



Planning Commission

City Building

City of Sandusky, Ohio 44870

May 27th, 2020

4:30 P.M.

Virtual Meeting on <http://www.youtube.com/CityofSanduskyOH>

AGENDA

1. Meeting called to order – Roll Call
2. Approval of minutes from the April 22nd, 2020 meeting

Adjudication Hearing

3. Katie Korobkin has submitted an application for a Conditional Use Permit to allow a “RB” - Roadside Business Use within the “LB” - Local Business Zoning District at parcel number 56-00949.000 (634 Columbus Ave).

New Business

4. Presentation and discussion on design and upgrades to Warren Street. With this upgrade, the hope is to provide a safer street for residents along Elm Street as well as people walking, biking, and playing in Huron Park.

Old Business

5. Meeting Adjourned

NEXT MEETING: May 27th, 2020 at 4:30pm.

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

**Planning Commission
April 22nd, 2020
Remote Meeting
Minutes**

Meeting called to order:

The Chairman called the meeting to order at 4:35pm. The following members were present: David Miller, Mike Meinzer, Peter McGory, Jim Jackson, Mike Zuilhof, and Joe Galea. Greg Voltz, Thomas Horsman, and Angela Byington represented the Planning Department. Trevor Hayberger represented the Law Department. Administrative Assistant for the Planning Department Kristen Barone, was also present.

Approval of minutes from the March 18th Special Meeting:

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

New business:

The Chairman stated that first on the agenda is an adjudication hearing and anybody who wishes to speak on the application needs to be sworn in and asked Mr. Hayberger how he would like to go about that for the remote meeting. Mr. Hayberger stated that he could swear in staff first and then when it is time for comments, he could swear in others as they wish to speak. He then swore in Mr. Horsman who would be presenting the application on behalf of the Planning Department.

Mr. Horsman stated that this application was submitted by Albert Haddad of Ellet Sign Company, on behalf of Cedar Point Park, LLC, for a conditional use permit for an electronic message board sign at parcel number 57-00771.000 (intersection of Cedar Point Drive and Cleveland Road). The sign will need a building permit from the Building Division. The sign has received two variances last month relating to its setback and relating to it being an off premise sign. Staff did not receive any concerns regarding the proposal. Staff recommend approval with three conditions, which are similar to conditions given to other electronic signs: 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, and 3) No animations, videos, illumination with flashing lights. Staff did share these conditions with the applicant.

Mr. Hayberger then swore in Albert Haddad, whom submitted the application on behalf of Cedar Point Park, LLC.

Mr. Haddad stated that he did share the staff conditions with the team at Cedar Point Park, LLC, and everyone understands the requirements.

Mr. Miller made a motion to approve the application subject to staff conditions.

Mr. McGory asked if he could suggest that it also be added to the motion that the electronic sign just north of First Street will be removed, since that was stated that would be done in the application.

Mr. Miller stated that he would be fine with adding that as a fourth condition to his motion.

Mr. Zuilhof seconded the motion. All members were in favor of the motion.

The Chairman stated that second on the agenda is an application submitted by John Hancock, on behalf of Cedar Point Park, LLC, and Magnum Management Corporation, has submitted a site plan application for alterations to the drive and parking area located at One Cedar Point Drive. He stated that he would like to disclose that he lives in the Cedar Point Cove area, is a member of both the Cedar Point Property Owners Association and the Cedar Point Cove Association, and he also owns a couple of Cedar Point Fair shares. However, none of that would impact his decision on the application.

Mr. Galea stated that he would like to recuse himself from consideration of the application to avoid any conflict due to an adjacent neighbor of the property being a partner at the law firm where he is employed.

Mr. Voltz stated that staff does recommend approval of the proposed site plan with the following conditions: 1) The applicant provides, for staff approval, a revised landscaping plan that shows types and locations of plantings, as well as types, locations, and specifications and examples of specific fencing to be installed, 2) The applicant provides, for staff approval, lighting cut sheets for staff approval of any proposed new lighting for the site, which staff did receive today,

but staff did ask for further clarification, 3) The applicant creates a permanent easement or replat as necessary to designate the private road/drive. After recording, a copy of shall be submitted to staff for filing, and 4) The applicant limits overflow parking to adjacent parcels not zoned "P" Auto Parking to no more than 12 days a year.

Mr. Hancock, on behalf of Cedar Point Park, LLC, stated he was available to answer any questions.

Mr. McGory asked Mr. Hancock if Cedar Point was on board with the staff condition of creating a permanent easement or replat as necessary to designate the private road/drive.

Mr. Hancock replied that yes, there would be a permanent easement or replating of the new roadway alignment, with the idea that it would protect the rights of the Cedar Point Chaussee residents. The road now is a private road and that will remain in place as a private right away, but this would be an additional plated right-of-way to provide access to the chaussee into the new connector road.

Mr. McGory asked if the part of the existing chaussee that is not being impacted by the construction would remain as is and that the new roadway would have an easement granted to existing property owners.

Mr. Hancock stated that it would probably be more like a dedication of rights consistent with existing rights of all of the property owners.

Mr. Miller asked who would be responsible for maintaining the road if the new road is platted.

Mr. Hancock stated that it would still be a private road owned by Cedar Point and they would be responsible for maintaining it.

Mr. Miller then asked if there is additional property that will be paved and if so, what will become of the storm water runoff from that.

Mr. Hancock stated that there is additional area being paved for the connector road as well as the additional parking being provided. The storm water runoff is being handled and has been approved by engineering when submitted with construction plans. The storm water runoff has always been directed towards the bay with some control and water quality measures. This includes median strips between paved areas with the water flow being directed towards those median strips where it is retained and handled for quality before being discharged. These median strips would also affect the previously paved areas as well.

Mr. McGory asked if there were filters or does this just slow the flow.

Mr. Hancock stated that it does slow the flow, but it does incorporate grass filter strips.

Mr. Zuilhof asked what staff's concerns were with the lighting plans staff received today.

Mr. Voltz stated that staff wanted to make sure that the lighting is as dark sky friendly as could be.

Mr. Zuilhof then asked if there was any on site detention plans or if there are just filter strips for the storm water runoff and if there is detention what kind is it.

Mr. Hancock stated that detention is provided for within the median areas with dry soils and there is a small ponding area which is a dry area as well. The water is being distributed throughout many different areas.

Martha Murray, owner of property located at 2107 Cedar Point Rd, stated she submitted a letter to staff and the Planning Commission that she would like to read allowed for the record (see attached letter).

Mr. McGory asked Ms. Murray if she believes that this proposed plan will work for her or if she is objecting approval.

Mrs. Murray stated she is not objecting to approval, but would like to make sure that the conditions are met with the landscaping and lighting and that they consider what is meant by temporary when they ask for temporary parking.

Commissioner Meinzer asked what the background is on the staff condition regarding 12 days a year for temporary parking.

Mr. Voltz stated that there are two parcels that have historically been used for overflow parking by Cedar Point and believe that this did not occur more than 12 times a year in the past.

Mr. Meinzer stated that he believes this used to be Dr. Baxter's property and asked if this area is a grass area.

Mr. McGory stated that he believes Dr. Baxter's property was split in half with Mrs. Murray and her husband buying half and Cedar Point buying half. He stated that he also believes there is some gravel area inside this new curve that was not part of Dr. Baxter's property.

Mr. McGory asked Mr. Voltz to clarify if the overflow parking that is to not exceed 12 days a year is going to go in what is not a paved area and is zoned as Residential.

Mr. Voltz stated that was correct.

Mr. Meinzer asked Ms. Murray if this where she asked if landscaping and lighting could be placed.

Mrs. Murray stated that the landscaping she is concerned about is along the road because the road is much closer to her home. She would like landscaping to block the tire noise, as well as fencing. She said that she asked them to remove lighting in one area and they did. She said she is more concerned with the tire noise and getting the plans turned in when they should have been turned in.

Mr. Zuilhof stated that he will be voting for the application, but that this has been a reoccurring problem that the process is not enforced and he is not sure what the commission can do about it. While it may seem that following the process sometimes slows things down, sometimes people find out that they really do not have to do things that they thought they needed to do and could save people money.

Mr. Meinzer stated that he will be voting for the application also, but would just like to encourage Cedar Point and other businesses to keep staff updated with what they would like to do so that the process is followed and concerns are not raised after work is already done.

Mr. Jackson made a motion to approve the application with the staff conditions.

Mr. Zuilhof seconded the motion. Mr. Galea abstained from the vote. All other voting members were in favor of the motion.

Meeting Adjourned:

Mr. Miller motioned to adjourn the meeting. Mr. Jackson seconded the motion. With all members in favor, the meeting was adjourned at 5:31pm.

Approved:

Kristen Barone, Clerk

Pete McGory, Chairman

Good afternoon. I am Martha Murray and I live at 2035 Cedar Point Road and own the property at 2107 (or 2037) Cedar Point Road which is next to one of the properties effected by the Site Review Application before the Sandusky Planning Commission today.

First, I will say that I love Cedar Point. I love hearing the rollercoasters in the summer and very much appreciate their involvement with my city. I also love Sandusky as I have lived here most of my life (and on the same road). I have dedicated much of my adult life to the betterment of different sectors of our community. I will also say that both Cedar Point, namely Mr. McClure, and the city planning department, namely Mr. Voltz and Ms. Byington, have been very willing to discuss the plans for this project with me for the last 4 months.

These discussions led me on a journey in which I have learned about zoning and easements, about plats and the very beginning of Cedar Point and the Wyandot Indians and subdivisions that went nowhere, and about people such as George Boeckling and George Rouse that created the Cedar Point Amusement park that we know and love. In some of the research, I even found that my father, a local attorney, had written a memorandum for the Cedar Point Property Owners about the last time the Cedar Point parking lot was increased in size and the zoning was changed and the traffic flow for residents was altered.

Today, however, I have asked to address the Planning Commission because I am concerned about the process that occurred preceding this application for Site Plan Approval for parking and drive alterations. I am concerned because the project was over 80% complete before site approval was requested. I am concerned because the 4 conditions given for approval all effect the property on which I live in some way.

I do not profess to know or understand zoning, however, when I read the zoning ordinances I see some that protect residential districts as I live in (1129) and others that protect business districts and to encourage development (1133). There, of course, is where many conflicts lie.

The approval of site plans with off-street parking has many requirements that are stated in the zoning ordinance (1149) and in the Application for site plan approval. The filing deadline is also listed in the application and is 4 weeks prior to the Planning Commission meeting.

The site preparation on this project began in December with cutting down of many years old trees. I first met with Mr. McClure in late December at which time he kindly shared Cedar Point's preliminary plans. I sent a few emails in January asking several questions and requests to which he answered fairly but not always in the affirmative.

At that time, concerned there would be a zoning change on residential property, I contacted Mr. Voltz in the planning department and asked if they were aware that Cedar Point had started on their project and whether they were requesting rezoning. In the next few weeks, I learned that Cedar Point did not have finalized plans but that they had altered the location of the access road some which allayed some of my concerns. There was much back and forth about the easements on Cedar Point Road and, therefore, the reason for the condition on this application that Cedar Point either put a similar easement on the new access road at least in part and/or replat the parcel on which the road now sits. I do not know why this has not occurred.

On February 21, before Cedar Point announced the improved traffic flow (still without site approval), I met in person with Mr. McClure and Mr. Dangler and talked about the temporary parking they wanted, landscaping, fencing and lighting. They were very kind to agree with me on the fencing, in particular. However, now I understand that these plans are also part of the conditions for approval.

At this point, I assumed everyone would get things together and, at least, be present at the March Planning Commission meeting. However, I finally heard on March 24 that plans had been received for Site Plan approval. I learned a week later that no landscaping plan or lighting plan had been included.

We all want to be good neighbors and community partners. It is, however, hard to understand a project that has been ongoing since at least January now just seeking site approval and without many of the requirements which are required by the application. In conversations and emails with Cedar Point, I understand that at the time there was a time crunch. I also understand, in my conversations with the Planning department, they requested documents for at least 6 weeks before they were submitted.

Neither of these situations are acceptable. Time lines are important. Development is important. In the future, I hope everyone involved can do better for the citizens of Sandusky.

In addition, because this has been central to the discussion about temporary parking and what "temporary" means as well as how it exists on a residentially zoned lot, I suggest that the Planning Department look at its zoning ordinances for parking and create a category for temporary parking.

CITY OF SANDUSKY, OHIO
DEPARTMENT OF
PLANNING

PLANNING COMMISSION REPORT

APPLICATION FOR CONDITIONAL USE PERMIT TO
ALLOW A “RB” - ROADSIDE BUSINESS USE WITHIN
THE “LB” – LOCAL BUSINESS DISTRICT AT 634
COLUMBUS AVENUE.

Reference Number: PCU20-0001

Date of Report: May 19, 2020

Report Author: Greg Voltz, Planner



City of Sandusky, Ohio

Planning Commission Report

BACKGROUND INFORMATION

Katharine Korobkin has submitted an application for a Conditional Use Permit to Allow a “GB” – General Business Use within the “LB” – Local Business District at 634 Columbus Avenue. The property historically has functioned most recently as a chocolate shop. The following information is relevant to this application:

Applicant: Katie Korobkin
634 Columbus Avenue
Sandusky, Ohio 44870

Site Location: 634 Columbus Avenue

Existing Zoning: “LB” Local Business

Adjacent Zoning
& Uses: North: “LB” Local Business – Residential
South: “PF” Public Facilities - Park
East: “LB” Local Business – Residential
West: “PF” Public Facilities - Park

Existing Uses: Vacant former Candy shop

Proposed Uses: Event space

Applicable Plans & Regulations: City of Sandusky Comprehensive Plan
Sandusky Zoning Code Chapter
Chapter 1133 Business Districts

SITE DESCRIPTION

The subject property is located within the City of Sandusky at the intersection of Columbus Avenue and Monroe Street within the “LB” Local Business Zoning District. The property is directly adjacent to other “LB” Local Business zoned parcels currently being utilized as residential houses. As stated, this property is zoned “LB” Local Business, which permits the following:

1133.04 PERMITTED BUILDINGS AND USES; LOCAL BUSINESS DISTRICT.

(a) Main Buildings and Uses.

(1) Dwellings, of the type permitted and as regulated in the least restrictive contiguous district;

(2) Retail stores and services conducted wholly within enclosed buildings, and devoted to supplying neighborhood needs to the following limited extent:

A The sale of baked goods, confectionery, groceries, meats, fruits, vegetables, and dairy products.

B. The sale, serving, and consumption of soft drinks, juices, ice cream, beer, and wine, at such places as lunchrooms and tea rooms;

C. The sale of drugs, gifts, antique and art goods, flowers, periodicals, musical instruments and supplies (provided no loudspeaker broadcasts onto the street), tobacco, and sporting and athletic goods;

D. The sale of tools, paint, seed, garden supplies, and household appliances;

E. Personal services, such as beauty and barber shops, laundry agencies, laundromats, shoe and hat repair, radio and television repair, interior decorating, tailor, pressing and dry cleaning shops in which only nonexplosive and nonflammable solvents are used, provided that not more than one pressing or cleaning machine shall be used, or not more than 2 persons are engaged in such work, and no work shall be done on the premises for retail outlets elsewhere;

F. Automotive service stations; the sale of gasoline and oil, and the parking of automobiles are permitted in open areas. Services are limited to lubrication and minor repairing services, and only where performed wholly within an enclosed building;

G. Principal offices for dentists, doctors, and similar professions, financial institutions, and principal offices of real estate and similar businesses.

(3) Brewpub.

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

Commission according to standards set forth in Section [1109.11](#). **Main uses set forth in the General Business District may be permitted in a Local Business District if a conditional use permit is granted.**

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;

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;

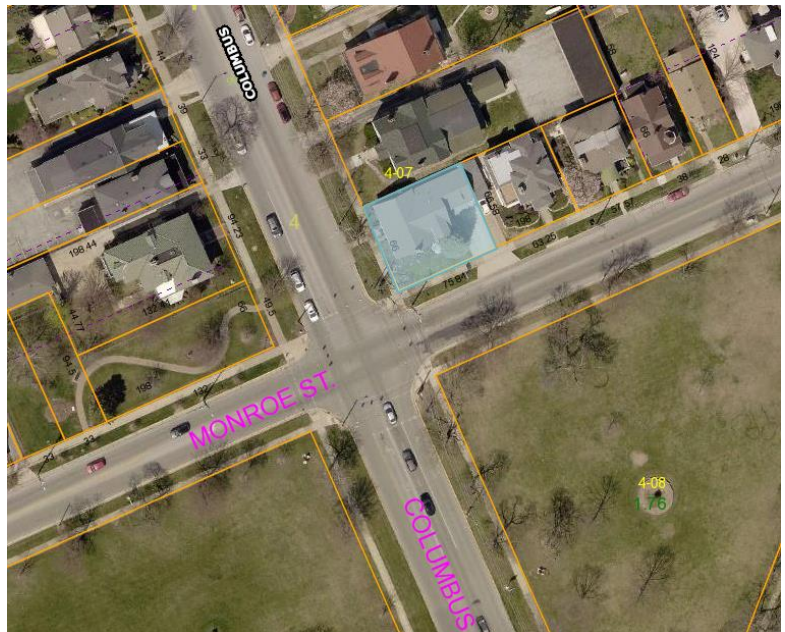
D. The sale of boats and other marine supplies; motorcycles, bicycle shops; sports and athletic equipment; pet shops;

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;

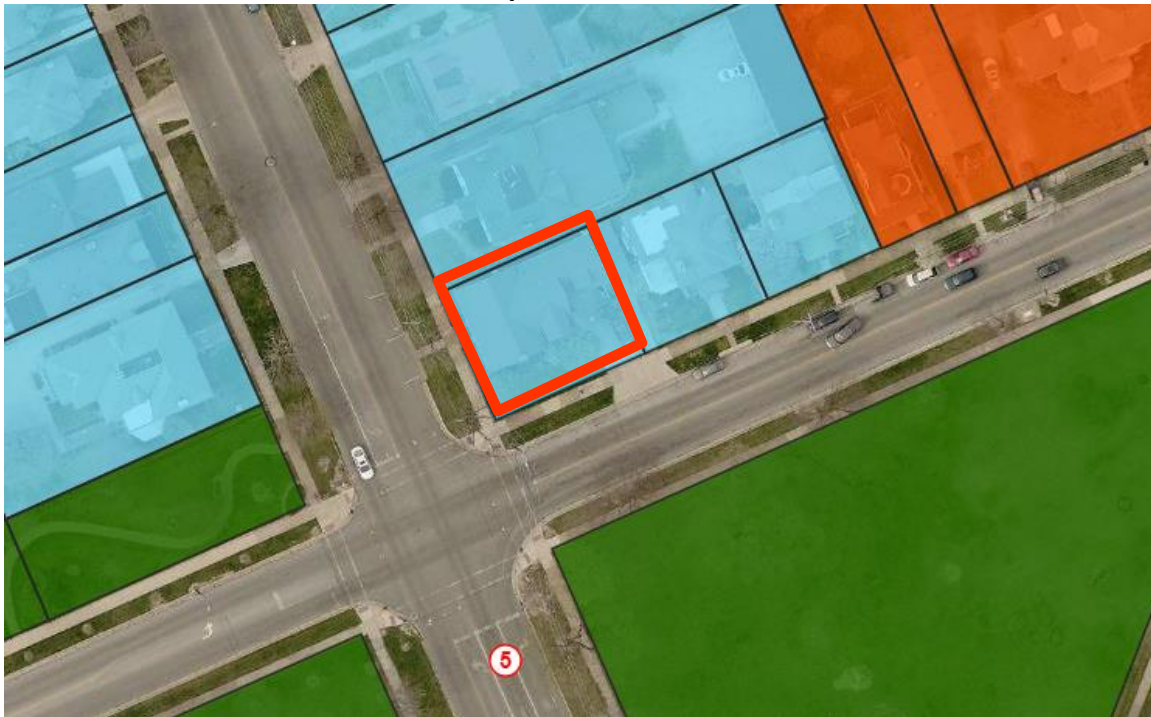
Existing Site



634 Columbus Avenue



Zone Map – Parcel Indicated



Zone Map Setbacks



PUD - Planned Unit Development



Parcels



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 has applied for a Conditional Use Permit to utilize this property for an assembly hall. Section 1133.04 states that a General Business use is permitted in a Local Business if a Conditional Use Permit is obtained. Previously a Conditional Use Permit was granted to former owners in 1999.

The applicant is looking to create a gathering space for people to hold catered special events for things such as showers, graduations parties, etc.. The applicant has obtained an agreement from Zion Evangelical Lutheran Church to utilize their parking lot for event parking. The applicant has stated that they will likely provide this parking via some sort of valet service.

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

Business, Commercial and Manufacturing Districts.

- That the proposed use is necessary to serve community needs, and existing similar facilities located in a more remote district in which the use is permitted by right, are inadequate;
 - The applicant has stated that the facility is located in a great position to provide a service that is in high demand. The fact that it is walkable to our central business district, while also being easily accessible lends itself well to being in this location rather than in a more remote location.
- That the proposed use is not closer than appropriate in the particular situation to schools, churches, and other places of assembly.
 - Staff believes the location is appropriately located away from schools, churches, and other places of assembly.
- That location size, intensity, and site plan of the proposed use shall be such that its operation will not be objectionable to nearby dwellings by reason of noise, smoke, dust, odors, fumes, vibrations, or glare more than is normal, or as permitted by the performance standards of the district.
 - The proposed uses would not be objectionable to nearby dwellings.
- That the proposed use will form a harmonious part of the business, commercial, or manufacturing district, taking into account, among others, convenience of access and relationship of one use to another.
 - Staff believes that entities along Columbus Avenue between Monroe Street and Washington Street have long utilized this key location for places of gathering.

- That the proposed use should be permitted in the next less restrictive district because of its limited nature, modern devices, equipment, or improvements;
 - Staff believes this is a very limited type of event space that should bring reinvestment into a highly visible corner of Sandusky.
- That the hours of operation and concentration of vehicles in connection with the proposed use will not be more hazardous or dangerous than the normal traffic of the district.
 - Staff believes with the shared parking agreement that with conditions proposed the hours of operation and concentration of vehicles will not create more danger or hazard than normal traffic at this key intersection.

ENGINEERING STAFF COMMENTS

The City Engineer has stated:

As of date of this report the City Engineer has not reviewed this Conditional Use Permit Application.

BUILDING STAFF COMMENTS

As of date of this report the City Building Official has not reviewed this Conditional Use Permit Application.

POLICE DEPARTMENT COMMENTS

The City Police Chief has reviewed this Conditional Use Permit Application and has no issues.

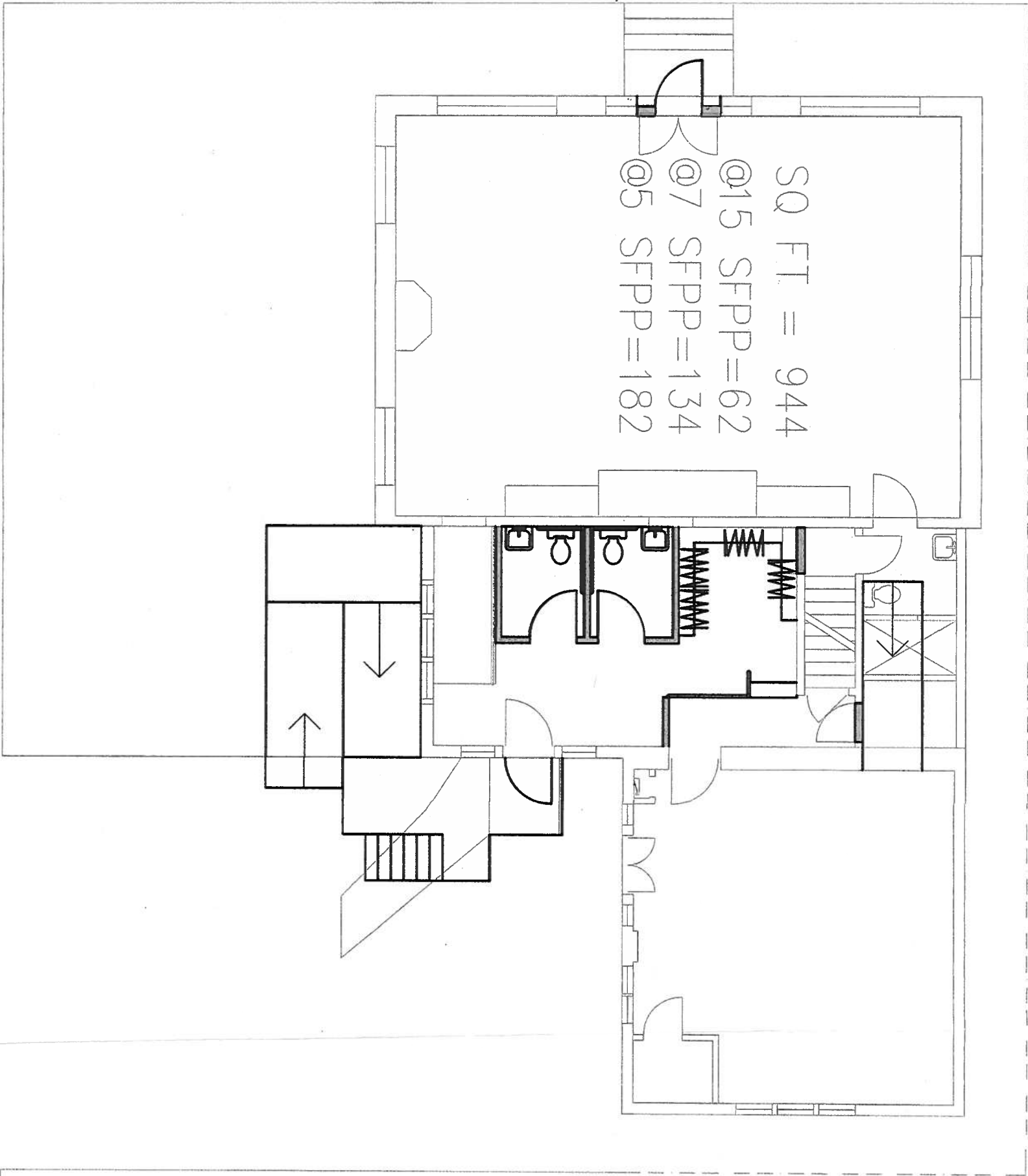
FIRE DEPARTMENT COMMENTS

As of date of this report the City Fire Chief has not reviewed this Conditional Use Permit Application

CONCLUSION/RECOMMENDATION

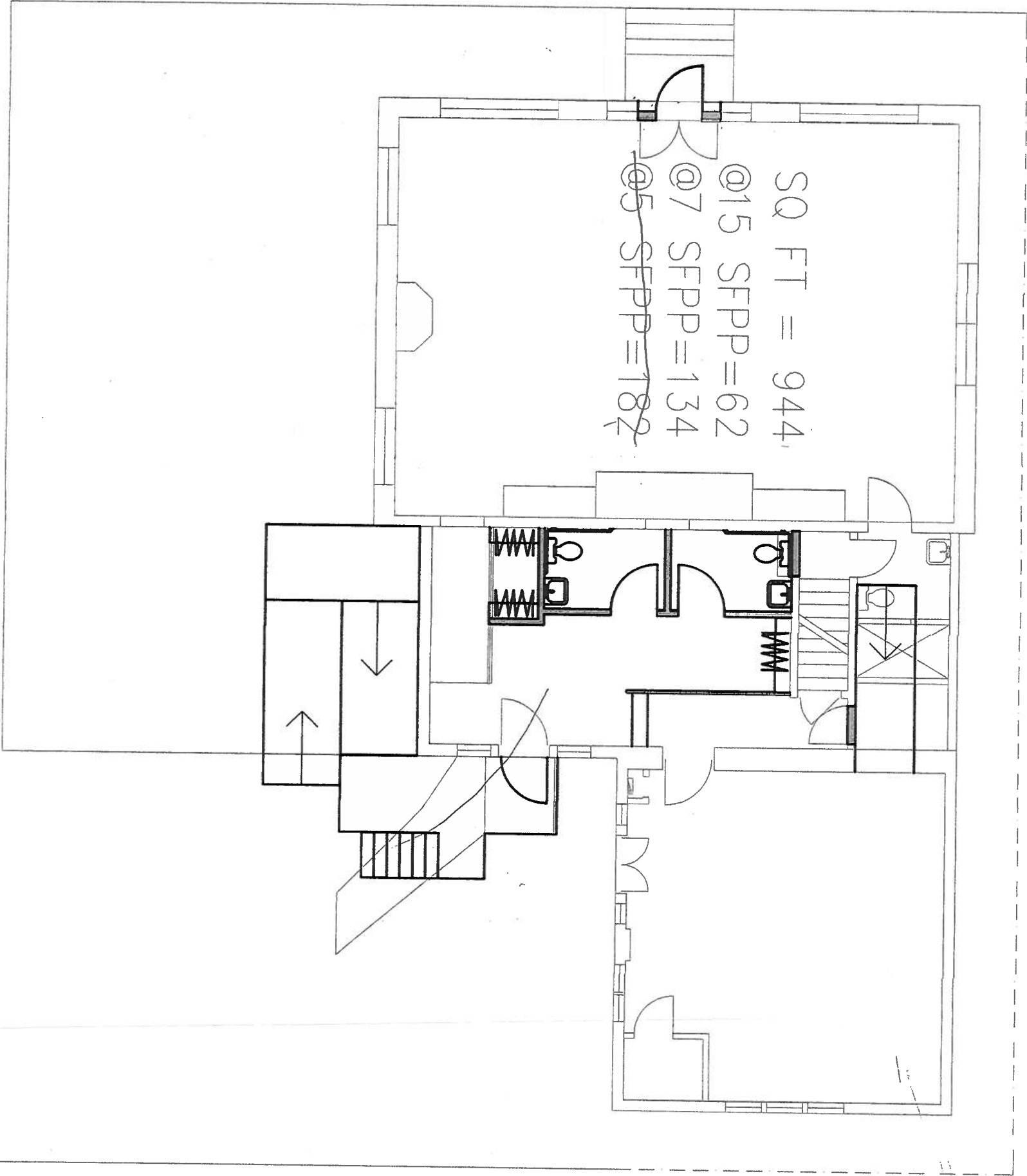
In conclusion, staff recommends approval of the Conditional Use permit for the “GB” General Business use of an assembly hall within a “LB” Local Business district at 634 Columbus Avenue (Parcel 56-00949.000) with the following conditions:

1. Must maintain the existing parking agreement with Zion Evangelical Lutheran Church. If the parking agreement is no longer valid, the applicant must enter into an agreement with another property owner.
2. Must have limited amplified sound after 9:00 PM on the weekdays and 10:00 PM on the weekends.
3. If staff receives 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.



FLOOR PLAN
1/8" = 1'-0"





FLOOR PLAN
1/8" = 1'-0"



DD-1

DATE: 07/02/18
FOR: Review

RAI
DESIGN
239-293-6370
This document and its
contents are the property
of RAI Design, and is
issued only for the specific
project noted per this
document. All copy-rights
protected.

Interior Modifications for:
Sweet Potato Catering
634 Columbus Ave.; Sandusky, OH 44870

CONTRACTORS DESIGN
ENGINEERING
Consulting Engineers & Surveyors
1623 Old State Rd.
Norwalk, Ohio 44857

Window Schedule (new work)

(A) : "Andersen" 400 series - Picture unit, replacement unit (stationary unit)
size: 2'-2" x 5'-4 1/2" +/- (to be verified by contractor)
exterior finish: "sandstone"
interior finish: prefinished white
7/8" full divided light grills (see exterior elevations for grill pattern).
tempered safety glass, insulated

(B) : "Andersen" 400 series - Transom unit, replacement unit (stationary unit)
size: 3'-2" x 10 1/2" +/- (to be verified by contractor)
exterior finish: "sandstone"
interior finish: prefinished white
7/8" full divided light grills (to align with door below).
insulated glass

Door Schedule

- (1) (6) (7) (8) : Existing doors which are to remain (no changes to occur).
- (2) : "Andersen" Commerical 400 series - entry door "out-swing"
size: 3'-1 5/8" x 6'-10"
exterior finish: "sandstone"
interior finish: prefinished white
7/8" full divided light grills (see exterior elevations for pattern)
tempered safety glass, insulated
lever type entry lockset (ada compliant) w/ cylinder deadbolt
automatic closure
alum, threshold (ada compliant)
- (3) : "B&B Wood Products" - solid fir wood door - 1/2 lite, 2 panel
Stock # ND559
size: 3'-0" x 6'-8" x 1 3/8" thickness
paint finish
pre-hung wood frame (paint finish)
"obscure" tempered safety glass
lever type - privacy lockset w/ closure
- (4) : "Masonite" - solid core - 6 panel, textured
size: 2'-8" x 6'-8" x 1 3/8" (contractor to verify)
paint finish
pre-hung wood frame (paint finish)
lever type lockset with cylinder deadbolt
- (5) : "Thermal-Tru" - Classic-Craft, insulated fiberglass
model # CCV960XN
size: 3'-0" x 6'-8" x 1 3/4"
paint finish
thermal, weatherstripping, wood frame and alum. threshold (ada compliant)
lever type entry lockset with cylinder deadbolt
automatic closure

Interior Room Finish Schedule:

FIRST FLOOR LEVEL:

ROOM	FINISH SPEC.
GATHERING SPACE #100:	FLOOR: EXISTING HARDWOOD FLOORING (REFINISH) TO REMAIN. BASE: 7 1/4" WOOD BASE TO REPLACE EXISTING (VERIFY TYPE AND FINISH WITH OWNER). WALLS: EXISTING PLASTER FINISH TO BE REPAINTED (PATCH AS REQUIRED). CEILING: EXISTING PLASTER FINISH TO BE REPAINTED. CLG. HT: VAULTED (14'-0" +/- AFF.)
LOBBY/WAITING #101:	FLOOR: EXISTING CONCRETE TO REMAIN (REFINISH). BASE: 7 1/4" WOOD BASE TO REPLACE EXISTING. WALLS: PAINTED GYPSUM BOARD. CEILING: PAINTED GYPSUM BOARD (PATCH AS REQUIRED). CLG. HT: 8'-10" +/- AFF.
MEN'S #102/ WOMEN'S #103:	FLOOR: EXISTING CONCRETE TO REMAIN (REFINISH). BASE: 4" HT. RUBBER COVERED BASE ON 7 1/4" WOOD BASE. WALLS: WAINSCOT (42" HT. +/-) WITH POPLAR WOOD TRIMED CAP (PAINT FINISH) WITH PAINTED GYPSUM BOARD ABOVE. CEILING: PAINTED GYPSUM BOARD CLG. HT: 8'-10" +/- AFF.

ROOM	FINISH SPEC.
WAITRESS STATION #104:	FLOOR: NEW VINYL TILE FLOORING ON NEW 3/4" T&G PLYWOOD SUBFLOORING. BASE: 4" HT. RUBBER COVERED BASE. WALLS: REMOVE AND REPLACE EXISTING WITH NEW 1/2" PAINTED GYPSUM BOARD. CEILING: PAINTED GYPSUM BOARD (PATCH AS REQUIRED). CLG. HT: 8'-1" +/- AFF.
SERVICE AREA #105:	FLOOR: EXISTING CONCRETE TO REMAIN. BASE: 4" HT. RUBBER COVERED BASE. WALLS: PAINTED GYPSUM BOARD (PATCH AS REQUIRED). CEILING: PAINTED GYPSUM BOARD (PATCH AS REQUIRED). CLG. HT: 8'-8" +/- AFF.
OFFICE #1201/ OFFICE #1202:	FLOOR: EXISTING CARPET TO REMAIN. BASE: EXISTING WOOD BASE TO REMAIN. WALLS: PAINTED GYPSUM BOARD (TO REMAIN). CEILING: PAINTED GYPSUM BOARD (TO REMAIN). CLG. HT: VARIES, VAULTED CEILINGS (4'-8" +/- TO 7'-10" +/- AFF.)

MEZZANINE FLOOR:

Bodde

designworks

architecture + design

5055 Liberty Avenue

Vermilion, Ohio 44089

p. 440.963.5002

f. 440.963.5007

e. boddedesign@centurytel.net

REVISIONS:

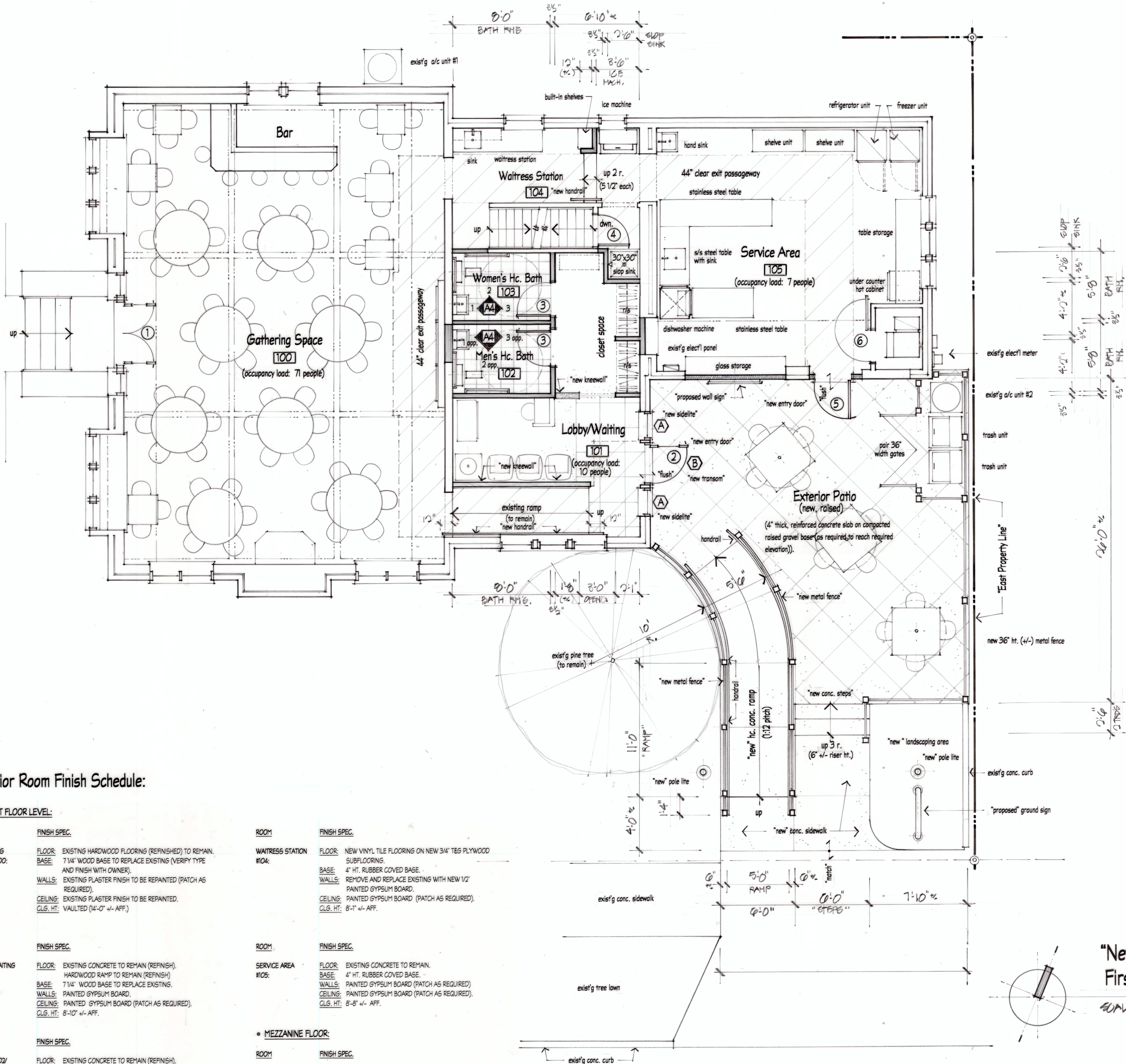
SCALE: AS NOTED

DATE:

Issued for Permit: Jan. 23, 2020

Wall Types:

- EXTR: 2X WOOD STUDS AT 16" O/C WITH 6" R-21 FIBERGLASS BATT INSULATION (KRAFTFACE). EXTERIOR TO BE SHEATHED WITH 1/2" OSB SHEATHING WITH "TYVEK" AIR INFILTRATION BARRIER. INTERIOR TO BE COVERED WITH 1/2" GYPSUM BOARD.
- INTR: 2X6 OR 2X4 (SEE PLAN) WOOD STUDS AT 16" O/C WITH 3 1/2" SOUND-BATT INSULATION (ALL CAVITIES). INTERIOR WALLS TO BE COVERED WITH 1/2" GYPSUM BOARD.
- EXIST'G WOOD STUD PARTITIONS TO REMAIN. NEW FINISHES TO BE APPLIED.
- INTERIOR: 2 X 4 WOOD STUD "KNEEWALLS", 42" +/- HT. (VERIFY WITH OWNER) WITH "POPLAR WOOD" TRIM CAP (PAINT FINISH).



"New Layout" First Floor Plan

SCALE 1/4" = 1'-0"

NEW LAYOUT FIRST FLOOR PLAN

Renovations and Change of Use for:

Sweet Potato Catering

634 Columbus Avenue

Sandusky, Ohio

STATE OF OHIO

THOMAS W. BODDE

9785

REGISTERED ARCHITECT

SHEET:

A3

OF SHEETS TOTAL

Zion Evangelical Lutheran Church

503 Columbus Avenue
Sandusky, Ohio 44870
Phone: 419-625-2112



Fax: 419-625-7849
www.zionsandusky.org
E-mail: zionalc@zionsandusky.org

September 17, 2018

To Whom It May Concern;

Zion Evangelical Lutheran Church has been contacted by Katie Korobkin , Chef and Owner of Sweet Potato Catering 634 Columbus Avenue with a special request regarding overflow parking.

It has been approved by the Property & Facility Ministry Team of Zion to allow for valet parking of special events by Sweet Potato Catering. Katie Korobkin will gain approval from the church prior to each event to avoid any conflicts with church scheduled activities.

Sincerely,

Tim Kostel
Zion Property & Facilities Ministry Team

Renovations and Change of Use for:
Sweet Potato Catering
634 Columbus Avenue

Sandusky, Ohio

• Bodde •
designworks
architecture + design

• Construction Notes:

PRE-CONSTRUCTION
APPLICABLE CODE REQUIREMENTS MAY VARY ALONG WITH CONSTRUCTION STANDARDS AND TECHNIQUES.
CONSULT WITH LOCAL AUTHORITIES AND EXPERIENCED PEOPLE IN THE BUILDING TRADES BEFORE STARTING CONSTRUCTION. DO NOT SCALE DRAWINGS. VERIFY ALL DIMENSIONS BEFORE PROCEEDING WITH WORK.
CONTRACTOR SHALL VERIFY ALL EXISTING SITE CONDITIONS AND REPORT ANY DISCREPANCIES WITH EXISTING CONDITIONS OR PLANS TO ARCHITECT PRIOR TO BEGINNING WORK. CONTRACTOR SHALL CONTACT ALL UTILITIES PRIOR TO BEGINNING WORK/ISSUES.

DESIGN LOADS (SEE CODE REVIEW)

FOUNDATIONS

- A. ALL FOOTINGS TO BE PLACED ON FIRM, CLEAN, DRY UNDISTURBED SOILS.
- B. ALL REINFORCING STEEL TO BE GRADE 60 STEEL AND PLACED PER OBC STANDARDS.
- C. WATERPROOF WALLS OF EXCAVATED AREAS WITH ASPHALTIC BASE WATERPROOFING.
- D. UNDER NEW SLABS, BACKFILL USING GRANULAR MATERIAL COMPACTED IN 6" LIFTS. ACHIEVE 100% COMPACTION PER ASTM D698 - PROCTOR.

CONCRETE

- A. UNLESS OTHERWISE NOTED, ALL SLABS ON GRADE SHALL BE 3000 PSI (28 DAY COMPRESSIVE STRENGTH) CONCRETE ON 4" SAND OR GRAVEL FILL. MINIMUM WITH 6#x4# 4" W/4" REINFORCING. INTERIOR SLABS SHALL BE PLACED ON 6" H.L. STABILIZED POLYETHYLENE VAPOR BARRIER. EXTERIOR SLABS SHALL BE AIR ENTRAINED.
- B. PROVIDE 1" EXPANSION JOINT MATERIAL BETWEEN ALL CONCRETE SLABS ON ABUTTING CONCRETE OR MASONRY WALLS OCCURRING IN EXTERIOR OR UNHEATED AREAS.
- C. FOOTING SIZES SHOWN ARE ONLY TYPICAL FOR STATED SOIL PRESSURES AND CONSISTENT COMPACTION; HOWEVER IS MORE RESTRICTIVE. CONTRACTOR TO BE RESPONSIBLE FOR SIZE, LOCATION AND INSTALLATION OF REQUIRED STEEL REINFORCING IN FOOTINGS AND WALLS PER LOCAL CODES OR SITE SOIL CONDITIONS.

CARPENTRY

- A. UNLESS OTHERWISE NOTED, MINIMUM FRAMING LUMBER SHALL BE DOUGLAS FIR CONSTRUCTION GRADE. BEAMS, HEADERS AND FLOOR JOISTS SHALL HAVE AN ALLOWABLE BENDING STRESS OF 1200 PSI.
- B. ALL HEADERS SHALL BE FREE FROM ALL SPLITS, CHECKS OR SHAKES.
- C. UNLESS OTHERWISE NOTED, PROVIDE:
 - DOUBLE HEADER JOIST AND TRIMMERS AT ALL FLOOR OPENINGS.
 - DOUBLE JOISTS UNDER ALL PARALLEL PARTITIONS.
 - DOUBLE 2X12 HEADERS WITH 1/2" PLYWOOD BETWEEN FOR ALL EXTERIOR OPENINGS AND THOSE IN LOAD BEARING WALLS.
 - PROVIDE SOLID BRIDGING AS PER 8" OF JOIST BEARING.
- D. ALL WOOD PLATES IN CONTACT WITH CONCRETE AND OR MASONRY TO BE PRESSURE TREATED.
- E. UNLESS NOTED OTHERWISE, RAFTERS, CEILING JOISTS, COLLAR TIES AND PURLINS TO BE SIZED AND SPACED IN ACCORDANCE WITH GOVERNING CODES.
- F. ROOF AND FLOOR LAYOUT IS SCHEMATIC ONLY. TRUSS DESIGN INCLUDING SPACING SHALL BE DETERMINED BY TRUSS ENGINEER.
- G. ALL CONNECTORS FOR FRAMING CONNECTIONS OF BEAMS, TRUSSES, COLLARS AND FLOOR JOISTS SHALL BE BY SYPHON STRONG TIE ANCHORS.
- H. EXTERIOR FLASHING TO BE CORRECTLY INSTALLED AT ALL CONNECTIONS BETWEEN PROJECTIONS OR PENETRATIONS AS REQUIRED BY GOOD COMMON CONSTRUCTION PRACTICES.
- I. CONTRACTOR TO PROVIDE ADEQUATE ATTIC VENTILATION/ROOF VENTS/SOFT VENTILATION PER LOCAL GOVERNING CODES.

INSULATION, GYPSUM BOARD AND FINISHES

- A. PROVIDE BATT INSULATION IN ALL WALL CAVITIES AND OR BLOWN IN ALL CEILINGS, FLOORS AND RAFTERS ADJACENT TO THE EXTERIOR OR UNHEATED SPACES.
- B. INSTALL SIDE WALL AND CEILING INSULATION IN CONTINUOUS BLANKETS WITHOUT HOLES FOR ELECTRICAL BOXES AND HEATING DUCTS. CAULK ALL OPENINGS IN EXTERIOR WALL CONSTRUCTION.
- C. ALL INTERIOR WALLS ARE TO BE COVERED WITH 1/2" GYPSUM BOARD, WITH METAL CORNERS, TAPE, FLOAT AND SAND. (3 COATS). USE 5/8" BOARD WHEN SUPPORTING HOBBIES ARE GREATER THAN 18" O.C.
- D. INTERIOR TRIM AND FINISHES TO BE SELECTED BY THE OWNER.

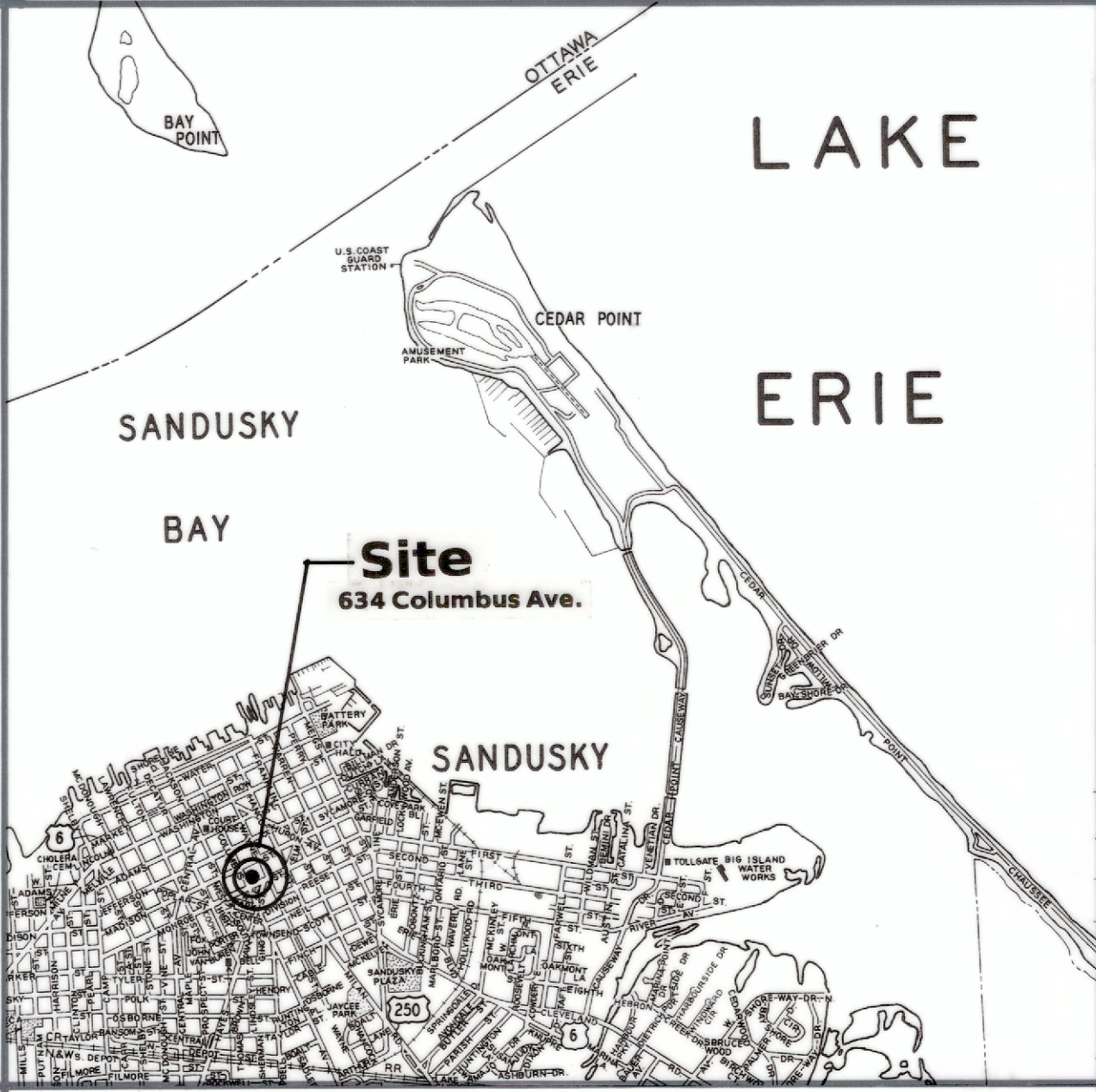
ELECTRICAL NOTES

- A. ELECTRICAL SERVICE SHALL BE INSTALLED PER POWER CO. & NEC REQUIREMENTS.
- B. ALL WIRING TO HAVE COPPER CONDUCTOR.
- C. ALL WIRING TO BE CONCEALED IN WALL, FLOOR AND ATTIC SPACES.
- D. ALL ELECTRICAL WORK SHALL BE IN STRICT ACCORDANCE WITH THE LATEST NATIONAL ELECTRICAL CODES AND ALL APPLICABLE LOCAL CODES.

HVAC NOTES

- A. ALL WORK AND EQUIPMENT SHALL CONFORM TO REQUIREMENTS OF THE BOCA MECHANICAL CODE, NFPA 90 AND ALL APPLICABLE CODES.
- B. CONTRACTOR SHALL COORDINATE ELECTRICAL CHARACTERISTICS AND REQUIREMENTS OF ALL MECHANICAL EQUIPMENT WITH ELECTRICAL CONTRACTOR.
- C. GAS FUEL PIPES SHALL BE TYPE B, UL LISTED.
- D. GAS APPLIANCES AND EQUIPMENT SHALL BE CONNECTED BY RIGID PIPE, TUBING OR FLEXIBLE CONNECTORS. UNIONS SHALL BE INSTALLED BETWEEN THE APPLIANCES AND THE EQUIPMENT'S SHUTOFF VALVE IN ACCORDANCE WITH THE OBC.
- E. ALL GAS LINE PIPE SHALL BE SOIL, 40 BLACK STEEL PIPE.
- F. THE GAS PIPING SYSTEM SHALL BE TESTED, IF IT IS INSTALLED IN CONCEALED LOCATIONS, PERFORM TEST BEFORE IT IS COMPLETELY COVERED.

• Project Location Map:



• Drawing Index:

sht. no.	description:
T/SP1	TITLE SHEET / CODE REVIEW / SITE PLAN
A1	LOWER LEVEL PLAN (RECLASSIFICATION)
A2	EXIST'G. CONDITION / DEMOLITION FIRST FLOOR PLAN
A3	"NEW" LAYOUT FIRST FLOOR PLAN & ELEVATIONS
A4	MEZZANINE FLOOR PLAN & INTERIOR ELEVATIONS
A5	EXTERIOR ELEVATIONS
M1	MECHANICAL FLOOR PLAN
P1	PLUMBING FLOOR PLAN
E1	ELECTRICAL FLOOR PLAN

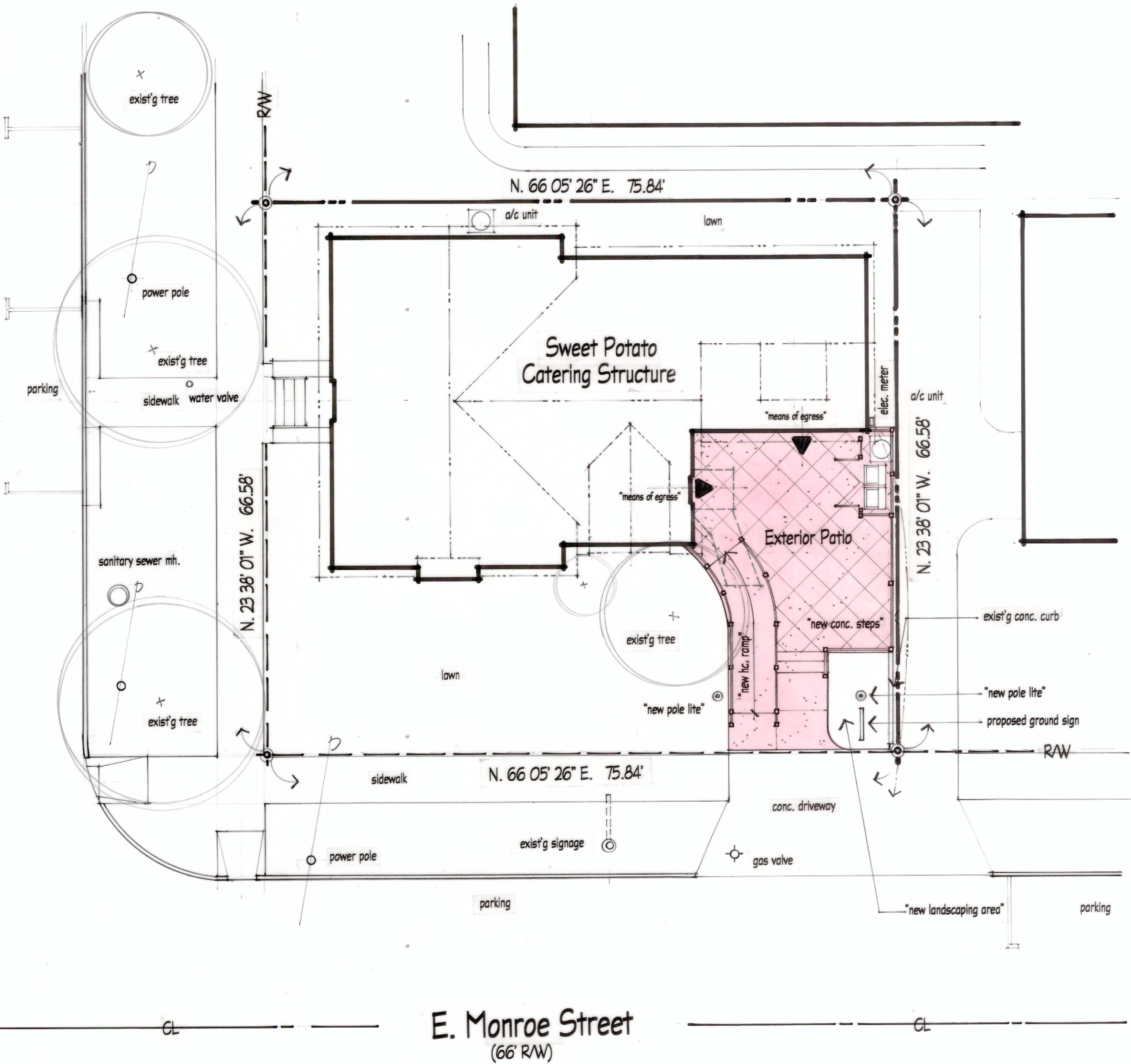
• Code Review:

Existing structure and proposed renovations are being submitted under Chapter 34 (Existing Structures) and section 3412 (compliance alternatives). See evaluation summary sheets for compliance.

- Proposed Use Group : "A-2" (Reception Hall)
- Construction Type : "5B" Combustible, Unprotected
- Allowable Area : (per table 503) 7,638 sq. ft. (adjusted), 1 story, 40' max. ht.
- Actual Area : (1872 sq. ft.) < 7,638 sq. ft. allowable
- Actual Height : 18'-6" < 40' allowable
- Occupancy Load (Calculated) : 95 people (Gathering space 71 + Lobby/Foyer 10 + Service area 7 + Mezzanine 7)
- Means of Egress : Two minimum exit access doorways if maximum occupancy is greater than 50 people or travel distance of 75'. 2 exits are being provided with a maximum exit travel distance of 74' +/-.
- Panic Hardware : (required if occupancy load is greater than 100 people). Not required.
- Egress Doors : Must swing in direction of egress if occupancy load is 50 people or greater. Egress doors will swing in direction of egress as shown on plans.
- Plumbing Fixture Requirements : (per table 2902.1)

	Required:	Provided:
Water Closets		
Male (1 per 75)	1	1
Female (1 per 75)	1	1
Lavatories		
Male (1 per 200)	1	1
Female (1 per 200)	1	1
Service sink	1	1

Note: A drinking fountain is not being installed, drinking water will be provided to customers and employees thru the service area (waitress station area) during building occupancy hours.



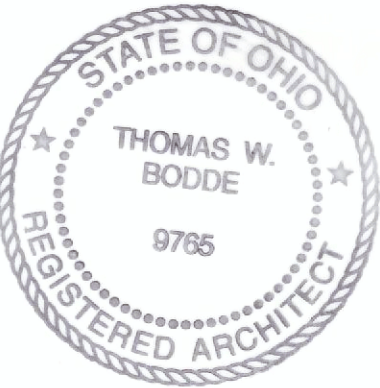
Architectural Site Plan

SCALE 1" = 10'

Notes:

- ALL WORK TO BE IN ACCORDANCE WITH THE LATEST EDITION OF THE OBC.
- ALL CONTRACTORS & TRADES SHALL VISIT THE JOB SITE TO INSPECT & EVALUATE ALL EXISTING CONDITIONS RELATING TO THEIR WORK.
- BEFORE & DURING CONSTRUCTION CONTRACTORS SHALL VERIFY DIMENSION & ELEVATIONS & CONDITIONS. ANY DISCREPANCIES OR UNKNOWN FOUND SHALL BE BROUGHT TO THE OWNER'S ATTENTION BEFORE PROCEEDING FURTHER WITH WORK.
- ALL MATERIALS TO BE IN NEW & UNUSED QUALITY & INSTALLED PER MANUFACTURER'S SPECIFICATIONS & INDUSTRY STANDARDS.
- GENERAL CONTRACTOR SHALL PROVIDE & MAINTAIN A REFUSE CONTAINER FOR ALL CONSTRUCTION DEBRIS. CONTRACTORS WORKING ON THE SITE SHALL CLEAN UP WORK AREAS ON A DAILY BASIS TO THE OWNER'S SATISFACTION.
- PLUMBERS WORK: PLUMBING CONTRACTOR SHALL SUBMIT DRAWINGS & CALCULATIONS AND PAY REQUIRED FEES FOR A STATE OF OHIO PLUMBING PERMIT.

Issued for Permit: Jan. 23, 2020

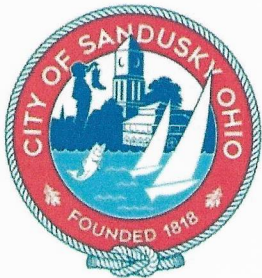


SHEET:

T/SP1

OF SHEETS TOTAL

TABLE 3412.7 SUMMARY SHEET - BUILDING CODE			
Existing occupancy: "B" business/mercantile	Proposed occupancy: "A-2"		
Year building was constructed: 1990 +/-	Number of stories: 1	Height in feet: 18'-6"	
Type of construction: "5B"	Area per floor: 1872 +/- sq. ft.		
Percentage of open perimeter structure: 30 %	Corridor wall rating: none	Required door closer: Yes No *	
Compartimentation: Yes No *	Required door closer: Yes No *		
Fire-resistance rating of vertical opening enclosures: (no vertical openings exist that require fire-resistance)			
Type of HVAC system: forced air unit in crawl space and first floor	serving number of floors: 1 each		
Automatic fire detection: Yes No *	Type and location: ---		
Fire alarm system: Yes No *	Type: ---		
Smoke control: Yes No *	Type: ---		
Adequate exit routes: Yes No *	Dead end: Yes No *		
Maximum exit access travel distance: 74'-6" +/-	Elevator controls: Yes No *		
Means of egress emergency lighting: Yes No *	Mixed occupancies: Yes No *		
SAFETY PARAMETERS			
3412.6.1 Building Height	172	172	172
3412.6.2 Building Area	4,804	4,804	4,804
3412.6.3 Compartmentation	18	18	18
3412.6.4 Tenant and Dwelling Unit Separations	0	0	0
3412.6.5 Corridor Walls	0	0	0
3412.6.6 Vertical Openings	0	0	0
3412.6.7 HVAC Systems	5	5	5
3412.6.8 Automatic Fire Detection	0	0	0
3412.6.9 Fire Alarm Systems	0	0	0
3412.6.10 Smoke Control	****	0	0
3412.6.11 Means of Egress Capacity	****	0	0
3412.6.12 Dead Ends	****	2	0
3412.6.13 Maximum Exit Access Travel Distance	**** 0	12.55	12.55
3412.6.14 Elevator Control	****	0	0
3412.6.15 Means of Egress Emergency Lighting	****	0	0
3412.6.16 Mixed Occupancies	0	****	0
3412.6.17 Automatic Sprinklers	0	0 + 2 = 0	0
3412.6.18 Stairways	0	0	0
3412.6.19 Incidental Accessory Occupancy	0	0	0
Building score - total value	31.524	46.074	46.074
*** No applicable value to be inserted.			
TABLE 3412.8 EVALUATION FORMULAS*			
FORMULA	T.3412.7	T.3412.8	SCORE
FS-MFS ≥ 0	31.524	(FS) - 18	(MFS) = 12.524
ME-MNE ≥ 0	46.074	(ME) - 30	(MNE) = 16.074
GS-MGS ≥ 0	46.074	(GS) - 30	(MGS) = 16.074
FS = Fire Safety ME = Means of Egress GS = General Safety			
MFS = Mandatory Fire Safety MNE = Mandatory Means of Egress MGS = Mandatory General Safety			



PLANNING COMMISSION

Application for Approval

Department of Planning

240 Columbus Ave

Sandusky, Ohio 44870

419.627.5891

www.cityofsandusky.com

TYPE OF APPLICATION:

☐ Conditional Use Permit

☐ Flood Plain Variance

☒ Other *change of use permit*

☐ Similar Main Use

☐ Front Yard Fence

APPLICANT/AGENT INFORMATION:

Property Owner Name: Katie Korobkin

Property Owner Address: 634 Columbus Ave

Sandusky, OH 44870

Property Owner Telephone: 419-202-4740

Authorized Agent Name: _____

Authorized Agent Address: _____

Authorized Agent Telephone: _____

LOCATION AND DESCRIPTION OF PROPERTY:

Municipal Street Address: 634 Columbus Ave. Sandusky

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

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): N/A

Number of Off-Street Parking Spaces Provided: 0

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.):

Change the use from mercantile to
assembly to ~~utilize~~ utilize building as
a venue for social gatherings.
This space will be used for private
events only.

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

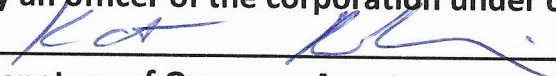
Front Yard Fence: no charge

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.

 3-16-2020
Signature of Owner or Agent Date

PERMISSION TO ACT AS AUTHORIZED AGENT:

As owner of 634 Columbus Ave (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: _____

**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.**

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

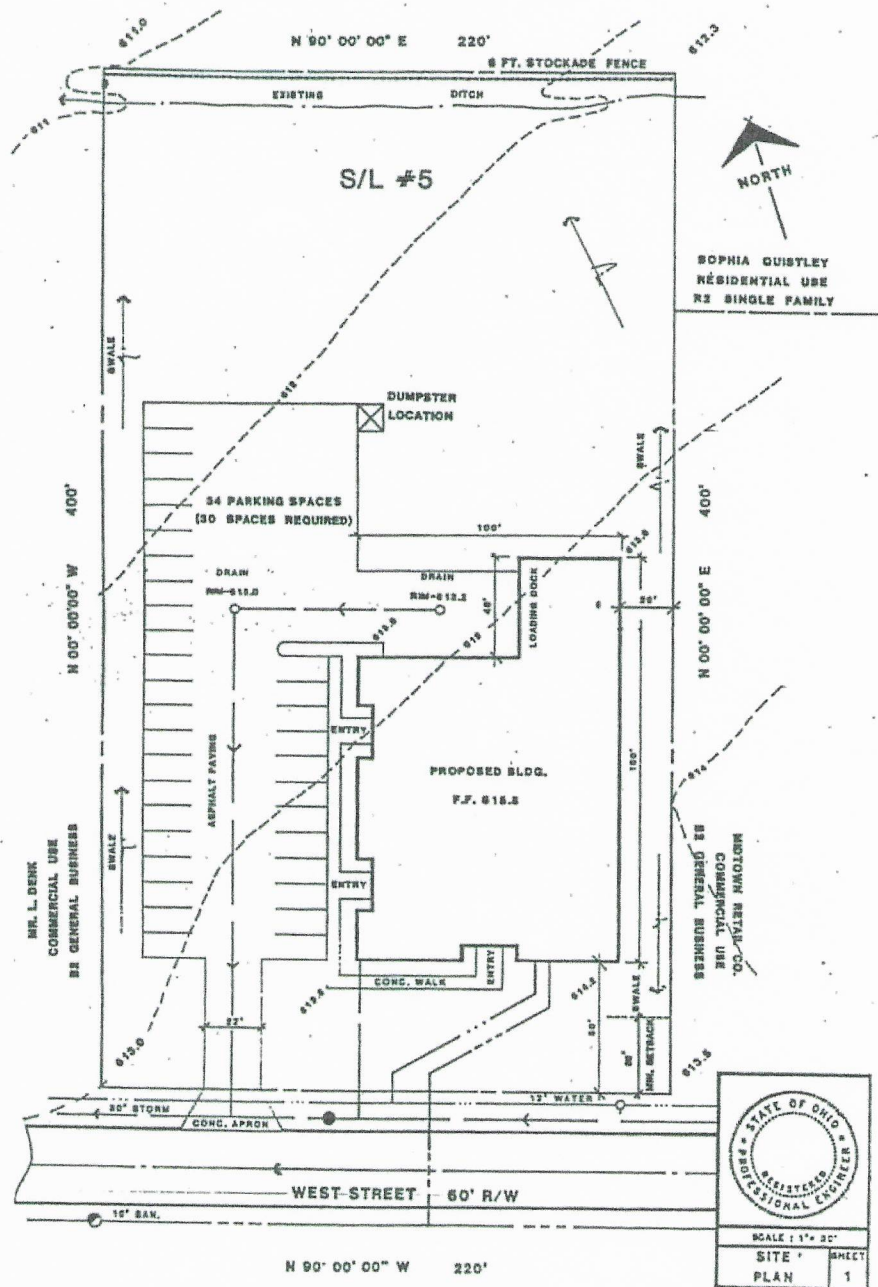
Design Details

- **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?