

**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.

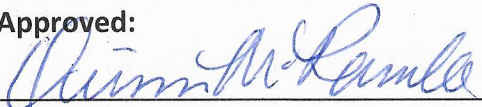
#### **Adjournment**


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:**

  
Clerk

  
Chair/ Vice Chair