



Planning Commission

City Building

City of Sandusky, Ohio 44870

March 18, 2020
1ST FLOOR CONFERENCE ROOM
240 COLUMBUS AVE
3:45 P.M.
SPECIAL MEETING
AGENDA

1. Meeting called to order – Roll Call
2. Approval of the minutes from February 26, 2020

New Business

1. MITCHELL BORES, ON BEHALF OF LARRY K. KESSLER, HAS SUBMITTED A SITE PLAN APPLICATION FOR A BUILDING ADDITION AT 1202 FIRST STREET.
2. JAMES F. KENNEDY, ON BEHALF OF JHK GROUP LLC/TOWBOAT MARINE LLC, HAS SUBMITTED A SITE PLAN APPLICATION FOR A BUILDING ADDITION AT 1020 W WATER STREET.
3. DEDICATION OF VENICE ROAD RIGHT-OF-WAY FROM PARCEL #60-00568.000.
4. DEDICATION OF VENICE ROAD RIGHT-OF-WAY FROM PARCEL #60-00662.000.

Old Business

3. Meeting Adjourned

NEXT MEETING: March 25th, 2020 at 4:30pm.

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

**Planning Commission
February 26th, 2020
Meeting Minutes**

Meeting called to order:

The Chairman called the meeting to order at 4:30pm. The following members were present: David Miller, Mike Meinzer, Mike Zuilhof, Peter McGory, Jim Jackson, and Conor Whelan. Greg Voltz and Angela Byington represented the Planning Department. Trevor Hayberger represented the Law Department.

Approval of minutes from the December 18th, 2019 meeting:

Mr. McGory moved to approve the minutes as submitted. Mr. Miller seconded the motion. With no further discussion, all members were in favor to approve the minutes.

Election of officers:

Mr. Miller nominated Mr. McGory for Chairman. Mr. Jackson seconded the motion. With no other nominations presented, all members were in favor of the motion.

Mr. McGory nominated Mr. Miller for Vice Chairman. Mr. Meinzer seconded the motion. With no other nominations presented, all members were in favor of the motion.

New business:

Mr. McGory stated that first on the agenda is an application submitted by Jack P. Smith and Jeffery A. Smith, for a Conditional Use Permit to allow a “GB” – General Business Use within the “LB” – Local Business District at 520 Finch Street.

Mr. Zuilhof recused himself from voting on the application and excused himself from the room.

Mr. Hayberger stated that this is an adjudicatory meeting, so everyone that wishes to speak in regards to the applications will need to be sworn in. He then swore in everyone that wished to speak.

Mr. Voltz explained that staff does have concerns with excessive congestion on the street with this use. Code Enforcement has been involved with this property in regards to improper parking of vehicles, so staff does recommend strict conditions be put in place so that the Planning Commission may revoke or modify the Conditional Use Permit in the future. Staff do believe the applicant has made an effort to reduce the impact of the use on the surrounding properties. Staff recommends approval of the Conditional Use Permit with the following conditions: 1) Must maintain access in marked areas on site plan for fire apparatus and provide access to the building. Vehicles should not block exterior doors, 2) Vehicles on display must remain outside of the City right-of-way, 3) If staff receive complaints about the business, the owner will be required to return to Planning Commission, who may then either revoke or modify the Conditional Use Permit, 4) No parking in the grass areas, 5) No more than 10 vehicles may be displayed along Cleveland Rd, and 6) No vehicles to be worked on, have been worked on, or employee vehicles may be located on the street or within the right-of-way.

Mr. Whelan asked how staff came up with the number of vehicles allowed for condition five.

Mr. Voltz stated that was the amount that was allowed in the previous Conditional Use Permit and he does not believe the space allows for more than that.

Mr. Meinzer asked if condition three means that the applicant will need to return to Planning Commission for any complaint or will staff evaluate.

Mr. Voltz explained that would be based on whether or not a code enforcement officer goes out and observes a complaint.

Mr. Miller asked if the applicants have agreed to the conditions that staff has recommended.

Mr. McGory stated that before the applicants speak he would like to see if anybody else has any other questions for staff. Mr. McGory then asked Mr. Voltz what the need was for a new application.

Mr. Voltz explained that the change in ownership from 2006 requires a new application regardless of the property having the same use as before.

Mr. McGory asked how the issue suddenly came about since the new owners have been there since 2006.

Mr. Voltz stated that code enforcement has been out there a couple of times for complaints and realized that there are different owners.

Ed Rhode, representing the applicants, stated that he went down to the fire department and he was told that there is not a need for a vehicle path behind it, but a four foot hose path, which the applicant is okay with. He said that there is a condition staff recommends that states no more than 10 vehicles can be displayed along Cleveland Rd, but 15 would fit comfortably.

Applicant Jeff Smith stated that up to 14 would be enough. He then said that he does not like when people park in the boulevard because it tears up the grass and he has received two tickets from customers parking their cars there when he did not even know they did so and would like the City's help in trying to figure out what to do about that.

Mr. McGory stated he could plant a couple of trees and talk with the City Forestry Department about that.

Jeff Smith then stated that there is room for at least two cars on the street in front of his building and said that in the conditions staff recommend he is not allowed to park on the street.

Ms. Byington stated that she would like to caution allowing parking in front of the property as she thinks it was an issue before with the previous Conditional Use Permit.

Mr. Whelan stated that he does not see any issue with allowing the owners to park in front of their building, just like everybody else has the ability to do. As far as the number of vehicles displayed along Cleveland Rd, he asked if the applicants could show that the amount of vehicles they want would fit.

Jeff Smith stated that the amount of vehicles that will fit depends on the size of the vehicles and they may not be able to come up with 14 vehicles to take a picture of. He asked why it matters the number of vehicles that are there as long as they fit within the designated area.

Mr. Whelan stated he does not see an issue with that.

Mr. Miller asked if he could clarify what he is understanding everyone seems to agree on. He then stated that Planning Commission could approve the application today with the applicant submitting a new site plan to staff to approve. Regarding condition six, the owner should have the right to park however many cars fit reasonably in front of their business, just as anybody else.

Mr. Jackson made a motion to approve the application with the modifications Mr. Miller just said.

Mr. Miller seconded the motion.

Mr. McGory stated that he is not entirely clear on the motion and asked if the motion is to approve the application with the conditions staff recommended, except that the applicant needs to submit a new site plan to staff to approve up to 14 cars along Cleveland Rd and that the owner may park a reasonable amount of cars on the street in front of their building.

Mr. Miller said that was correct.

All members were in favor of the motion (except for Mr. Zuilhof who recused himself), and the application was approved.

Mr. McGory stated that next on the agenda is an application submitted by Joshua O'Neil, on behalf of Neil Trautman, for a site plan application for two new buildings at 2216 Milan Rd.

Mr. Voltz stated that the applicant would like to put two residential houses on the excess land on this property. The existing zoning is Residential/Business and the existing use is Residential. All setbacks have been met, Engineering just recommends the proposed parking be paved to eliminate the chance of tracking/erosion. Staff recommends approval of the proposed site plan with the following conditions: 1) All applicable permits are obtained through the Building Department, Engineering Department, and any other applicable agency, 2) The existing gravel drive is paved in order to reduce tracking and erosion, 3) All engineering comments are addressed with approval from the City Engineering Department, and 4) The applicant either obtains a variance for having multiple single family buildings on a parcel or they do a lot split to have the three separate single family buildings on their own individual parcel.

The applicant Neil Trautman stated that their engineer is in the process on filling out the application for the variance. He asked if they did decide to go the lot split route, would that change the current zoning of the whole parcel.

Mr. Voltz stated that it would not.

Mr. McGory asked if the applicant does not want to do the lot split and they want to do the variance, would that just go through staff, or would that come to Planning Commission.

Ms. Byington stated that if the applicant wants to apply for the variance that would go to the Board of Zoning Appeals.

Mr. Zuilhof stated that he would feel better if the Planning Commission knew what the lot splits were before approving the application.

Mr. Meinzer motioned to approve the site plan application with staff's recommendations.

Mr. Whelan seconded the motion.

Mr. Jackson asked where the houses are going to be sitting on the property.

Mr. Trautman showed on a map where the houses would be sitting.

Mr. McGory asked the applicant if the recommendation of paving the driveway was acceptable to him.

Mr. Trautman stated that it was.

Mr. Voltz stated that if the lot was split into three separate parcels and the houses are put where they are proposed to be put, that would be approved at staff level. The reason the application came to Planning Commission is because you cannot have multiple single family units on one parcel.

All members were in favor of the motion, and the application was approved with staff's recommendations.

Mr. McGory stated that the third application on the agenda, submitted by Mitchell Bores, on behalf of Larry Kessler, is for a site plan application for a building addition at 1202 First St.

Mr. Voltz stated that members may have remembered this coming to Planning Commission over the last few years. The addition is to be able to add two additional car lifts. The existing zoning is Commercial Service. The applicant last proposed an addition in 2016 and included a 72 foot by 100 foot addition and expanding the parking area into the adjacent property to the east. The applicant has significantly reduced the plans for this application and are looking to add the addition to the south of the building. The applicant believes this will reduce the amount of vehicles outside of the building, but staff is still concerned that this will increase the amount of cars outside of the building as this may increase the amount of service received. Staff recommends tabling the site plan until the following is submitted for review: 1) A landscaping plan is provided to comply with chapter 1149 of the Sandusky Zoning Code, and 2) A scaled parking plan is provided to comply with chapter 1149 of the Sandusky Zoning Code.

Mr. McGory asked if staff can refresh his memory on whether or not the project was approved previously and just never completed.

Mr. Voltz stated that yes the project was approved previously and never completed, but the applicant could speak more on why.

The applicant Larry Kessler then stated that the 72 foot by 100 foot addition was going to cost more than he wanted to spend so they scaled down the project a little bit.

Mr. Zuilhof stated that it seems reasonable to postpone the discussion until the next meeting, per staff recommendation.

Mr. Meinzer seconded the motion.

Mr. Jackson asked if the applicant had a timeline on when to start the project.

Mr. Kessler stated as soon as possible. Mr. Kessler said that as far as landscaping goes, there is no place to put landscaping as it is all concrete there now except for the boulevard on the other side of the sidewalk.

Mr. Voltz stated that per the code, the site plan would need to include landscaping so some concrete may need to be removed to add that.

With five members voting for the motion, and one voting against the motion, the motion passed, and the application was postponed.

Mr. McGory stated that the last application on the agenda, submitted by Joseph Singler, on behalf of Ramsdell's Garage Inc, has submitted a site plan application for a new building at 406 Melville St (340 Tiffin Ave.)

Mr. Voltz stated that the building would be for storage. The existing zoning is General Business and the land is currently vacant. After the applicant reviewed the staff report, they stated that they were open to adding landscaping. However, they did want to note that they have already installed fencing on the western end of the property and they will not be able to add landscaping in the tree line due to the turning radius needed when hauling larger vehicles. Staff recommends approval of the proposed site plan with the following conditions: 1) All applicable permits are obtained through the Building Department, Engineering Department, and any other applicable agency, 2) All engineering comments are addressed with approval from the City of Sandusky Engineering Department, 3) Increased screening and greenery noted within staff report are added to project, excluding the tree line area, 4) Planning Commission waives paving requirement however if consistent use of this space for parking, rutting, erosion, or tracking occurs, paving will be required, 5) Planning Commission waives the required parking requirements as this is intended to primarily being used for storage, and 6) No parking of vehicles to be worked on outside of building unless operable and valid license plates.

Mr. Zuilhof made a motion to approve the application subject to staff recommendations and with additional clarification that if the curb cut remain wide, that the green space be compensated for elsewhere on the site.

Mr. Miller seconded the motion.

All voting members were in favor of the motion (Mr. Meinzer left early and did not vote).

Meeting Adjourned:

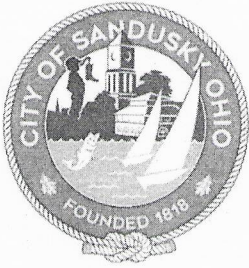
Mr. Whelan moved to adjourn the meeting. Mr. McGory seconded the motion. With no further discussion, the meeting was adjourned at 5:48pm.

The next meeting date is March 25th, 2020 at 4:30pm.

Approved:

Kristen Barone, Clerk

Pete McGory, Chairman



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:

Larry K. Kessler

Property Owner Address:

6205 Bogert rd. west

Castalia, Oh 44824

Property Owner Telephone:

419-656-4454

Authorized Agent Name:

Mitchell Bores

Authorized Agent Address:

3215 Bardshar rd

Authorized Agent Telephone:

419-541-6527

LOCATION AND DESCRIPTION OF PROPERTY:

Municipal Street Address:

1202 First st.

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

27 28 First st WH

Parcel Number:

57-03384.000

Zoning District:

DETAILED SITE INFORMATION:

Land Area of Property: 2504 (sq. ft. or acres)

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

Building #1: 1808 (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: GARAGE AREA 1,420 sqft

Office space 388 sqft

Proposed Building Height (for any new construction): 12'6"

Number of Dwelling Units (if applicable): _____

Number of Off-Street Parking Spaces Provided: _____

Parking Area Coverage (including driveways): 7,467 (in sq. ft.)

Landscaped Area: 762 (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.):

I plan to build an addition to my current shop. 2 Garage bays added on to south side of current building 40'x40' 1600sqft for two more vehicle lifts. Concrete drive
Five days a week 8am - 4pm

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

1-28-20

Date

PERMISSION TO ACT AS AUTHORIZED AGENT:

As owner of 1202 First st (municipal street address of property), I hereby authorize Mitch Bores to act on my behalf during the Planning Commission approval process.



Signature of Property Owner

1-22-20

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: _____

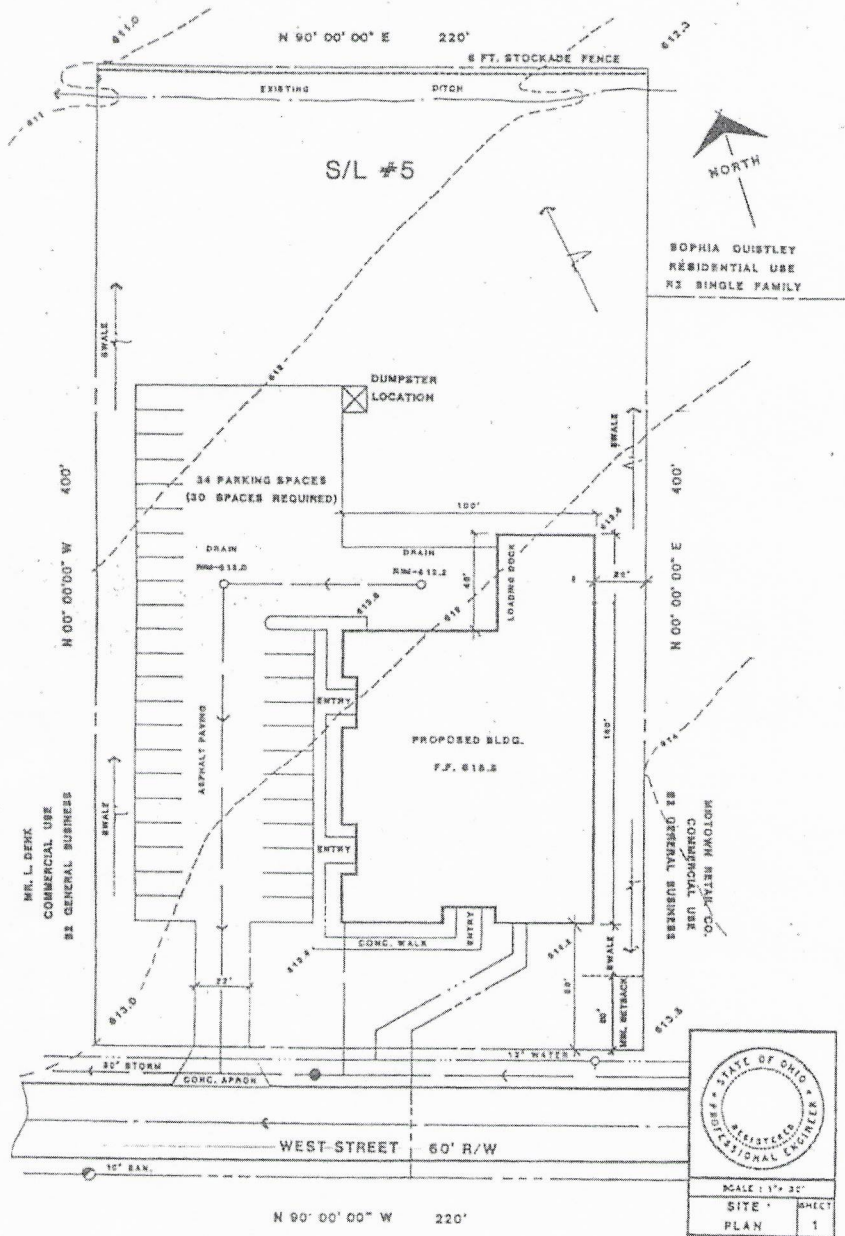
Planning Commission File Number: _____

**2020
PLANNING COMMISSION
MEETING DATES AND FILING DEADLINES**

	FILING DEADLINE	MEETING DATE
JANUARY	12/18	1/22
FEBRUARY	1/22	2/26
MARCH	2/26	3/26
APRIL	3/16	4/22
MAY	4/22	5/27
JUNE	5/27	6/24
JULY	6/24	7/22
AUGUST	7/22	8/26
SEPTEMBER	8/26	9/23
OCTOBER	9/23	10/28
NOVEMBER	10/28	11/25
DECEMBER	11/25	12/21

The Planning Commission will typically meet on the fourth Wednesday of every month. The meetings are held in the City Commission Chamber, 240 Columbus Ave at 4:30 p.m. Meeting times, locations, and dates are subject to change with prior notice. Any changes will be posted to the City website. **Contact Greg Voltz, Planner, at 419-627-5973 or gvoltz@ci.sandusky.oh.us with any questions.**

FIGURE 1
SITE PLAN



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.



CITY OF SANDUSKY, OHIO
DEPARTMENT OF PLANNING

PLANNING COMMISSION REPORT

APPLICATION FOR SITE PLAN APPROVAL FOR BUILDING ADDITION AT 1202 FIRST STREET

Reference Number: PSPOS20-0002

Date of Report: February 18, 2020

Updated March 11, 2020

Report Author: Greg Voltz, Planner



City of Sandusky, Ohio

Planning Commission Report

BACKGROUND INFORMATION

Mitchell Bores, on behalf of Larry K. Kessler, has submitted a site plan application for a building addition at 1202 First Street. The following information is relevant to this application:

Applicant: Larry K. Kessler
6205 Bogart Rd. West
Castalia, Ohio 44824

Authorized Agent: Mitchell Bores
3215 Bardshar Rd.
Sandusky, OH 44870

Site Location: 1202 First Street

Zoning
& Adjacent Uses: “CS” Commercial Service
North: “CR” Commercial Recreation – Residential
East: “CS” Commercial Service - Vacant
South: “R1-40” Single-Family Residential - Residential
West: “RRB” Residential Business - Residential

Parking: Existing – Roughly 11
Required – 14
Proposed – Not designated

Existing Uses: Automotive Repair

Proposed Uses: Automotive Repair

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 at the corner of First Street and Ontario Street, adjacent to other business, commercial, and residential districts, 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;

A picture of the property along with a location map are found below.

1202 First 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

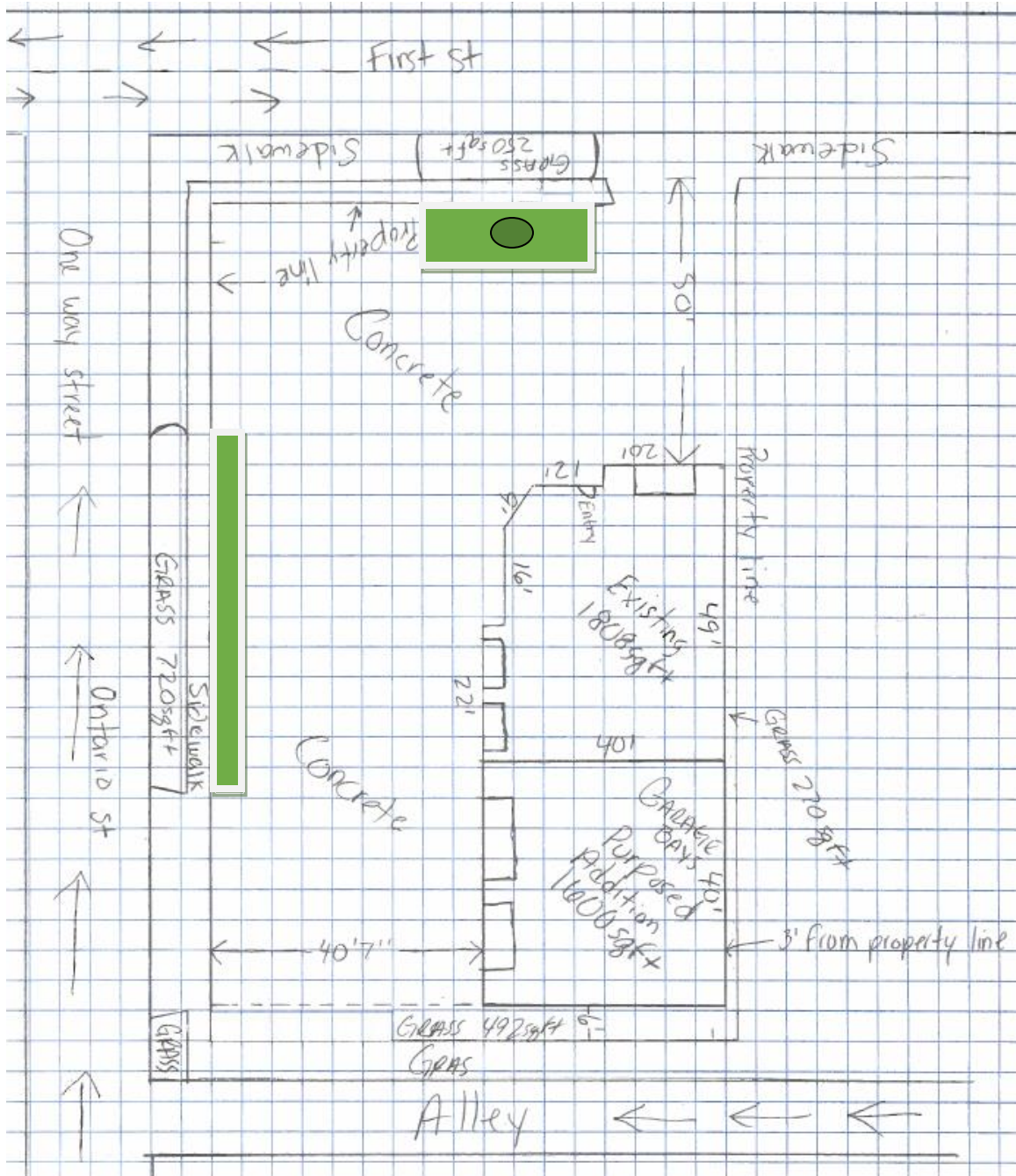
DIVISION OF PLANNING COMMENTS

The applicant is proposing to construct an addition to the existing building on this site to be used for storage of cars to be worked on. The site is currently used for automotive repair and the applicant intends to continue to utilize this site for this.

As the Planning Commission may recall the applicants last proposed an addition at this site in 2016. This application included a 72' by 100' building addition and expanding the parking area into the immediately adjacent property to the east. With this plan they showed adding landscaping and grass along Ontario and First Street. However, this was after the Planning Commission tabled the application for the applicant to work with Staff to add landscaping and a parking plan.

They have significantly reduced their plans for this application and are looking to add on an addition immediately south of the existing building. Once again this addition is meant for two more vehicles lifts. The applicant believes this will reduce the amount of vehicles outside, but staff is concerned that this may actually increase the number of vehicles outside as it could they will have increased service capacity. At the time of this application the applicants do not show a parking plan, or a landscaping plan to comply with chapter 1149 of the Sandusky Zoning Code.

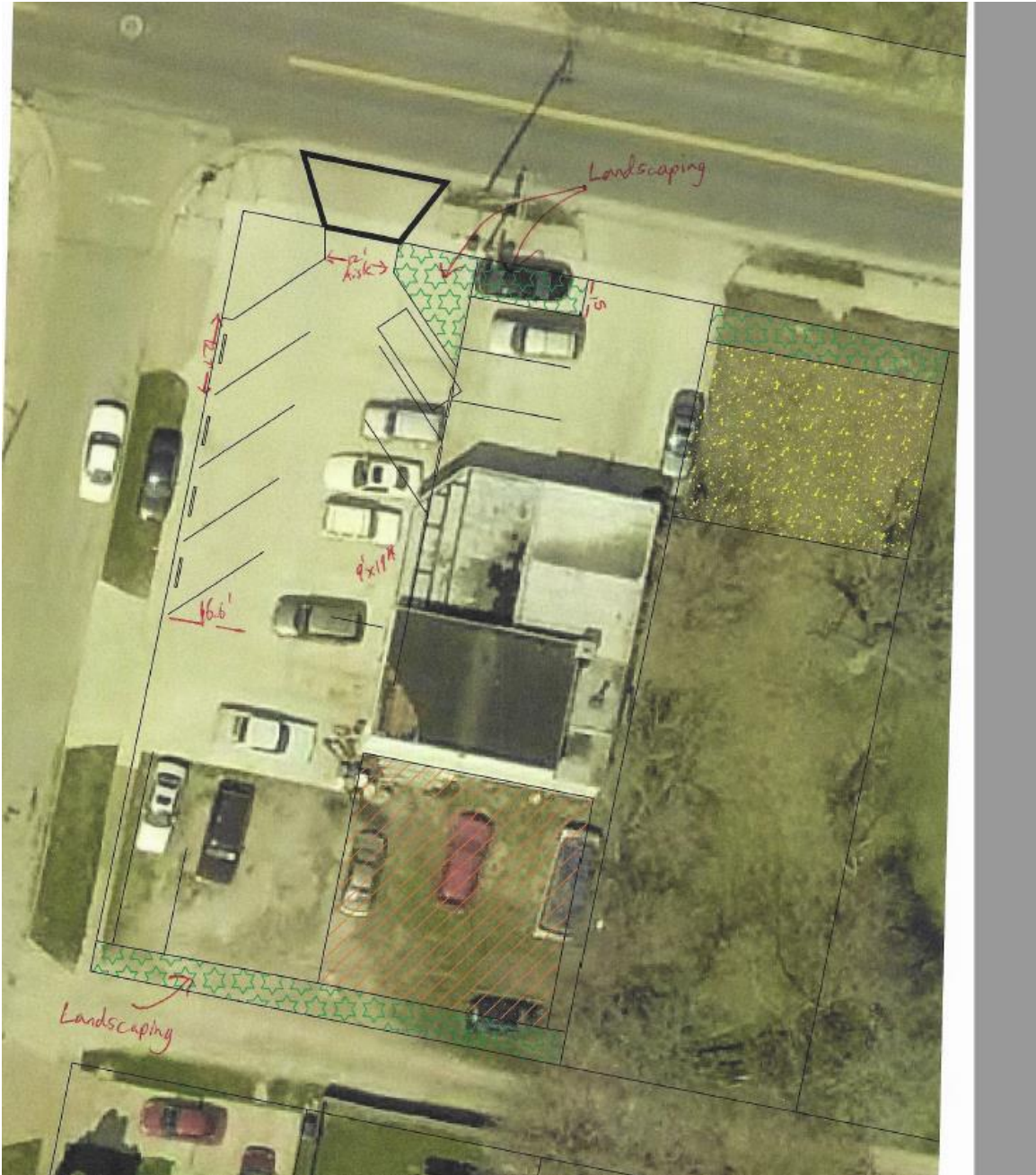
Staff does recommend that we table this application until a parking plan and landscaping plan is provided.



There are other Engineering comments and Building comments that the applicant will also need to address prior to construction. They are listed below.

The applicant has worked with staff from the Planning Department as well as Engineering Department to provide an acceptable site plan that includes required landscaping as well as buffers between the business and nearby residential properties. The Applicant has agreed to stripe the lot so to provide spaces that meet our dimensionally requirements as well as provide parking blocks to avoid vehicles being parked on the tree lawn. Staff would like to see the applicant utilize stone from existing unpaved area and excess stone from the construction of the addition be utilized on the

adjacent parcel for excess parking, to avoid overflow parking occurring on street. Staff recommends this if the applicant agrees to provide grass buffer between First Street and the adjacent lot, as show on the site plan.



ENGINEERING STAFF COMMENTS

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

NEED TO SHOW HOW NEW BUILDING WILL DRAIN, WHERE WILL DOWNSPOUTS FROM GUTTERS RUN WATER? WILL IT TIE INTO AN EXISTING STORM SEWER SYSTEM?

BUILDING STAFF COMMENTS

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

LOCATIONS LESS THAN 10' FROM PROPERTY LINE WILL REQUIRE A RATED EXTERIOR WALL ASSEMBLY.

POLICE DEPARTMENT COMMENTS

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

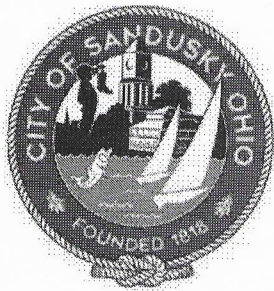
FIRE DEPARTMENT COMMENTS

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 1202 First Street with the following conditions:

1. The stone parking area to the east is paved within two years
2. When the applicant expands a paved parking area to the east of the property they add additional curb and grass to the treelawn along Ontario Street.
3. All landscaping buffers are in conformance with section 1149.09 of the Sandusky Zoning Code.
4. All applicable permits through the Building Department and Engineering Department are obtained.



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: JHK GROUP LLC / TOWBOAT MARINE LLC

Property Owner Address: 1020 W. WATER STREET
SANDUSKY, OH 44870

Property Owner Telephone: 419-366-1655

Authorized Agent Name: JAMES F. KENNEDY

Authorized Agent Address: 401 W. Shoreline drive # 300 1/2
Sandusky Ohio 44870

Authorized Agent Telephone: 419-366-1655

LOCATION AND DESCRIPTION OF PROPERTY:

Municipal Street Address: 1020 W. WATER STREET

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

70, 71, 72 WATER ST EX S 8.4' Including RR E/W 0.7963A

Parcel Number: 59-00579.000 Zoning District: Downtown

DETAILED SITE INFORMATION:

Land Area of Property: 0.7963 Acres ^{34686.828 sq. ft} (sq. ft. or acres)

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

Building #1: 2400 (in sq. ft.)

Building #2: _____

Building #3: _____

Additional: _____

Total Building Coverage (as % of lot area): 7%

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: 2400 Storage for Boats / Gear

Proposed Building Height (for any new construction): SAME AS EXISTING 15 ft Ceiling

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

Number of Off-Street Parking Spaces Provided: EXISTING PARKING AREA UTILIZED (120 x 80)

Parking Area Coverage (including driveways): 9600 (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.):

ADD additional space to existing Building. This cold
STORAGE boat storage. We ARE proposing an additional
Space of 40X48. 40ft deep (same as
existing building and a width of 48' Long. With one
garage door and 1 man door.

This addition will allow our company to Utilize inside
space for storage instad of outside.

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 F. Keady 2/6/2020
Signature of Owner or Agent Date

PERMISSION TO ACT AS AUTHORIZED AGENT:

As owner of 1020 N. WATER (municipal street address of property), I hereby authorize John Feick to act on my behalf during the Planning Commission approval process.

James F. Keady 2/6/2020
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

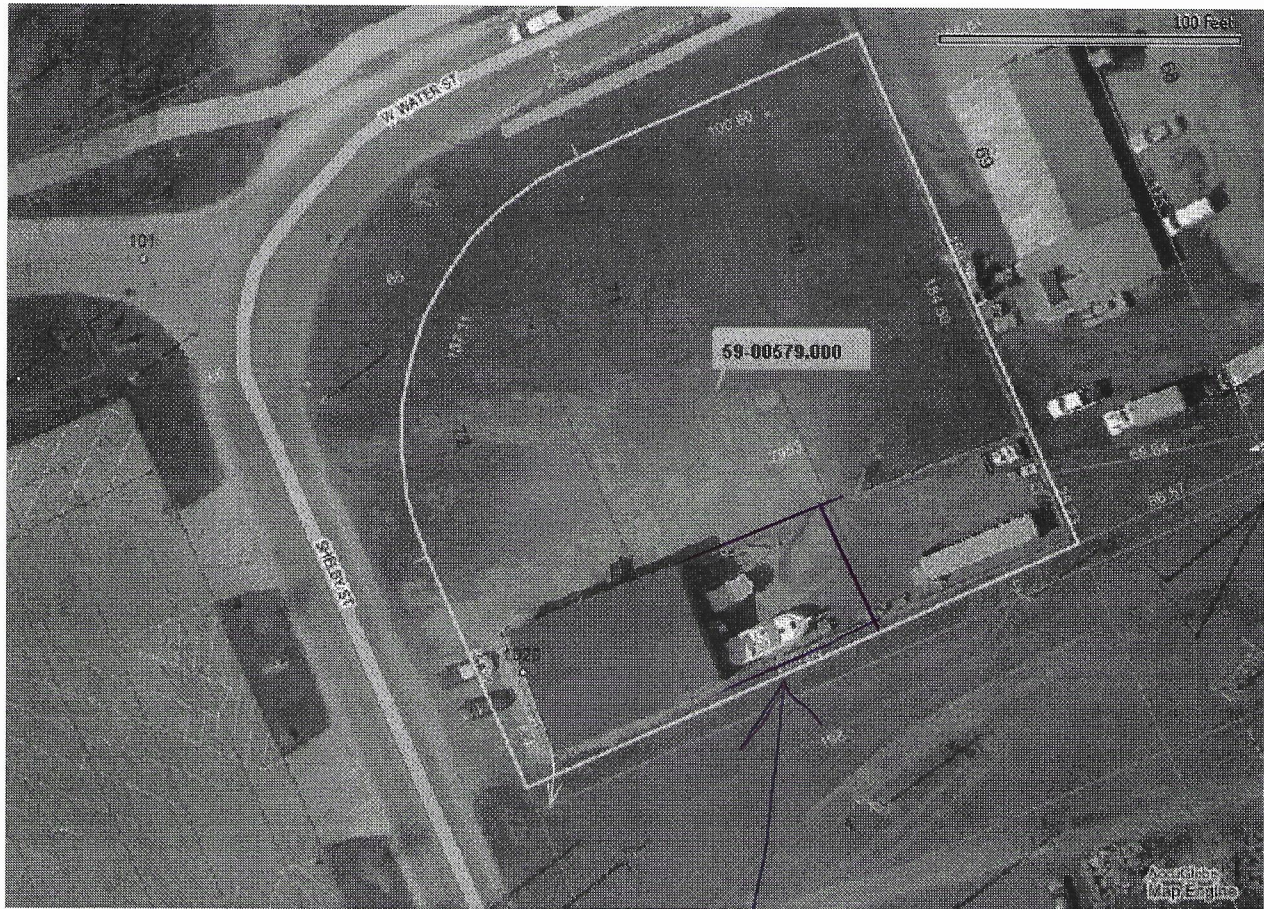
STAFF USE ONLY:

Date Application Accepted: _____ Permit Number: _____

Date of Planning Commission Meeting: _____

Planning Commission File Number: _____

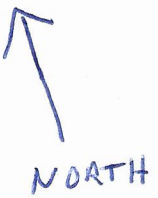
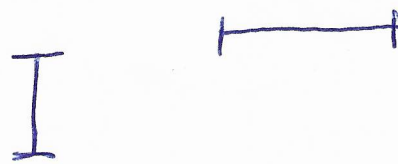
Erie County GIS



Notes

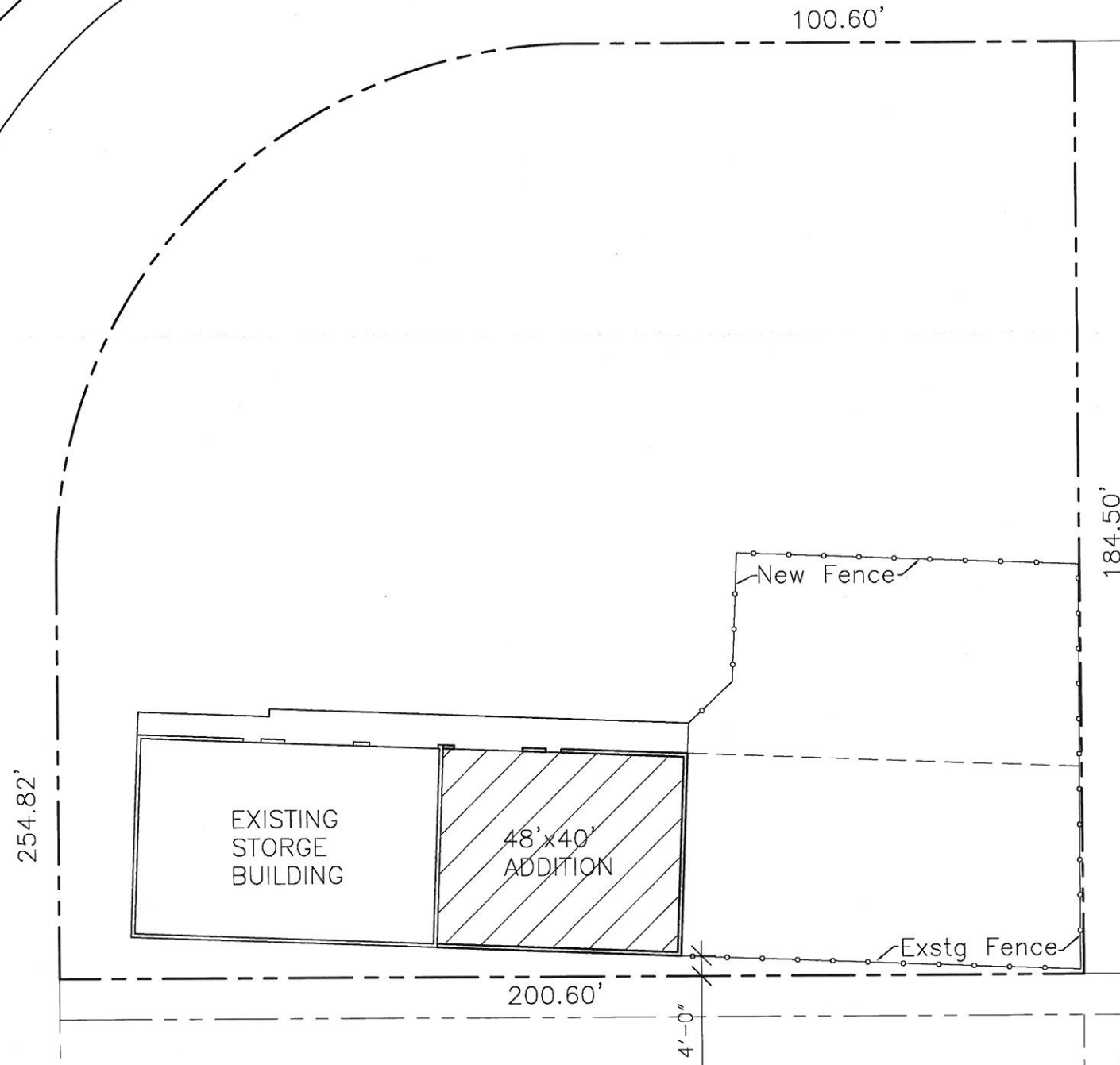
Proposed new addition of

40 x 48'



SHELBY STREET

WATER STREET



Site Plan

SCALE: 1"=30'-0"



11x17

OHIO LICENSE #6088 EXPIRES 12/31/21

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

DATE REVISIONS

ALL DIMENSIONS AND WRITTEN MATERIALS
APPEARING HEREIN CONSTITUTE THE ORIGINAL
AND UNPUBLISHED WORK OF THE ARCHITECT
AND THE SAME MAY NOT BE COPIED, USED
OR REPRODUCED WITHOUT THEIR EXPRESS
WRITTEN CONSENT.
FEICK DESIGN GROUP, INC.
COPYRIGHT 2020

SITE PLAN
Building Addition
Boat Storage
1022 WATER STREET SANDUSKY, OHIO

DATE MARCH 11, 2020

DRAWN BY

CHECKED BY

SHEET NUMBER

1

1 OF 1

PROJECT NO. A020-018

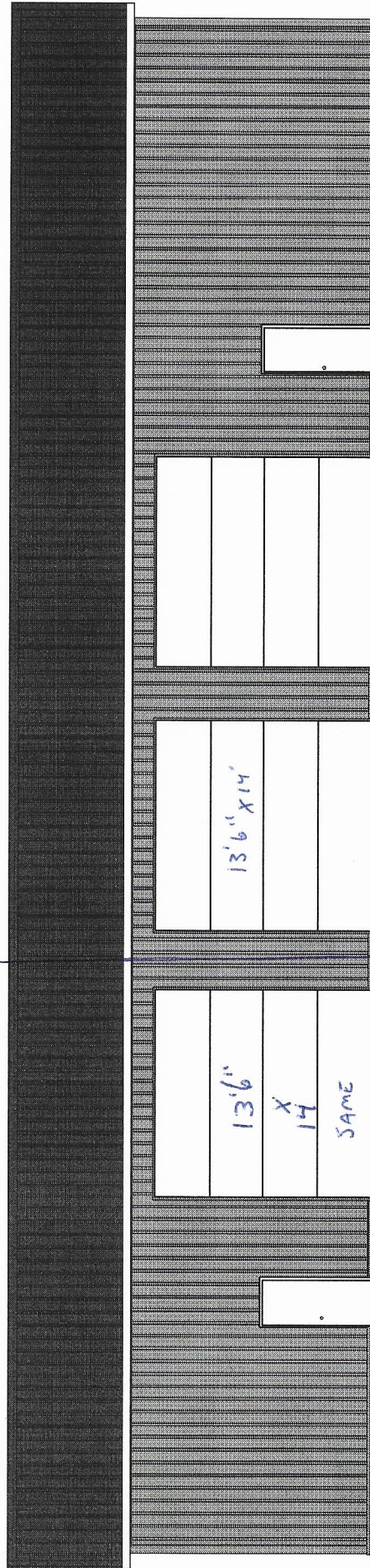
1020 W. WATER ST.

new addition

Existing Building



NORTH SIDE-EAVE SIDE 1 ELEVATION



60 FT

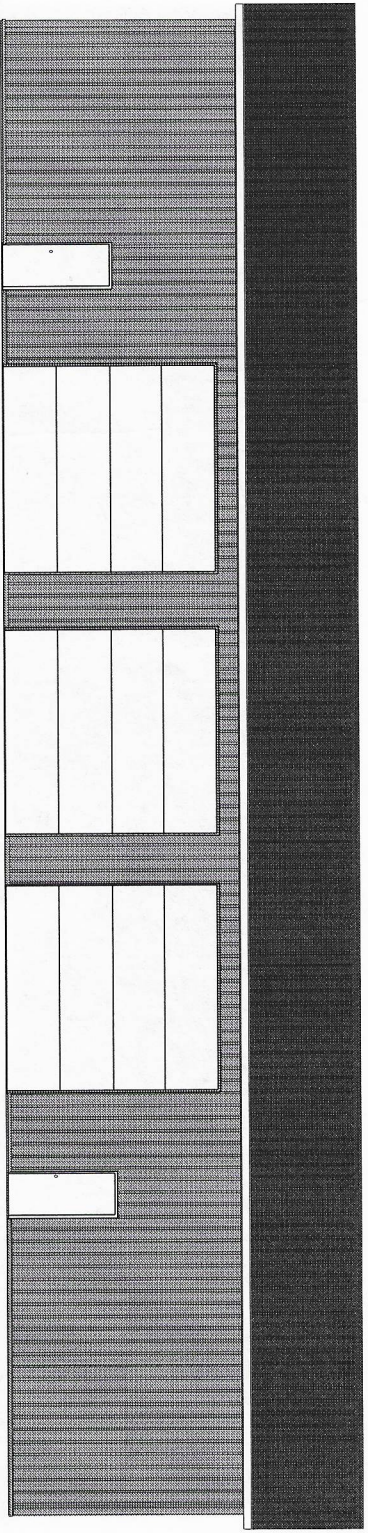
48 ft

1020 W. WATER



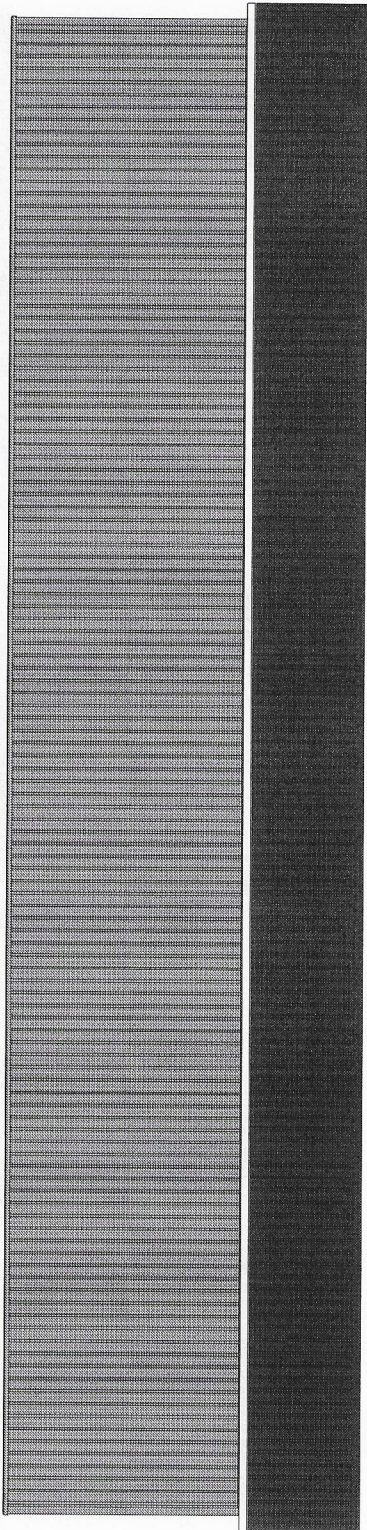
NORTH SIDE-EAVE SIDE 1 ELEVATION

Maestro
Architectural
The Art of Building Better





SOUTH SIDE-EAVE SIDE 2 ELEVATION



Maestro®
Architectural
Exterior Finishes



EAST SIDE-GABLE SIDE 2 ELEVATION

Construction
Maestro®
Estimating Software
Pete Morris, Manager & Developer

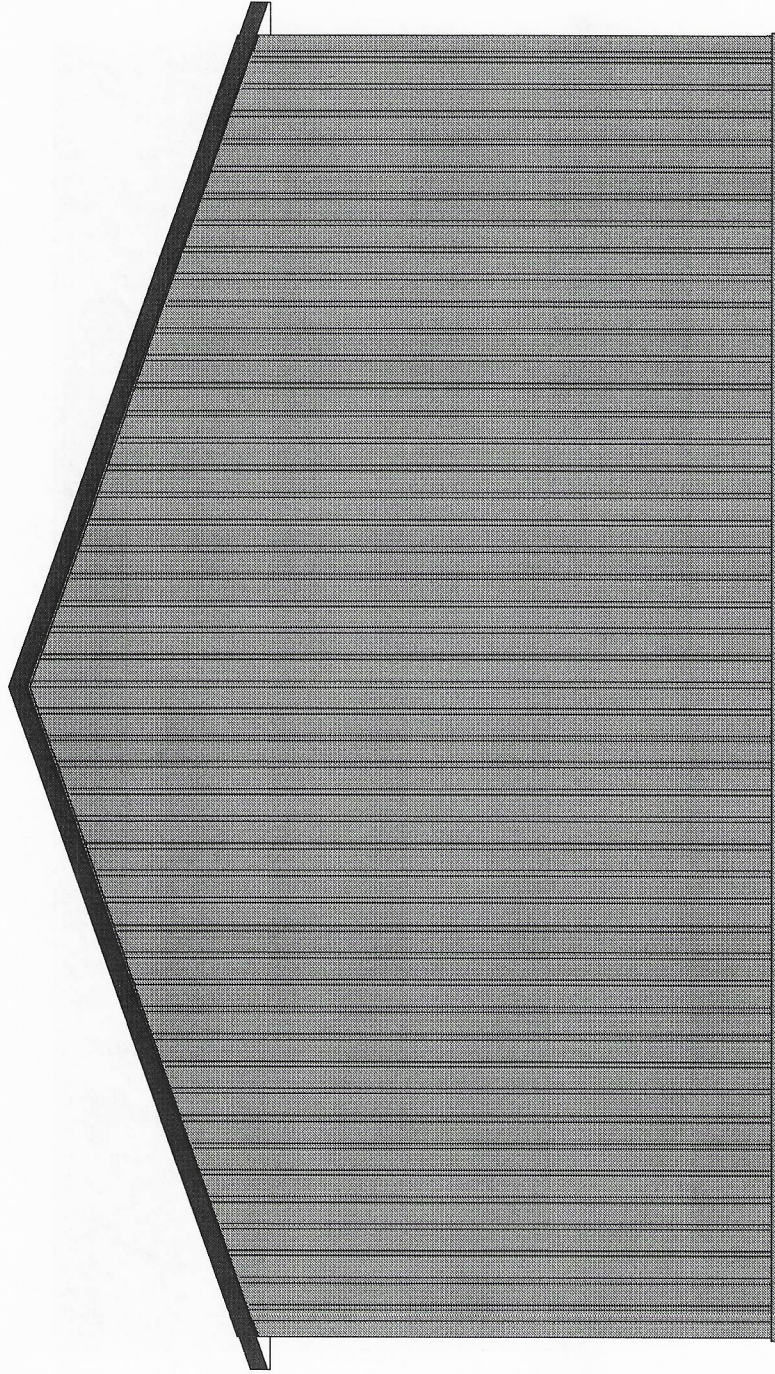


Jim Kennedy(40X100)
Estimate Number: 5180
2/6/2020



WEST SIDE-GABLE SIDE 1 ELEVATION

Construction
Maestro
Elevating Software
Pilot, Build, Manage & Track



Jim Kennedy(40X100)
Estimate Number: 5180
2/6/2020

CITY OF SANDUSKY, OHIO
DEPARTMENT OF PLANNING

PLANNING COMMISSION REPORT

APPLICATION FOR SITE PLAN APPROVAL
FOR NEW BUILDING AT 1020 W WATER
STREET

Reference Number: PSPOS20-0004

Date of Report: March 12, 2020

Report Author: Greg Voltz, Planner



City of Sandusky, Ohio

Planning Commission Report

BACKGROUND INFORMATION

James Kennedy, on behalf of JHK Group LLC/Towboat Marine LLC, has submitted a site plan application for a building expansion at 1020 W Water Street. The following information is relevant to this application:

Applicant: JHK Group LLC/Towboat Marine LLC
1020 W Water Street
Sandusky, Ohio 44870

Authorized Agent: James F. Kennedy
401 W Shoreline Drive
#300 ½
Sandusky, Ohio 44870

Site Location: 1020 W Water Street

Zoning
& Adjacent Uses: “DBD” Downtown Business
North: “DBD” Downtown Business – Salt Dock
East: “DBD” Downtown Business – Fish Company
South: “DBD” Downtown Business – Vacant
West: “DBD” Downtown Business - Parking

Parking: Existing – Zero Designated
Required – 7
Proposed – 0 designated/Space for 8 or more

Existing Uses: Towboat marine offices and equipment

Proposed Uses: Towboat marine offices and equipment

Applicable Plans & Regulations:
Sandusky Zoning Code Chapter
Chapter 1149 Site Plan Review & Off-Street Parking
Chapter 1133 Business Districts

SITE DESCRIPTION

The subject property is located at the corner of Water Street and Shelby Street, adjacent to other Downtown Business District zoned parcels and nearby the Shelby Street Boat Launch, within the City of Sandusky. The area is zoned “DBD” Downtown Business, which permits the following:

1133.08 PERMITTED BUILDINGS AND USES; DOWNTOWN BUSINESS DISTRICT.

- (a) Main Buildings and Uses.
 - (1) Single, two and multi-family residential uses above the first floor.
 - (2) All stores and services permitted in the General Business District;**
 - (3) Public uses as follows and as defined in Section [1123.02](#): governmental, civic, education, religious, recreational and transportation.
 - (4) Transient Occupancy.
- (b) Similar Main Uses. Any other business, service or recreation activity not listed above or in any subsequent use classification and determined as similar by the Commission.
- (c) Conditional Uses Permitted: Outdoor recreational facilities such as beaches, waterparks, amphitheaters, marinas, swimming pools, etc.
- (d) Accessory Buildings or Uses:
 - (1) Accessory off-street parking and loading facilities as required and set forth in Chapter [1149](#);
 - (2) Any accessory use and building clearly incident to the conduct of a permitted main use, providing the use has no injurious effect on adjoining residential districts.
(Ord. 17-088. Passed 5-8-17.)

1133.06 PERMITTED BUILDINGS AND USES; GENERAL BUSINESS DISTRICT.

- (a) Main Buildings and Uses.
 - (1) All stores, services, dwellings, and other uses permitted in Roadside Business Districts;**
 - (2) Additional retail business stores and services conducted wholly within enclosed buildings, and devoted to supplying all community needs to the following extent:
 - A. The sale of all food; frozen food lockers; state liquor stores;
 - B. The sale of general merchandise; dry goods, wearing apparel, shoes, hats, variety, and department stores;
 - C. The sale of all hardware, appliances, china, furniture, floor and wall covering, business equipment, music, radios and televisions, provided no loudspeakers broadcast onto the street;
 - D. Shops for custom work, and all personal service establishments without limitation on the number of persons engaged in work, provided the services rendered and articles produced are to be sold only at retail, and only on the premises;
 - E. Photographic developing, blueprinting, letter and small job printing shops, medical and dental laboratories, radio and television broadcasting stations, transmittal towers, telephone exchanges, and transformer stations;
 - F. Railroad and bus passenger stations, taxi stations;

G. Offices such as banks, travel bureaus, public utility, insurance, and all types of business and professional offices;

H. Wholesale offices and showrooms.

(b) Similar Main Uses. Any other general 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 or processing operations clearly incident to the conduct of a retail business, service establishment or office permitted as a main use, providing the use has no injurious effect on adjoining residential districts.

(Ord. 04-057. Passed 1-12-04.)

1133.05 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.

(Ord. 17-088. Passed 5-8-17.)

**A picture of the property along with a location map are found below.
1020 W Water 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

others

DIVISION OF PLANNING COMMENTS

The applicant is proposing to construct an addition to an existing building on this site to be used primarily equipment used in the Towboat Marine business. The site currently is used for outdoor storage of equipment but the applicant would like to expand the business which requires more indoor space.

The proposed approximately 1920 Sq. Ft. building addition sits on the eastern side of the existing building, and will appear to be one entire building when construction is completed. The applicant is not proposing to pave any of the property at this time. The Planning Commission can choose to waive the paving requirement if they deem it appropriate. The applicant intends to pave the parking

lot in the coming years as the business grows. Since purchasing the property the applicant has added stone and other items to avoid rutting and tracking.

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
NEED TO SHOW HOW NEW BUILDING WILL DRAIN, WHERE WILL
DOWNSPOUTS FROM GUTTERS RUN WATER? WILL IT TIE INTO AN
EXISTING STORM SEWER SYSTEM?

BUILDING STAFF COMMENTS

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

LOCATIONS LESS THAN 10' FROM PROPERTY LINE WILL REQUIRE A RATED
EXTERIOR WALL ASSEMBLY.

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 1020 W Water Street with the following conditions:

1. All applicable permits are obtained through the Building Department, Engineering Department, and any other applicable agency.
2. All engineering and building department comments are addressed with approval from the City of Sandusky Engineering and Building Departments.
3. Parking areas are paved within 18 months and plans include landscaping requirements in accordance with 1149.09 of the City of Sandusky Zoning Code



DEPARTMENT OF PUBLIC WORKS

Division of Engineering

240 Columbus Avenue

Sandusky, Ohio 44870

419.627.5829

www.ci.sandusky.oh.us

MEMO

To: Planning Commission Members

From: Jane E. Cullen, P.E., Assistant City Engineer

Date: March 12, 2020

Subject: Dedication of Venice Road Right-of Way for Toft's
Property Acquisition for West Side Utility & Connectivity Improvements Project

As part of the West Side Utility & Connectivity Improvements project, additional right-of-way was required to install the proposed 10" waterline and the 10' wide multi-use path along the northern side of Venice Road in front of Toft Dairy's property located at 3717 Venice Road .

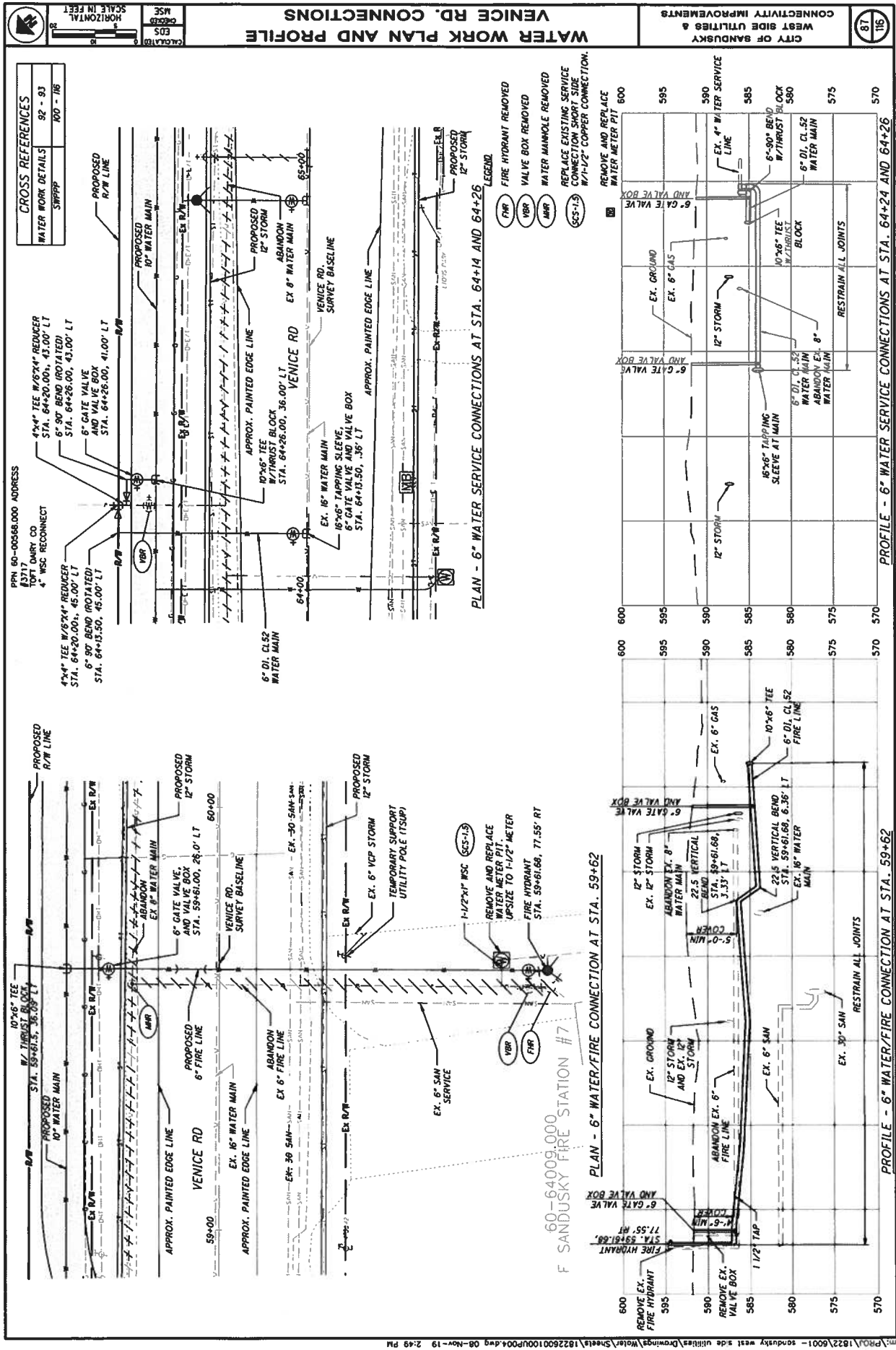
Ordinance No. 20-033 was passed at the February 10, 2020, City Commission meeting to execute the sales agreement for the additional right-of-way. In lieu of payment for the acquisition of the additional right-of-way, the city will have Speer Bros., the contractor for the West Side Utility and Connectivity construction project install an 6" service connection to the existing 16" watermain in Venice Road and to increase the size of their existing 4" water service tap to a 6" tap. Public Works Department is proposing to dedicate the right of way by use of a right-of-way dedication plat. Following the guidelines for dedication of land for public use, we are recommending approval of this Venice Road right-of-way dedication plat.

The proposed right-of-way encompasses 0.2364 acres of land split off from parcel no. 60-00568.00 owned by Toft Dairy, Inc. An Ohio Corporation.

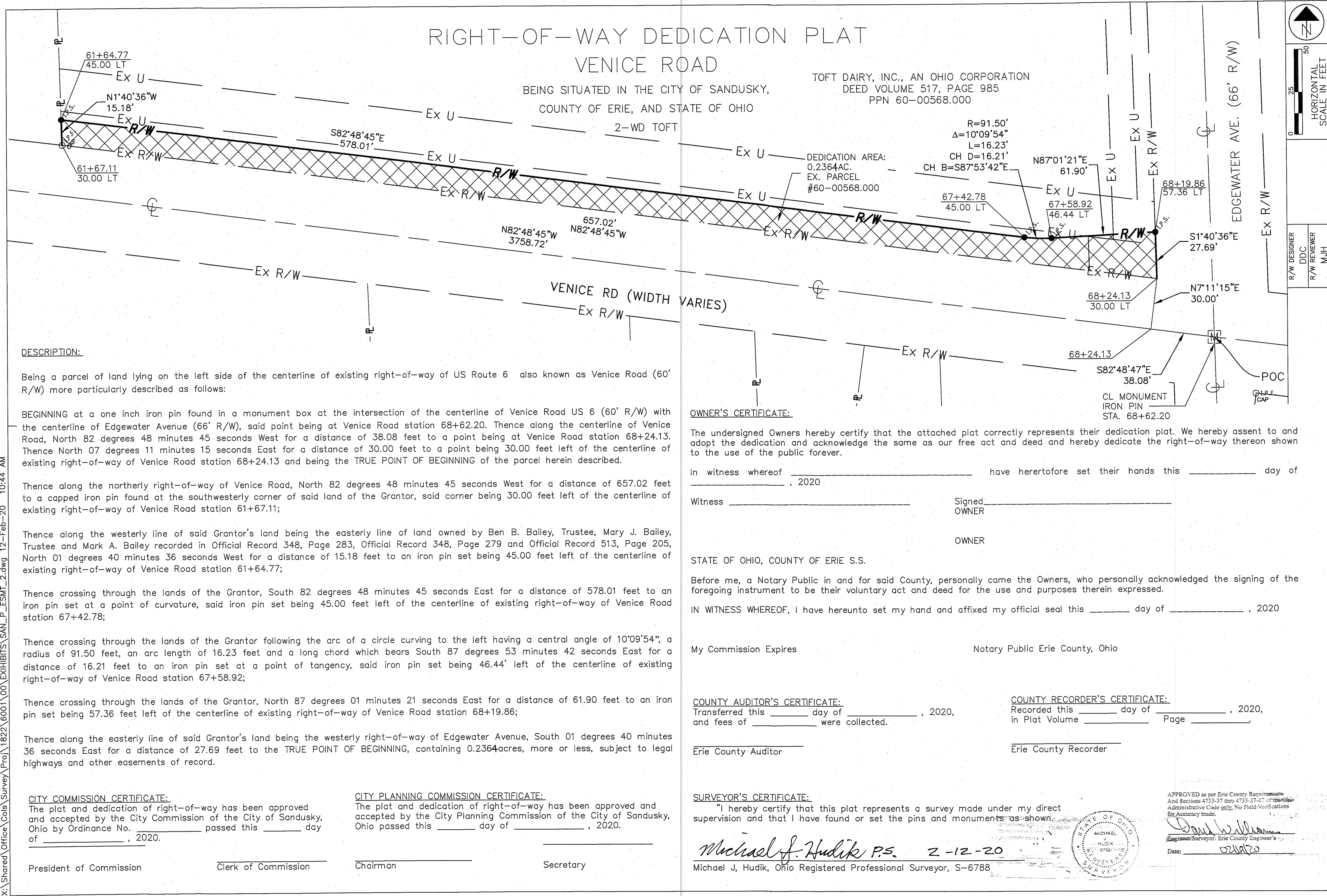
It is recommended that Planning Commission approve this plat as submitted and that it recommended to the City Commission that it accept this right-of-way.

Jane E. Cullen, P.E.
Assistant City Engineer





X:\Shared\Office\Coils\Survey\Proj\1822\6001\00\EXHIBITS\SAN_P_ESMT_2.dwg 12-Feb-20 10:44 AM





DEPARTMENT OF PUBLIC WORKS

Division of Engineering

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5829
www.ci.sandusky.oh.us

MEMO

To: Planning Commission Members

From: Jane E. Cullen, P.E., Assistant City Engineer

Date: March 12, 2020

Subject: Dedication of Venice Road Right-of Way for Bailey's
Property Acquisition for West Side Utility & Connectivity Improvements Project

As part of the West Side Utility & Connectivity Improvements project, additional right-of-way was required to install the proposed 10" waterline and the 10' wide multi-use path along the northern side of Venice Road in front of Bailey's property located at 3811 Venice Road .

Ordinance No. 20-032 was passed at the February 10, 2020, City Commission meeting to execute the sales agreement and for payment of \$8,538.25 to the property owners. Public Works Department is proposing to dedicate the right of way by use of a right-of-way dedication plat. Following the guidelines for dedication of land for public use, we are recommending approval of this Venice Road right-of-way dedication plat.

The proposed right-of-way encompasses 0.1119 acres of land split off from parcel no. 60-00662.00 owned by Ben B. & Mary J. Bailey TRS. ETAL.

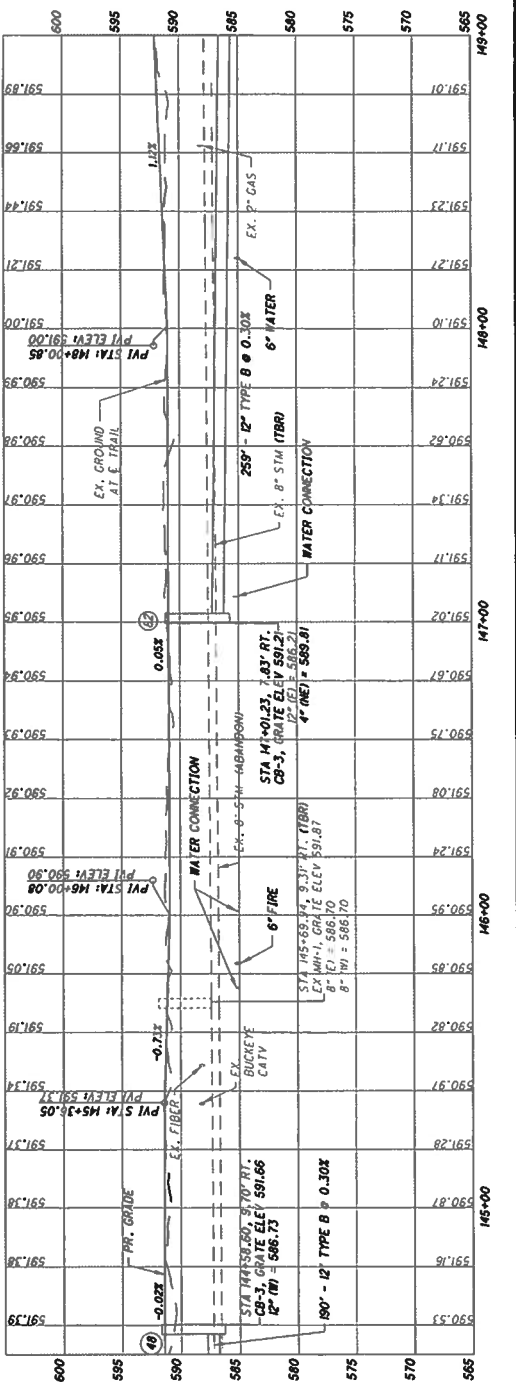
It is recommended that Planning Commission approve this plat as submitted and that it recommended to the City Commission that it accept this right-of-way.

Jane E. Cullen, P.E.
Assistant City Engineer

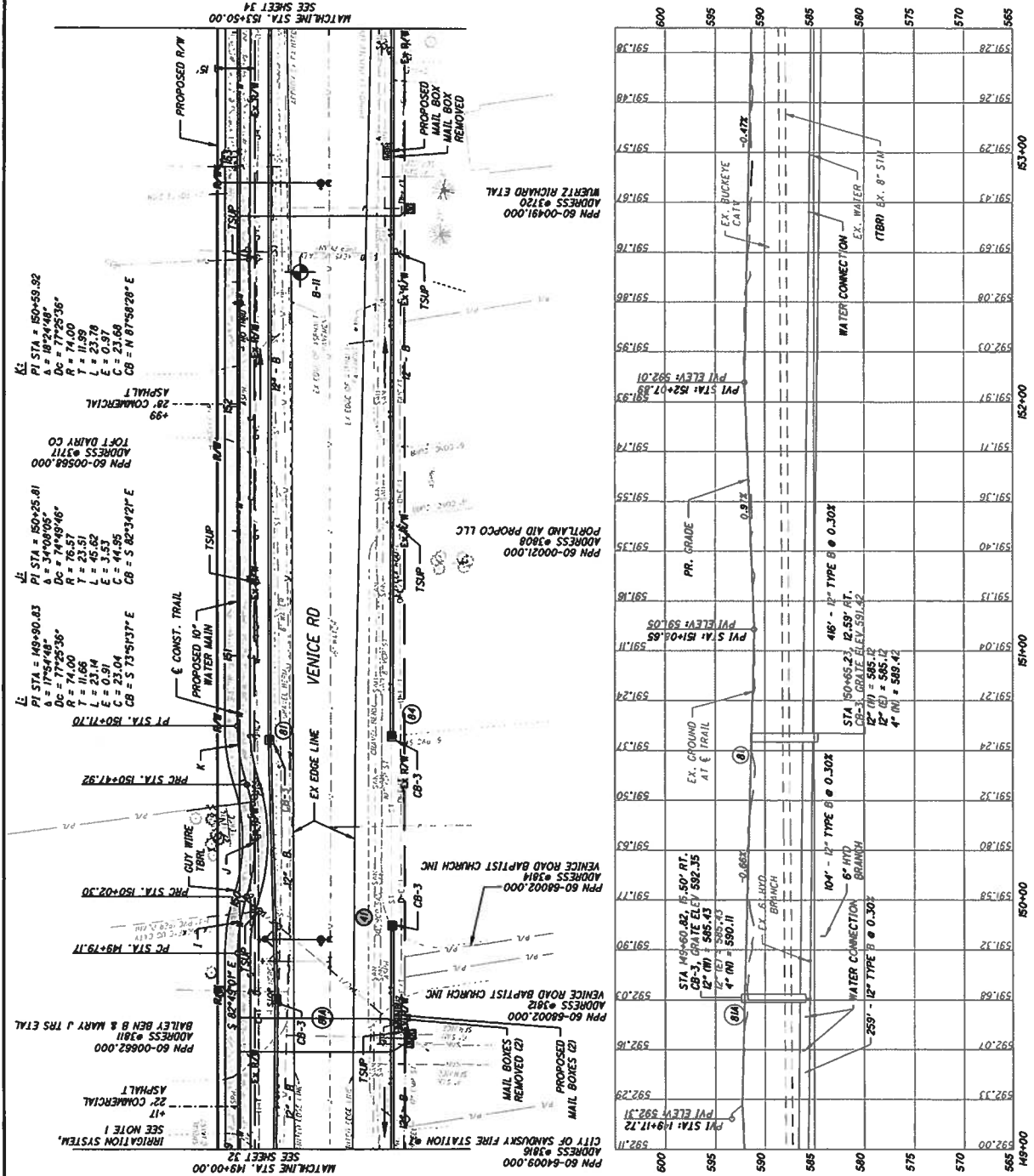
NOTE:

1. THE CONTRACTOR SHALL RELOCATE THE EXISTING IRRIGATION SYSTEM FOR THE BAILEY PROPERTY AT 3841 FIELD VEHICLE ROAD. THE EXISTING IRRIGATION SYSTEM WITHIN THE EXISTING RICHMOND TRACT, PROPOSED DESIGN PROPERTY OWNER WITH A PROPOSED DESIGN FOR THE RELOCATED IRRIGATED SYSTEM FOR THE PROPERTY OWNER'S APPROVAL PRIOR TO ANY REMOVAL OR PROPOSED INSTALLATION. ALL COSTS TO PREPARE THIS WORK, INCLUDING THE REMOVAL COSTS, THE EXISTING INSTALLATION OF THE PROPOSED IRRIGATION SYSTEM APPROVED BY THE PROPERTY OWNER, SHALL BE INCLUDED IN THE LUMP SUM BID PRICE FOR

ITEM 202 REMOVAL MISC.: IRRIGATION SYSTEM



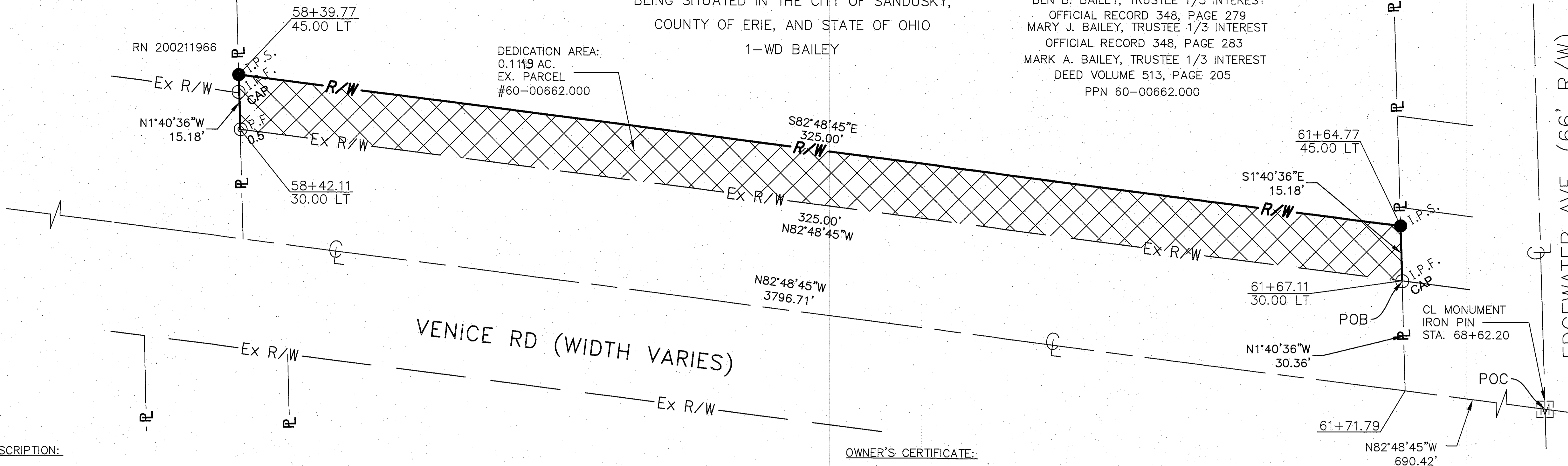
CROSS REFERENCES	
CROSS SECTIONS	54 - 55
DRIVE PROFILES	60
STORM SEWER PROFILES	64
WATER PLAN AND PROFILE	83 - 84



RIGHT-OF-WAY DEDICATION PLAT VENICE ROAD

BEING SITUATED IN THE CITY OF SANDUSKY,
COUNTY OF ERIE, AND STATE OF OHIO
1-WD BAILEY

BEN B. BAILEY, TRUSTEE 1/3 INTEREST
OFFICIAL RECORD 348, PAGE 279
MARY J. BAILEY, TRUSTEE 1/3 INTEREST
OFFICIAL RECORD 348, PAGE 283
MARK A. BAILEY, TRUSTEE 1/3 INTEREST
DEED VOLUME 513, PAGE 205
PPN 60-00662.000



DESCRIPTION:

Being a parcel of land lying on the left side of the centerline of existing right-of-way of US Route 6 also known as Venice Road (60' R/W) more particularly described as follows:

BEGINNING at a one inch iron pin found in a monument box at the intersection of the centerline of Venice Road US 6 (60' R/W) with the centerline of Edgewater Avenue (66' R/W), said point being at Venice Road station 68+62.20. Thence along the centerline of Venice Road, North 82 degrees 48 minutes 45 seconds West for a distance of 690.42 feet to a point being at Venice Road station 61+71.79. Thence North 01 degrees 40 minutes 36 seconds West for a distance of 30.36 feet to a capped iron pin found at the southeasterly corner of said land of the Grantor, said corner being 30.00 feet left of the centerline of existing right-of-way of Venice Road station 61+67.11 and being the TRUE POINT OF BEGINNING of the parcel herein described.

Thence along the northerly right-of-way of Venice Road, North 82 degrees 48 minutes 45 seconds West for a distance of 325.00 feet to a 1/2" iron pin found at the southwesterly corner of said land of the Grantor, said corner being 30.00 feet left of the centerline of existing right-of-way of Venice Road station 58+42.11;

Thence along the westerly line of said Grantor's land being the easterly line of land owned by Ben B. Bailey, Trustee, Mary J. Bailey, Trustee and Mark A. Bailey, Trustee recorded in RN 200211966, North 01 degrees 40 minutes 36 seconds West for a distance of 15.18 feet to an iron pin set being 45.00 feet left of the centerline of existing right-of-way of Venice Road station 58+39.77;

Thence crossing through the lands of the Grantor, South 82 degrees 48 minutes 45 seconds East for a distance of 325.00 feet to an iron pin set being 45.00 feet left of the centerline of existing right-of-way of Venice Road station 61+64.77;

Thence along the easterly line of said Grantor's land being the westerly line of land owned by Toft Dairy, Inc., An Ohio Corp. recorded in Deed Volume 517, Page 985, South 01 degrees 40 minutes 36 seconds East for a distance of 15.18 feet to the TRUE POINT OF BEGINNING, containing 0.1119 acres, more or less, subject to legal highways and other easements of record.

CITY COMMISSION CERTIFICATE:

The plat and dedication of right-of-way has been approved and accepted by the City Commission of the City of Sandusky, Ohio by Ordinance No. _____ passed this _____ day of _____, 2020.

President of Commission

Clerk of Commission

CITY PLANNING COMMISSION CERTIFICATE:

The plat and dedication of right-of-way has been approved and accepted by the City Planning Commission of the City of Sandusky, Ohio passed this _____ day of _____, 2020.

Chairman

Secretary

COUNTY AUDITOR'S CERTIFICATE:

Transferred this _____ day of _____, 2020,
and fees of _____ were collected.

Erie County Auditor

COUNTY RECORDER'S CERTIFICATE:

Recorded this _____ day of _____, 2020,
in Plat Volume _____ Page _____

Erie County Recorder

OWNER'S CERTIFICATE:

The undersigned Owners hereby certify that the attached plat correctly represents their dedication plat. We hereby assent to and adopt the dedication and acknowledge the same as our free act and deed and hereby dedicate the right-of-way thereon shown to the use of the public forever.

In witness whereof _____ have heretofore set their hands this _____ day of _____, 2020

Witness _____

Signed _____
OWNER

OWNER

STATE OF OHIO, COUNTY OF ERIE S.S.

Before me, a Notary Public in and for said County, personally came the Owners, who personally acknowledged the signing of the foregoing instrument to be their voluntary act and deed for the use and purposes therein expressed.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal this _____ day of _____, 2020

My Commission Expires _____

Notary Public Erie County, Ohio

SURVEYOR'S CERTIFICATE:

"I hereby certify that this plat represents a survey made under my direct supervision and that I have found or set the pins and monuments as shown.

Michael J. Hudik P.S. 2-12-20
Michael J. Hudik, Ohio Registered Professional Surveyor, S-6788

APPROVED as per Erie County Requirements
And Sections 4733-37 thru 4735-37-07 of the Ohio
Administrative Code only. No Field Verifications
for Accuracy made.

Michael J. Hudik
Engineer/Surveyor: Erie County Engineer's

Date: 02/12/20

