

Planning Commission 240 Columbus Ave Sandusky, Ohio 44870 419.627.5973 www.cityofsandusky.com

Agenda October 26, 2022 5:00 pm

City Commission Chamber

Live Streamed on www.Youtube.com/CityofSanduskyOH

- 1. Meeting called to order Roll Call
- 2. Approval of minutes from July 27, 2022
- 3. Approval of minutes from September 28, 2022
- 4. Public Hearing

Bruce T. Holmer has submitted an application for a right-of-way vacation request for a part of Fremont Ave. located contiguous to 107 Fremont Ave., and 108 Fremont Ave. Adjacent properties include parcels: (60-00573.001, 60-00277.000, 60-00281.000).

5. **Special Presentation**

Eric Wobser and Julie Mujic, on behalf of the Leadership Ohio Class of 2022 will have a presentation outlining accessory dwelling units as a housing option for Sandusky.

6. **Adjournment**

NEXT MEETING: November 23, 2022 at 5:00pm

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

Planning Commission July 27, 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, Sarah Chiappone represented the Law Department, Aaron Kline represented the Public Works Department, and clerk Kristen Barone was also present.

Approval of minutes from June 22, 2022:

Mr. Zuilhof moved to approve the minutes as submitted and Mr. Poggiali seconded. All voting members were in favor of the motion and the motion passed.

New Business:

Sean Sprouse, on behalf of Views on Venice, LLC, has submitted an application for a substitution of a non-conforming use at 3712 Venice Road. The property was previously used as a motel and the applicant is proposing to use it as apartments for rentals lasting longer than 30 days.

Mr. McGory stated that he is recalling that the Planning Commission may have discussed this property before. Ms. Blair stated that is correct. She said that application was tabled and there were a couple of outlying questions, one of which was if that transfer of use has occurred, if the prior use would no longer be allowed. At the time Mr. Sprouse was not sure if he wanted to stick with that consequence if that were true. Another question was whether the units that were less than 400 square feet would be allowed for residential. Mr. Sprouse just received a variance for the size of the units and now wants to move forward with residential use of the property regardless of the consequence of not being able to do the motel use anymore. Mr. Ochs presented the staff report to the committee members, which they all received before the meeting and was posted on the City's website for the public. Mr. Ochs ended his remarks stating that staff supports the approval of the substitution of non-conforming use with the condition that all applicable permits are obtained through the Building, Engineering, and Planning Departments. Mr. Brent Adams of 301 46th Street in Sandusky, attended the meeting on behalf of the applicant Sean Sprouse to answer any questions the Planning Commissioners had. Mr. Poggiali made a motion to approve the application as recommended by staff and Mr. Zuilhof seconded. All voting members were in favor of the motion except for Mr. Zuilhof, who voted against the motion. The motion passed and the application was approved as recommended by staff.

Sandusky Star Lanes Inc. has submitted a site plan application for an expansion of the existing bowling alley at 2097 Cleveland Road.

Mr. Ochs presented the staff report to the committee members, which they all received before the meeting and was posted on the City's website for the public. Mr. Ochs ended his remarks stating that staff recommends approval of the proposed site plan with the condition that all applicable permits are obtained through the Building, Engineering, and Planning Departments. Applicants John and Jeff Lizzi attended the meeting to answer any questions the Planning Commissioners had. Mr. Poggiali moved to

approve the application as recommended by staff and Ms. Castile seconded. All voting members were in favor of the motion. The motion passed and the application was approved as recommended by staff.

Old Business:

Mr. McGory stated that next on the agenda is a note from staff that Ms. Ronda Jacksich has withdrawn her application to rezone 702 and 706 Perry Street. Mr. Ochs stated that is correct.

Other Business:

Ms. Blair stated that since there has been a lot of conversation regarding transient rental and a lot of people from the public listening in on these meetings, she wanted to give an update on that topic. She said that there were two public hearings on the potential of two transient rental overlay districts and it is staff's understanding that the public hearing was held and if any Planning Commissioner would like to have another public hearing they may choose to set that public hearing. She said she would like to make it clear to the public that if another public hearing were to take place they would get another notice in the mail letting them know that they may come and give their input. Those items will no longer be on the agenda unless a Planning Commissioner decides to set another public hearing. She said that she also wants residents to know that the City takes very seriously when there are people operating transient rentals in areas where they are not permitted to and the Code Compliance office follows up with the owners of those properties. She then reminded those who were listening, where transient rentals are permitted and that this information is on the city's website as well. She said that there are a lot of people that want to have transient rentals in the city and there are some properties that could use the investment and that are zoned appropriately for that use.

Adjournment:

Naut Maatina.

Mr. Miller moved to adjourn and Ms. Castile seconded. The meeting ended at 6:10pm.

August 24, 2022	
Approved:	
Kristen Barone, Clerk	Pete McGory, Chairman

Planning Commission September 28, 2022 Meeting Minutes

Meeting called to order:

Vice Chair David Miller called the meeting to order at 5:03 pm. The following members were present: David Miller, Steve Poggiali, Mike Zuilhof, Jade Castile, Connor Whelan, and Jim Jackson. Jonathan Holody, Alec Ochs, and Arin Blair represented the Community Development Department, Brendan Heil represented the Law Department, and Clerk Cathy Myers was also present.

Approval of minutes from June 22, 2022:

Mr. Miller deferred approval of the minutes to next meeting for approval due to Staff crossover.

Public Hearing:

Peter Schade on behalf of the Eric County Board of Health has submitted an application for the right-of-way vacation request for a part of Superior Street located contiguous to 301 Superior Street, 420 Superior Street, and parcel 59-65001.000. Adjacent properties include: (59-00889.000, 59-64010.000, 59-62001.000

Staff presented the vacation request to the Commission. The property is approximately 6,003 sqft, 93 feet from north to south and 66 feet west to east. Staff recommended the vacated right-of-way be rezoned to Public Facilities, if approved. Peter Schade spoke on behalf of the property owner and there was no other public comment.

The motion for approval, including staff conditions, as presented was made by Commissioner Poggiali and the motion was seconded by Commissioner Castile. The vote was called and the motion was approved with five votes from Commissioners Castile, Jackson, Poggiali, Whelan and Vice Chair Miller in favor of the request and one vote from Commissioner Zuilhoff against the vacation of the right-of-way.

Staff requested the Commission consider rezone the property to Public Facilities at this time, as well. Commissioner Whelan made a motion to approve the rezone and the motion was seconded by Commissioner Jackson. The vote was called and the motion was approved with five votes from Commissioners Castile, Jackson, Poggiali, Whelan and Vice Chair Miller in favor and one vote from Commissioner Zuilhoff against the rezone.

Adjudication Hearing:

William L. and Marie K. Thomas Trustee has submitted an application for the conditional use permit at 803 W. Shoreline Drive to allow a marina use as a legal conforming main use and boat storage as and accessory use.

Vice Chair Miller called for all those who would speak on behalf to the adjudication hearing to swear to tell "the whole truth and nothing but the truth," as directed by Mr. Heil to meet the legal requirements. Staff presented the request that property in its current use is an approved nonconforming use. Staff stated that the request would be inharmonious to downtown business zoning district. The request does not conform to the Bicentennial Comprehensive Plan. There were no representative for the request present and no public comment.

Vice Chair Miller called for a motion for denial of the Conditional Use Permit at 803 W. Shoreline Drive. Commissioner Zuilhof made a motion to deny the request and the motion was seconded by Commissioner Poggiali. The vote was called and the motion was passed with five votes from Commissioners Castile, Jackson, Poggiali, Zuilhof and Vice Chair Miller in favor of the motion to deny the request and one vote from Commissioner Whelan opposed.

Special Presentation:

AECOM on behalf on Sandusky Transit System has a presentation outlining the Sandusky Intermodal Feasibility Study near the Amtrak Station

Ms. Blair introduced Mr. Holody to speak. Mr. Holody stated there is growing public interest and forthcoming investment in passenger rail service in this country. Erie County Community Foundation and Community Development Block Grant Funding launched a study by AECOM to help improve the station. Jeremy Windsor and Christian Lynn from AECOM presented the preliminary findings and recommendations of the study.

New Business:

2121 Superior Street- Site Plan

Randy Mapus has submitted a site plan for 2121 Superior Street to expand a storage building in a manufacturing district.

Staff recommended approval of the site plan and all regulations are being met. There was no public comment. The motion for approval, including staff conditions as presented, of the Site Plan at 2121 Superior Street was made by Commissioner Zuilhof and the motion was seconded by Commissioner Poggiali. The vote was called and the motion to approve 2121 Superior Street Site Plan was approved unanimously.

2820 Venice Road- Special Residential Occupancy Permit

Tammy Frazier has submitted an application for a special residential occupancy permit at 2820 Venice Road to legally allow residential occupancy in a manufacturing district.

Staff recommended approval of the 2820 Venice Road Special Residential Occupancy Permit. There was no public comment. The motion for approval, including staff conditions as presented, was made by Commissioner Poggiali and the motion was seconded by Commissioner Jackson. The vote was called and the motion to approve 2820 Venice Road Special Residential Occupancy Permit was approved unanimously.

320 E. Washington Street

David Bowie has submitted an application for street name designation at connecting alley going east/west connecting Hancock Street and Franklin Street.

Staff does not oppose the request. Mr. Bowie, the applicant, spoke on behalf of the request. The motion for approval was made by Commissioner Jackson and the motion was seconded by Commissioner Zuilhof. The vote was called and the motion to approve the name designation of Heritage Way to the connecting alley going east/ west from Hancock Street and Franklin Street was approved unanimously.

Staff Update

Ms. Blair stated that she registered the Planning Commissioners for National American Planning Association and the State of Ohio American Planning Association.

Ms. Blair informed the Commission that the Cleveland Chapter of the American Planning Association will be hosting their Planning and Zoning workshop on October 11.

City Commission has granted approval for the planning design process for the skate park. The City has partnered with OHM Advisors and Spohn Ranch in this 4 month long process.

Ms. Myers reminded Commissioners that the Boards and Commissions Annual Cruise will be the last Thursday of October.

Adjournment:

Commissioner Poggiali moved to adjourn and the motion was seconded by Commissioner Whelan. The meeting ended at 6:48 PM.

Next Meeting: October 26, 2022	
Approved:	
Clerk	Chair/ Vice Chair

CITY OF SANDUSKY, OHIO DEPARTMENT OF COMMUNITY DEVELOPMENT PLANNING DIVISION

PLANNING COMMISSION REPORT

APPLICATION FOR A PUBLIC RIGHT OF WAY VACATION TO AN EXTENSION OF FREMONT AVE. LOCATED BETWEEN 107 FREMONT AVE. & 108 FREMONT AVE (PARCELS 60-00573.001, 60-00277.000, 60-00281.000)

Reference Number: PROWV-0004

Date of Report: October 18, 2022

Report Author: Alec Ochs, Assistant Planner



City of Sandusky, Ohio Planning Commission Report

BACKGROUND INFORMATION

Applicant: Bruce Holmer

107 Fremont Ave. Sandusky, OH 44870

Site Location: An extension of Fremont Ave. located between 107 Fremont Ave. & 108

Fremont Ave.

Sandusky, OH 44870

Current Zoning: n/a

Surrounding Zoning: North- "RB" Roadside Business

East- "RB" Roadside Business South- "RB" Roadside Business West- "RB" Roadside Business

Existing Use: Vacant right-of-way

Proposed Zoning: "RB" Roadside Business

Applicable Plans & Regulations: City of Sandusky Bicentennial Comprehensive Plan

Ohio revised code 723.041

Planning and development Procedures Section 9.0: Vacation

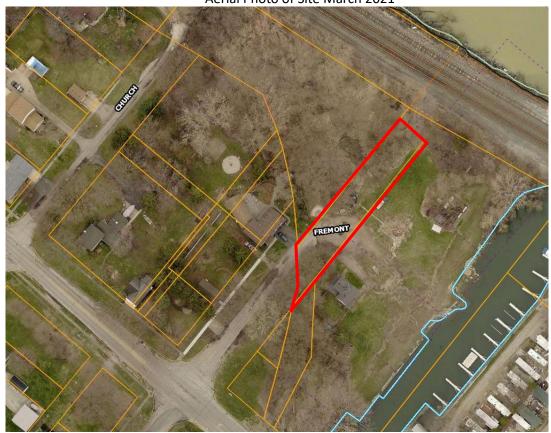
of Street or Alley

SITE PICTURES

Subject Parcels Outlined in Red







Birds Eye Photo of Site March 2021





PROJECT DESCRIPTION

The applicant has filed a petition for vacation of a portion of the public right-of-way extension of Fremont Ave. located adjacent to 107 Fremont Ave. & 108 Fremont Ave. The area is approximately 11,500 sq. ft. of land. It is currently vacant with no imminent city plans of a street extension of Fremont Ave.

The applicant has verbally stated he wants to vacate the property because he owns all of the property around this request and he'd like to run utilities from the house at 107 Fremont Ave. across the current right-of-way to construct a pole barn. Vacating the right-of-way would ease this process according to the applicant.

If the vacation is granted, the land would be parceled, split evenly, and combined among the 2 directly adjacent properties by a licensed surveyor. A survey map has been included in this application.

APPLICABLE CODE SECTIONS

Ohio revised code 723.041

When a vacation occurs, a municipality and any affected public utility automatically retain a permanent easement in such vacated for the purpose of maintenance and access.

SUPPLEMENTAL INFORMATION

The Bicentennial Vision and Comprehensive Plan outlines a number a points relevant to this application. The sections most relevant are:

1. Waterfront Access and parks

"The City feels, both physically and in opinion, that it lacks access to the waterfront. In a few locations public access has been preserved, but overall the waterfront remains set back from the public right-of-way, visually blocked by private development or one of the many private marinas. As a result of these conditions, it is important that the City maintain existing public access while working to create new access points in redevelopment projects".

2. Focus Areas and Corridors

The intersection of Fremont Ave. and Venice Rd. is considered a gateway in the City.

3. Neighborhood spotlights - West Neighborhoods

"Uniting all of the Western neighborhoods and improving connections to the other neighborhoods and amenities is a top priority. Venice Road, the main east-west corridor, serves as the primary opportunity to create multi-modal infrastructure for bicycle and pedestrian connectivity".

GATEWAYS & DECISION POINTS 1. Worker Rid & Firments with 2. Makes Rid (182 20th By Pendents 3. Makes Rid (182 20th By Pendents 4. Makes Rid (182 20th By Pendents 5. Makes Rid (182 20th By Pendents 6. Tiffe Ame of Westington 7. Celerated Rid of Quartee Line 8. Cleretand Rid of Color Firmer Firmer 8. Venice Rid at Use 20th By Pendents 1. Venice Rid (18 by Capter Line 8. Cleretand Rid of Color Firmer Firmer 8. Venice Rid (18 by Capter Line 9. Venice Rid (18 by Capter Line 10. Cleretand Rid of Color Firmer Firmer 11. Color Firmer Firmer 12. Venice Rid (18 by Capter Line 13. Cleretand Rid (18 by Capter Line 14. Color Color Firmer Firmer 15. Cleretand Rid (18 by Capter Line 16. Cleretand Rid (18 by Capter Line 17. Firstends Medical Conter 18. Cleretand Rid (18 by Capter Line 19. Venice Rid (18 by Capter Line 19. Ve

DIVISION OF PLANNING COMMENTS

The Fremont Ave right of way is largely intact to the waterfront edge of the city north of Venice Road. Despite this area of land being separated from Sandusky Bay by the railroad tracks, any future redevelopment opportunities in this area would emphasize the importance of public access to the water, including views and site plan orientation. Maintaining the public right of way is in the best interest of the public for these reasons and supported by our Bicentennial Comprehensive Plan.

OTHER DEPARTMENT COMMENTS

Engineering Staff:

No objections have been received as of the writing of this report.

Building Staff:

No objections have been received as of the writing of this report.

Police Department:

The Police Department has no objections to this request.

Fire Department:

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

CONCLUSION/RECOMMENDATION

Public right-of-way is valuable for development/redevelopment and public access to sites in the city. Re-acquiring public right-of-way once vacated can be time and cost-prohibitive. Considering these points, and in alignment with stated goals of our Comprehensive Plan, staff has determined that maintaining the public right-of-way is in the best interest of the public in this case.

In conclusion, staff recommends the denial of the proposed public right of way vacation to the extension of Fremont Ave. located between 107 Fremont Ave. & 108 Fremont Ave. (parcels 60-00573.001, 60-00277.000, 60-00281.000)



PLANNING COMMISSION

Application for Approval

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

TYPE OF APPLICATION:			
Conditional Use Permit Flood Plain Variance Other	Similar Main Use Front Yard Fence		
APPLICANT/AGENT INFORMAT	TION:		
Property Owner Name:	BONCE F. HOLMER		
Property Owner Address:	107 Frement AUE · Sombusky		
Property Owner Telephone:	419-624-2407		
Property Owner Email:	bholmer @ Waffers. con		
Authorized Agent Name:			
Authorized Agent Address:			
Authorized Agent Telephone:	· · · · · · · · · · · · · · · · · · ·		
Authorized Agent Email:			
LOCATION AND DESCRIPTION OF PROPERTY:			
Municipal Street Address:	END OF FREMONT AUT PICHT A WAY		
Legal Description of Property (check property deed for description):			
Parcel Number:	Zoning District:		

DETAILED SITE INFORMATION:
Land Area of Property: 1,755 Q.Ft (sq. ft. or acres)
Total Building Coverage (of each existing building on property): Building #1: (in sq. ft.) Building #2: Building #3: Additional:
Total Building Coverage (as % of lot area):
Gross Floor Area of Building(s) on Property (separate out the square footage of different uses – for example, 800 sq. ft. is retail space and 500 sq. ft. is storage space:
NA
Proposed Building Height (for any new construction):
Number of Dwelling Units (if applicable):
Number of Off-Street Parking Spaces Provided:
Parking Area Coverage (including driveways): (in sq. ft.)
Landscaped Area: (in sq. ft.)

New Construction (new building(s))Addition to Existing Building(s)Change of Use in Existing Building(s)				
escription of Proposed xample – proposed use f operation, seating cap	, size of build		•	
		:		
		•		_
	h)	A		_
	10			_
				_
				_
				_
				_
				_

REQUIRED SUBMITTALS:		
15 copies of a site plan/off-stree	t parking plan for property	
Application Fee:	Conditional Use Permit: \$100.00	
Similar Main Use: \$100.00	Flood Plan Variance: \$100.00	
Front Yard Fence: no charge		
APPLICATION MUST BE COMPLETELY FILLED OUT		
APPLICATION AUTHORIZATION:		
is required. Where owner is a co	agent, authorization in writing from the legal owner orporation, the signature of authorization should be under corporate seal.	
Bruce St. Holmen		
Signature of Owner or Agent	Date	
PERMISSION TO ACT AS AUTHOR	RIZED AGENT:	
As owner of	/municipal street address of property) I	
As owner of (municipal street address of property), I hereby authorize to act on my behalf during the		
Planning Commission approval p	to act on my behalf during the rocess.	
Signature of Property Owner	Date	
STAFF USE ONLY:		
Date Application Accepted: Permit Number:		
Date of Planning Commission Meeting:		
Planning Commission File Number:		
APPLICATION #PC-002	UPDATED 7/23/2019 Page 4 of 8	

Page 4 of 8



2022 PLANNING COMMISSION MEETING DATES AND FILING DEADLINES

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

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:

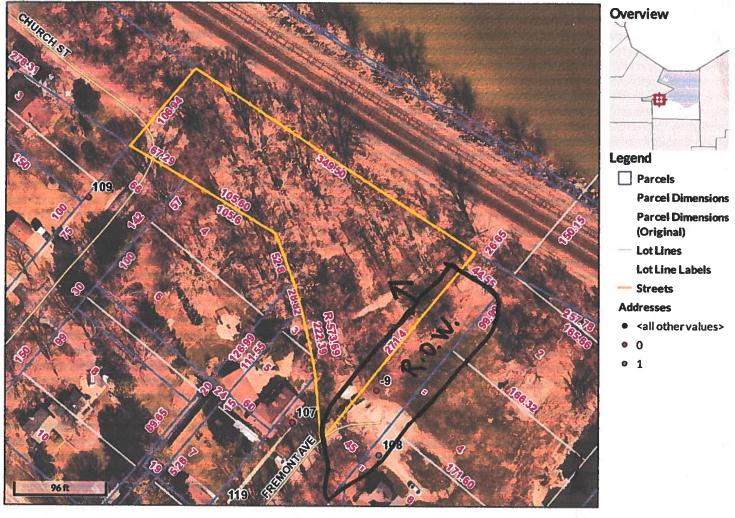
General Requirements

- 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



Petition for Vacation City Right-Of-Way

Typed or Printed Name of Cir	rculator	
Typed or Printed address of C	Circulator V	
419 624-2407 Phone Number of Circulator		
The undersigned owners of Bruce Holmer	of lots in the vicinity	
follows: UNIOL UTICIZED Be vacated for the reason will not be detrimental to to the signing this petition, we right to public notice. Furt providing a completed petition of the significant completed petition.	that it is no longer of use to	the public and its vacation sed vacation and waive our libe responsible for gal description and a plat
Name Bruce Holmen	Address 107 FLEMONT AUE	Date Signed 9-22-2022
(You may attach an additional s	heet of paper if the space provide	ed above is not adequate)
Office use only:\$500.00 filing feePlat as detailed in "Rig Surveyor	ht-of-Way Vacation Procedures",	and approved by the County
Legal Description appro	oved by the County Surveyor ining required signatures	26



Parcei ID Owner 60-00573.001

HOLMER TAMARA J & BRUCE F

107 FREMONT AVE

SANDUSKY, OH 44870

Location Address FREMONT

SANDUSK

District (Class

60 - SANDUSKY CITY - ANNEX - SANDUS 400 - Commercial vacant land

ciass 400 - Confinerciai vacantian

Acreage 1.1467

Last 2 Sales Date

Price Vol/Page

12/13/2019

n/a

SANDUSKY

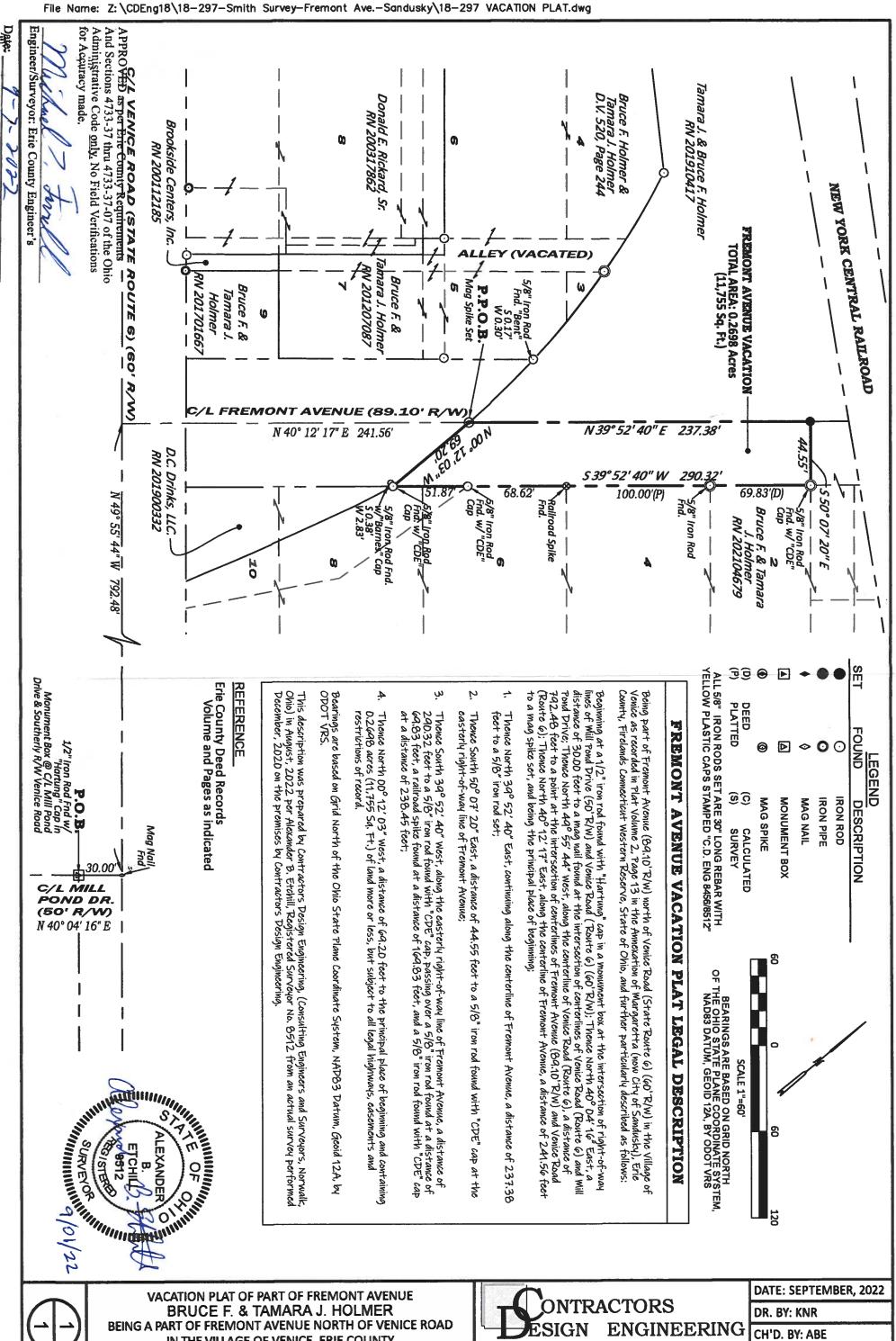
Date created: 3/12/2022 Last Data Uploaded: 3/12/2022 3:04:04 AM

Developed by Schneider

ADD RIGHT OFWAY
TO PARCEL 60-00573.001

IN THE VILLAGE OF VENICE, ERIE COUNTY

FIRELANDS CONNECTICUT WESTERN RESERVE, STATE OF OHIO



CONSULTING ENGINEERS & SURVEYORS NORWALK, OHIO

PROJECT NO.: 18-297