



Planning Commission

City Building

City of Sandusky, Ohio 44870

**October 23rd, 2019
1ST FLOOR CONFERENCE ROOM
240 COLUMBUS AVE
4:30 P.M.
AGENDA**

1. Meeting called to order – Roll Call
2. Approval of the minutes from September 25th, 2019.

New Business

3. Application for Site Plan Approval for adding an additional parking area at 310 East Boalt St., submitted by Josh Welfle on behalf of 310 East Boalt Street LLC.

Old Business

4. Meeting Adjourned

NEXT MEETING: Tuesday, November 26th, 2019, at 5:00 pm

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

**Planning Commission
September 25, 2019
Meeting Minutes**

Meeting called to order:

The Chairman called the meeting to order at 4:30pm. The following members were present: Mr. Miller, Mr. Waddington, Chairman Zuilhof, Mr. McGory, Mr. Jackson, Mr. Galea, and Mr. Whelan. Mr. Horsman represented the Planning Department.

Approval of minutes from the July 24th meeting:

Mr. McGory moved to approve the minutes. Mr. Miller seconded the motion.

New business:

Mr. Zuilhof stated that the first item on the agenda is an application to waive requirement for paved surface for a parking area located on 1320 Milan Road.

Mr. Horsman stated that the property in question is currently zoned as "R2F" Two-Family Residential. The applicant is proposing to extend the driveway by 19 feet and widen the eastern portion by 10 feet. The intention is to park a vehicle that is currently parked in the grass, in the gravel driveway. He stated that looking over this and considering it is existing, staff recommend approval with the following conditions: 1) The expanded drive/parking area is constructed as follows: The sod and topsoil are removed and the surface graded. The depth of the proposed area for gravel will be a minimum of 6 inches deep. The soil must be compacted. A minimum gravel base of 4 inches shall be used and top with a minimum of 2 inches of stone, 2) A minimum of 2 inches of new gravel shall be spread on the existing drive. The applicant is not present to answer questions.

Mr. Miller asked if in the diagram is what the applicant is proposing combined with what is currently existing and trying to formalize what is basically existing.

Mr. Horsman stated that in the photo presented it is difficult to see, but the applicant would like to extend the driveway to where the truck is parked in the photo.

Mr. Miller asked if there are professional terms used to distinguish gravel from stone and if there is a way to distinguish what the subbase material is. Is it a larger, coarser subbase. When talking about compaction, you want to dig it out, compact it, then put in the stone, and then put in the gravel, and the stone must be a different material than the gravel. Four inches of gravel would presumably absorb moisture, making it sort of like pervious driveway. We are compacting the subbase, then the stone. He asked if that is the theory?

Mr. Horsman stated that this is beyond his expertise, but he believes so.

Mr. McGory stated that when he has dealt with this before, they used small gravel with stone dust. Water will soak through it, but it is intended to make something that bigger rocks don't necessarily get squashed down into the dirt. So it kind of forms a base, but it doesn't prevent rocks from being pushed. That is why people have to add rock.

Mr. Miller stated that specifications for subwork specify that 3 or 4 inches, or something like that. He said that he is not sure on the difference in stone and gravel. What Mr. McGory is talking about can be almost impervious concrete. It compacts down as hard as concrete overtime. It forms a solid subbase. That isn't so good for allowing water to percolate through. If

gravel is intended to do 3 inches and the stone is a ½ inch, then there is some interstitial space, where water can be absorbed and dispersed gradually overtime.

Mr. Zuilhof stated that if there is blue clay under there it isn't going to work anyway. He stated that there is a condition to give a depth requirement. He stated that maybe that could be clarified that the materials used should be approved by the building department. He said that he is not sure that difference in gravel or stone terms is particularly meaningful.

Mr. Miller stated that in the mind of whomever wrote the report, they must be distinguished.

Mr. McGory stated that in the way that it was drafted, that gravel is a small stone. It comes from the same quarry, but gravel is ground up in smaller pieces and stone is bigger.

Mr. Zuilhof stated that since nobody has the expertise to say for sure, the committee can move along with saying that the building department needs to approve the materials.

Mr. Horsman suggested that the division of public works approve the materials.

Mr. Zuilhof stated that we are here for the reason of expansion of the parking area. We could require for the entire area to be paved including the existing area. But because of our policy of trying to avoid unnecessary impervious surfaces, would this specification apply to the entire parking area or just the additional.

Mr. Miller stated that the conditions state that a minimum of 2 inches of new gravel shall be spread on the existing drive.

Mr. McGory stated that he is reading the application as they are wanting to widen the driveway by 10 feet, which is going to past the buckeye tree.

Mr. Horsman stated that the widening of the driveway is just in the back, before the tree.

Mr. McGory asked where on Milan Rd this is.

Mr. Jason stated that the property is just north of Kaman's.

Mr. Zuilhof stated that there is quite a bit of stuff behind the fence that looks like it belongs to this property. He asked if this stuff is within code and a commercial use.

Mr. Zuilhof asked if commission needs to table the application.

Mr. McGory stated that if there is a violation in the backyard, that could be separate from the driveway application.

Mr. Zuilhof stated that he would like to know what is going on there.

Mr. Horsman stated that he could follow up with the director of code compliance.

Mr. McGory stated that with respect to the application, that if the application is approved, it will only improve the way the driveway looks. He stated that he would be in favor of going along with staff's recommendation.

Mr. Zuilhof stated that it is kind of what the commission is supposed to do is to have the facts before things are decided.

Mr. Jackson stated that he has some concerns about future for anytime someone wants to extend a driveway, they just put some stone down. In the past commission has said that it has done it. He stated that if this is approved, he worries about it setting a precedent.

Mr. Whelan stated that this is his only hesitation. He stated that he is more along with Mr. McGory that commission should keep the backyard and this application separate. The application does not have anything to do with the code compliance issues that are going on in the backyard.

Mr. Zuilhof stated that he doesn't know if it does, but it would if it is commercial use back there and they are using the driveway for access to illegal commercial use. It might be relevant, not sure.

Mr. McGory asked if the applicant did not want to lengthen and widen the back of the driveway, and just wanted to put some more gravel down on the existing driveway, could he do that without any sort of application.

Mr. Horsman stated that he believes so.

Mr. Miller motioned to approve the application subject to staff's conditions. Mr. Whelan seconded the motion.

Mr. Miller stated that he would feel more comfortable if the applicant was available to answer questions, but he agrees with Mr. McGory about the code compliance issue being separate. He stated that he has been looking for opportunities to not have pervious pavement. He is not concerned with this application setting a precedent because there are conditions along with it.

Mr. Zuilhof asked where the wording came from in the conditions.

Mr. Horsman stated that Mr. Voltz was in talk with Public Works about the application.

With no further discussion, the motion passed with 6 members voting for approval and 1 member against approval. Motion passed.

Meeting Adjourned:

Mr. McGory moved to adjourn the meeting.

Mr. Horsman stated that the November meeting is scheduled to be the day before Thanksgiving and asked if the commission wanted to change that meeting date or not.

Mr. Zuilhof asked commission to show who would not be in favor of having the meeting the day before Thanksgiving. Two members raised their hands.

Mr. Zuilhof asked if anyone would not be in favor of having the meeting the Tuesday before Thanksgiving. Nobody raised their hand.

Mr. Miller motioned to approve the new meeting date of 11/26/19. Mr. Waddington seconded the motion.

Meeting adjourned at 4:57pm.

Kristen Barone, Clerk

Michael Zuilhof, Chairman

CITY OF SANDUSKY, OHIO
DEPARTMENT OF PLANNING

PLANNING COMMISSION REPORT

APPLICATION FOR SITE PLAN APPROVAL
FOR ADDITIONAL PARKING AT 310 E BOALT
STREET

Reference Number: PSPOS19-0011

Date of Report: October 15, 2019

Report Author: Greg Voltz, Planner



City of Sandusky, Ohio Planning Commission Report

BACKGROUND INFORMATION

Josh Welfle, on behalf of 310 East Boalt Street LLC, has submitted a site plan application for a parking lot expansion. The following information is relevant to this application:

Applicant: 310 East Boalt Street LLC
1721 Hancock Street
Sandusky, Ohio 44870

Authorized Agent: Josh Welfle
224 E. Water Street
Sandusky, Ohio 44870

Site Location: 310 East Boalt Street

Zoning: "CS" Commercial Service
Adjacent Zoning: North: "RB" Roadside Business
East: "R2F" Two-Family Residential
South: "R2F" Two-Family Residential
West: "CS" Commercial Service

Parking: Existing – 42
Additional – 16

Existing Uses: Vacant

Proposed Uses: Parking

Applicable Plans & Regulations:

Sandusky Zoning Code Chapter
Chapter 1149 Site Plan Review & Off-Street Parking
Chapter 1137 Commercial Districts

SITE DESCRIPTION

The subject property is located near the intersection of East Boalt Street and Hancock Street, located across from a church and between Jaycee Park and Milan Road. The site is adjacent to current employee parking, and near other parcels zoned Commercial Service within the City of Sandusky. The area is zoned "CS" Commercial Service, which permits the following:

1137.05 PERMITTED MAIN BUILDINGS AND USES; COMMERCIAL SERVICES DISTRICT.

(a) Main Buildings and Uses.

- (1) All buildings and uses permitted in and as regulated in the Commercial Recreation District;
- (2) Wholesale businesses, services and storage establishments as follows:
 - A. Cleaning establishments. Laundries, dyeing, carpet cleaning, dry cleaning, towel supply; auto-wash provided the waiting-line area is maintained entirely within premises;
 - B. Food and drink preparation. Baking, cake ornaments, canning, dehydrating, freezing, grinding, mixing, pasteurizing, refining, and roasting processes, meat processing, ice manufacturing, bottling works, breweries, wineries;
 - C. Laboratories; research, experimental, and testing;
 - D. Print and publishing establishment, stationary products;
 - E. Boat building and repair, fisheries, shipping docks;
 - F. Poultry packing and dressing;
 - G. Repair establishments for automotive motors, body and paint, tire vulcanizing, electrical and household appliances;
 - H. Other shops. Contractors, carpentry, plumbing, heating, painting, glazing, ornamental iron, roofing and sheet metal, packing and crating;
 - I. Warehouses, storage and wholesale establishments, freight yards and stations, excluding storage of explosive and flammable gases, solids, or liquids;
 - J. Yards for storage of coal, lumber, and other building materials, monument works;
 - K. Yards for public utility materials, equipment, and vehicles;
 - L. Animal hospitals, veterinarians' offices, kennels, stables for horses;
 - M. Commercial greenhouses.
- (3) Manufacturing uses, limited to the following products and processes.
 - A. Advertising signs, sign painting;
 - B. Awnings, blinds, shades, brushes, brooms;
 - C. Cameras, clocks, jewelry, cutlery, kitchen utensils;
 - D. Clothing and leather goods;
 - E. Cosmetics and toiletries, compounding of pharmaceutical products;
 - F. Electrical equipment. Fans, irons, toasters; radios, televisions, and other electronic equipment; assembly of lighting fixtures;
 - G. Furniture, boxes, crates, patterns, and similar small wood products;
 - H. Hand tools and hardware, dies and similar small metal products;
 - I. Instruments and equipment for athletic, engineering, medical, musical purposes;
 - J. Mattresses and upholstery;
 - K. Metal finishing, grinding, plating, polishing, sharpening, welding;

L. Assembly and fabrication of machine tools; processing and machining of castings; assembly, fabrication, machining, processing, painting, plating and rustproofing of metal and nonmetal parts and accessories, including screw machine parts.

(4) Multi-family residences as a conditional use in structures listed on the National Register of Historic Places as published from time to time by the Secretary of the United States Department of the Interior.

(b) Similar Main Uses. Any other service, storage, or manufacturing establishment not listed above or in subsequent use classifications, and determined as similar by the Commission.

(c) Accessory Buildings or Uses.

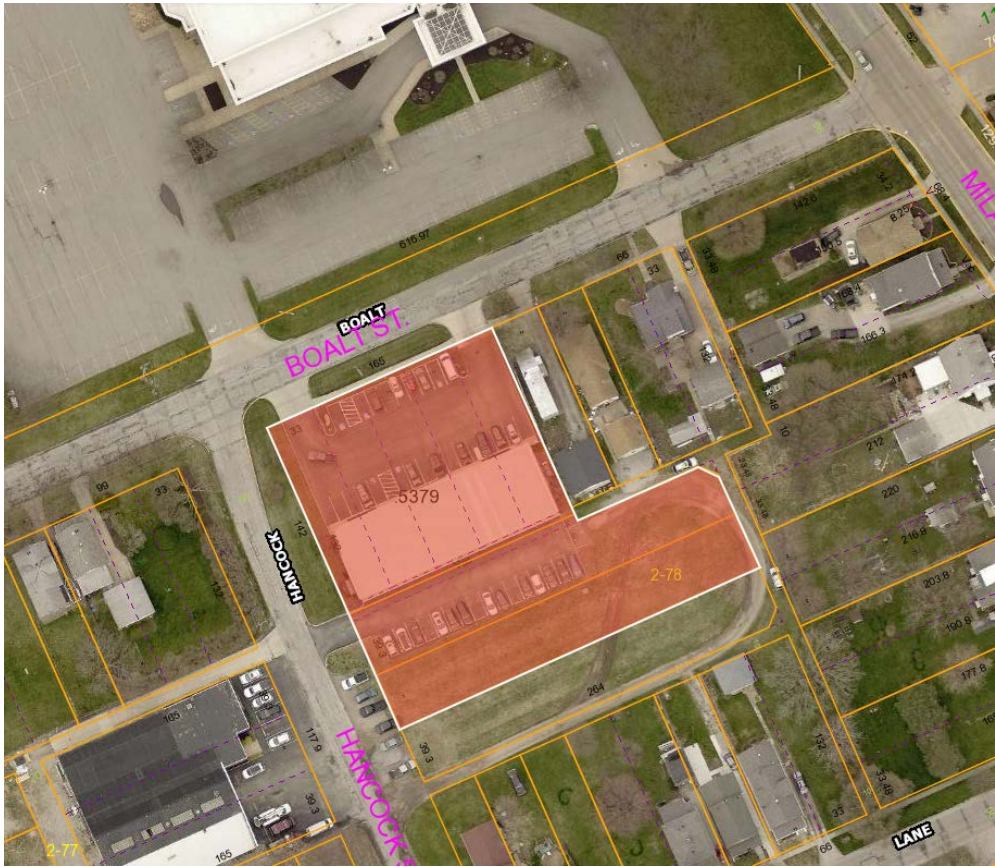
(1) Accessory off-street parking and loading facilities as regulated and set forth in Chapter [1149](#).

(2) Any accessory use customarily incident to a permitted main use.
(1980 Code 151.65)

Photos of location and surrounding areas as well as location map are found below.

310 East Boalt Street





Zone Map – Parcels Indicated



PUD - Planned Unit Development



TRO - Transient Rental Overlay



Zoning

-  AG - Agriculture
-  CA - Commercial Amusement
-  CR - Commercial Recreation
-  CS - Commercial Service

-  DBD - Downtown Business
-  GB - General Business
-  GM - General MAnufacturing
-  LB - Local Business
-  LM - Local Manufacturing
-  P - Auto Parking
-  PF - Public Facilities
-  R1-40 - Single Family Residential
-  R1-50 - Single Family Residential
-  R1-60 - Single Family Residential
-  R1-75 - Single Family Residential
-  R2F Two-Family Residential
-  RB - Roadside Business
-  RMF - Multi-Family Residential
-  RRB - Residential/Business
-  RS - Residential Suburban

DIVISION OF PLANNING COMMENTS

The applicant is expanding the parking lot at the back of the property to provide 16 additional spaces for the building. This will include a new drive entrance to the parking lot off of Hancock Street. This will remove vehicles from parking within the boulevard as shown in the location map, previously in this report. The new parking area does meet the City of Sandusky Zoning Code size requirements for space width, space depth, and drive aisle width.

Staff would like to note that the applicant is adding the required 100 Sq. Ft. landscaped island to the eastern edge of the new parking area including the required plants within. The applicant has stated that they do not intend to add any new lighting to the site as they believe with is currently provided is sufficient.

ENGINEERING STAFF COMMENTS

The City Engineer has reviewed the proposed site plan and has stated the following comments and concerns:

NEED DRAINAGE PLAN AND STORMWATER PLAN.
RECOMMEND SWALE AT S. SIDE OF NEW PAVEMENT, CAN BE DETAINED THERE
IN A POND OR WITH HIGH-ABSORBENCY PLANTS.

BUILDING STAFF COMMENTS

The City Building Official has reviewed the application and has no concerns regarding the proposed site plan.

POLICE DEPARTMENT COMMENTS

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

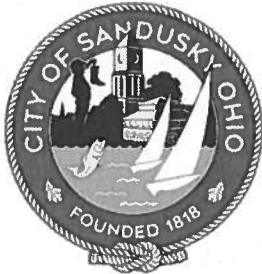
FIRE DEPARTMENT COMMENTS

The City Fire Chief has reviewed the application and has no objections or concerns regarding the site plan application.

CONCLUSION/RECOMMENDATION

In conclusion, Planning Staff recommends approval of the proposed site plan for 310 East Boalt Street with the following conditions:

1. The applicant provides engineering with necessary drawings for construction including but not limited to:
 - a. Drainage and Stormwater Plans
2. All applicable permits from engineering and building departments are obtained prior to construction.



PLANNING COMMISSION
Application for Site Plan Approval

Department of Planning
240 Columbus Ave
Sandusky, Ohio 44870
419.627.5891
www.cityofsandusky.com

APPLICANT/AGENT INFORMATION:

Property Owner Name: 310 EAST BOALT STREET LLC

Property Owner Address: 1721 HANCOCK STREET

SANDUSKY OH 44870

Property Owner Telephone: _____

Authorized Agent Name: JOSH WELFLE

Authorized Agent Address: 224 E. WATER STREET

SANDUSKY OH 44870

Authorized Agent Telephone: 419-625-2554

LOCATION AND DESCRIPTION OF PROPERTY:

Municipal Street Address: 310 EAST BOALT STREET

Legal Description of Property (check property deed for description):
22 HANCOCK STREET WH, 21 HANCOCK STREET WH, 23 HANCOCK ST WHOLE EX NE CORNER, 24, 25, 26, 27, 28 BOALT STREET WH + PT VAC ALLEY 165x142.537M
57-04998.00, 57-05000.00

Parcel Number: 57-03062.000, 57-04999.00 Zoning District: CS

DETAILED SITE INFORMATION:

Land Area of Property: 1.2381 (sq. ft. or acres)

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

Building #1: 7300 (in sq. ft.)

Building #2: _____

Building #3: _____

Additional: _____

Total Building Coverage (as % of lot area): 13.5%

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): ALL BUSINESS USE

Proposed Building Height (for any new construction): NO NEW CONST.

Number of Dwelling Units (if applicable): N/A

Number of Off-Street Parking Spaces Provided: 42 BEFORE, 58 AFTER

Parking Area Coverage (including driveways): 7,525 SF^{NEW} (in sq. ft.)

Landscaped Area: 102 (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)
- Addition to Parking Lot

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.):

EXPANSION OF PARKING LOT AT BACK OF PROPERTY TO

PROVIDE 16 ADDITIONAL SPACES TO THE BUILDING.

NEW DRIVE CONNECTING THE PARKING AREA TO HANCOCK ST.

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.

 10/11/19
Signature of Owner or Agent Date

PERMISSION TO ACT AS AUTHORIZED AGENT:

As owner of 310 EAST BOALT (municipal street address of property), I hereby authorize P. JOSH WELFLE to act on my behalf during the Planning Commission approval process.

 Managing Partner 10-11-19
Signature of Property Owner Date

REQUIRED SUBMITTALS:

15 copies of a site plan/off-street parking plan for property
\$25.00 application fee

APPLICATION MUST BE FILLED OUT COMPLETELY

STAFF USE ONLY:

Date Application Accepted: _____ Permit Number: _____

Date of Planning Commission Meeting: _____

Planning Commission File Number: _____

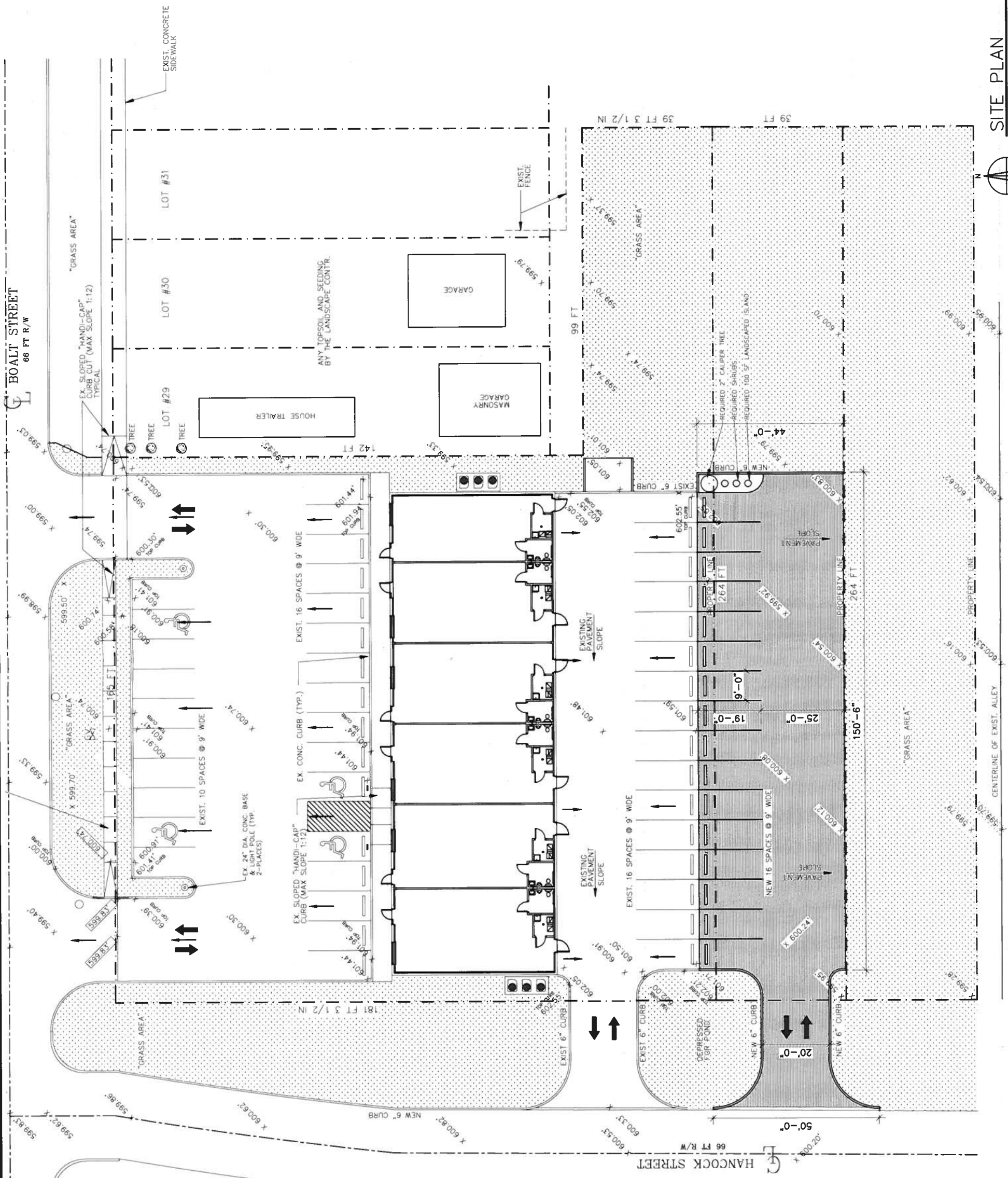
ALL DIMENSIONS AND NOTED MATERIALS
CONTAINED HEREON ARE TO BE CONSIDERED
AS PART OF THE CONTRACT. THE CONTRACTOR
SHALL BE RESPONSIBLE FOR VERIFYING THE
ACCURACY OF ALL DIMENSIONS AND MATERIALS
NOTED HEREON. THE CONTRACTOR SHALL
CONTACT THE DESIGNER IMMEDIATELY
IN WRITING IF ANY DISCREPANCIES
ARE NOTICED.

DATE	REVISIONS

FEICK DESIGN GROUP, INC.
JOHN A FEICK, ARCHITECT
224 EAST WATER STREET
SANDUSKY, OHIO
(419)-625-2554

PRELIMINARY
NOT FOR CONSTRUCTION

SITE PLAN
SCALE: 1"=30'-0"



SITE CONTR. SHALL - NEATLY
SAWCUT ALONG EXIST. ROADWAY &
EXCAVATE TO ALLOW FOR NEW STONE
AND ASPHALT PAVING