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**Planning Commission**

240 Columbus Ave

Sandusky, Ohio 44870

419.627.5973

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

**Agenda**

**March 22, 2023**

**5:00 pm**

**City Commission Chamber**

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

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1. **Meeting called to order – Roll Call**
2. **Approval of minutes from February 22, 2023**
3. **New Business**

Southside Draft Plan Presentation

325 W. Perkins Ave. – Site Plan

Janotta & Herner, on behalf of Firelands Federal Credit Union, has submitted a site plan for 325 W. Perkins Ave. to build a Bank in a Business district.

Veterans Park – Planning Commission Approval

Feick Design Group & Mark Faust, on behalf of the City of Sandusky, has submitted a revised master plan for Veterans Park to move an existing monument and add a new monument.

4. **Adjournment**

**NEXT MEETING: April 26, 2023 at 5:00pm**

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

**Planning Commission  
February 22, 2023  
Meeting Minutes**

**Meeting Called to Order**

Chair McGory called the February 22<sup>nd</sup>, 2023 Planning Commission meeting to order. The following Members were present: Vice Chair Miller, Commissioner Castile, Commissioner Poggiali, Commissioner Whelan, and Commissioner Zuilhof. Commissioner Jackson was absent. Arin Blair and Alec Ochs were present on behalf of the Community Development Department, Brendan Heil was present on behalf of the Law Department and Quinn Rambo was the acting clerk.

**Approval of Minutes from January 25, 2023**

Chair McGory introduced the first item on the agenda, which was the approval of the minutes from the January 25<sup>th</sup>, 2023 Planning Meeting. Vice Chair Miller moved to approve the minutes as presented and Commissioner Poggiali seconded the motion. Chair McGory called for all those in favor of approving the minutes as presented and the motion passed unanimously.

**New Business**

**1001 Fremont Avenue- Site Plan**

**John Carrigan, on behalf of Classic Investors, LLP, has submitted a site plan for 1001 Fremont Avenue to build a storage building in a Commercial District.**

Chair McGory introduced the site plan for 1001 Fremont Avenue and asked staff to present the application. Mr. Ochs stated the zoning was commercial service and surrounded by residential multi-family, commercial recreation, and other commercial services parcels. The property currently operates as a storage facility and the application was to add an additional building for RV storage. The Staff asked the applicant to add some trees as buffer between the property and Route 2. Engineering Staff stated that the property was located in FEMA Flood Zone A, which would require a permit and that all access driveways be paved. Staff asked if the Commission approved the application that the following conditions be applied, that all applicable permits were obtained through the Building, Engineering and Planning Departments and any other applicable agencies and all parking areas/ access driveways were paved. Chair McGory asked if the landscaping was a requirement or a recommendation. Mr. Ochs replied that it was a recommendation. Mr. McGory asked the applicant to come forward and speak on behalf of the application. Mr. Carrigan told the Commission that he was unaware of the requirement to pave all drives until receiving the packet. He asked the Commission to grant a waiver for the paving requirement and allow the site to continue to have gravel for their drives. He continued that a new building was just approved by the Commission in November of 2022 with no requirements for paving. Chair McGory asked if the project had two phases and Mr. Carrigan confirmed that was correct. Commissioner Miller stated that in the past the Commission had waived the paving requirement, as long as fire apparatus could be supported by the gravel. Mr. Carrigan stated

the Fire Department has responded to an incident on property and had no problems with access. Commissioner Zuilhof stated the Fire Department had no objections to the Site Plan. Chair McGory asked if paving was waived for the last application and Mr. Ochs confirmed that was correct. Commissioner Poggiali asked Mr. Carrigan how he wanted to proceed, if he did not want to pave the drives and access ways. Mr. Carrigan confirmed he did not want to pave at this time. Commissioner Zuilhof made a motion to table the application until Engineering Staff clarified their comments. Chair McGory asked for a second so the discussion could continue. The motion was seconded by Commissioner Poggiali. Commissioner Miller asked what the site water management plan was for the property. Mr. Carrigan presented a stormwater/ erosion control permit from the City of Sandusky. Commissioner Zuilhof stated again that he thinks the application should be tabled until the Commission received clarification from the Engineering Department. Commissioner Whelan asked the applicant Mr. Carrigan if he wanted the application tabled. Mr. Carrigan stated he would like to proceed without the paving requirement because the drive they do have paved at his site cost \$30,000 and he has no cost estimate currently for such a requirement. Commissioner Castile asked if paving was shown on the site plans when they went out to all departments. Mr. Ochs answered that no that was not shown on the site plan but was a requirement of code but was a requirement that the Commission could waive. Chair McGory called for a vote to table the application. The vote was called and resulted in 2 votes in favor of tabling the application - Commissioners Castile and Zuilhof, and 4 votes to deny tabling the application - Chair McGory, Vice Chair Miller, Commissioner Poggiali, and Commissioner Whelan. The motion failed. Commissioner Zuilhof made a motion to approve the application with Staff recommendations. Chair McGory asked for a second and there was none. Vice Chair Miller made a motion to approve the site plan with Staff recommendations, with the exception of the pavement requirement. The motion was seconded by Commissioner Zuilhof. A vote was called and passed unanimously to approve the site plan and waiving the requirement for paving the access drives and parking areas.

### **301 Superior Street – Site Plan**

**Pete Schade on behalf of the Erie County Combined General Health District Board of Health has submitted a site plan for 301 Superior Street to build a recovery center.**

Chair McGory introduce the site plan application for 301 Superior Street and asked for the Staff Report. Mr. Ochs stated the new building would be a recovery center and the percentage of land use would still be under the 45% coverage at approximately 9.4% of land coverage. The site plan included a parking lot with (18) parking spots and a detention pond. The applicant also included a landscape plan that was not required but appreciated. Staff asked if the Commission approved the application that the following conditions be applied, that all applicable permits were obtained through the Building, Engineering, Planning Departments, and any other applicable agencies prior to beginning construction. Ms. Blair added that many of the improvements suggested on the plan were in partnership with the City and the County has been a good anchor in the community. Chair McGory asked if the representative of the application would like to come forward to speak on behalf of the request. Mr. Schade came forward to speak on behalf of the application. Mr. Schade stated the relationship with the City was a constructive relationship and then went on to describe the purpose of the facility. The facility would be a short term housing unit to get people into the care system and give them a

place to decompress from their situation for a day or so, and then get them the proper care needed through other facilities. Chair McGory asked if there was any other public comment and there was none. Chair McGory called for a motion. Commissioner Zuilhof made a motion approve the site plan per Staff conditions. Commissioner Castile seconded the motion. The vote was called to approve the site plan for at 301 Superior Street and was approved unanimously by the Planning Commission.

#### **Other Business**

Ms. Blair updated the Commission about the Skate Park Public Meeting tomorrow, February 23<sup>rd</sup>, via zoom, the Southside Draft Plan Public Meeting on March 14 and that the draft plan would be presented at the next Planning Commission Meeting. Vice Chair Miller asked if there was non-online option for the skate park meeting and Ms. Blair confirmed it was online only. Vice Chair Miller asked if code revisions were to be recommended for the Southside plan, and Ms. Blair stated there would be recommendations, specifically about the deep setbacks for multi-family zoning. Vice Chair Miller asked about ADU's and Ms. Blair stated a zoning analysis would be performed to make a recommendation regarding ADU's.

#### **Adjournment**

Commissioner Zuilhof made a motion to adjourn the Planning Commission Meeting and the motion was seconded by Chair McGory. The meeting adjourned at 6:09 pm.

#### **Next Meeting:**

March 22, 2023 at 5:00pm.

#### **Approved:**

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Clerk

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Chair/ Vice Chair

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

# PLANNING COMMISSION REPORT

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APPLICATION FOR SITE PLAN APPROVAL AT  
325 W. PERKINS AVE. (PARCEL 57-002499.000)

Reference Number: PSPOS2-0005

Date of Report: March 9, 2023

Report Author: Alec Ochs, Assistant Planner



# City of Sandusky, Ohio

## Planning Commission Report

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### BACKGROUND INFORMATION

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Applicant/Owner: Firelands Federal Credit Union  
300 North St. P.O. Box 8005  
Bellevue, Ohio 44811

Authorized Agent: Janotta & Herner  
309 Monroe St.  
Monroeville, OH 44847

Site Location: 325 W. Perkins Ave.  
Sandusky, Ohio 44839

Zoning: GB – General Business

Surrounding Zoning:  
North: GB – General Business  
South: I-1 Light Industrial (Perkins Township)  
East: GB – General Business  
West: GB – General Business  
R1-40 – Single Family Residential

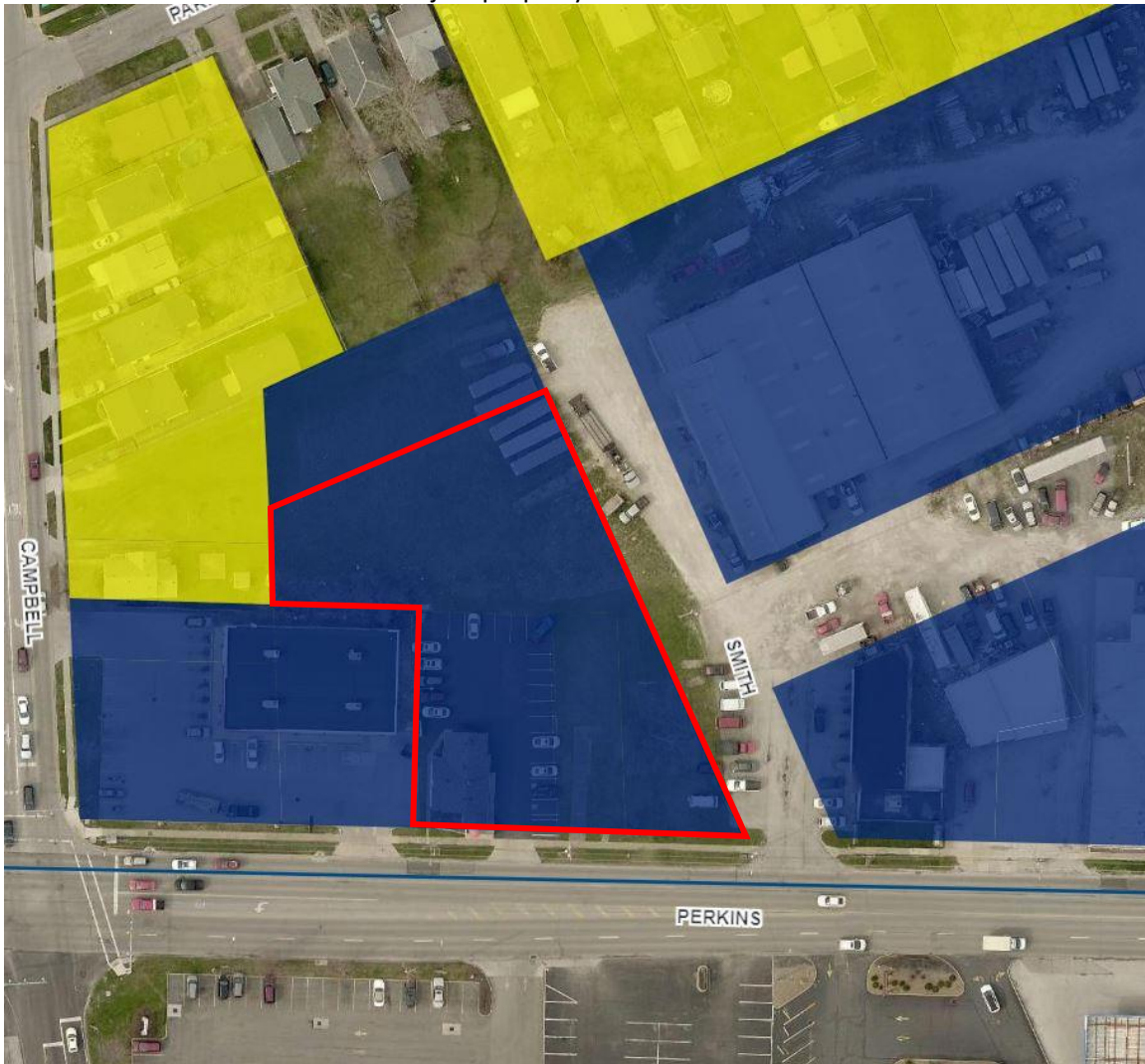
Surrounding Uses: Business, Vacant land, Commercial

Existing Use: Vacant

Proposed Use: Bank

Applicable Plans & Regulations: 1149 Site Plan Review and Off-Street Parking  
1133 Business Districts

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)



Birds Eye Photo (taken March 2021)







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## PROJECT DESCRIPTION

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The site is approximately 0.8754 acres. The site is located on W. Perkins Ave. and is contiguous to Smith Rd. right-of-way.

This property is currently vacant. The applicant has recently purchased the property to develop it for a Firelands Federal Credit Union location. The new building will be approximately 51.5' x 51.4' and will total 3,485 sq. ft. The project requires 14 parking spaces. The site plan proposal includes 23 parking spaces and 4 aisles for drive through banking. This development will create four full time jobs.

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## APPLICABLE CODE SECTIONS

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### CHAPTER 1107

#### Definitions

"Accessory parking area" means an open or enclosed area (other than a street or driveway), accessory to a dwelling or other building, and used for the parking of passenger automobiles for occupants, their guests, or customers, of the building.

### 1133.06 PERMITTED BUILDINGS AND USES; GENERAL BUSINESS DISTRICT.

(a) Main Buildings and Uses.

(1) All stores, services, dwellings, and other uses permitted in Roadside Business Districts;

(2) Additional retail business stores and services conducted wholly within enclosed buildings, and devoted to supplying all community needs to the following extent:

(...)

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

H. Wholesale offices and showrooms.

(...)

(c) Accessory Buildings or Uses.

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

(2) Any accessory use, such as the storage of goods or processing operations clearly incident to the conduct of a retail business, service establishment or office permitted as a main use, providing the use has no injurious effect on adjoining residential districts.

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

### 1133.10 AREA REGULATIONS; BUSINESS DISTRICTS.

In Automobile Parking, Local Business, Roadside Business, General Business, and Downtown Business Districts, lot area requirements established for multifamily

districts by this Zoning Code shall apply to the buildings used exclusively for dwelling purposes. Motels shall have a lot area of not less than 900 square feet per rental unit.

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

**1133.11 YARD REGULATIONS; BUSINESS DISTRICTS.**

For every main or accessory building in business districts, the following minimum yards shall be provided:

(...)

(3) General Business District, Downtown Business District. Buildings may be located on the front lot line, unless shown otherwise on the Zone Map. If a front yard is provided, it may be used for parking, but not within 5 feet of the front property line if the site plan showing the parking location is approved by the Commission.

(4) All Business Districts.

A. If a business building is located on a lot abutting a side street and adjoins a residential district, the building or parking area shall have a setback from a side street line of not less than 5 feet, unless shown otherwise on the Zone Map, or determined otherwise by the Commission.

B. No structure shall be erected or merchandise displayed in front of a building line or closer than 5 feet to the street line if there is no building line, except that gasoline pumps constituting part of a service station or garage may be erected in front of a building line, but not less than 15 feet from a street lot line, provided all driveways, platforms, and curbs of the service stations are designed to service vehicles standing only within the premises.

C. Where parking is provided in front yards, a curb or other attractive barrier shall be erected to prevent vehicles projecting over an established setback line, and the front yards between the barrier and sidewalk shall be landscaped and maintained attractively.

(c) Side Yards.

(1) Local Business, Roadside Business, General Business Districts.

A. Business buildings, when located on a lot adjoining a residential district, shall have a side yard of not less than 12 feet on the adjoining side; a wall or solid fence, approximately 5-1/2 feet high, may be required by the Commission on the side yard line of the business lot.

B. Business buildings shall either have no side yard, or be located not less than 5 feet from the nearest business building.

(d) Rear Yards.

Local Business, Roadside Business, General Business, Downtown Business Districts. Main and accessory business buildings shall have a rear yard of not less than 20 feet when adjoining a residential district. A wall or solid fence, approximately 5-1/2 feet high, may be required by the Commission on the rear yard line of a business lot adjoining a residential district. Properties north of Shoreline Drive Extended: buildings must maintain a 20' setback from the water.

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

### **1133.12 HEIGHT REGULATIONS; ALL BUSINESS DISTRICTS.**

The height of any main or accessory building shall not exceed 2 stories or 35 feet, in Automobile Parking, Local or Roadside Business Districts, and not exceed 125 feet in General Business.

## **CHAPTER 1149**

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

#### **1149.04 MEASUREMENT STANDARDS.**

For the purpose of determining accessory off-street parking requirements definitions and standards shall be as follows:

(..)

(c) Floor Area. The total area of all the floors measured from the exterior faces of the building (except the floor, or part thereof, used for the storage or warehousing may be waived with administrative approval and if not approved by the administration, the Planning Commission may approve the waiver), or where set forth in the following schedule, only the floor area used by specific use.

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

(Commercial and Manufacturing)

(...)

##### (d) Business.

(1)	Gasoline service stations	1 space per 2 gas pumps plus 2 spaces per bay
(2)	Medical and dental offices and clinics	1 space per 200 sq. ft. floor area
(3)	Retail stores, banks, other office buildings, service establishments and auto repair shops	1 space per 250 square feet gross floor area of ground floor; 1 space per 300 sq. ft. of other floors

**Required Parking Spaces: 14 spaces**

#### **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.

#### **1149.10 ILLUMINATION OF PARKING AREAS.**

Parking areas shall be adequately illuminated whenever necessary to protect the public safety. Illumination shall be so designed and located that light sources are shielded from adjoining residential districts and streets, and shall not be of excessive brightness or cause a glare hazardous to pedestrians or auto drivers.



## SUPPLEMENTAL NOTES / PLANNING DIVISION COMMENTS

Staff recommends a privacy fence or privacy landscaping along all Residential Zoning Districts to a height of 5 ½' - 6'.

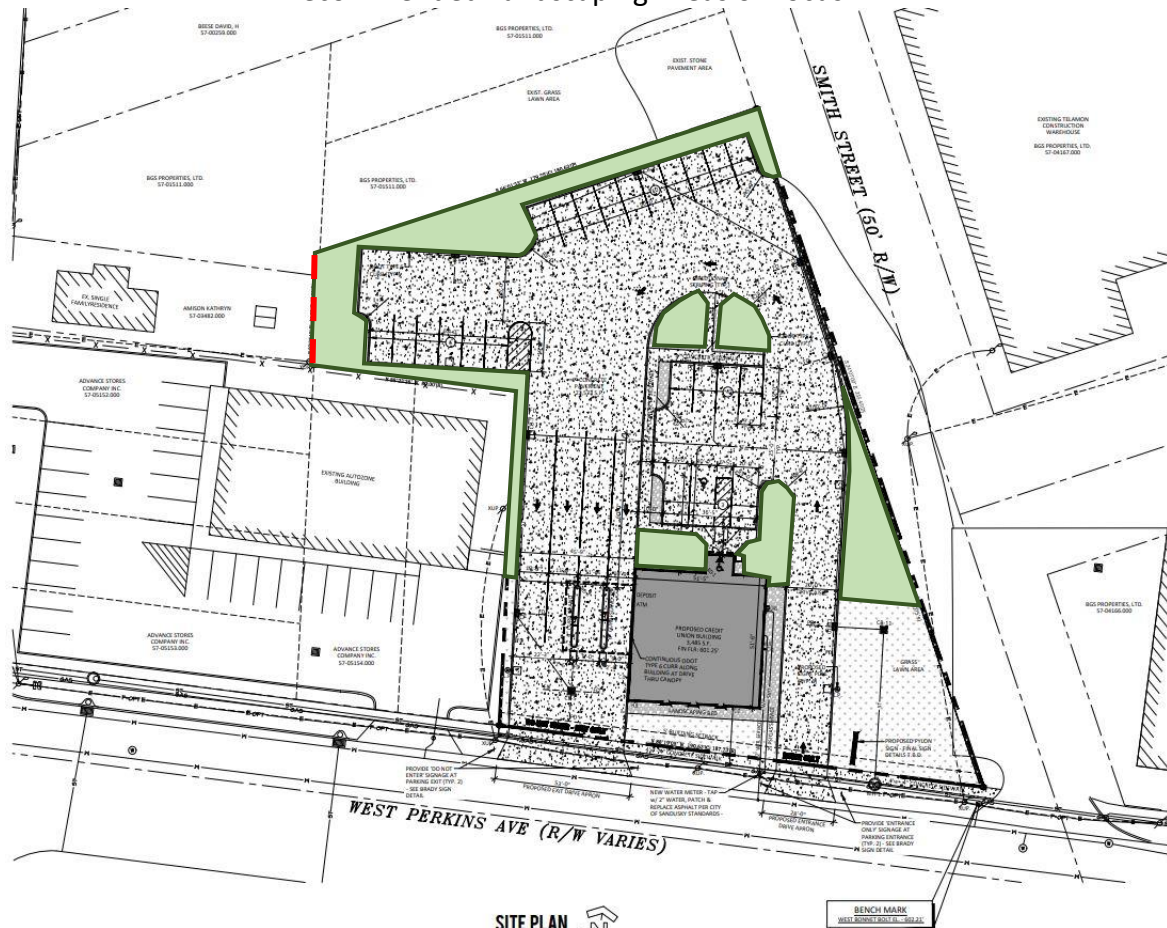
The parking proposal is below the 25 space threshold with 23 spaces and does not require landscaping standards. With no additional parking requirements, no additional landscaping is required. However, staff recommends adding trees in the landscaping islands in the proposed parking area to beautify the site. See attached image below.

All area, yard, and parking standards are satisfied.

This is a permitted use.

The applicant has stated that the parking lot lighting will be dark sky friendly.

### Recommended Landscaping Areas of Focus



Potential greenspace / landscaping area

Staff recommends a mix of shrubbery and approx. 6 – 8 tree's

--- Recommended Fence area

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**OTHER DEPARTMENT COMMENTS**

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**Engineering Staff:**

The Engineering Department had previous comments and concerns that have all been addressed by the applicant.

**Building Staff:**

The Police Department has no objections to this request. Additional submittals showing compliance with Ohio Building Code & ADA codes will be required.

**Police Department:**

The Police Department has no objections to this request.

**Fire Department:**

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

**Code Compliance**

The Code Compliance Department has no objections to this request.

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**CONCLUSION/RECOMMENDATION**

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Staff recommends the approval of the proposed site plan for 325 W. Perkins Ave. (parcel 57-002499.000) with the following conditions:

1. All applicable permits are obtained through the Building Department, Engineering Department, and any other applicable agency.
2. A 5 ½ foot – 6 foot fence is constructed along the entirety of property contiguous to any Residential Zoning District.
3. Illumination shall be so designed and located that light sources are shielded from adjoining Residential Districts





**PLANNING COMMISSION**  
**Application for Site Plan Approval**

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

**APPLICANT/AGENT INFORMATION:**

**Property Owner Name:**

FIRELANDS FEDERAL CREDIT UNION

**Property Owner Address:**

700 NORTH STREET P.O. BOX 8005

BELLEVOUE, OHIO 44811

**Property Owner Telephone:**

(419) 483-4180

**Property Owner Email:**

MONTAGUEB@FIRELANDSFCU.ORG

**Authorized Agent Name:**

JANOTTA S. HERNER

**Authorized Agent Address:**

309 MONROE STREET

MONROVILLE, OHIO 44847

**Authorized Agent Telephone:**

(419) 465-4611

**Authorized Agent Email:**

KYLE.STANG@JANOTTAHERNER.COM

**LOCATION AND DESCRIPTION OF PROPERTY:**

**Municipal Street Address:** 325 WEST PERKINS AVE, SANDUSKY, OH 44870

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

Parcel of land located in parcels 5, 7, 9, 11, 13, 15, 17, 19, 21, 23, 25, 27, 29, 31, 33, 35, 37, 39, 41, 43, 45, 47, 49, 51, 53, 55, 57, 59, 61, 63, 65, 67, 69, 71, 73, 75, 77, 79, 81, 83, 85, 87, 89, 91, 93, 95, 97, 99, 101, 103, 105, 107, 109, 111, 113, 115, 117, 119, 121, 123, 125, 127, 129, 131, 133, 135, 137, 139, 141, 143, 145, 147, 149, 151, 153, 155, 157, 159, 161, 163, 165, 167, 169, 171, 173, 175, 177, 179, 181, 183, 185, 187, 189, 191, 193, 195, 197, 199, 201, 203, 205, 207, 209, 211, 213, 215, 217, 219, 221, 223, 225, 227, 229, 231, 233, 235, 237, 239, 241, 243, 245, 247, 249, 251, 253, 255, 257, 259, 261, 263, 265, 267, 269, 271, 273, 275, 277, 279, 281, 283, 285, 287, 289, 291, 293, 295, 297, 299, 301, 303, 305, 307, 309, 311, 313, 315, 317, 319, 321, 323, 325, 327, 329, 331, 333, 335, 337, 339, 341, 343, 345, 347, 349, 351, 353, 355, 357, 359, 361, 363, 365, 367, 369, 371, 373, 375, 377, 379, 381, 383, 385, 387, 389, 391, 393, 395, 397, 399, 401, 403, 405, 407, 409, 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3831, 3833, 3835, 3837, 3839, 3841, 3843, 3845, 3847, 3849, 3851, 3853, 3855, 3857, 3859, 3861, 3863, 3865, 3867, 3869, 3871, 3873, 3875, 3877, 3879, 3881, 3883, 3885, 3887, 3889, 3891, 3893, 3895, 3897, 389

**DETAILED SITE INFORMATION:**

Land Area of Property: 0.8754 Ac. (sq. ft. or acres)

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

Building #1: 3,485 (in sq. ft.)

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

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

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

Total Building Coverage (as % of lot area): 10%

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: 3,485 S.F. BUILDING IS ALL BUSINESS USE, AND INCLUDES THE DRIVE THRU VESTIBULE OVERHANG. DRIVE-THRU VESTIBULE OVERHANGS ARE 789 S.F. AND REMAINING BLDG IS 2,696 S.F.

Proposed Building Height (for any new construction): 20'-0"

Number of Dwelling Units (if applicable): NONE/N/A

Number of Off-Street Parking Spaces Provided: 23

Parking Area Coverage (including driveways): 23,573 (in sq. ft.)

Landscaped Area: 2,400 ± (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.):**

M-F 8-5

Sat 8-12



**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.

Kyle Smith  
Signature of Owner or Agent

2/20/2023  
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:**

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

**APPLICATION MUST BE FILLED OUT COMPLETELY**

**STAFF USE ONLY:**

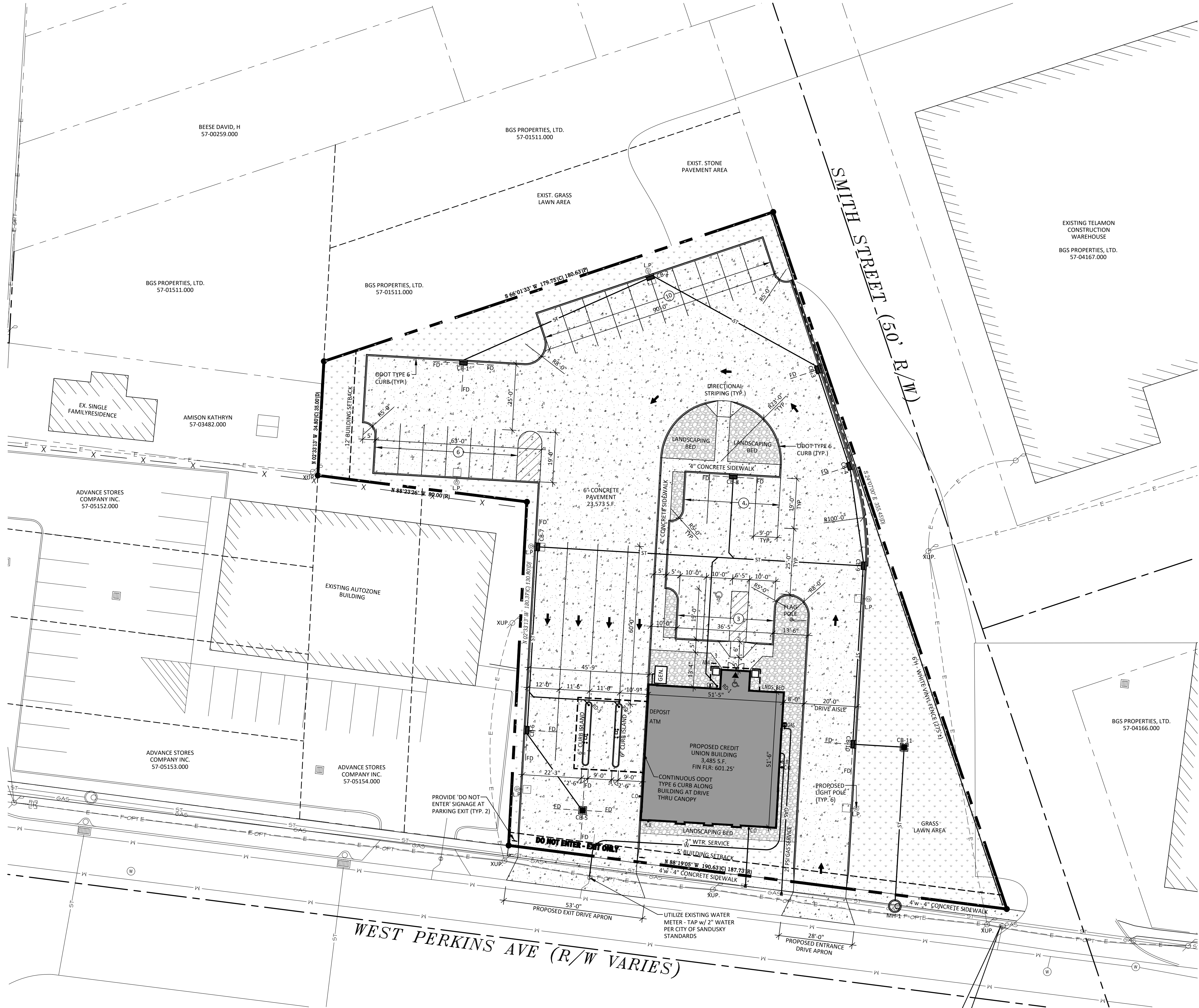
Date Application Accepted: \_\_\_\_\_ Permit Number: \_\_\_\_\_

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

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



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SITE PLAN

1" = 20'

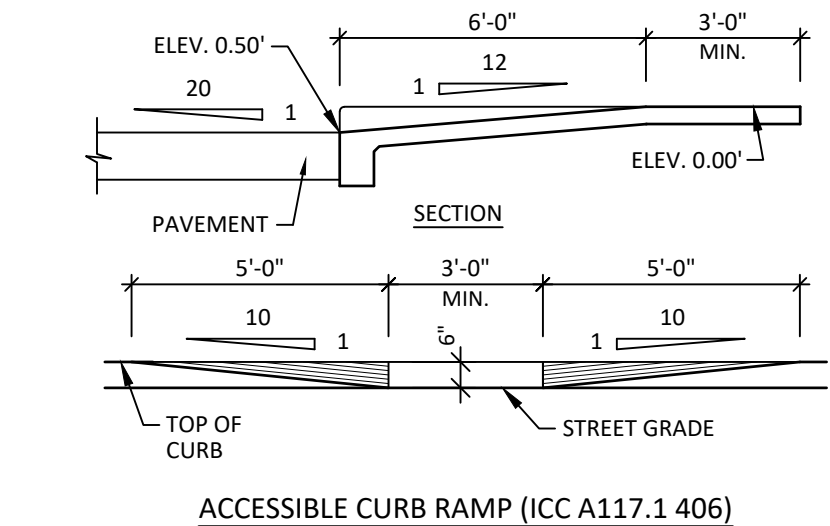
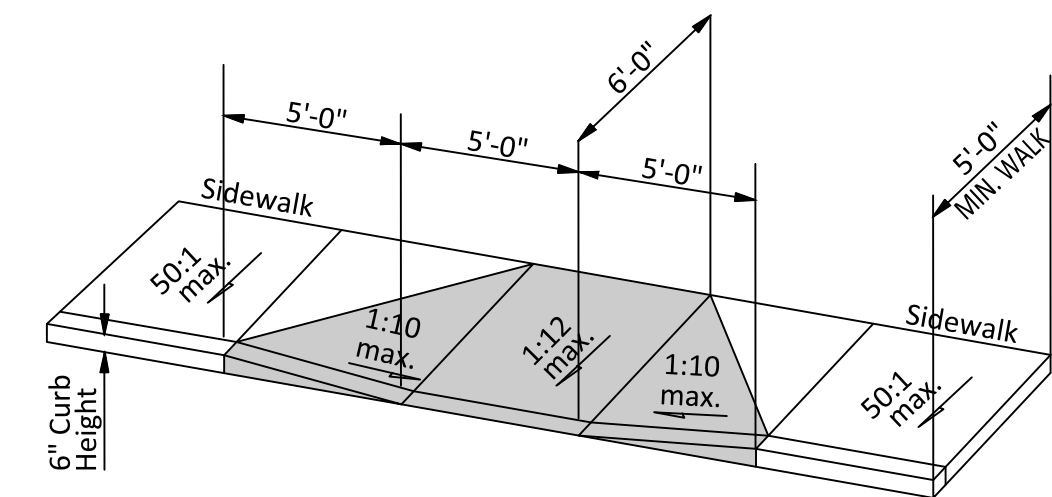


BENCH MARK  
WEST BONNET BOLT EL. - 602.21'

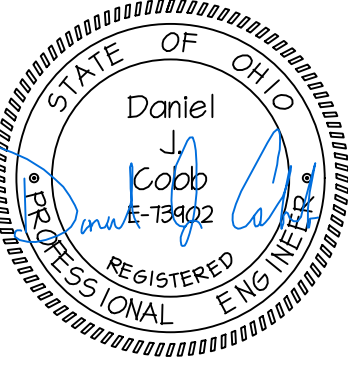
SITE LEGEND		
	SAN	SANITARY SEWER LINE
	ST	STORM SEWER LINE
	GAS	GAS LINE
	W	WATER LINE
	TELE	TELEPHONE LINE
	UGE	UNDERGROUND ELECTRICAL
	E	OVERHEAD ELECTRICAL LINE
		EXISTING - TO BE REMOVED
		ROAD / STREET CENTERLINE
		PROPERTY / RIGHT-OF-WAY
		EXISTING BUILDING OUTLINE
		NEW BUILDING OUTLINE
		BUILDING SETBACK LINE
		PROPOSED FENCE LINE
	23	NUMBER OF PARKING SPACES
		ACCESSIBLE EXIT AT GRADE
		CONCRETE PAVEMENT
		LANDSCAPING STONE
		GRASS LAWN AREA

ZONING DATA:		
DISTRICT	GB - (GENERAL BUSINESS)	
USE	FINANCIAL INSTITUTION	
TOTAL LOT AREA	0.8754 AC.	
DEVELOPED LOT AREA	0.67 AC.	
NEW BUILDING AREA	3,485 S.F.	
PARKING/DRIVE AREA	23,573 S.F.	
LOT COVERAGE	10%	
MAX. LOT COVERAGE	N/A	
MIN. LOT AREA	N/A	
MIN. FRONTAGE	N/A	
MIN. SIDE YARD SETBACK	5'-0"	
MIN. SIDE YARD SETBACKS	12'-0" - (ABUTTING RESIDENTIAL)	
MIN. REAR YARD SETBACK	40'-0"	
BUILDING HEIGHT	20'-0"	
MAX. BUILDING HEIGHT	35'-0"	
H.C. PARKING REQ'D	(1) HANDICAP STALL	
PARKING PROVIDED	(14) VEHICLE STALLS	
	(23) VEHICLE STALLS	

PAVING SPECIFICATIONS:	
CONCRETE PAVING - (PARKING & DRIVE AREAS - 23,448 S.F.)	
6" COMPACTED #304 STONE BASE	
6" CONCRETE w/ 6x6-W1.4xW1.4 W.W.M.	
CONCRETE SIDEWALK - (PRIVATE & PUBLIC SIDEWALKS)	
4" CONCRETE W/ 6x6-W1.4xW1.4 W.W.M.	
CONTROL JOINTS @ 5'-0" c/c	
ALL EXTERIOR CONCRETE SHALL BE ODOT CLASS C, 4000 PSI MIN. COMPRESSIVE STRENGTH, MIN. 600 LB/CY CEMENT CONTENT, MAX. .50 W/C, 6% AIR ENTRAINMENT, AND MAX. 4 1/2" SLUMP.	



ADA CURB RAMP DETAILS  
NOT TO SCALE



## REVISIONS

01/31/23	CONCEPT
02/09/23	SD
02/17/23	ZONING
03/10/23	APRON REV.

**Janotta & Herner**

309 MONROE STREET MONROEVILLE, OHIO 44847 (419) 465-4611

FIRELANDS FEDERAL CREDIT UNION

325 WEST PERKINS AVENUE, SANDUSKY, OH 44870

SITE PLAN

Ohio Utilities Protection Service  
**Call 811**  
before you dig

DRAWN BY: JDB  
JOB NUMBER: 2022-355

C1.1

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

# PLANNING COMMISSION REPORT

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APPLICATION FOR PLANNING COMMISSION  
APPROVAL

VETERANS PARK MASTER PLAN UPDATES  
(PARCEL 56-64016.000)

Date of Report: March 10, 2023

Report Author: Alec Ochs, Assistant Planner





# City of Sandusky, Ohio

## Planning Commission Report

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### BACKGROUND INFORMATION

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

Authorized Agent: Feick Design Group, Inc.  
224 E. Water St.  
Sandusky, OH 44870

Authorized Agent: Mark Faust  
Veterans Memorial Committee

Site Location: Veterans Park  
Central Ave.  
Sandusky, OH 44870

Zoning: DBD – Downtown Business

Surrounding Zoning:

North: DBD – Downtown Business

East: DBD – Downtown Business

South: LB – Local Business

West: DBD – Downtown Business

Surrounding Uses: Business, Residential, Civil

Existing Use: Veterans Park

Proposed Use: Veterans Park

Applicable Plans & Regulations: Sandusky Zoning Code Sections: 1123 Public Facilities Districts, 1149 Site Plan Review and Off-Street Parking, 1133 Business Districts.

Subject property outlined in red



Zone Map Setbacks



PUD - Planned Unit Development



Parcels



TRO - Transient Rental Overlay



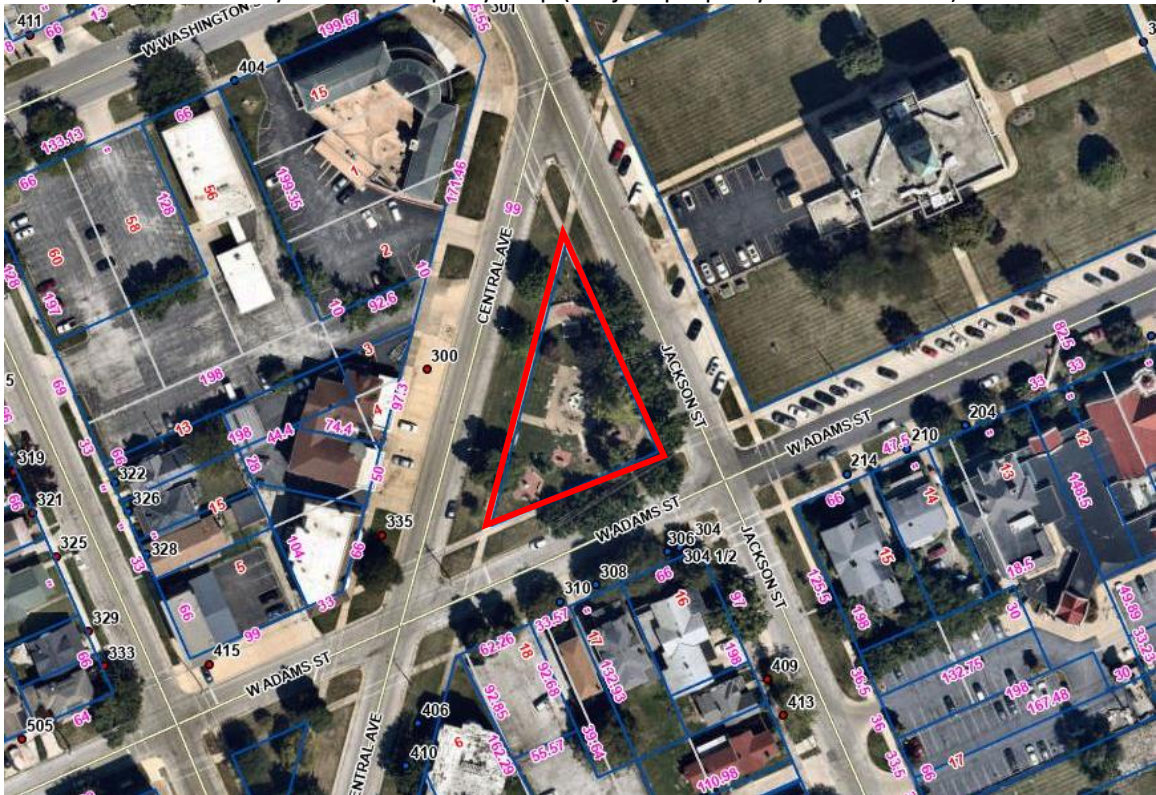
Zoning

- 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 July 2022) project outline





A photograph of a park area. In the foreground, a red brick path leads towards a white, box-like structure with a small window and a door, which is placed on a concrete base. The structure is surrounded by several wooden benches. To the left, a paved road with parked cars (a white car, a dark car, and a silver car) is visible. Large green trees are in the background, and a building is partially visible on the left. The sky is blue with some clouds.



The applicant proposes to relocate an existing plaque to a new location on the site. There will be a new memorial placed where the existing plaque sits. The new memorial will be a 4' concrete

wall with 2 ½' of concrete below grade. The work is to take place at the southwest corner of Veterans Park around the pentagon shaped memorial.

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**APPLICABLE CODE SECTIONS**

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**CHAPTER 1123**

**Public Facilities Districts**

**1123.03 AREA REGULATIONS.**

The minimum lot area for a public facility shall be not less than required to provide a proper site for the main and accessory buildings, off-street parking, and other accessory uses, and sufficient yards and open spaces to maintain the character of the neighborhood.

**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
(...)	
(f) Recreational: public parks and play- grounds, public harbors, beaches, pools, and golf courses.	Recreational area in connection with schools.

**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;
- (c) That the location, design, and operation of the building or use will not adversely affect the surrounding residential neighborhood. After approval of preliminary design, final plans may be prepared, and they shall be submitted to the Commission, and a building permit shall not be issued until the development plans are approved by it. In addition to the above requirements, appropriate conditions, applying to the particular situation, may also be specified in the approval and permit.

(1980 Code 151.06)

**CHAPTER 1133**

**Business Districts**

**1133.08 PERMITTED BUILDINGS AND USES; DOWNTOWN BUSINESS DISTRICT.**

(a) Main Buildings and Uses.

- (1) Single, two and multi-family residential uses above the first floor.

- (2) All stores and services permitted in the General Business District;
- (3) Public uses as follows and as defined in Section 1123.02: governmental, civic, education, religious, recreational and transportation.

## CHAPTER 1149

### Site Plan Review and Off-Street Parking

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

(4) Public buildings, municipal and education	Number of spaces to be determined based on site development
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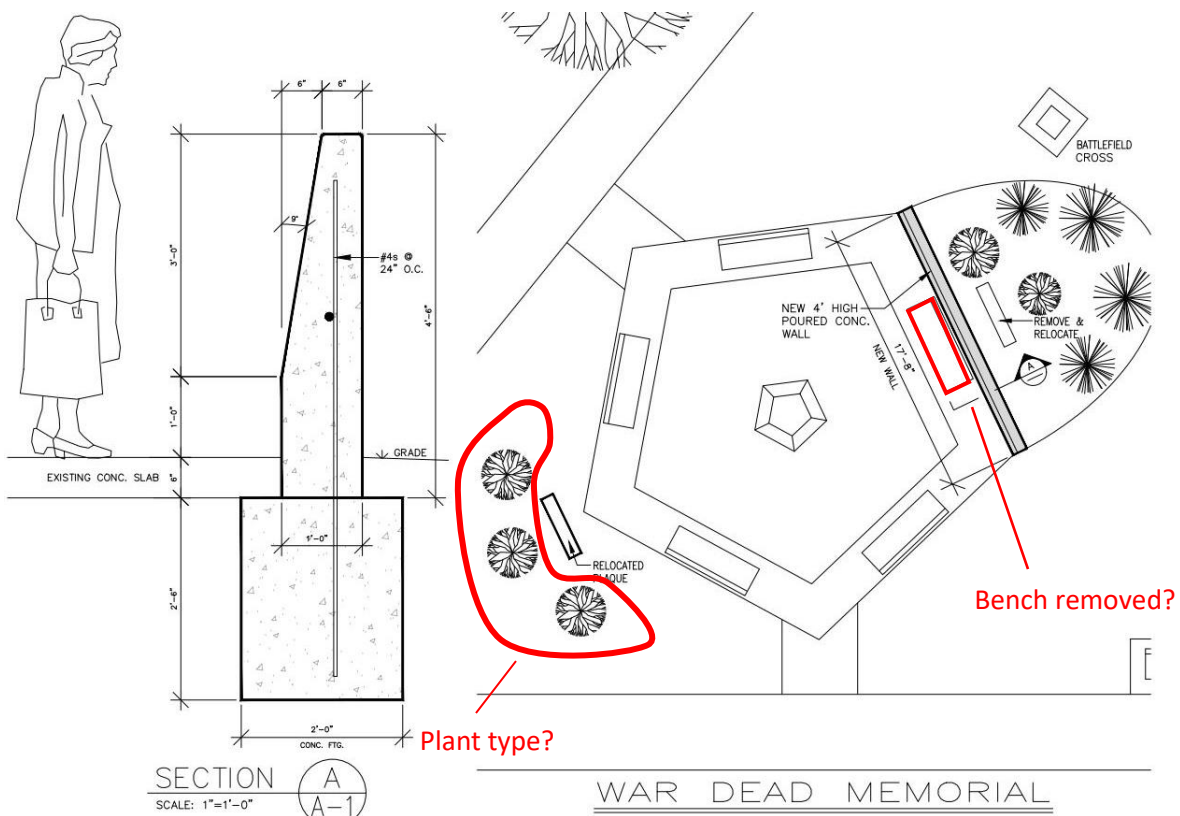
#### SUPPLEMENTAL DIVISION OF PLANNING COMMENTS

#### Total proposed parking spaces: 0

Staff has determined that no additional parking is necessary and recommends waving any requirements.

Landscape standards are satisfied

All area, use, and yard standards are satisfied.





Staff asked John Feick if the bench currently in front the proposed new monument would be moved. His answer was “The benches are all loose, we will relocate them in conjunction with the greenhouse”.

In regards to the plant type question, Mr. Feick implied that he will continue to work with the greenhouse staff to find an appropriate plant type for this location.

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**OTHER DEPARTMENT COMMENTS**

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**Engineering Staff:**

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

**Building Staff:**

The Police Department has no objections to this request.

**Police Department:**

The Police Department has no objections to this request.

**Fire Department:**

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

**Code Compliance**

The Code Compliance Department has no objections to this request.

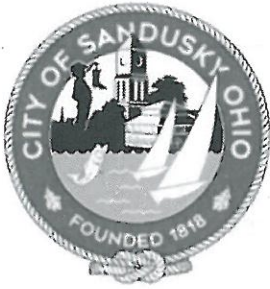
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**CONCLUSION/RECOMMENDATION**

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Staff recommends the approval of the proposed Park Master Plan adjustments at Veterans Park (parcel 56-64016.000) 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.



## PLANNING COMMISSION

*Application for Approval*

Department of Planning

240 Columbus Ave

Sandusky, Ohio 44870

419.627.5891

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

### TYPE OF APPLICATION:

☐ Conditional Use Permit

☐ Flood Plain Variance

☒ Other

☐ Similar Main Use

☐ Front Yard Fence

### APPLICANT/AGENT INFORMATION:

Property Owner Name: CITY OF SANDUSKY

Property Owner Address: \_\_\_\_\_

Property Owner Telephone: \_\_\_\_\_

Property Owner Email: \_\_\_\_\_

Authorized Agent Name: \_\_\_\_\_

Authorized Agent Address: \_\_\_\_\_

Authorized Agent Telephone: \_\_\_\_\_

Authorized Agent Email: \_\_\_\_\_

### LOCATION AND DESCRIPTION OF PROPERTY:

Municipal Street Address: \_\_\_\_\_

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

W. ADAMS ST - CENTRAL AVE - JACKSON ST

Parcel Number: \_\_\_\_\_ Zoning District: \_\_\_\_\_

**DETAILED SITE INFORMATION:**

Land Area of Property: 12,883 (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): -0-

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Proposed Building Height (for any new construction): 4'

Number of Dwelling Units (if applicable): -0-

Number of Off-Street Parking Spaces Provided: -0-

Parking Area Coverage (including driveways): -0- (in sq. ft.)

Landscaped Area: 12,883 (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.):**

NEW MONUMENT

**REQUIRED SUBMITTALS:**

15 copies of a site plan/off-street parking plan for property

Application Fee:

Conditional Use Permit: \$100.00

Similar Main Use: \$100.00

Flood Plan Variance: \$100.00

Front Yard Fence: no charge

Other: check with staff for fee

**APPLICATION MUST BE COMPLETELY FILLED OUT**

**APPLICATION AUTHORIZATION:**

If this application is signed by an agent, authorization in writing from the legal owner is required. Where owner is a corporation, the signature of authorization should be by an officer of the corporation under corporate seal.

Signature of Owner or Agent

ARCHITECT 03-09-2023  
VETERANS PARK  
COMMITTEE MEMBER

**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

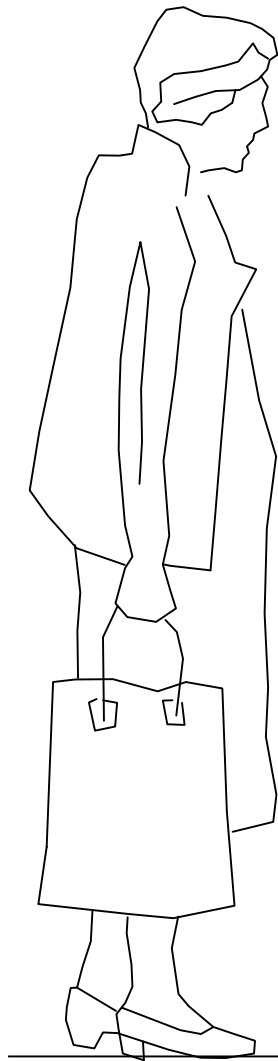
**STAFF USE ONLY:**

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

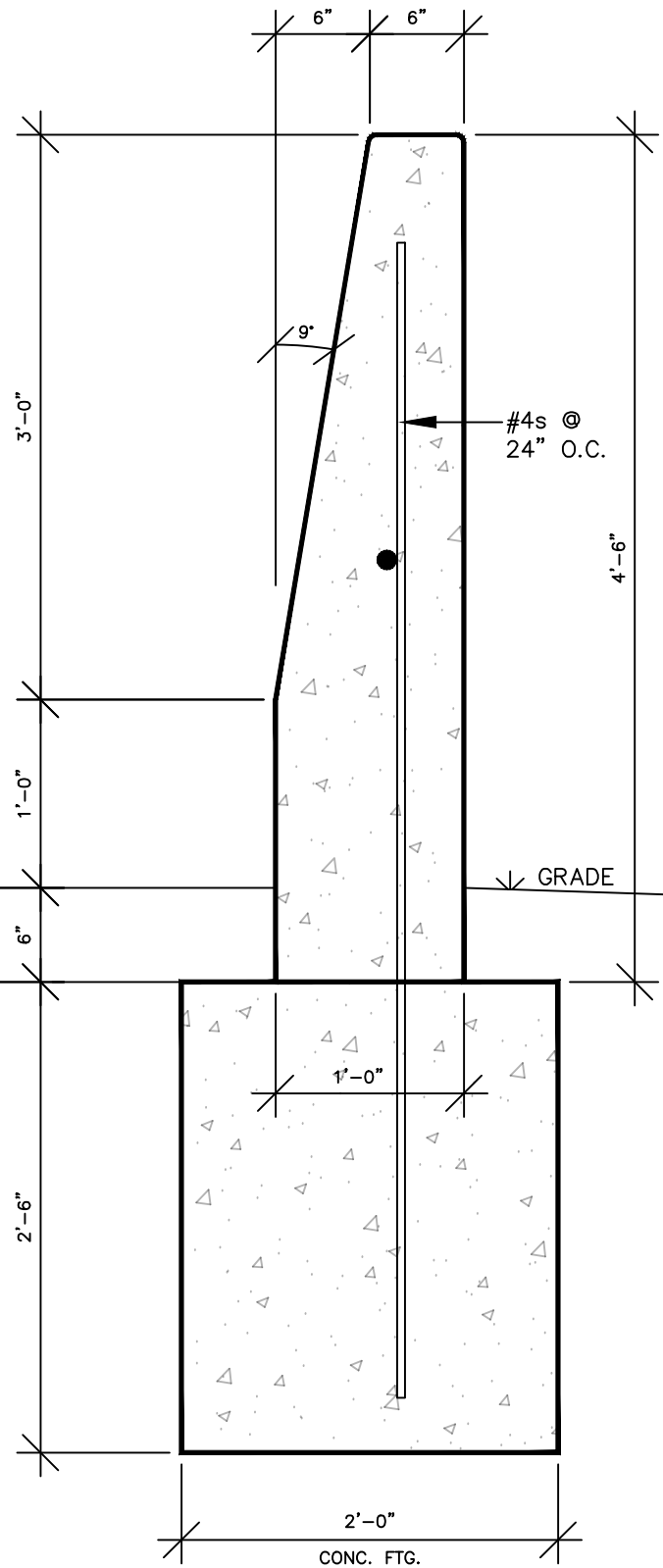
Date of Planning Commission Meeting: \_\_\_\_\_

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



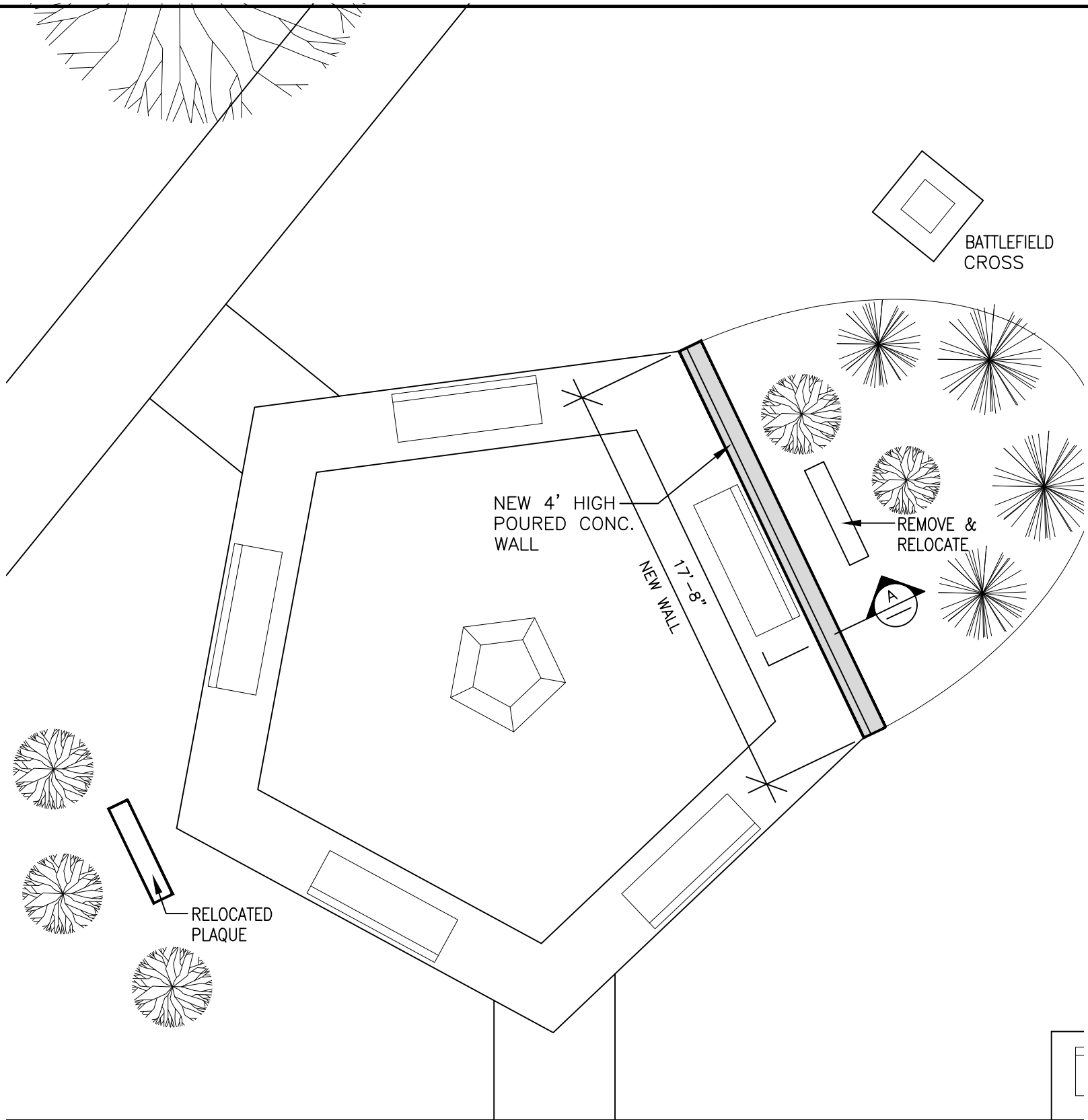
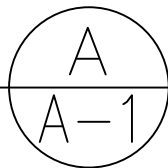


EXISTING CONC. SLAB



SECTION

SCALE: 1"=1'-0"



WAR DEAD MEMORIAL

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

DATE	REVISIONS
02-08-23	

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PLAN VIEW and SECTION

ADDED MEMORIAL WALL:  
GOLD STAR PARK

CORNER ADAMS and CENTRAL SANDUSKY, OHIO

DATE FEB. 08, 2023

DRAWN BY SRD

CHECKED BY

SHEET NUMBER

A-1

1 OF 1

PROJECT NO. -