



---

## Planning Commission

240 Columbus Ave

Sandusky, Ohio 44870

419.627.5973

[www.cityofsandusky.com](http://www.cityofsandusky.com)

### Agenda

June 22, 2022

5:00 pm

City Commission Chamber

Live Streamed on [www.Youtube.com/CityofSanduskyOH](https://www.youtube.com/CityofSanduskyOH)

---

1. **Meeting called to order – Roll Call**

2. **Approval of minutes from May 25, 2022**

3. **New Business**

The City of Sandusky has submitted a site plan application for renovation of the existing Sandusky Justice Center at 222 Meigs Street (parcel 56-64019.000).

S&S Realty Ltd has submitted a site plan application for a building addition at 1935 Cleveland Road (parcel 57-01378.000).

FEMA and NFIP Required Changes to Floodplain Regulations

Findings and Recommendations on Transient Rental Property Regulation from the Planning Commission Subcommittee

4. **Old Business**

Tabled on May 25, 2022: Ronda Jacksich has submitted an application for an amendment to the zoning map for 702 and 706 Perry St (parcels 57-03889.000 and 57-04347.000). The application is to rezone the parcels from "R1-40" Single-Family Residential to "RRB" Residential Business.

Tabled on April 27, 2022: The Planning Commission has set a public hearing to consider a transient rental overlay district for the following parcels along East Washington Street: 56-01210.000, 56-00444.000, 56-00518.000, 56-00747.000, 56-00097.000, 56-01158.000, 56-00643.000, 56-00585.000, 56-01137.000, and 56-01136.000.

Tabled on April 27, 2022: The Planning Commission has set a public hearing to consider a transient rental overlay district roughly bound by West Monroe Street to the north, Marquette Street to the west, Superior Street to the east, and then extending to the railroad tracks to the south.

5. **Other Business**

6. **Adjournment**

**NEXT MEETING: July 27, 2022 at 5:00pm**

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

**Planning Commission**  
**May 25, 2022**  
**Meeting Minutes**

**Meeting called to order:**

Chairman Pete McGory called the meeting to order at 5:00 pm. The following members were present: Pete McGory, David Miller, Jade Castile, Jim Jackson, Steve Poggiali, Conor Whelan and Mike Zuilhof. Alec Ochs and Arin Blair represented the Community Development Department, Brendan Heil represented the Law Department, and clerk Kristen Barone was also present.

**Approval of minutes from March 23, 2022:**

Mr. Miller moved to approve the minutes as presented and Mr. Poggiali seconded. All voting members were in favor of the motion.

**Approval of minutes from April 27, 2022:**

Mr. Poggiali moved to approve the minutes as presented and Mr. Miller seconded. All voting members were in favor of the motion.

**Public Hearings:**

- **Sandusky Holdings LLC has submitted an application for an amendment to the zoning map for the following parcels along Milan Road: parcel 57-03541.000, parcel 57-03542.000, parcel 57-03374.000, and parcel 57-00159.000. The application is to rezone the parcels from “R1-40” Single-Family Residential to “GB” General Business.**

Mr. Ochs stated that the parcels currently contain part of a parking lot, a vacant parcel of a recently demolished house, and an existing residential structure. The four parcels in this application along with the four parcels contingent to the south along Milan Rd. are owned by the applicant. The applicant is proposing the rezoning of this land as they look to add these parcels in the sale of the lower four parcels on the corner of Milan Rd. and Perkins Ave. The larger area will make the property more marketable for larger developments. The rezoning to “GB” General Business would open the door for high intensity business uses, but not allow for low intensity commercial / manufacturing zoning uses. These parcels currently abut a General Business zoned parcel. The single-family homes on this stretch of Milan Rd. lack a strong neighborhood connection due to commercial development and high traffic counts on Milan Rd. From a long-term planning perspective, staff believe business uses and other larger development such as multifamily structures are a more logical land use than single-family homes on Milan Rd. between Perkins Ave. and Sycamore Line. Rezoning these parcels supports this perspective and the long-term growth potential of the corridor. Staff supports the approval of the proposed amendment to the zoning map with the following conditions: 1. All applicable permits are obtained through the Building Department, Engineering Department, and any other applicable agency prior to any development. Mr. Zuilhof asked staff if they know how the north end of the lot came to be a nonconforming use. Mr. Ochs stated that staff could not find any record of what enabled that use. A parking lot is a permitted use if it is attached to a residential structure, so the only thing that would make this a nonconforming use would be a fence. Mr.

Zuillhof made a motion to approve the application subject to staff's conditions and Mr. Jackson seconded. All voting members were in favor of the motion and the motion passed.

- **Ronda Jacksich has submitted an application for an amendment to the zoning map for 702 and 706 Perry St (parcels 57-03889.000 and 57-04347.000). The application is to rezone the parcels from "R1-40" Single-Family Residential to "RRB" Residential Business.**

Mr. Ochs stated that the sites at 706 & 702 Perry St. currently both have single family structures. Each house has roughly 1,200 sq. ft. of living space. Both homes have off street parking. The applicant is proposing the rezoning of this land as they look to use the home at 706 Perry St. for transient occupancy. Staff recommended that the corner parcel at 702 Perry St. be included in this application to create a more cohesive district with the properties along Monroe St. west of Perry St. The resident at 702 Perry St. stated he is not interested in transient occupancy but has given a signed letter of consent to planning staff in favor of re-zoning his property to RRB – Residential Business. Mr. Ochs then read aloud a letter from the owner of 702 Perry Street, which stated "I Steven Ruff, representing SPR Rentals LLC, owner of 702 Perry Street, give consent to the City of Sandusky to change the zoning to my property given that there is absolutely no additional fees or taxes assessed to me." The rezoning to "RRB" Residential Business is the minimum zoning change to permit the applicant's proposed project. In staff's opinion, the RRB zoning will create a logical transition due to the fact the block to the west is already zoned RRB, and is also used as residential homes. The property at 702 Perry St. is also contiguous to a Local Business zoned parcel to the north, which would allow transient occupancy with a conditional use permit. The RRB zoning allows the most restricted business uses and the existing residential use. If the applicant desires the property to be utilized for transient rental, it will need its own transient rental application and would be thoroughly reviewed by the Code Enforcement Department and the Division of Planning. Staff supports the approval of the proposed amendment to the zoning map with the following conditions: 1. All applicable permits must be obtained through the Building Department, Engineering Department, and any other applicable agency prior to transient occupancy. Mr. Miller asked if the driveway at 706 Perry Street is a shared driveway with the neighboring property. Mr. Ochs said that it does look to be that way as the property line goes through the middle of the driveway. However, staff considers there to be adequate parking. Mr. Zuillhof asked staff to clarify that even if this rezoning is approved, would the applicant still have to apply for transient rental and include a parking plan in that application. Mr. Ochs stated that was correct. Mr. Zuillhof stated that he would not characterize the letter from the owner of 702 Perry St as approval to go through with this. Also, the owner stated some conditions in that letter that the Planning Commission cannot promise will happen. He then asked if this is the only way to achieve what the owner wants to do with her property because allowing a rezoning will not only allow transient rental, but it will also allow a lot of other uses. He said he does not like getting in the habit of approving transient rental via this route because of that reason. Mr. Poggiali stated that he agrees and is more inclined to wait on this application until the transient rental regulations that they have been working on are in place. Mr. McGory stated that it might not be such a leap considering there is local business zoned across Monroe Street and Residential Business across Perry Street. Mr. Miller stated he does not think this would be considered spot zoning for that reason. Mr. McGory reminded the Planning Commission that they also approved

a rezoning for transient rental purposes, and that property is across the street and over a couple of properties. Mr. Whelan stated that he does not have a problem with changing the zoning, however Mr. Zuilhof brings up a good point about the letter from the owner of 702 Perry Street. Charles Kraisner of 705 Perry Street, said he owns the property right across the street from 706 Perry Street. He asked what the parking plan would be because there is no parking there now. He said he is not against anyone making money off of their own property or having transient rentals but if there is no parking there now he is not sure where they will park. Mr. McGory stated that in order to do transient rental they would need to submit a parking plan to staff along with the application and if they do not have a parking plan that is sufficient then they may not be able to do that there. Mr. Ochs stated that the transient parking requirements reflect the zoning requirements for any new building. So in this case it would be two spaces are needed. By looking at 706 Perry Street, staff estimated at the minimum two cars would fit there, but possibly three, and showed the Planning Commission a picture of the property and the shared driveway. 702 Perry Street has a driveway which staff estimated could fit 4-6 cars. Staff does not consider parking an issue at either address. Ms. Castile stated that this rezoning might make sense, but she would also like to hold off on further rezonings for transient occupancy use until the Planning Commission knows what they updating the regulations. Rhonda Jacksich of 706 Perry Street, stated that she has lived in this home for maybe 25 years. She said there has never been an issue with parking and sharing a driveway with her neighbor. She said there is room for probably five cars at her address. She said that the property that got the approval to do this same thing across the street, that person has only been living there a few months. She said they also do not have off street parking at that address. She said she knows all of her neighbors since she has lived there so long and none of them have an issue with what she wants to do. She said that the people that lived on the other side of her passed away and so did the person that lives behind her, and there are no plans for those homes at this time. Ms. Jacksich stated that she may possibly try to buy the property next to her if they put it up for sale. Mr. Whelan asked the applicant if she could clarify whether or not she currently lives at this address. Ms. Jacksich stated that she does, but her mother is not doing well, so she wants to move in with her mother and then do transient occupancy at this address so that she would not have to give up her home. She said her home is very nice and she would be very picky with whom she would allow to stay there if this is approved. Law Director Brendan Heil stated that he has questions as to whether or not the letter from the owner of 702 Perry Street is sufficient enough authorization to consider a rezoning for his address. The zoning code states that if the applicant is not the actual owner of the property, there must be a verified statement from the owner of the property allowing someone to make the application on their behalf. He is not sure the letter submitted by the applicant is sufficient. He would recommend not making a decision on this tonight so that staff can further look into what the code requires. Mr. Zuilhof made a motion to table this application until next month's meeting and Mr. Poggiali seconded. Mr. McGory stated that he believes the Law Director's concern is legitimate. He does however believe, besides the proposed transient rental use, that the zoning change does make sense for this location. Mr. Miller stated that he does have mixed feelings on this, but hates to make someone wait on a decision when the Planning Commission has been taking some time to figure out the transient rental regulation changes. However, he does agree with the Law Director with his recommendation. Mr. Poggiali stated that he does want to be consistent and the applicant did

bring up some good points about what was approved across the street, which is why he thinks it is important to get the transient rental regulations squared away. Mr. Whelan stated he would be prepared to vote if it were not for the Law Director's comment. Ms. Castile said that Mr. Poggiali brought up a good point about being consistent but Mr. Zuilhof also brought up a good point about how many times do you keep approving these just because it was done before so hopefully when the transient rental regulation changes take place, that will help. Mr. Miller stated that the transient rental revisions may not require that corner lot to be rezoned in order to not be spot zoned because it wouldn't be a zoning change that allows a transient rental but a cap on transient rentals, and that also appeals to him. If they decide to allow transient rentals in other areas not already approved but put a cap on them, Ms. Jacksich may be able to do what she wants to do and not have to worry about getting the owner of the corner lot to do anything further. All voting members were in favor of the motion and the motion passed.

#### **New Business:**

- **Hoty Marine Group has submitted a site plan application for demolishing and replacing the current restroom and community building at 2035 First Street (parcel 57-02639.000).**

Mr. Ochs stated that the applicant proposes to demolish and replace the current community building/restroom building at Venetian Marina. The building footprint will expand to a total of 3,659 sq. ft. and will have the same community space/restroom use as the existing structure. The existing playground, parts of the wood deck and parts of the existing sidewalk are to be removed. A new concrete entranceway and walkway configuration is proposed. The existing pool and part of the existing wood deck is to remain. Staff has determined that no additional parking is necessary. With no additional parking requirements, no additional landscaping is required. All area standards are satisfied. All yard regulations are satisfied. Staff recommends the approval of the proposed site plan with the condition that all applicable permits must be obtained through the Building Department, Engineering Department, and any other applicable agency prior to construction. Mr. Miller made a motion to approve the application subject to staff's conditions and Ms. Castile seconded. Mr. Miller asked staff for clarification on why this needs Planning Commission approval. Mr. Ochs stated that the expansion of a commercial use needs Planning Commission approval. All voting members were in favor of the motion and the application was approved.

- **MRK Real Estate LLC has submitted a site plan application for expanding the current manufacturing, storage, and warehousing operations at 2901 West Monroe Street (parcel 59-00360.001).**

Mr. Ochs stated that the applicant proposes to expand the current manufacturing, storage, and warehousing operations by approximately 51,800 sq. ft. Addition 1 will add 44,566 sq. ft. of warehouse space. And addition 2 will add another 6,720 sq. ft of warehouse space. This addition will put the total site coverage at nearly 53.9%, 3.9% over the maximum requirement of 50%. The applicant is seeking an area coverage variance at the 5/19/22 Board of Zoning Appeals. The proposal contains 58 parking spaces. The code calls for 112 spaces. The proposed parking area coverage is 49,000 sq. Ft. The landscaping area is 5,000. Staff has spoken to the applicant and determined 58 spaces will adequately meet the parking need for the site. The applicant stated that 58 spaces will be more than enough for current and future employees. Staff notes that warehousing operations typically produce a minimal amount of jobs – therefore, should not require the amount of parking the code calls for. Staff observed the small size of the parcel and

additional parking would not fit on the site based on the proposal. Due to these restraints and the conversation with the applicant, staff recommends waiving any additional parking requirements. The parking addition requires one additional tree to be planted in a landscaping island. The Planning Commission has the authority to require landscaping features if it is in close proximity to residential uses. Staff supports this approach. Staff recommends adding 2 trees along the western edge of the parking areas. A tree lawn currently exists, and staff recommends the old entry aisle is replaced with a tree to match the existing trees as best as possible. Staff also recommends adding additional trees on this western edge due to its close proximity to a residential neighborhood. A tree buffer would help minimize the visual impacts for residents and future users of the Sandusky Bay Pathway which is planned in the right-of-way along the southern and western edges of this property. This amount of landscape is sufficient to beautify the site as the code would have guided previous site plan applications for this site. Mr. Ochs then showed a map where he pointed out where there is additional landscaping highlighted in orange that is not required, but planning staff recommends additional landscaping at this location to further beautify the site. Staff recommends approval of the proposed site plan with the following conditions: 1) All applicable permits must be obtained through the Building Department, Engineering Department, and any other applicable agency prior to construction, 2) The landscaping plan is updated according to staff recommendations in the staff report. Mr. McGory asked if staff had discussed with the applicant what all they would like to see as far as landscaping goes. Mr. Ochs stated that he did mention to them that staff would like to see the one tree that is required and the recommended landscaping buffer and they seemed willing to do that, but staff did not mention to the applicant the additional landscaping. Mr. McGory stated he would be uncomfortable making a motion conditioned upon everything being suggested by staff if the applicant is not in agreement with it. Mr. Ochs stated that he believes the applicant is here if the chairman wants to invite him up to speak. Mr. Zuilhof stated that it looks to him like the plan encroaches onto a strip of City owned land that runs from Monroe to the Marina and bounded to the east by the yellow line within the red boundary on one of the photos provided in the staff report. He asked does the City need that strip of land or can it be vacated? Ms. Blair stated it is her understanding that this site plan does not encroach onto the City owned land and that strip of land will become part of the Sandusky Bay Pathway. Craig Dunaway, General Manager at Rheteck stated that there are currently a bunch of nice trees currently next to where the bike path will possibly go. He said they are not against beautifying the property and will do whatever the Planning Commission decides as far as landscaping goes. He said they would like to eventually purchase the property from the owner if this site plan gets approved. Mr. Zuilhof moved to approve the application subject to staff's conditions and subject to the site plan not encroaching onto City property. Mr. Poggiali seconded. All voting members were in favor of the motion and the motion passed.

#### **Old Business:**

- **The Planning Commission has set a public hearing to consider a transient rental overlay district for the following parcels along East Washington Street: 56-01210.000, 56-00444.000, 56-00518.000, 56-00747.000, 56-00097.000, 56-01158.000, 56-00643.000, 56-00585.000, 56-01137.000, and 56-01136.000 (tabled at last meeting).**

Mr. Zuilhof made a motion to take this item off the table. Mr. Miller asked if there is an idea on when there will be a draft transient rental ordinance revision, as the Planning Commission was reluctant to move forward with this item due to waiting on that direction. Mr. Heil stated that

he wanted to let everyone know that a motion to take this item off the table does not mean that the Planning Commission discusses this tonight but means that this will be back on the table at the next meeting. With a lack of a second to the motion, the motion failed and the item remains on the table.

- **The Planning Commission has set a public hearing to consider a transient rental overlay district roughly bound by West Monroe Street to the north, Marquette Street to the west, Superior Street to the east, and then extending to the railroad tracks to the south (tabled at last meeting).**

Mr. Poggiali stated that he knows there are a couple of people at the meeting tonight that wanted to speak so he asked if this item needed to be removed from the table in order to hear what these people wanted to say. Mr. Zuilhof stated that taking it off the table would continue the public hearing so either they do that and here new thoughts or they wait. Mr. Heil stated that he believes that everything that was tabled at the last meeting was tabled without a specific time frame which means that an affirmative vote is needed to remove it from the table and then the matter can be heard at the next meeting. However, the chair has the ability to elicit discussion during old business on any and all topics. Mr. Zuilhof stated he would like to hear what others have to say on this issue if they had not yet had the chance to speak on the matter, but does think the discussion should be limited to three minutes considering how long the previous month's meeting went and to give everyone a chance to speak. He said that is also a rule that is followed at City Commission. Also, if this item is not taken off the table, members of the Planning Commission should refrain from having discussion after comments are heard.

#### **Other Business:**

Mr. Poggiali stated that he, Mr. Miller, Mr. Castile, and staff have met to discuss potential changes to the transient rental regulation and plan on meeting again soon. Mr. Jackson stated that it is difficult if you are not in a transient rental overlay district to try to decide who gets approval to do transient rental and who does not. Mr. Zuilhof states that the ordinance does lay out some pretty good reasons to help with that. Mr. Whelan asked Mr. Poggiali if they think there might be some draft language at next month's meeting. Mr. Poggiali said that they plan on meeting before next month's meeting but would hate to promise anything.

Dan O'Loughlin, 3426 West Monroe Street stated that he had the pleasure of speaking with the Planning Commission at the end of April regarding the public hearing for the transient rental overlay district in the West Monroe Street area. He said it was brought up more than one time that the petition he had was six months old. He had 40 signatures against at that point. He spoke with some of the neighbors after that meeting. Mr. Poggiali brought up a good point in saying he would be curious to know how many of those signatures are owners versus renters. He said it was also discussed how this would affect the whole area not just that small area as the west end goes all the way to Edgewater Drive. So he brought in a new petition and 130 people signed it stating they were against the transient rental overlay district and out of the 130 people, 8 were renters. He said that a lot of the renters in the area did not want to sign it out of fear that they would get evicted if they did. At the end of Lasalle Street he heard there was a guy that fixed up a home and was getting ready to do this even though he does not think it

is allowed there. He said the west end is a peaceful neighborhood and this is just not the place for transient rentals.

Barb Manner, 1317 Lasalle Street, stated that the gentleman that wants to do the Airbnb had a sign up (and she showed the sign) from May 16<sup>th</sup>-May 20<sup>th</sup>, until Erie Metro Housing asked him to take it down. She then stated that the sign said "Section 8 housing only. Must be willing to sign a 31 day lease so that multiple families will be able to enjoy throughout the year. Erie Metro Housing does not rent for 31 days but one year at a time. He is trying to get someone in long term but it is not Erie Metro route to go, so he was asked to take the sign down by Erie Metro Housing.

Ms. Gessinger, 620 Lasalle Street, stated she has lived at her address for 22 years and she is opposed to the transient rental housing. She does not want to have to look out the window and wonder who is out there. She said that her house is next to Lions Park and she knows everything that goes on in that neighborhood. She said there has been a murder suicide and homeless people stay down there so they already have enough to worry about. She said her house burned down and then someone broke into her home after that. She said that people that are coming up here are coming up here to party and that is not what the families want that live in the neighborhood.

Charles Kraisner of 705 Perry Street asked Dan O'Loughlin if he was the man that offered people \$5.00 to sign a petition. Mr. O'Loughlin replied no. Mr. Kraisner said he heard there was a guy that was doing that. He said that the City should take into consideration what people have to say that have been living in areas for as long as they have when developing plans. He then said that the neighbors that passed away next door to Ms. Jacksich, their home is probably in probate court since they have been passed away for a while now.

Mr. Poggiali stated that any time the City does a Comprehensive Plan or something similar they do invite people to come give opinions, but it is usually difficult to get people to show up.

Mr. Jackson stated that he does want people to know that they do take into account their comments when they come and speak at meetings.

Ms. Blair stated that she wanted to let everyone know that the Mills School Open House for the Sandusky Recreation will be next Wednesday, June 1<sup>st</sup> from 3pm-7pm at the Mills School.

**Adjournment:**

Mr. Miller motioned to adjourn the meeting and Mr. Poggiali seconded. The meeting ended at 6:31pm.

**Next Meeting:**

June 22, 2022

**Approved:**

---

Kristen Barone, Clerk

---

Pete McGory, Chairman

CITY OF SANDUSKY, OHIO  
DEPARTMENT OF COMMUNITY DEVELOPMENT  
DIVISION OF PLANNING

# PLANNING COMMISSION REPORT

---

APPLICATION FOR SITE PLAN APPROVAL AT  
222 MEIGS ST.  
(PARCEL 56-64019.000)

Reference Number: ZN0000180

Date of Report: June 13, 2022

Report Author: Alec Ochs, Assistant Planner



# City of Sandusky, Ohio

## Planning Commission Report

---

### BACKGROUND INFORMATION

---

Applicant/Owner: City of Sandusky  
240 Columbus Ave  
Sandusky, OH 44870

Authorized Agent: Aaron Klein  
240 Columbus Ave  
Sandusky, OH 44870

Site Location: 222 Meigs St.  
Sandusky, OH 44870

Zoning: PF – Public Facilities

Surrounding Zoning:

North: DBD – Downtown Business

East: PF – Public Facilities

South: LB – Local Business

CS – Commercial Service

West: DBD – Downtown Business

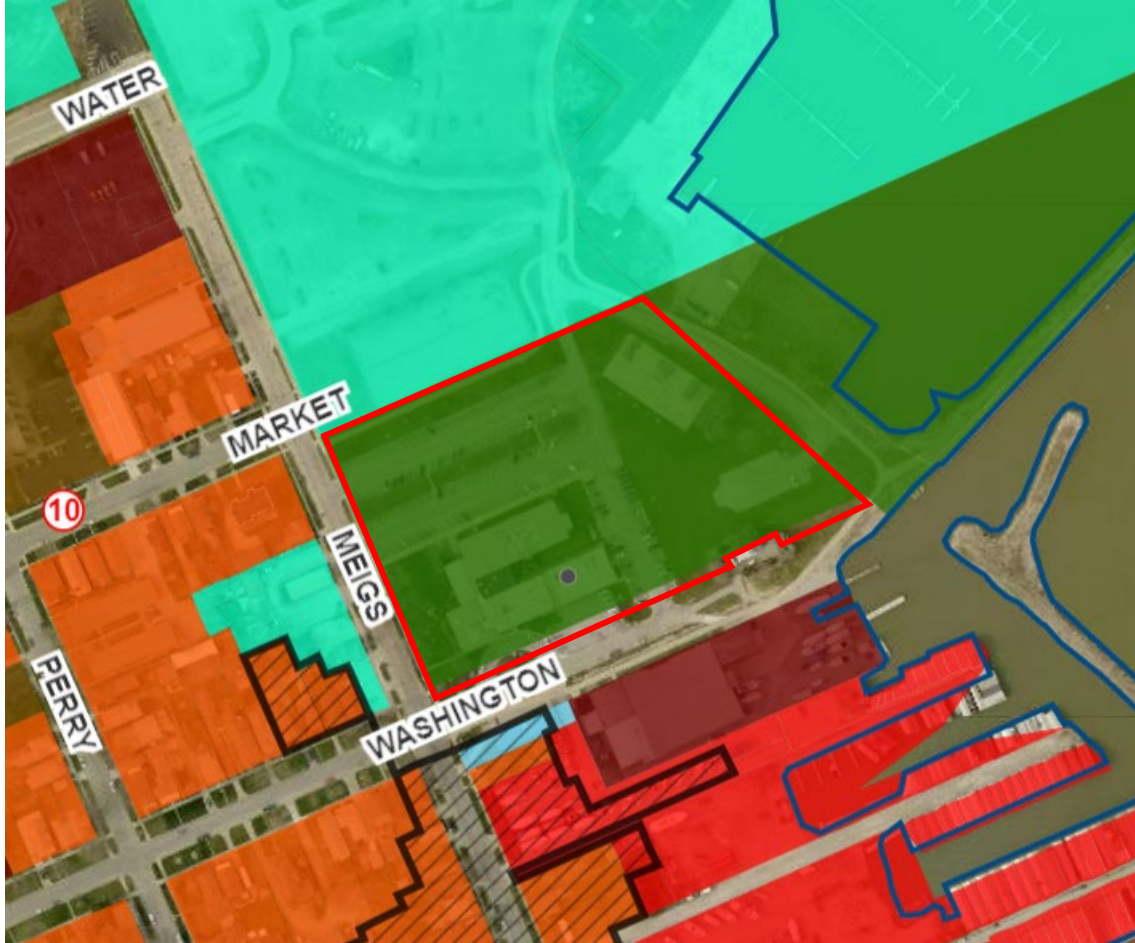
Surrounding Uses: Business & Residential

Existing Use: Public Facilities

Proposed Use: Public Facilities

Applicable Plans & Regulations: Sandusky Zoning Code Sections: 1123 Public Facilities District, 1149 Site Plan Review and Off-Street Parking

Subject property outlined in red



**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

County Auditor Property Map (subject property outlined in red)



Aerial Photo (taken March 2021)



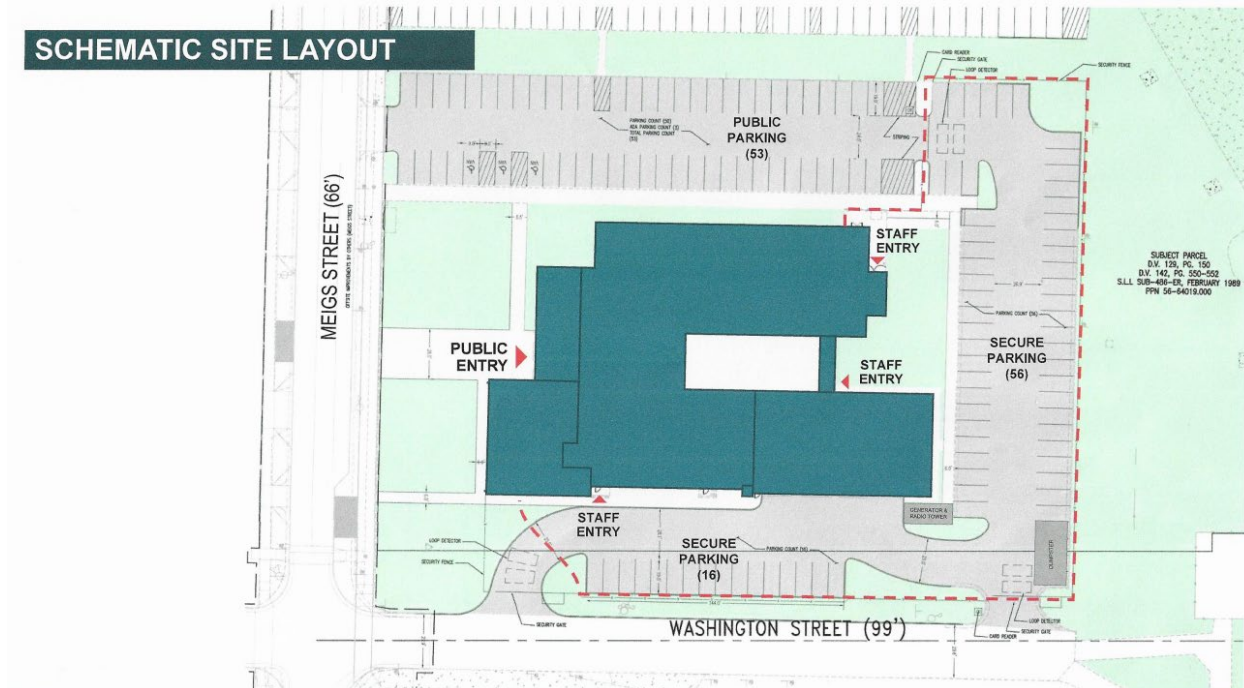
## South Facade



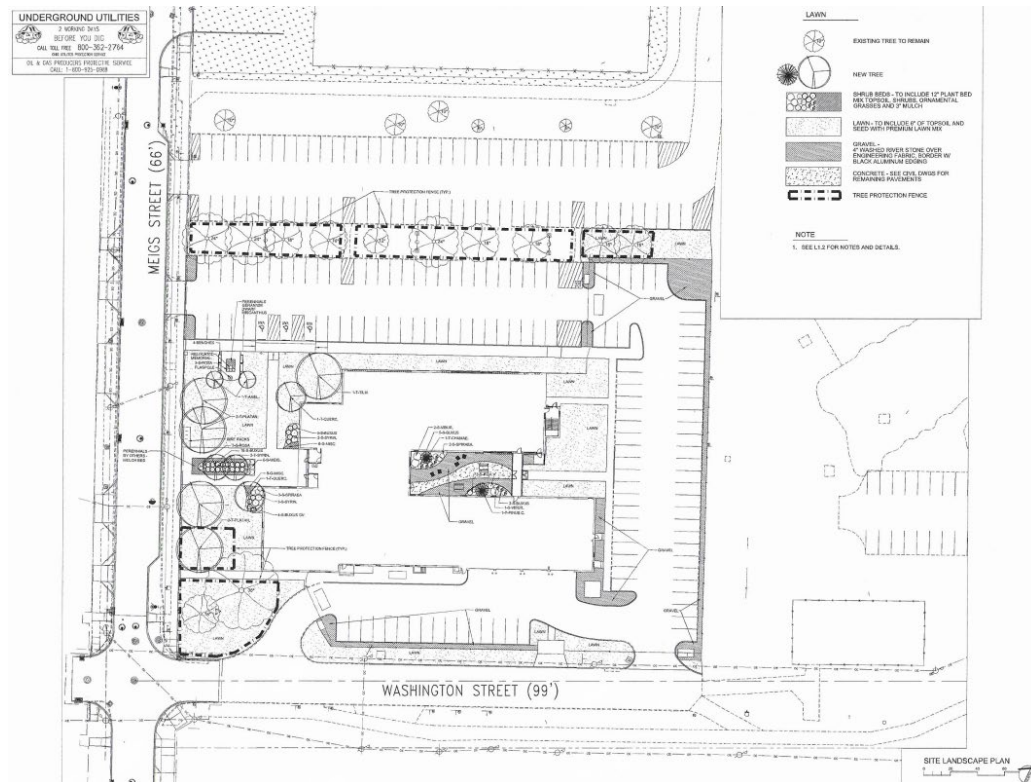
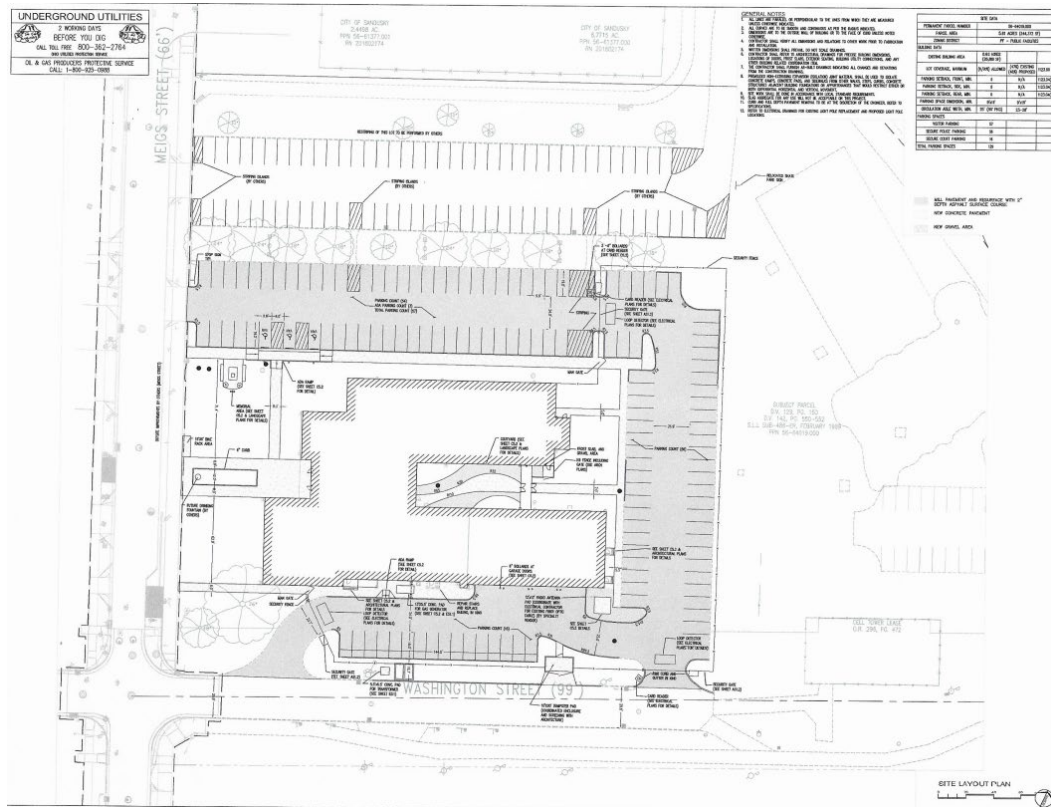
### PROJECT DESCRIPTION

The applicant proposes to renovate the existing Sandusky Justice Center. It will house the police and court staff in their day-to-day operations. The court section of the building will operate during business hours, while the police will have 24-hour operations. The buildings use and occupancy will not change. The footprint of the building will remain the same size at approximately 38,000 sq. ft. The height will remain the same. The parking on the parcel is increasing from 183 spaces to 228 spaces.

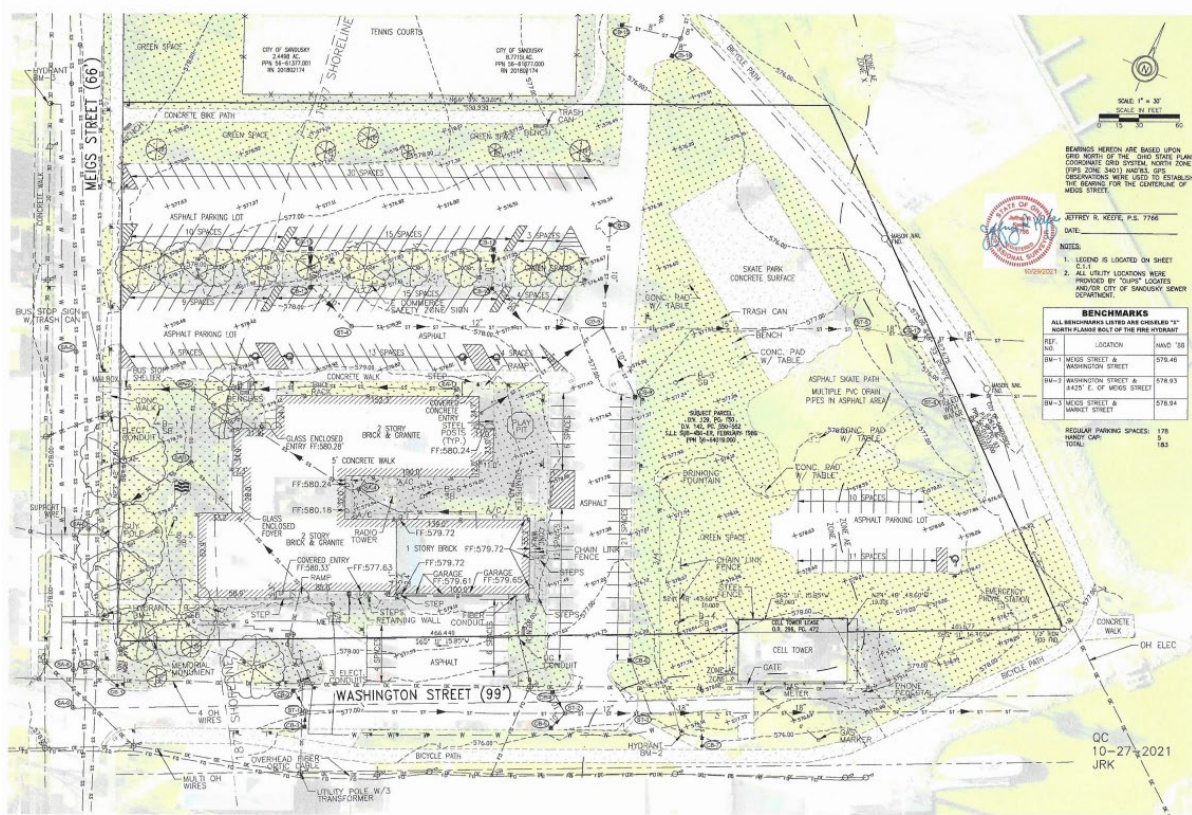
### SCHEMATIC SITE LAYOUT



## Underground Utilities Maps



## Topography Survey Map



### APPLICABLE CODE SECTIONS

## CHAPTER 1123

### Public Facilities District

#### 1123.02 USE REGULATIONS.

Buildings and land shall be used, and buildings shall be designed, erected, altered, moved, or maintained only for the following:

#### Schedule of Permitted Buildings and Uses for Public Facilities District

Main Buildings and Uses	Accessory Buildings and Uses (a)
Governmental: municipal, county, state buildings, and uses for administrative functions.	Public parking areas or storage garage.

#### **1123.04 YARD REGULATIONS.**

- (a) Lighting. Floodlighting and other lighting of playfields, buildings, or parking areas shall be located and designed so as to shield the light source from adjoining residences.

#### **1123.06 APPROVAL; DESIGN STANDARDS.**

Drawings of proposed public buildings and land uses shall be submitted to the Commission for review, and a public hearing may be held thereon. Drawings shall include a plan of the lot showing buildings on the same or adjoining lots, and preliminary site and building plans of the proposed developments. Standards for evaluating public facility developments shall be:

- a) That the proposed building or use is properly located in relation to any adopted general plan including the vicinity, that it could not serve the neighborhood as satisfactorily if located elsewhere in a less restricted district;
- b) That the proposed building or use is properly located in relation to any adopted thoroughfare plan or street patterns, preferably located on major or secondary streets (except schools on local streets) so as to generate a minimum of traffic on local streets;

### **CHAPTER 1149**

#### **Site Plan Review and Off-Street Parking**

#### **1149.02 ACCESSORY PARKING FACILITIES REQUIRED.**

- (c) Whenever the use of an existing building is changed to a use requiring more off-street parking facilities, except as provided in Section 1149.06. (1980 Code 151.82)

#### **1149.03 CONTINUATION OF PARKING FACILITIES.**

All existing off-street parking facilities, or those required as accessory to a use of a proposed or altered building shall continue unobstructed in operation, shall not be used for automobile service or repair, and shall not be reduced below the required size as long as the main use remains, unless an equivalent number of spaces is provided for the use in another approved location. (1980 Code 151.83)

#### **1149.05 SCHEDULE OF REQUIRED OFF-STREET PARKING.**

(4) Public buildings, municipal and education	Number of spaces to be determined based on site development
---	---

#### **1149.09 SURFACE IMPROVEMENTS OF PARKING AREAS.**

- (a) All parking areas and access driveways shall be a paved surface unless otherwise approved by the Planning Commission. These surfaces shall have adequate drainage so

as not to negatively effect adjoining properties. Water shall not drain across public roads or walkways. Appropriate bumper guards or curbs shall be provided, to prevent the location of vehicles within required setbacks or right-of-ways.

(b) Landscaping shall be required for all surface parking lots along the sides immediately adjacent and parallel to streets, sidewalks, alleys, lawns, and adjoining surface parking lots. Landscape shall include a combination of hardy canopy trees, shrubbery, and ground cover as follows:

(1) Shrubby shall have a minimum height of 12 inches and shall extend the entire length of the landscaped strip, excluding driveways, alleys, sidewalks, pedestrian access points and other approved means of landscaping. The landscaped strip shall not extend into a public right-of- way.

(2) Canopy trees of at least 2-inch caliper shall not be set apart less than 30-feet on center. Canopy trees may be located within a public right-of-way with City permission. The species of canopy tree shall be approved by the Department of Horticultural Services.

(3) Any area within the landscaped strip not occupied by trees or shrubbery shall consist of ground cover. Ground cover within a public right-of-way shall only consist of grass.

(4) Each landscaped strip shall be at least 3-feet in width.

(c) All surface parking lots containing 25 or more parking spaces shall contain one landscaped island measuring at least 100 square feet for each 25 parking spaces provided or fraction thereof. Each landscaped island shall contain the following:

(1) At least one hardy deciduous 2-inch minimum caliper canopy tree.

(2) The area of the island not occupied by trees shall consist of ground cover, grass and/or shrubbery.

(3) The island shall be contained within a poured-in place or pre-cast 6-inch high concrete curb.

(d) Landscaping shall be well maintained at all times. In the case that a tree, shrub, or plant dies, the owner of the property shall have six months to replace the tree, shrub, or plant

---

#### SUPPLEMENTAL DIVISION OF PLANNING COMMENTS

---

**Total proposed parking spaces: 228**

+ 45 increase

Staff has determined that no additional parking is necessary.

Landscape standards are satisfied. With 10 trees and nearly 8,000 square feet of lawn area, the existing landscaped island, to remain in the main public parking area, sufficiently covers the

landscaping requirement in the code. In this case, the requirement is 9 trees and 900 total square feet of landscaped island. The site plan also further beautifies the site with landscaping facing Meigs Street.

All exterior lighting will be dark sky friendly.

All area standards are satisfied.

All yard regulations are satisfied.

All use standards are satisfied.

---

#### OTHER DEPARTMENT COMMENTS

---

**Engineering Staff:**

No concerns have been received as of the writing of this report

**Building Staff:**

No objections. Additional submittals showing compliance with Ohio Building Code & ADA codes will be required.

**Police Department:**

No concerns have been received as of the writing of this report

**Fire Department:**

No concerns have been received as of the writing of this report

---

#### CONCLUSION/RECOMMENDATION

---

Staff recommends the approval of the proposed site plan at 222 Meigs St. (parcel 56-64019.000).

1. All applicable permits must obtained through the Building Department, Engineering Department, and any other applicable agency prior to construction.



## PLANNING COMMISSION

### *Application for Site Plan Approval*

Department of Planning

240 Columbus Ave

Sandusky, Ohio 44870

419.627.5891

[www.cityofsandusky.com](http://www.cityofsandusky.com)

### APPLICANT/AGENT INFORMATION:

**Property Owner Name:** City of Sandusky

**Property Owner Address:** 240 Columbus Ave  
Sandusky, OH 44870

**Property Owner Telephone:** 419-627-5829

**Property Owner Email:** aklein@ci.sandusky.oh.us

**Authorized Agent Name:** Aaron Klein

**Authorized Agent Address:** 240 Columbus Ave  
Sandusky, OH 44870

**Authorized Agent Telephone:** 216-377-3817

**Authorized Agent Email:** tlarke@rlba.com

### LOCATION AND DESCRIPTION OF PROPERTY:

**Municipal Street Address:** 222 Meigs Street

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

Gov Community Service Building

**Parcel Number:** 56-64019.000

**Zoning District:** PF-Public Facilities

## DETAILED SITE INFORMATION:

Land Area of Property: 244,372 SF (5.61 Acres) (sq. ft. or acres)

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

Building #1: 27,191 SF (in sq. ft.)

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

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

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

Total Building Coverage (as % of lot area): 11%

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: \_\_\_\_\_

38,078 Total gross square footage. 1,424 sf is A-3 assembly (court room); 34,797 sf is business use; and 1,830 sf is S-2 Garage.

Proposed Building Height (for any new construction): 24'-8" (existing)

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

Number of Off-Street Parking Spaces Provided: Total Existing: 178+5 (HC) = 183  
Total Proposed: 224+4(HC)= 228

Parking Area Coverage (including driveways): 83,044 SF (in sq. ft.)  
(1.91 acres)

Landscaped Area: 133,448 SF (in sq. ft.)  
(3.02 acres)

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

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

**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.):**

This project is the renovation of the existing Sandusky Justice Center, which will house the police and court staff in their day-to-day operations. The court portion will operate during business hours, while the police will have 24 hour operations. The building's use and occupancy will remain the same. The existing building is approximately 38,000 square feet and will remain the same size.

**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.

Person H Ce 5-25-22  
Signature of Owner or Agent Date

**PERMISSION TO ACT AS AUTHORIZED AGENT:**

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

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

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



**2022**  
**PLANNING COMMISSION**  
**MEETING DATES AND FILING DEADLINES**

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

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 5:00 p.m. Meeting times, locations, and dates are subject to change with prior notice. Any changes will be posted to the City website.

## 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.

**S/L #5**

**EXISTING DITCH**

**SWALE**

**DRAIN**

**CONC. WALK**

**ENTRY**

**LOADING DOCK**

**CONC. APRON**

**10' BAN.**

**12' WATER N**

**80' STORM**

**60' R/W**

**WEST STREET**

**N 90° 00' 00" E 220'**

**N 00° 00' 00" W 400'**

**N 00° 00' 00" N 400'**

**N 90° 00' 00" W 400'**

**611.0**

**612.3**

**612.5**

**612.8**

**613.0**

**613.5**

**614.0**

**614.5**

**615.0**

**615.5**

**616.0**

**616.5**

**617.0**

**617.5**

**618.0**

**618.5**

**619.0**

**619.5**

**620.0**

**620.5**

**621.0**

**621.5**

**622.0**

**622.5**

**623.0**

**623.5**

**624.0**

**624.5**

**625.0**

**625.5**

**626.0**

**626.5**

**627.0**

**627.5**

**628.0**

**628.5**

**629.0**

**629.5**

**630.0**

**630.5**

**631.0**

**631.5**

**632.0**

**632.5**

**633.0**

**633.5**

**634.0**

**634.5**

**635.0**

**635.5**

**636.0**

**636.5**

**637.0**

**637.5**

**638.0**

**638.5**

**639.0**

**639.5**

**640.0**

**640.5**

**641.0**

**641.5**

**642.0**

**642.5**

**643.0**

**643.5**

**644.0**

**644.5**

**645.0**

**645.5**

**646.0**

**646.5**

**647.0**

**647.5**

**648.0**

**648.5**

**649.0**

**649.5**

**650.0**

**650.5**

**651.0**

**651.5**

**652.0**

**652.5**

**653.0**

**653.5**

**654.0**

**654.5**

**655.0**

**655.5**

**656.0**

**656.5**

**657.0**

**657.5**

**658.0**

**658.5**

**659.0**

**659.5**

**660.0**

**660.5**

**661.0**

**661.5**

**662.0**

**662.5**

**663.0**

**663.5**

**664.0**

**664.5**

**665.0**

**665.5**

**666.0**

**666.5**

**667.0**

**667.5**

**668.0**

**668.5**

**669.0**

**669.5**

**670.0**

**670.5**

**671.0**

**671.5**

**672.0**

**672.5**

**673.0**

**673.5**

**674.0**

**674.5**

**675.0**

**675.5**

**676.0**

**676.5**

**677.0**

**677.5**

**678.0**

**678.5**

**679.0**

**679.5**

**680.0**

**680.5**

**681.0**

**681.5**

**682.0**

**682.5**

**683.0**

**683.5**

**684.0**

**684.5**

**685.0**

**685.5**

**686.0**

**686.5**

**687.0**

**687.5**

**688.0**

**688.5**

**689.0**

**689.5**

**690.0**

**690.5**

**691.0**

**691.5**

**692.0**

**692.5**

**693.0**

**693.5**

**694.0**

**694.5**

**695.0**

**695.5**

**696.0**

**696.5**

**697.0**

**697.5**

**698.0**

**698.5**

**699.0**

**699.5**

**700.0**

**700.5**

**701.0**

**701.5**

**702.0**

**702.5**

**703.0**

**703.5**

**704.0**

**704.5**

**705.0**

**705.5**

**706.0**

**706.5**

**707.0**

**707.5**

**708.0**

**708.5**

**709.0**

**709.5**

**710.0**

**710.5**

**711.0**

**711.5**

**712.0**

**712.5**

**713.0**

**713.5**

**714.0**

**714.5**

**715.0**

**715.5**

**716.0**

**716.5**

**717.0**

**717.5**

**718.0**

**718.5**

**719.0**

**719.5**

**720.0**

**720.5**

**721.0**

**721.5**

**722.0**

**722.5**

**723.0**

**723.5**

**724.0**

**724.5**

**725.0**

**725.5**

**726.0**

**726.5**

**727.0**

**727.5**

**728.0**

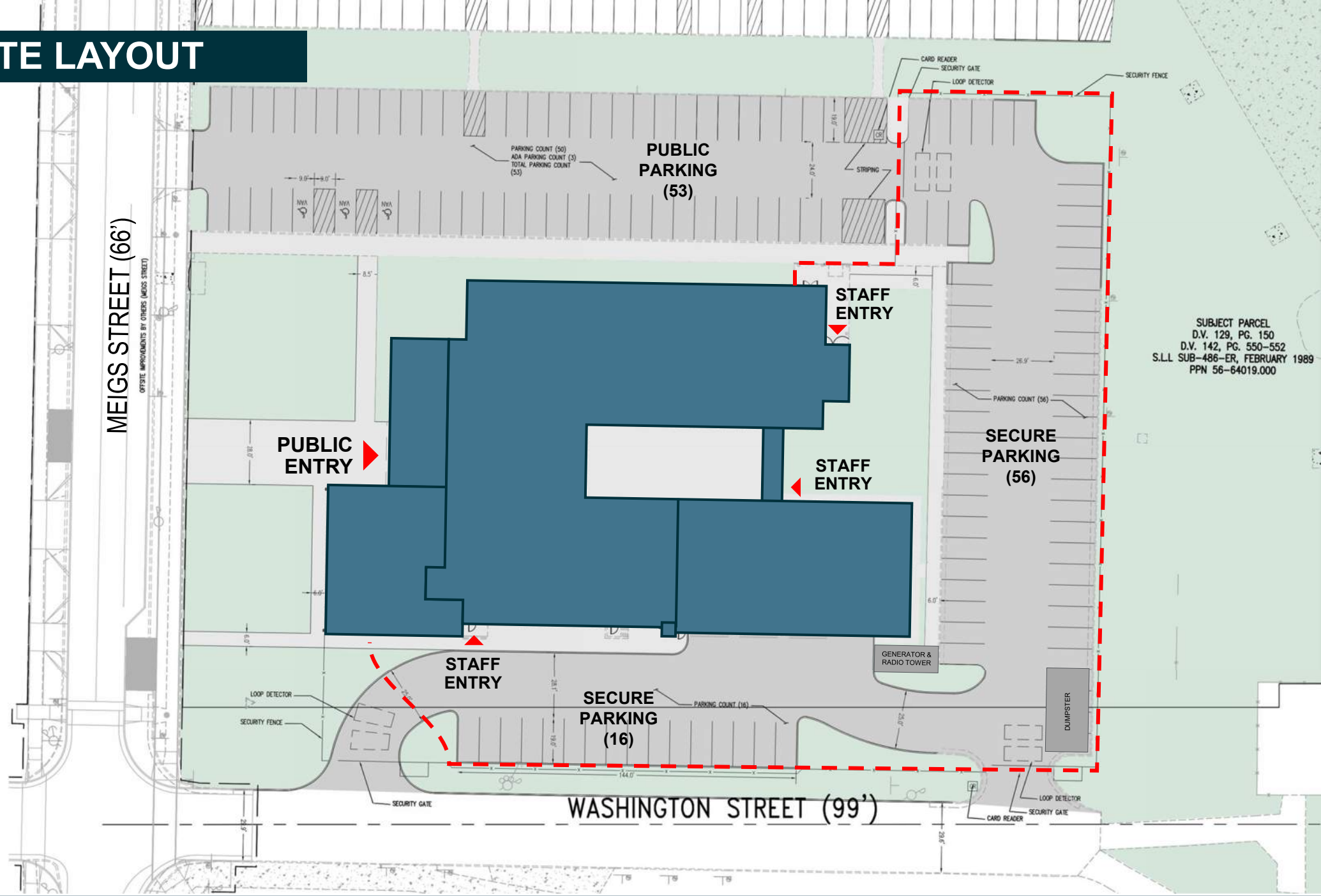
**728.5**

**729.0**

**729.5**

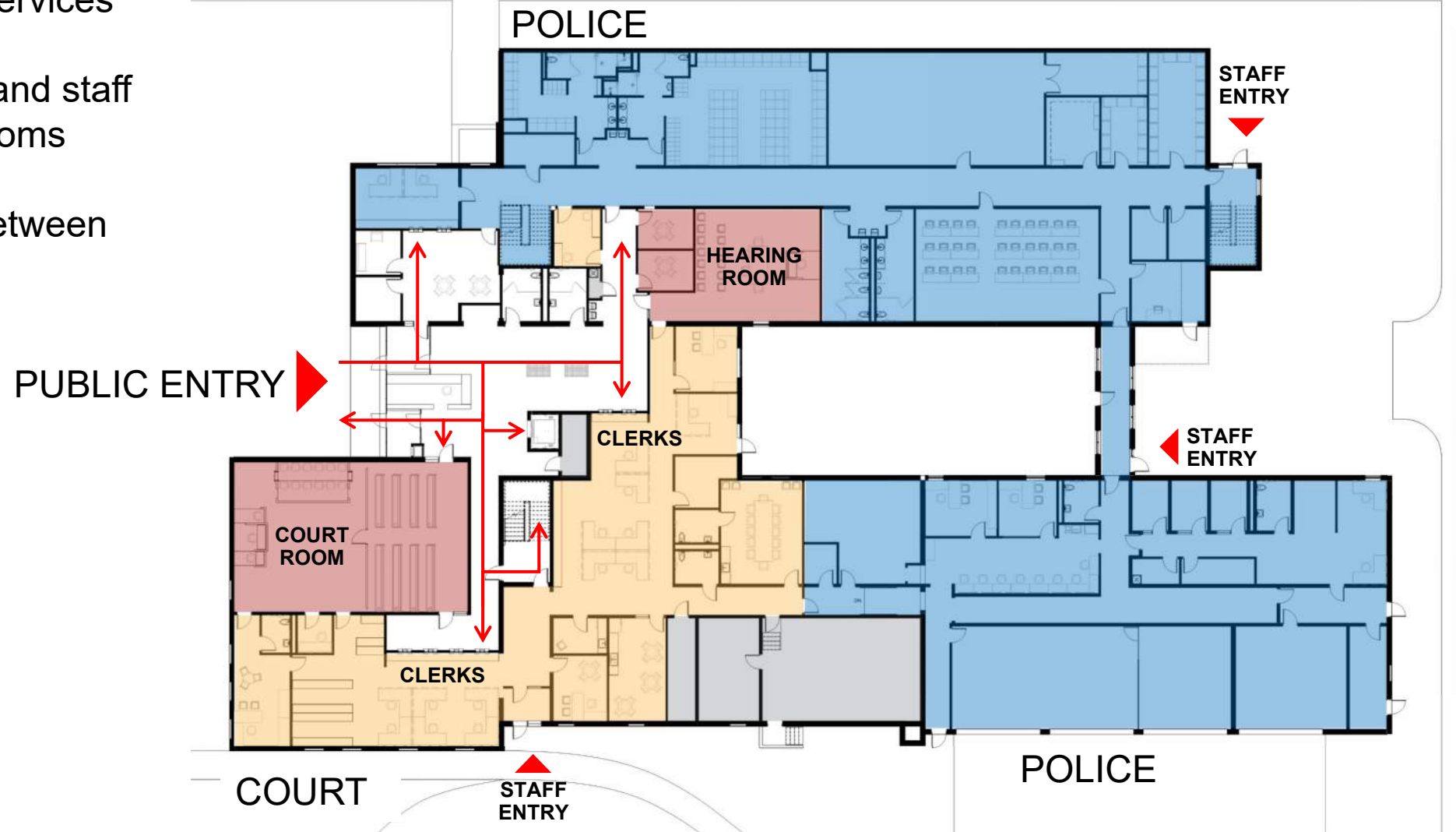
**730.0**

# SCHEMATIC SITE LAYOUT



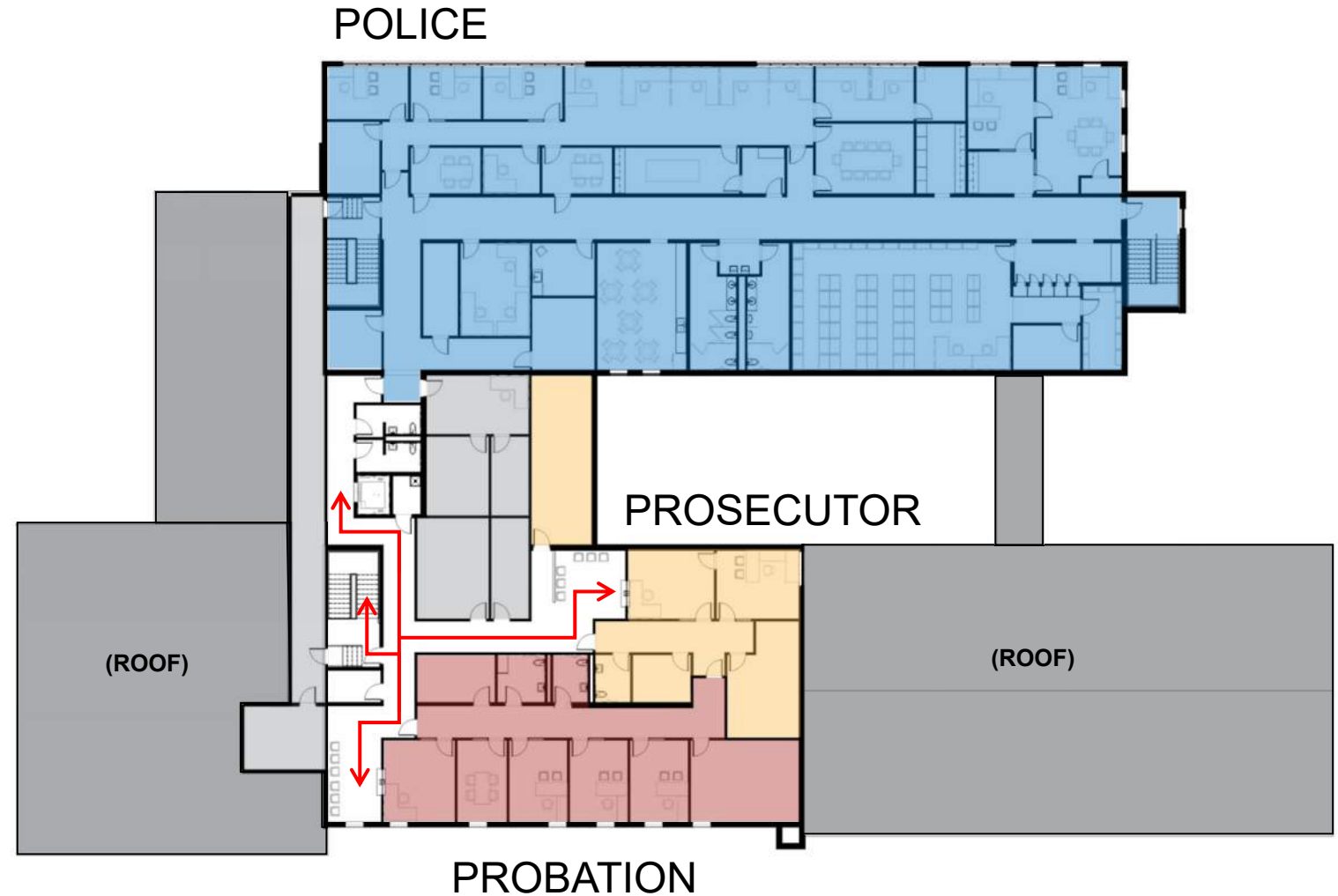
# SCHEMATIC FIRST FLOOR PLAN

- Clear public entrance and access to Police and Court services
- Separation of public and staff circulation and restrooms
- Distinct separation between departments

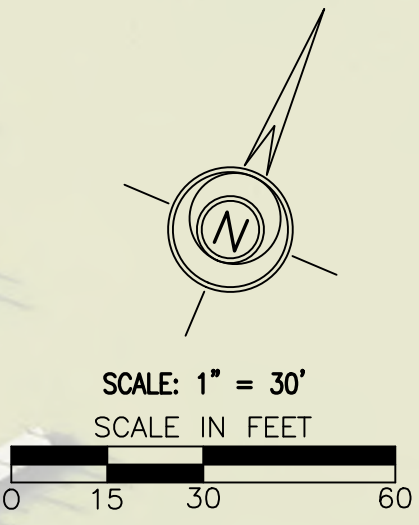
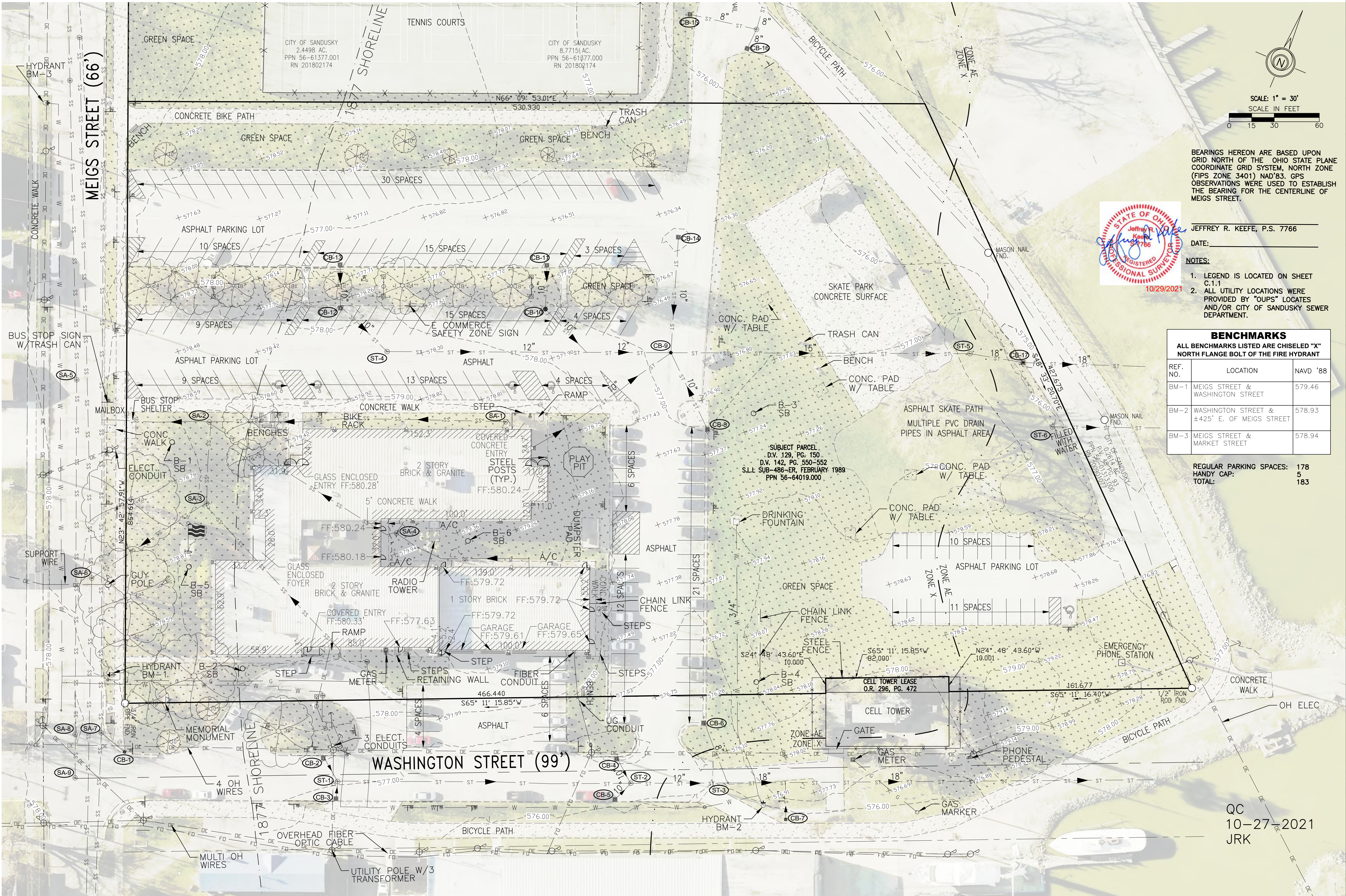


# SCHEMATIC SECOND FLOOR PLAN

- Clear public entrance and access to Police and Court services
- Separation of public and staff circulation and restrooms
- Distinct separation between departments



X:\2021 RedB\_Proj\2021-0172 Sandusky Justice Center Survey\dwg 21-0172 Sandusky Justice Center Survey.dwg



BEARINGS HEREON ARE BASED UPON GRID NORTH OF THE OHIO STATE PLANE COORDINATE GRID SYSTEM, NORTH ZONE (FIPS ZONE 3401) NAD'83. GPS OBSERVATIONS WERE USED TO ESTABLISH THE BEARING FOR THE CENTERLINE OF MEIGS STREET.



JEFFREY R. KEEFE, P.S. 7766  
DATE: \_\_\_\_\_

NOTES:

- LEGEND IS LOCATED ON SHEET C.1.1.
- ALL UTILITY LOCATIONS WERE PROVIDED BY "OUPS" LOCATES AND/OR CITY OF SANDUSKY SEWER DEPARTMENT.

BENCHMARKS

ALL BENCHMARKS LISTED ARE CHISELED "X" NORTH FLANGE BOLT OF THE FIRE HYDRANT

REF. NO.	LOCATION	NAVD '88
BM-1	MEIGS STREET & WASHINGTON STREET	579.46
BM-2	WASHINGTON STREET & ±425' E. OF MEIGS STREET	578.93
BM-3	MEIGS STREET & MARKET STREET	578.94

REGULAR PARKING SPACES: 178  
HANDY CAP: 5  
TOTAL: 183

SANDUSKY JUSTICE CENTER  
TOPOGRAPHIC SURVEY

FOR THE CITY OF SANDUSKY  
222 MEIGS STREET  
WARD 1, SANDUSKY, OHIO 44870

SHEET NO.: 1 OF 2

C.1.0

DESCRIPTION:

DATE:

BY:

DATE:

DESIGNED BY:

CHECKED BY:

JOB NO.: 21-0172

CALL BEFORE YOU DIG

RED BARN GROUP, INC.

2110 CALDWELL STREET

SANDUSKY, OH 44870

PH. (419) 625-7838









REDBARN-ENGINEERING.COM




















DESIGNED BY: JACW










CHECKED BY: EMB

CONCRETE PAVEMENT SURFACE

LANDSCAPING AREA

- |   |                    |
|---|--------------------|
|  | CHAIN LINK FENCE   |
|  | COMMUNICATION LINE |
|  | FIBEROPTICS LINE   |
|  | OVERHEAD ELECTRIC  |
|  | SANITARY SEWER     |
|  | STORM DRAIN LINE   |
|  | WATER LINE         |
|  | GARAGE DOOR        |

- |   |                              |
|---|------------------------------|
|  | BENCHMARK                    |
|  | COMBINED SEWER MANHOLE       |
|  | CLEANOUT                     |
|  | DOWNSPOUT                    |
|  | FIBER UTILITY STRUCTURE      |
|  | FIBER MANHOLE                |
|  | GAS VALVE/METER              |
|  | LIGHT POLE (1 LIGHT 1 MAST)  |
|  | LIGHT POLE (2 LIGHTS 1 MAST) |
|  | RECTANGULAR CATCHBASIN       |
|  | ROUND CATCHBASIN             |
|  | SANITARY SEWER MANHOLE       |
|  | SIGN                         |
|  | SOIL BORING (B-X SB)         |
|  | UTILITY POLE                 |
|  | WATER MANHOLE                |
|  | WATER VALVE                  |
|  | WATER IRRIGATION SPIGOT      |
|  | FIRE HYDRANT                 |

- |   |                        |
|---|------------------------|
|  | COMPANY LOGO           |
|  | TRAFFIC SIGN           |
|  | PARKING SIGN           |
|  | HANDI—CAP PARKING SIGN |
|  | STOP SIGN              |
|  | BIKE PATH SIGN         |
|  | MISC. SIGN             |
|  | BUS STOP SIGN          |
|  | CONCRETE RAMP          |

REF. NO.	TOP OF CASTIN G	PIPE-INVERT	ELEVATION	DIRECTION
CB-1	577.06	8" CONC	-574.26	NORTHWEST
CB-2	576.53	10" CONC	-573.28	SOUTHEAST
CB-3	576.71	10" CONC	-573.71	NORTH
ST-1	576.89	12" CONC	-572.99	EAST
		10" CONC	-573.39	SOUTH
CB-4	576.71	10" CONC	-572.71	NORTHWEST
		10" CONC	-572.71	SOUTHEAST
CB-5	575.03	10" CONC	-572.73	NORTHEAST
CB-6	575.96	8" CONC	-573.43	SOUTHEAST
CB-7	575.02	FILLED W/ WATER BOTTOM -571.67 8"		NORTH
CB-8	576.88	10" CONC	-574.03	NORTHWEST
CB-9	576.35	15" CONC	-572.90	EAST
		12" CONC	-573.15	WEST
		10" CONC	-573.35	NORTH
		10" CONC	-573.50	SOUTHEAST
CB-10	576.88	10" CLAY	-573.50	SOUTHWEST
		10" CLAY	-574.33	SOUTHEAST
CB-11	576.08	10" CLAY	-574.33	SOUTHWEST
CB-12	577.50	10" CLAY	-574.60	SOUTH
CB-13	576.43	10" CLAY	-574.65	NORTHEAST
		10" CLAY	-574.68	SOUTHEAST
CB-14	575.82	10" CONC	-573.47	SOUTH
CB-15	575.58	8" PVC	-572.98	EAST
CB-16	575.47	8" PVC	-573.22	NORTH
CB-17	574.59	18" CONC	-572.49	WEST
ST-2	576.20	18" CONC	-572.39	EAST
		COULD NOT OPEN		EAST
ST-3	576.25	12" CONC	-571.55	EAST, WEST
		8" CONC	+/-572.80	NORTHWEST
		18" CONC	-571.55	SOUTHWEST
		FILLED WITH WATER		EAST
ST-4	578.15	12" CONC 10" CLAY COULD NOT OPEN		WEST
ST-5	576.94	15" CONC	-572.24	EAST
		18" CONC	-572.24	NORTHWEST
ST-6	575.87	FILLED WITH WATER BOTTOM - 571.27		WEST

REF. NO.	TOP OF CASTING	PIPE-INVERT ELEVATION	DIRECTION
SA-1	579.32	8" STEEL-576.37 4" STEEL-577.77 4" PLASTIC-577.92	WEST EAST SOUTH
SA-2	579.08	10" CLAY-575.03 10" CLAY-575.03 10" CLAY-575.03 6" CLAY-575.03	EAST WEST SOUTH SOUTHEAST
SA-3	578.93	10" CLAY-575.03 6" CLAY-575.18 6" CLAY-575.08	NORTH SOUTHWEST SOUTHEAST
SA-4	580.07	6" CLAY-577.07 6" CLAY-577.07 6" CLAY-577.07	NORTHWEST NORTHEAST SOUTHEAST
SA-5	577.72	24"-573.37 24"-573.37	NORTH SOUTH
SA-6	577.60	48"-564.10 48"-564.10	NORTH SOUTH
SA-7	577.41	36"-572.76 36"-572.76 8" CONC.	NORTH SOUTH SOUTHEAST
SA-8	577.72	24"-573.47 24"-573.47	NORTH SOUTH
SA-9	577.75	24"-573.60 24"-573.60	NORTH SOUTH

1. ORIGINAL TOWN PLAT OF CITY OF SANDUSKY, 1818, VOL. A, PG. 46, HURON COUNTY, OHIO
2. PLAT OF EAST BATTERY, MARCH 1936, FILE 1123, CITY OF SANDUSKY ENGINEER'S OFFICE
3. PLAT OF SANDUSKY BAY DEVELOPMENT CO. LEASE PARCEL, JANUARY 1986, BAHAROGULU & ASSOC., CITY OF SANDUSKY ENGINEER'S OFFICE
4. CITY OF SANDUSKY ORDINANCE, JANUARY 12, 1857, VOL. A, PG. 131, RECORDS OF THE CITY
5. SUBMERGED LANDS LEASE, CITY OF SANDUSKY FROM STATE OF OHIO, SUB-38S-ER, O.R. 334, PG. 95, SUB-48E-ER, FEBRUARY 1989; SUB-0530-ER, RN 200901076; AND SUB-4A-ER, RN 200119092
6. SANDUSKY TOOL CORPORATION TO CITY OF SANDUSKY, D.V. 142, PG. 550-552
7. PENN CENTRAL CORPORATION TO CITY OF SANDUSKY, D.V. 484, PG. 895-902
8. SURVEY FOR THE CITY OF SANDUSKY SUBMERGED LANDS LEASE PARCLS (BATTERY PARK), JOHN HANCOCK & ASSOC., JUNE, 2014.

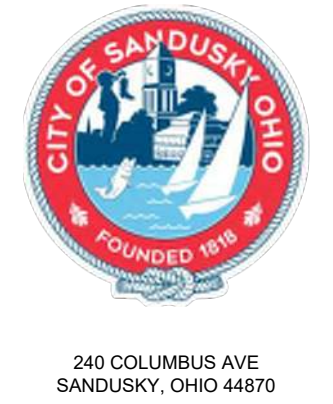
PROPERTY LINES ON THE ERIE COUNTY AUDITOR'S SITE APPEARS TO BE THE SAME AS A SURVEY PLAT PREPARED BY RUDY O. HARTUNG, FOUND AT THE ERIE COUNTY RECORDER'S OFFICE IN P.V. 48, PG. 93, DATED: FEBRUARY, 2008. WORK PERFORMED FOR THE CITY OF SANDUSKY.

**NOTE:**  
1. EXISTING UNDERGROUND UTILITIES SHOWN MAY NOT REFLECT EXISTING CONDITIONS. CONTRACTOR TO VERIFY ALL UTILITY LOCATIONS IN FIELD PRIOR TO CONSTRUCTION & NOTIFY ENGINEER OF ANY CONFLICTS.

SANDUSKY JUSTICE CENTER TOPOGRAPHIC SURVEY		RED BARN GROUP, INC. 2110 CALDWELL STREET SANDUSKY, OH 44870 PH: 419-282-5555 REDBARN-ENGINEERING.COM	<b>811</b> CALL BEFORE YOU DIG	PROJECT DATE: 10/29/21 CITY OF SANDUSKY DRAWN BY: JAGLEW DESIGNED BY: CHECKED BY: BMH	BY:	DATE:	DESCRIPTION:
FOR THE CITY OF SANDUSKY 222 MEIGS STREET WARD 1, SANDUSKY, OHIO 44870		SHEET NO.: 2 OF 2					
C.1.1							



OUPS TICKET NUMBER: A127800244-00A  
DATE: 10/05/2021

[illegible]

**Bowen<sup>+</sup>**  
2019 Center St. Suite 500 / Cleveland, Ohio 44113  
Phone: (216) 491-9300 Fax: (216) 491-9053  
[www.riba.com](http://www.riba.com) • [email@riba.com](mailto:email@riba.com)

THIS ARCHITECTURAL AND  
ENGINEERING DRAWING IS GIVEN  
IN CONFIDENCE. NO USE OR  
DISSEMINATION MAY BE MADE  
WITHOUT PRIOR WRITTEN  
CONSENT OF THE ARCHITECT. ALL  
RIGHTS ARE HEREBY  
SPECIFICALLY RESERVED.

RICHARD L. BOWEN + ASSOCIATES INC.  
COPYRIGHT YEAR 2022

SANDUSKY JUSTICE CENTER  
222 MEIGS STREET  
WARD 1, SANDUSKY, OH 44870

---

TOPOGRAPHIC SURVEY (2 OF 2)

DRAWN BY:	ELH
CHECKED BY:	MAS
RLB NO.:	13129

DRAWING NO.  
**C0.2**

[illegible]

SCHEDULE OF CONSTRUCTION ACTIVITY – TENTATIVE																				
	2022							2023							2024					
	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A
CLEARING & GRUBBING	X																			
ROUGH GRADING					X	X	X													
TEMP. EROSION CONTROL					X															
UTILITIES					X	X	X													
FINE GRADING										X	X									
PAVING										X	X									
TOPSOIL & SEEDING										X	X									
LANDSCAPING										X	X									
MAINTENANCE OF TEMP. EROSION CONTROL	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	

1. A PRE-CONSTRUCTION MEETING SHALL BE PERFORMED BY THE CONSTRUCTION PROJECT COORDINATOR PRIOR TO LAND DISTURBING ACTIVITIES.
2. CONSTRUCT TEMPORARY AGGREGATE CONSTRUCTION DRIVES AS SHOWN PER THE SWPPP.
3. STAKE-OUT AND INSTALL THE TEMPORARY FENCE BARRIERS.
4. INSTALL TEMPORARY EROSION & SEDIMENT CONTROL MEASURES PER PLAN (E. = PERMETER STAIL FENCE, EXISTING INLET PROTECTION, DRAINAGE SWALES, ROCK CHECK DAMS, SEDIMENT TRAPS, CONCRETE WASHOUT, ETC.).
5. COMMENCE CLEARING & GRUBBING.
6. BEGINNING OF GRADING COMMENCING WITHIN 14 DAYS.
7. STRIP AND STOOPLE TOPSOIL IN LOCATIONS SHOWN ON PLAN, OR AS APPROVED BY ENGINEER.
8. COMMENCE ROUGH GRADING.
9. THE AREAS WHERE CONSTRUCTION ACTIVITY WILL REMAIN DORMANT FOR MORE THAN 14 DAYS SHALL BE TEMPORARILY SEEDDED AND WATERED.
10. INSTALL SITE UTILITIES.
11. INSTALL NEW INLET PROTECTION.
12. FINALIZE PAVEMENT SURFACE PREPARATION.
13. CONSTRUCT CURBING AND WALKS.
14. INSTALL PAVEMENT AGGREGATE BASE MATERIAL. INLET PROTECTION IN PAVEMENT AREAS SHALL NOT BE REMOVED MORE THAN 48 HOURS PRIOR TO PLACEMENT OF STABILIZED BASE MATERIAL.
15. REMOVE TEMPORARY AGGREGATE CONSTRUCTION DRIVES ONLY PRIOR TO PAVEMENT CONSTRUCTION IN THESE AREAS.
16. INSTALL PAVEMENT SURFACE.
17. PERFORM FINAL GRADING.
18. INSTALL TOPSOIL AND PERMANENT SEEDING.
19. INSTALL STORM WATER QUALITY VEGETATIVE (E. = BORETERIATION AREAS, ROCK TRENCH LEVEL SPREADER, ETC.) UPON 70% VEGETATIVE DIE SITE IS ACHIEVED.
20. REMOVE REMAINING TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES, INCLUDING RECONSTRUCTION OF SEDIMENT TRAPS, ONLY AFTER ALL PAVING IS COMPLETE AND ALL EXPOSED SURFACES ARE STABILIZED.

\* NOTE: ALL WORK LISTED ABOVE IS THE RESPONSIBILITY OF THE SITEWORK COORDINATOR, UNLESS OTHERWISE SPECIFIED BY THE ENGINEER OR CONSTRUCTION COORDINATOR.

**LEGEND**  
1 - SLIGHT  
2 - MODERATE  
3 - SEVERE  
FA - FROST ACTION  
NN - NOT NEEDED  
NR - NOT RATED

THE PROJECT INCLUDES THE CONSTRUCTION OF AN EXISTING 426,899 S.F. JUSTICE CENTER THE SITE IMPROVEMENTS CONSIST OF NEW GRADING, UTILITY, PAVEMENT, AND LANDSCAPING WORK. THE SITE IS LOCATED ON A MAIN STREET.

TOTAL AREA OF PARCEL = 5.61 ACRES  
TOTAL AREA OF CONSTRUCTION SITE = 3.61 ACRES.  
TOTAL AREA OF SITE EXPECTED TO BE DISTURBED = ±3.61 ACRES

TOTAL EXISTING IMPERVIOUS AREA = 42.61 ACRES  
TOTAL EXISTING PERCENTAGE OF IMPERVIOUS AREA = 47%

TOTAL PROPOSED IMPERVIOUS AREA = 42.59 ACRES  
TOTAL PROPOSED PERCENTAGE OF IMPERVIOUS AREA = 46%

\*WE ARE REDUCING THE OVERALL IMPERVIOUS AREA ON THE SITE.

UPON TOTAL PROJECT COMPLETION, THE PROPOSED PAVED AND GRASSED AREAS WILL PERMANENTLY STABILIZE THE AREA THEY COVER. THE PROPOSED STORM WATER MANAGEMENT SYSTEM WILL COLLECT AND TRANSPORT RUNOFF IN A SAFE, CONTROLLED, AND NON-OBSTRUCTIVE MANNER THROUGH A SYSTEM OF PROPOSED UNDERGROUND PIPES AND ABOVE GROUND DETENTION AREAS. STORM WATER DISCHARGE FROM THE SITE WILL BE CONTROLLED ACCORDING TO SANDUSKY REQUIREMENTS.

1 SOILS MAP  
C1.1 SCALE: 1"=±200'

OHIO EPA CSP PART III.G.2 TABLE 1	
PERMANENT STABILIZATION	
AREA REQUIRING PERMANENT STABILIZATION	TIME FRAME TO APPLY EROSION CONTROLS
ANY AREAS THAT LIE DORMANT FOR ONE YEAR OR MORE	WITHIN SEVEN DAYS OF THE MOST RECENT DISTURBANCE
ANY AREAS WITHIN 50 FEET OF A SURFACE WATER OF THE STATE AND AT FINAL GRADE	WITHIN TWO DAYS OF REACHING FINAL GRADE
ANY OTHER AREAS AT FINAL GRADE	WITHIN SEVEN DAYS OF REACHING FINAL GRADE WITHIN THAT AREA

OHIO EPA CDP PART II.G.2 TABLE 2	
TEMPORARY STABILIZATION	
AREA REQUIRING TEMPORARY STABILIZATION	TIMEFRAME TO APPLY EROSION CONTROLS
ANY AREAS WITHIN 50 FEET OF A SURFACE WATER OF THE STATE AND NOT AT FINAL GRADE	<p>WITHIN TWO DAYS OF THE MOST RECENT DISTURBANCE IF THE AREA WILL REMAIN IDLE FOR MORE THAN 21 DAYS</p> <p>WITHIN SEVEN DAYS OF THE MOST RECENT DISTURBANCE WITHIN THE AREA</p>
FOR ALL CONSTRUCTION ACTIVITIES, ANY DISTURBED AREAS THAT WILL BE DORMANT FOR MORE THAN 21 DAYS BUT LESS THAN ONE YEAR, AND NOT WITHIN 50 FEET OF A SURFACE WATER OF THE STATE	FOR RESIDENTIAL, SUBDIVISIONS, DISTURBED AREAS MUST BE STABILIZED AT LEAST SEVEN DAYS PRIOR TO TRANSFER OF PERMIT COVERAGE FOR THE INDIVIDUAL LOTS.
DISTURBED AREAS THAT WILL BE IDLE OVER WINTER	PRIOR TO THE ONSET OF WINTER WEATHER
WHERE VEGETATIVE STABILIZATION TECHNIQUES MAY CAUSE STRUCTURAL INTABILITY OR ARE OTHERWISE UNOBTAINABLE, ALTERNATIVE STABILIZATION TECHNIQUES MUST BE EMPLOYED	

1. SEDIMENT AND EROSION CONTROL PRACTICES SHALL BE CONSTRUCTED AND MAINTAINED IN ACCORDANCE WITH THE CURRENT EXISTING OF THE OHIO DEPARTMENT OF TRANSPORTATION CONSTRUCTION AND MATERIAL SPECIFICATIONS (0007), AND THE OHIO RAINWATER AND LAND POLLUTION CONTROL HANDBOOK, AND SHALL BE IN COMPLIANCE WITH THE REQUIREMENTS OF THE OHIO ENVIRONMENTAL PROTECTION AGENCY (OEPA), AND THE LOCAL MUNICIPALITY. IF CONFLICTS EXIST, THE MORE RESTRICTIVE REQUIREMENT SHALL APPLY.

2. ALL SEDIMENT & EROSION CONTROL MEASURES SHALL BE IN PLACE PRIOR TO THE START OF ANY EARTHWORK ACTIVITY AND WITHIN 7 DAYS OF FIRST GRUBBING, AND SHALL BE MAINTAINED IN PROPER WORKING ORDER UNTIL ALL DISTURBED AREAS ARE STABILIZED AND GROUND COVER IS ESTABLISHED.

3. WHEN SEASONAL CONDITIONS PROHIBIT THE APPLICATION OF TEMPORARY OR PERMANENT SEEDING, NON-VEGETATIVE SOIL STABILIZATION PRACTICES SUCH AS MULCHING OR MATTING SHALL BE USED.

4. NO SOLID (OTHER THAN SEDIMENT) OR LIQUID WASTE, INCLUDING BUILDING MATERIALS, SHALL BE DISCHARGED IN STORM WATER RUNOFF. THE PERMITEE MUST IMPLEMENT ALL NECESSARY BMPs TO PREVENT THE RELEASE OF NON-POINT SOURCE POLLUTANTS TO THE DRAINAGE SYSTEM OF THE SITE OR SURFACE WATERS OF THE STATE. UNDER NO CIRCUMSTANCES SHALL CONCRETE TRUCKS WASH OUT DIRECTLY INTO A DRAINAGE CHANNEL, STORM SEWER, OR SURFACE WATER OF THE STATE.

5. OFF-SITE TRACKING OF SEDIMENTS SHALL BE MINIMIZED THROUGH THE USE OF TEMPORARY GRAVEL OR RIDGE PAVEMENT CONSTRUCTION DRIVES AND WASH DOWN AREAS AT VEHICLE ACCESS POINTS, AND BY CONDUCTING SCHEDULED SWEEPING FOLLOWING GOOD HOUSEKEEPING ACTIVITIES.

6. THERE SHALL BE NO TURBID DISCHARGES TO SURFACE WATERS OF THE STATE RESULTING FROM DETERIORATING ACTIVITIES. IF TRENCH OR GROUND WATER CONTAINS SEDIMENT, IT MUST PASS THROUGH A SEDIMENT SETTLING POND OR OTHER EQUALLY EFFECTIVE SEDIMENT CONTROL DEVICE, PRIOR TO BEING DISCHARGED FROM THE CONSTRUCTION SITE.

7. UNDISTURBED AREAS SHALL BE PROTECTED THROUGHOUT CONSTRUCTION. VEHICULAR TRAFFIC AND MATERIAL STORAGE IS PROHIBITED IN THESE AREAS.

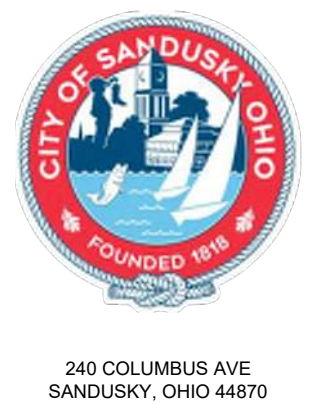
8. ANY DEVIATIONS OR DIFFICULTIES IN MAINTAINING SEDIMENT AND EROSION CONTROL PRACTICES DURING ANY PHASE OF CONSTRUCTION SHALL BE REPORTED TO THE ENGINEER IMMEDIATELY.

9. CONTRACTOR SHALL REVIEW SEDIMENT & EROSION CONTROL MEASURES AT THE END OF EACH WORKING DAY TO ENSURE THEY ARE IN PROPER WORKING ORDER.

10. INSPECTIONS OF ALL SEDIMENT AND EROSION CONTROLS MUST BE CONDUCTED AT LEAST EVERY SEVEN DAYS AND WITHIN 24 HOURS AFTER ANY STORM EVENT GREATER THAN 0.5 INCH OF RAIN PER 24 HOURS. A WRITTEN RECORD OF MAINTENANCE AND INSPECTION ACTIVITY SHALL BE MAINTAINED FOR THREE (3) YEARS FOLLOWING THE SUBMITTAL OF THE NOTICE OF TERMINATION (NOT) FORM TO THE OEPA. THE WRITTEN RECORD SHALL INCLUDE THE NAME OF THE INSPECTOR, DATE OF INSPECTION, MAJOR OBSERVATIONS AND/OR CORRECTIVE MEASURES TAKEN, AND CERTIFICATION OF COMPLIANCE. ALL INSPECTION REPORTS SHALL BE SUBMITTED TO THE LOCAL DEVELOPMENT ENGINEER.

11. IF INSPECTIONS OF BMPs REVEAL THAT A CONTROL PRACTICE IS IN NEED OF REPAIR OR MAINTENANCE, WITH THE EXCEPTION OF A SEDIMENT SETTLING POND, IT MUST BE REPAIRED OR MAINTAINED WITHIN 5 DAYS OF IDENTIFICATION. SEDIMENT SETTLING PONDS MUST BE REPAIRED WITHIN 10 DAYS OF THE INSPECTION.

Dwg No.	Title
C1.1	SWP3 COVER SHEET
C1.2	SWP3 PHASE 1 – CONSTRUCTION SITE RUNOFF CONTROL PLAN
C1.3	SWP3 PHASE 1 DETAILS
C1.4	SWP3 PHASE 1 DETAILS



**Bowen<sup>+</sup>**  
2019 Center St. Suite 500 • Cleveland, Ohio 44113  
Phone: (216) 491-9300 Fax: (216) 491-8053  
[www.rbaa.com](http://www.rbaa.com) • [email@rbaa.com](mailto:email@rbaa.com)

THIS ARCHITECTURAL AND  
ENGINEERING DRAWING IS GIVEN  
IN CONFIDENCE. NO USE OR  
DISSEMINATION MAY BE MADE  
WITHOUT PRIOR WRITTEN  
CONSENT OF THE ARCHITECT. ALL  
RIGHTS ARE HEREBY  
SPECIFICALLY RESERVED.

RICHARD L. BOWEN + ASSOCIATES INC.  
COPYRIGHT YEAR 2022



SANDUSKY JUSTICE CENTER  
222 MEIGS STREET  
WARD 1, SANDUSKY, OH 44870

---

SWP3 COVER SHEET

DRAWN BY:	ELH
CHECKED BY:	MAS
RLB NO.:	13129

DRAWING NO.

## C1.1




2 WORKING DAYS  
BEFORE YOU DIG  
CALL TOLL FREE 800-362-2764  
OHIO UTILITIES PROTECTION SERVICE  
OIL & GAS PRODUCERS PROTECTIVE SERVICE  
CALL: 1-800-925-0988

OIL & GAS PRODUCERS PROTECTIVE SERVICE  
CALL: 1-800-925-0988

CITY OF SANDUSKY  
8.7715 AC.  
PPN 56-61377.000  
RN 201802174

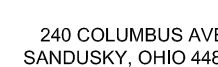
2. ALL LINES ARE PARALLEL OR PERPENDICULAR TO THE LINES FROM WHICH THEY ARE MEASURED UNLESS OTHERWISE INDICATED.
3. ALL CURVES ARE TO BE SMOOTH AND CONTINUOUS AS PER THE RADIUS INDICATED.
4. DIMENSIONS ARE TO THE OUTSIDE WALL OF BUILDING OR TO THE FACE OF CURB UNLESS NOTED OTHERWISE.
5. CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND RELATIONS TO OTHER WORK PRIOR TO FABRICATION AND INSTALLATION.
6. WRITTEN DIMENSIONS SHALL PREVAIL DO NOT SCALE DRAWINGS.
7. CONTRACTOR SHALL REVIEW ALL ARCHITECTURAL DRAWINGS FOR PRECISE BUILDING DIMENSIONS.
8. LOCATIONS OF DOORS, FLOORS, SLABS, EXTERIOR SEATING, BUILDING UTILITY CONNECTIONS, AND ANY OTHER BUILDING RELATED COORDINATION ITEM.
9. THE CONTRACTOR SHALL FURNISH AS-BUILT DRAWINGS INDICATING ALL CHANGES AND DEVIATIONS FROM THE CONSTRUCTION PERMITS.
10. PREMOULDED NON-EXTENDING EXPANSION (ISOLATION) JOINT MATERIAL SHALL BE USED TO ISOLATE CONCRETE RAMPS, CONCRETE PADS, AND SIDEWALKS FROM OTHER RAMPS, STEPS, CURBS, CONCRETE SIDEWALKS, EXISTING SIDEWALKS, AND DRIVEWAYS. IT SHALL PROVIDE ADVANCES THAT WOULD RESTRICT EITHER BOTH DIFFERENTIAL HORIZONTAL AND VERTICAL MOVEMENT.
11. SITE WORK SHALL BE DONE IN ACCORDANCE WITH LOCAL STANDARD REQUIREMENTS.
12. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS.
13. CURBS AND FULL DEPTH PAVEMENT REMOVAL TO BE AT THE DISCRETION OF THE ENGINEER, REFER TO SPECIFICATIONS.
14. REPAIR ELECTRICAL DRAGS FOR EXISTING LIGHT POLE REPLACEMENT AND PROPOSED LIGHT POLE LOCATIONS.

SITE DATA			
PERMANENT PARCEL NUMBER	56-64010-09		
PARCEL AREA	5.61 ACRES (244.32 SF)		
ZONING DISTRICT	PF - PUBLIC FACILITIES		
BUILDING DATA			
EXISTING BUILDING AREA	0.62 ACRES (26,889 SF)		
LOT COVERAGE, MAXIMUM	(N/A%) ALLOWED	(47%) EXISTING (4%) PROPOSED	1123.00
PARKING SETBACK, FRONT, MIN.	6	N/A	1123.04(4)
PARKING SETBACK, SIDE, MIN.	6	N/A	1123.04(4)
PARKING SETBACK, REAR, MIN.	6	N/A	1123.04(4)
PARKING SPACE DIMENSION, MIN.	9'x19'	9'x19'	
CIRCULATION AISLE WIDTH, MIN.	25' (90' PKG)	23'-28'	
PARKING SPACES			
VISITOR PARKING	57		
SECURE POLICE PARKING	56		
SECURE COURT PARKING	16		
TOTAL PARKING SPACES	129		

 MILL PAVEMENT AND RESURFACE WITH 2" DEPTH ASPHALT SURFACE COURSE  
 NEW CONCRETE PAVEMENT  
 NEW GRAVEL AREA

SUBJECT PARCEL  
D.V. 129, PG. 150  
D.V. 142, PG. 550-552  
S.L.L SUB-486-ER, FEBRUARY 1989  
PPN 56-64019.000

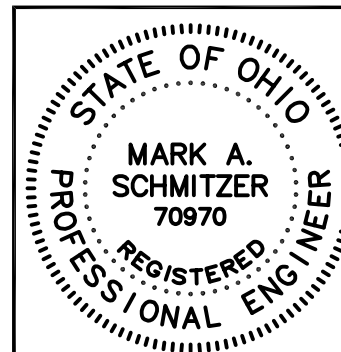
CELL TOWER LEASE  
O.R. 296, PG. 472

[illegible]

**Bowen<sup>+</sup>**

THIS ARCHITECTURAL AND  
ENGINEERING DRAWING IS GIVEN  
IN CONFIDENCE. NO USE OR  
DISSEMINATION MAY BE MADE  
WITHOUT PRIOR WRITTEN  
CONSENT OF THE ARCHITECT. ALL  
RIGHTS ARE HEREBY  
SPECIFICALLY RESERVED.

RICHARD L. BOWEN + ASSOCIATES INC.  
COPYRIGHT YEAR 2021



SITE LAYOUT PLAN

DRAWING NO.

## C2.1

2 WORKING DAYS  
BEFORE YOU DIG

CALL TOLL FREE 800-362-2764

OHIO UTILITIES PROTECTION SERVICE

OIL & GAS PRODUCERS PROTECTIVE SERVICE  
CALL: 1-800-925-0988

2 WORKING DAYS  
BEFORE YOU DIG  
TOLL FREE 800-362-2764  
OHIO UTILITIES PROTECTION SERVICE  
PRODUCERS PROTECTIVE SERVICE  
CALL: 1-800-925-0988

WASHINGTON STREET (99')

1. SEE L1.2 FOR NOTES AND DETAILS.

[illegible]

DRAWING NO.  
**L1.1**

A horizontal number line with tick marks at 0, 20, 40, and 60. A rectangular bar is drawn above the line, starting at 20 and ending at 40.

**SANDUSKY JUSTICE  
222 MEIGS STREET  
WARD 1, SANDUSKY, OH**

---

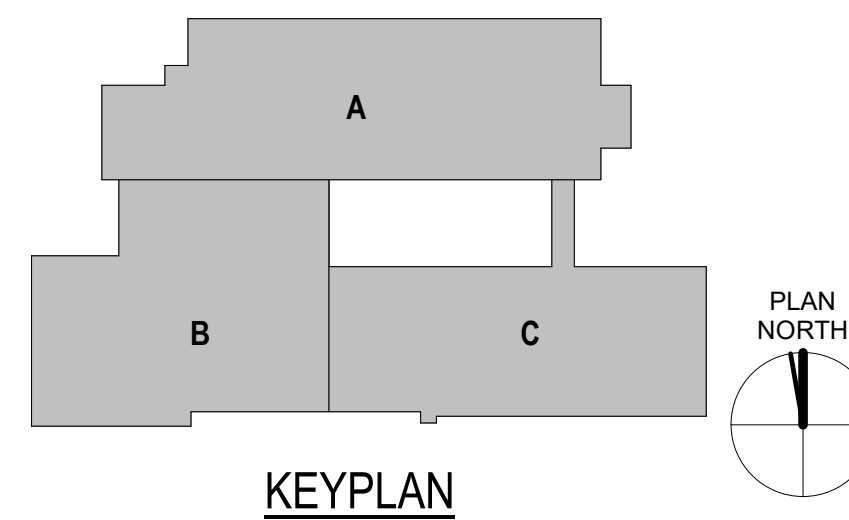
**SITE LANDSCAPE PLAN**



DRAWING NO.  
**A1.1**



DRAWN BY: TJL  
CHECKED BY: RAW  
RLB NO.: 13129  
DRAWING NO.  
**A1.2**



# EXTERIOR DESIGN



# EXTERIOR DESIGN



# EXTERIOR DESIGN



# EXTERIOR DESIGN



# EXTERIOR DESIGN



CITY OF SANDUSKY, OHIO  
DEPARTMENT OF COMMUNITY DEVELOPMENT  
DIVISION OF PLANNING

# PLANNING COMMISSION REPORT

---

APPLICATION FOR SITE PLAN APPROVAL FOR  
ADDITION TO EXISTING BUILDING AT  
1935 CLEVELAND RD  
(PARCEL 57-01378.000)

Reference Number: PSPOS22-0008

Date of Report: June 13, 2022

Report Author: Alec Ochs, Assistant Planner



# City of Sandusky, Ohio

## Planning Commission Report

---

### BACKGROUND INFORMATION

---

Applicant/Owner: S&S Reality LTD.  
1210 Sycamore Line  
Sandusky, OH 44870

Authorized Agent: Brian Stanley AIA  
1717 E. Perkins Ave  
Sandusky, OH 44870

Site Location: 1935 Cleveland Rd,  
Sandusky, OH 44870

Zoning: GB – General Business

Surrounding Zoning:

North: CR – Commercial Recreational

East: CR – Commercial Recreational

South: GB – General Business & RB – Roadside Business

West: GB – General Business

Surrounding Uses: Business

Existing Use: Commercial / business

Proposed Use: Commercial / business

Applicable Plans & Regulations: Sandusky Zoning Code Sections: 1133.06 Permitted  
Buildings & Uses: General Business District, 1149 Site Plan  
Review and Off-Street Parking

Subject property outlined in red



#### 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

County Auditor Property Map (subject property outlined in red)



Aerial Photo (taken March 2021)



East Facade



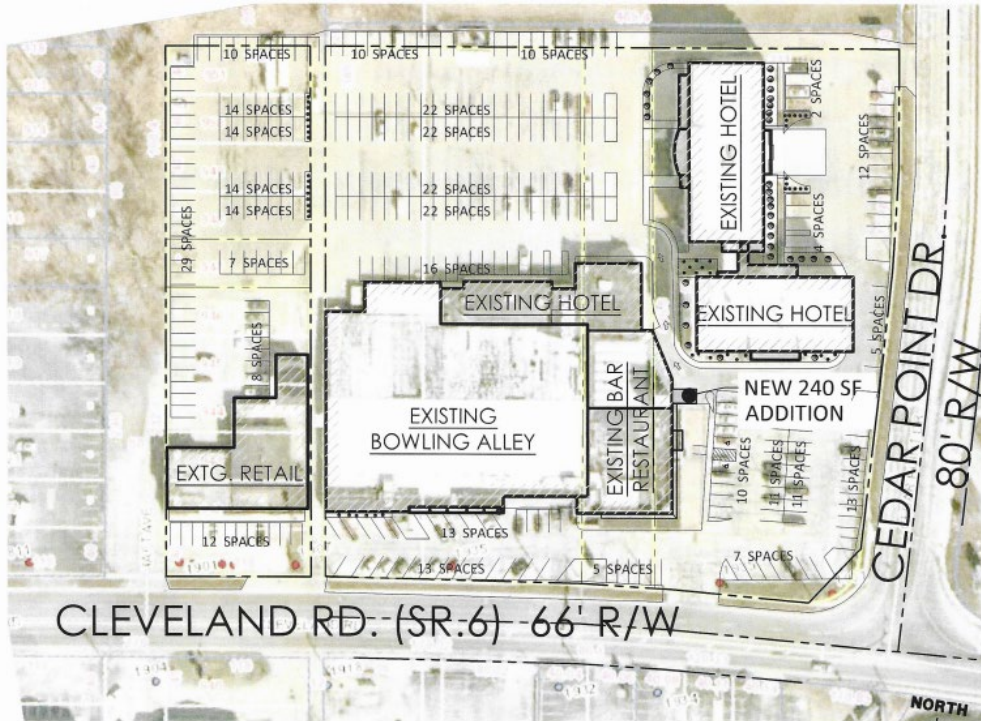
---

#### PROJECT DESCRIPTION

---

The applicant proposes to expand the kitchen by 240 sq. ft. The applicant stated the addition is accommodate seasonal service to the existing patio during normal restaurant hours and the addition will result in no additional building or patio occupants. The mixed use properties around the Thirsty Pony are owned by the applicant, S & S Realty, LTD. The mixed use development expands over 5.89 acres. The development has several hotels, a combined bowling alley / restaurant and a retail plaza.

The proposed height of the kitchen expansion is 14 feet. The total parking spaces shared between the mixed use development is 352 spaces. The addition will not take away any existing parking



## OVERALL SITE PLAN

SCALE: 1" = 100'



## ENLARGED SITE PLAN

SCALE: 1" = 50'



---

**APPLICABLE CODE SECTIONS**

---

**1133.05 PERMITTED BUILDINGS AND USES; ROADSIDE BUSINESS DISTRICT.**

(a) Main Buildings and Uses.

(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;

**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;

**CHAPTER 1149**

**Site Plan Review and Off-Street Parking**

**1149.05 SCHEDULE OF REQUIRED OFF-STREET PARKING.**

(...)

(d) Business

(...)

- (4) Eating places, bars, taverns – 1 space per 100 square feet gross floor area

**1149.03 CONTINUATION OF PARKING FACILITIES.**

All existing off-street parking facilities, or those required as accessory to a use of a proposed or altered building shall continue unobstructed in operation, shall not be used for automobile service or repair, and shall not be reduced below the required size as long as the main use remains, unless an equivalent number of spaces is provided for the use in another approved location. (1980 Code 151.83)

---

**SUPPLEMENTAL NOTES / PLANNING DIVISION COMMENTS**

---

**1149.06 SEPARATE OR COMBINED USE OF FACILITIES.**

(...)

(b) Institutions, places of amusement or assembly may assume that up to but not more than fifty percent (50%) of their requirements may be shared in adjacent parking areas which are accessory to business establishments, and which normally have different hours of operation.

Total proposed: 0

Staff has determined that no additional parking is necessary. The building expansion is for the kitchen. The floor area where the food is consumed will not be expanded. This will not bring any additional patrons to the restaurant. If zoning code section 1149.05 were to take effect, only 2.4 additional spaces would be required.

With no additional parking requirements, no additional landscaping is required.

All area standards are satisfied.

All yard regulations are satisfied.

---

**OTHER DEPARTMENT COMMENTS**

---

**Engineering Staff:**

No concerns have been received as of the writing of this report

**Building Staff:**

No objections. Additional submittals showing compliance with Ohio Building Code & ADA codes will be required.

**Police Department:**

No concerns have been received as of the writing of this report

**Fire Department:**

No concerns have been received as of the writing of this report

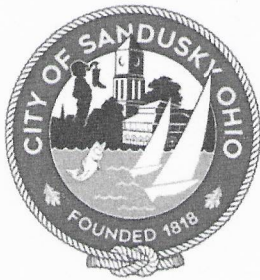
---

**CONCLUSION/RECOMMENDATION**

---

Staff recommends the approval of the proposed site plan at 1935 Cleveland Rd (parcel 57-01378.000)

1. All applicable permits must be obtained through the Building Department, Engineering Department, and any other applicable agency prior to construction.



## PLANNING COMMISSION

### Application for Site Plan Approval

Department of Planning

240 Columbus Ave

Sandusky, Ohio 44870

419.627.5891

[www.cityofsandusky.com](http://www.cityofsandusky.com)

#### APPLICANT/AGENT INFORMATION:

Property Owner Name:

S & S REALTY LTD.

Property Owner Address:

1210 SYCAMORE LINE

SANDUSKY, OHIO 44870

Property Owner Telephone:

419-357-0404

Property Owner Email:

MSortino1@aol.com

Authorized Agent Name:

BRIAN STANLEY AIA

Authorized Agent Address:

1717 E. PERKINS AVE.

SANDUSKY, OHIO 44870

Authorized Agent Telephone:

419-625-0009

Authorized Agent Email:

BRIAN@SchmidArchitects.com

#### LOCATION AND DESCRIPTION OF PROPERTY:

Municipal Street Address:

1935 CLEVELAND RD.

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

Parcel Number: 57-01378.000

Zoning District: GB

**DETAILED SITE INFORMATION:**

**Land Area of Property:** 5.8968 ACRES (sq. ft. or acres)

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

**Building #1:** 19,256 (in sq. ft.) EAST HOTEL

**Building #2:** 51,715 BOWLING ALLEY / THIRSTY PONY

**Building #3:** 10,082 WEST RETAIL BUILDING

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

**Total Building Coverage (as % of lot area):** 31.5%

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

HOTEL: 29,880 BOWLING: 34,393

THIRSTY PONY RESTAURANT: 6,698

RETAIL: 10,082

**Proposed Building Height (for any new construction):** 14'-0"

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

**Number of Off-Street Parking Spaces Provided:** 352

**Parking Area Coverage (including driveways):** 167,203 (in sq. ft.)

**Landscaped Area:** 8,609 (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.):**

This project consists of a 240 SF building addition to accommodate a small kitchen for seasonal service to the existing patio, during normal restaurant hours. This development will result in no additional building or patio occupants.

**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

6-3-22

\_\_\_\_\_  
Date

**PERMISSION TO ACT AS AUTHORIZED AGENT:**

As owner of 1931 CLEVELAND RD. (municipal street address of property), I hereby authorize BRIAN STANLEY to act on my behalf during the Planning Commission approval process.

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

6/3/22  
\_\_\_\_\_  
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:**

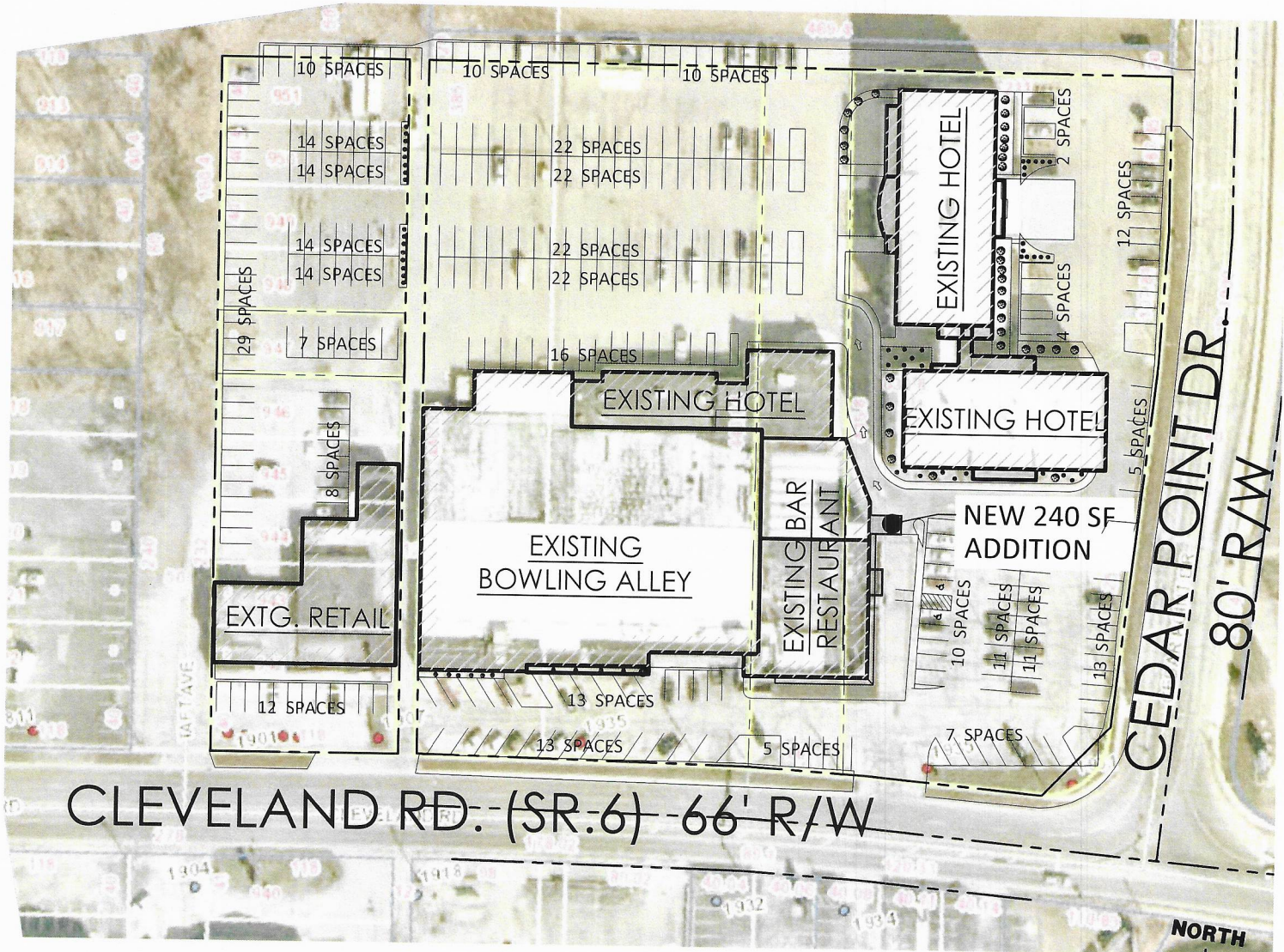
Date Application Accepted: \_\_\_\_\_ Permit Number: \_\_\_\_\_

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

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

# PROJECT DATA

- LOT AREA : 5.8968 AC. OR 256,865 SF
- BUILDING COVERAGE : 30.5%
- TOTAL FLOOR AREA : 81,053 SF
- AREA OF ADDITION : 240 SF
- ADDITION HEIGHT : 14'-0"
- LANDSCAPED AREA : 8,609 SF
- PARKING SPACES PROVIDED : 352



## OVERALL SITE PLAN

SCALE: 1" = 100'



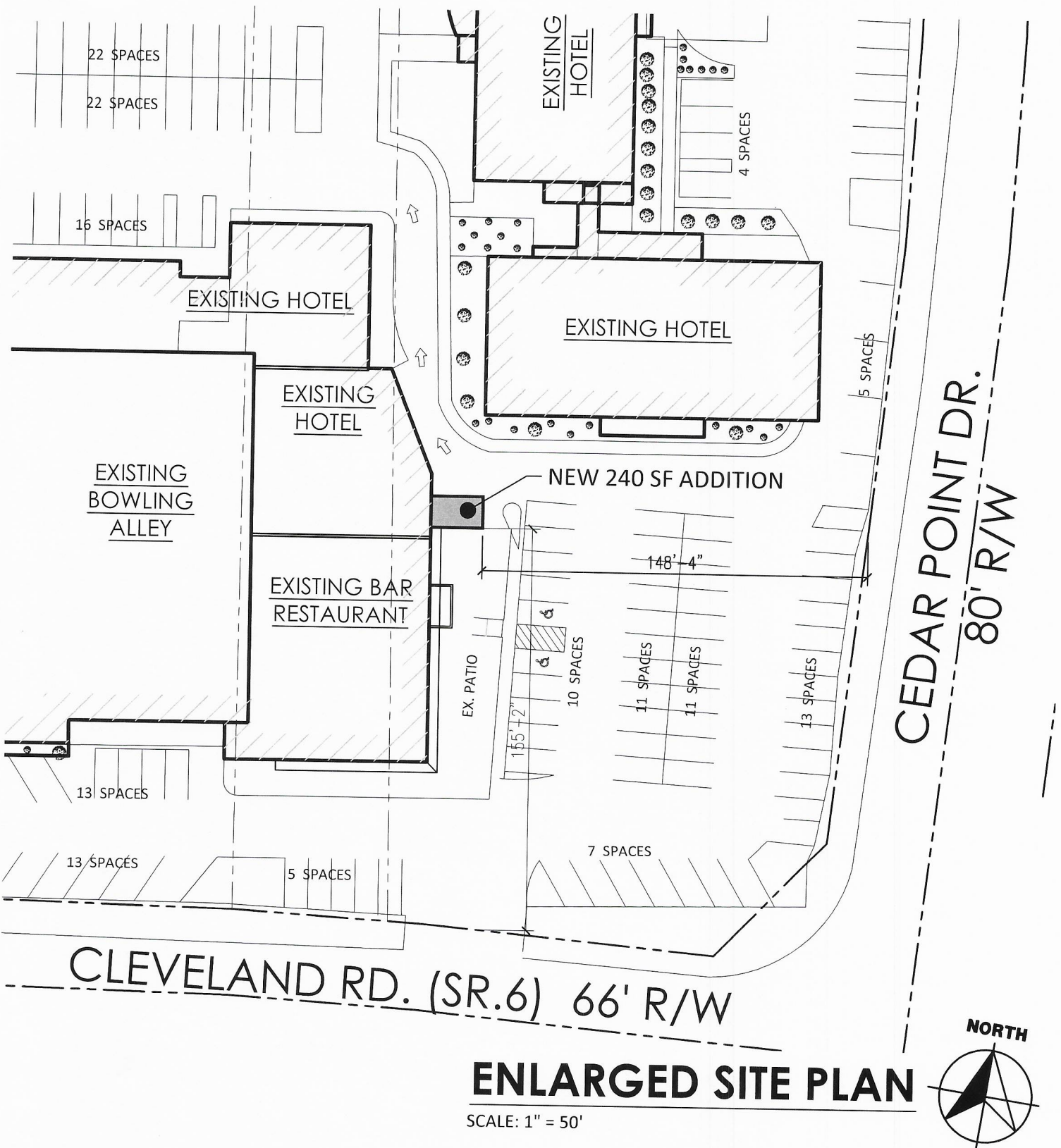
**SA SCHMID**  
ARCHITECTS, INC.  
formerly Poulos + Schmid Design Group

1717 E. PERKINS AVE. SANDUSKY, OHIO 44870  
WWW.PSDG.US 419-625-0009

PROPOSED BUILDING ADDITION  
**THIRSTY PONY**  
PATIO KITCHEN  
1935 CLEVELAND RD.

**A0.1**

6-2-22



**SA SCHMID**  
ARCHITECTS, INC.  
formerly Poulos + Schmid Design Group

1717 E. PERKINS AVE. SANDUSKY, OHIO 44870  
WWW.PSDG.US 419-625-0009

PROPOSED BUILDING ADDITION  
**THIRSTY PONY**

PATIO KITCHEN  
1935 CLEVELAND RD.

**A0.2**

## CHAPTER 1157

### Flood Damage Reduction

1157.01 General provisions.

1157.02 Definitions.

1157.03 Administration.

1157.04 Use and development standards for flood hazard reduction.

1157.05 Appeals and variances.

1157.06 Enforcement.

### CROSS REFERENCES

Flood control bonds; public capital improvement - see Ohio Const., Art. VIII,  
Sec. 21

National Insurance Program Compliance - see Ohio R.C. 307.37

County Commission flood control aid to governmental units - see Ohio R.C. 307.77

Levees - see Ohio R.C. 717.01

Participation in National Flood Insurance Program - see Ohio R.C. 1506.04

Construction permits and prohibitions for dams, dikes and levees - see Ohio R.C.  
1521.06

Reduction of assessed valuation for establishing reservoirs - see Ohio R.C. 1521.09

Flood plain management - see Ohio R.C. 1521.13

Review of flood plain management ordinances - see Ohio R.C. 1521.18

Manufactured home parks - see Ohio R.C. 4781.26

Notification of flood - see Ohio R.C. 4781.33

Compliance with Flood Plain Management Rules - see Ohio R.C. 4781.29

Recreation vehicle parks - see Ohio R.C. 3729.04

Health, Safety and Sanitation - see GEN. OFF. Ch. 521

### 1157.01 GENERAL PROVISIONS.

(a) Statutory Authorization. Article XVIII, Section 7, Home Rule and Article XVIII, Section 3, of the Ohio Constitution grants municipalities the legal authority to adopt land use and control measures for promoting the health, safety, and general welfare of its citizens. Therefore, the City Commission of Sandusky, State of Ohio, does ordain as follows:

(b) Findings of Fact. The City of Sandusky has special flood hazard areas that are subject to periodic inundation which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base. Additionally, structures that are inadequately elevated, floodproofed, or otherwise protected from flood damage also contribute to the flood loss. In order to minimize the threat of such damages and to achieve the purposes hereinafter set forth, these regulations are adopted.

(c) Statement of Purpose. It is the purpose of these regulations to promote the public health, safety and general welfare, and to:

- (1) Protect human life and health;

- (2) Minimize expenditure of public money for costly flood control projects;
- (3) Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
- (4) Minimize prolonged business interruptions;
- (5) Minimize damage to public facilities and utilities such as water and gas mains, electric, telephone and sewer lines, streets and bridges located in areas of special flood hazard;
- (6) Help maintain a stable tax base by providing for the proper use and development of areas of special flood hazard so as to protect property and minimize future flood blight areas;
- (7) Ensure that those who occupy the areas of special flood hazard assume responsibility for their actions;
- (8) Minimize the impact of development on adjacent properties within and near flood prone areas;
- (9) Ensure that the flood storage and conveyance functions of the floodplain are maintained;
- (10) Minimize the impact of development on the natural, beneficial values of the floodplain;
- (11) Prevent floodplain uses that are either hazardous or environmentally incompatible; and
- (12) Meet community participation requirements of the National Flood Insurance Program.

(d) Methods of Reducing Flood Loss. In order to accomplish its purposes, these regulations include methods and provisions for:

- (1) Restricting or prohibiting uses which are dangerous to health, safety, and property due to water hazards, or which result in damaging increases in flood heights or velocities;
- (2) Requiring that uses vulnerable to floods, including facilities, which serve such uses, be protected against flood damage at the time of initial construction;
- (3) Controlling the alteration of natural floodplains, stream channels, and natural protective barriers, which help accommodate or channel flood waters;
- (4) Controlling filling, grading, dredging, excavating, and other development which may increase flood damage; and,
- (5) Preventing or regulating the construction of flood barriers, which will unnaturally divert flood, waters or which may increase flood hazards in other areas.

(e) Lands to Which These Regulations Apply. These regulations shall apply to all areas of special flood hazard within the jurisdiction of the City of Sandusky as identified in Section 1157.01(f), including any additional areas of special flood hazard annexed by City of Sandusky.

(f) Basis for Establishing the Areas of Special Flood Hazard. For the purposes of these regulations, the following studies and / or maps are adopted:

~~(1) Flood Insurance Study (FIS) Erie County, Ohio and Incorporated Areas and Flood Insurance Rate Map (FIRM) Erie County, Ohio and Incorporated Areas both effective as of the most current FEMA map release. (1) Flood Insurance Study Erie County, Ohio and~~

Incorporated Areas, and Flood Insurance Rate Map Erie County, Ohio and Incorporated Areas, both effective September 1, 2022.

(2) Other studies and/or maps, which may be relied upon for establishment of the flood protection elevation, delineation of the 100-year or one percent (1%) annual chance floodplain, floodways or delineation of other areas of special flood hazard.

(3) Any hydrologic and hydraulic engineering analysis authored by a registered Professional Engineer in the State of Ohio, which has been approved by the City of Sandusky as required by Section 1157.04(c) Subdivisions and Large Scale~~Other New~~ Developments.

Any revisions to the aforementioned maps and/or studies are hereby adopted by reference and declared to be a part of these regulations. Such maps and/or studies are on file at the office of the Director of Engineering Services, 240 Columbus Avenue, Sandusky, Ohio 44870.

(g) Abrogation and Greater Restrictions. These regulations are not intended to repeal any existing ordinances including subdivision regulations, zoning or building codes. In the event of a conflict between these regulations and any other ordinance, the more restrictive shall be followed. ~~These regulations shall not impair any deed restriction covenant or easement but the land subject to such interests shall also be governed by the regulations.~~ These regulations are not intended to repeal, abrogate or impair any existing easements, covenants or deed restrictions. However, where this ordinance and another ordinance, easement, covenant or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

(h) Interpretation. In the interpretation and application of these regulations, all provisions shall be:

(1) Considered as minimum requirements;

(2) Liberally construed in favor of the governing body; and,

(3) Deemed neither to limit nor repeal any other powers granted under state statutes. Where a provision of these regulations may be in conflict with a state or Federal law, such state or Federal law shall take precedence over these regulations.

(i) Warning and Disclaimer of Liability. The degree of flood protection required by these regulations is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur on rare occasions. Flood heights may be increased by man-made or natural causes. These regulations do not imply that land outside the areas of special flood hazard or uses permitted within such areas will be free from flooding or flood damage. These regulations shall not create liability on the part of the City of Sandusky, any officer or employee thereof, or the Federal Emergency Management Agency, for any flood damage that results from reliance on these regulations or any administrative decision lawfully made thereunder.

(j) Severability. Should any section or provision of these regulations be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the regulations as a whole, or any part thereof other than the part so declared to be unconstitutional or invalid. (Ord. 21-159. Passed 11-8-21.)

1157.02 DEFINITIONS.

**Commented [SA1]:** Must be revised to reference the proper FIRM and FIS title that includes the effective date.

**Commented [SA2]:** Update required.

**Commented [SA3]:** Update required.

Unless specifically defined below, words or phrases used in these regulations shall be interpreted so as to give them the meaning they have in common usage and to give these regulations the most reasonable application.

(a) Accessory Structure: A structure on the same lot with, and of a nature customarily incidental and subordinate to, the principal structure.

(b) Appeal: A request for review of the floodplain administrator's interpretation of any provision of these regulations or a request for a variance.

(c) Base Flood: The flood having a one percent chance of being equaled or exceeded in any given year. The base flood may also be referred to as the one percent (1%) annual chance flood or ~~formerly known as ("fka")~~ the one-hundred (100) year flood.

Commented [SA4]: Update required.

(d) Base (100-Year) Flood Elevation (BFE): The water surface elevation of the base flood in relation to a specified datum, usually the National Geodetic Vertical Datum of 1929 or the North American Vertical Datum of 1988, and usually expressed in Feet Mean Sea Level (MSL). In Zone AO areas, the base flood elevation is the ~~lowest adjacent~~ natural grade elevation plus the depth number (from 1 to 3 feet).

Commented [SA5]: Update required.

(e) Basement: Any area of the building having its floor subgrade (below ground level) on all sides.

(f) Breakaway Wall: means a wall that is not part of the structural support of the building and is intended through its design and construction to collapse under specific lateral loading forces, without causing damage to the elevated portion of the building or supporting foundation system.

(g) Coastal High Hazard Area: ~~means an area of special flood hazard, as identified by the Federal Emergency Management Agency, along the open coast at Lake Erie and any other area subject to high velocity wave action from storms or seismic sources along Lake Erie and its bays. An area of special flood hazard extending from offshore to the inland limit of a primary frontal dune along an open coast, and any other area subject to high velocity wave action from storms or seismic sources. A coastal high hazard area is identified on a community's FIRM by the designation of zone VE.~~

Commented [SA6]: Update required.

(h) Development: Any manmade change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.

(i) Enclosure Below the Lowest Floor: See "Lowest Floor."

(j) Executive Order 11988 (Floodplain Management): Issued by President Carter in 1977, this order requires that no federally assisted activities be conducted in or have the potential to affect identified special flood hazard areas, unless there is no practicable alternative.

(k) Federal Emergency Management Agency (FEMA): The agency with the overall responsibility for administering the National Flood Insurance Program.

(l) Fill: A deposit of earth material placed by artificial means.

(m) Flood or Flooding: A general and temporary condition of partial or complete inundation of normally dry land areas from:

(1) The overflow of inland or tidal waters, and/or

(2) The unusual and rapid accumulation or runoff of surface waters from any source.

(n) Flood Hazard Boundary Map (FHBM): Usually the initial map, produced by the Federal Emergency Management Agency, or U.S. Department of Housing and Urban Development, for a community depicting approximate special flood hazard areas.

(o) Flood Insurance Rate Map (FIRM): An official map on which the Federal Emergency Management Agency or the U.S. Department of Housing and Urban Development has delineated the areas of special flood hazard.

(p) Flood Insurance Risk Zones: Zone designations on FHBMs and FIRMs that indicate the magnitude of the flood hazard in specific areas of a community. Following are the zone definitions:

(1) Zone A: Special flood hazard areas inundated by the 100-year or one percent (1%) annual chance ~~(fka: 100-year)~~ flood in any given year; base flood elevations are not determined.

(2) Zones A1-30 and Zone AE: Special flood hazard areas inundated by the 100-year or one percent (1%) annual chance ~~(fka: 100-year)~~ flood in any given year; base flood elevations are determined.

(3) Zone AO: Special flood hazard areas inundated by the 100-year or one percent (1%) annual chance ~~(fka: 100-year)~~ flood in any given year; with flood depths of 1 to 3 feet (usually sheet flow on sloping terrain); average depths are determined.

(4) Zone AH: Special flood hazard areas inundated by the 100-year or one percent (1%) annual chance ~~(fka: 100-year)~~ flood in any given year; flood depths of 1 to 3 feet (usually areas of ponding); base flood elevations are determined.

(5) Zone A99: Special flood hazard areas inundated by the 100-year or one percent (1%) annual chance ~~(fka: 100-year)~~ flood to be protected from the 100-year or one percent (1%) annual chance ~~(fka: 100-year)~~ flood by a Federal flood protection system under construction; no base flood elevations are determined.

(6) Zone B and Zone X (shaded): Areas of 500-year or two-tenths percent (.2%) annual chance ~~(fka: 500-year)~~ flood; areas subject to the 100-year or one percent (1%) annual chance ~~(fka: 100-year)~~ flood with average depths of less than 1 foot or with contributing drainage area less than 1 square mile; and areas protected by levees from the base flood.

(7) Zone C and Zone X (unshaded): Areas determined to be outside the 500-year or two-tenths percent (.2%) annual chance ~~(fka: 500-year)~~ floodplain.

(8) Zone V: Coastal special flood hazard area subject to a 100-year or one percent (1%) annual chance ~~(fka: 100-year)~~ flood from velocity hazard (wave action); base flood elevations are not determined.

(9) Zone VE: and V1-30: Coastal special flood hazard area subject to a 100-year or one percent (1%) annual chance flood event from velocity hazard (wave action); base flood elevations are determined.

(q) Flood Insurance Study (FIS): The official report in which the Federal Emergency Management Agency or the U.S. Department of Housing and Urban Development has provided flood profiles, floodway boundaries (sometimes shown on Flood Boundary and Floodway Maps), and the water surface elevations of the base flood.

(r) Floodproofing: Any combination of structural and non-structural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures and their contents.

**Commented [SA7]:** Update required. We can include the reference to the 1% annual chance flood but need to add "100-year" language to align with the CFR.

(s) Flood Protection Elevation: The Flood Protection Elevation, or FPE, is the base flood elevation, ~~plus zero (0) feet of freeboard~~. In areas where no base flood elevations exist from any authoritative source, the flood protection elevation can be historical flood elevations, or base flood elevations determined and/or approved by the floodplain administrator.

(t) Floodway: A floodway is the channel of a river or other watercourse and the adjacent land areas that have been reserved in order to pass the base flood discharge. A floodway is typically determined through a hydraulic and hydrologic engineering analysis such that the cumulative increase in the water surface elevation of the base flood discharge is no more than a designated height. In no case shall the designated height be more than one foot at any point within the community.

The floodway is an extremely hazardous area, and is usually characterized by any of the following: Moderate to high velocity flood waters, high potential for debris and projectile impacts, and moderate to high erosion forces.

(u) Freeboard: A factor of safety usually expressed in feet above a flood level for the purposes of floodplain management. Freeboard tends to compensate for the many unknown factors that could contribute to flood heights greater than the height calculated for a selected size flood and floodway conditions, such as wave action, obstructed bridge openings, debris and ice jams, and the hydrologic effect of urbanization in a watershed.

(v) Historic Structure: Any structure that is:

(1) Listed individually in the National Register of Historic Places (a listing maintained by the U.S. Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listings on the National Register;

(2) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district; or

(3) Individually listed on the State of Ohio's inventory of historic places maintained by the Ohio Historic Preservation Office.

(4) Individually listed on the inventory of historic places maintained by City of Sandusky's historic preservation program, which program is certified by the Ohio Historic Preservation Office.

(w) Hydrologic and Hydraulic Engineering Analysis: An analysis performed by a professional engineer, registered in the State of Ohio, in accordance with standard engineering practices as accepted by FEMA, used to determine flood elevations and/or floodway boundaries.

(x) Letter of Map Change (LOMC): A Letter of Map Change is an official FEMA determination, by letter, to amend or revise effective Flood Insurance Rate Maps, Flood Boundary and Floodway Maps, and Flood Insurance Studies. LOMCs are broken down into the following categories:

(1) Letter of Map Amendment (LOMA): A revision based on technical data showing that a property was incorrectly included in a designated special flood hazard area. A LOMA amends the current effective Flood Insurance Rate Map and establishes that a specific property is not located in a special flood hazard area.

(2) Letter of Map Revision (LOMR): A revision based on technical data that, usually due to manmade changes, shows changes to flood zones, flood elevations, floodplain and

floodway delineations, and planimetric features. One common type of LOMR, a LOMR-F, is a determination concerning whether a structure or parcel has been elevated by fill above the base flood elevation and is, therefore, excluded from the special flood hazard area.

(3) Conditional Letter of Map Revision (CLOMR): A formal review and comment by FEMA as to whether a proposed project complies with the minimum National Flood Insurance Program floodplain management criteria. A comment by FEMA regarding a proposed project that would, upon construction, affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective base flood elevations, or the special flood hazard area. A CLOMR does not amend or revise effective Flood Insurance Rate Maps, Flood Boundary and Floodway Maps, or Flood Insurance Studies.

Commented [SA8]: Update required.

(y) Lowest Floor: The lowest floor of the lowest enclosed area (including basement) of a structure. This definition excludes an "enclosure below the lowest floor" which is an unfinished or flood resistant enclosure usable solely for parking of vehicles, building access or storage, in an area other than a basement area, provided that such enclosure is built in accordance with the applicable design requirements specified in these regulations for enclosures below the lowest floor.

(z) Manufactured Home: A structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when connected to the required utilities. The term "manufactured home" does not include a "recreational vehicle". For the purposes of these regulations, a manufactured home includes manufactured homes and mobile homes as defined in Chapter 4781 of the Ohio Revised Code.

(aa) Manufactured Home Park: As specified in the Ohio Administrative Code 4781-12-01(K), a manufactured home park means any tract of land upon which three or more manufactured homes, used for habitation are parked, either free of charge or for revenue purposes, and includes any roadway, building, structure, vehicle, or enclosure used or intended for use as part of the facilities of the park. A tract of land that is subdivided and the individual lots are not for rent or rented, but are for sale or sold for the purpose of installation of manufactured homes on the lots, is not a manufactured home park, even though three or more manufactured homes are parked thereon, if the roadways are dedicated to the local government authority. Manufactured home park does not include any tract of land used solely for the storage or display for sale of manufactured homes.

Mean sea level: For purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum (NGVD) of 1929 or other datum, to which base flood elevations shown on a community's Flood Insurance Rate Map are referenced.

Commented [SA9]: Update required.

(bb) National Flood Insurance Program (NFIP): The NFIP is a Federal program enabling property owners in participating communities to purchase insurance protection against losses from flooding. This insurance is designed to provide an insurance alternative to disaster assistance to meet the escalating costs of repairing damage to buildings and their contents caused by floods. Participation in the NFIP is based on an agreement between local communities and the Federal government that states if a community will adopt and enforce floodplain management regulations to reduce future flood risks to all development in special flood hazard areas, the Federal government will make flood insurance available within the community as a financial protection against flood loss.

(cc) New construction: ~~Structures for which the "start of construction" commenced on or after the initial effective date of the City of Sandusky Flood Insurance Rate Map, July 5, 1977, and includes any subsequent improvements to such structures. For the purposes of determining insurance rates, structures for which the "start of construction" commenced on or after the effective date of an initial FIRM July 5, 1977, and includes any subsequent improvements to such structures.. Structures for which the "start of construction" commenced on or after the effective date of a floodplain regulation adopted by Sandusky and includes any subsequent improvements to such structures.~~  
For the purposes of determining insurance rates, structures for which the "start of construction" commenced on or after the effective date of the initial FIRM [July 5, 1977], and includes any subsequent improvements to such structures.

Commented [SA10]: Update required.

(dd) Person: Includes any individual or group of individuals, corporation, partnership, association, or any other entity, including state and local governments and agencies. An agency is further defined in the Ohio Revised Code Section 111.15(A)(2) as any governmental entity of the state and includes, but is not limited to, any board, department, division, commission, bureau, society, council, institution, state college or university, community college district, technical college district, or state community college. "Agency" does not include the general assembly, the controlling board, the adjutant general's department, or any court.

(ee) Recreational vehicle: A vehicle which is (1) built on a single chassis, (2) 400 square feet or less when measured at the largest horizontal projection, (3) designed to be self-propelled or permanently towable by a light duty truck, and (4) designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

(ff) Registered Professional Architect: A person registered to engage in the practice of architecture under the provisions of sections 4703.01 to 4703.19 of the Revised Code.

(gg) Registered Professional Engineer: A person registered as a professional engineer under Chapter 4733 of the Revised Code.

(hh) Registered Professional Surveyor: A person registered as a professional surveyor under Chapter 4733 of the Revised Code.

(ii) Special Flood Hazard Area: Also known as "Areas of Special Flood Hazard", it is the land in the floodplain subject to a one percent or greater chance of flooding in any given year. Special flood hazard areas are designated by the Federal Emergency Management Agency on Flood Insurance Rate Maps, Flood Insurance Studies, Flood Boundary and Floodway Maps and Flood Hazard Boundary Maps as Zones A, AE, AH, AO, A1-30, A99 or V, VE. Special flood hazard areas may also refer to areas that are flood prone and designated from other federal state or local sources of data including but not limited to historical flood information reflecting high water marks, previous flood inundation areas, and flood prone soils associated with a watercourse.

(jj) Start of construction: The date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation.

Permanent construction does not include land preparation, such as clearing, grading, and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of a building.

(kk) Structure: A walled and roofed building, manufactured home, or gas or liquid storage tank that is principally above ground.

(ll) Substantial Damage: Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed fifty percent (50%) of the market value of the structure before the damage occurred.

(mm) Substantial Improvement: Any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds fifty percent (50%) of the market value of the structure before the "start of construction" of the improvement. This term includes structures, which have incurred "substantial damage", regardless of the actual repair work performed. The term does not, however, include:

~~(1) Any improvement to a structure that is considered "new construction,"~~

Commented [SA11]: Required deletion.

(2) Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified prior to the application for a development permit by the local code enforcement official and which are the minimum necessary to assure safe living conditions; or

(3) Any alteration of a "historic structure," provided that the alteration would not preclude the structure's continued designation as a "historic structure".

(nn) Variance: A grant of relief from the standards of these regulations.

(oo) Violation: The failure of a structure or other development to be fully compliant with these regulations.

(Ord. 21-159. Passed 11-8-21.)

#### 1157.03 ADMINISTRATION.

(a) Designation of the Floodplain Administrator. The Director of Engineering Services is hereby appointed to administer and implement these regulations and is referred to herein as the Floodplain Administrator.

(b) Duties and Responsibilities of the Floodplain Administrator. The duties and responsibilities of the Floodplain Administrator shall include but are not limited to:

(1) Evaluate applications for permits to develop in special flood hazard areas.

(2) Interpret floodplain boundaries and provide flood hazard and flood protection elevation information.

(3) Issue permits to develop in special flood hazard areas when the provisions of these regulations have been met, or refuse to issue the same in the event of noncompliance.

(4) Inspect buildings and lands to determine whether any violations of these regulations have been committed.

(5) Make and permanently keep all records for public inspection necessary for the administration of these regulations including Flood Insurance Rate Maps, Letters of Map Amendment and Revision, records of issuance and denial of permits to develop in special flood hazard areas, determinations of whether development is in or out of special flood hazard areas for the purpose of issuing floodplain development permits, elevation certificates, floodproofing certificates, VE zone construction certifications, variances, and records of enforcement actions taken for violations of these regulations.

Commented [SA12]: Update required.

(6) Enforce the provisions of these regulations.

(7) Provide information, testimony, or other evidence as needed during variance hearings.

(8) Coordinate map maintenance activities and FEMA follow-up.

(9) Conduct substantial damage determinations to determine whether existing structures, damaged from any source and in special flood hazard areas identified by FEMA, must meet the development standards of these regulations.

(c) Floodplain Development Permits. It shall be unlawful for any person to begin construction or other development activity including but not limited to filling; grading; construction; alteration, remodeling, or expanding any structure; or alteration of any watercourse wholly within, partially within or in contact with any identified special flood hazard area, as established in Section 1157.01(f), until a floodplain development permit is obtained from the Floodplain Administrator. Such floodplain development permit shall show that the proposed development activity is in conformity with the provisions of these regulations. No such permit shall be issued by the Floodplain Administrator until the requirements of these regulations have been met.

(d) Application Required. An application for a floodplain development permit shall be required for all development activities located wholly within, partially within, or in contact with an identified special flood hazard area. Such application shall be made by the owner of the property or his/her authorized agent, herein referred to as the applicant, prior to the actual commencement of such construction on a form furnished for that purpose. Where it is unclear whether a development site is in a special flood hazard area, the Floodplain Administrator may require an application for a floodplain development permit to determine the development's location. Such applications shall include, but not be limited to:

(1) Site plans drawn to scale showing the nature, location, dimensions, and topography of the area in question; the location of existing or proposed structures, fill, storage of materials, drainage facilities, and the location of the foregoing.

(2) Elevation of the existing, natural ground where structures are proposed.

(3) Elevation of the lowest floor, including basement, of all proposed structures.

(4) Such other material and information as may be requested by the Floodplain Administrator to determine conformance with, and provide enforcement of these regulations.

(5) Technical analyses conducted by the appropriate design professional registered in the State of Ohio and submitted with an application for a floodplain development permit when applicable:

A. Floodproofing certification for non-residential floodproofed structure as required in Section 1157.04(e).

B. Certification that fully enclosed areas below the lowest floor of a structure not meeting the design requirements of Section 1157.04(d)(5) are designed to automatically equalize hydrostatic flood forces.

C. Description of any watercourse alteration or relocation that the flood carrying capacity of the watercourse will not be diminished, and maintenance assurances as required in Section 1157.04(i)(3).

D. A hydrologic and hydraulic analysis demonstrating that the cumulative effect of proposed development, when combined with all other existing and anticipated development will not increase the water surface elevation of the base flood by more than one foot in special flood hazard areas where the Federal Emergency Management Agency has provided base flood elevations but no floodway as required by Section 1157.04(i)(2).

E. A hydrologic and hydraulic engineering analysis showing impact of any development on flood heights in an identified floodway as required by Section 1157.04(i)(1).

F. Generation of base flood elevation(s) for subdivision and ~~large-scale~~ other new developments as required by Section 1157.04(c).

Commented [SA13]: Required update.

G. Certification of structural design and methods of construction for VE zone construction as required by Section 1157.04 (i)(4) ~~(A)~~.

H. Certification of breakaway wall design, when applicable, as provided in Section 1157.04 (i)(4) ~~(B)~~.

(6) A floodplain development permit application fee set by the schedule of fees adopted the City of Sandusky.

(e) Review and Approval of a Floodplain Development Permit Application.

(1) Review.

A. After receipt of a complete application, the Floodplain Administrator shall review the application to ensure that the standards of these regulations have been met. No floodplain development permit application shall be reviewed until all information required in Section 1157.03(d) has been received by the Floodplain Administrator.

B. The Floodplain Administrator shall review all floodplain development permit applications to assure that all necessary permits have been received from those federal, state or local governmental agencies from which prior approval is required. The applicant shall be responsible for obtaining such permits as required including permits issued by the U.S. Army Corps of Engineers under Section 10 of the Rivers and Harbors Act and Section 404 of the Clean Water Act, and the Ohio Environmental Protection Agency under Section 401 of the Clean Water Act.

(2) Approval. Within thirty (30) days after the receipt of a complete application, the Floodplain Administrator shall either approve or disapprove the application. ~~If an application is approved, a floodplain development permit shall be issued. All floodplain development permits shall be conditional upon the commencement of work within one (1) year. A floodplain development permit shall expire one (1) year after issuance unless the permitted activity has been substantially begun and is thereafter pursued to completion. If the Floodplain Administrator is satisfied that the development proposed in the floodplain~~

development application conforms to the requirements of this ordinance, the Floodplain Administrator shall issue the permit. All floodplain development permits shall be conditional upon the commencement of work within 180 days. A floodplain development permit shall expire 180 days after issuance unless the permitted activity has been substantially begun and is thereafter pursued to completion.

Commented [SA14]: Required update.

(f) Inspections. The Floodplain Administrator shall make periodic inspections at appropriate times throughout the period of construction in order to monitor compliance with permit conditions.

(g) Post-Construction Certifications Required. The following as-built certifications are required after a floodplain development permit has been issued:

(1) For new or substantially improved residential structures, or nonresidential structures that have been elevated, the applicant shall have a Federal Emergency Management Agency Elevation Certificate completed by a registered professional surveyor to record as-built elevation data. For elevated structures in Zone A and Zone AO areas without a base flood elevation, the elevation certificate may be completed by the property owner or owner's representative.

(2) For all development activities subject to the standards of Section 1157.03(k)(1), a Letter of Map Revision.

(3) For new or substantially improved nonresidential structures that have been floodproofed in lieu of elevation, where allowed, the applicant shall supply a completed Floodproofing Certificate for Non-Residential Structures completed by a registered professional engineer or architect together with associated documentation.

Commented [SA15]: Required update.

(h) Revoking a Floodplain Development Permit. A floodplain development permit shall be revocable, if among other things, the actual development activity does not conform to the terms of the application and permit granted thereon. In the event of the revocation of a permit, an appeal may be taken to the Appeals Board in accordance with Section 1157.05 of these regulations.

(i) Exemption from Filing a Development Permit. An application for a floodplain development permit shall not be required for:

(1) Maintenance work such as roofing, painting, and basement sealing, or for small nonstructural development activities (except for filling and grading) valued at less than two thousand five hundred dollars (\$2,500).

~~(2) The City of Sandusky is exempt from permitting itself in the instance of maintenance projects of the publicly owned shoreline. Specific projects may include revetment replacement, outfall repair/replacement, sheet piling repair/replacement, tree and vegetation removal or the installation of plantings. Emergency and catastrophic events MAY be exempted from this requirement at the discretion of the Floodplain Administrator. Any proposed action exempt from filing for a floodplain development permit is also exempt from the standards of these regulations.~~

Commented [SA16]: Noncompliant with NFIP standards. Development performed within the SFHA must be compliant with NFIP minimum criteria.

(j) ~~Local~~, State and Federal Development.

Commented [SA17]: Required deletion.

(1) Development that is funded, financed, undertaken, or preempted by state agencies shall comply with minimum NFIP criteria.

Commented [SA18]: Incorrect reference.

(2) Before awarding funding or financing or granting a license, permit, or other authorization for a development that is or is to be located within a 100-year floodplain, a

state agency shall require the applicant to demonstrate to the satisfaction of the agency that the development will comply with minimum NFIP criteria and any applicable local floodplain management resolution or ordinance as required by Ohio Revised Code Section 1521.13. This includes, but is not limited to:

A. Development activities in an existing or proposed manufactured home park that are under the authority of the Ohio Department of Commerce and subject to the flood damage reduction provisions of the Ohio Administrative Code Section 4781~~7~~-12.

B. Major utility facilities permitted by the Ohio Power Siting Board under Section 4906 of the Ohio Revised Code.

C. Hazardous waste disposal facilities permitted by the Hazardous Waste Siting Board under Section 3734 of the Ohio Revised Code.

(3) Development activities undertaken by a federal agency and which are subject to Federal Executive Order (EO) 11988 - Floodplain Management.

A. Each federal agency has a responsibility to evaluate the potential effects of any actions it may take in a floodplain; to ensure that its planning programs and budget request reflect consideration of flood hazards and floodplain management; and to prescribe procedures to implement the policies and requirements of EO 11988.

(k) Map Maintenance Activities. To meet National Flood Insurance Program minimum requirements to have flood data reviewed and approved by FEMA, and to ensure that Sandusky's flood maps, studies and other data identified in Section 1157.01(f) accurately represent flooding conditions so appropriate floodplain management criteria are based on current data, the following map maintenance activities are identified:

(1) Requirement to Submit New Technical Data.

A. For all development proposals that impact floodway delineations or base flood elevations, the community shall ensure that technical data reflecting such changes be submitted to FEMA within six months of the date such information becomes available. These development proposals include:

1. Floodway encroachments that increase or decrease base flood elevations or alter floodway boundaries;

2. Fill sites to be used for the placement of proposed structures where the applicant desires to remove the site from the special flood hazard area;

3. Alteration of watercourses that result in a relocation or elimination of the special flood hazard area, including the placement of culverts; and

4. Subdivision or ~~large-scale~~<sup>other new</sup> development proposals requiring the establishment of base flood elevations in accordance with Section 1157.04(c).

B. It is the responsibility of the applicant to have technical data, required in accordance with Section 1157.03~~(j)(k)(1)~~, prepared in a format required for a Conditional Letter of Map Revision or Letter of Map Revision, and submitted to FEMA. Submittal and processing fees for these map revisions shall be the responsibility of the applicant.

C. The Floodplain Administrator shall require a Conditional Letter of Map Revision prior to the issuance of a floodplain development permit for:

1. Proposed floodway encroachments that increase the base flood elevation; and

2. Proposed development which increases the base flood elevation by more than one foot in riverine areas where FEMA has provided base flood elevations but no floodway.

D. Floodplain development permits issued by the Floodplain Administrator shall be conditioned upon the applicant obtaining a Letter of Map Revision from FEMA for any development proposal subject to Section 1157.03 ~~(b)(1)(A)~~.

(2) Right to Submit New Technical Data. The Floodplain Administrator may request changes to any of the information shown on an effective map that does not impact floodplain or floodway delineations or base flood elevations, such as labeling or planimetric details. Such a submission shall include appropriate supporting documentation made in writing by the City Manager of Sandusky, and may be submitted at any time.

(3) Annexation / Detachment. Upon occurrence, the Floodplain Administrator shall notify FEMA in writing whenever the boundaries of the City of Sandusky have been modified by annexation or the community has assumed authority over an area, or no longer has authority to adopt and enforce floodplain management regulations for a particular area. In order that the City of Sandusky's Flood Insurance Rate Map accurately represent the City of Sandusky boundaries, include within such notification a copy of a map of the City of Sandusky suitable for reproduction, clearly showing the new corporate limits or the new area for which the City of Sandusky has assumed or relinquished floodplain management regulatory authority.

(l) Data Use and Flood Map Interpretation. The following guidelines shall apply to the use and interpretation of maps and other data showing areas of special flood hazard:

(1) In areas where FEMA has not identified special flood hazard areas, or in FEMA identified special flood hazard areas where base flood elevation and floodway data have not been identified, the Floodplain Administrator shall review and reasonably utilize any other flood hazard data available from a federal, state, or other source.

(2) Base flood elevations and floodway boundaries produced on FEMA flood maps and studies shall take precedence over base flood elevations and floodway boundaries by any other source that reflect a reduced floodway width and/or lower base flood elevations. Other sources of data, showing increased base flood elevations and/or larger floodway areas than are shown on FEMA flood maps and studies, shall be reasonably used by the Floodplain Administrator.

(3) The Floodplain Administrator shall make interpretations, where needed, as to the exact location of the flood boundaries and areas of special flood hazard. A person contesting the determination of the location of the boundary shall be given a reasonable opportunity to appeal the interpretation as provided in Section 1157.05, Appeals and Variances.

(4) Where an existing or proposed structure or other development is affected by multiple flood zones, by multiple base flood elevations, or both, the development activity must comply with the provisions of this ordinance applicable to the most restrictive flood zone and the highest base flood elevation affecting any part of the existing or proposed structure; or for other developments, affecting any part of the area of the development.

(m) Use of Preliminary Flood Insurance Rate Map and/or Flood Insurance Study Data.

(1) Zone A:

A. Within Zone A areas designated on an effective FIRM, data from the preliminary FIRM and/or FIS shall reasonably utilized as best available data.

B. When all appeals have been resolved and a notice of final food elevation determination has been provided in a Letter of Final Determination (LFD), BFE and floodway data from the preliminary FIRM and/or FIS shall be used for regulating development.

(2) Zones AE, A1-30, AH, AO, VE, and V1-30:

A. BFE and floodway data from a preliminary FIS or FIRM restudy are not required to be used in lieu of BFE and floodway data contained in an existing effective FIS and FIRM. However,

1. Where BFEs increase in a restudied area, communities have the responsibility to ensure that new or substantially improved structures are protected. Communities are encouraged to reasonably utilize preliminary FIS or FIRM data in instances where BFEs increase and floodways are revised to ensure that the health, safety, and property of their citizens are protected.

2. Where BFEs decrease, preliminary FIS or FIRM data should not be used to regulate floodplain development until the LFD has been issued or until all appeals have been resolved.

B. If a preliminary FIRM or FIS has designated floodways where none had previously existed, communities should reasonably utilize this data in lieu of applying the encroachment performance standard of Section 1157.04(i)(2) since the data in the draft or preliminary FIS represents the best data available.

(3) Zones B, C, and X:

A. Use of BFE and floodway data from a preliminary FIRM or FIS are not required for areas designated as Zone B, C, or X on the effective FIRM which are being revised to Zone AE, A1-30, AH, AO, VE, or V1-30. Communities are encouraged to reasonably utilize preliminary FIS or FIRM data to ensure that the health, safety, and property of their citizens are protected.

(n) Substantial Damage Determinations. Damages to structures may result from a variety of causes including flood, tornado, wind, heavy snow, fire, etc. After such a damage event, the Floodplain Administrator shall:

(1) Determine whether damaged structures are located in special flood hazard areas;

(2) Conduct substantial damage determinations for damaged structures located in special flood hazard areas; and

(3) ~~Make reasonable attempt to n~~Notify owners of substantially damaged structures of the need to obtain a floodplain development permit prior to repair, rehabilitation, or reconstruction.

Commented [SA19]: Required update.

Additionally, the Floodplain Administrator may implement other measures to assist with the substantial damage determination and subsequent repair process. These measures include issuing press releases, public service announcements, and other public information materials related to the floodplain development permits and repair of damaged structures; coordinating with other federal, state, and local agencies to assist with substantial damage determinations; providing owners of damaged structures materials and other information related to the proper repair of damaged structures in special flood hazard areas; and assist owners of substantially damaged structures with Increased Cost of Compliance insurance claims.

(Ord. 21-159. Passed 11-8-21.)

#### 1157.04 USE AND DEVELOPMENT STANDARDS FOR FLOOD HAZARD REDUCTION.

The following use and development standards apply to development wholly within, partially within, or in contact with any special flood hazard area as established in Section 1157.01(f), ~~or~~ 1157.03(l), 1157.03(m):

(a) Use Regulations.

(1) Permitted Uses. All uses not otherwise prohibited in this section or any other applicable land use regulation adopted by City of Sandusky are allowed provided they meet the provisions of these regulations.

(b) Water and Wastewater Systems. The following standards apply to all water supply, sanitary sewerage and waste disposal systems in the absence of any more restrictive standard provided under not otherwise regulated by the Ohio Revised Code:

Commented [SA20]: Revision required.

(1) All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of floodwaters into the systems;

(2) New and replacement sanitary sewerage systems shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharge from the systems into flood waters; and,

(3) On-site waste disposal systems shall be located to avoid impairment to or contamination from them during flooding.

(c) Subdivisions and ~~Large-Other New~~ Developments.

Commented [SA21]: Required update.

(1) All subdivision proposals and all other proposed new development shall be consistent with the need to minimize flood damage and are subject to all applicable standards in these regulations;

(2) All subdivision proposals and all other proposed new development shall have public utilities and facilities such as sewer, gas, electrical, and water systems located and constructed to minimize or eliminate flood damage;

(3) All subdivision proposals and all other proposed new development shall have adequate drainage provided to reduce exposure to flood damage; and

Commented [SA22]: Required update.

(4) In all areas of special flood hazard where base flood elevation data are not available, the applicant shall provide a hydrologic and hydraulic engineering analysis that generates base flood elevations for all subdivision proposals and other proposed developments containing at least 50 lots or 5 acres, whichever is less.

(5) The applicant shall meet the requirement to submit technical data to FEMA in Section 1157.03(k)(1) (4) when a hydrologic and hydraulic analysis is completed that generates base flood elevations as required by Section 1157.04(c)(4).

(d) Residential Structures. The requirements of this section apply to new construction of residential structures and to substantial improvements of residential structures in zones A, A1-30, AE, AO, and AH, when designated on the community's effective FIRM, and when designated on a preliminary or final FIRM issued by FEMA under the circumstances provided in Section 1157.03 ~~(4)~~ (m).

(1) New construction and substantial improvements shall be anchored to prevent flotation, collapse, or lateral movement of the structure resulting from hydrodynamic and

hydrostatic loads, including the effects of buoyancy. Where a structure, including its foundation members, is elevated on fill to or above the base flood elevation, the requirements for anchoring (1157.04(d)(1) and construction materials resistant to flood damage (1157.04(d)(2) are satisfied.

(2) New construction and substantial improvements shall be constructed with methods and materials resistant to flood damage.

(3) New construction and substantial improvements shall be constructed with electrical, heating, ventilation, plumbing and air conditioning equipment and other service facilities that are designed and/or elevated so as to prevent water from entering or accumulating within the components during conditions of flooding.

(4) New construction and substantial improvement of any residential structure, including manufactured homes, shall have the lowest floor, including basement, elevated to or above the flood protection elevation. In zone AO areas, where no flood protection elevation data exists, the structure shall have the lowest floor, including basement, elevated at least two (2) feet above the highest adjacent natural grade.

Commented [SA23]: AO Zone language required.

(5) New construction and substantial improvements, including manufactured homes, that do not have basements and that are elevated to the flood protection elevation using pilings, columns, posts, or solid foundation perimeter walls with openings sufficient to allow unimpeded movement of floodwaters the automatic equalization of hydrostatic pressure may have an enclosure below the lowest floor provided the enclosure meets the following standards:

Commented [SA24]: Required update.

A. Be used only for the parking of vehicles, building access, or storage; and

B. Be designed and certified by a registered professional engineer or architect to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters; or

C. Have a minimum of two openings on different walls having a total net area not less than one square inch for every square foot of enclosed area, and the bottom of all such openings being no higher than one foot above grade. The openings may be equipped with screens, louvers, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.

(6) Manufactured homes shall be affixed to a permanent foundation and anchored to prevent flotation, collapse or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors.

(7) Repair or rehabilitation of historic structures upon a determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure and is the minimum necessary to preserve the historic character and design of the structure, shall be exempt from the development standards of Section 1157.04(d).

(8) In AO or AH Zones, new construction and substantial improvement shall have adequate drainage paths around structures on slopes to guide floodwaters around and away from the structure.

Commented [SA25]: AO Zone language required.

(e) Nonresidential Structures. The requirements of this section apply to new construction and to substantial improvements of nonresidential structures in zones A, A1-30, AE, AO and AH, when designated on the community's effective FIRM, and when designated on a preliminary or final FIRM issued by FEMA under the circumstances provided in Section 1157.03(4m).

(1) New construction and substantial improvement of any commercial, industrial or other nonresidential structure shall meet the requirements of Section 1157.04(d)(1-3 and 5-8).

(2) New construction and substantial improvement of any commercial, industrial or other non-residential structure shall either have the lowest floor, including basement, elevated to or above the level of the flood protection elevation; or, together with attendant utility and sanitary facilities, shall meet all of the following standards:

A. Be dry floodproofed so that the structure is watertight with walls substantially impermeable to the passage of water to the level of the flood protection elevation;

B. Have structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy; and,

C. Be certified by a registered professional engineer or architect, through the use of a Federal Emergency Management Agency Floodproofing Certificate, that the design and methods of construction are in accordance with Section 1157.04(e)(2)(A) and (B).

(3) In Zone AO areas, where no flood protection elevation data exists, the structure shall have the lowest floor, including basement, elevated at least two feet above the highest adjacent natural grade.

Commented [SA26]: AO Zone language required.

(f) Accessory Structures. Structures that are 600 square feet or less which are used for parking and storage only are exempt from elevation or dry floodproofing standards within zones A, A1-30, AE, AO and AH designated on the community's FIRM. Such structures must meet the following standards:

(1) They shall not be used for human habitation;

(2) They shall be constructed of flood resistant materials;

(3) They shall be constructed and placed on the lot to offer the minimum resistance to the flow of floodwaters;

(4) They shall be firmly anchored to prevent flotation;

(5) Service facilities such as electrical and heating equipment shall be elevated or floodproofed to or above the level of the flood protection elevation; and

(6) They shall meet the opening requirements of Section 1157.04(d)(5);

(g) Recreational Vehicles. Recreational vehicles on sites within zones A, A1-30, AE, AO or AH must meet at least one of the following standards:

(1) They shall not be located on sites in special flood hazard areas for more than 180 days, or

(2) They must be fully licensed and ready for highway use, or

(3) They must meet all standards of Section 1157.04(d)(5)C. They must be placed on the site pursuant to a floodplain development permit issued under Section 1157.03(c) and 1157.03(d) and must meet all of the standards of Section 1157.04(d)

Commented [SA27]: Required update.

(h) Gas or Liquid Storage Tanks.

(1) Within zone A, A1-A30, AE, AO, or AH, new or substantially improved above ground gas or liquid storage tanks shall be anchored to prevent flotation or lateral movement resulting from hydrodynamic and hydrostatic loads.

(2) In zones V or VE, new or substantially improved above ground gas or liquid storage tanks shall be elevated with the bottom of the lowest horizontal supporting member above BFE on the landward side of buildings.

(3) In zones V or VE, new or substantially improved underground gas or liquid storage tanks must be installed below the lowest eroded ground elevation.

(i) Assurance of Flood Carrying Capacity. Pursuant to the purpose and methods of reducing flood damage stated in these regulations, the following additional standards are adopted to assure that the reduction of the flood carrying capacity of watercourses is minimized:

(1) Development in Floodways.

A. In floodway areas, development shall cause no increase in flood levels during the occurrence of the base flood discharge. Prior to issuance of a floodplain development permit, the applicant must submit a hydrologic and hydraulic analysis, conducted by a registered professional engineer, demonstrating that the proposed development would not result in any increase in the base flood elevation; or

B. Development in floodway areas causing increases in the base flood elevation may be permitted provided all of the following are completed by the applicant:

1. Meet the requirements to submit technical data in Section 1157.03(k)(1);
2. An evaluation of alternatives, which would not result in increased base flood elevations and an explanation why these alternatives are not feasible;
3. Certification that no structures are located in areas that would be impacted by the increased base flood elevation;
4. Documentation of individual legal notices to all impacted property owners within and outside the community, explaining the impact of the proposed action on their property; and
5. Concurrence of the City Manager of Sandusky and the Chief Executive Officer of any other communities impacted by the proposed actions.

(2) Development in Riverine Areas with Base Flood Elevations but No Floodways.

A. In riverine special flood hazard areas identified by FEMA where base flood elevation data are provided but no floodways have been designated, the cumulative effect of any proposed development, when combined with all other existing and anticipated development, shall not increase the base flood elevation more than 1.0 (one) foot at any point. Prior to issuance of a floodplain development permit, the applicant must submit a hydrologic and hydraulic analysis, conducted by a registered professional engineer, demonstrating that this standard has been met; or,

B. Development in riverine special flood hazard areas identified by FEMA where base flood elevation data are provided but no floodways have been designated causing more than one foot increase in the base flood elevation may be permitted provided all of the following are completed by the applicant:

1. An evaluation of alternatives which would result in an increase of one foot or less of the base flood elevation and an explanation why these alternatives are not feasible;

2. Section 1157.04(i)(1)(B), items (1) and (3-5).

(3) Alterations of a Watercourse. For the purpose of these regulations, a watercourse is altered when any change occurs within its banks. The extent of the banks shall be established by a field determination of the "bankfull stage." The field determination of "bankfull stage" shall be based on methods presented in Chapter 7 of the USDA Forest Service General Technical Report RM-245, Stream Channel Reference Sites: An Illustrated Guide to Field Technique or other applicable publication available from a Federal, State, or other authoritative source. For all proposed developments that alter a watercourse, the following standards apply:

A. The bankfull flood carrying capacity of the altered or relocated portion of the watercourse shall not be diminished. Prior to the issuance of a floodplain development permit, the applicant must submit a description of the extent to which any watercourse will be altered or relocated as a result of the proposed development, and certification by a registered professional engineer that the bankfull flood carrying capacity of the watercourse will not be diminished.

B. Adjacent communities, the U.S. Army Corps of Engineers, and the Ohio Department of Natural Resources, Division of Water, must be notified prior to any alteration or relocation of a watercourse. Evidence of such notification must be submitted to the Federal Emergency Management Agency.

C. The applicant shall be responsible for providing the necessary maintenance for the altered or relocated portion of said watercourse so that the flood carrying capacity will not be diminished. The Floodplain Administrator may require the permit holder to enter into an agreement with City of Sandusky specifying the maintenance responsibilities. If an agreement is required, it shall be made a condition of the floodplain development permit.

D. The applicant shall meet the requirements to submit technical data in Section 1157.03(k)(1)A.3. when an alteration of a watercourse results in the relocation or elimination of the special flood hazard area, including the placement of culverts.

(4) Development Standards for Coastal High Hazard Areas ~~and MoWA Areas~~. The requirements of Section ~~1157.03 (k) 1157.04(i)(4)~~ apply to development in coastal high hazard areas designated zone V or VE on the community's effective FIRM [and when designated on a preliminary or final FIRM issued by FEMA under the circumstances provided in Section 1157.03(km)]. ~~{OPTIONAL: The requirements of Section 1157.03 (k) also apply to development in Moderate Wave Action areas, within zone AE between a Limit of Moderate Wave Action and the landward limit of zone V or VE designated on the community's effective FIRM, or between a Limit of Moderate Wave Action and the offshore limit of the community's jurisdiction where zone V or VE is not designated on the community's effective FIRM.}~~

A. All new construction and substantial improvements shall be elevated on pilings or columns that may be armored as necessary to withstand Lake Erie ice forces so that:

1. The bottom of the lowest horizontal structural member supporting the lowest floor (excluding the pilings or columns) is elevated to or above the flood protection elevation, and

2. The pile or column foundation and structure attached thereto is anchored to resist flotation, collapse and lateral movement due to the effects of wind and water loads acting simultaneously on all building components.

a. Water loading values shall be those associated with the base flood.

b. Wind loading values shall be those defined according to American Society of Civil Engineers 7-13 Minimum design loads and associated criteria for buildings and other structures, or current version adopted by Ohio Board of Building Standards.

c. A registered professional engineer or architect shall develop or review the structural design, specifications and plans for the construction, and shall certify that the design and methods of construction to be used are in accordance with accepted standards of practice for meeting the provisions of Section ~~1157.03 (k)(1)A~~ 1157.04(i)(4)(A)(2)(a & b).

B. All new construction and substantial improvements shall have the space below the lowest floor either free of obstruction or constructed with non-supporting breakaway walls, open wood lattice~~work~~, or insect screening intended to collapse without causing collapse, displacement, or other structural damage to the elevated portion of the building or supporting foundation system.

1. For the purpose of ~~Section 1157.03 (k)(1)A~~ 1157.04(i)(4)(B), a breakaway wall shall have a design safe loading resistance of not less than ten (10) and no more than twenty (20) pounds per square foot.

2. Use of breakaway walls which exceed a design safe loading resistance of twenty (20) pounds per square foot (either by design or where so required by local or state codes) may be permitted only if a registered professional engineer or architect certifies that the designs proposed meet all of the following conditions:

a. Breakaway wall collapse shall result from a water load less than that which would occur during the base flood; and

b. The elevated portion of the building and supporting foundation system shall not be subject to collapse, displacement, or other structural damage due to the effects of wind and water loads acting simultaneously on all building components (structural and non-structural). Water loading values shall be those associated with the base flood. Wind loading values shall be those defined according to American Society of Civil Engineers 7-16 Minimum design loads and associated criteria for buildings and other structures, or equivalent standard.

3. All space enclosed by breakaway walls, open wood latticework, or insect screening below the lowest floor shall be used solely for parking of vehicles, building access, or storage.

C. The use of fill or redistributed existing fill, placed after the initial identification of Zones V, VE or V1-30 on the community's FIRM, for structural support of buildings is prohibited.

D. Alteration of sand dunes that will increase potential flood damage is prohibited.

E. Placement or substantial improvement of manufactured homes must comply with ~~Section 1157.04 (d)~~ 1157.04(i)(4)(A) through (E).

F. Recreational vehicles must either:

1. Be on site for fewer than 180 consecutive days;
2. Be fully licensed and ready for highway use; or
3. Comply with ~~Section 1157.04 (d), 1157.04(i)(4)(A) through (E),~~

(Ord. 21-159. Passed 11-8-21.)

Formatted: Font: 12 pt

#### 1157.05 APPEALS AND VARIANCES.

##### (a) Appeals Board Established.

(1) The City of Sandusky Board of Zoning Appeals established under Chapter 1111 of the Codified Ordinances of the City of Sandusky is hereby appointed to serve as the Appeals Board for these regulations.

(2) Records of the Appeals Board shall be maintained by the Clerk of the Board of Zoning Appeals. A copy of the records of any appeal regarding this Chapter 1157 shall also be maintained in the Office of the Floodplain Administrator.

##### (b) Powers and Duties.

(1) The Appeals Board shall hear and decide appeals where it is alleged there is an error in any order, requirement, decision or determination made by the Floodplain Administrator in the administration or enforcement of these regulations.

(2) Authorize variances in accordance with Section 1157.05(d) of these regulations.

(c) Appeal From Any Notice and Order, or Other Official Action of the Floodplain Administrator.

(1) Any person adversely affected by any notice, order or other official action of the Floodplain Administrator may request a hearing on the matter before the Appeals Board provided that such person shall file, within twenty-one (21) days of the date of such notice and order, or other official action, a brief statement of the grounds for such hearing or for the mitigation of any item appearing on any order of the Floodplain Administrator's decision. Such appeal shall be in writing, signed by the applicant, and be filed with the Floodplain Administrator. Upon receipt of the appeal, the Floodplain Administrator shall transmit a report including any and all necessary pertinent information on which the Floodplain Administrator's decision was made to the Clerk of the Appeals Board.

(2) Upon receipt of the notice of appeal, the Appeals Board shall fix a reasonable time for the appeal hearing, give notice in writing to parties in interest, and decide the appeal within a reasonable time after the hearing.

(d) Variances. Any person believing that the use and development standards of these regulations would result in unnecessary hardship may file an application for a variance. The Appeals Board shall have the power to authorize, in specific cases, such variances from the standards of these regulations, not inconsistent with Federal regulations, as will not be contrary to the public interest where, owing to special conditions of the lot or parcel, a literal enforcement of the provisions of these regulations would result in unnecessary hardship.

##### (1) Application for a Variance.

A. Any owner, or agent thereof, of property for which a variance is sought shall make an application for a variance by filing it with the Floodplain Administrator, who upon receipt of the application for a variance shall transmit it to the Clerk of the Appeals Board.

B. Such application at a minimum shall contain the following information: Name, address, and telephone number of the applicant; legal description of the property; parcel map; description of the existing use; description of the proposed use; location of the floodplain; description of the variance sought; and reason for the variance request.

C. Applications seeking a variance from the Flood Protection Elevation shall include a specific height (in feet) for the requested variance from the standard Flood Protection Elevation.

D. All applications for variance shall be accompanied by a variance application fee set in the schedule of fees adopted by the City of Sandusky.

(2) Public Hearing for a Variance. At such hearing the applicant shall present such statements and evidence as the Appeals Board requires. In considering such variance applications, the Appeals Board shall consider and make findings of fact on all evaluations, all relevant factors, standards specified in other sections of these regulations and the following factors:

A. The danger that materials may be swept onto other lands to the injury of others.

B. The danger to life and property due to flooding or erosion damage.

C. The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner.

D. The importance of the services provided by the proposed facility to the community.

E. The availability of alternative locations for the proposed use that are not subject to flooding or erosion damage.

F. The necessity to the facility of a waterfront location, where applicable.

G. The compatibility of the proposed use with existing and anticipated development.

H. The relationship of the proposed use to the comprehensive plan and floodplain management program for that area.

I. The safety of access to the property in times of flood for ordinary and emergency vehicles.

J. The expected heights, velocity, duration, rate of rise, and sediment transport of the floodwaters and the effects of wave action, if applicable, expected at the site.

K. The costs of providing governmental services during and after flood conditions, including maintenance and repair of public utilities and facilities such as sewer, gas, electrical, and water systems, and streets and bridges.

Variances shall only be issued upon:

L. A showing of good and sufficient cause.

M. A determination that failure to grant the variance would result in exceptional hardship due to the physical characteristics of the property. Increased cost or inconvenience of meeting the requirements of these regulations does not constitute an exceptional hardship to the applicant.

N. A determination that the granting of a variance will not result in increased flood heights beyond that which is allowed in these regulations; additional threats to public safety; extraordinary public expense, nuisances, fraud on or victimization of the public, or conflict with existing local laws.

O. A determination that the structure or other development is protected by methods to minimize flood damages.

P. A determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.

Upon consideration of the above factors and the purposes of these regulations, the Appeals Board may attach such conditions to the granting of variances, as it deems necessary to further the purposes of these regulations.

(3) Other Conditions for Variances.

A. Variances shall not be issued within any designated floodway if any increase in flood levels during the base flood discharge would result.

B. Generally, variances may be issued for new construction and substantial improvements to be erected on a lot of one-half acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level, providing items in Section 1157.05(d)(2)A to K. have been fully considered. As the lot size increases beyond one-half acre, the technical justification required for issuing the variance increases.

C. Any applicant to whom a variance is granted shall be given written notice that the structure will be permitted to be built with a lowest floor elevation below the base flood elevation and the cost of flood insurance will be commensurate with the increased risk resulting from the reduced lowest floor elevation.

(e) Appeal to the Court. Those aggrieved by the decision of the Appeals Board may appeal such decision to the Erie County Court of Common Pleas, as provided in Chapter 2506 of the Ohio Revised Code. (Ord. 21-159. Passed 11-8-21.)

#### 1157.06 ENFORCEMENT.

(a) Compliance Required.

(1) No structure or land shall hereafter be located, erected, constructed, reconstructed, repaired, extended, converted, enlarged or altered without full compliance with the terms of these regulations and all other applicable regulations which apply to uses within the jurisdiction of these regulations, unless specifically exempted from filing for a development permit as stated in Section 1157.03(i).

(2) Failure to obtain a floodplain development permit shall be a violation of these regulations and shall be punishable in accordance with Section 1157.06(c).

(3) Floodplain development permits issued on the basis of plans and applications approved by the Floodplain Administrator authorize only the use, and arrangement, set forth in such approved plans and applications or amendments thereto. Use, arrangement, or construction contrary to that authorized shall be deemed a violation of these regulations and punishable in accordance with Section 1157.06(c).

(b) Notice of Violation. Whenever the Floodplain Administrator determines that there has been a violation of any provision of these regulations, he or she shall give notice of such violation to the person responsible therefore and order compliance with these regulations as hereinafter provided. Such notice and order shall:

(1) Be put in writing on an appropriate form;

(2) Include a list of violations, referring to the section or sections of these regulations that have been violated, and order remedial action, which, if taken, will effect compliance with the provisions of these regulations;

(3) Specify a reasonable time for performance;

(4) Advise the owner, operator, or occupant of the right to appeal;

(5) Be served on the owner, occupant, or agent in person. However, this notice and order shall be deemed to be properly served upon the owner, occupant, or agent if a copy thereof is sent by registered or certified mail to the person's last known mailing address, residence, or place of business, and/or a copy is posted in a conspicuous place in or on the dwelling affected.

(c) Violations and Penalties. Violation of the provisions of these regulations or failure to comply with any of its requirements shall be deemed to be a strict liability offense, and shall constitute a first degree misdemeanor. Any person who violates these regulations or fails to comply with any of its requirements shall upon conviction thereof be fined or imprisoned as provided by the laws of the City of Sandusky. Each day such violation continues shall be considered a separate offense. Nothing herein contained shall prevent the City of Sandusky from taking such other lawful action as is necessary to prevent or remedy any violation. The City of Sandusky shall prosecute any violation of these regulations in accordance with the penalties stated herein.

(Ord. 21-158. Passed 11-8-21.)