automatically dims to ambient light levels to decrease light pollution and increase LED life longevity



State of the art heat sink technology ( regulates internal temperatures for optimum component longevity)



IntelLED ® Reporting technology which can automatically send scheduling, proof of play, performance and error messages reports to you or your clients



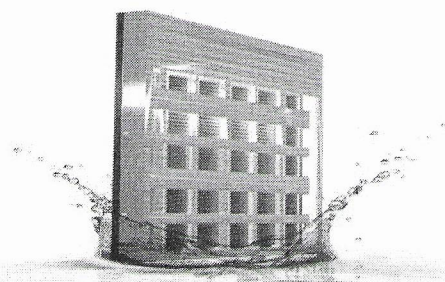
**VANDALGUARD®**

Protruding grill face that protects against vandalism and damage (rocks, bottles etc)



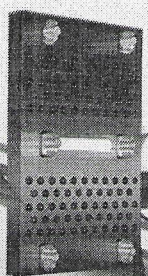
**Weatherpro®**

High grade light weight IP68 Rated weatherproof aluminum cabinets withstands all types of weather conditions



**enviroclean®**

Sealed component technology (eliminates internal dust and debris)

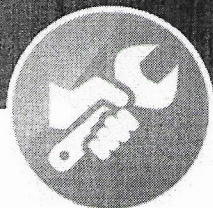




**LED SIGN SUPPLY**

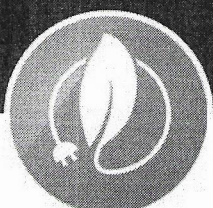
Specializing in LED Display Technology

# 6 FT X 12 FT 10MM LED DISPLAY



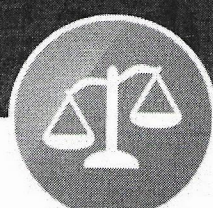
## FRONT SERVICING

Simple and easy front service access design



## LOW ENERGY

67% lower energy consumption to drastically reduce operating costs



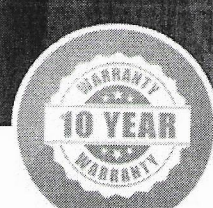
## LIGHT WEIGHT

75% less weight to reduce installation and structure costs



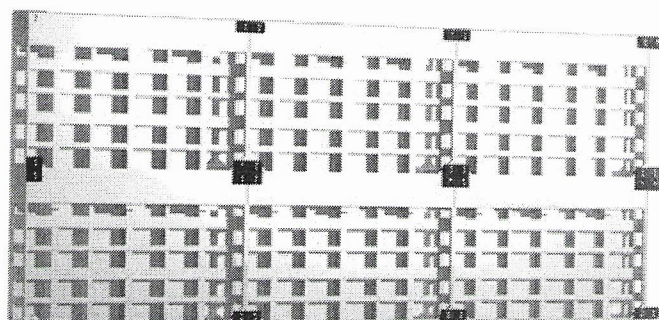
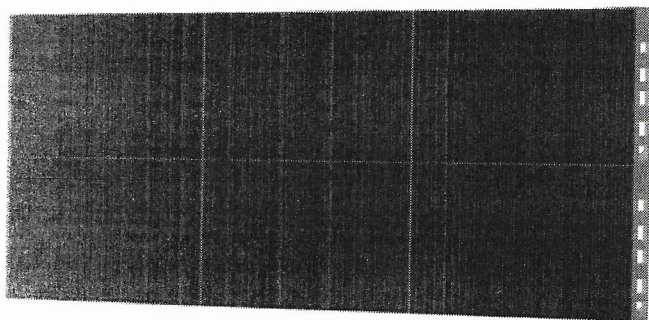
## WEATHER PROOF

Breakthrough IP68 sealed module technology to withstand any harsh environment



## WARRANTY

Industry's best 10 year Warranty



**ENVIRO SLIM**  
LED Billboards

### Sign Specifications:

Cabinet Approx:	62.99"h x 141.73"w
Actual Display:	62.99"h x 141.73"w
Text Dimensions:	1-20 lines, 45 characters / line
Matrix:	160h x 360w
Total Pixels:	57600
Model:	LSS-FMVS-10
Pitch:	10mm High Definition
Software:	VideoStar V2.0
Color Display:	Vibrant Full Color System
Cabinet:	Single sided high grade rust proof aluminum
Cabinet Opening:	Front Module
Cabinet Style:	Borderless
Power Supplies:	CE,cULus Approved / Meanwell
Weight /lbs:	416.7 each side
Wattage:	Max watts 2502 / Average watts 834 each side
Voltage:	120V each side


### Standard Features:

Comm:	Cat 5 Ethernet Connection / Wi-Fi / Cellular Modem / Fibre Optic
LED's Per Pixel:	1R1G1B
Display Palette:	Full Color
Colors:	281 Trillion Colors
Software Description:	- Web-based software that can be used from any computer that is connected to the internet. - Easily upload graphics, text, images, video & more. User-friendly software allows users to create a quick Ad, setup drag and drop scheduling and proof-of-play logs.
Viewing Angles:	160 Horiz/70 Vert
Graphic:	Slideshow playback w/fast transitions 75FPS Motion Animation Video, Image and Text Capable. Full Live Video Capable.
Processor:	14 Micron Chips, Copper Leads
Brightness:	High brightness
Warranty:	10 Year Limited Manufacturer's Warranty

Satisfaction Guaranteed  
Quote valid for 30 days





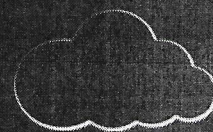
 **1-866-989-SIGN**

Simple and easy to use software for any application.

After years of extensive software engineering LED Sign Supply Inc. is proud to introduce our LED Videostar®. We have developed a more versatile user friendly software program for any type of user making it quick and painless to upload eye catching vibrant media content one or multiple networks of LED displays. We have also integrated our IntelLED® Reporting Technology which can automatically send scheduling, proof of play, performance and error messages reports to you or your clients.



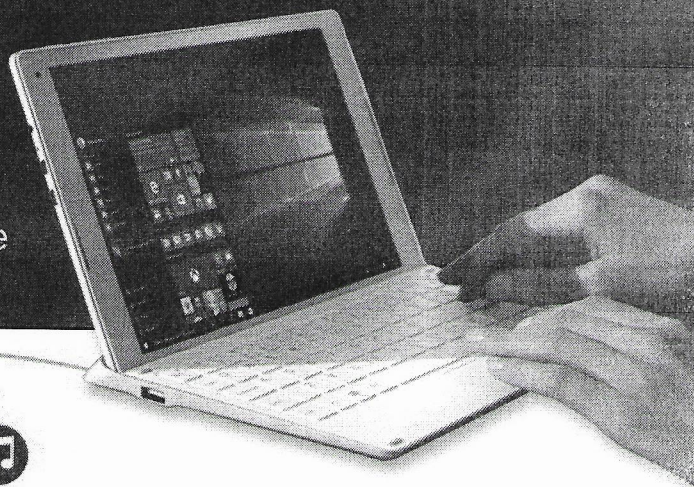
**Easy Ads Design**  
customize text, colors and animations



**Web Based**  
access your files from the cloud



**Timeline & Schedule**  
schedule multiple play ads



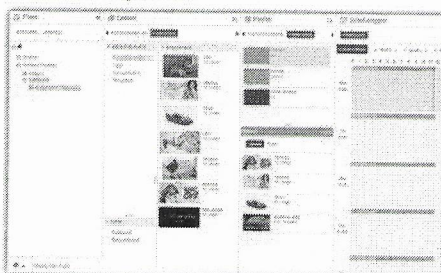
**Drag and Drop**  
easy to upload images and videos

Easily manage your media creations and advertising campaigns and maximize your LED signs potential!

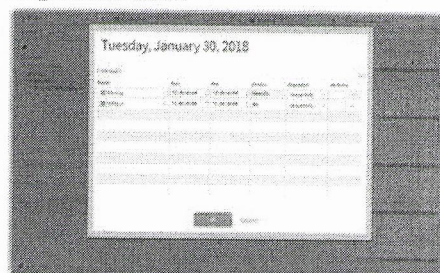
Ads Design



Content Upload



Sign Schedule



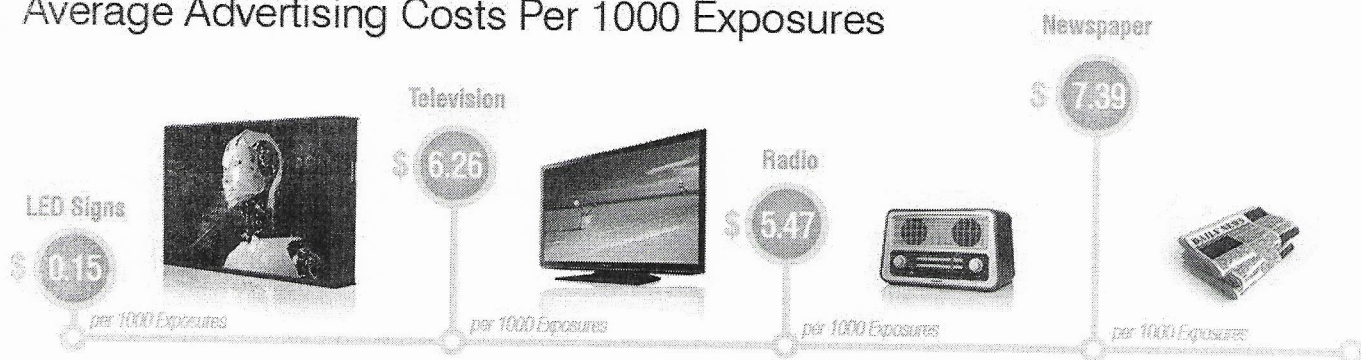
## Videostar Software Features

- 100% Uptime and perfect for third party advertising
- Works through Web, Wireless
- Load up hundreds of media files in one click
- Supports all common file types
- Create your own content using numerous easy to configure video templates
- Advanced user account management
- Schedule ad groups through an intuitive web interface
- Determine average dwell time using an IP camera
- Monitor your signs display remotely
- Email alert notifications
- Control One display or hundreds
- Web based and media manager
- Automated LED brightness control



- LED signage is proven to have the highest marketing ROI (Return on Investment)
- LED signs have the lowest cost per 1000 exposures (most cost effective advertising business solution)
- LED signage increases your sales by 30% to 100% or more
- LED signs brand your business to your products & services
- LED signs instantly advertise and directly motivate new and returning customers to buy from your business
- One time investment providing over 10 years of cost effective advertising
- Studies proved an LED sign is 900% more attractive than traditional signage
- 'Effective' messages increase sales and stands out from competitors
- Greater visibility from further distances, 24/hrs a day, 7 days a week
- Great resale value(holds great value and is easy to uninstall and relocate)
- Instantly send multiple messages to your sign to display store specials, promotions, sale items & more

### Average Advertising Costs Per 1000 Exposures



### Branding

- Remember 85% of your customers live or work within 5 miles of your business
- Each of these customers will drive past your company at least ten times a month
- Do they even know you are there and what you sell?
- Your sign should brand your location and business as well as visually first come to mind to your customers.
- Branding your business – LED Signage builds top of the mind business awareness.

### Competition

Can a sign really make a difference between the success and failure of a business? The simple answer is yes. Your signage is critical to your success. The SBA (Small Business Association) believes that inadequate signage is responsible for more than 50% of all business failures. LED Sign Supply Inc's displays drastically increase sales and walk-in traffic for your business, without one you are not taking advantage of your true marketing potential. This proven investment can be a strategic plan not only to make your business look more established, but to ensure your business stands out from all of your competitors.

**Time to secure your location** – Due to the increased demand for LED signage, many city permitting by-laws are now limiting the amount of LED signs in specific areas and are setting strict guidelines for the distance from one another. This means that if you don't place an LED sign on your property your neighbor or competitor may secure their property before you, enabling you from taking advantage of an LED sign.



CITY OF SANDUSKY, OHIO  
PLANNING DEPARTMENT

# PLANNING COMMISSION REPORT

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## AMENDMENTS TO THE DOWNTOWN SANDUSKY DESIGN REVIEW GUIDELINES

Reference Number: 04-2019

Date of Report: March 20, 2019

Report Author: Tom Horsman, Assistant Planner





# City of Sandusky, Ohio Planning Commission Report

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## BACKGROUND INFORMATION

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The City of Sandusky has submitted the following application, below is the information that is relevant to this application:

Applicant: City of Sandusky  
222 Meigs Street  
Sandusky, Ohio 44870

Applicable Plans & Regulations: City of Sandusky Downtown Design Review Guidelines

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## DESCRIPTION

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The City Commission created the Downtown Design Review District in order to 1) maintain and enhance the distinctive character of the Downtown by safeguarding the architectural integrity of the various period structures within it, and to prevent intrusions and alterations within this district that would be incompatible with this established character, 2) maintain and enhance the distinctive character of the properties in the Downtown by safeguarding the architectural integrity of the various period structures, and 3) to provide for a means of design review for other aspects of community development within the Downtown area that will be of any assistance in achieving a more pleasing environment for the residents of and visitors to the City, as well as prospective businesses and developers.

**Purpose:** There are two proposed amendments to the Downtown Sandusky Design Review Guidelines. The first is changing the name of the guidelines to the Sandusky Preservation Design Guidelines, to be in accordance with language in the Landmark Preservation chapter of the Zoning Code. The second is regarding outdoor patio fencing in downtown Sandusky. In order to maintain the historic character of the area, the Landmark Commission has expressed a desire to regulate patio fencing and ensure that the design of such fencing is visually consistent throughout downtown. The proposed amendment is also intended to ensure that the fencing is made of durable materials so that it remains in a state of good repair as best as possible.

**Items for Consideration:** Amendments to the **Downtown Sandusky Design Review Guidelines.**

1) The name of the guidelines shall be changed from the Downtown Sandusky Design Review Guidelines to the Sandusky Preservation Design Guidelines.

2) The Fencing, Walls, and Screening of Outside Storage Areas section of the Guidelines shall state the following. Proposed amendment is colored in red.

**Guidelines:**

- Repair and maintain historic fencing materials, especially cast- and wrought-iron fences.
- Fencing surrounding outdoor dining areas, on sidewalks, alleyways, and private property that is viewable from the right-of-way, shall be made of heavy-duty metal (steel, iron, or solid aluminum) and colored black. They shall be sturdy and stable. The fence shall be at least 50% open to allow visibility to and from the street and they shall not create visual or physical obstacles or hazards to adjacent buildings or pedestrian travel. Outdoor dining areas shall not exceed 60% of the sidewalk width and at least 60 inches of unobstructed corridor space must be maintained for sidewalk pedestrian traffic. The height of the fence shall be at least 36 inches and not exceed 42 inches and the bottom edge of the fence shall be a maximum 6 inches above the sidewalk surface.
- Try to solve privacy and security needs with traditional wood or metal materials, as well as through landscaping. Avoid masonry walls.
- In fence construction, use traditional forms: picket fences are appropriate, as are plain board fences (vertical boards nailed side by side on parallel stringers). For side yards, traditional loop-top wire fencing is both available and appropriate, as is simple iron fencing in historic designs.
- Wood fences should be painted or stained with an opaque stain compatible with the house's colors and should not be left to weather.
- Avoid inappropriate fence designs such as chain link, stockade, shadow board, basket weave, and other contemporary designs.
- Never use electric fences, barbed wire or razor ribbon fencing.
- Always place the front side of the fence toward the street; the structural posts and stringers should be on the inside of the fence.
- Keep high fencing at the rear of the property, with lower fences near the front of the lot. Avoid obscuring views of the building; consider holding the fence back somewhat from the street or sidewalk, and providing a small planting strip to soften the visual impact of the fence. A maximum fence height of three to four feet along the street is most appropriate; rear yard fences should be a maximum of six feet high.
- Remember that any fence over six feet in total height will require a zoning variance.
- Outside areas used for the storage of equipment and materials, dumpsters, other trash receptacles, and utility boxes/HVAC units should be screened from street view using appropriate fencing, walls, and/or evergreen landscaping materials.

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### **CONCLUSION/RECOMMENDATION**

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In conclusion, planning staff recommends that Planning Commission adopt the proposed amendments to the Downtown Sandusky Design Review Guidelines.