

**Planning Commission  
Special Meeting  
March 18, 2020  
Meeting Minutes**

**Meeting called to order:**

The Chairman called the meeting to order at 3:49pm. The following members were present: David Miller, Mike Meinzer, Peter McGory, Jim Jackson, Joe Galea, and Conor Whelan. Greg Voltz and Angela Byington represented the Planning Department. Trevor Hayberger represented the Law Department.

**Approval of minutes from the February 26, 2020 meeting:**

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

**New business:**

The Chairman stated that the first application on the agenda is a site plan application for a building addition at 1202 First Street, submitted by Mitchell Bores, on behalf of Larry Kessler.

Mr. Voltz stated that this application was postponed at the last meeting, which is why there is a special meeting today. Staff worked with the applicant to get a few more designated parking spaces within the site plan, add a little bit of landscaping along First Street, add a landscaping buffer along the alley, as well as utilize some of the stone removed for the building addition to be reallocated for overflow parking next door as long as they maintain a buffer to the street and the neighboring property. With the new site plan provided staff recommend approval with the following conditions: 1) The stone parking area to the east is paved within two years, 2) When the applicant expands a paved parking area to the east of the property, they add additional curb and grass to the treelawn along Ontario Street, 3) All landscaping buffers are in conformance with section 1149.09 of the Sandusky Zoning Code, and 4) All applicable permits through the Building Department and Engineering Department are obtained.

Mr. Miller motioned to approve the application subject to staff's conditions. Mr. Jackson seconded the motion. With no further discussion, all members were in favor of the motion.

The Chairman stated that the second application on the agenda is a site plan application for a building addition at 1020 West Water Street, submitted by James Kennedy, on behalf of JHK Group LLC/Towboat Marine LLC. Planning staff recommend approval of the application with the following conditions: 1) All applicable permits are obtained through the Building Department, Engineering Department, and any other applicable agency, 2) All engineering and building department comments are addressed with approval from the City of Sandusky Engineering and Building Departments, and 3) Parking areas are paved within 18 months and plans include landscaping requirements in accordance with 1149.09 of the City of Sandusky Zoning Code.

Mr. Miller asked what the City's position on pavement is at this point. He said that in the past there has been a waiting period to see if paving is really necessary or not and seeing if there are other ways of managing on site water.

Mr. Voltz stated that staff put the third condition in there because the applicant stated that he intends to expand again in the near future. He stated staff are still working on a site plan chapter update, which would address staff's stance on pervious surfaces. The commission has permitted paving in the past in certain instances.

Mr. Miller stated that he would discourage paving that adds to the sewer load and that there are other ways of managing the water such as pervious pavement.

Mr. Whelan asked if the applicant intends to pave the parking areas regardless or just because the City is asking to. John Feick, authorized agent of the applicant, stated that the applicant would only pave it because the City is asking him to.

Mr. McGory asked Mr. Voltz if right now the code states that lots be paved and that is why staff has it listed as a condition.

Mr. Voltz stated that yes it is a requirement unless Planning Commission waives that requirement.

Mr. Miller asked Ms. Byington how situations like this have been handled in the past.

Ms. Byington explained that in the past there have been conditions stating that staff would revisit within 18-24 months with the applicant and if the applicant did not want to pave the surface, it application would be brought back to Planning Commission and then Planning Commission would either say that the applicant had to pave or waive the requirement.

Mr. McGory stated that it sounds like someone could then make a motion to approve the application with the conditions staff recommended, with the exception of the one requirement of paving within 18 months, with the understanding that the matter would be revisited either at 18 months or earlier if there were an another application for expansion.

Mr. Miller stated he would like to make that motion. Mr. Whelan seconded the motion.

Commissioner Meinzer stated that he is going to vote no on this as he knows of other small business owners who have approached the City to do the exact same thing and they have been denied due to not fitting in with the City's strategic plan.

All voting members were in favor of the motion except for Commissioner Meinzer, who voted against the motion.

The Chairman stated that next on the agenda are two separate applications for a dedication of Venice Road right-of-ways from parcel #60-00568.000 and parcel #60-00662.000, submitted by the City.

Mr. Voltz stated that as part of the West Side Utility & Connectivity Improvements Project, additional right-of-ways are required at both properties, to install the proposed 10 inch water line and the 10 foot wide multiuse path that is a part of the Sandusky Bay Pathway, along the northern side of the road in front of Toft's property located at 3717 Venice Rd and Bailey's property located at 3811 Venice Rd. The ordinances were passed at the February 10, 2020 City Commission meeting to execute the sales agreement to the property owners of both locations. Following the guidelines for dedication of land for public use, staff recommend approval of both right-of-way dedication plats.

Mr. Jackson asked how far the 10 inch water line is going to go.

Jane explained that it is going to start at intersection of Edgewater and will go west to the bridge. The project will take place on both the north and south sides of Edgewater and the subdivision on Lindon and Elwood are also getting a new water line and storm sewer.

Mr. Miller asked which bridge she is referring to.

Jane stated the Cold Creek Bridge.

Commissioner Meinzer made a motion to approve the first plat for parcel #60-00568.000, as submitted. Mr. Miller seconded the motion. All voting members were in favor of the motion.

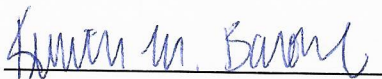
Mr. Miller made a motion to approve the second plat for parcel #60-00662.000, as submitted. Mr. Galea seconded the motion. All voting members were in favor of the motion.

Mr. Hayberger stated that due to the Coronavirus, all meetings after next Monday's City Commission meeting are cancelled for now, until further notice.

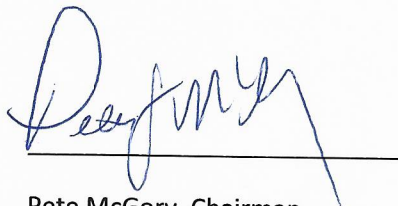
#### **Meeting Adjourned:**

Mr. Miller made a motion to adjourn the meeting. Commissioner Meinzer seconded the motion. With all voting members in favor to adjourn, the meeting was adjourned at 4:21pm.

#### **Approved:**



Kristen Barone, Clerk



Pete McGory, Chairman