



**SANDUSKY CITY COMMISSION
REGULAR SESSION AGENDA
FEBRUARY 22, 2021 AT 5 P.M.
CITY HALL, 240 COLUMBUS AVENUE**

INVOCATION	Blake Harris
PLEDGE OF ALLEGIANCE	
CALL TO ORDER	
ROLL CALL	W. Poole, B. Harris, D. Murray, D. Brady, N. Twine, M. Meinzer & D. Waddington
APPROVAL OF MINUTES	February 8, 2021
AUDIENCE PARTICIPATION	
PRESENTATION	Arin Blair, MKSK: Downtown Sandusky Master Plan
COMMUNICATIONS	Motion to accept all communications submitted below
CURRENT BUSINESS	
CONSENT AGENDA ITEMS	

ITEM A – Submitted by Jared Oliver, Police Chief

PAYMENT TO LEXIPOL, LLC FOR ANNUAL SUBSCRIPTION FEE FOR SANDUSKY POLICE DEPARTMENT (SECOND READING)

Budgetary Information: The total cost for the annual subscription costs with Lexipol is \$14,341. The costs of the annual subscription will be paid from the Police Department Operating Budget.

ORDINANCE NO. _____: It is requested an ordinance be passed authorizing and directing payment to Lexipol, LLC of Frisco, Texas, for the annual subscription fee for policy manual updates and daily training bulletin services for the Sandusky Police Department for the period of April 1, 2021, through March 31, 2022.

ITEM B – Submitted by Greg Voltz, City Planner

AMENDMENT TO THE ZONING MAP FOR PARCELS LOCATED BETWEEN FIRST & SECOND STREETS (SECOND READING)

Budgetary Information: There is no impact to the general fund.

ORDINANCE NO. _____: It is requested an ordinance be passed amending the official Zone Map of the City of Sandusky to rezone parcels on the south side of First Street, east of Farwell Street and parcels on the north side of Second Street, east of Wildman Drive, from “R1-40” (Single-Family Residential District) to “CR” (Commercial Recreation District).

ITEM C – Submitted by Aaron Klein, Public Works Director & Jason Werling, Recreation Superintendent

PERMISSION TO SUBMIT GRANT TO ODNR FOR SHELBY STREET BOAT LAUNCH RAMP FACILITIES UPGRADES

Budgetary Information: The estimated cost of the building project is \$140,800, of which \$140,800 will initially be paid with City funds and then reimbursed through the grant program, if awarded. Similarly, the site improvements estimated cost of \$250,861, of which \$250,861 will initially be paid with City funds and then reimbursed through the grant program, if awarded.

RESOLUTION NO. _____: It is requested an resolution be passed approving the submission of a grant application to the Ohio Department of Natural Resources, Division of Parks and Watercraft, for financial assistance through the cooperative boating facility grant program for projects at the Shelby Street Boat Launch Ramp Facility for the Recreation Department; and declaring this resolution shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM D – Submitted by Debi Eversole, Community Development Programs Administrator

PERMISSION TO ISSUE RFP FOR ONE PARCEL IN LAND BANK PROGRAM

Budgetary Information: The cost associated with this request for proposals is approximately three hundred dollars (\$300.00) for the required newspaper publications. It is anticipated that this cost and all transfer fees will be recouped upon sale.

ORDINANCE NO. _____: It is requested an ordinance be passed declaring that certain real property acquired through the city’s Land Reutilization Program and owned by the city identified as parcel no. 59-01165.000 located at 421 Fulton Street, is no longer needed for any municipal purpose and authorizing and directing the City Manager to proceed with a request for proposals (RFP) process for the sale of property; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM E – Submitted by Aaron Klein, Public Works Director

CHANGE ORDER SECOND & FINAL FOR SHORELINE DRIVE REHABILITATION PROJECT (DEDUCT)

Budgetary Information:

The original contract with Kokosing, per ordinance 18-192 was \$8,789,877.00. Change Order #1 increased the total contract amount to \$9,997,814.30. Change Order #2 and Final reduces the total completed contract amount by \$35,708.94 to \$9,962,105.36. The below information shows the final breakdown of costs and funding sources for the project.

Funding Source	CO #1 Contract	Change Order	Updated Contract
OWDA, Sewer Fund, Storm*	\$1,305,579	-\$ 9,188.07	\$1,296,390.93
OWDA, Water Fund*	\$1,205,623		\$1,205,623.00
OWDA, Sewer Fund, Sanitary*	\$1,709,517	-\$ 36,886.02	\$1,672,630.98
CDBG (FY 2018)	\$ 460,542		\$ 460,542.00
Capital Fund (Chesapeake TIF)	\$3,655,898.68	\$ 10,365.15	\$3,666,263.83
Issue 8 (2018 Pathway)	\$ 300,000		\$ 300,000.00
Capital (2018 Pathway)	\$ 168,332		\$ 168,332.00
Issue 8 (2018 Road)	\$ 253,430		\$ 253,430.00
Private (Wightman Wieber)*	\$ 500,000		\$ 500,000.00
Private Funding*	\$ 17,114		\$ 17,114.00
CDBG (FY 2019)*	\$ 372,646.59		\$ 372,646.59
Capital Fund (Battery Park TIF)	\$ 45,632.03		\$ 45,632.03
State of Ohio*	\$ 3,500		\$ 3,500.00
Total	\$9,997,814.30	-\$ 35,708.94	\$9,962,105.36

*The OWDA loans were approved via ordinance 19-099. Acceptance of the State of Ohio money was approved via resolution 01-20R. All private commitments have been received and applied to the project.

ORDINANCE NO. _____: It is requested an ordinance be passed authorizing and directing the City Manager to approve the second & final change order for work performed by Kokosing Industrial, Inc. of Toledo, Ohio, for the Shoreline Drive Rehabilitation Project; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM F – Submitted by McKenzie Spriggs, Commission Clerk

NEW LIQUOR PERMIT FOR JIM’S PIZZA BOX SANDUSKY

Budgetary Information: There is no budgetary impact.

The city is in receipt of a Notice to Legislative Authority from the Ohio Division of Liquor Control for a D5I liquor permit (*sale of beer and any intoxicating liquor for on-premises consumption and carry-out in original sealed containers*) for Jim’s Pizza Box Sandusky, located at 301 W. Water Street. It is requested the Commission Clerk be authorized to notify the Division of Liquor Control the City does not request a hearing on this matter.

REGULAR AGENDA ITEMS

ITEM #1 – Submitted by Joshua Snyder, Assistant City Engineer

AMENDING CODIFIED ORDINANCE, CHAPTER 1157, FLOOD DAMAGE REDUCTION (SECOND READING)

Budgetary Information: There are no fees associated with making these administrative changes.

ORDINANCE NO. _____: It is requested an ordinance be passed amending Part Eleven (Planning and Zoning Code), Title Five (Additional Zoning Requirements), Chapter 1157 (Flood Damage Reduction) of the Codified Ordinances of the City of Sandusky in the manner and way specifically set forth herein below.

ITEM #2 – Submitted by Greg Voltz, Planner

ADOPTION OF THE DOWNTOWN SANDUSKY MASTER PLAN (FIRST READING)

Budgetary Information: There is no budgetary impact to the adoption of this Plan.

ORDINANCE NO. _____: It is requested an ordinance be passed approving and adopting the Downtown Sandusky Master Plan for the city of Sandusky.

ITEM #3 – Submitted by Greg Voltz, Planner

ADOPTION OF THE 2021 PUBLIC ART WORK PLAN (FIRST READING)

Budgetary Information: There is no direct budgetary impact related to the adoption of the 2021 Public Art Work Plan. However, implementation of the projects listed in the Plan will be completed with Public and Cultural Art and Acquisition Fund (“PCAAF”) dollars, Sandusky Neighborhood Initiative (SNI) dollars, and grants and donations that may become available. All projects exceeding ten thousand dollars (\$10,000) will require City Commission approval. The PCAAF referenced in the Work Plan, was created with the creation of the City of Sandusky Public Arts and Culture Commission and shall be funded on an annual basis with the use of general funds, not admission tax dollars. One percent (1%) of the total admissions tax received from the previous year was used to calculate the budget for the PCAAF.

ORDINANCE NO. _____: It is requested an ordinance be passed approving and adopting the 2021 Public Art Work Plan for the city of Sandusky.

ITEM #4 – Submitted by Stuart Hamilton, IT Manager

LEASE AGREEMENT WITH PITNEY BOWES, INC FOR A NEW MAIL MACHINE

Budgetary Information: The cost for this lease agreement is charged quarterly, with a total cost over a 36-month period of \$29,230.56 (setup fee included). This will be paid with funds from the operating budget of the relevant departments.

ORDINANCE NO. _____: It is requested an ordinance be passed authorizing and directing the City Manager to enter into a lease agreement with Pitney Bowes Inc., of Stamford, Connecticut through the State of Ohio Department of Administrative Services Cooperative Purchasing Program for postage machine equipment and services; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM #5 – Submitted by Aaron Klein, Public Works Director

CONTRACT FOR PURCHASE OF MOWER FOR GROUNDS MAINTENANCE DIVISION

Budgetary Information: The cost for the mower will not exceed \$35,000.00 and will be paid from Capital Issue 8 funds. A new model is estimated at \$80,000 to \$90,000.

ORDINANCE NO. _____: It is requested an ordinance be passed authorizing the City Manager to enter into a contract for the purchase of a used mower for the Grounds Maintenance Division at public auction at an amount not to exceed \$35,000; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM #6 – Submitted by Josh Snyder, Assistant Public Works Director

PERMISSION TO ACCEPT BIDS FOR THE 2021 WWTP PRIMARY DIGESTER #1 CLEANOUT PROJECT (FIRST READING)

Budgetary Information: The estimated cost of the project, including inspection, advertising, construction, and miscellaneous costs, is \$80,000 and will be paid out of the Sewer Fund.

RESOLUTION NO. _____: It is requested a resolution be passed declaring the necessity for the city to proceed with the proposed 2021 Wastewater Treatment Plant (WWTP) Digester #1 Cleanout Project; approving the specifications and engineer’s estimate of cost thereof; and directing the City Manager to advertise for and receive bids in relation thereto.

CITY MANAGER’S REPORT

OLD BUSINESS

NEW BUSINESS

AUDIENCE PARTICIPATION: Open discussion on any item (5 minute limit)

EXECUTIVE SESSION(S)

ADJOURNMENT

Online: www.ci.sandusky.oh.us – Click “Play” 



CITY OF SANDUSKY POLICE DEPARTMENT

222 Meigs Street
Sandusky, Ohio 44870
419.627.5863
www.ci.sandusky.oh.us

TO: Eric Wobser, City Manager

FROM: Jared Oliver, Police Chief

DATE: January 26, 2021

RE: Commission Agenda Item

ITEM FOR CONSIDERATION: Requesting legislation authorizing the City Manager to make payment for the annual subscription costs to Lexipol: Lexipol, LLC 2611 Internet Blvd., suite 100 Frisco TX., 75034 in the amount of \$14,341.

BACKGROUND INFORMATION: The Sandusky Police Department had worked in the past on updating policies to CALEA (The Commission on Accreditation for Law Enforcement Agencies) Standards. This process was taking place back in 1997 and 1998. Policies need continuous monitoring and updating due to Case Law and best practices.

Lexipol policies and software have been implemented in police departments throughout the country. Lexipol has provided proven defensible policies since being founded in 2003. Additionally, within the software, officers will be required to complete Daily Training Bulletins on policies in place that total about thirty a month. Documentation will be available to depict that officers have acknowledged the policies and each time the policy is updated the officers must acknowledge the changes. The Sandusky Police Department will also be able to provide documentation that the Daily Training Bulletins were completed by each officer of the department. The Daily Training Bulletins can be used as continuing education credits through the State of Ohio and the policies are reflective of the Ohio Collaborative Initiative.

In 2018, the City Commission under Ordinance #18-073 approved the expenditure of funds for full implementation of the policy and procedures and annual subscription costs for the project with Lexipol. Full implementation of the policy and procedure manual has been accomplished.

BUDGETARY INFORMATION: The total cost for the annual subscription costs with Lexipol is \$14,341. The costs of the annual subscription will be paid from the police departments operating budget.

ACTION REQUESTED: It is requested that the proper legislation be prepared to make payment to Lexipol: Lexipol, LLC 2611 Internet Blvd., suite 100 Frisco TX., 75034 in the amount of \$14,341.

Approved:

I concur with this recommendation:

Jared Oliver, Police Chief

Eric Wobser, City Manager

cc: Michelle Reeder, Finance Director

Brendan Heil, Law Director

CERTIFICATE OF FUNDS

In the Matter of: Mark Haynes- Shoreline Restoration

IT IS HEREBY CERTIFIED that the moneys required to meet the obligations of the City of Sandusky under the foregoing Contract have been lawfully appropriated for such purposes and are in the treasury of the City of Sandusky or are in the process of collection to an appropriate fund, free from any previous encumbrances. This certificate is given compliance with Sections 5705.41 and 5705.44, Ohio Revised Code.

Account #431-3700-55990

By: Michelle Reeder

Michelle Reeder

Finance Director

Dated: 2/4/2021



POLICE1) CORRECTIONS1)

FIRE RESCUE1) EMS1) GOV1)

Invoice

Date	3/1/2021
Invoice #	INVLEX563
Terms	Net 30
Due Date	3/31/2021
PO #	

NOTICE: WE HAVE A NEW MAILING ADDRESS.

Please change the address and remit payment to: 2611 Internet Blvd. Suite 100, Frisco, TX 75034

Bill To

Sandusky Police Department
222 Meigs St
Sandusky, OH 44870

End User

Contract Term

4/1/2021 to 3/31/2022

Item

Annual Law Enforcement Policy Manual & Daily Training Bulletins
Annual Law Enforcement Supplemental Manual(s)

Your price includes a 5% discount.

Invoice Total	14,341.00
Amount Due	\$14,341.00

Contact Information:
Phone: 844-312-9500
Email: receivables@lexipol.com

ACH Payments to:
Lexipol LLC
Routing# 031207607
Account# 8026454197
PNC Bank, N.A.
2 Tower Center Blvd
East Brunswick, NJ 08816
Payment Notice to receivables@lexipol.com

Please Make Checks Payable to:
Lexipol LLC
2611 Internet Blvd, Suite 100
Frisco, Tx 75034

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING PAYMENT TO LEXIPOL, LLC OF FRISCO, TEXAS, FOR THE ANNUAL SUBSCRIPTION FEE FOR POLICY MANUAL UPDATES AND DAILY TRAINING BULLETIN SERVICES FOR THE POLICE DEPARTMENT FOR THE PERIOD OF APRIL 1, 2021, THROUGH MARCH 31, 2022.

WHEREAS, in the past, the Police Department would update their own policies to CALEA (the Commission on Accreditation for Law Enforcement Agencies) Standards which required constant monitoring and updating due to continual new case law and best practices; and

WHEREAS, the City Commission approved an agreement with Lexipol, LLC for the implementation and annual subscription for Policy Management Software to be used by the Police Department by Ordinance No. 18-073, passed on March 26, 2018; and

WHEREAS, Lexipol's Policy Management Software provides more than 150 policies based on federal and state statutes, case law, regulations, and best practices and the policy manual is written by legal and public safety professionals who constantly monitor major court decisions, legislation and emerging trends affecting the industry and provides regular updates in response to legislative mandates, case law and the evolution of best practices; and

WHEREAS, the annual subscription fee includes policy manual updates, 24/7 access to Knowledge Management System for updates and editing, and unique scenario daily training bulletins and testing data base; and

WHEREAS, the total cost for the annual subscription is \$14,341.00 and will be paid with funds from the Police Department's operating budget; and

WHEREAS, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of Municipal Departments, including the Police Department, of the City of Sandusky, Ohio and, NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. This City Commission hereby authorizes and directs the City Manager and/or Finance Director to make payment to Lexipol, LLC, of Frisco, Texas, in an amount **not to exceed** Fourteen Thousand Three Hundred Forty One and 00/100 Dollars (\$14,341.00) for the annual subscription fee for policy manual updates and daily training bulletin services for the Police Department for the period of April 1, 2021, through March 31, 2022.

Section 2. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent

jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for the reasons set forth in the preamble hereto, this Ordinance shall take effect at the earliest time allowed by Law.

RICHARD R. BRADY
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
MCKENZIE E. SPRIGGS
CLERK OF THE CITY COMMISSION

Passed: February 22, 2021 (effective after 30 days)



PLANNING DEPARTMENT

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5715
www.ci.sandusky.oh.us

To: Eric Wobser, City Manager

From: Greg Voltz, Planner

Date: January 26, 2021

Subject: February 8th, Commission Agenda Item –Application for an amendments to the zoning map for the following parcels located along 1st and 2nd Streets: 57-00057.000, 57-00923.000, 57-00924.000, 57-00925.000, 57-00926.000, 57-01977.000, 57-02060.000, 57-02304.000, 57-02507.000, 57-02667.000, 57-02925.000, 57-03247.000, 57-03690.000, 57-03694.000, 57-03695.000, 57-03842.000, 57-03843.000, 57-03844.000, 57-03845.000, 57-03847.000, 57-03848.000, 57-03849.000, 57-03850.000, 57-03859.000, 57-03861.000, 57-03863.000, 57-03961.000, 57-03962.000, 57-04022.000, 57-04024.000, 57-05755.000, 57-05756.000, 57-60034.000.

Item for Consideration: Application for an amendments to the zoning map for the following parcels located along 1st and 2nd Streets: 57-00057.000, 57-00923.000, 57-00924.000, 57-00925.000, 57-00926.000, 57-01977.000, 57-02060.000, 57-02304.000, 57-02507.000, 57-02667.000, 57-02925.000, 57-03247.000, 57-03690.000, 57-03694.000, 57-03695.000, 57-03842.000, 57-03843.000, 57-03844.000, 57-03845.000, 57-03847.000, 57-03848.000, 57-03849.000, 57-03850.000, 57-03859.000, 57-03861.000, 57-03863.000, 57-03961.000, 57-03962.000, 57-04022.000, 57-04024.000, 57-05755.000, 57-05756.000, 57-60034.000. The proposed rezoning is from "R1-40" – Single Family Residential to "CR" – Commercial Recreation.

Purpose: The Bicentennial Vision/ Comprehensive Plan outlines the citywide development for the next ten (10) years. In general, zoning amendments should align with the proposed land uses stated in a Comprehensive Plan. Therefore, the Comprehensive Plan is utilized by staff as one factor when evaluating proposed amendments.

Background Information: When Staff received the two rezoning applications for this area in July of 2020, we received feedback from residents and owners in the area that had concerns with a potential rezoning. With those comments in mind, and reasons discussed later in this report we wanted to take a holistic look and approach at the entire area. Staff requested the items be tabled at the July 2020 meeting so that we could gain more feedback from the residents in the neighborhood. In October of 2020 Staff walked around the neighborhood and knocked on doors to discuss the potential rezoning with neighbors. After these discussions Staff decided, with Planning Commission feedback, to propose the option of rezoning parcels between 1st Street and 2nd Street and not further south over 2nd Street. Planning Commission voted to recommend approval of this rezoning to City Commission at the December 21st Planning Commission meeting.

The City's Bicentennial Vision Comprehensive Plan often mentions the opportunities of the redevelopment of land along the First Street corridor, particularly pointing out its advantages of being in close proximity to Cedar Point. The plan touts this neighborhood as being one of the largest redevelopment opportunities in the city. Mixed-use development is called for on Cedar Point Drive, along with areas slightly to the east on First Street. Beyond that, the plan states the city should "redevelop vacant land and infill to extend and stabilize single family neighborhoods" for the area south of First Street and to "develop waterfront residential on former industrial sites while maintaining and/or creating public access..." for the area on the north side of First Street.

This residential section of the city has had many challenges over the past few decades, and little residential development has taken place in recent years. However, the planned investments of the Sandusky Bay Pathway and other private investments, along with the recent implementation of Sandusky's residential tax abatement program, staff believes that this neighborhood could be well-poised for residential development in the future. This has become even more evident with the Planned Unite Development that is proposed to the Northwest of the proposed rezoning location. The area's proximity to Cedar Point and the waterfront also present it with many opportunities. Staff believes that the land along the First Street Corridor should be developed in line with the goals laid out in the Bicentennial Vision Comprehensive Plan and that development here should not negatively impact the existing residents in the neighborhood.

Understanding the goals set for this area by the city's Comprehensive Plan and the reasons previously stated in this report staff believes the rezoning could satisfy the above conditions. Staff believes the rezoning of these parcels between 1st Street and 2nd Street could create an opportunity for investment that could attract new infill development further south into the neighborhood. Commercial Recreation also still permits single-family residential and permits transient rental.

Correlation to the Comprehensive Plan:

The Bicentennial Vision Comprehensive Plan outlined multiple priorities for this area including 1) the creation of the Sandusky Bay Pathway multi-purpose trail along First Street, 2) redevelop vacant land and infill to extend and stabilize single family neighborhoods, 3) target areas around First Street for residential stabilization and infill and mixed-use residential development.

Budgetary Impact:

There is no impact to the general fund.

Action Requested: It is requested that City Commission approve the proposed amendments to the zoning map for the following parcels located along 1st and 2nd Streets: 57-00057.000, 57-00923.000, 57-00924.000, 57-00925.000, 57-00926.000, 57-01977.000, 57-02060.000, 57-02304.000, 57-02507.000, 57-02667.000, 57-02925.000, 57-03247.000, 57-03690.000, 57-03694.000, 57-03695.000, 57-03842.000, 57-03843.000, 57-03844.000, 57-03845.000, 57-03847.000, 57-03848.000, 57-03849.000, 57-03850.000, 57-03859.000, 57-03861.000, 57-03863.000, 57-03961.000, 57-03962.000, 57-04022.000, 57-04024.000, 57-05755.000, 57-05756.000, 57-60034.000. The proposed rezoning is "R1-40" – Single Family Residential to "CR" – Commercial Recreation.

I concur with this recommendation:

Eric Wobser
City Manager

Jonathon Holody
Community Development Director

cc: McKenzie Spriggs, Clerk of City Commission
Michelle Reeder, Finance Director
Brendan Heil, Law Director

PLANNING COMMISSION REPORT

APPLICATION FOR AN AMENDMENT TO
THE ZONING MAP FOR THE FOLLOWING
PARCELS LOCATED ALONG 1ST AND 2ND

STREET: 57-00057.000, 57-00923.000, 57-
00924.000, 57-00925.000, 57-00926.000, 57-
01977.000, 57-02060.000, 57-02304.000, 57-
02507.000, 57-02667.000, 57-02925.000, 57-
03247.000, 57-03690.000, 57-03694.000, 57-
03695.000, 57-03842.000, 57-03843.000, 57-
03844.000, 57-03845.000, 57-03847.000, 57-
03848.000, 57-03849.000, 57-03850.000, 57-
03859.000, 57-03861.000, 57-03863.000, 57-
03961.000, 57-03962.000, 57-04022.000, 57-
04024.000, 57-05755.000, 57-05756.000, 57-
60034.000.

Reference Number: PRZ20-0004

Date of Report: December 16, 2020

Report Author: Greg Voltz, Planner



City of Sandusky, Ohio

Planning Commission Report

BACKGROUND INFORMATION

The City of Sandusky is requesting the rezoning of property from R1-40 -Single-Family Residential to CR Commercial Recreation. The following information is relevant to this application:

Applicant: City of Sandusky
420 Columbus Avenue
Sandusky, Ohio 44870

Site Location: LOTS 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 431, 432, 433, 434, 435, 436, 437, 438, 439, 584, 585, 586, 596, 597, 598, 599, 600, 601, 602, 603, 604 on First Street and Second Street.

Current Zoning: “R1-40” Single-Family Residential

Surrounding Zoning: North- “R1-40” Single-Family Residential District and “CR” Commercial Recreation / Use: Residential and storage
East- “R1-40” Single-Family Residential District and “CR” Commercial Recreation / Use: Cedar Point Dormitories
South- “R1-40” Single-Family Residential District /Use: Vacant and Residential
West- “R1-40” Single-Family Residential District / Use: Residential

Existing Use: Residential and Vacant Land

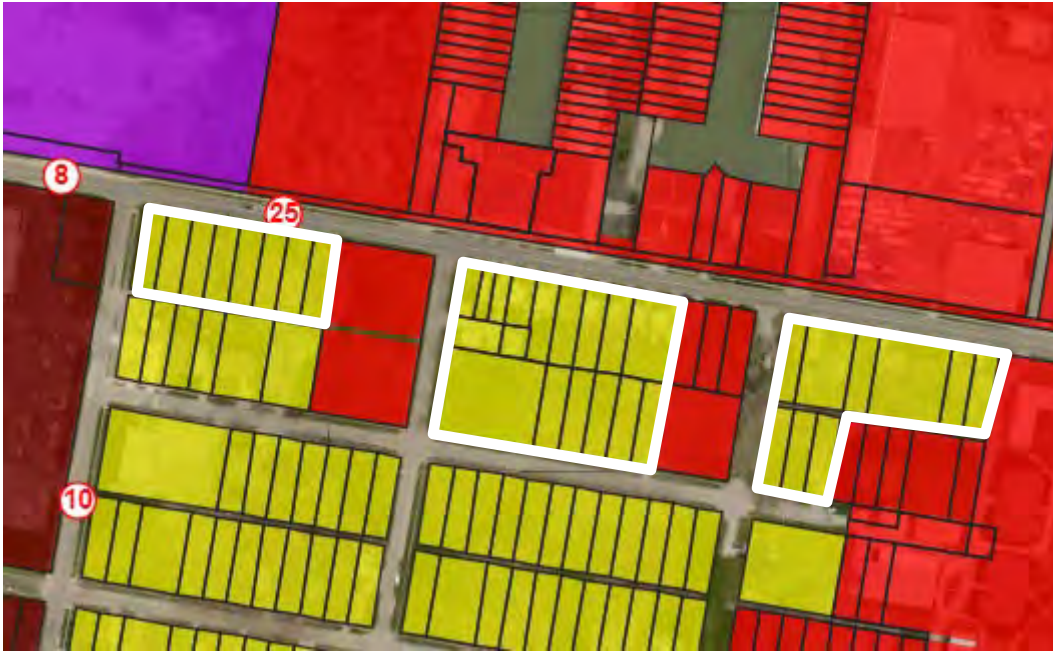
Proposed Zoning: “CR” Commercial Recreation

Applicable Plans & Regulations: City of Sandusky Bicentennial Comprehensive Plan
City of Sandusky Planning and Zoning Code Chapters:
1129 Residential Districts
1137 Commercial Districts

SITE DESCRIPTION

The subject properties are currently located within an R1-40 Single-Family Residential District. The subject property is adjacent to a R1-40 Single Family Residential District on two sides and near other CR Commercial Recreation Districts. The parcels of the subject properties are pointed out:

Subject Parcels Outlined in White (Top) and Blue (Bottom):



Photos of various properties

Looking Northwest on 2nd Street near unimproved Austin Street



First Street near Cedar Point Dorm exit looking West



Looking Southeast at the intersection of First Street and Farwell Street



PLANNING DEPARTMENT COMMENTS

The lots are mostly adjacent to other R1-40 residential districts, and across the street or adjacent to some parcels previously rezoned to Commercial Recreation district, which are being used primarily as private storage or still vacant land.

According to the City's Bicentennial Vision Comprehensive Plan, the vacant land in the eastern neighborhoods along First Street are called to be residential stabilization and infill and mixed-use infill. Since the adoption of that plan, there have been proposed residential projects, as well as proposed investments in infrastructure such as the Sandusky Bay Pathway. The city has also implemented a residential tax abatement program. The plan described this area as a great opportunity for residential development within close proximity of recreation areas.

The Bicentennial Comprehensive Plan outlines a number of priorities for the eastern neighborhoods. Some of the priorities related to this site are:

- 1) Creation of the Sandusky Bay Pathway multi-purpose trail along First Street.
- 2) Redevelop vacant land and infill to extend and stabilize single family neighborhoods.
- 3) Target areas around First Street for residential stabilization and infill and mixed-use residential development.

When Staff received the two rezoning applications for this area in July of 2020, we received feedback from residents and owners in the area that had concerns with a potential rezoning. With those comments in mind, and reasons discussed later in this report we wanted to take a holistic look and approach at the entire area. Staff requested the items be tabled at the July 2020 meeting so that we could gain more feedback from the residents in the neighborhood. In October of 2020 Staff walked around the neighborhood and knocked on doors to discuss the potential rezoning with neighbors. Most people along 1st and 2nd Street did not answer the doors but notes were left requesting them to call staff to discuss. Staff did have an opportunity to talk to people along 3rd Street at the time. In these discussions it was evident that these homeowners take deep pride in their house and neighborhood and were not in favor of a rezoning that could impact.

Planning Commission may recall that applications for parcels in this area previously came for a rezoning in 2018-2019. At that time Planning Commission had requested that staff gather additional information regarding the area in the immediate vicinity of the subject parcels. It was determined about 25% of the housing units on First and Second Streets to the east of Farwell are owner-occupied. Staff at that time had concerns about how a change to Commercial Recreation zoning would impact the existing residents in this neighborhood. Commercial Recreation allows for the following uses:

- (1) One- and two-family dwellings, boathouses, motels;
- (2) The following amusement establishments, whether open or enclosed:
 - A. Beaches and swimming pools, with accessory bath houses and locker rooms;
 - B. Manufacturing, rental, repair, and storage of boats, marinas; sale of live bait for fishing;
 - C. Hunting and fishing clubs, shooting ranges;
 - D. Arenas, auditoriums;
 - E. Golf courses, driving ranges;
 - F. Riding academies, stables, race tracks;
 - G. Assembly and meeting halls, bowling alleys, dance halls, skating rinks.
 - H. All retail stores, services and offices as permitted in General Business Districts.
 - I. Transient Occupancy.

As it states under section G, Commercial Recreation zoning districts allow for uses that are permitted in General Business Districts, which thus also allows for uses in Roadside and Local Business districts. This would allow for by-right development of many various uses, some of which could negatively impact the surrounding single-family residences. Even though the land to the north of First Street is zoned as Commercial Recreation, it does not immediately adjoin the subject parcels as it is separated by First Street, and the current use in that part of the Commercial Recreation district is residential boathouses.

Staff has also reexamined the City's Bicentennial Vision Comprehensive Plan as it relates to this area. The plan often mentions the opportunities of the redevelopment of land along the First Street corridor, particularly pointing out its advantages of being in close proximity to Cedar Point. The plan touts this neighborhood as being one of the largest redevelopment opportunities in the city. Mixed-use development is called for on Cedar Point Drive, along with areas slightly to the east on First Street. Beyond that, the plan states the city should "redevelop vacant land and infill to extend and stabilize single family neighborhoods" for the area south of First Street and to "develop waterfront residential on former industrial sites while maintaining and/or creating public access..." for the area on the north side of First Street.

This residential section of the city has had many challenges over the past few decades, and little residential development has taken place in recent years. However, the planned investments of the Sandusky Bay Pathway and other private investments, along with the recent implementation of Sandusky's residential tax abatement program, staff believes that this neighborhood could be well-poised for residential development in the future. This has become even more evident with the Planned Unite Development that is proposed to the Northwest of the proposed rezoning location. The area's proximity to Cedar Point and the waterfront also present it with many opportunities. Staff believes that the land along the First Street Corridor should be developed in line with the goals laid out in the Bicentennial Vision Comprehensive Plan and that development here should not negatively impact the existing residents in the neighborhood.

Chapter 1113 Amendments, of the Zoning Code states that the Zoning Map may be amended periodically in order to keep it abreast of new zoning techniques, as well as when the following general conditions arise:

- (1) Whenever a general hardship prevails throughout a given district;
- (2) Whenever a change occurs in land use, transportation, or other sociological trends, either within or surrounding the community; and
- (3) Whenever extensive developments are proposed that do not comply but would be in the public interest.

Understanding the goals set for this area by the city's Comprehensive Plan and the reasons previously stated in this report staff believes the rezoning could satisfy the above conditions. Staff believes the rezoning of these parcels between 1st Street and 2nd Street could create an opportunity for investment that could attract new infill development further south into the neighborhood. Commercial Recreation also still permits single-family residential and permits transient rental.

However, staff believes there will need to be precautions put in place to limit the type of uses permitted in this area to ensure that future development in this area does continue to be a contribution to the area and not a detriment. Types of development that staff believes would not be ideal would include boat storage buildings, gas stations, and other developments that would prohibit residential infill on the interior of this neighborhood south of 2nd Street.

ENGINEERING STAFF COMMENTS

The City Engineer has reviewed the proposed zoning amendment and we have not received objects at the time of writing the report.

BUILDING STAFF COMMENTS

The City Building Official has reviewed the proposed zone map amendment and we have not received objects at the time of writing the report.

POLICE DEPARTMENT COMMENTS

The City Police Chief has reviewed the proposed zone map amendment and we have not received objects at the time of writing the report.

FIRE DEPARTMENT COMMENTS

The City Fire Chief has reviewed the proposed zone map amendment and we have not received objects at the time of writing the report.

CONCLUSION/RECOMMENDATION

In conclusion, staff recommends the approval of the proposed amendment to the Zone Map for the above referenced parcels from “R1-40” Single Family Residential to “CR” Commercial Recreation.

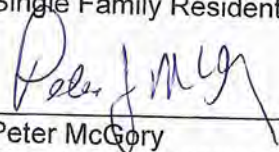


Department of Planning

240 Columbus Avenue
Sandusky, OH 44870
Phone: 419.627.5973
Fax: 419.627.5933
www.ci.sandusky.oh.us

January 25, 2021

Planning Commission at the December 21st, 2020 meeting recommended approval to the City Commission for the proposed amendment to the zoning map for the following parcels located along 1st and 2nd Streets: 57-00057.000, 57-00923.000, 57-00924.000, 57-00925.000, 57-00926.000, 57-01977.000, 57-02060.000, 57-02304.000, 57-02507.000, 57-02667.000, 57-02925.000, 57-03247.000, 57-03690.000, 57-03694.000, 57-03695.000, 57-03842.000, 57-03843.000, 57-03844.000, 57-03845.000, 57-03847.000, 57-03848.000, 57-03849.000, 57-03850.000, 57-03859.000, 57-03861.000, 57-03863.000, 57-03961.000, 57-03962.000, 57-04022.000, 57-04024.000, 57-05755.000, 57-05756.000, 57-60034.000. The proposed rezoning is from "R1-40" – Single Family Residential to "CR" – Commercial Recreation.



Peter McGory
Planning Commission Chair

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE OFFICIAL ZONE MAP OF THE CITY OF SANDUSKY TO REZONE PARCELS ON THE SOUTH SIDE OF FIRST STREET, EAST OF FARWELL STREET AND PARCELS ON THE NORTH SIDE OF SECOND STREET, EAST OF WILDMAN DRIVE, FROM “R1-40” (SINGLE-FAMILY RESIDENTIAL DISTRICT) TO “CR” (COMMERCIAL RECREATION DISTRICT).

WHEREAS, a request is being made by the City for an amendment to the Zone Map No. 96-01 as codified in Section 1121.03 of the Codified Ordinances of the City for parcels located on the south side of First Street and east of Farwell Street, identified as Parcel Nos. 57-00923.000, 57-00924.000, 57-00925.000, 57-00926.000, 57-01977.000, 57-02925.000, 57-03247.000, 57-03690.000, 57-03694.000, 57-03695.000, 57-03842.000, 57-03843.000, 57-03844.000, 57-03845.000, 57-03847.000, 57-03848.000, 57-03849.000, 57-03850.000, 57-03961.000, 57-03962.000, 57-04022.000, 57-04024.000, 57-05755.000, 57-05756.000 (Lots 408-424 and 596-604) and for parcels located on the north side of Second Street and east of Wildman Drive, identified as Parcel Nos. 57-00057.000, 57-02060.000, 57-02304.000, 57-02507.000, 57-02667.000, 57-03859.000, 57-03861.000, 57-03863.000, 57-60034.000 (Lots 431-439 and 584-586), from “R1-40” (Single-Family Residential District) to “CR” (Commercial Recreation District) as more fully described in Exhibits “A” and “B” which are attached to this Ordinance and specifically incorporated as if fully rewritten herein; and

WHEREAS, the request for rezoning from “R1-40” (Single-Family Residential District) to “CR” (Commercial Recreation District) is to create an opportunity for investment and development along the First Street Corridor and consistent with the goals established in the Bicentennial Vision Comprehensive Plan; and

WHEREAS, this request was heard by the Planning Commission at their December 21, 2020, meeting resulting in the Planning Commission’s recommendation to **approve** the requested Zone Map Amendment; and

WHEREAS, a public hearing on the request was held by this City Commission at their February 8, 2021, regularly scheduled meeting; and

WHEREAS, this Ordinance should be passed approving the Amendment to the Zone Map 96-01 as Codified in Section 1121.03 of the Codified Ordinances or parcels located on the south side of First Street and east of Farwell Street, identified as Parcel Nos. 57-00923.000, 57-00924.000, 57-00925.000, 57-00926.000, 57-01977.000, 57-02925.000, 57-03247.000, 57-03690.000, 57-03694.000, 57-03695.000, 57-03842.000, 57-03843.000, 57-03844.000, 57-03845.000, 57-03847.000, 57-03848.000, 57-03849.000, 57-03850.000, 57-03961.000, 57-03962.000, 57-04022.000, 57-04024.000, 57-05755.000, 57-05756.000 (Lots 408-424 and 596-604) and for parcels located on the north side of Second Street and east of Wildman Drive, identified as Parcel Nos. 57-00057.000, 57-02060.000, 57-02304.000, 57-02507.000, 57-02667.000, 57-03859.000, 57-03861.000, 57-03863.000, 57-60034.000 (Lots 431-439 and 584-

586), from “R1-40” (Single-Family Residential District) to “CR” (Commercial Recreation District); and

WHEREAS, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of Municipal Departments, including the Department of Community Development, of the City of Sandusky, Ohio and, NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. This City Commission approves the requested rezoning and the Zone Map 96-01, as codified in Section 1121.03 of the Codified Ordinances of the City, is hereby amended to effect the rezoning of parcels located on the south side of First Street and east of Farwell Street, identified as Parcel Nos. 57-00923.000, 57-00924.000, 57-00925.000, 57-00926.000, 57-01977.000, 57-02925.000, 57-03247.000, 57-03690.000, 57-03694.000, 57-03695.000, 57-03842.000, 57-03843.000, 57-03844.000, 57-03845.000, 57-03847.000, 57-03848.000, 57-03849.000, 57-03850.000, 57-03961.000, 57-03962.000, 57-04022.000, 57-04024.000, 57-05755.000, 57-05756.000 (Lots 408-424 and 596-604) and for parcels located on the north side of Second Street and east of Wildman Drive, identified as Parcel Nos. 57-00057.000, 57-02060.000, 57-02304.000, 57-02507.000, 57-02667.000, 57-03859.000, 57-03861.000, 57-03863.000, 57-60034.000 (Lots 431-439 and 584-586), from “R1-40” (Single-Family Residential District) to “CR” (Commercial Recreation District) as more fully described in Exhibits “A” and “B” which are attached to this Ordinance and specifically incorporated herein.

Section 2. The City's Chief Planner is directed to make the change on the original Zoning Map on file in the Office of Planning and Zoning.

Section 3. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 4. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance

were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 5. That for the reasons set forth in the preamble hereto, this Ordinance shall take effect at the earliest time allowed by Law.

RICHARD R. BRADY
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
MCKENZIE E. SPRIGGS
CLERK OF THE CITY COMMISSION

Passed: February 22, 2021 (effective after 30 days)

Parcel Numbers	Legal Descriptions
57-00057.000	435 SECOND ST WOOCKWOOD SUB WH 40'X135' & 5' VAC ALLEY
57-00923.000	410 FIRST WH LOCKWOOD SUBDN 40'X135'
57-00924.000	413 FIRST ST WH 40'X135'
57-00925.000	408 FIRST ST WH LOCKWOOD SUB 40'X135'
57-00926.000	409 FIRST ST WH LOCKWOOD SUB
57-01977.000	599 FIRST STREET WH LOCKWOOD SUB
57-02060.000	585 SECOND ST LOCKWOOD SUB WH
57-02304.000	584 SECOND ST LOCKWOOD SUB WH 40'X135'
57-02507.000	432 SECOND STREET WH LOCKWOOD SUB 40'X135' & VAC ALLEY REAR OF LOT 40X5'
57-02667.000	586 SECOND ST LOCKWOOD SUB WH 40'X135'
57-02925.000	600 601 602 FIRST STREET WH
57-03247.000	596 FIRST STREET WH 40'X135'
57-03690.000	597 FIRST ST LOCKWD SUB 40'X135 598 FIRST ST LOCKWD SUB40'X135'
57-03694.000	414 FIRST ST WH LOCKWOOD SUB
57-03695.000	415 FIRST ST WH LOCKWOOD SUBDN 40'X135'
57-03842.000	416 FIRST ST W 30' OF N 89' PARCEL A
57-03843.000	416 FIRST ST E 10' & W 12' OF 417 OF N 89' PARCEL B
57-03844.000	417 FIRST ST E 28' OF N 89' PARCEL C
57-03845.000	418 FIRST ST N 89' PARCEL D
57-03847.000	419 FIRST ST INCL PTVAC ALLEY EXW4' OF S56.63' PARCEL G
57-03848.000	420 FIRST ST LOCKWD SUB W 40X135'& VAC ALLEY REAR OF L
57-03849.000	421 423 424 FIRST ST WH LOCKWOOD SUB & VAC ALLEY R OF LOT
57-03850.000	422 FIRST ST WH 40'X135' VAC ALLEY R OF LOT
57-03859.000	433 SECOND ST W 40'X 135' VACATED ALLEY & VAC ALLEY REAR
57-03861.000	434 SECOND ST LOCKWOOD SUB WH & VAC ALLEY REAR OF LOT
57-03863.000	436 437 438 439 SECOND ST WH LOCKWD SUB VAC ALLEY R
57-03961.000	603 FIRST ST WH
57-03962.000	604 FIRST ST WH
57-04022.000	412 FIRST ST WH
57-04024.000	411 FIRST ST WH 40'X135'
57-05755.000	416-417 FIRST ST INCL PTVAC ALLEY PCL E
57-05756.000	418-FIRST ST S 46.63 INC PT OF VACALLEY-419FIRST ST ETC PARCEL F
57-60034.000	431 SECOND ST LOCKWOOD SUB



Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community





DEPARTMENT OF PUBLIC WORKS

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5829
www.ci.sandusky.oh.us

To: Eric Wobser, City Manager

From: Aaron M. Klein, P.E., Public Works Director
Jason Werling, Recreation Superintendent

Date: February 8, 2021

Subject: **Commission Agenda Item – Cooperative Boating Facility Grant Applications**

ITEM FOR CONSIDERATION: Requesting legislation for approval to submit grant applications to the Ohio Department of Natural Resources (ODNR) for financial assistance through the Cooperative Boating Facility Grant and approval to execute a grant agreement if awarded for the proposed projects titled: City of Sandusky Boat Ramp Restroom and Concession Building and the City of Sandusky Boat Ramp facility upgrades.

BACKGROUND INFORMATION: The City has historically been successful in various ODNR grant applications at the various parks and properties.

This Cooperative Boating Facility Grant is advertised as a 100% funded grant and applications are due April 1, 2021.

City Recreation and Public Works staff, with input from the current tenants of the building at the City's boat launch ramp facility met to go over priorities of the boat ramp area and how those items pertain to this grant's objectives. From there two separate projects at the Shelby Street boat launch facility were conceived.

The Engineer's Estimate for the proposed new building with all-season ADA restrooms is \$140,800, the city has applied for grant monies in the amount of \$140,800.00. The Engineer's estimate for the lighting/pavement sealing/stripping upgrades for parking area and replacement of existing damaged and deteriorated docks as well as additional floating docks is \$250,861.00, the City has applied for grant money in the amount of \$250,861.00. There is no match for either grant, although City forces may be utilized to assist in the demolition of the existing building. Either project, if awarded would not take place until 2022 or 2023, depending on ODNR's other financial commitments. This gives time for more detailed site design and layout.

If funds are awarded, city staff will prepare and submit the appropriate legislation to be presented to City Commission for review and approval prior to moving forward with this bidding and implementation of the project. Neither of these projects will happen in the foreseeable future without this funding.

BUDGETARY INFORMATION: The estimated cost of the building project is \$140,800, of which \$140,800 will initially be paid with City funds and then reimbursed through the grant program, if awarded. Similarly, the site improvements estimated cost of \$250,861.00, of which \$250,861 will initially be paid with City funds and then reimbursed through the grant program, if awarded.

ACTION REQUESTED: It is requested that the proper legislation be prepared for submission of grant applications to the ODNR for the Boat ramp restroom and concession building replacement and dock and parking facility upgrades. It is further required that this be passed to take immediate effect in accordance with Section 14 of the City Charter in order to complete the submission of the grant application which needs to meet the postmark deadline of April 1, 2021.

I concur with this recommendation:

Eric Wobser
City Manager

cc: M. Spriggs, Commission Clerk; M. Reeder, Finance Director; B. Heil, Law Director

CERTIFICATE OF FUNDS

In the Matter of: Boat Ramp Restroom/Concession Building

IT IS HEREBY CERTIFIED that the moneys required to meet the obligations of the City of Sandusky under the foregoing Contract have been lawfully appropriated for such purposes and are in the treasury of the City of Sandusky or are in the process of collection to an appropriate fund, free from any previous encumbrances. This certificate is given compliance with Sections 5705.41 and 5705.44, Ohio Revised Code.

Account #431-3800

By: Michelle Reeder - 1 CR

Michelle Reeder

Finance Director

Dated: 2/18/2021

RESOLUTION NO. _____

A RESOLUTION APPROVING THE SUBMISSION OF A GRANT APPLICATION TO THE OHIO DEPARTMENT OF NATURAL RESOURCES, DIVISION OF PARKS AND WATERCRAFT, FOR FINANCIAL ASSISTANCE THROUGH THE COOPERATIVE BOATING FACILITY GRANT PROGRAM FOR PROJECTS AT THE SHELBY STREET BOAT LAUNCH FACILITY FOR THE RECREATION DEPARTMENT; AND DECLARING THAT THIS RESOLUTION SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, the State of Ohio through the Department of Natural Resources Waterways Safety Fund administers financial assistance for public boating access; and

WHEREAS, the Cooperative Boating Facility Grant program provides up to 100% reimbursement assistance to eligible political subdivisions (municipalities, townships, counties, joint recreation districts, park districts, conservancy districts) and state/federal agencies for improving and/or developing recreational boating access; and

WHEREAS, the City will be applying for funds in the amount of \$140,800.00 for the Boat Ramp Restroom and Concession Building Project and funds in the amount of \$250,861.00 for the Boat Ramp Facility Upgrades Project; and

WHEREAS, the Boat Ramp Restroom and Concession Building Project involves the demolition of the old building and construction of a new concession facility with all-season ADA restrooms and the Boat Ramp Facility Upgrades Project involves the replacement of existing damaged and deteriorated docks as well as additional floating docks and LED lighting and pavement upgrades to the parking area; and

WHEREAS, there is no matching funds required for these grants and if awarded, the costs will initially be paid by the City and then reimburse through the grant program; and

WHEREAS, this Resolution should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order submit the grant application to the Ohio Department of Natural Resources, Division of Parks and Watercraft, by the deadline of April 1, 2021; and

WHEREAS, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of the Municipal Departments, including the Department of Recreation, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio, finds that an emergency exists regarding the aforesaid, and that it is advisable that this **Resolution** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter; and NOW, THEREFORE

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. This City Commission hereby approves the submission of grant applications to the Ohio Department of Natural Resources, Division of Parks and Watercraft, for financial assistance through the Cooperative Boating Facility Grant Program for the Boat Ramp Restroom and Concession Building Project and the Boat Ramp Facility Upgrades Project for the Recreation Department and authorizes and directs the City Manager to provide all information and documentation required to be eligible for possible financial assistance and to execute any grant agreements and lawfully expend funds consistent with the applications and agreements should funds be awarded.

Section 2. If any section, phrase, sentence, or portion of this Resolution is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Resolution were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for the reasons set forth in the preamble hereto, this Resolution is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter after its adoption and due authentication by the President and the Clerk of the City Commission of the City of Sandusky, Ohio.

RICHARD R. BRADY
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
MCKENZIE E. SPRIGGS
CLERK OF THE CITY COMMISSION

Passed: February 22, 2021



COMMUNITY DEVELOPMENT

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5832
www.ci.sandusky.oh.us

TO: Eric Wobser, City Manager

FROM: Debi Eversole, Community Development Programs Administrator

DATE: February 11, 2021

RE: City Commission Agenda Item

ITEMS FOR CONSIDERATION: The purpose of this communication is to request approval of legislation allowing the City Manager to advertise a Request for Proposals (RFP) for the sale of certain real property that the City has acquired through the City of Sandusky's Land Reutilization Program which is no longer needed for any municipal purpose.

BACKGROUND INFORMATION: Pursuant to Ordinance No. 07-026 passed June 11, 2007, the City is conducting a Land Reutilization Program in accordance with the provisions of Chapter 5722 of the Ohio Revised Code. The City of Sandusky's Land Reutilization Policies and Procedures facilitate reutilization of nonproductive properties situated within the City of Sandusky and supports neighborhood revitalization and promotes residential and economic development.

Resolution No. 039-20R passed on September 28, 2020, authorized the acquisition of the property at 421 Fulton Street, Erie County Permanent Parcel No. 59-01165.000 into the City of Sandusky's Land Reutilization Program. On November 5, 2020, the deed was transferred to the City of Sandusky. The property consists of a two (2) story, single-family residential structure that is zoned "residential two (2) family" (R2F). The structure has four (4) bedrooms and two (2) bathrooms with approximately 1904 square feet of living space. It has a lot size of approximately 33' x 113'. The property is described in Exhibit "A" attached to this communication.

It is anticipated that more than one (1) person will be interested in purchasing this property, therefore, according to the Land Reutilization Policy and Procedures, the purchaser shall be chosen by competitive bidding through a sealed bid process.

Bids will be evaluated with preference given to committed owner-occupancy bidders. A Purchase Agreement will be negotiated with the highest and best bidder, and submitted to City Commission for approval.

BUDGET IMPACT: The cost associated with this request for proposals is approximately three hundred dollars (\$300.00) for the required newspaper publications. It is anticipated that this cost and all transfer fees will be recouped upon sale.

ACTION REQUESTED: It is requested that legislation be adopted allowing the City Manager to execute a Request for Proposals for the sale of 421 Fulton Street that the City has acquired through the City of Sandusky's Land Reutilization Program which is no longer needed for any municipal purpose. It is further requested that this legislation take immediate effect in full accordance with Section 14 of the City Charter in order to advertise the

property and promptly facilitate a sale so that the new property owner can properly secure and protect the structure from vandalism and to permit rehabilitation to begin as soon as possible.

Debi Eversole, Community Development Programs Administrator

I concur with this recommendation:

Jonathan Holody, Community Development Director

Eric Wobser, City Manager

cc: Brendan Heil, Law Director
 Michelle Reeder, Finance Director
 McKenzie Spriggs, Commission Clerk

EXHIBIT A

Legal Description:

Situated in the City of Sandusky, County of Erie and State of Ohio:

The Southerly one-half (1/2) of Lot Number 24 on Fulton St., in the City of Sandusky, Erie County, Ohio

Subject to easements, restrictions, conditions of record, real estate taxes, assessments and zoning.

Prior Instrument Reference: Book 40, Pg. 410 and Book 114, Pg. 160,
Erie County, Ohio Deed Records

Permanent Parcel No.: 59-01165.000

421 Fulton Street



421 Fulton Street



Erie County, Ohio - Property Record Card

Parcel: 59-01165.000 Card: 1

GENERAL PARCEL INFORMATION

Owner CITY OF SANDUSKY
 Property Address 421 FULTON SANDUSKY OH 44870
 Mailing Address 240 COLUMBUS AVE

Land Use 510 - SINGLE FAMILY RESIDENCE
 Legal Description 24 FULTON STREET S 1/2 33'X198'

Neighborhood 5955908 -
 School District SANDUSKY SD

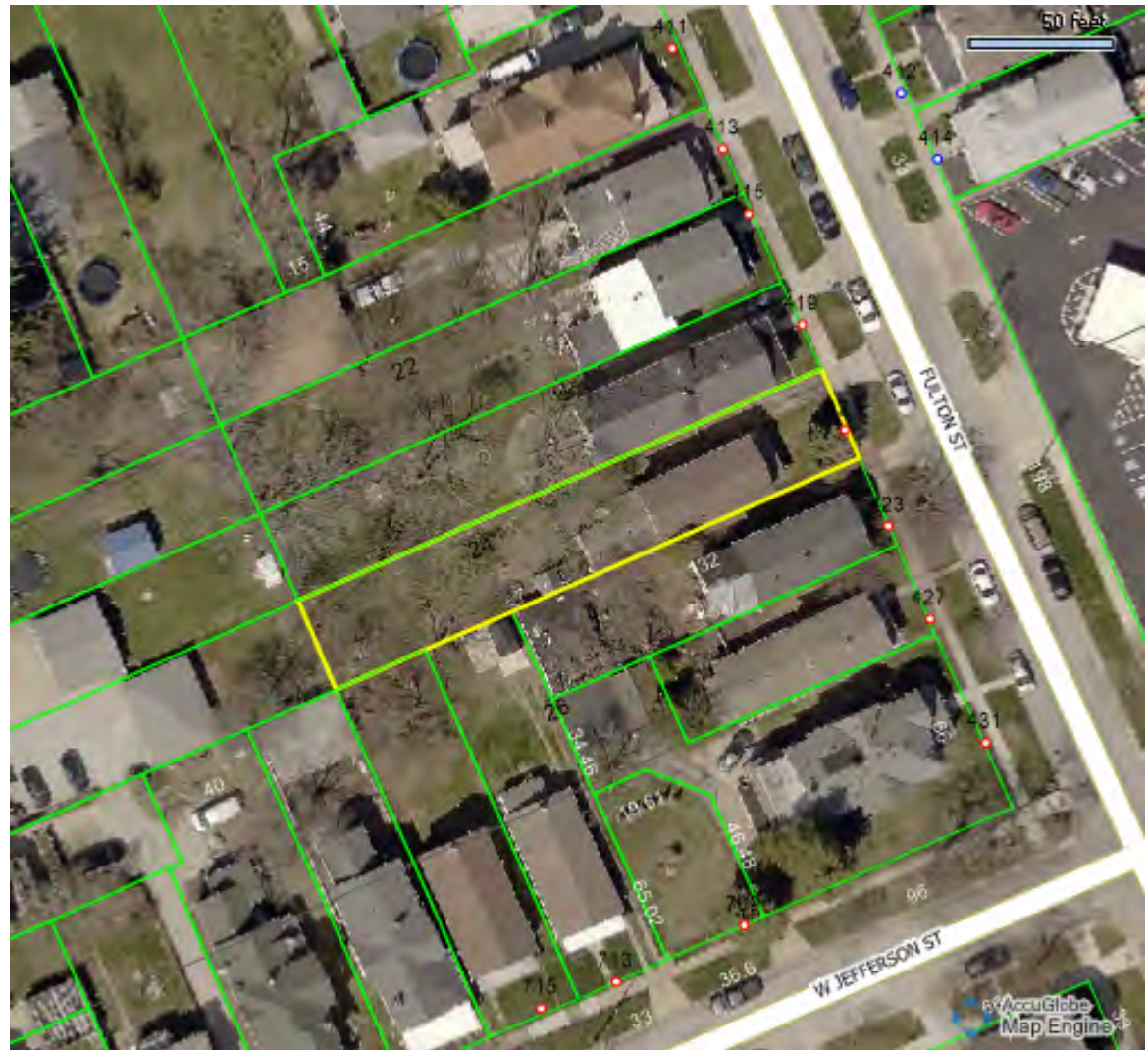
MAP NUMBER: 6

VALUATION

	Appraised	Assessed
Land Value	\$7,460.00	\$2,610.00
Improvements Value	\$41,840.00	\$14,640.00
CAUV Value	\$0.00	\$0.00
Total Value	\$49,300.00	\$17,250.00

LAND

Land Type	Acreage	Depth	Frontage	Depth	Value
F - FRONT LOT	0.15	198	33	113	\$7,460.00



AGRICULTURAL

Land Type	Land Usage	Soil Type	Acres	Value
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SALES

Date	Buyer	Seller	Price
11/5/2020	CITY OF SANDUSKY	GALINDO TRUDY M	\$0
12/30/1991	GALINDO TRUDY M	0	\$46,000

RESIDENTIAL

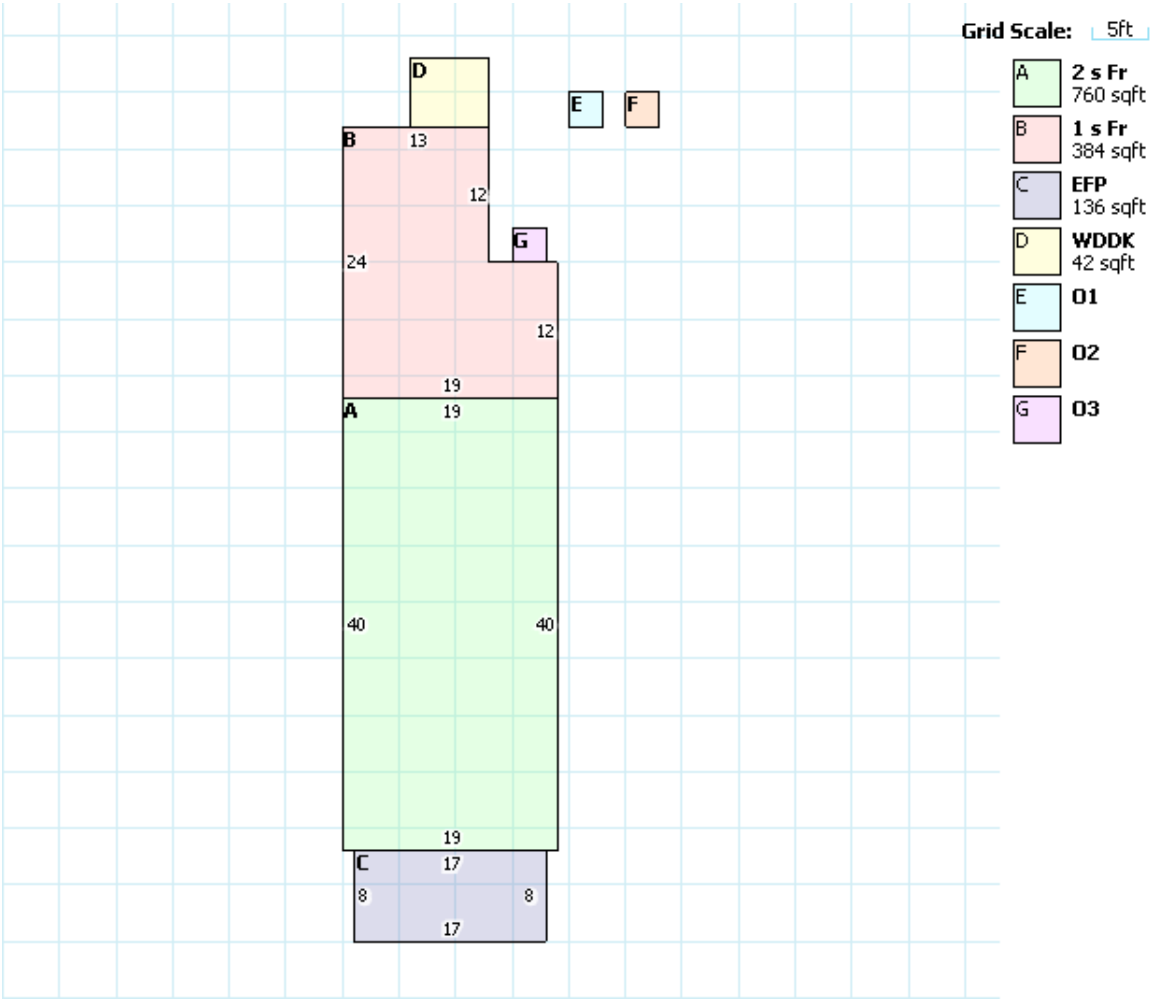
Building Style	SINGLE FAMILY
Year Built	1913
Stories	2
Finished Area	1904
First Floor Area	1144
Half Floor Area	0
Upper Floor Area	760
Rooms	7
Bedrooms	4
Family Rooms	0
Full Baths	2
Half Baths	0
Basement	PT CRAWL
Finished Basement Area	0
Heating	CENTRAL HEAT
Cooling	NONE
Exterior Wall	WOOD
Attic	NONE
Number of Fireplace Openings	0
Number of Fireplace Stacks	0

ADDITIONS

Description	Area	Year Built	Value
EFP - Enclosed Fr Porch	136	0	\$2,990.00
WDDK - Wood Deck	42	0	\$630.00

IMPROVEMENTS

Description	Year Built	Dimension	Area	Value
Shed - SHED	1989	10x8	80	\$100.00
Shed - SHED	1980	10x6	60	\$230.00
Shed - SHED	0	5x5	25	\$0.00



TAX

	1st Half	2nd Half	Total
Charge:	\$856.29	\$856.29	
Credit:	(\$329.27)	(\$329.27)	
Rollback:	(\$46.93)	(\$46.93)	
Reduction:	(\$11.66)	(\$11.66)	
Homestead:	\$0.00	\$0.00	
Sales Credit:	\$0.00	\$0.00	
Net Tax:	\$468.43	\$468.43	
CAUV Recoupment:	\$0.00	\$0.00	
Special Assessments:	\$0.00	\$0.00	
Penalties/Adjustments:	\$0.00	\$0.00	
Delinquencies:	\$0.00	\$0.00	
Net Owed:	\$468.43	\$468.43	\$936.86
Net Paid:	\$0.00	\$0.00	\$0.00
Net Due:	\$468.43	\$468.43	\$936.86

ORDINANCE NO. _____

AN ORDINANCE DECLARING THAT CERTAIN REAL PROPERTY ACQUIRED THROUGH THE CITY'S LAND REUTILIZATION PROGRAM AND OWNED BY THE CITY IDENTIFIED AS PARCEL NO. 59-01165.000 LOCATED AT 421 FULTON STREET, IS NO LONGER NEEDED FOR ANY MUNICIPAL PURPOSE AND AUTHORIZING AND DIRECTING THE CITY MANAGER TO PROCEED WITH A REQUEST FOR PROPOSALS (RFP) PROCESS FOR THE SALE OF PROPERTY; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, Section 25 of the City Charter authorizes the City Manager to conduct all sales of personal property that has become obsolete, unnecessary and unfit for City use; and

WHEREAS, pursuant to Ordinance No. 07-026, passed on June 11, 2007, the City is conducting a Land Reutilization Program in accordance with the provisions of Chapter 5722 of the Ohio Revised Code and has acquired these nonproductive lands through delinquent tax foreclosure; and

WHEREAS, this City Commission previously authorized the acquisition of the property located at 421 Fulton Street by Resolution No. 039-20R, passed on September 28, 2020, under said Land Reutilization Program which is no longer needed for any municipal purposes; and

WHEREAS, the property consists of a two-story, single-family residential structure that has four (4) bedrooms and two (2) bathrooms with approximately 1,904 square feet of living space and a lot size of approximately 33 feet x 113 feet; and

WHEREAS, it is anticipated that more than one person will be interested in purchasing this property and pursuant to the Land Reutilization Policy and Procedures, if more than one qualified person or entity is interested in a specific Land Bank property, the purchaser shall be chosen by competitive bidding through a sealed bid process; and

WHEREAS, this Ordinance should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order to advertise the property and promptly facilitate sales so that the new property owner can properly secure and protect the structure from vandalism and to permit rehabilitation to begin as soon as possible; and

WHEREAS, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of the Municipal Departments, including the Department of Community Development, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio finds that an emergency exists regarding the aforesaid, and that it is advisable that this **Ordinance** be declared an emergency measure which will

take immediate effect in accordance with Section 14 of the City Charter upon its adoption; and NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. This City Commission finds, determines and declares that the property identified as Parcel No. 59-01165.000, located at 421 Fulton Street, Sandusky, is no longer needed for any municipal purpose, pursuant to Section 25 of the Charter of this City and the City Manager is authorized and directed to proceed with a Request for Proposals (RFP) process for the sale of property.

Section 2. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for reasons set forth in the preamble hereto, this Ordinance is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter upon its passage, and its due authentication by the President, and the Clerk of the City Commission of the City of Sandusky, Ohio.

RICHARD R. BRADY
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
MCKENZIE E. SPRIGGS
CLERK OF THE CITY COMMISSION

Passed: February 22, 2021



DEPARTMENT OF PUBLIC WORKS

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5829
www.ci.sandusky.oh.us

To: Eric Wobser, City Manager

From: Aaron Klein, Director

Date: February 8, 2021

Subject: **Commission Agenda Item – Change Order #2 and Final with Kokosing Industrial, Inc. Shoreline Drive Rehabilitation project**

ITEM FOR CONSIDERATION: Legislation approving Change Order #2 and Final to Kokosing Industrial, Inc. of Toledo, Ohio to complete several items included as part of the Shoreline Drive Rehabilitation project.

BACKGROUND INFORMATION: The adopted Bicentennial Comprehensive Plan proclaimed a desire to reconstruct Shoreline Drive in coordination with the rehabilitation of the Jackson Street Pier. A detailed explanation of the history of the project starting with that Bicentennial Plan through conceptual engineering, including comprehensive public involvement and selection of the design-build team (DBT) can be found in the original Commission Agenda Item to award the project to Kokosing Industrial, Inc. (Kokosing) at the Sandusky City Commission meeting on October 9, 2018. A contract was awarded to Kokosing for \$8,789,877.00 via ordinance 18-192. Change Order #1 was approved via ordinance 20-005. The original Commission Agenda communications and ordinances will not be duplicated as part of this document.

This change order includes all final quantities, allowances, contingencies, savings, and expenditures related to the project. A few punchlist items remain for completion when the weather breaks in the spring at which time the remaining retainage will be released. The warranty is effective as of the project completion date, May 22, 2020. Attached is the Final IQM Certification letter from WSP who acted as an independent third party to perform quality control for all design and construction activities.

BUDGETARY INFORMATION: The original contract with Kokosing, per ordinance 18-192 was \$8,789,877.00. Change Order #1 increased the total contract amount to \$9,997,814.30. Change Order #2 and Final reduces the total completed contract amount by \$35,708.94 to \$9,962,105.36. The below information shows the final breakdown of costs and funding sources for the project.

Funding Source	CO #1 Contract	Change Order	Updated Contract
OWDA, Sewer Fund, Storm*	\$1,305,579	-\$ 9,188.07	\$1,296,390.93
OWDA, Water Fund*	\$1,205,623		\$1,205,623.00
OWDA, Sewer Fund, Sanitary*	\$1,709,517	-\$ 36,886.02	\$1,672,630.98
CDBG (FY 2018)	\$ 460,542		\$ 460,542.00
Capital Fund (Chesapeake TIF)	\$3,655,898.68	\$ 10,365.15	\$3,666,263.83
Issue 8 (2018 Pathway)	\$ 300,000		\$ 300,000.00
Capital (2018 Pathway)	\$ 168,332		\$ 168,332.00
Issue 8 (2018 Road)	\$ 253,430		\$ 253,430.00
Private (Wightman Wieber)*	\$ 500,000		\$ 500,000.00
Private Funding*	\$ 17,114		\$ 17,114.00
CDBG (FY 2019)*	\$ 372,646.59		\$ 372,646.59
Capital Fund (Battery Park TIF)	\$ 45,632.03		\$ 45,632.03
State of Ohio*	\$ 3,500		\$ 3,500.00
Total	\$9,997,814.30	-\$ 35,708.94	\$9,962,105.36

*The OWDA loans were approved via ordinance 19-099. Acceptance of the State of Ohio money was approved via resolution 01-20R. All private commitments have been received and applied to the project.

ACTION REQUESTED: It is recommended that an ordinance for Change Order #2 and Final for the Shoreline Drive Rehabilitation project with Kokosing Industrial, Inc. for a savings of \$35,708.94, for a total project cost of \$9,962,105.36 be approved and that the necessary legislation be passed under suspension of the rules and in accordance with Section 14 of the City Charter to allow for direct payment to the contractor for work already performed and to allow the bonding agent to release the contractor's performance bond which they would use to bond new projects.

I concur with this recommendation:

Eric Wobser
City Manager

cc: M. Spriggs, Commission Clerk; M. Reeder, Finance Director; B. Heil, Law Director

2 & Final

CONTRACT: 2909
ORDINANCE NO. 18-192

Contractor: KOKOSING INDUSTRIAL INC.

6235 WESTERVILLE ROAD, SUITE 200, WESTERVILLE, OHIO 43081

STREET OR LOCATON OF WORK: SHORELINE DRIVE REHABILITATION PROJECT

Order is hereby issued and accepted for the following additions to or deductions from the quantities as specified in the original contract.

[illegible]

Original Contract Amount	\$ 8,789,877.00	\$ (35,708.94)	\$ 22,934.93	\$ (58,643.87)
Updated Contract Amount via Change Order #1	\$ 9,997,814.30			
Change in Contract	<u>\$ (35,708.94)</u>			
Revised Contract Amount	\$ 9,962,105.36			

Contract Completion Date: 2-May-20
Additional Time: 0 days
Revised Completion Date: 2-May-20

Explanation: Change order reflects work performed, or scheduled to be performed, in the field.

Accepted: _____
Contractor

Date: 11/21, 2021

Accepted: _____
City Engineer

Date: _____, 2021



To: Kevin Lynch
Project Manager
c/o Kokosing
6235 Westerville Road
Westerville, OH 43081

December 14, 2020

From: John A. Stevenson, P.E.
Project Engineer, Independent Quality Manager
WSP
500 Griswold Street, Suite 2600
Detroit, MI 48226

RE: Certification of Shoreline Drive Project
City of Sandusky, Sandusky Ohio
WSP Project 192620B

Dear Kevin,

Based upon my ongoing reviews and final condition of the project, I find that the project reasonably meets the intentions of the plans and specifications set for the project and can be presented to the City of Sandusky as complete.

I enjoyed working with you, Craig Wing, Devin Cain, and the Kokosing project team. I believe the project, although smaller in nature, presented a lot of design and construction challenges that we all learned from and will take with us into other projects.

If you have any further questions, or require additional input, please let me know. Else, we will consider this project and my role as IQM on the project as complete.

Thanks,

John Stevenson, P.E.
Senior Lead Consulting Engineer
WSP USA

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO APPROVE THE SECOND & FINAL CHANGE ORDER FOR WORK PERFORMED BY KOKOSING INDUSTRIAL, INC. OF TOLEDO, OHIO, FOR THE SHORELINE DRIVE REHABILITATION PROJECT; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, as part of the Bicentennial Vision Comprehensive Plan, the City proclaimed a desire to reconstruct Shoreline Drive in coordination with the rehabilitation of the Jackson Pier; and

WHEREAS, the Shoreline Drive Rehabilitation Project involved the rehabilitation and streetscape improvements of Shoreline Drive including a multipurpose path and upgrading utilities; and

WHEREAS, subsequent to a Request for Qualifications (RFQ) process, this City Commission approved an agreement with Osborn Engineering of Cleveland, Ohio, for professional Design Services for the preliminary engineering of the Shoreline Drive Rehabilitation Project by Ordinance No. 17-016, passed on February 13, 2017, and subsequently approved another agreement for Professional Design Services for the preparation of the design-build documents, bidding documents, and construction engineering by Ordinance no. 17-224, passed on December 11, 2017; and; and

WHEREAS, the City issued a Request for Qualifications (RFQ) pursuant to the Ohio Revised Code for eligible Design-Build Teams (DBT) and this City Commission approved a Design-Build Contract with Kokosing Industrial, Inc., of Toledo, Ohio, for the Shoreline Drive Rehabilitation Project by Ordinance No. 18-192, passed on October 9, 2018; and

WHEREAS, the City Commission approved a Cooperative Agreement with the Ohio Water Development Authority (OWDA) to finance the cost of planning, design, and construction for the Shoreline Drive Rehabilitation Project by Ordinance No. 19-099, passed on May 28, 2019; and

WHEREAS, this City Commission approved the submission of an application for financial assistance through the Ohio Department of Natural Resources for Capital Improvement Funds for the Jackson Street Pier and Shoreline Drive Rehabilitation Projects by Resolution No. 001-20R, passed January 13, 2020; and

WHEREAS, the City Commission approved the First Change Order for an extension of the completion date from March 7, 2020, to May 2, 2020, and for additional work in the amount of \$1,207,937.30 and summarized as Hancock waterline, fire service at 115 W. Water Street and 131 E. Water Street, water service at 219 E. Water Street, east end traffic calming analysis, mile marker zero, overhead utility burial, drive apron at 131 E. Water Street and private utility burial by Ordinance No. 20-005, passed on January 13, 2020; and

WHEREAS, this City Commission approved an amendment to the agreement with Osborn Engineering of Cleveland, Ohio, for additional Professional Design Services as a result of construction changes and delays and the necessity for continuing services through the construction phase of the Shoreline Drive Rehabilitation Project by Ordinance No. 20-023, passed on January 27, 2020; and

WHEREAS, this Second & Final Change Order reflects all final quantities, allowances, contingencies, savings, and expenditures related to the project; and

WHEREAS, the current contract with Kokosing Industrial, Inc. is \$9,997,814.30 and with the **deduction** of this Second & Final Change Order in the amount of \$35,708.94, the final contract cost is \$9,962,105.36 and will be paid as follows:

OWDA - Sewer Funds (Storm Water)	\$ 1,296,390.93
OWDA - Water Funds	\$ 1,205,623.00
OWDA - Sewer Funds (Sanitary)	\$ 1,672,630.98
CDBG Funds (FY 2018)	\$ 460,542.00
Capital Funds (Chesapeake TIF proceeds)	\$ 3,666,263.83
Issue 8 Funds (2018 Sandusky Bay Pathway)	\$ 300,000.00
Capital Funds (2018 Sandusky Bay Pathway)	\$ 168,332.00
Issue 8 Funds (2018 Road)	\$ 253,430.00
Grant (Wightman-Wieber Foundation)	\$ 500,000.00
Private Funding	\$ 17,114.00
CDBG Funds (FY 2019)	\$ 372,646.59
Capital Funds (Battery Park TIF)	\$ 45,632.03
State of Ohio ODNR Grant	\$ 3,500.00
Total	\$ 9,962,105.36

WHEREAS, this Ordinance should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order to immediately approve the Second & Final Change Order and finalize the contract to allow the bonding agent to release the contractor’s performance bond and close out this completed project; and

WHEREAS, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of the Municipal Departments, including the Department of Public Works, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio finds that an emergency exists regarding the aforesaid, and that it is advisable that this **Ordinance** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter upon its adoption; and NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. The City Manager is hereby authorized and directed to approve this Second & Final Change Order for work performed for the Shoreline Drive Rehabilitation Project and to **deduct** the contract amount the sum of Thirty Five Thousand Seven Hundred Eight and 94/100 Dollars (\$35,708.94) resulting in a final contract cost of Nine Million Nine Hundred Sixty Two Thousand One Hundred Five and 36/100 Dollars (\$9,962,105.36) with Kokosing Industrial, Inc., of Toledo, Ohio.

Section 2. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for the reasons set forth in the preamble hereto, this Ordinance is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter after its adoption and due authentication by the President and the Clerk of the City Commission of the City of Sandusky, Ohio.

RICHARD R. BRADY
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
MCKENZIE E. SPRIGGS
CLERK OF THE CITY COMMISSION

Passed: February 22, 2021

NOTICE TO LEGISLATIVE
AUTHORITY

OHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2360 FAX(614)644-3166

4920851		NEW		TO JIMS PIZZA BOX SANDUSKY LLC	
PERMIT NUMBER		TYPE		301 W WATER ST	
ISSUE DATE				SANDUSKY OH 44870	
12 11 2020					
FILING DATE					
D51					
PERMIT CLASSES					
22	077	B	C86524		
TAX DISTRICT			RECEIPT NO.		

FROM 02/03/2021

RECEIVED
FEB 17 REC'D
SANDUSKY CITY COMMISSION

PERMIT NUMBER		TYPE	
ISSUE DATE			
FILING DATE			
PERMIT CLASSES			
TAX DISTRICT			RECEIPT NO.



MAILED 02/03/2021 RESPONSES MUST BE POSTMARKED NO LATER THAN. 03/08/2021

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.
REFER TO THIS NUMBER IN ALL INQUIRIES **B NEW 4920851**

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
THE HEARING BE HELD ☐ IN OUR COUNTY SEAT. ☐ IN COLUMBUS.

WE DO NOT REQUEST A HEARING. ☐

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title)- ☐ Clerk of County Commissioner

(Date)

☐ Clerk of City Council

☐ Township Fiscal Officer

CLERK OF SANDUSKY CITY COUNCIL
240 COLUMBUS AVE
SANDUSKY OHIO 44870

Commerce Division of Liquor Control : Web Database Search

OWNERSHIP DISCLOSURE INFORMATION

This online service will allow you to obtain ownership disclosure information for issued and pending retail liquor permit entities within the State of Ohio.

Searching Instructions

Enter the known information and click the "Search" button. **For best results, search only ONE criteria at a time.** If you try to put too much information and it does not match exactly, the search will return a message "No records to display".

The information is sorted based on the Permit Number in ascending order.

To do another search, click the "Reset" button.

SEARCH CRITERIA**Permit Number**

4920851

Permit Name / DBA**Member / Officer Name****Search****Reset****Main Menu**

Member/Officer Name	Shares/Interest	Office Held
Permit Number: 4920851; Name: JIMS PIZZA BOX SANDUSKY LLC; DBA: ; Address: 301 W WATER ST SANDUSKY 44870		
JAMES WEST	MANAGE MEM	
RUSSELL MCCONNELL	MANAGE MEM	
JAMES BARTUS	MANAGE MEM	
MICHAEL WATSON	MANAGE MEM	

- [Ohio.Gov](#)
- [Ohio Department of Commerce](#)

[Commerce Home](#) | [Press Room](#) | [CPI Policy](#) | [Privacy Statement](#) | [Public Records Request Policy](#) | [Disclaimer](#) | [Employment](#) | [Contacts](#)

McKenzie Spriggs

From: Jared Oliver
Sent: Wednesday, February 17, 2021 4:03 PM
To: McKenzie Spriggs; Stephen Rucker; Greg Voltz
Subject: RE: liquor permit: 301 W. Water Street

Follow Up Flag: Follow up
Flag Status: Flagged

No issues here.



Jared Oliver | Chief of Police
SANDUSKY POLICE DEPARTMENT
222 Meigs Street | Sandusky, OH 44870
T: 419.627.5869 | F: 419.627.5862
www.cityofsandusky.com



From: McKenzie Spriggs
Sent: Wednesday, February 17, 2021 4:00 PM
To: Jared Oliver <joliver@ci.sandusky.oh.us>; Stephen Rucker <srucker@ci.sandusky.oh.us>; Greg Voltz <gvoltz@ci.sandusky.oh.us>
Subject: liquor permit: 301 W. Water Street

Gents,
Please see the attached liquor permit for Jim's Pizza Box at 301 W. Water Street. Please let me know if you have any issues to share with the city commission.
-M



McKenzie Spriggs | Commission Clerk
CITY COMMISSION
240 Columbus Avenue | Sandusky, OH 44870
T: 419.627.5850
www.ci.sandusky.oh.us



McKenzie Spriggs

From: Greg Voltz
Sent: Wednesday, February 17, 2021 4:06 PM
To: McKenzie Spriggs; Jared Oliver; Stephen Rucker
Subject: RE: liquor permit: 301 W. Water Street

Follow Up Flag: Follow up
Flag Status: Flagged

Good Afternoon,

This property is zoned "DBD" Downtown Business. This is a permitted use at this property. No issues from the Planning Department.

Thank you,



Greg Voltz | Planner
PLANNING DEPARTMENT
240 Columbus Avenue | Sandusky, OH 44870
T: 419.627.5973 |
www.ci.sandusky.oh.us



From: McKenzie Spriggs <mspriggs@ci.sandusky.oh.us>
Sent: Wednesday, February 17, 2021 4:00 PM
To: Jared Oliver <joliver@ci.sandusky.oh.us>; Stephen Rucker <srucker@ci.sandusky.oh.us>; Greg Voltz <gvoltz@ci.sandusky.oh.us>
Subject: liquor permit: 301 W. Water Street

Gents,

Please see the attached liquor permit for Jim's Pizza Box at 301 W. Water Street. Please let me know if you have any issues to share with the city commission.

-M



McKenzie Spriggs | Commission Clerk
CITY COMMISSION
240 Columbus Avenue | Sandusky, OH 44870
T: 419.627.5850
www.ci.sandusky.oh.us



McKenzie Spriggs

From: Stephen Rucker
Sent: Thursday, February 18, 2021 8:49 AM
To: McKenzie Spriggs; Jared Oliver; Greg Voltz
Subject: RE: liquor permit: 301 W. Water Street

No issues from my office, Thanks



Steve Rucker | *Fire Marshal*
SANDUSKY FIRE DEPARTMENT
600 W. Market Street | Sandusky, OH 44870
T: 419.627.5823 | F: 419.627.5820
srucker@ci.sandusky.oh.us
www.ci.sandusky.oh.us

From: McKenzie Spriggs <mspriggs@ci.sandusky.oh.us>
Sent: Wednesday, February 17, 2021 4:00 PM
To: Jared Oliver <joliver@ci.sandusky.oh.us>; Stephen Rucker <srucker@ci.sandusky.oh.us>; Greg Voltz <gvoltz@ci.sandusky.oh.us>
Subject: liquor permit: 301 W. Water Street

Gents,

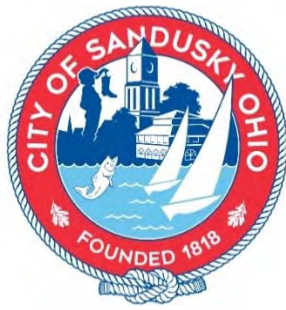
Please see the attached liquor permit for Jim's Pizza Box at 301 W. Water Street. Please let me know if you have any issues to share with the city commission.

-M



McKenzie Spriggs | Commission Clerk
CITY COMMISSION
240 Columbus Avenue | Sandusky, OH 44870
T: 419.627.5850
www.ci.sandusky.oh.us





DEPARTMENT OF PUBLIC WORKS

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5829
www.ci.sandusky.oh.us

To: Eric Wobser, City Manager

From: Joshua R. Snyder, P.E., Assistant City Engineer

Date: January 26, 2021

Subject: **Commission Agenda Item – Updating sections of ordinance 1157**

ITEM FOR CONSIDERATION: Legislation approving updates to the Floodplain Damage Reduction section of the Codified Ordinance, Chapter 1157.

BACKGROUND INFORMATION:

Due to Sandusky's proximity to Lake Erie and Sandusky Bay and being home to multiple creeks feeding into these large bodies of water, the City of Sandusky has special flood hazard (SFH) areas, scientifically identified by the Federal Emergency Management Agency (FEMA). These areas are subject to likely periodic inundation (flooding) 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.

The City of Sandusky has been a participant in the National Flood Insurance Program (NFIP) since 1977, which discounts property insurance rates, because staff regulates development within the affected Special Flood Hazard (SFH) Areas within the City. Furthermore, as a member of the NFIP, the flood insurance cost for a given property stays uniform from insurer to insurer, so flood insurance "shopping" is not necessary. The last update to this ordinance was in 2008.

Driving this update more specifically, is that our 2008 Ordinance primarily needs terminology and definitions updated to coincide with FEMA's current model Floodplain Ordinance. Due to updated mapping and survey technologies along with the feedback gained about our geographic area, an updated map is forthcoming with newly designated zones in areas of the City. One of the most impactful changes within this ordinance, is the removal of the "freeboard" requirement, which is a set elevation the previous Ordinance required, above and beyond the FEMA designated Flood Protection Elevation for a 1% annual chance (formerly called 100-year) flood event. Although seemingly conservative, this additional elevation was tough-to-impossible to meet reasonably in most parts of the Special Flood Hazard Area, and costly to conform to. Additionally, there was no additional discount to flood insurance rates, having or meeting this "higher" standard.

BUDGETARY INFORMATION: There are no fees associated with making these administrative changes.

ACTION REQUESTED: It is recommended that proper legislation be prepared and approved to allow the new building regulations, particularly the “Flood Protection Elevation” change, to take effect early in the 2021 calendar year, to minimize the amount of new development applicants that need to try for variances from our existing Flood Protection Elevation. Ultimately these changes will help expedite developments, otherwise meeting our codes in the Special Flood Hazard Area, and keep our Ordinance in line with FEMA regulations.

I concur with this recommendation:

Eric Wobser
City Manager

Aaron Klein, PE
Director, City Engineer

cc: M. Spriggs, Commission Clerk; M. Reeder, Finance Director; B. Heil, Law Director

ORDINANCE NO. _____

AN ORDINANCE AMENDING PART ELEVEN (PLANNING AND ZONING CODE), TITLE FIVE (ADDITIONAL ZONING REQUIREMENTS), CHAPTER 1157 (FLOOD DAMAGE REDUCTION) OF THE CODIFIED ORDINANCES OF THE CITY OF SANDUSKY IN THE MANNER AND WAY SPECIFICALLY SET FORTH HEREINBELOW.

WHEREAS, the City Commission adopted Chapter 1157 (Flood Damage Reduction) by Ordinance No. 08-064, passed on July 28, 2008, which reflected the model ordinance provided by the Ohio Department of Natural Resources in order to meet all the requirements for the Federal Emergency Management Agency (FEMA) and the National Flood Insurance Program (NFIP); and

WHEREAS, the proposed amendments are primarily to update terminology and definitions to coincide with FEMA's current model Floodplain Ordinance; and

WHEREAS, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of Municipal Departments of the City of Sandusky, Ohio and, NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. Part Eleven (Planning and Zoning Code), Title Five (Additional Zoning Requirements), Chapter 1157 (Flood Damage Reduction) of the Codified Ordinances of the City of Sandusky is hereby amended as follows:

**NEW LANGUAGE APPEARS IN BOLD PRINT
LANGUAGE TO BE STRICKEN APPEARS WITH A STRIKE THROUGH IT
LANGUAGE TO REMAIN UNCHANGED APPEARS IN REGULAR PRINT**

**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

Floodplain 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 Erie County, Ohio and Incorporated Areas and Flood Insurance Rate Map (FIRM) Erie County, Ohio and Incorporated Areas* both effective August 28, 2008.
- (2) Other studies and / or maps, which may be relied upon for establishment of the flood protection elevation, delineation of the 100-year 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 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, ~~222 Meigs Street~~ **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.

(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. 08-064. Passed 7-28-08.)~~

1157.02 DEFINITIONS.

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 1% chance annual flood or one-hundred (100) year flood.

(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 natural grade elevation plus the depth number (from 1 to 3 feet).

(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.

(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 flood; base flood elevations are not determined.

- (2) Zones A1-30 and Zone AE: Special flood hazard areas inundated by the 100-year flood; base flood elevations are determined.
- (3) Zone AO: Special flood hazard areas inundated by the 100-year flood; 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 flood; 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 flood to be protected from the 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 flood; areas subject to the 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 floodplain.
- (8) **Zone V: Coastal special flood hazard area subject to a 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 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.**

(s) Flood Protection Elevation: The Flood Protection Elevation, or FPE, is the base flood elevation ~~plus two (2) 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 CLOMR does not amend or revise effective Flood Insurance Rate Maps, Flood Boundary and Floodway Maps, or Flood Insurance Studies.

(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 ~~3733~~ **4781** of the Ohio Revised Code.

(aa) Manufactured Home Park: As specified in the Ohio Administrative Code ~~3701-27-01~~ **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.**

(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.**

(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, ~~and~~ 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 50 percent 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 50 percent 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,"~~
- (1) 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
- (2) 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 ~~consistent with the variance conditions herein.~~

(oo) Violation: The failure of a structure or other development to be fully compliant with these regulations.
~~(Ord. 08-064. Passed 7-28-08.)~~

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, **VE zone construction certifications**, variances, and records of enforcement actions taken for violations of these regulations.
- (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 developments as required by Section 1157.04(c).
- G. Certification of structural design and methods of construction for VE zone construction as required by Section 1157.04 (i)(4).**
- H. Certification of breakaway wall design, when applicable, as provided in Section 1157.04 (i)(4).**

- (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.

(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 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(kj)(1), a Letter of Map Revision.

(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 **\$2,500** ~~\$5,000~~.
- ~~(2) Development activities in an existing or proposed manufactured home park that are under the authority of the Ohio Department of Health and subject to the flood damage reduction provisions of the Ohio Administrative Code Section 3701.~~
- (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.

- ~~(3) Major utility facilities permitted by the Ohio Power Siting Board under Section 4906 of the Ohio Revised Code.~~
- ~~(4) Hazardous waste disposal facilities permitted by the Hazardous Waste Siting Board under Section 3734 of the Ohio Revised Code.~~
- ~~(5) Development activities undertaken by a federal agency and which are subject to Federal Executive Order 11988 – Floodplain Management.~~

Any proposed action exempt from filing for a floodplain development permit is also exempt from the standards of these regulations.

(j) Local, State and Federal Development.

- (1) Development that is funded, financed, undertaken, or preempted by state agencies shall comply with minimum NFIP criteria.**
- (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 4781-12.**
 - 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 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)(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 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(j)(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 Sandusky 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) When Preliminary Flood Insurance Rate Maps and / or Flood Insurance Study have been provided by FEMA:~~

~~A. Upon the issuance of a Letter of Final Determination by the FEMA, the preliminary flood hazard data shall be used and replace all previously existing flood hazard data provided from FEMA for the purposes of administering these regulations.~~

~~B. Prior to the issuance of a Letter of Final Determination by FEMA, the use of preliminary flood hazard data shall only be required where no base flood elevations and /or floodway areas exist or where the preliminary base flood elevations or floodway area exceed the base flood elevations and/or floodway widths in existing flood hazard data provided from FEMA. Such preliminary data may be subject to change and / or appeal to FEMA.~~

- (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.

~~(5) Where a map boundary showing an area of special flood hazard and field elevations disagree, the base flood elevations or flood protection elevations (as found on an elevation profile, floodway data table, established high water marks, etc.) shall prevail.~~

(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 notify owners of substantially damaged structures of the need to obtain a floodplain development permit prior to repair, rehabilitation, or reconstruction.

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. 08-064. Passed 7-28-08.}~~

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(lk):

(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.

~~(2) Prohibited Uses.~~

~~A. Private water supply systems in all special flood hazard areas identified by FEMA, permitted under Section 3701 of the Ohio Revised Code.~~

~~B. Infectious waste treatment facilities in all special flood hazard areas, permitted under Section 3734 of the Ohio Revised Code.~~

(b) Water and Wastewater Systems. The following standards apply to all water supply, sanitary sewerage and waste disposal systems not otherwise regulated by the Ohio Revised Code:

- (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 Developments.

- (1) All subdivision proposals shall be consistent with the need to minimize flood damage and are subject to all applicable standards in these regulations;
- (2) All subdivision proposals shall have public utilities and facilities such as sewer, gas, electrical, and water systems located and constructed to minimize flood damage;
- (3) All subdivision proposals shall have adequate drainage provided to reduce exposure to flood damage; and
- (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(kj)(1)(A)(4) when a hydrologic and hydraulic analysis is completed that generates base flood elevations as required by Section 1157.04(c)(4)(A).

(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 (l).**

- (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 (4.4(A)) and construction materials resistant to flood damage (4.4(B)) 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.**
- (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 flood waters may have an enclosure below the lowest floor provided the enclosure meets the following standards:
 - 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.

(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 (l).**

- (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 (2) feet above the highest adjacent natural grade.**

(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. Relief to the elevation or dry floodproofing standards may be granted for accessory structures containing no more than 600 square feet.** 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);

(g) Recreational Vehicles. ~~Recreational vehicles must meet at least one of the following standards:~~ **Recreational vehicles on sites within zones A, A1-A30, 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)~~.

(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.

~~_____ (h) Above Ground Gas or Liquid Storage Tanks. All above ground gas or liquid storage tanks shall be anchored to prevent flotation or lateral movement resulting from hydrodynamic and hydrostatic loads.~~

(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(kj)(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)(1 and 3,4,5).

(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) 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(k)]. *[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).
- 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), a breakaway wall shall have a design safe loading resistance of not less than 10 and no more than 20 pounds per square foot.
 - 2. Use of breakaway walls which exceed a design safe loading resistance of 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 lattice-work, 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).
- 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).

~~(Ord. 08-064. Passed 7-28-08.)~~

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 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. 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 ~~5.4(B)(1) to (11)~~ **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. 08-064. Passed 7-28-08.)~~

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. 08-064. Passed 7-28-08.~~)

Section 2. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for the reasons set forth in the preamble hereto, this Ordinance shall take effect at the earliest time allowed by Law.

RICHARD R. BRADY
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
MCKENZIE E. SPRIGGS
CLERK OF THE CITY COMMISSION

Passed: February 22, 2021 (effective after 30 days)



PLANNING DEPARTMENT

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5832
www.ci.sandusky.oh.us

To: Eric Wobser, City Manager
From: Greg Voltz, Planner
Date: February 9, 2021
Subject: Commission Agenda Item – Adoption of the Downtown Sandusky Master Plan

ITEM FOR CONSIDERATION: Adoption of the Downtown Sandusky Master Plan

BACKGROUND INFORMATION: The Bicentennial Vision, adopted in 2016, set the goals of becoming a more vibrant, livable, connected, celebrated city that is a destination for all. In 2018 the federal government designated Opportunity Zones throughout the country, and downtown Sandusky was selected as one of these locations. With the stated goals in the Bicentennial Vision followed by the designation of the Opportunity Zone the City entered into contract with MKSK of Columbus, Ohio to prepare a master plan. The agreement provided for the creation of the Downtown Sandusky Master Plan which focuses on the central business district as it is at the heart of the study area and vital to creating a city that meets the goals set forth by the Bicentennial Vision.

Public and stakeholder involvement was solicited over the course of an online survey, three steering committee meetings and various small groups, and one on one stakeholder meetings. In total, over 800 people participated, but many projects and concepts presented will need further community participation and feedback with a focus on increasing the diversity of voices. The ideas and concepts presented in the final draft of the Downtown Sandusky Master Plan were direct result of the community and stakeholder input and were vetted by project partner HR&A as being financially feasible.

The Downtown Sandusky Master Plan presents a vision that will help the community leverage Sandusky's small-town appeal to residents and visitors, promote the waterfront appeal of downtown, and become the gateway to the region's destinations of Sandusky Bay, Cedar Point, Kelleys Island, Put-in-Bay, and Pelee Island.

The Master Plan is organized into nine key recommendations and five focus area opportunities that together convey a cohesive, clear and flexible set of action steps to enable downtown to continue to thrive over the next five to ten years.

9 Master Plan Recommendations	5 Focus Area Opportunities
<ol style="list-style-type: none"> 1. Position Downtown Sandusky as the Economic, Entertainment, and Cultural anchor of the region. 2. Brand something new by creating a waterfront district identity. 3. Generate year-round excitement with events and activities. 4. Consider walkability first on all downtown streets. 5. Create a bicycle, golf cart, and multimodal culture to ensure access to all. 6. Foster education + entrepreneurship around downtown's new college presence. 7. Revitalize with activated, high quality buildings that create life on the street and add views to the water. 8. Create amazing public spaces where people make lasting memories. 9. Prioritize investment to maximize opportunities. 	<ol style="list-style-type: none"> I. Make Columbus Avenue downtown's most vibrant street from weekday evenings to special events. II. Create destination waterfront dining that captures iconic views. III. Redevelop the Jackson Street parking lot with anchor mixed use development and event space. IV. Revitalize Neighborhoods with a variety of housing options and price points. V. Connect to Battery Park with public improvements and mixed use development.

The recommendations in this plan will include public responsibilities, private investment, and collaboration with community and regional partners. For this reason, the plan includes an implementation section that includes the priorities for the City of Sandusky in terms of policy/programming as well as for built projects. The Summary Matrix and Action steps includes time frames and responsible city departments as well as potential implementation partners. There are also pages dedicated towards prioritization, ideas for anchors and drivers of the downtown, as well as a street tree list.

The Planning Commission reviewed the proposed Downtown Sandusky Master Plan at their meeting on January 27, 2021, and are recommending approval of the Plan with the condition that the Plan is modified to replace the Battery Park massing concepts with the concepts presented in the Downtown Sandusky East Bay Waterfront Vision Plan from 2017.

BUDGETARY INFORMATION: There is no budgetary impact to the adoption of this Plan.

ACTION REQUESTED: It is recommended that City Commission accept the Planning Commission's recommendation of approval and proceed with legislation to adopt the Downtown Sandusky Master Plan.

I concur with this recommendation:

Eric Wobser
City Manager

Jonathan Holody
Community Development Director

cc: McKenzie Spriggs, Clerk of City Commission
Michelle Reeder, Finance Director
Brendan Heil, Law Director

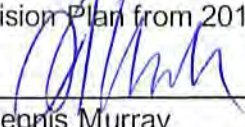


Department of Planning

240 Columbus Avenue
Sandusky, OH 44870
Phone: 419.627.5973
Fax: 419.627.5933
www.ci.sandusky.oh.us

February 9, 2021

Planning Commission at the January 27, 2021 meeting recommended approval the Downtown Sandusky Master Plan to City Commission. This recommendation was made with the condition that the plan modify the Battery Park massing concepts shown within the Planning Commission Draft of the Downtown Sandusky Master Plan Draft and replace it with the concepts presented in the Downtown Sandusky East Bay Waterfront Vision Plan from 2017.



Dennis Murray
Planning Commission Chair

ORDINANCE NO. _____

AN ORDINANCE APPROVING AND ADOPTING THE DOWNTOWN SANDUSKY MASTER PLAN FOR THE CITY OF SANDUSKY.

WHEREAS, in 2016 the City's Bicentennial Vision was adopted which set the goals of becoming a more vibrant, livable, connected, celebrated City that is a destination for all; and

WHEREAS, this City Commission approved an agreement with MKSK of Columbus, Ohio, for professional services relating to the Downtown Sandusky / Opportunity Zone Master Plan by Ordinance No. 20-040, passed on February 24, 2020; and

WHEREAS, the proposed Downtown Sandusky Master Plan presents a vision that will help the community leverage Sandusky's small-town appeal to residents and visitors, promote the waterfront appeal of downtown, and become the gateway to the region's destinations of Sandusky Bay, Cedar Point, Kelleys Island, Put-in-Bay, and Pelee Island; and

WHEREAS, the proposed Downtown Sandusky Master Plan is organized into nine (9) key recommendations and five (5) focus area opportunities that together convey a cohesive, clear and flexible set of action steps to enable downtown to continue to thrive over the next five (5) to ten (10) years; and

WHEREAS, the proposed Downtown Sandusky Master Plan was reviewed by the Planning Commission at their January 27, 2021, meeting resulting in the Planning Commission's recommendation to **approve** the Plan with the following condition:

1. The Plan is modified to replace the Battery Park massing concepts with the concepts presented in the Downtown Sandusky East Bay Waterfront Vision Plan dated July, 2017; and

WHEREAS, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of Municipal Departments, including the Department of Public Works, of the City of Sandusky, Ohio and, NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. This City Commission approves and adopts the modified Downtown Sandusky Master Plan for the City of Sandusky, a copy of which is marked Exhibit "A" and is attached to this Ordinance and is specifically incorporated as if fully rewritten herein.

Section 2. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent

provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for the reasons set forth in the preamble hereto, this Ordinance shall take effect at the earliest time allowed by Law.

RICHARD R. BRADY
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
MCKENZIE E. KRESSER
CLERK OF THE CITY COMMISSION

Passed:

DOWNTOWN SANDUSKY

— MASTER PLAN —

DRAFT REPORT | February 11, 2021

CITY COMMISSION REVIEW DRAFT



ACKNOWLEDGMENTS

Downtown Sandusky Master Plan

Community of Sandusky

THANK YOU to everyone who answered the community survey and participated in the planning process. Your experience and contributions shaped the vision and recommendations of the Master Plan.

City of Sandusky

Elisabeth Sowecke, Administrative Assistant

Leslie Mesenburg, Executive Assistant

McKenzie Spriggs, Commission Clerk

Greg Voltz, Planner

Thomas Horsman, Planner

Jonathan Holody, Director of Community Development

Josh Snyder, Assistant City Engineer

Aaron Klein, Director of Public Works

Eric Wobser, City Manager

Steering Committee

Abbey Bemis, Erie County Economic Development Corporation

Andrea Crawford, Various Downtown Establishments

Blake Harris, City of Sandusky - City Commission

Bob Hare, Local Development Group

Steering Committee Cont'd

Bridget Sanders, Lena Brows - Owner

Chris Parthemore, Sandusky State Theatre

Curtis L. Johnson, New Jerusalem Missionary Baptist Church

Dave Bier, Various Downtown Establishments

Dennis Murray, City of Sandusky - City Commission

Dennis Shaffer, Civista Bank

Dick Brady, City of Sandusky - City Commission

Dr. Eugene Sanders, Sandusky City Schools

Duff Milkie, Cedar Fair

Jeremy Normington-Slay, Firelands Regional Health System

John Spear, Marous

Keith Myers, Chesapeake Lofts Resident

Larry Fletcher, Lake Erie Shores and Islands

Mary Jane Hill, Dorn Foundation

Mike Meyers, Chesapeake Lofts

Pete McGory, Planning Commission

Ron Waite, The Sandusky Register

Ryan Whaley, Various Downtown Establishments

Steve Poggiali, Erie Regional Planning

Consultant Team

MKSK

Jeffrey J. Pongonis, ASLA, Principal Landscape Architect

Andrew Overbeck, AICP, Principal Planner

Arin Blair, AICP, Project Manager, Planner

Juliana Silveira, Urban Design Lead

Lisl Kothheimer, Designer



Kate Collignon, Partner

Alex Stokes, Principal

John Morgan, Senior Analyst

Drone Photography

New Departure Films, Joey Cassel

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February 10, 2021

To The Residents of Sandusky,

If we've learned anything from the unlikely events of the last year, it is that we must have a plan. This year we've also learned that plans can and should be fluid, open to change and made with collaboration from experts and stakeholders. That is exactly what you'll find in this Downtown Master Plan. I am proud to say that this plan is the culmination of years of relentless work by many city employees, community leaders, residents and stakeholders. This plan took feedback from hundreds of people and made their ideas and dreams into actionable items. It wasn't too long ago that ideas and dreams were just that in Sandusky. I am proud that this city now makes ideas and dreams into reality. Sandusky is no longer on the path to success, we are here. The Downtown Master Plan is evidence of this and will lead us forward into the future.

Inside this plan, you'll find many facets of development designed to help Sandusky to realize its full potential. In the past few years, we've seen entrepreneurs and investors put down roots in Sandusky, believing that their enterprises would flourish here. The Master Plan gives these already-established businesses and those looking to locate here the confidence that we are committed to the success of every business and every resident. The plan addresses infrastructure, business, green and public spaces and attractions. For more than one hundred years, Sandusky has been a tourist destination in the summer months. This plan ignites Sandusky's potential as a year-round destination, not only for tourists, but for residents, too.

At the crux of the Master Plan is the idea that Sandusky is uniquely positioned on Lake Erie, affording unparalleled access to waterfront recreation, dining, fishing and leisure. Lake Erie has always been our most cherished asset. The City has a duty to this incredible natural resource and to the city's residents to create meaningful interactions with the lake for every person. It is our crowning jewel.

Thank you for the input that was built into The Downtown Master Plan. I hope you find this plan to be thoughtful, insightful, creative and passionate. I am proud to be a part of this progressive and forward-thinking document. I hope you will join me in my excitement for all Sandusky is and will be. Let's keep moving forward together.

With hopeful anticipation,



Richard R. Brady
President
Sandusky City Commission

1 INTRODUCTION

Executive Summary

About this Plan

Plan Process

Plan Objectives

DOWNTOWN SANDUSKY

America's Best Coastal Small Town

Executive Summary

Downtown Sandusky has an incredible collection of assets—a diverse, engaged community, a historic, walkable downtown, an active, beautiful waterfront, a dedicated, visionary local government, connection to internationally-known destinations, and more. These factors have won the city's recognition as America's Best Coastal Small Town and will continue to draw people and investment into the region.

The Downtown Sandusky Master Plan presents a vision that will help the community **leverage Sandusky's small-town appeal** to residents and visitors, **promote the waterfront** appeal of downtown, and **become the gateway to the region's destinations** of Sandusky Bay, Cedar Point, Kelleys Island, Put-in-Bay, and Pelee Island.

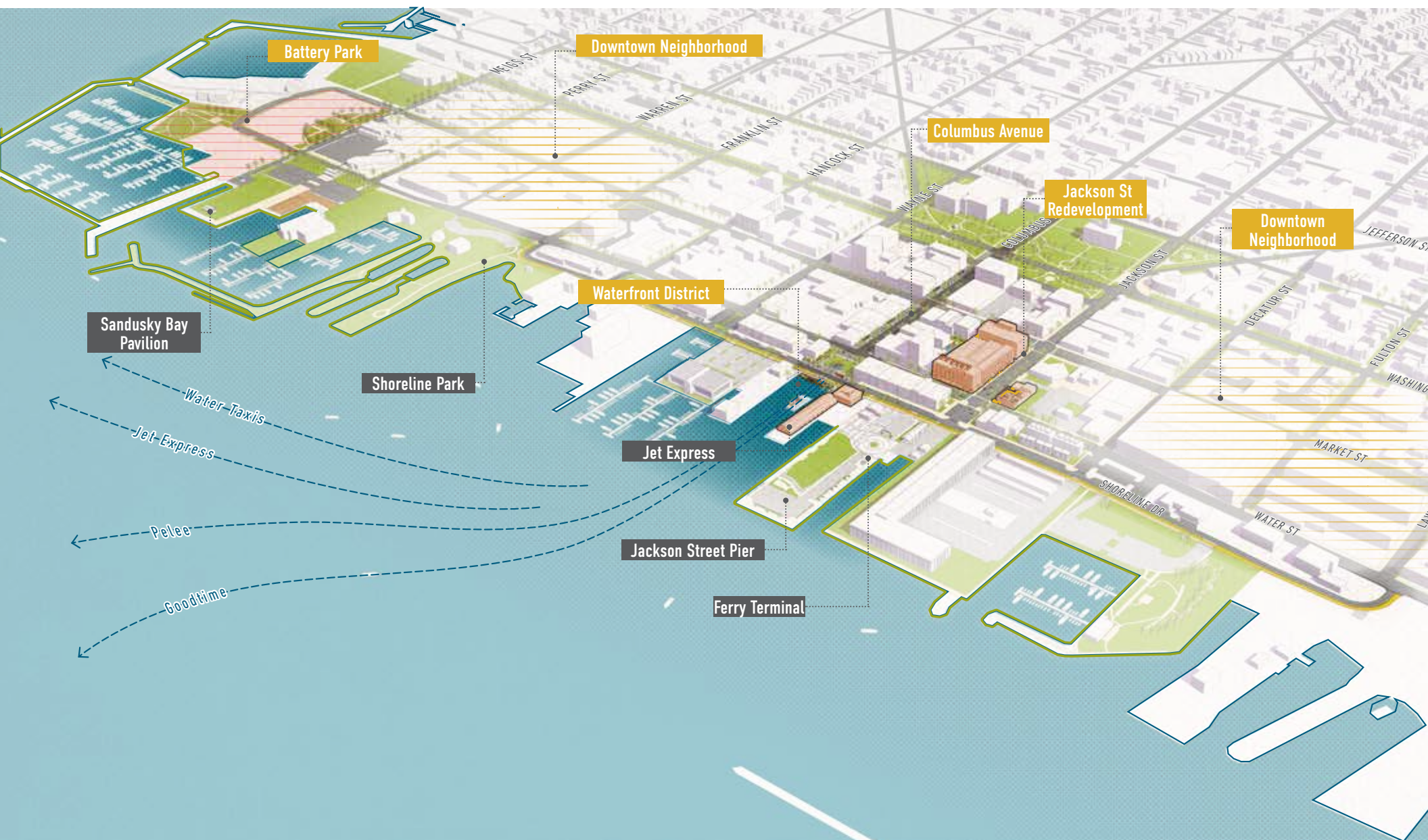
The Master Plan is organized into nine key recommendations and five focus area opportunities that together convey a cohesive, clear and flexible set of action steps to enable downtown to continue to thrive over the next five to ten years.

9 Master Plan Recommendations

1. **Position Downtown Sandusky as the Economic, Entertainment, and Cultural anchor of the region.**
2. **Brand something new** by creating a waterfront district identity.
3. **Generate year-round excitement** with events and activities.
4. **Consider walkability first** on all downtown streets.
5. **Create a bicycle, golf cart, and multimodal culture** to ensure access to all.
6. **Foster education + entrepreneurship** around downtown's new college presence.
7. **Revitalize with activated, high quality buildings** that create life on the street and add views to the water.
8. **Create amazing public spaces** where people make lasting memories.
9. **Prioritize investment** to maximize opportunities.

5 Focus Area Opportunities

- I. **Make Columbus Avenue** downtown's most vibrant street from weekday evenings to special events.
- II. **Create destination waterfront dining** that captures iconic views.
- III. **Redevelop the Jackson Street parking lot** with anchor mixed use development and event space.
- IV. **Revitalize Neighborhoods** with a variety of housing options and price points.
- V. **Connect to Battery Park** with public improvements and mixed use development.



INTRODUCTION

About this Plan

The Downtown Sandusky Master Plan establishes a vision for the public and private realm in Downtown Sandusky. This vision is feasible, market based, flexible to opportunities that arise, founded in community feedback, and built upon the ideas set forth in the Sandusky 2018 Bicentennial Vision.

The planning process was conducted in 2020 and included a robust series of stakeholder interviews, regular meetings with a Steering Committee, and a community survey that received 798 responses. City of Sandusky staff and the consultant team worked in close collaboration throughout the process to ensure the plan is authentic to Sandusky and authored with local, regional, and national downtown planning and economic development expertise.

The plan is organized into six sections:

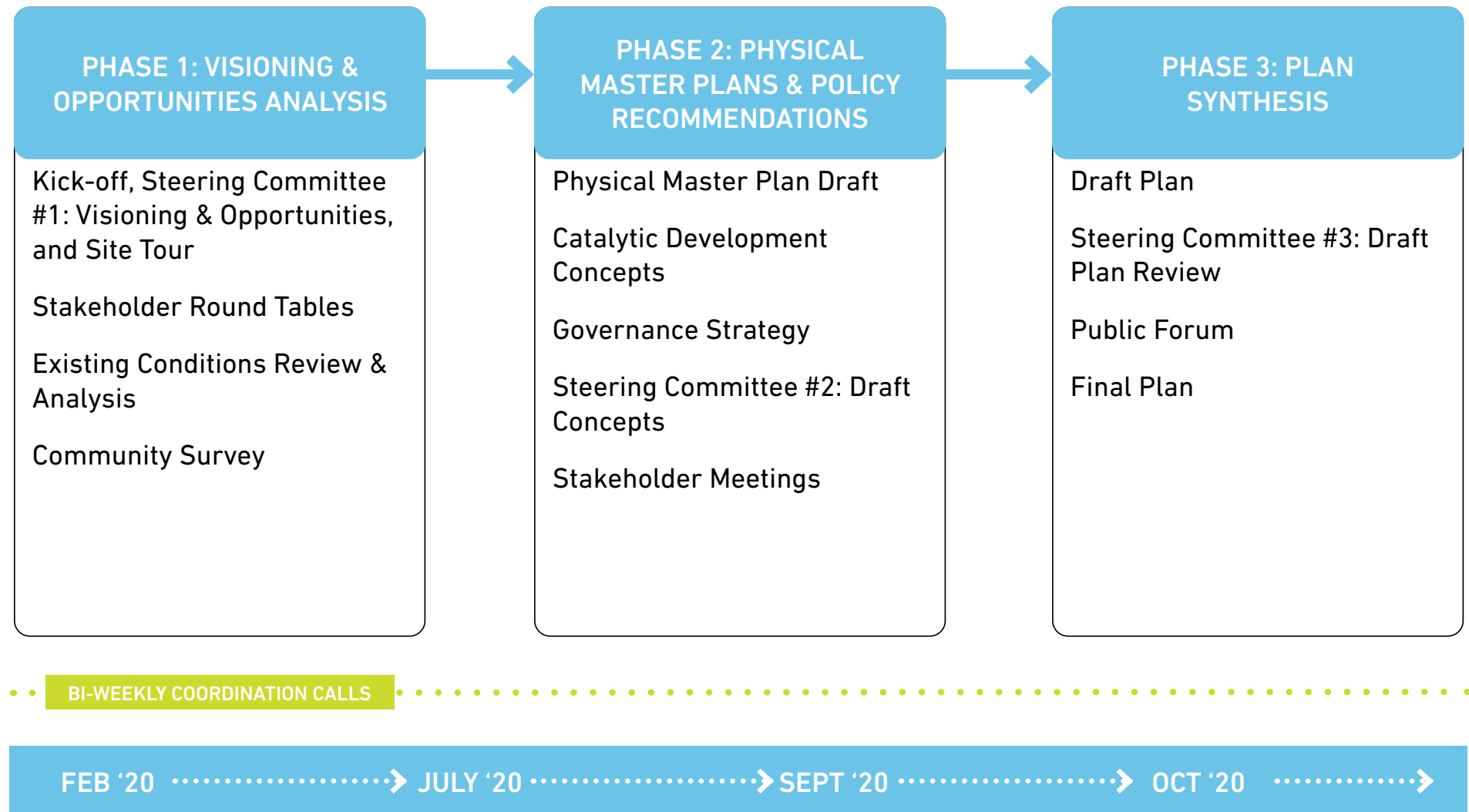
- » **Introduction** explains the plan timeline and plan objectives.
- » **Engagement** reviews the community survey and resulting guiding principles for the plan's recommendations.
- » **Market Potential** summarizes the retail, residential, and tourism market potential of downtown.
- » **Analysis** examines a series of factors that shape downtown including the history, waterfront, and built environment.
- » **Recommendations** illustrates the nine plan recommendations and five focus area opportunities.
- » **Implementation** outlines action steps for implementing the plan recommendations including program and policy actions.



PLAN PROCESS

Phases, Tasks, and Activities

This process overview depicts the three-phase plan development and community engagement process conducted from February to November 2020.



PLAN OBJECTIVES

Building Blocks

At the outset of the planning process, five building blocks were defined to frame the Master Plan direction and objectives.

The **Downtown Focus** leverages the identity of Sandusky as the “Best Coastal Small Town in America” (USA Today, 2019) to continue the momentum of recent improvements and further establish downtown as event central for Sandusky residents. Downtown was designated as an Opportunity Zone to incentivize these types of improvements. Enhancing the vibrancy of downtown also attracts visitors and tourists, fosters new business, and supports local entrepreneurship.

The plan is **Market Influenced**, utilizing Sandusky’s unique market potential and position in the region. This also helps to ensure the plan recommendations are financially feasible and supported by existing and projected future demand.

The **Conceptual Vision** for each focus area illustrates recommendations for site design, building program, and public realm improvements that reflect the ideas of the community and stakeholders. The illustrations are diagrammatic and allow for flexibility in continued community conversations as each focus area moves toward implementation.

Potential Anchors are identified in each focus area that illustrates private development. These concepts give the city a basis for conversation to inspire potential developers and investors in downtown, while demonstrating each site’s potential to all audiences.

A framework for **Downtown Streetscapes**, with particular focus on Columbus Avenue, answers the community’s desires for downtown to be a connected, walkable, year-round destination. The illustrations show how a transformed streetscape connects to Shoreline Drive and Jackson Street Pier to create a holistic, vibrant retail and event district downtown.



The building blocks provided a foundation for the engagement process and plan analysis:



Downtown Focus

- » Making downtown a **year-round destination & neighborhood** while leveraging the tourist economy



Market Influenced

- » Understanding Sandusky's **unique market potential** and position



Conceptual Vision

- » Visualizing **priority places** for new public and private investments using urban design and planning principles



Potential Anchors

- » Identifying **market-feasible**, potential anchors for private development



Streetscapes

- » Particular focus on the public realm of **Columbus Avenue**

2

ENGAGEMENT

Overview

Community Survey

Guiding Principles

ENGAGEMENT PROCESS

Overview

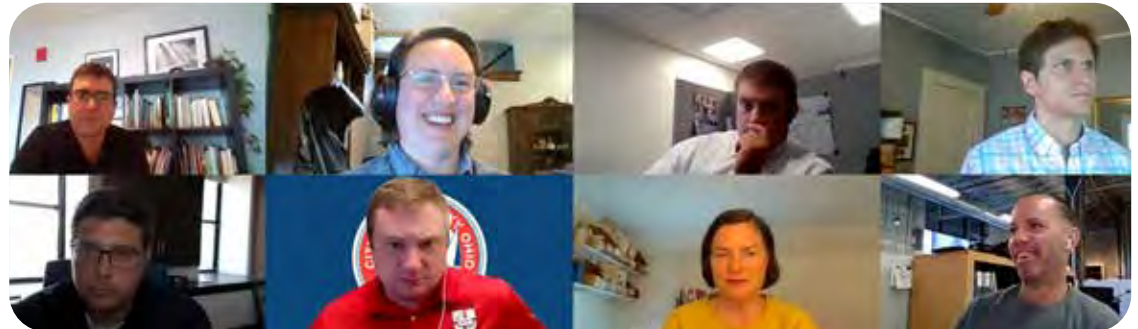
The *2018 Bicentennial Vision Comprehensive Plan* set a vision for downtown that included walkability, a need for anchor development and redevelopment, a desire for year-round events and activities, and an emphasis on waterfront access and public space. The ideas and recommendations of the Comprehensive Plan led to, and set the stage for, this Downtown Master Plan to carry forward.

The Downtown Master Plan engaged more than 800 members of the Sandusky community, including one-on-one and group discussions with dozens of stakeholders, milestone meetings with the Steering Committee, and responses to an online Community Survey. Engagement included one in-person meeting with a site tour. The rest of the process was conducted remotely online and via phone calls, as the COVID-19 pandemic limited in-person interaction.

While Sandusky staff and leadership set the course for the planning process, the Steering Committee and stakeholders ensured the plan's Focus Area Concepts and recommendations responded to, and were shaped by, community desires and feedback.



COMMUNITY QUOTES — look for quote bubbles like this throughout the plan for quotes from community members who answered the survey.



WHAT SHOULD THE FUTURE OF DOWNTOWN LOOK LIKE?

Share your ideas for the future of Downtown!

The City of Sandusky is completing a Downtown Sandusky Master Plan. A master plan is a document with overarching goals and aspirations for future community development, programming, and policy. The plan will focus on how Downtown serves Sandusky residents and the larger region. Building on our momentum from recent planning efforts, such as Jackson Street Plan, The historic Point Ledge and 9050' Resort and Attraction Management Program, Sandusky Bay Pathway Mile Zero, Marketplace at Lakeside, and the reconstruction of Shoreline Drive, the plan will envision the economic potential and urban design to Downtown beyond 2020.

Tell us what you think! Share with your friends and family. Your input will help shape the vision, goals of focus, and recommendations in the plan.

Hold your camera over the "scan me" code or visit the bit.ly link below to take the survey. The survey is open through July 31st.

[BIT.LY/DTS_MP](https://bit.ly/DTS_MP)

DOWNTOWN
— MASTER PLAN —



WHAT WE HEARD

Community Survey

The Downtown Master Plan online community survey focused on gathering targeted feedback and ideas from the community regarding downtown's next steps. With all the public and private accomplishments since the *Bicentennial Vision Plan*—including the Sandusky Bay Pathway extension and Mile Marker Zero, Shoreline Drive, Jackson Street Pier, the Resort School by Cedar Point and Bowling Green State University, the Marketplace at Cooke, new restaurants and residential, and more—this survey built on that work to ask the community: “What’s next?”

The survey questions and respondent summary are listed in the corresponding graphic. Respondents were a balanced mix of Sandusky residents and those who live close to downtown and work downtown. Also, the responses represented a broad age range of residents. However, 90% of respondents identified as white. This is a much larger proportion than in the city – which is estimated by the 2019 American Community Survey to be 67.3% white, 23.9% Black or African American alone and more than 5% other or more than one race, with 7.2% also identifying as Hispanic or Latino. To ensure the plan is representative of Sandusky's diverse community, continued engagement with Black and Brown residents should be a focus for next steps. Targeted outreach and one-on-one conversations are recommended throughout plan implementation to shape each project to represent the full Sandusky community.

“It’s one of the most beautiful downtowns in the country. The draw is the beauty nature gave it: the lake, the countryside, the history.”

798

Total Responses

We asked...

- » What are you most excited about?
- » What is missing downtown?
- » What are downtown's greatest opportunities?
- » How do you get to, and move around, downtown?
- » What would make Columbus Avenue downtown's most vibrant street?
- » Do you feel like downtown is clean, safe, and there is plenty to do?
- » How can downtown be a great place for residents and tourists?
- » How can marketing or communications attract you, your friends and family, tourists and visitors to visit downtown more often?

75% Live in Sandusky

40% Live within a 10-minute walk of downtown

24% Work in Sandusky

13% Own a business in Sandusky

37% Age 20-40

37% Age 40-60

60% Female

90% White

2% Black or African American

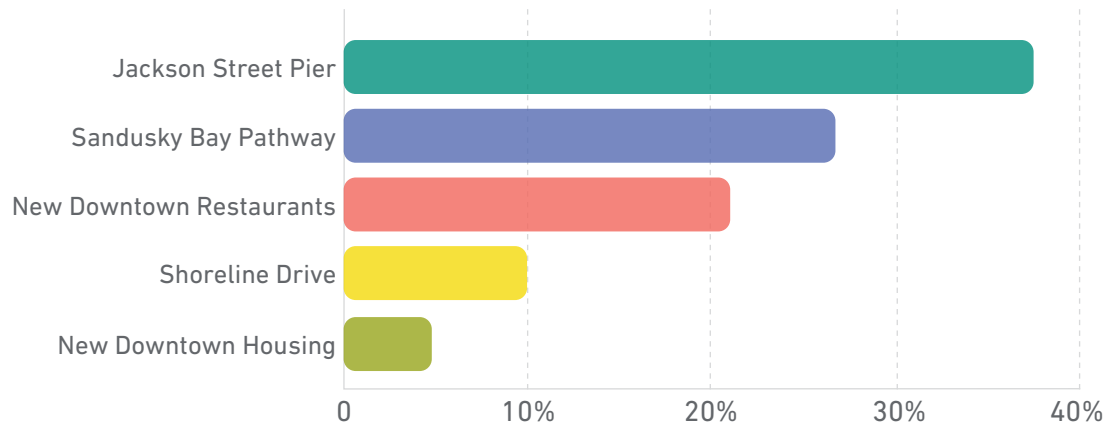
2% Multiple races

1% Hispanic, Latino, or Spanish

4% Other race or did not identify

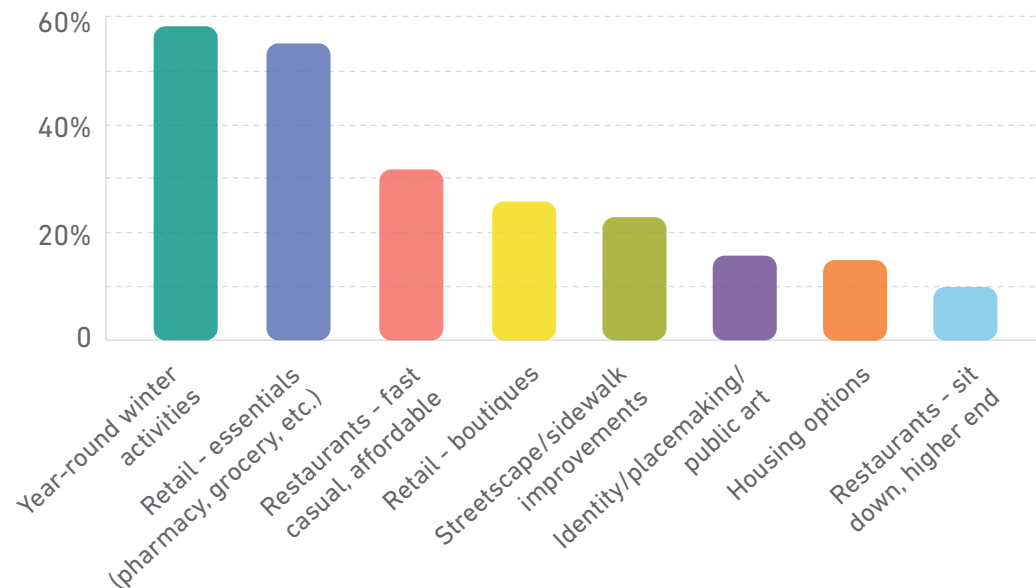
Which new project opening are you most excited about?

Survey respondents marked Jackson Street Pier as the project opening they were most excited about. The Pier opening occurred about one month before the survey time frame.



What is missing downtown?

Essential retail and year-round/winter activities were the top items from this list. The question asked respondents to select up to three answers.



What are two specific ideas for things that are missing downtown?

Themes from the community ideas for what is missing downtown are:

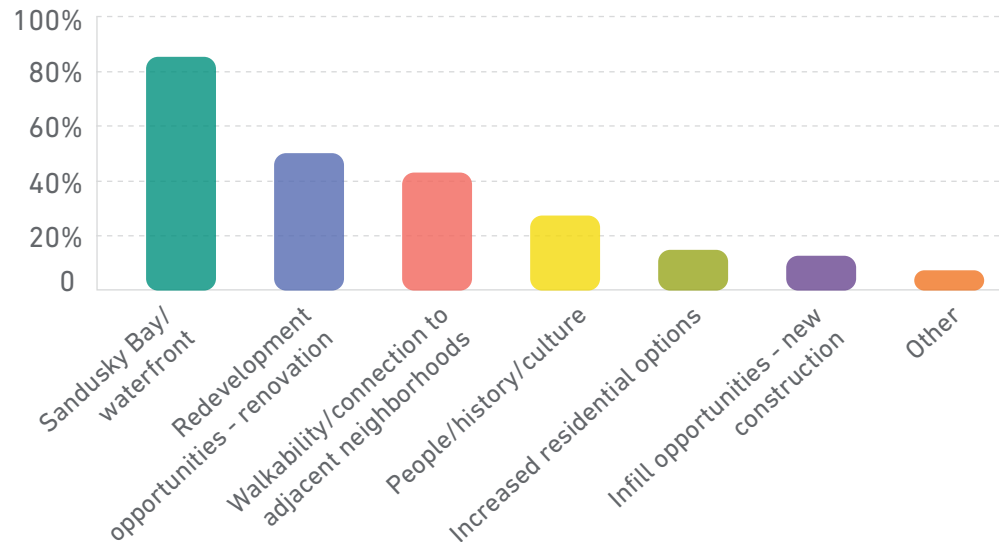
- » **Retail variety:** Grocery store / drug store / convenience store; specialty retail / boutique retail, "Sandusky" souvenir retail, brand name retail
- » **Public beach** / swimming pool / splash pad
- » More **access to the waterfront**, waterfront dining, rooftop patios / event spaces
- » **Restaurants:** outdoor dining, restaurant patios, food trucks, ice cream, bakery, coffee shops, restaurant variety, brewery/distillery, fast casual
- » **Pedestrian amenities:** trees, shade, greenery/flowers, seating, wider sidewalks, sidewalk improvements, public restrooms
- » **Hotel:** name brand, boutique, signature,
- » **Parking:** new garage, improve existing garage, dedicated resident parking, parallel parking instead of angled, parking for ferry users farther away
- » **More housing:** affordable, high end, middle end, young professional, retail and housing in 2nd and 3rd floors of buildings
- » **Arts & Culture:** cultural diversity, Black-owned businesses, inclusion, public art, murals, art museum, events/festivals, live music, outdoor games
- » **Winter activities:** winterfest, ice skating, heat lamps, table top fire places

IDEAS FOR SANDUSKY

Community Survey

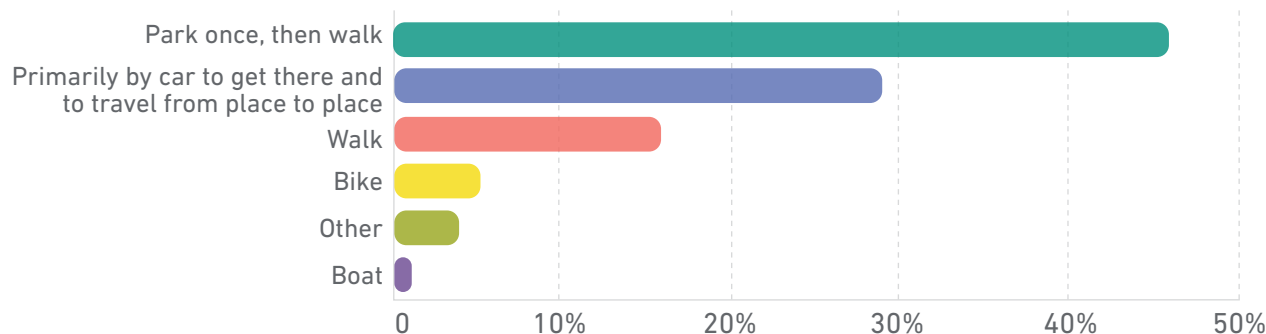
What are downtown's greatest opportunities?

Sandusky Bay was by far the most popular selection, with 85 percent of respondents identifying the waterfront as downtown's greatest opportunity. Redevelopment opportunities and walkability were the next most supported ideas, with 40-50 percent of respondents selecting them as great opportunities. People, history, and culture was also identified as important. The question asked respondents to select up to three answers.



How do you get to, and move around, downtown?

45 percent of respondents park once when they go downtown, then walk to various destinations and 15 percent walk there without a vehicle. These findings correlate with the importance of walkability as shown in the "Downtown Opportunities" question and suggests downtown is functioning as a walkable area for the majority of residents and visitors who go there today.



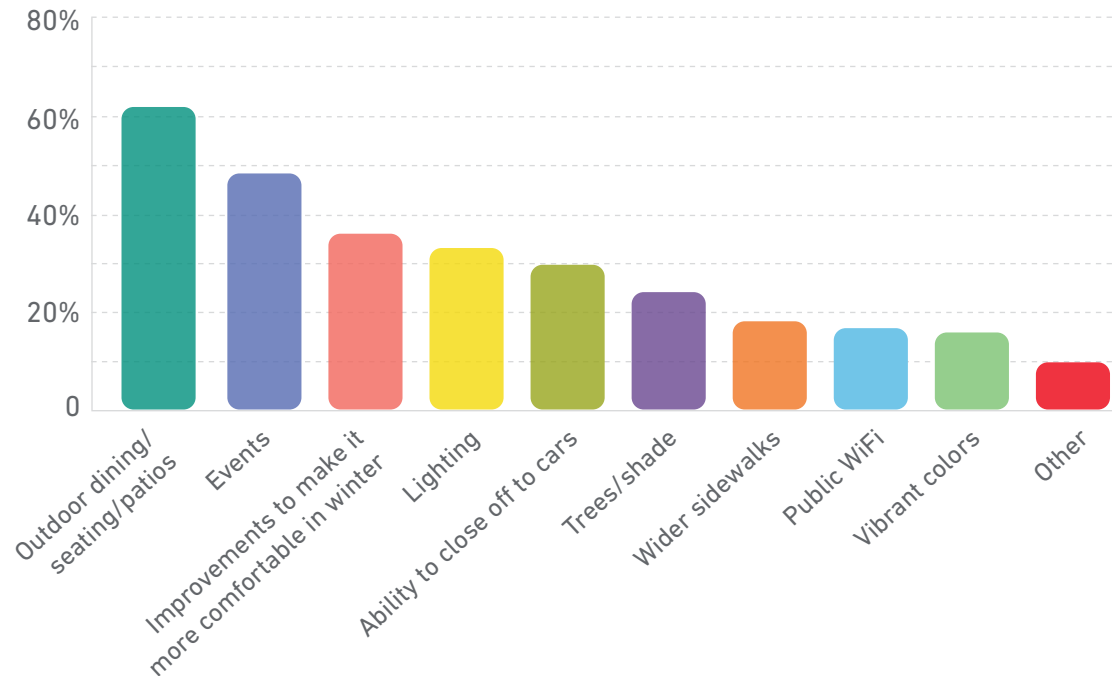
What are two specific ideas for things that are missing downtown?

Themes from the community ideas for downtown's greatest opportunities are:

- » **Waterfront:** increase access, more dining, public beach, Battery Park, ferry service, more piers/boardwalk, transient boater access, events, porches, rooftops, seating
- » **Development:** filling empty storefronts, building renovation/preservation, anchor employment, small businesses, hotel, upper floors, more retail and restaurants
- » **Public space:** amphitheater parks, green space, streetscape/sidewalk improvements, Sandusky Bay Pathway, bike lanes, linking everything together, Designated Outdoor Refreshment Area, pedestrian-only areas
- » **Year-round recreation:** indoor playground or recreation center, trampoline park, go-carts, mini golf, theater, live music, arts and crafts, pickleball
- » **Events/festivals:** Sidewalk Chalk, Car Shows, Dancing in the Streets, Juneteenth Celebration, family/kids events
- » **Improvements and connections to surrounding neighborhoods:** streets, sidewalks, crossings, Sandusky Bay Pathway, bike lanes, linking everything together
- » **Housing:** affordable, condos, high rise, waterfront, renovation

What would make Columbus Avenue downtown's most vibrant street?

Outdoor dining / seating / patios received the greatest response to this question, selected by more than 60% of survey respondents. Nearly 50 percent of responses emphasized the importance of events. The ability to close the street off to cars, lighting, and improvements to make it more comfortable in the winter were selected by around 30 percent of folks who answered this question. The question asked respondents to select up to three answers.



What are two specific ideas for things that are missing downtown?

Themes from the community ideas for making Columbus Avenue downtown's most vibrant street are:

- » **Lighting:** current lighting is too dim, add string lights over the street, lights like Short North in Columbus, colorful lights, more lights in general
- » Make it more **pedestrian friendly:** wider sidewalks, greenery/flowers, trees, seating, Public WiFi, DORA
- » **Art:** color, murals, local art, custom designed streetscape amenities
- » **Outdoor dining:** patios, food trucks, outdoor vendors/carts
- » Live music / **festivals / events,** farmers market
- » **Shade** in summer and **heat lamps** in winter
- » **Parking:** make it parallel, add more, make garage nicer, take it away and add seating / wider sidewalks, more parking for handicapped
- » **Close down street:** permanently, seasonally, on weekends, in evenings, for events
- » **Paving:** repave, replace sidewalks, make the road brick or special paving

COMMUNITY CONSENSUS

Top Themes

What we heard from the 798 responses to the community survey, conversations with the Steering Committee, and series of stakeholder interviews consistently flowed into these top themes:



Downtown Sandusky is on the right track. The community is **excited about new, recent, and upcoming improvements**—including Jackson Street Pier, Sandusky Bay Pathway, Shoreline Drive, BGSU/ Cedar Fair partnership, Marketplace at Cooke, restaurants, retail, and more. Comments emphasized how important the city's investment is, and has been, for catalyzing private ventures.



The water is downtown's greatest asset. Respondents want more focus on the waterfront. From direct access to Sandusky Bay with amenities such as a public beach, piers, overlooks and boardwalks, to restaurant and event spaces with patios, balconies, and rooftops, to boating, water taxi, and ferry services, to themed events and souvenir shops—**people want downtown to interact with the water.**



Activities and Events, year-round, are paramount. In the survey results, activities or events were **mentioned 545 times**. These include arts and culture events, family events, festivals and themed special events, live music, farmers markets, year-round activities.



The pedestrian experience is key. People love downtown because it is walkable. Improvements should **maintain and enhance the pedestrian experience**, including seating, shade, dining, lighting, safe crossings, and connections to surrounding neighborhoods.



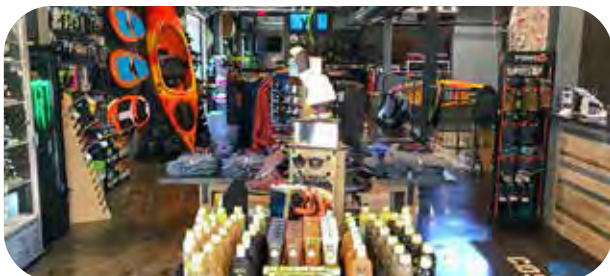
Columbus Avenue should ignite all the senses. The community has big ideas for Columbus Avenue. Specific improvement ideas include **wider sidewalks, lighting, public art, heat in winter, shade in summer, special paving, outdoor dining and seating.** Columbus Avenue should work 24/7/365 for pedestrians and businesses, with the ability to be closed down for festivals and events.



Broader retail options could better serve residents and visitors. Many comments discussed the desire for **essential retail** including clothing, pharmacy, and grocery. Ideas for more **shops and restaurants** included boutique, local businesses, art gallery, souvenirs, food trucks, coffee shops, and ice cream.



Downtown needs more places to stay and more places to live. Respondents called for **more options to live and visit downtown.** Today, hotel options are limited, and more rooms are needed to attract visitors. New residential ideas included townhomes, high rises, apartments and condos.



Amenities that are great for residents are great for tourists, too. While there is room for some souvenir and vacation-based shopping, the community emphasizes that the things that make Sandusky appealing for residents will attract and entertain tourists, too. Top mentions include **connections to the water, events and activities, and variety of restaurants and retail.**

DIRECTION FOR THE PLAN

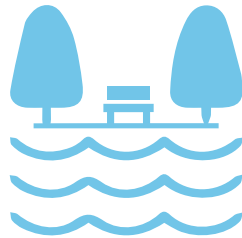
Guiding Principles

These six guiding principles were developed to connect the top themes from the public engagement and create a foundation for developing the concepts and recommendations in the plan.

The Downtown Sandusky Master Plan will:



» **Connect downtown's assets** with a cohesive, walkable street network full of creature comforts



» Increase **connections to the water** with public access and views



» Grow downtown as a neighborhood with more **residential options**



- » Establish downtown as a **year-round destination** with things to do every season



- » **Increase the number of visitors** to downtown and **increase how long they stay**



- » Foster the success of **downtown retail** with public realm investments and a vision for new and infill development

3 MARKET POTENTIAL

Summary

DOWNTOWN'S MARKET POTENTIAL

Summary

An analysis and summary of previous market studies was conducted in the context of 2020 to help ensure the concepts and recommendations in the plan were feasible in the marketplace. The studies included:

- » *Sandusky Site Retail Analysis (2019)*
- » *East Bay Downtown Market Analytics & Recommendations (2017)*
- » *Housing Needs Assessment (2017)*
- » *Hotel Conference Center Market Study (2017)*
- » Incentives analysis (performed as part of this plan)



Sources: *Sandusky Site Retail Analysis, Downtown-East Bay Market Analytics*

SUMMARY OF DOWNTOWN'S MARKET POTENTIAL

Local and tourism demand supports mixed-use developments downtown.

Retail

- » **Downtown:** Recent and future developments focus on **F&B, specialty stores, and experiential retail** in downtown corridor.
- » **Customers:** Locals continue to support new retail downtown, while tourists may help expand opportunities.
- » **East Bay:** **Long-term opportunity** could support waterfront-focused entertainment options.

Tourism

- » **Tourism:** Hotels citywide are geared to **high summer demand** by visitors to Cedar Point, Kalahari, Sports Force, etc.
- » **Recent activity:** Successful opening of Holiday Inn near downtown suggests development potential.
- » **Opportunity:** Market may support a new **100-150 bed hotel at the upper-midscale range**.

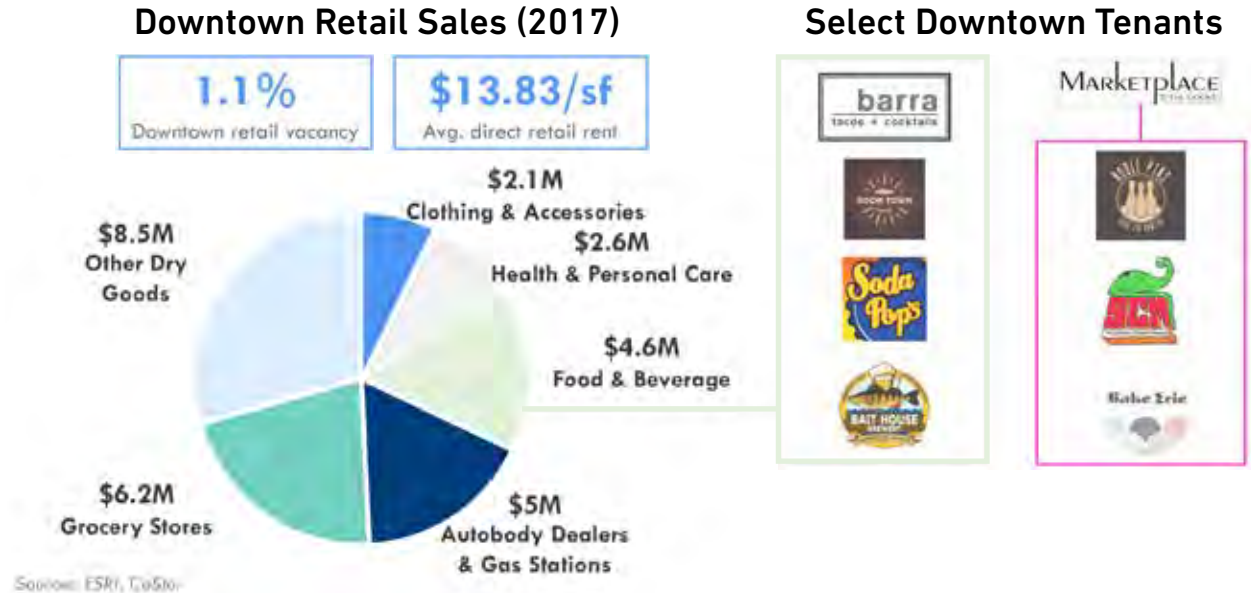
Residential

- » **Existing market:** Downtown rentals achieve **\$1.00 - \$1.50/sf rents with high occupancy**.
- » **Recent activity:** Downtown has attracted dozens of new and rehabilitated units, both rentals and condos.
- » **Opportunity:** Demand may support up to **250 new market-rate rentals and 200 new affordable units**.

DEMAND IS INCREASING FOR EXPERIENTIAL RETAIL DOWNTOWN

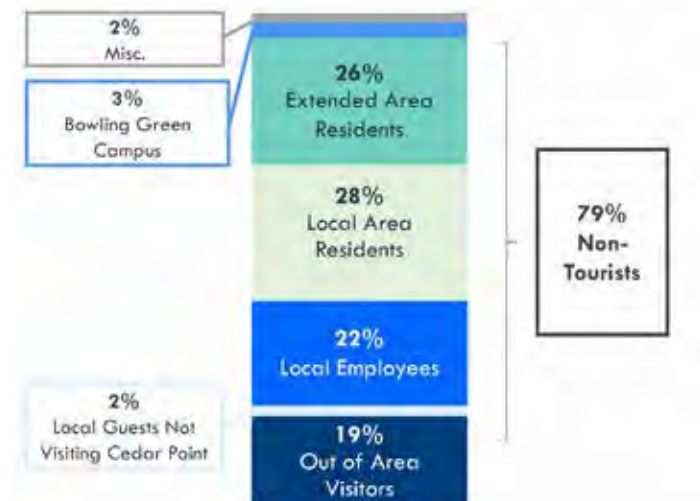
Retail Market Summary Takeaways

The retail market summary notes recent and proposed retail redevelopment in downtown. Recent and planned retail capitalizes on mixed use redevelopments and increasing demand for experiential retail downtown.



Projected Customers: Food Hall Concept at Kreimes Grocery Site (see map)

New development primarily responds to local and regional demand, complemented by—but not exclusively dependent on—tourism.



Recent and planned retail capitalizes on mixed use redevelopments and increasing demand for experiential retail downtown.



CAPTURING MORE VISITOR SPENDING COULD BE TRANSFORMATIONAL

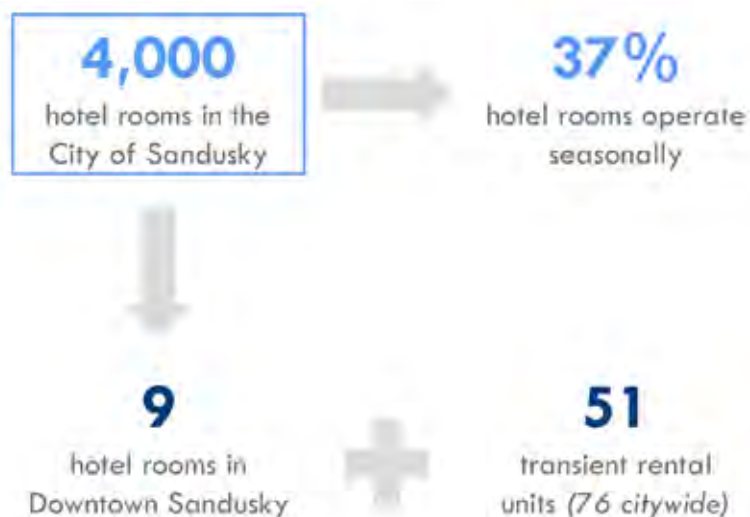
Tourism Market Summary Takeaways

Visitors to the region spend \$1.9B annually. Of those 10 million annual visitors, 3.5 million visit Cedar Point. However, only an estimated 1% of tourist spending occurs in Downtown Sandusky. Capturing even a slight amount of that annual visitor spending could be transformational downtown. While the economy supports 4,000 hotel rooms in the city of Sandusky, downtown has only nine rooms. The hotel market analysis suggested a 100-150 hotel room demand for downtown as of 2017. Additionally, hotel occupancy rate is 50 percent or higher for six months of the year from May through October. Adding hotel rooms Downtown could bring that visitor spending to local businesses and add customers year-round.



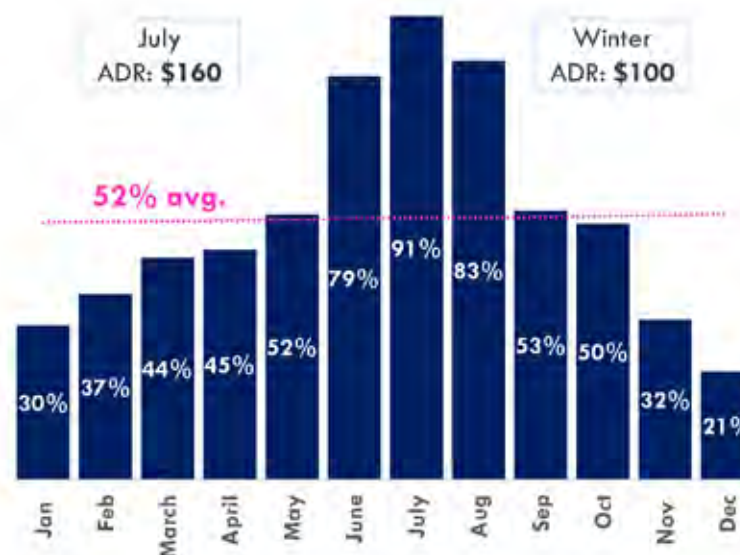
Sources: East Bay-Downtown Market Analytics; conversations with City staff.

Sandusky's highly seasonal hotel market responds to demand for outdoor attractions such as Cedar Point.



Source: Hotel Conference Center Market Study, conversations with City staff

2016 Hotel Occupancy by Month



Hotel Market Activity

Trends suggest the Downtown market can support a 125-room mid-scale hotel.



Hotel Kilbourne

- \$2M renovation in 2016 of vacant building into a boutique hotel
- 9 rooms
- Only hotel within Downtown Sandusky



Holiday Inn Express

- Phase I: built in 2016 for \$7M, included 66 rooms
- Phase II: \$6M construction of an additional 66 rooms

Hotel Market Forecasts

Holiday Inn opening did not produce adverse effects on market occupancy rates

5%
RevPAR annual growth rate in City

Demand for local amenities & Sports Force Parks

100-150 est. hotel room demand

Source: Hotel Conference Center Market Study (HVS), 2017.

PEOPLE WANT TO LIVE DOWNTOWN

Residential Market Summary Takeaways

Downtown, market rate housing is 97 percent occupied. This suggests pent up demand, which was estimated as demand for 190 – 250 units in a 2017 housing study. The demand has catalyzed new development and rehabilitations in downtown including the Columbus Avenue Lofts, Water Street Townhomes, and Falcon Lofts. New projects are a mixture of market-rate rental and for-sale housing.

Given the continued demand, stakeholders remain optimistic on opportunities for residential development downtown. The rehabilitation of upper floors in historic buildings likely offers a promising option to create housing in the short term, as exemplified by several recent projects. All residential development likely requires some form of public support, whether through direct funding or TIF programs.

High occupancy for market-rate rentals has encouraged new developments and rehabilitations downtown.

Rental Market Background



Sources: Housing Needs Assessment (Y3, 2017), CoStar, conversations with City staff.

Rental Market Activity

COMPLETED



- Historical building rehab
- **18** rental units completed 2019
- Est. asking rent: **\$1.50/SF, top of market**

UNDER CONSTRUCTION



- New development, under construction
- **80** units targeting future BGSU students
- Projected asking rent: **\$1.50/SF**

Recent developments have captured demand for for-sale housing downtown at upper price points.

For-Sale Market Background



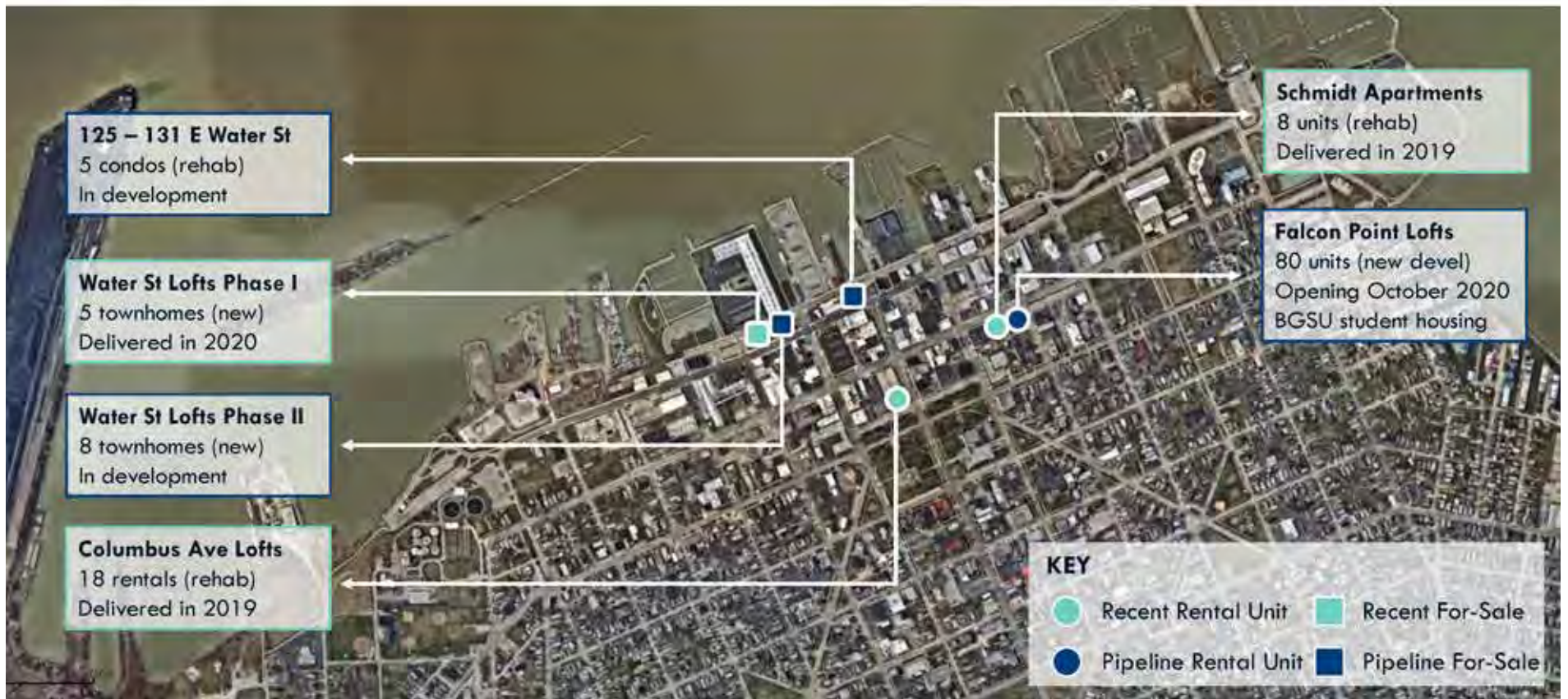
*Estimated using the Downpayment Assistance Program results.
Sources: Housing Needs Assessment, conversations with City staff.

For-Sale Market Activity



- New townhomes
- Phase I units are selling for \$300K - \$330K, or **\$150 - \$200 PSF**
- Phase II expects price increase of **\$30,000/unit**

Recent and planned residential mixed-use developments will continue to activate downtown with residents and business.



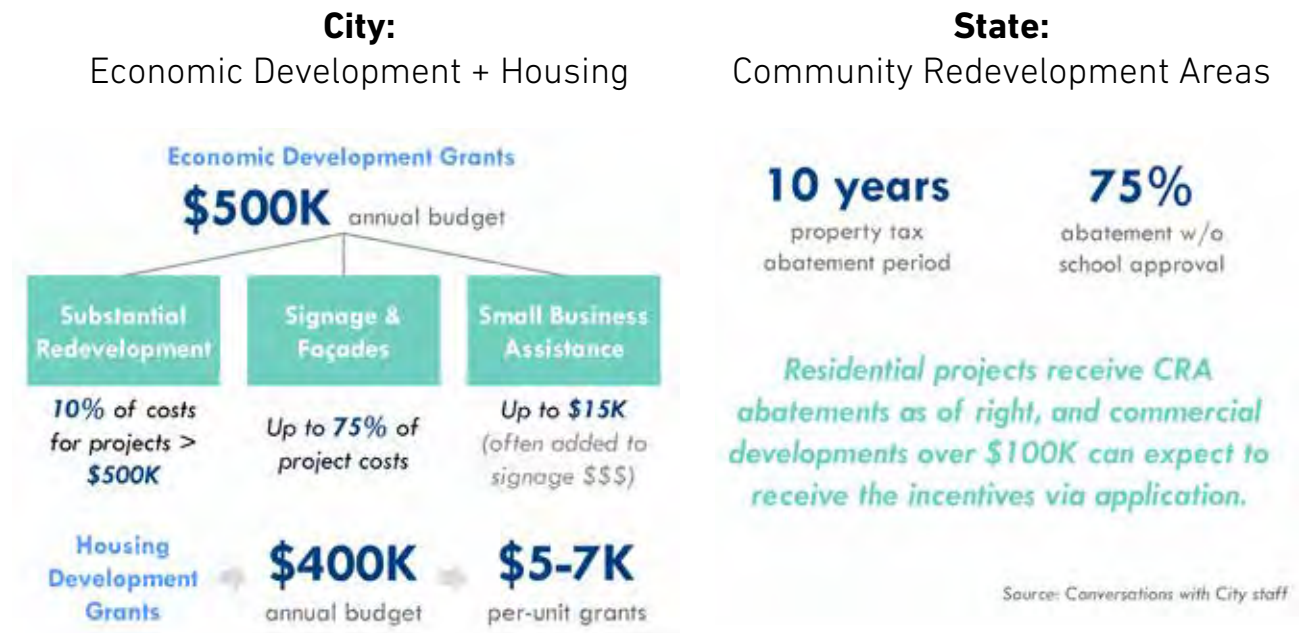
THE CITY SPEAKS THE LANGUAGE OF DEVELOPMENT

Market Incentives Takeaways

The City has taken proactive measure to incentivize development and downtown revitalization through several creative funding mechanisms. These include a combination of local and State programs and are used to support projects of all sizes. Development grant recipients include large projects such as the Falcon Lofts (Resort School built in partnership by Bowling Green State University and Cedar Fair). Small business grant recipients include Barra Tacos and Daly's Pub.

Incentives programs help balance the cost of construction versus lower rent in the City (as compared to larger cities like Cleveland). Ongoing incentives are promoting more housing options downtown and helping to fill the market demand for living in walkable neighborhoods as well as promoting business growth which creates jobs and supports local entrepreneurs. City Economic Development and Housing Grants provide annual \$900,000 in grant funding for redevelopment, signage, building facades, and small business assistance. The Community Redevelopment Area program by the State of Ohio supports a 10-year property tax abatement period for residential projects and some commercial projects.

Both city and state incentives programs support downtown developments. These programs help projects to become financially feasible for development.



Downtown Sandusky is located within a federal Opportunity Zone. This designation allows investors to defer and/or abate capital gains taxes on qualified investments in local businesses and real estate developments. By improving the returns on these investments, the Opportunity Zone program potentially increases the supply of available capital and range of market-feasible projects in downtown Sandusky.

While city programs have enabled many developments to date, future large scale projects may require new funding sources, such as a Section 41 TIF.

Recent Grant Recipients

SUBSTANTIAL DEVELOPMENT GRANT RECIPIENTS

BGSU/Cedar Fair \$1.0M	Cardinal Grocery \$150K
Water St. Lofts \$75K	125-131 E Water St. \$193K
CHESAPEAKE TIF RECIPIENTS	
Feick Building \$1.3M	Marketplace at Cooke \$150K
	Columbus Ave Lofts \$450K

SMALL BUSINESS + SIGNAGE GRANT RECIPIENTS

Barra Tacos \$20K	Daly's Pub \$35K
Tim Dorsey Fitness \$35K	Vita Urbana \$21K

The Chesapeake TIF has been fully committed to fund public works. Future private development will require a Section 41 TIF or other financing vehicle.

TIF programs, such as Section 40 and Section 41, capture the incremental increases in property taxes from parcels within defined TIF districts to fund infrastructure and investments. While Section 40 TIFs can only fund public infrastructure like roads and parks, Section 41 TIFs are able to support eligible private developments directly.



4 ANALYSIS

Existing Conditions

A HISTORY AND FUTURE OF OPPORTUNITY

Downtown Sandusky

Heritage

Downtown Sandusky is located on the traditional lands of the Native American Erie tribe, who are the namesake of Lake Erie and Erie County. The city is named for the Wyandot word meaning “at the cold water” highlighting Sandusky’s integral connection to the water.

The Kilbourne Plat

Downtown’s unique street pattern, a masonic grid, is known as the “Kilbourne Plat” after its designer Hector Kilbourne. Sandusky is one of two cities in the U.S. with a masonic grid design—the other being Washington D.C. The street grid frames downtown with diagonal streets (Central and Huron Avenues) leading to Washington Park and the County Courthouse. Washington Park is the gateway to the civic and retail core of the city—where you can look down Columbus Avenue for an iconic view of Sandusky Bay.

Opportunity Zone

Downtown Sandusky is also defined by the Opportunity Zone boundary as shown here. The zone is roughly bound by Monroe Street along the south edge, Camp and Shelby Streets along the west, and Sandusky Bay on the east and north.

The Opportunity Zone is a federal tax incentive program intended to foster revitalization in communities. It allows investors to defer capital gains taxes by placing funds into real estate within an Opportunity Zone. If the investment is retained for 10 years, the capital gains taxes from the original investment are waived. For more information of how to take advantage of these programs, reach out to city staff and also see this “Frequently Asked Questions” resource from the IRS: <https://www.irs.gov/credits-deductions/opportunity-zones-frequently-asked-questions>.

A Working Waterfront

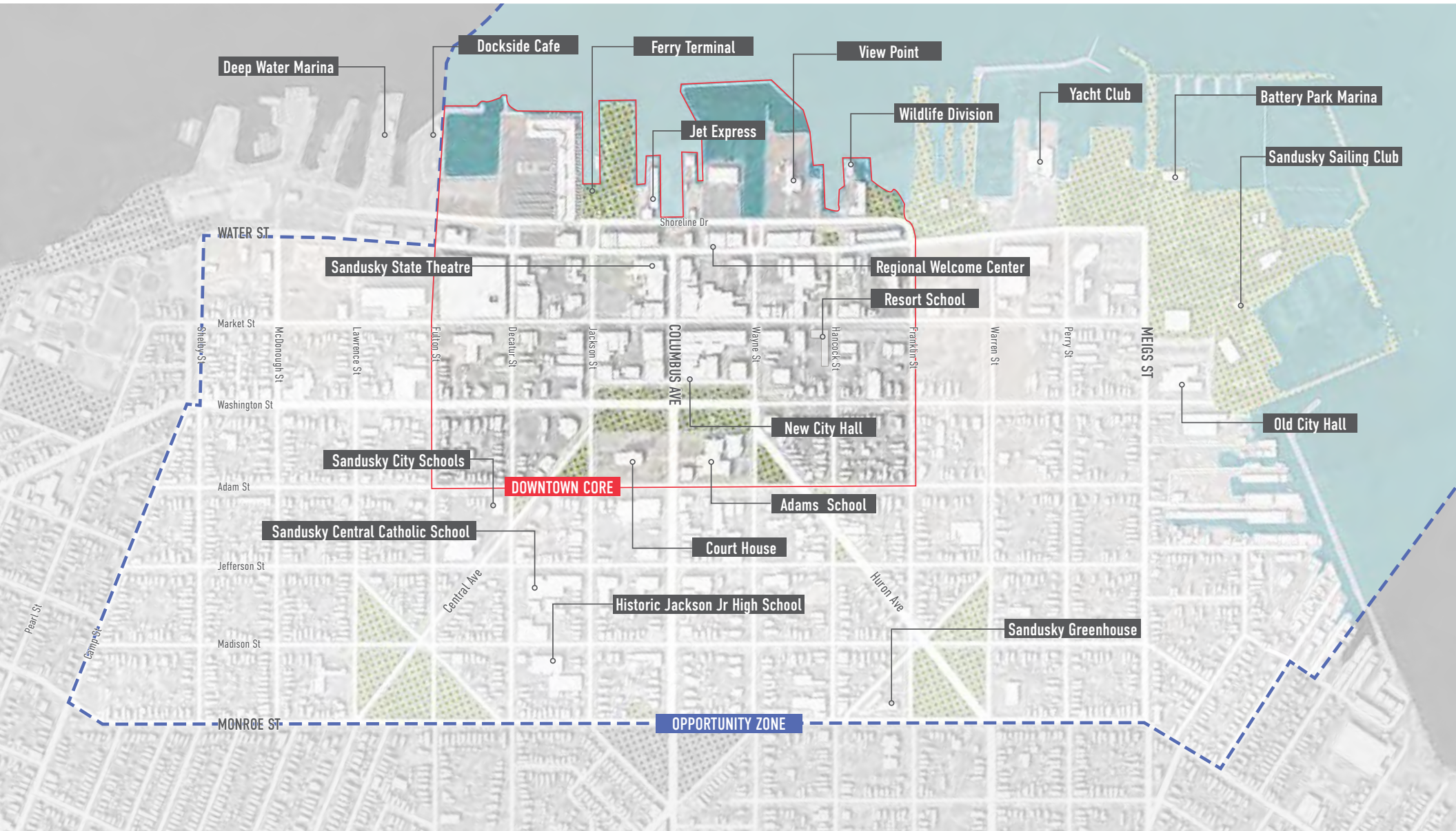
Downtown has been a working neighborhood and port location for its 200-year history, and a tourist destination for local and international tourists since the 1870 opening of Cedar Point. Over the past few decades, industry has declined in the city, and nationwide, while regional economic development has shifted focus to experiential retail and tourism. Lake Erie Shores & Islands has established a strong tourism strategy that includes Downtown Sandusky and Lake Erie destinations including Put-in-Bay, Kelleys Island, Cedar Point, the Marblehead Peninsula, and more. With growing

demand for downtown living, walkability, and amenities such as Sandusky Bay, Downtown Sandusky continues to see new investment and interest for residential, retail, food and beverage, and hospitality options. With continued revitalization and attraction of office employers, Downtown can become an employment hub for Erie County. Further, a partnership between Cedar Point and Bowling Green State University offering a new Resort and Hospitality Management program has made downtown a destination for education.

Downtown Core

Retail and restaurants benefit by clustering together in locations with the highest amount of foot traffic. Further, civic activities and events thrive in walkable retail clusters. For these reasons, a Downtown Core was loosely defined to frame many of the recommendations for this plan. This area is the center of city government, the hub of local restaurants and retail experiences, the location for large-scale community events, and a launching point for Sandusky Bay outdoor recreation.

DOWNTOWN SANDUSKY



SANDUSKY BAY FRAMES THE CITY

The Waterfront

Access to Sandusky Bay is one of the top priorities of the community. This includes a desire for more views of the water—via balconies, rooftops, patios and outdoor seating—as well as ways to get close to and interact with the water. The new Mile Marker Zero improvements at Shoreline Drive offer easier access to sit at the water's edge and look out onto the bay. This has been an extremely popular destination for residents and visitors since the opening of the Sandusky Bay Pathway and Shoreline Drive improvements in the spring of 2020. However, many barriers exist to connecting to the waterfront. Today, several of the publicly accessible places along the water, shown in green in the diagram, are not obvious places that are open to the public. One example is Meigs Street Pier, adjacent to Battery Park Marina. While the pier is publicly accessible, it is easy to mistake it for an access point for marina guests only. Another example is Washington Street Pier south of the Sandusky Sailing Club. This location feels hidden behind the Old City Hall and is not noticeable as a place to walk along the water until you get close to it on foot or via the parking lot by the Sandusky Skate Park.

The private realm also disconnects residents and visitors from the water. Many places directly connected to Sandusky Bay, especially in the Downtown Core, are privately accessible only, such as the Murray & Murray Law Offices and Viewpoint residential tower. Other sites have redeveloped and added public access to the waterfront and views, such as Chesapeake Lofts with its public walkway around the building.

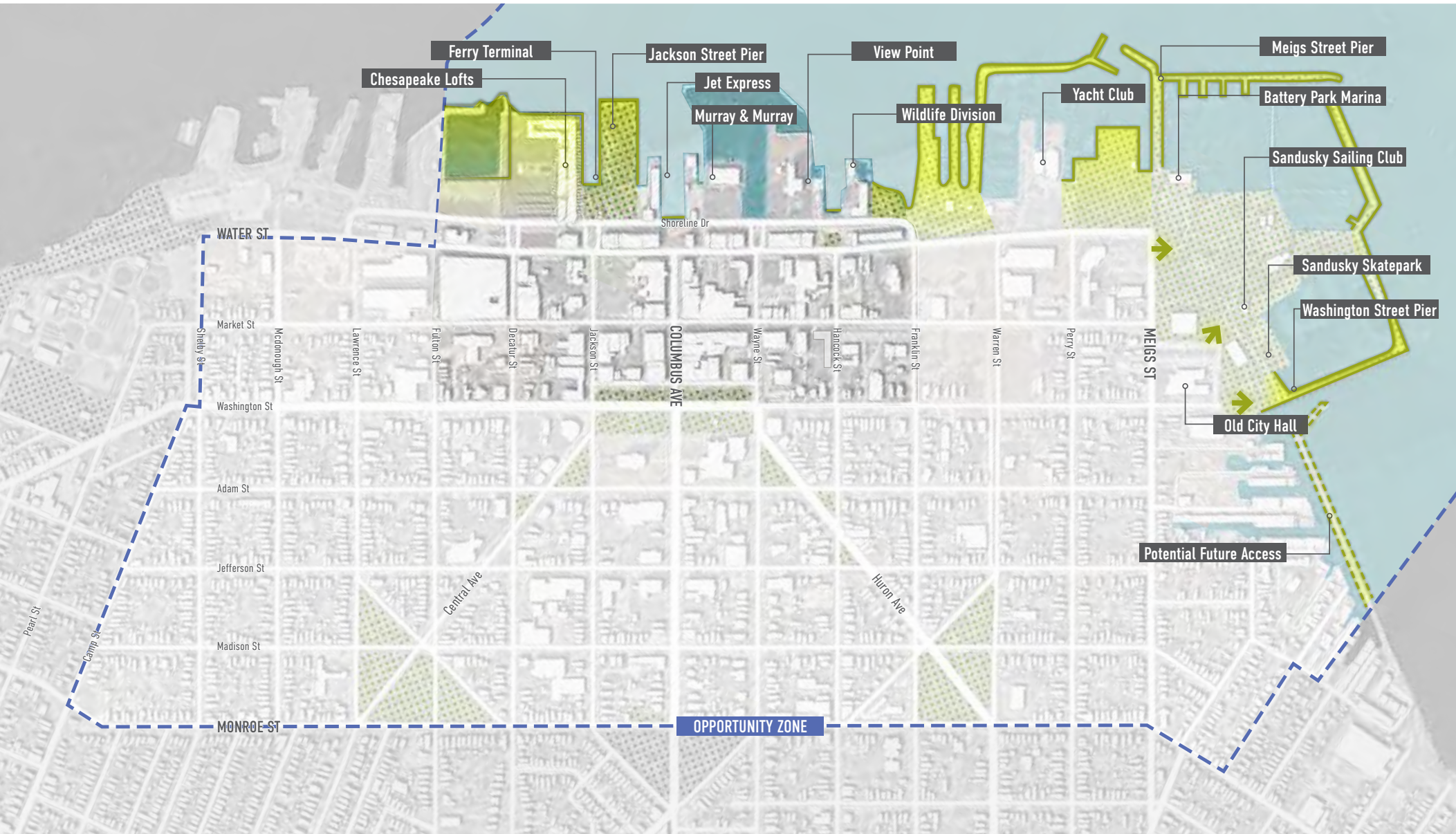


Jackson Street Pier



Dockside Cafe

PUBLIC ACCESS



A WALKABLE, HISTORIC, SMALL-CITY DOWNTOWN

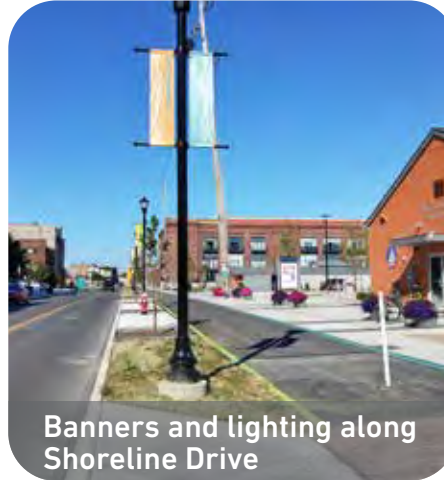
Built Environment

The building frontage analysis examines the relationship between buildings and the street. The pedestrian experience of walking through a historic downtown (or new areas built with urban design principles that mimic historic downtowns) is a large part of what makes these places attract people and businesses. This analysis shows that most buildings and the urban environment positively contribute to the walkable experience of Downtown Sandusky.

Places marked green, as “contributing frontage,” have a positive relationship with the sidewalk and street. Contributing factors include buildings that are close to the sidewalk edge with little or no setback or landscaped areas along the sidewalk. This condition creates an inviting built environment that helps to frame the street and provides storefronts and active first floor uses that engage pedestrians and encourage walkability.

Places marked red, as “non-contributing frontage,” have a negative or neutral relationship with the sidewalk and street. These sites have large setbacks or surface parking lots that break the rhythm and scale of the street. This creates a less inviting built environment for pedestrians and marks areas that might be suited for new development or redevelopment.

Some areas of contributing and non-contributing building frontage can be balanced by pedestrian improvements. Good examples of this are two areas along Shoreline Drive near the View Point residential tower. Here, Sandusky Bay Pathway improvements create a contributing pedestrian environment despite the lack of buildings close to the street.



Banners and lighting along Shoreline Drive

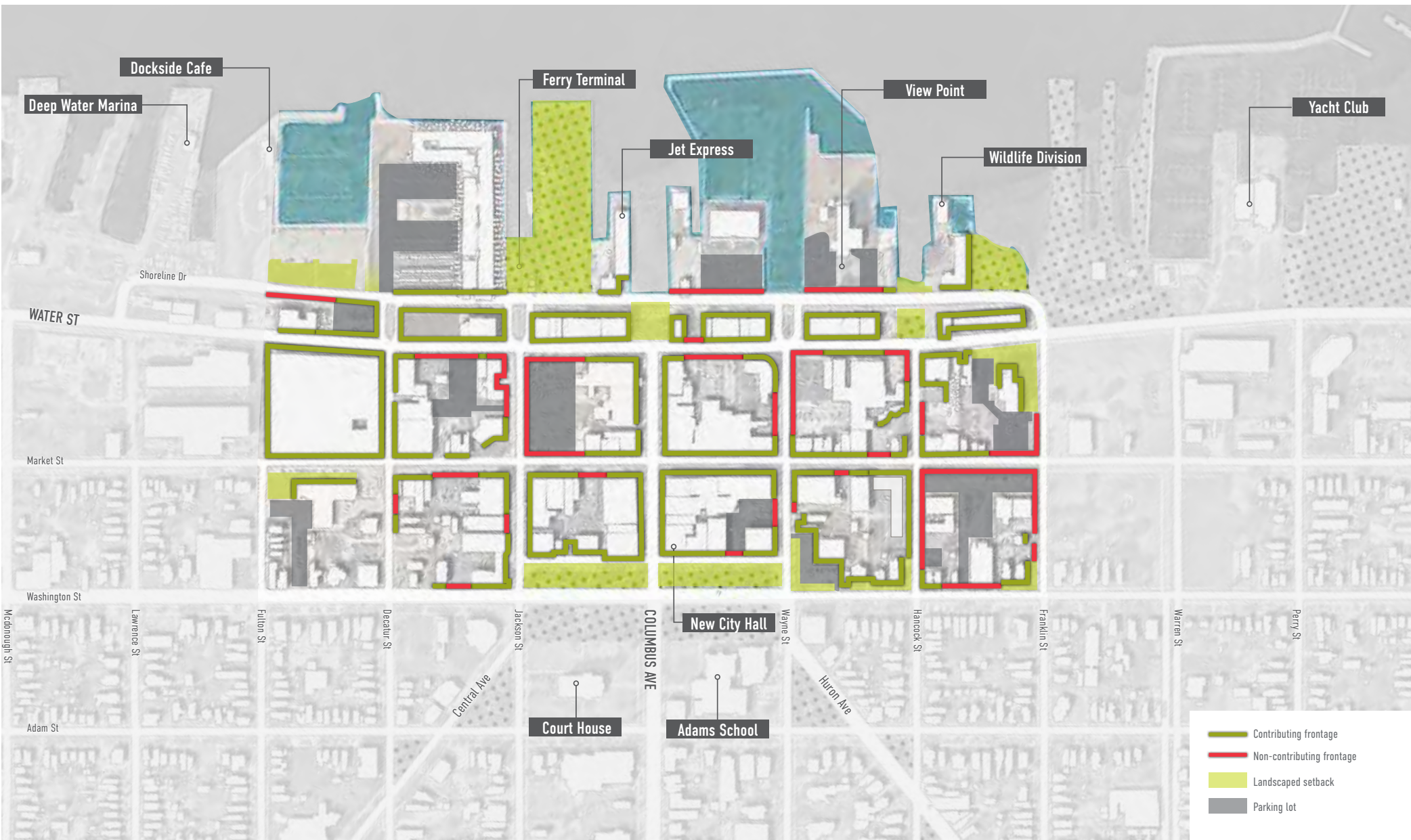


Pedestrians, outdoor dining, seating, and street trees compete for space on Columbus Avenue sidewalks



Water Street historic architecture

BUILDING FRONTAGE



ABUNDANT + UNDERUTILIZED PARKING

Opportunities for Parking

Business owners and residents are concerned that parking constraints will be problematic as downtown revitalizes. Data shows there is an abundance of parking downtown, but time limits are not enforced and it is not always intuitive where to park if a spot is not available right next to a destination.

The city has conducted two parking studies, a *2014 Downtown Sandusky Parking Supply/Demand Study and Parking Management Plan* and a nine-month parking data collection in 2016 and 2017.

During parking data collection in 2016/2017 the locations of highest use were Water Street between Jackson Street and Columbus Avenue, the Columbus Avenue core and Market Street between Columbus Avenue and Wayne Street. No parking lot or parking structure was utilized to maximum capacity outside of the parking lot on Water Street behind Daly's Pub, and the Jackson Street Parking Lot on a few Saturdays during the summer. The downtown parking garage never reached over 50% capacity any of the 52 times data was collected.

Given this information, and understanding development is likely to continue downtown, downtown Sandusky's current parking supply is more than adequate to continue to offer convenient parking over the next several years.

The corresponding map shows Downtown Sandusky parking locations available for free 24-hour, 48-hour, and long-term parking. These resources are in addition to ample on street parking throughout downtown.

Several actions are already planned or are ongoing to help ensure parking downtown is intuitive to find and available. These include:

- » Increase marketing, signage, and highlighting off-street parking areas to be sure that visitors and those looking to park downtown longer than two hours aren't parking on street.
- » Designate a location for paid long-term spaces that will replace the designated long-term spaces that were located on Jackson Street Pier.
- » Begin enforcing on-street parking time limits, at first through warnings, in targeted areas to be sure there is the proper amount of turnover. (Ex: 2 hour 9 am – 5 pm).



DOWNTOWN PARKING: 24-HOUR, 48-HOUR AND LONG TERM



Free 24 Hour Parking

- 1>> Sandusky Boat Basin
611 Shoreline Drive
- 2>> Decatur Street Parking Lot
Decatur Street & Water Street
- 3>> Jackson Street Parking Lot
Jackson Street & Water Street
- 4>> Water Street Parking Lot
Water Street between Columbus Avenue & Wayne Street
- 5>> Wayne Street Parking Lot
Wayne Street between Market Street & Water Street
- 6>> Market Ground Parking Lot
Market Street between Hancock Street & Franklin Street

Free 48 Hour Parking

- 7>> Erie County Parking Garage
Market Street & Columbus Avenue

Long Term Parking

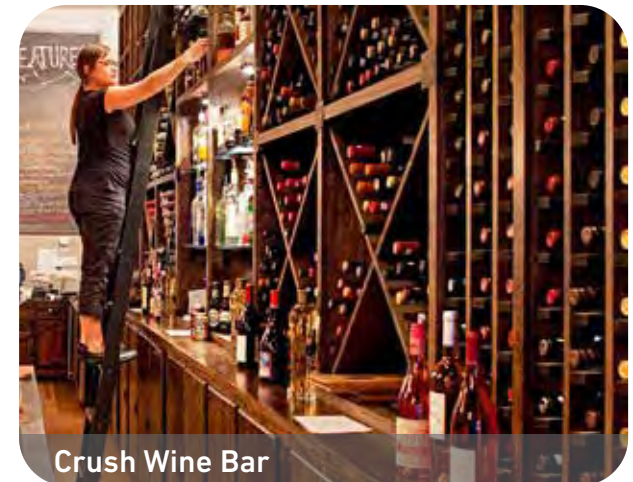
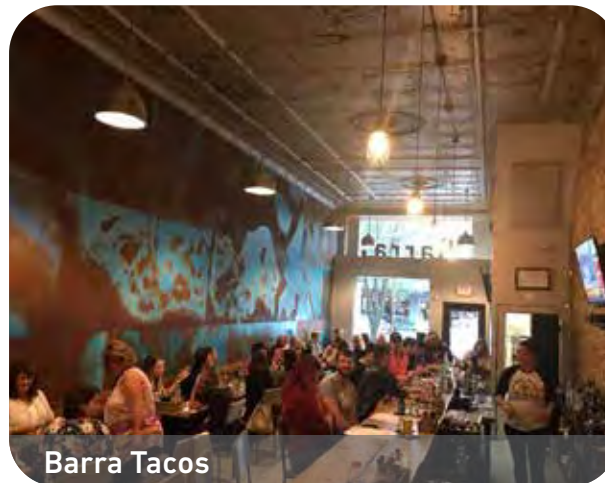
- 8>> Shelby Street Parking Lot
101 Shelby Street
Free long-term parking
- 9>> Sandusky Boat Basin
611 Shoreline Drive
\$Paid long-term spots are designated
- 10>> Municipal Parking lot
Free long-term parking

THINGS TO DO + PLACES TO SEE

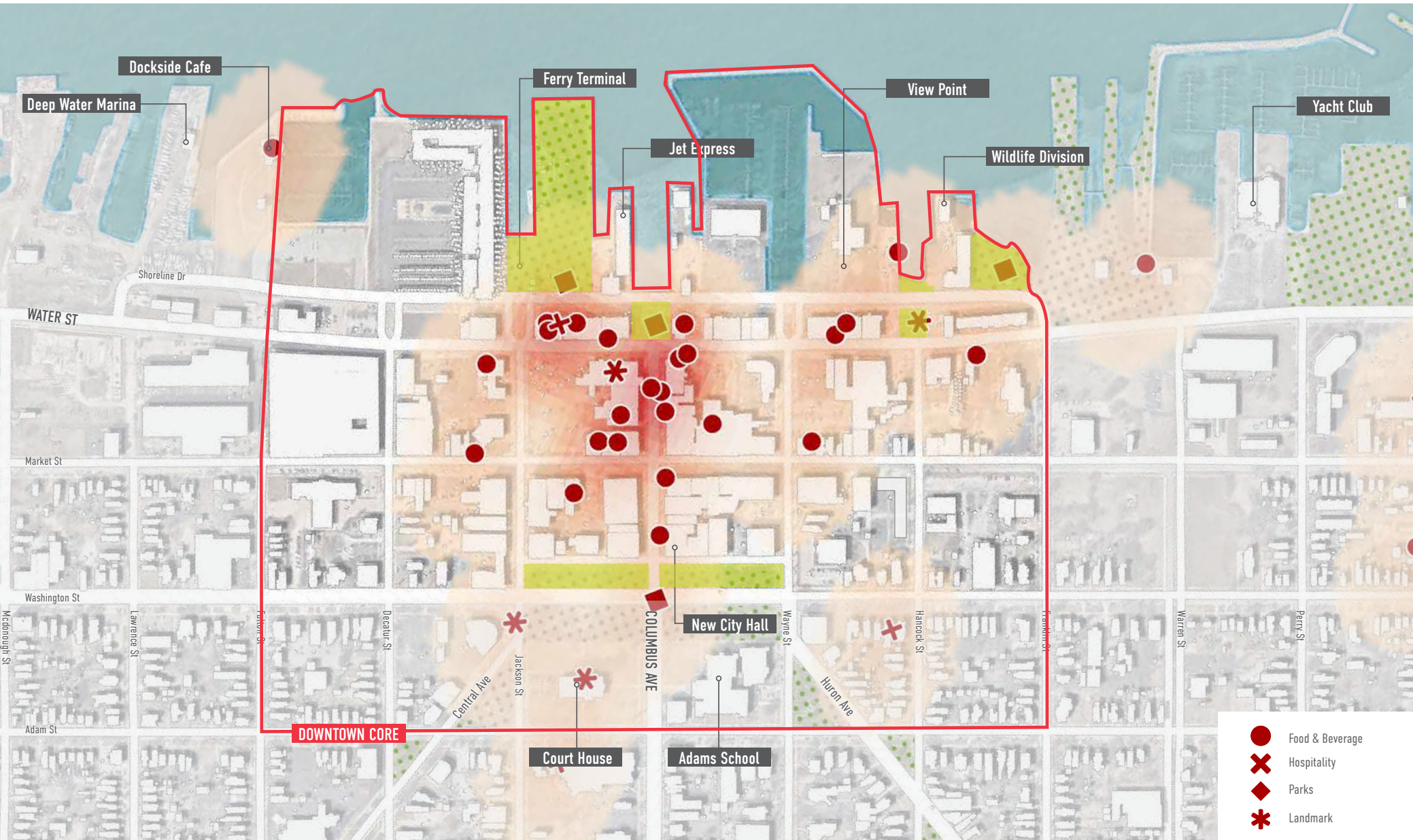
Contributing To Downtown Vibrancy

How do visitors—and even residents—experience new places and decide what new businesses to try out? Often, they search Google and Yelp for reviews and recommendations. This retail and attractions activity density analysis illustrates Downtown Sandusky food and beverage, hospitality, parks, and landmark destinations (i.e. State Theatre). The darker red areas of the map highlight which establishments have the highest number of reviews, where the lighter peach areas of the map show the locations with the fewest number of reviews. This is one way to see places that customers are discussing online and destinations in downtown that are attracting visitors.

New and existing businesses will benefit if their online presence is increased. Individual businesses can take initiative to solicit reviews and post to social media. In many cities, various downtown organizations assist businesses in marketing to broad audiences. Sandusky has had such organizations in the past but no current active organization.



RETAIL + ATTRACTIONS



IMPROVEMENTS + INVESTMENT CONTINUE TO BUILD MOMENTUM

\$100M Recent + Ongoing Investments

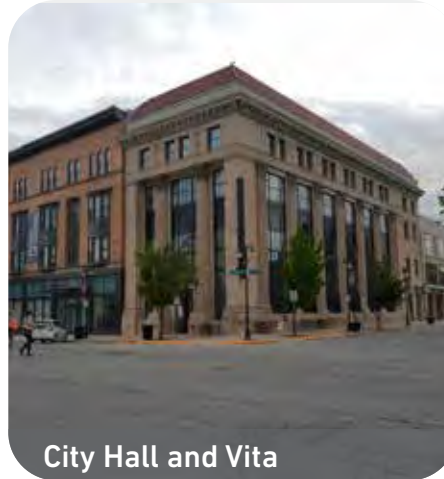
Nearly \$100 million in recently completed, planned, and ongoing investments are shaping the built environment and increasing the momentum of downtown revitalization. These include public, private, and public-private partnership investments.

Some recently completed investments include:

- » Jackson Street Pier – a new city park and event space that includes seating along the water, a boardwalk, an event lawn, a rentable year-round pavilion, and parking
- » Shoreline Drive and Sandusky Bay Pathway – multi-use path and street improvements including lighting, signage, and the Mile Marker Zero installation at Shoreline Drive and Columbus Avenue
- » Lake Erie Shores & Islands – historic building renovation and office headquarters
- » City Hall – historic building renovation and City Hall location on Columbus Avenue
- » Cedar Fair/BGSU collaboration – new building holds a recently established Resort and Hospitality Management education program and Falcon Lofts market-rate residential units

Ongoing investments include:

- » Cooke Complex – new building under construction at Columbus Avenue and Market Street, which will house first floor retail with residential above
- » Water Street Lofts – recently completed, under construction, and future phases of for-sale townhomes on Water Street
- » Feick Building – historic building rehabilitation underway with retail on the first floor and residential above



City Hall and Vita



Water Street Lofts

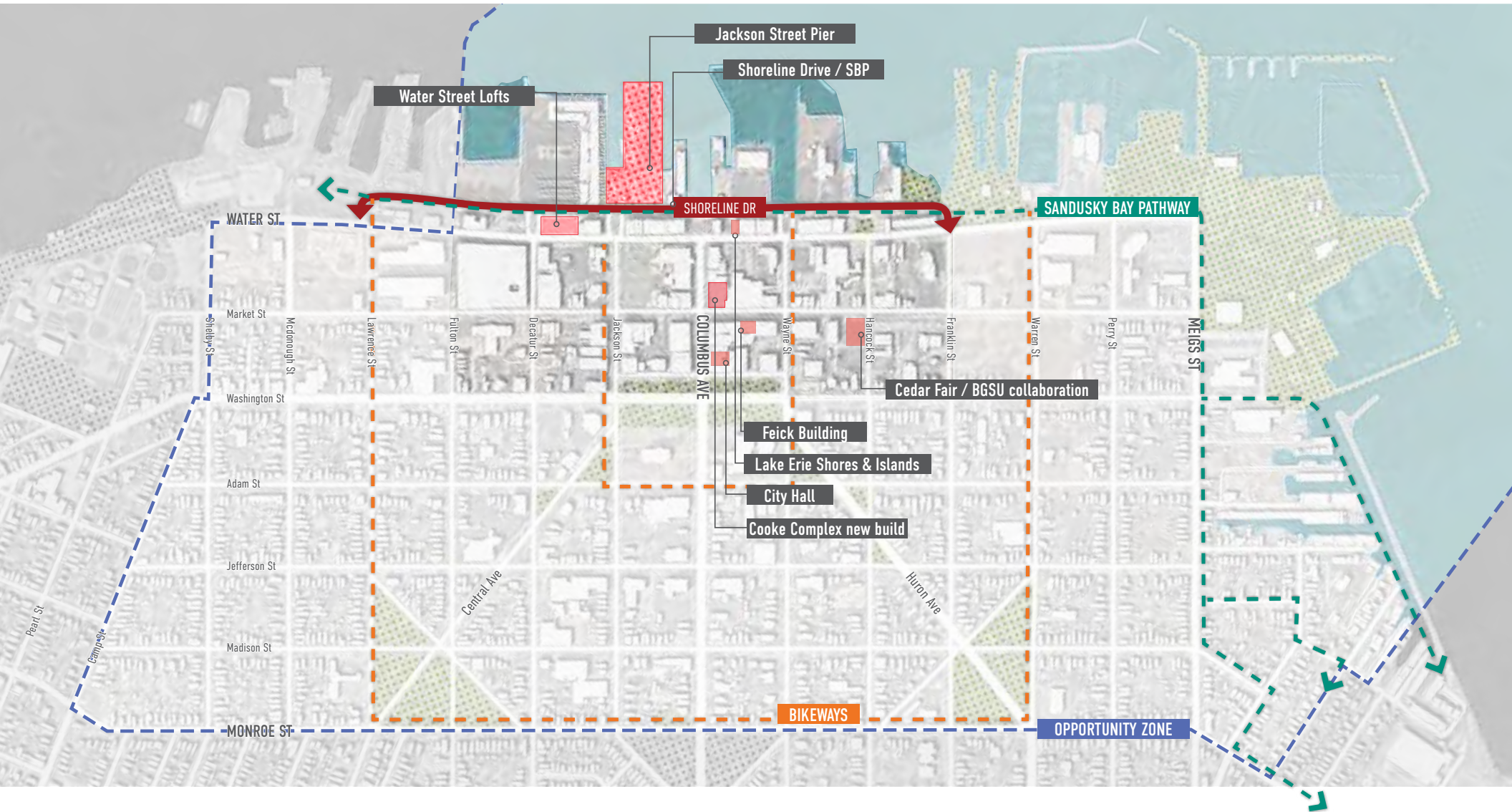


Lake Erie Shores & Islands



Jackson Street Pier

RECENT + PROPOSED LARGE-SCALE INVESTMENT



5 RECOMMENDATIONS

9 Plan Recommendations

5 Focus Area Opportunities

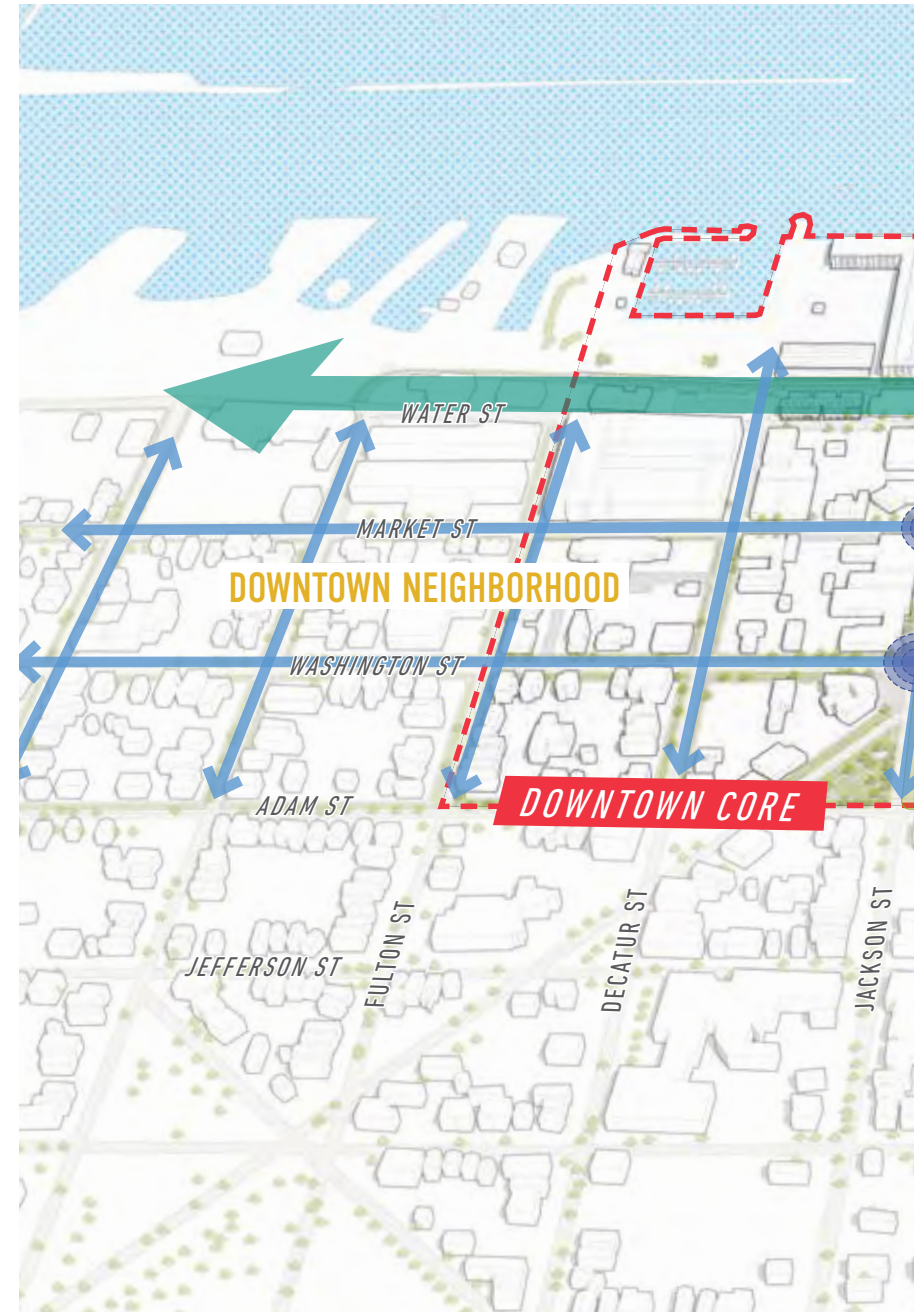
SET THE STAGE

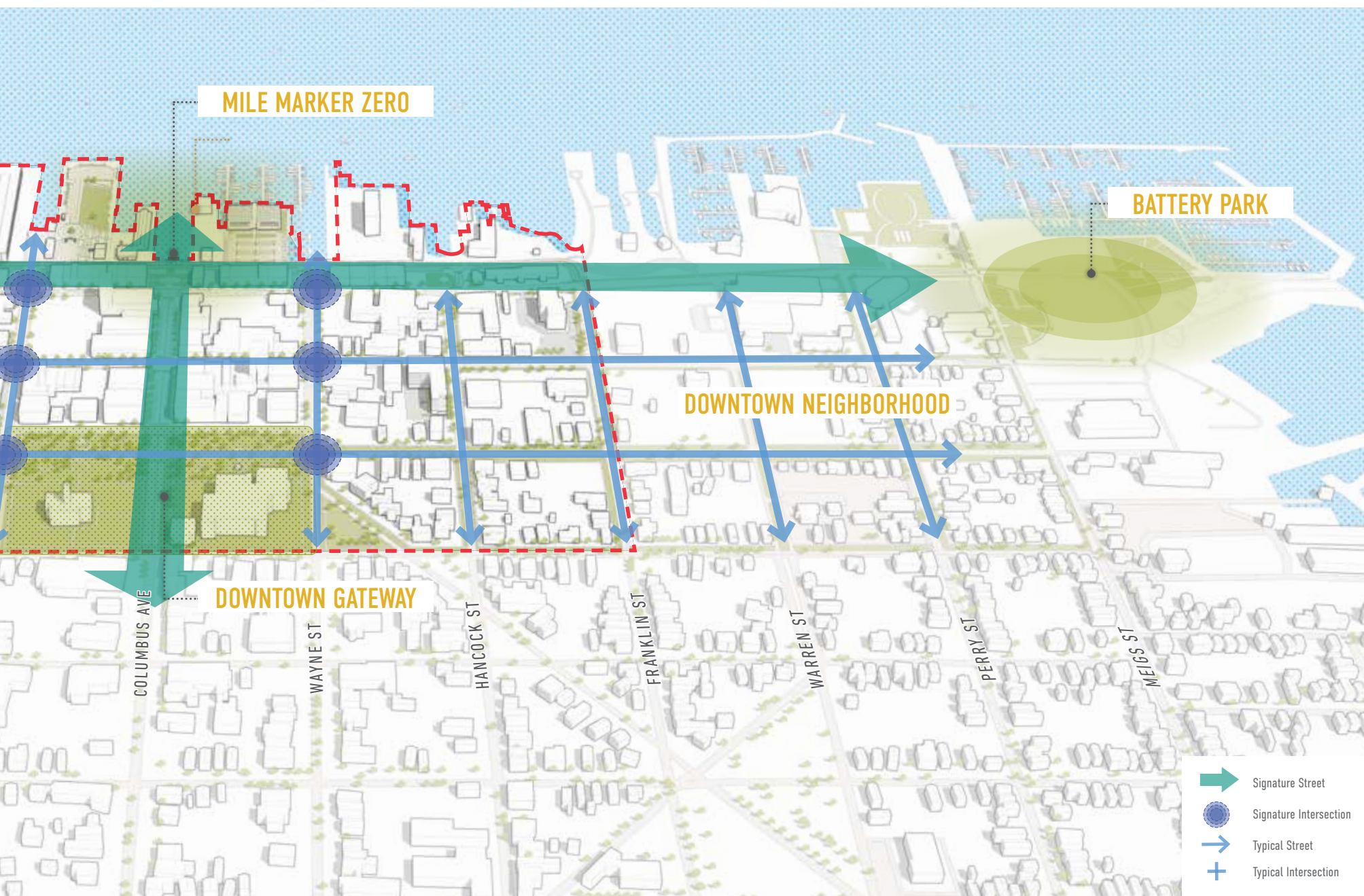
Plan Framework

The Master Plan recommendations focus on the Downtown Core because retail, restaurant, and businesses benefit from being clustered together. Key elements shape the context for the plan recommendations to help continue making Sandusky a great place to live and visit, including the waterfront, green space, and grid of walkable streets. The Plan Framework defines elements of downtown which create the platform for the plan recommendations.

The 9 Plan recommendations are:

1. Position Downtown Sandusky as the Economic, Entertainment, and Cultural anchor of the region.
2. Brand something new by creating a waterfront district identity.
3. Generate year-round excitement with events and activities.
4. Consider walkability first on all downtown streets.
5. Create a bicycle, golf cart, and multimodal culture to ensure access to all.
6. Foster education + entrepreneurship around downtown's new college presence.
7. Revitalize with activated, high quality buildings that create life on the street and add views to the water.
8. Create amazing public spaces where people make lasting memories.
9. Prioritize investment to maximize opportunities.



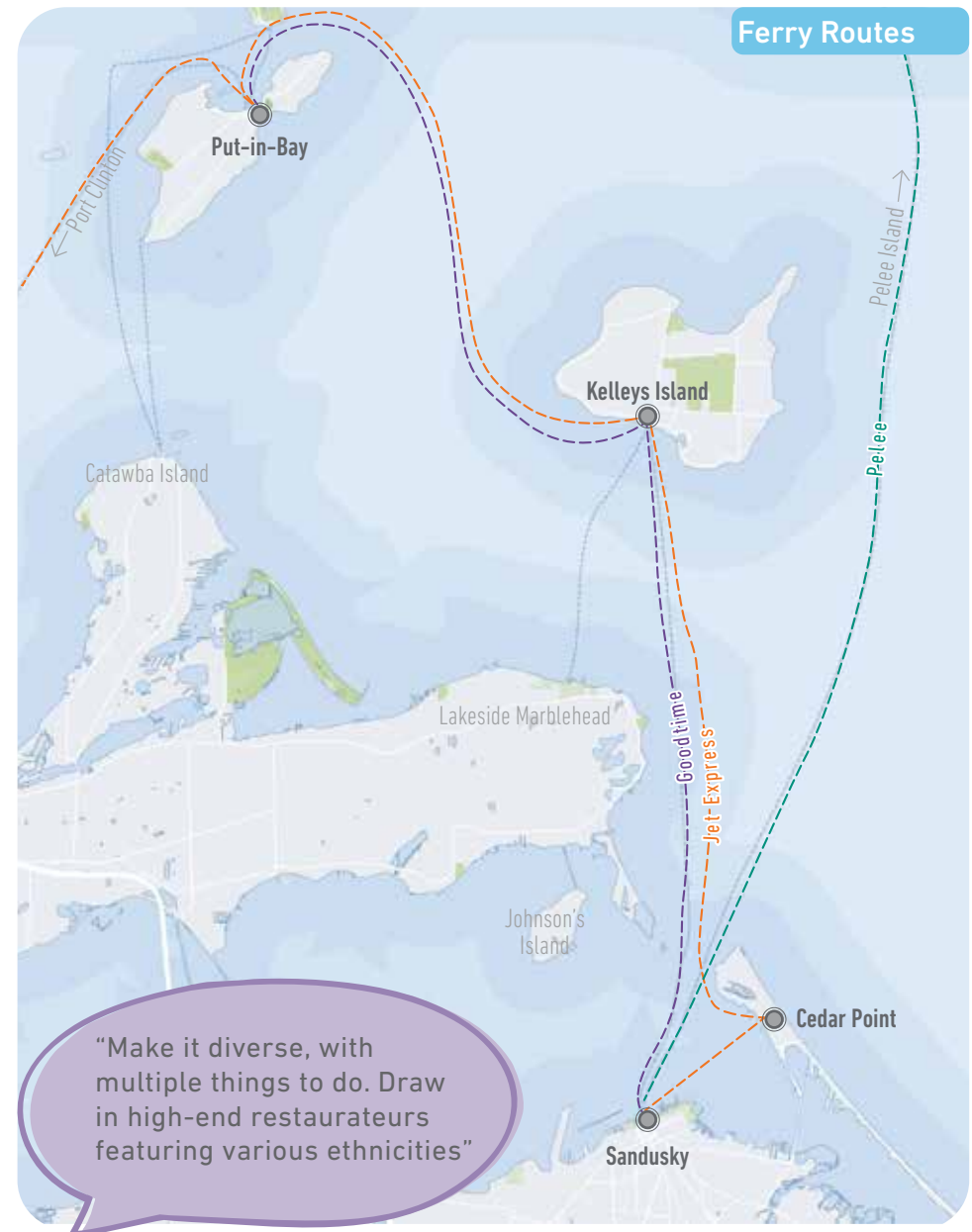


1. POSITION DOWNTOWN SANDUSKY AS THE ECONOMIC, ENTERTAINMENT, & CULTURAL ANCHOR OF THE REGION

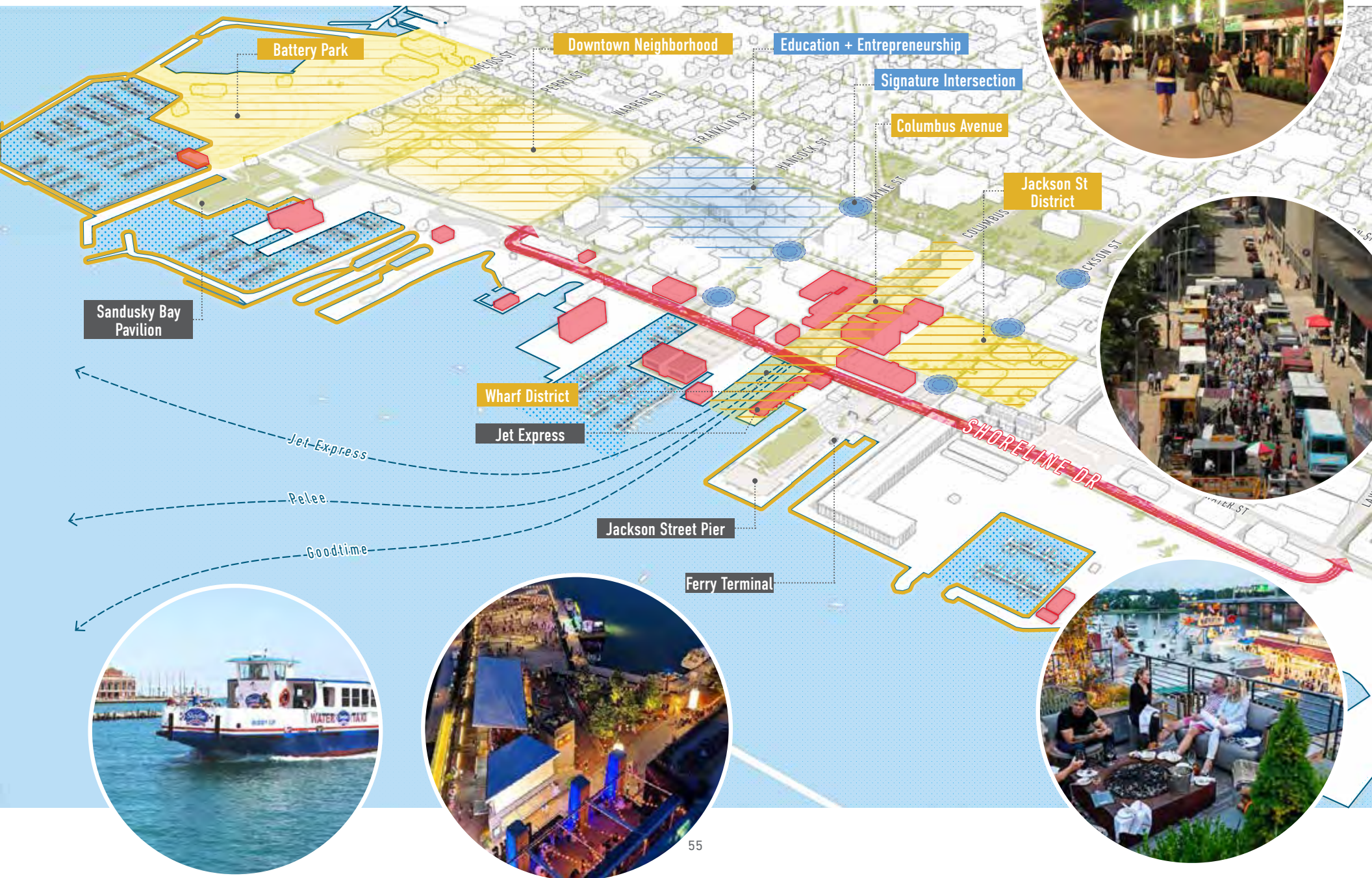
This starts with enhancing the waterfront. It is why people are attracted to the city, and sets up Sandusky to be an economic, entertainment and cultural anchor in the region. Removing barriers to public enjoyment of the water will fuel continued success in downtown revitalization and economic development. As redevelopment and property sales occur over time, Sandusky should focus on increasing the public connections to the waterfront and regional Lake Erie attractions, and enhancing existing connections.

Recommendations to enhance the Waterfront include:

- » Continued focus on regional water transportation to Put-in-Bay, Kelleys Island, Cedar Point and Pelee Island including ferry service and water taxis.
- » Increase pedestrian connectivity into publicly accessible sites, such as public parks and commercial spaces.
- » Incentivize private landowners to create public amenities on the water-facing edges of property. Amenities may include seating, plaza spaces, viewing platforms, boardwalks, bike parking, public art, etc.
- » Allow food trucks, vendor carts, small commercial spaces, and other innovative retail entrepreneurs to operate on existing sites.
- » Encourage offering of transient boater slips, with signage and wayfinding, to property owners with boat parking.
- » Emphasize mixed use, residential (including upper floor rehabilitation of historic buildings), and hospitality land uses along the water.
- » Ensure new construction and redevelopment plans maximize views to the water with site/building design, balconies, and rooftop access.
- » Park improvements at Shoreline Park such as consideration of fence removal or alteration, addition of adult fitness equipment, pedestrian connectivity and accessibility to the waterfront.



WATERFRONT ACTIVITY + DOWNTOWN OPPORTUNITY SITES



2. BRAND SOMETHING NEW

Waterfront District Identity

District identities attract people and businesses. In Sandusky, a branded waterfront district could serve as a unifying theme for downtown placemaking along Shoreline Drive—with Jackson Street Pier, ferry boats, and water taxis serving as its anchor. Many cities are known for their waterfront districts, such as the examples shown. As Downtown Sandusky continues to revitalize, the waterfront could thrive with a distinct brand identity, events, park space, and placemaking that would make it known in the region as a place to visit.

Recommendations for creating a branded waterfront district in Sandusky include:

- » Conduct a branding, placemaking, and architectural theme exercise to discover the name, colors, textures, stories, and materials that would create an authentic Sandusky waterfront district.
- » Identify a boundary for the district and placemaking elements for public and private spaces that would solidify its identity as a unique part of downtown.
- » Inspire businesses and property owners to embrace the district identity with investment in marketing materials, public art, renovation/facade improvements, year-round events and outdoor spaces, adding transient boat parking, and increasing public access to the waterfront.
- » Create one or more signature events to celebrate the district annually and attract visitors to the area.



WATERFRONT DISTRICT COMPONENTS

"There is a lot of wasted waterfront space, However, the improvements up until now have been phenomenal."

Walkability + Bikability

Vibrant Commercial District

Dynamic Public Spaces

Ferry + Water Activity

Residential Options

3. GENERATE YEAR-ROUND EXCITEMENT

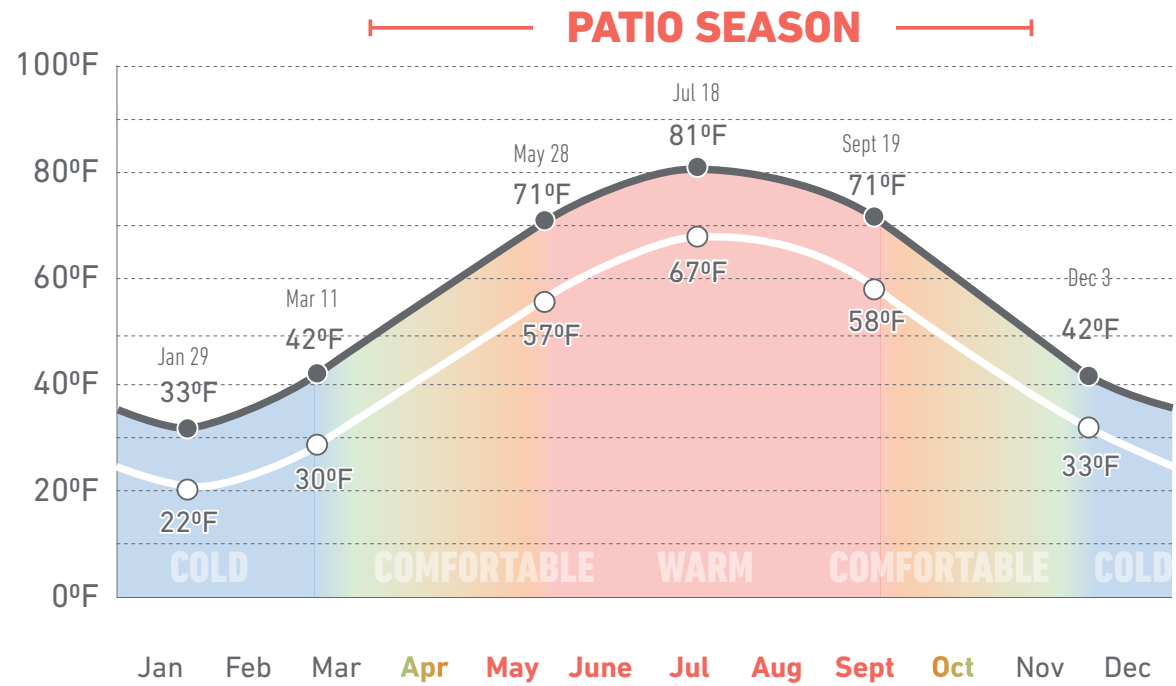
Events & Activities

Downtown Sandusky is in the position to be a year- round destination for residents and visitors. It has small-city appeal, historic charm, and a variety of restaurants and shops. The city can attract people, generate excitement, and foster emotional connection to downtown with programming and events. Activities should celebrate the arts and culture of Sandusky's diverse community, beauty of the waterfront location, and unique attractions created by local entrepreneurs.

Recommendations for events and activities include:

- » Dedicated funding and staffing for programming
- » Investment in complementary structures such as a screen for outdoor movies, temporary stage for concerts and theater, and ice rink for winter attraction
- » Create a flexible Columbus Avenue that could be closed for events
- » Engage the community to create new events that celebrate the diversity and culture of residents
- » Invest in connected public spaces in a variety of sizes and shapes (plazas, green space, etc.) that can be utilized in four seasons for public, private, and semi-public/private events
- » Create marketing and storytelling that build the city's brand as an event destination for the region
- » Market the waterfront's photogenic qualities for events and photoshoots
- » Patio season is longer than you think it is. Collaborate with the marinas and area businesses to host events and activities in the spring and fall

"Adding more activities for people who live in Sandusky, especially in the winter. There are places to eat but not a lot of inexpensive activities for people who live here. The pier helped but we want more than one free thing to do downtown."





"I live here all year round, but it is a tourist spot. Bring more events which will bring more tax dollars, resulting in more opportunities for locals."

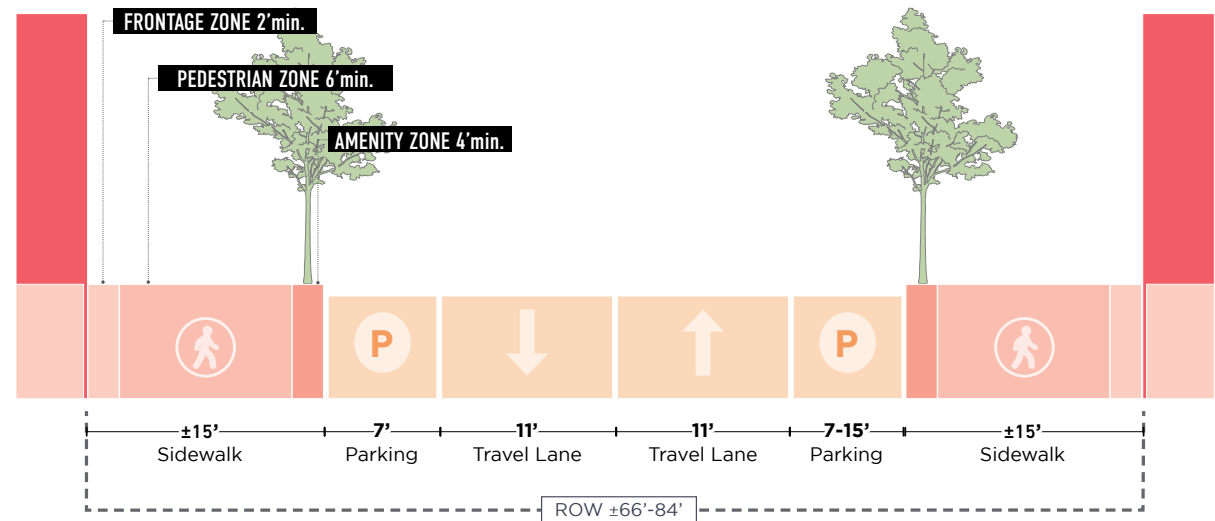
4. CONSIDER WALKABILITY FIRST

Downtown Streets Framework

Walkability downtown is paramount. Not all downtown streets should be signature streets, but they all need streetscape to frame the built environment, pedestrian amenities to promote accessibility, and safe crossings to ensure connectivity.

This scheme for a typical downtown street is a generalized framework for streetscape improvements. Some streets may get special attention, for example, if they have a strong retail presence or if they are a busy vehicular corridor. The framework is a guide for street dimensions that promote walkability.

TYPICAL DOWNTOWN STREETS



"Focus on the adjacent neighborhoods."

Downtown street dimension recommendations include:

- » Maximum 11' vehicle travel lanes
- » 7' parallel parking lanes where appropriate
- » Up to 15' angled parking lanes when right of way allows and street intent corresponds
- » Minimum 15' Sidewalk and amenity zone including 2' frontage zone, 6' pedestrian zone, and 4' amenity zone for trees and lighting
- » Large, high canopy, urban-tolerant street trees. Small or low canopy trees not permitted. A recommended tree list is located in the implementation chapter.

TYPICAL DOWNTOWN STREETS



This diagram shows how building facades close to the street, connected sidewalks, large trees, and parking lane contribute to the walkability of a typical street. These conditions calm traffic and promote multimodal connectivity downtown. On-street parking zones (angled or parallel) are encouraged and appropriate on typical downtown streets depending on the context and right of way width.

4. CONSIDER WALKABILITY FIRST

Downtown Streets Framework

Walkability also demands safe, comfortable, and accessible crossings. Two schemes are shown for intersection treatments downtown. The signature intersection is intended for placement in the six adjacent intersections to Columbus Avenue in the downtown core. Then, all other intersections in the streets framework get a lighter touch treatment that corresponds with the look of the signature intersections.

Recommendations for signature intersections include:

- » Wide, high visibility crosswalks made with lasting materials
- » Thermoplastic or paver pattern application of art iconic to Sandusky, such as a specially designed downtown branding element

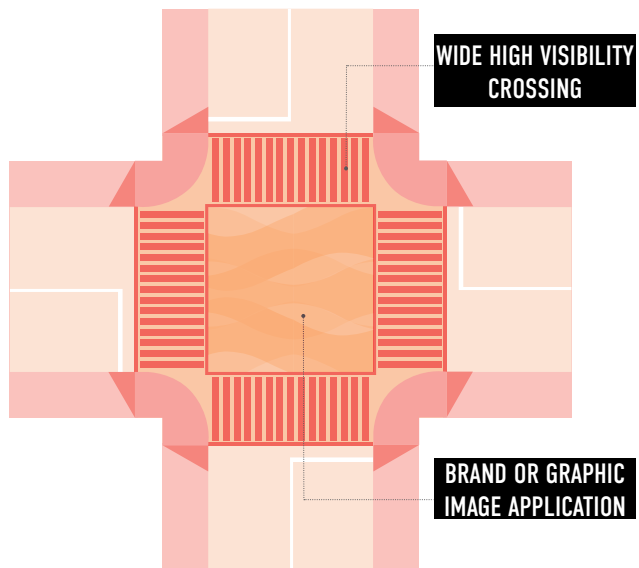
Recommendations for typical intersections include:

- » Typical width, high visibility crosswalks made with lasting materials
- » Thematic elements that correspond with signature intersections

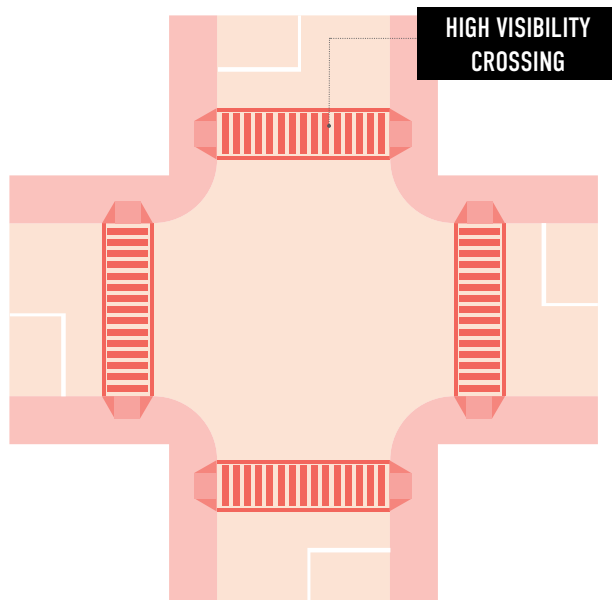


This diagram shows how high canopy trees increase visibility of retail and restaurants while enhancing the public realm and pedestrian comfort on the sidewalk.

SIGNATURE INTERSECTION



TYPICAL INTERSECTION



5. CREATE A BICYCLING, GOLF CART, AND MULTIMODAL CULTURE

Transportation + Accessibility

Together with walkability, **a robust collection of transportation and mobility options Downtown would enhance the public realm** and ensure people had a multitude of options to move from place to place. **Bicycles, pedicabs, golf carts, scooters, and valet are all mobility options that would contribute to the vibrancy of street life downtown** while also alleviating a visitors desire to park right next to any given destination. Further, these type of options would help to ensure mobility is accessible for everyone downtown. They improve livability overall and improve connectivity especially when weather conditions inhibit walking.

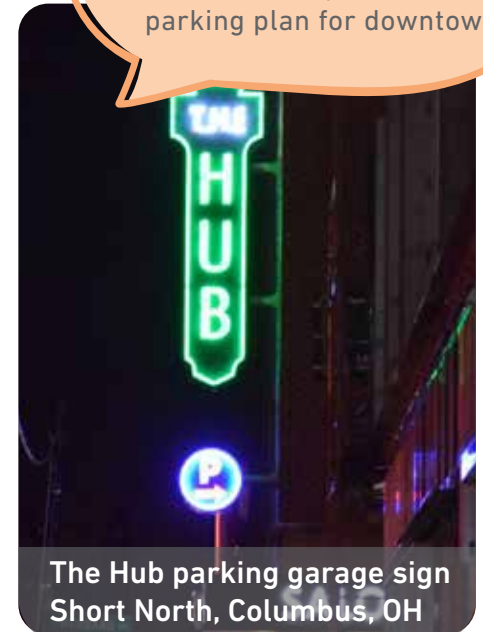
We know from community survey responses that, for many, downtown is already functioning as a “park once” district—where people find one spot and then walk to various destinations. However, others express concern that there is not enough parking today. Since the county garage, public parking lots, and street parking spaces are underutilized most of the year, this perception of lack of parking can be addressed with multiple interventions.

Imagine if the number of marinas along the waterfront (who provide parking) also provided or rented golf carts and bicycles. Then those boat owners would have more options to not drive their cars to visit a downtown shop or restaurant—even if they are unable to walk the distance from their boat to their destination.

Recommendations for creating a bicycling, golf cart, and multimodal culture downtown include:

- » Collaborate with the county to improve visibility and signage of the downtown parking garage to increase use.
- » Add creative signage and wayfinding to ensure drivers know where to park downtown and how to get to multiple destinations after parking once.
- » Consider public programs or partnerships to incentivize multimodal services, which could include:
 - » Valet service
 - » Bike rental or bikeshare program
 - » Golf cart rental or shuttle service
 - » Pedicab shuttle service
- » Consider adding golf cart designated parking spaces in several areas, such as near intersections where regular spaces compromise the sitelines, as part of a larger promotional campaign to increase their use downtown.
- » Collaborate with the marinas to connect boaters to downtown destinations while keeping their cars stored in marina lots.
- » Purchase a city golf cart for staff use in downtown trips to demonstrate their ease of use and viable option for downtown mobility.
- » Increase bike parking in public spaces and require them in new development.

“Connecting neighborhoods via bike-paths and walkways must be coupled to increased access to public transit, as well as a comprehensive parking plan for downtown.”



The Hub parking garage sign
Short North, Columbus, OH



Valet program, Traverse City, MI

"Something missing that would give downtown that vacation-feel that the islands have is golf carts. They are an easy way to add fun and connectivity."



Golf carts on Delaware Avenue, Put-in-Bay, OH



Multiple vendors rent bicycles and golf carts on Kelleys Island and Put-in-Bay



Sandusky Transit



Parking Garage Mural, Albany, NY



Pedicab, Annapolis, MD

6. FOSTER EDUCATION + ENTREPRENEURSHIP

Downtown Livability

The new Resort & Hospitality Management program downtown, created in partnership with Bowling Green State University and Cedar Fair, will bring an increasing number of students to Downtown Sandusky. Their presence and scholarship will also deepen the connection between Cedar Point and downtown. The program is expected to increase over four years to house 200 students at its maximum.

Students activate an area. They frequent coffee shops, restaurants, boutiques, and entertainment venues. They rely on libraries, bookstores, laundry facilities, and essential retail stores. Student and higher-education presence in a city often fosters arts-focused and small businesses, creating dynamic, vibrant districts.

As the student population increases in Sandusky, the area around the resort school will have opportunity for new land uses and retail spaces that serve not only students, but also educators and staff.

Supporting recommendations for campus planning include:

- » Focus on attracting land uses that build on the education anchor. Such uses may include incubator spaces, entrepreneurial programs such as the Erie County RISE program, live/work spaces geared toward artists, and additional higher-education programs that serve the region, such as science programs focused on Sandusky Bay research.
- » Encourage retail, food and beverage establishments to serve area students.
- » Encourage partnerships, internships, and other collaboration with area businesses and students.
- » Improve high-speed internet connectivity and/or public WiFi
- » Create strong, walkable connections with signage and streetscape from campus to Columbus Avenue.



Coffee shop near Ohio University campus,
Downtown Athens, OH



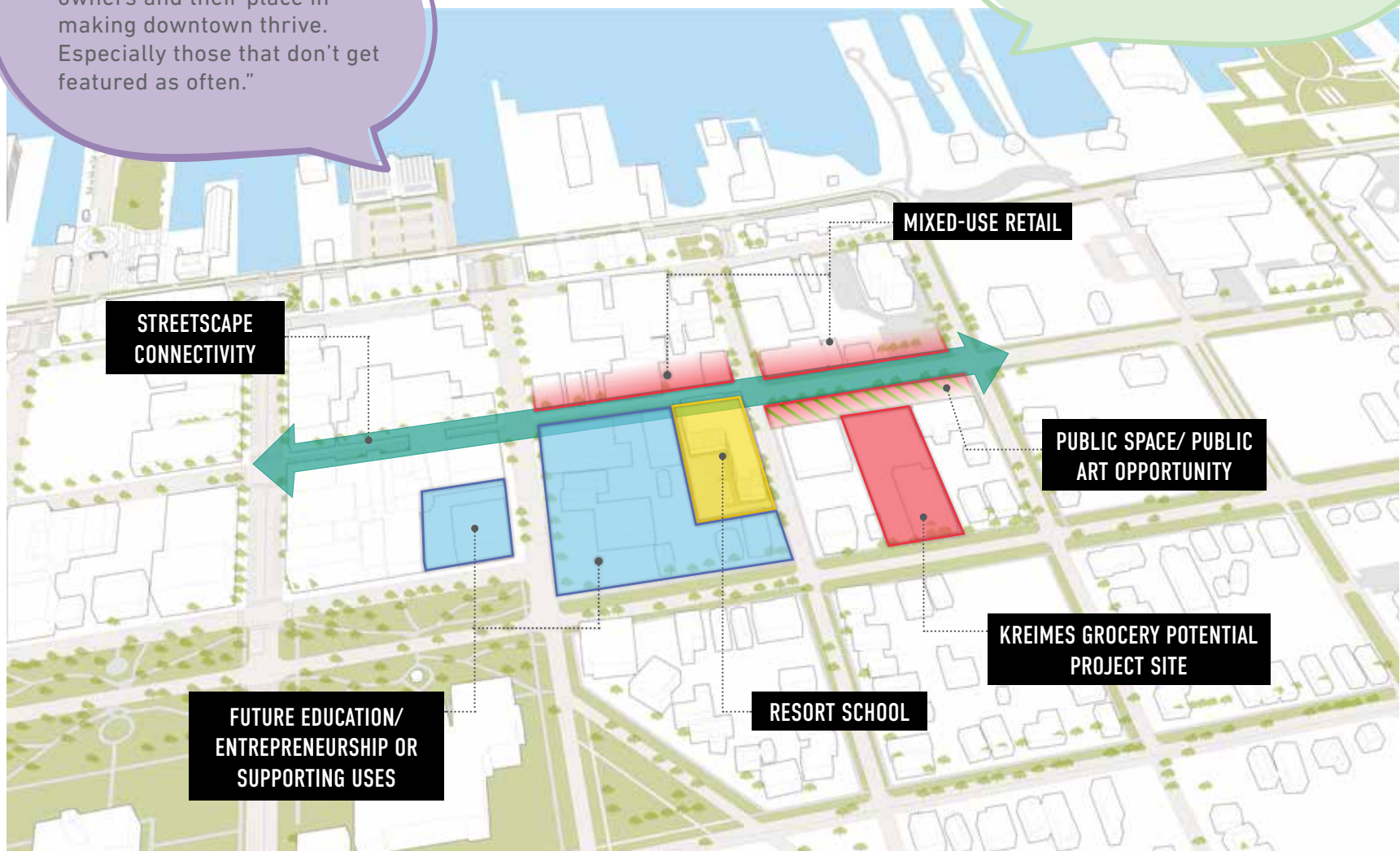
Kricker Innovation Hub by Shawnee State
University, Downtown Portsmouth, OH



Student housing + greenspace
BGSU main campus,

"Feature small business owners and their place in making downtown thrive. Especially those that don't get featured as often."

"Have local artists come in and be featured on paintings on the wall etc. Make walking around a historical and visual adventure."



7. REVITALIZE WITH ACTIVATED, HIGH-QUALITY BUILDINGS

Vision For Development

Downtown revitalization includes many scales of building rehabilitation, adaptation, and new development. As are relevant, the city should audit and revise zoning regulation and design guidelines to ensure development with the following products and features is allowed and encouraged:

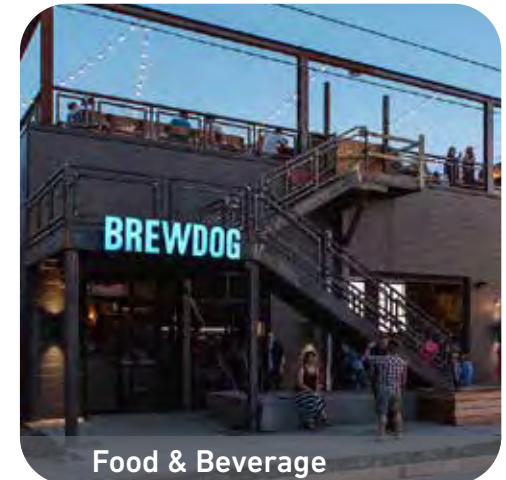
High Quality Development

- » Residential products including townhome and multifamily development
- » Hospitality options such as medium-size and boutique hotel experiences
- » Infill retail in current vacant spaces and first floors of new buildings

Activated Buildings

- » Balconies and rooftops to increase the number of public and private places with view to the water
- » Active storefronts including retail and other active uses such as fitness centers and offices so the street is lively and adds to walkability
- » Enhanced alleys that encourage safe and interesting pedestrian connections to businesses and parking

High Quality Development



Activate Buildings

“High rise condos and apartments with incredible views/balconies”



Celebrate Views: Balconies + Rooftops



Celebrate Views: Balconies + Rooftops



Encourage Active Storefronts



Enhance Alleys

8. CREATE AMAZING PUBLIC SPACES

Vision for the Public Realm

Streetscape Components

Investment in the public realm increases walkability, aesthetics, comfort, and safety. Vibrant, walkable streets full of pedestrian amenities attract customers to area businesses and signal to potential investors where investment and revitalization is occurring.

Key components to create a vibrant public realm and support downtown businesses include:

- » Ample sidewalks – accommodate pedestrians, outdoor retail displays, and outdoor dining.
- » High canopy street trees – add shade in the summer, block wind in the winter, and rise above retail storefronts so stores are visible to pedestrians, bicyclists, and drivers.
- » Public art and interesting or eclectic elements – pique curiosity, add joy and vibrancy, and become part of the unique story of a place.
- » Lighting and seating – increase comfort, safety, and accessibility for a broad mix of people.

Streetscape Components



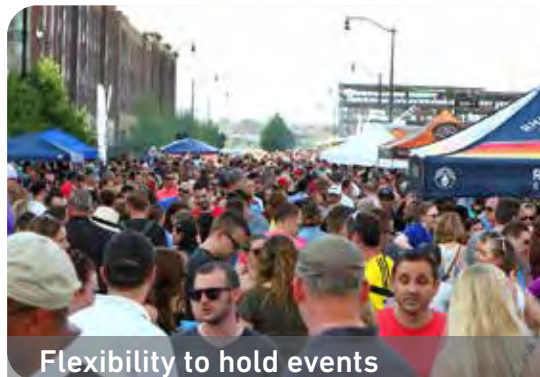
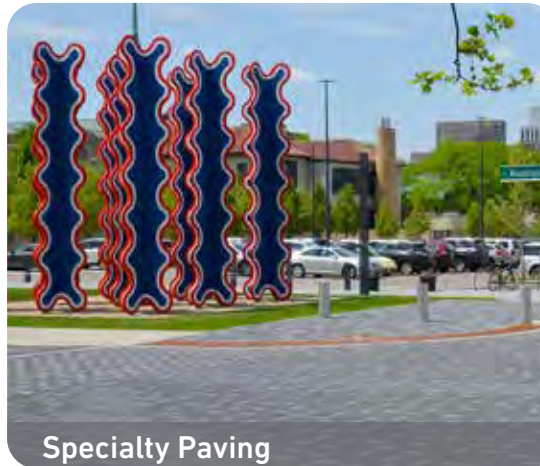
"More live entertainment and space for performance art + access to water for non-motor boats + more bike/pedestrian friendly"

Festival Street + Plaza

For Columbus Avenue, the conversation focused on how to make this downtown's most vibrant street. To do this, it needs to stand out from other downtown streets and have the ability to act as a plaza or festival street.

Key components for festival and plaza streets include:

- » Specialty paving – adds creative elements and clearly communicates the uniqueness of a festival street. Pavers with patterns slow traffic and add to walkability while also serving as a durable roadway surface.
- » Outdoor dining – a top-mentioned desire of the community. Larger dining spaces along a signature street add vibrancy and life to the streetscape.
- » Storefront activity – includes seating, retail installations, artistic elements on storefront signage, awnings and window displays. These elements enhance the public realm and increase customer foot traffic.
- » Dynamic seating – adds places for public gathering and conversation, while also providing an artistic element that can tie a plaza design theme together.
- » Flexibility to hold events – includes design solutions such as removable bollards that enable street closure to traffic, flush curbs to reduce tripping hazards, and utility connection to offer electric to vendors.



Festival Street + Plaza



9. PRIORITIZE INVESTMENT

Focus Area Opportunities

With guidance from city staff, stakeholders, and the community, **the Master Plan illustrates opportunities for downtown revitalization in five focus areas.** These are:

- I. Make Columbus Avenue downtown's most vibrant street from weekday evenings to special events.
- II. Create destination waterfront dining in the Boeckling building that captures iconic views.
- III. Redevelop the Jackson Street parking lot with mixed use development and event space.
- IV. Revitalize Neighborhoods with a variety of housing options
- V. Connect to Battery Park with public improvements and mixed use development.

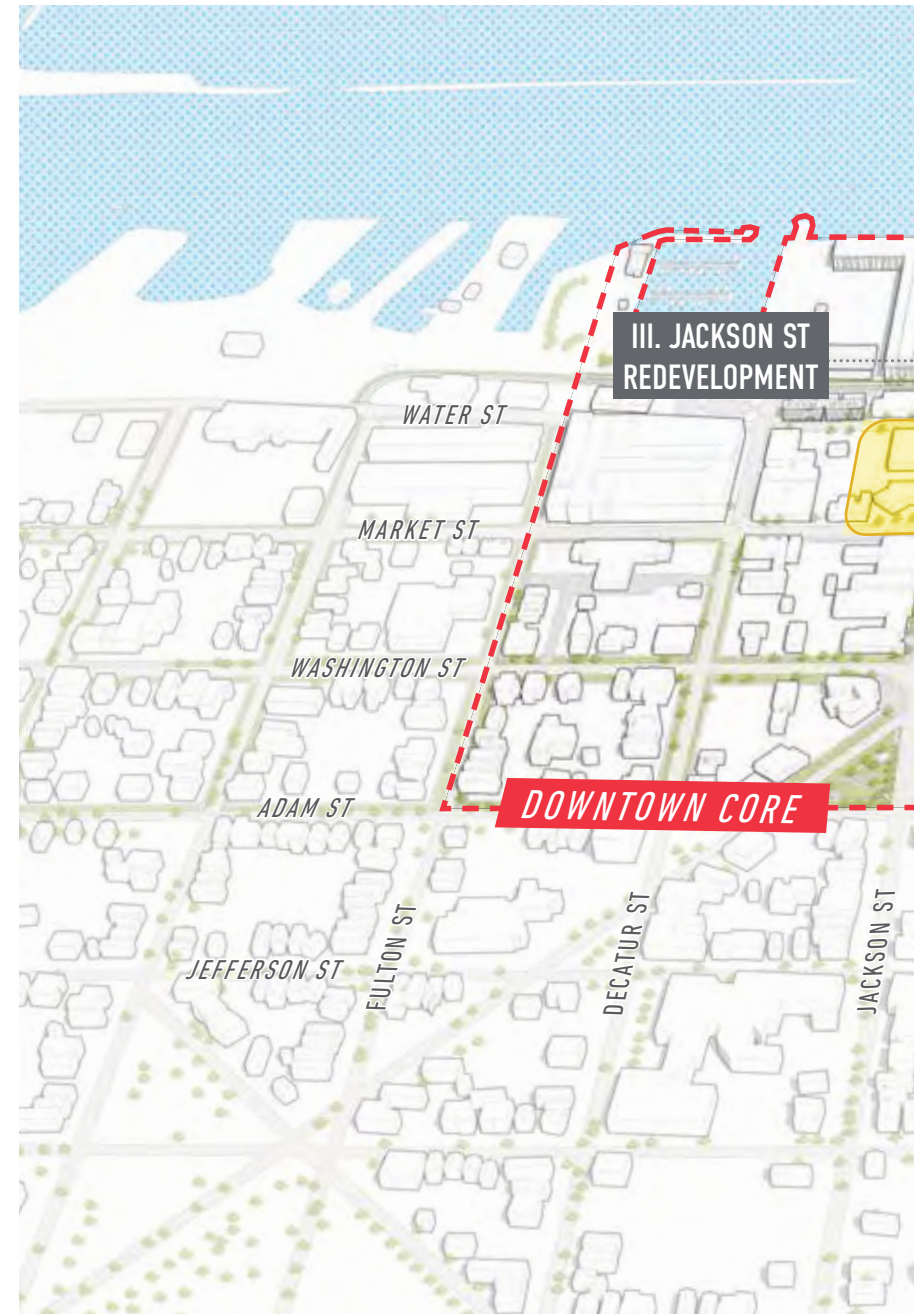
Concept illustrations include a mixture of private development and public improvements. These are high-level, flexible concepts designed to show what could be possible in these focus areas, inspire potential investors, and spark conversation that could lead to new partnerships and ventures.

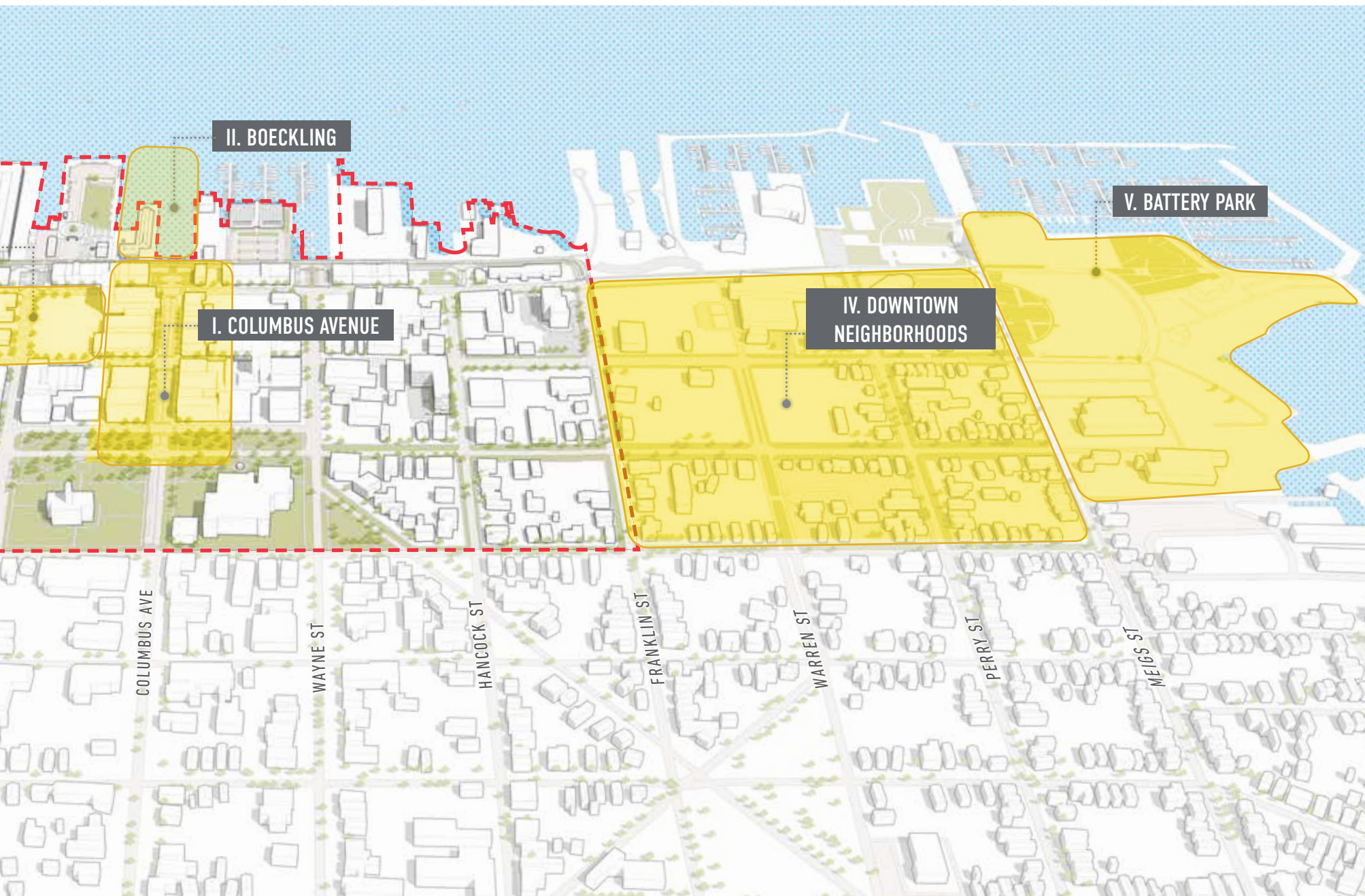


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I. MAKE COLUMBUS AVENUE DOWNTOWN'S MOST VIBRANT STREET

Columbus Avenue

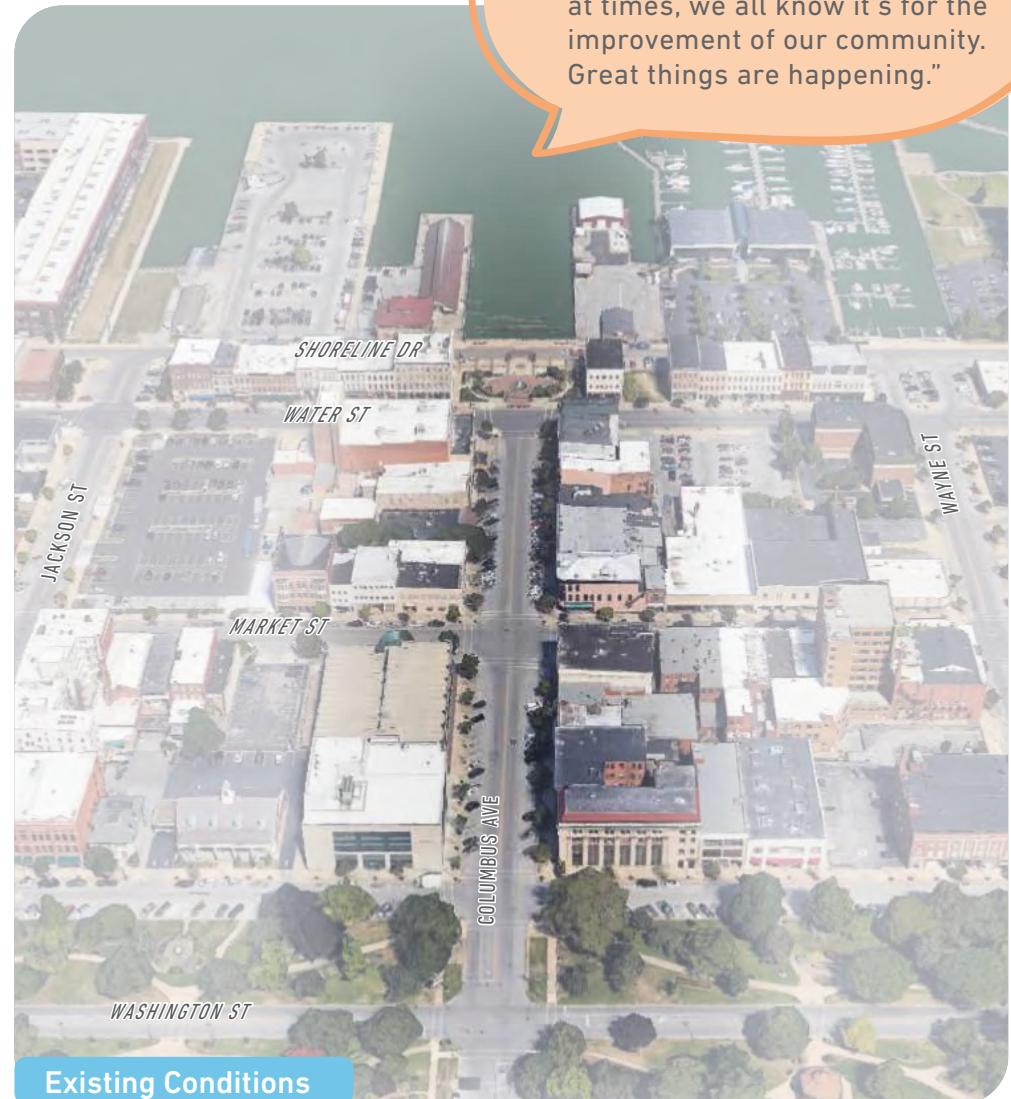
Sandusky has made incredible progress in revitalizing downtown infrastructure, most notably in the recently finished Jackson Street Pier and Shoreline Drive projects. Future phases of downtown infrastructure improvements will continue the revitalization process by bringing the next set of key places up to the quality and usefulness of these recent improvements.

Columbus Avenue is a focus of the Master Plan for this reason—it is the logical place for the next set of improvements. **As the central spine of downtown, Columbus Avenue terminates into Schade-Mylander Plaza with iconic views of the water. Columbus Avenue is Sandusky's "Main Street," anchored by City Hall and Sandusky State Theatre.** The street also functions as the center of downtown's retail environment, connecting the bustling retail spaces on either side along Market Street, Water Street, and Shoreline Drive.

The Columbus Avenue Focus Area includes Columbus Avenue and Shade-Mylander Plaza. Planning Objectives for these concepts include:

- » Make Columbus Avenue downtown's most vibrant street
- » Foster connection to Shoreline Drive and Jackson Street Pier
- » Anchor the civic and retail core of downtown
- » Increase waterfront connection and outdoor dining opportunities
- » Continue the transformation of experience at the terminus to Sandusky Bay

"The redevelopment of the area that is already in progress is amazing. Although inconvenient at times, we all know it's for the improvement of our community. Great things are happening."



COLUMBUS AVENUE CONCEPT DIAGRAM



I. MAKE COLUMBUS AVENUE DOWNTOWN'S MOST VIBRANT STREET

Festival Street + Linear Park

The Columbus Avenue streetscape concept emphasizes the idea of the corridor as a “Festival Street,” including elements described in the Vision for the Public Realm, and adds a “Linear Park” experience to the streetscape.

Columbus Avenue Concept | Festival Street + Linear Park creates a parallel parking condition on Columbus Avenue to enable a seamless festival area in the center of the street (for times it is closed to traffic) and connect Washington Park with Schade-Mylander Plaza with a linear park experience along the sidewalk edge. Sidewalk size is increased from nine feet today to between 15–20 feet (since right-of-way dimensions vary from block to block). An 11–14 feet amenity zone for park elements such as seating and public art is added within the linear park space containing seasonal plantings and high-canopy street trees.

Festival Street + Linear Park components:

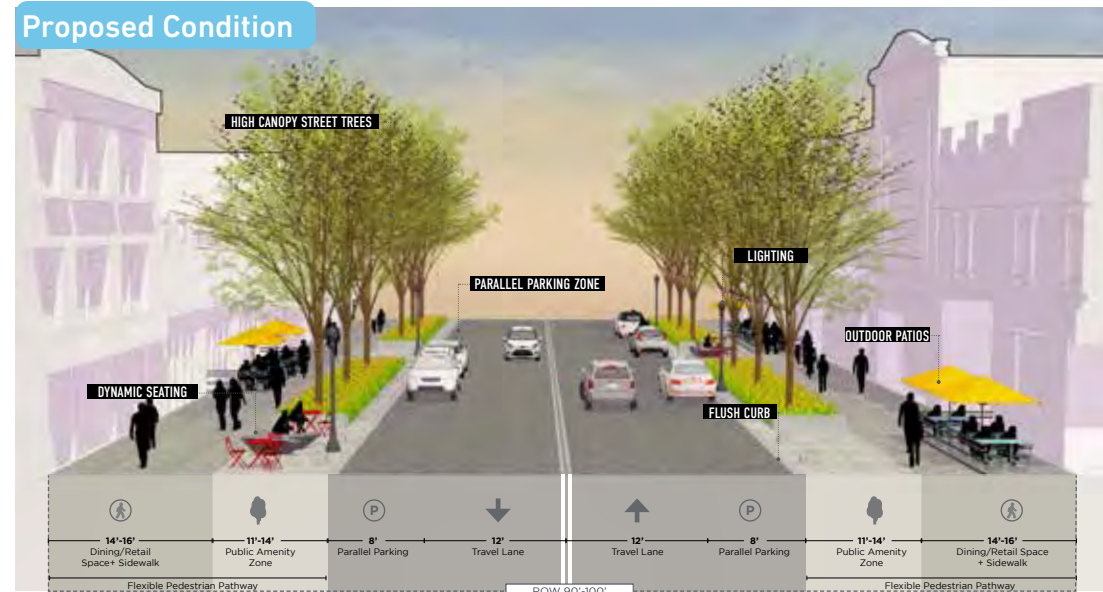
- » Site-specific, amenitized and flexible design
- » Specialty paving with flush curb for increased walkability and enhanced festival condition
- » Dynamic publicly accessible seating, lighting, and public art
- » Expanded sidewalk and space for business' outdoor dining and retail display
- » Ability to be closed to traffic for events and festivals
- » High-canopy, urban-tolerant shade trees replace existing trees
- » Tree lawn forms linear park
- » Amenity zone for additional placemaking and pedestrian attractions such as seating and public art

“The sidewalks could use some work and “pizazz” —like paintings or other Sandusky related things you see as you walk”

Existing Conditions

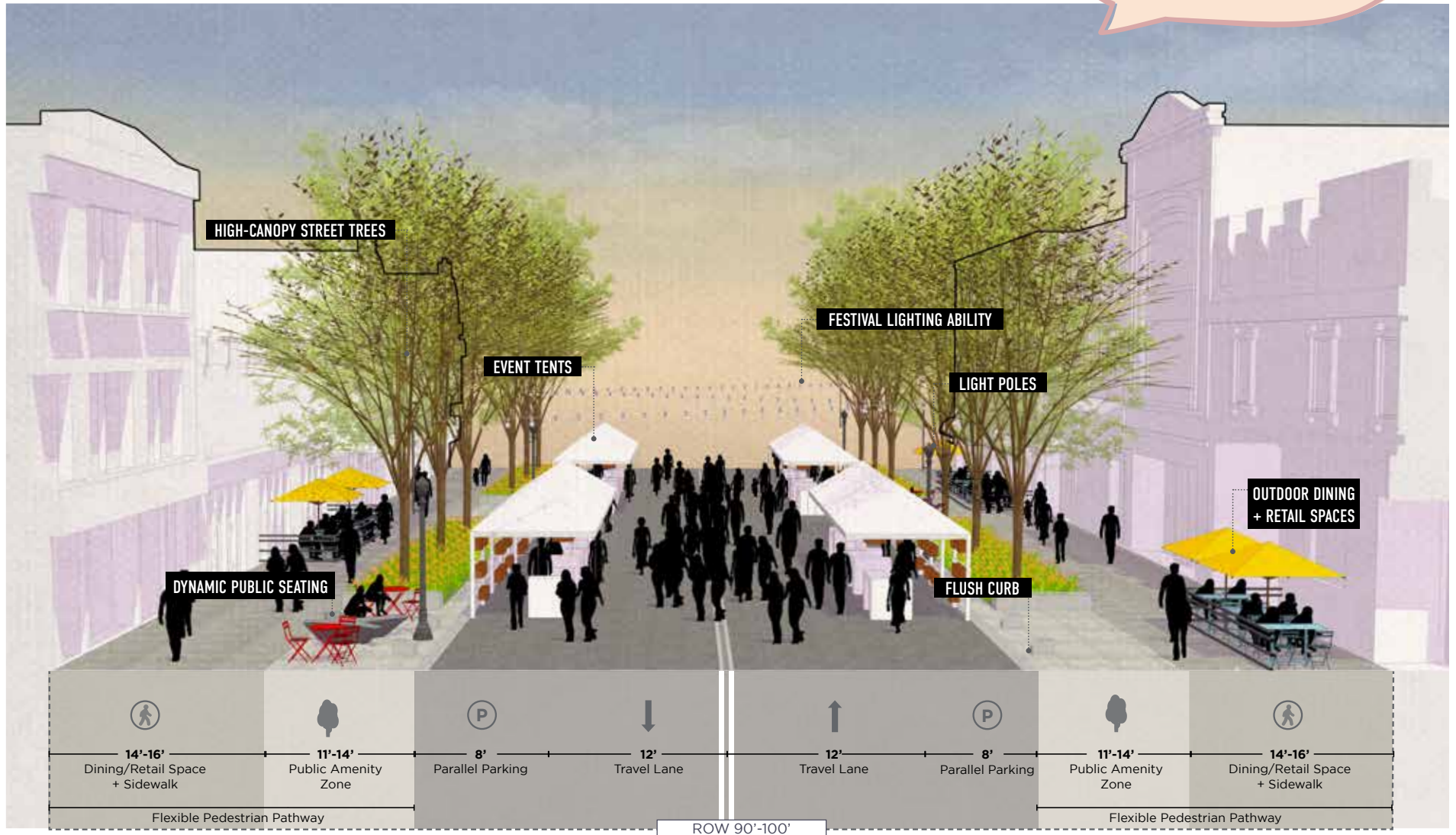


Proposed Condition



COLUMBUS AVENUE: A FESTIVAL STREET + LINEAR PARK

"If the sidewalks were wider, you could have more outdoor patios and more room for pedestrians to be walking around"



I. MAKE COLUMBUS AVENUE DOWNTOWN'S MOST VIBRANT STREET

Imagine the future of the Plaza

Schade-Mylander Plaza is the critical connector from Columbus Avenue to Shoreline Drive and Jackson Street Pier. Offering iconic views of Downtown Sandusky, Sandusky State Theater, and the Sandusky Bay, this plaza can be a vibrant gathering place and a place for quiet contemplation.

To match the quality of Jackson Street Pier and Shoreline Drive, Schade-Mylander Plaza needs a face lift. Two concepts were developed for improvements. All options show a Water's Edge Platform at Mile Marker Zero and a supergraphic SANDUSKY public art installation.

Concept 1A + 1B | Landscape + Interactive Fountain are options to update the existing plaza for today's use. A new, interactive fountain could add play space and beauty to the space, while offering the flexibility to turn it off and use the plaza for small events.

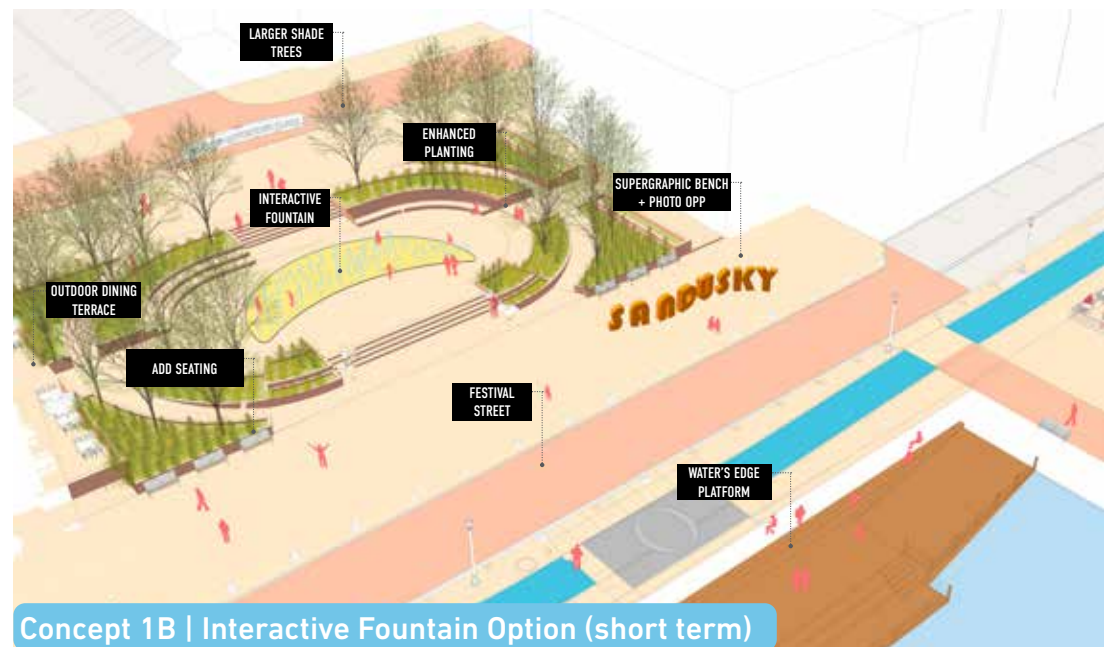
Concept 1A + 1B | Landscape + Interactive Fountain Option components:

- » Shade trees that frame the space and views
- » Plaza-style interactive fountain

Concept 2 | Reimagine the Plaza expands the footprint of the plaza to gain space for amenities and open up the views to downtown and Sandusky Bay. Step features add seating options and an artistic, interactive fountain adds lighting, play, and public art to frame the space.

Concept 2 | Reimagine the Plaza components:

- » Larger, more flexible plaza space
- » Shade trees that frame the space and views
- » Interactive lighting and public art fountain
- » Step seating



SCHADE-MYLANDER PLAZA CONCEPTS

In stakeholder conversations, Concept 2 was preferred, but community members thought this concept might be a longer-term option.

"This area should excite all your senses"

Concept 2 | Reimagine the Plaza (preferred, long term)



II. CREATE A WATERFRONT CULTURAL ANCHOR

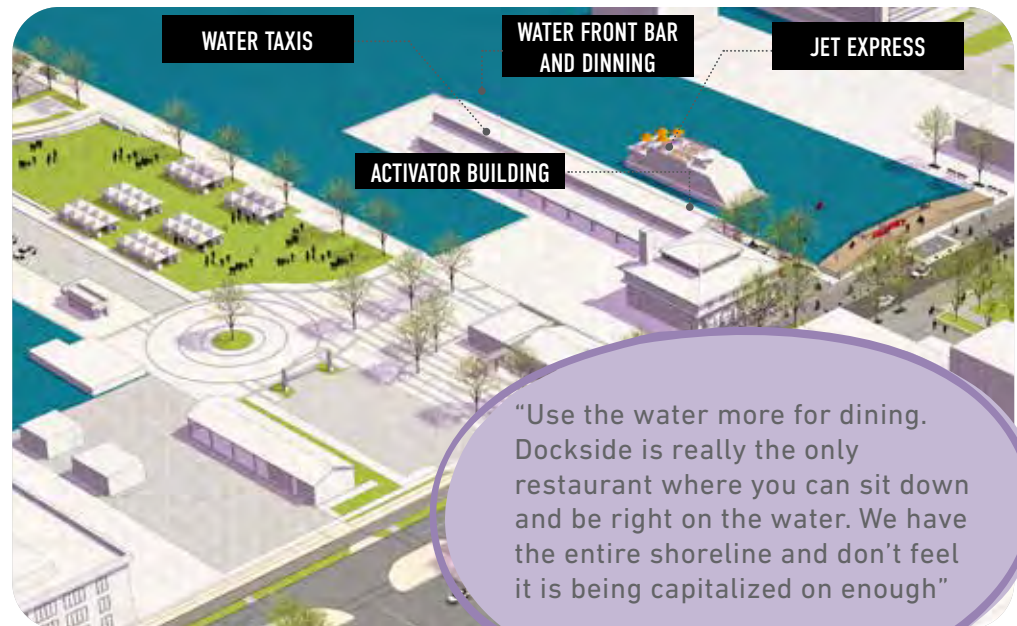
Historic Boeckling Building

The historic Boeckling Building and Jet Express pavilion sit next to Jackson Street Pier and look out onto the water, Columbus Avenue, Shoreline Drive, and Schade-Mylander Plaza. Currently the home of Ohio Department of Natural Resources offices, this site is ripe for a fresh look and new uses.

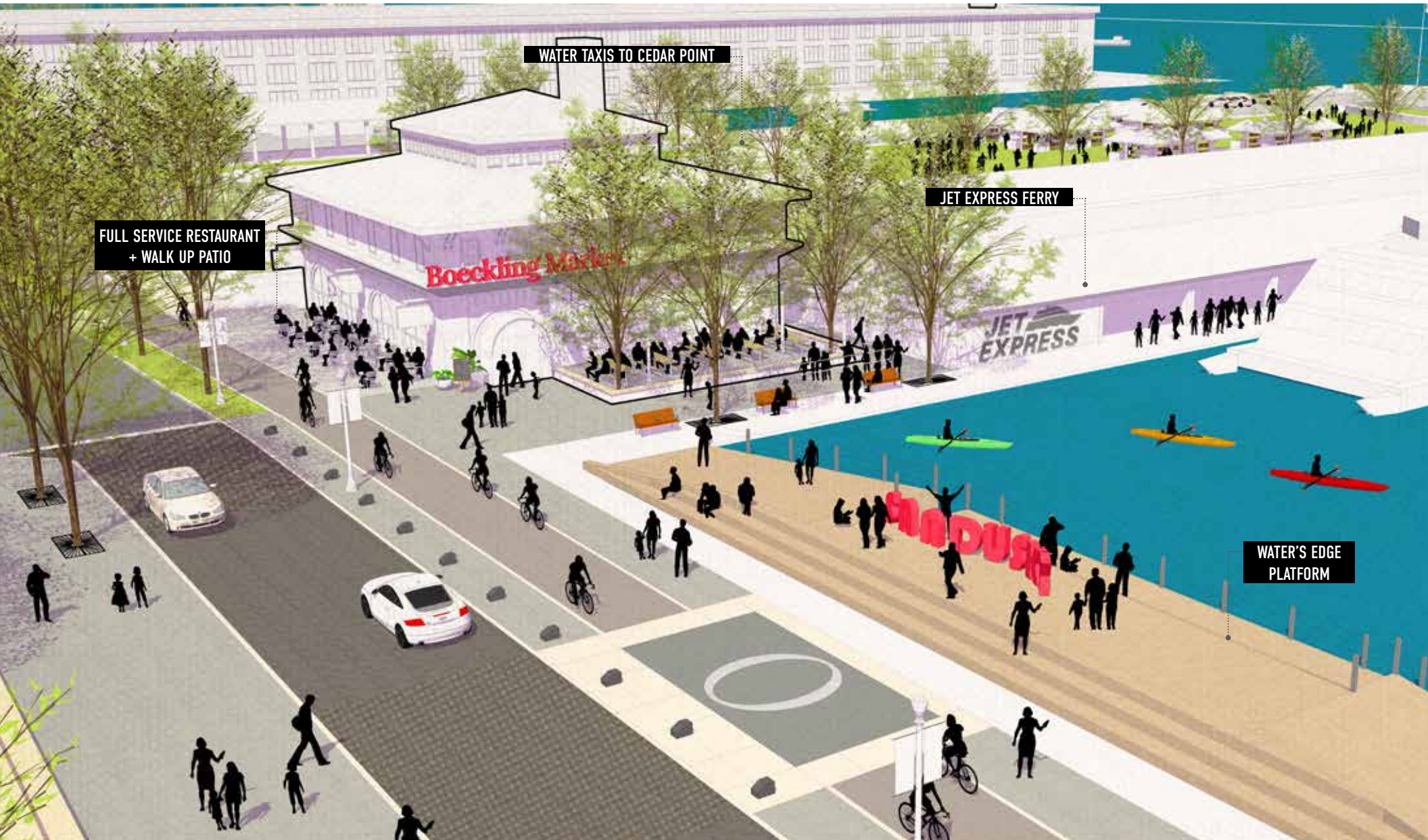
The Waterfront Concept shows a signature restaurant, or multiple smaller vendors in a readapted Boeckling building with large patio spaces along the water's edge and Shoreline Drive. In this concept, the Boeckling Building becomes a gateway to the ferry and the waterfront district. Families and Jet Express passengers can grab a snack or visitors can sit down to a full meal experience, while taking in the views and people-watching that make this area so special. Small retail vendors on the ground floor and office spaces above activate the building and streetscape around it. Water taxis run regularly to and from Cedar Point. Redevelopment or re-imagining of the Jet Express pavilion could also be a part of a concept at this location, with small vendor spaces in the existing building or a new mixed use building with architecture that pays homage to the current pavilion structure.

Waterfront Concept components:

- » Water's Edge Platform for seating and events
- » Preservation and readaptation of Boeckling Building
- » Patio along Shoreline Drive
- » Patio along the Water
- » Signature restaurant or several small restaurateur spaces including walk-up service and full service
- » Ground floor vendors with office uses above
- » Water taxis to Cedar Point



WATERFRONT CULTURAL ANCHOR



III. REDEVELOP THE JACKSON STREET PARKING LOT

Jackson Street Anchor Redevelopment

The Jackson Street Anchor Redevelopment shows a vision for connecting the built environment downtown where there is currently a city-owned parking lot.

The vision for private development and public infrastructure on the site activates Water Street and downtown in several ways:

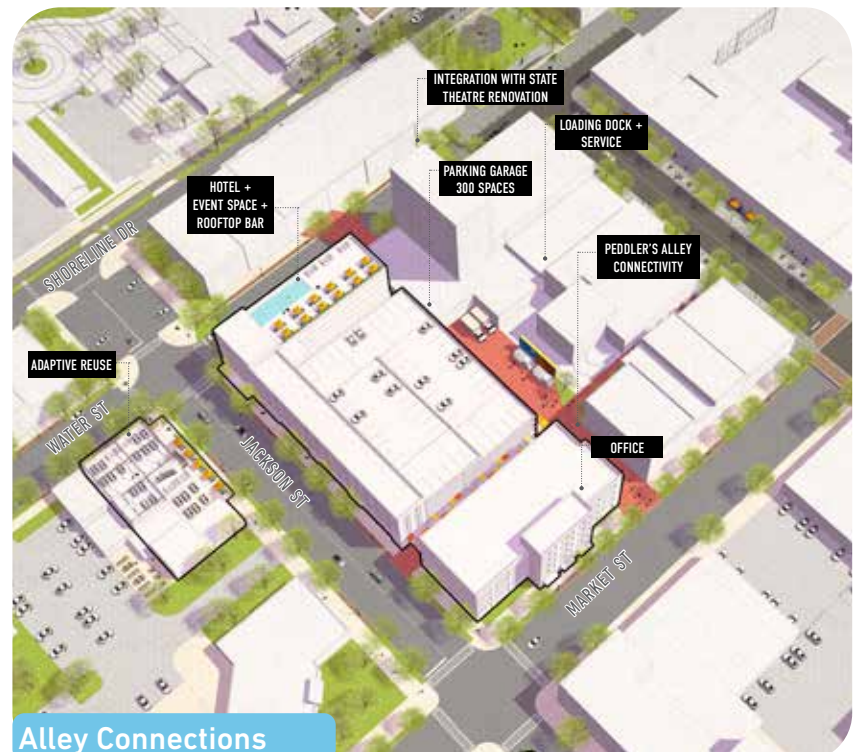
- A new hotel with ground floor retail spaces activates Water Street
- Event space and rooftop bar captures water views
- Anchor office/mixed use development activates Jackson and Market Streets
- Connection to Sandusky State Theatre renovations and integration of loading zone
- 300 space public parking garage serves new uses and increases public parking
- Alley connection increases walkability and refreshes Peddler's Alley
- Adaptive reuse concept for activating existing building on Jackson Street



Rooftop Views



Existing Conditions



Alley Connections

JACKSON STREET CONCEPT

CONCEPT COMPONENTS:

- ±120 KEYS HOTEL
- 5K - 10K ft² EVENT SPACE
- ROOFTOP BAR
- 44 K ft² OFFICE/MIXED USE
- 300 PARKING SPACES
- 8.4 K ft² RETROFITTED WAREHOUSE

INTEGRATION WITH
STATE THEATRE
RENOVATION

HOTEL + EVENT SPACE
+ ROOFTOP BAR

PARKING GARAGE
300 SPACES

ADAPTIVE REUSE

OFFICE/MIXED USE
ANCHOR DEVELOPMENT

PEDDLER'S ALLEY
CONNECTIVITY

"Availability of restaurants theatre and retail stores not normally available to a city of our size. This is contingent on tourism. A major hotel will draw tourists and provide the necessary non-resident patrons to make it all successful."

IV. REVITALIZE NEIGHBORHOODS

Downtown Neighborhoods

Within Downtown Sandusky, but outside of the downtown core, there is a mix of retail, residential, employment, and vacant land uses. As downtown revitalizes, Sandusky residents and newcomers will be attracted to these areas for investment.

The Downtown Neighborhoods concept sets a direction for future development in the areas east and west of the downtown core, using the blocks east of the core as an example.

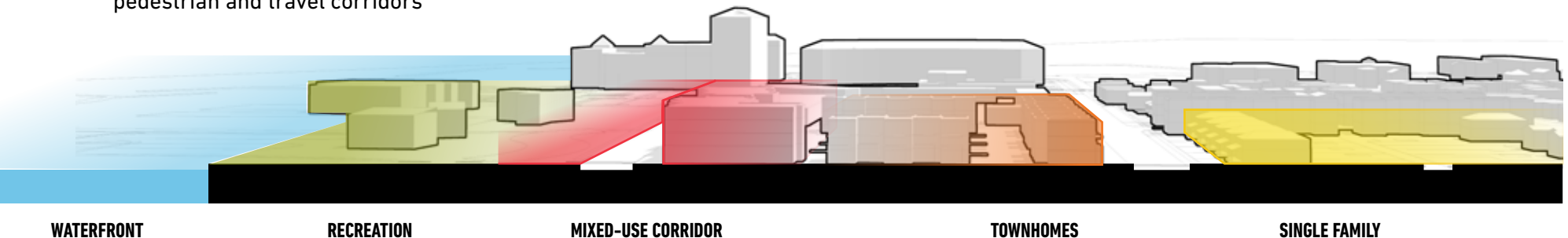
Compatible land uses, transition into existing single family residential, walkability, and connectivity along Water Street are all important considerations for future development.

Downtown Neighborhood concept components:

- » Increasingly higher density the closer you get to Columbus Avenue or Water Street
- » Mixed use, streetscape enhancements and recreational/ connection to the water along Water Street
- » Transition in density, including townhome and multi family residential uses moving south into existing single family neighborhoods
- » Consideration of affordability and variety of housing options
- » Protect viewsheds, especially views of the water from pedestrian and travel corridors



"Increased residential options will help drive the demand for several other needs. I say keep expanding residential options."



WATERFRONT

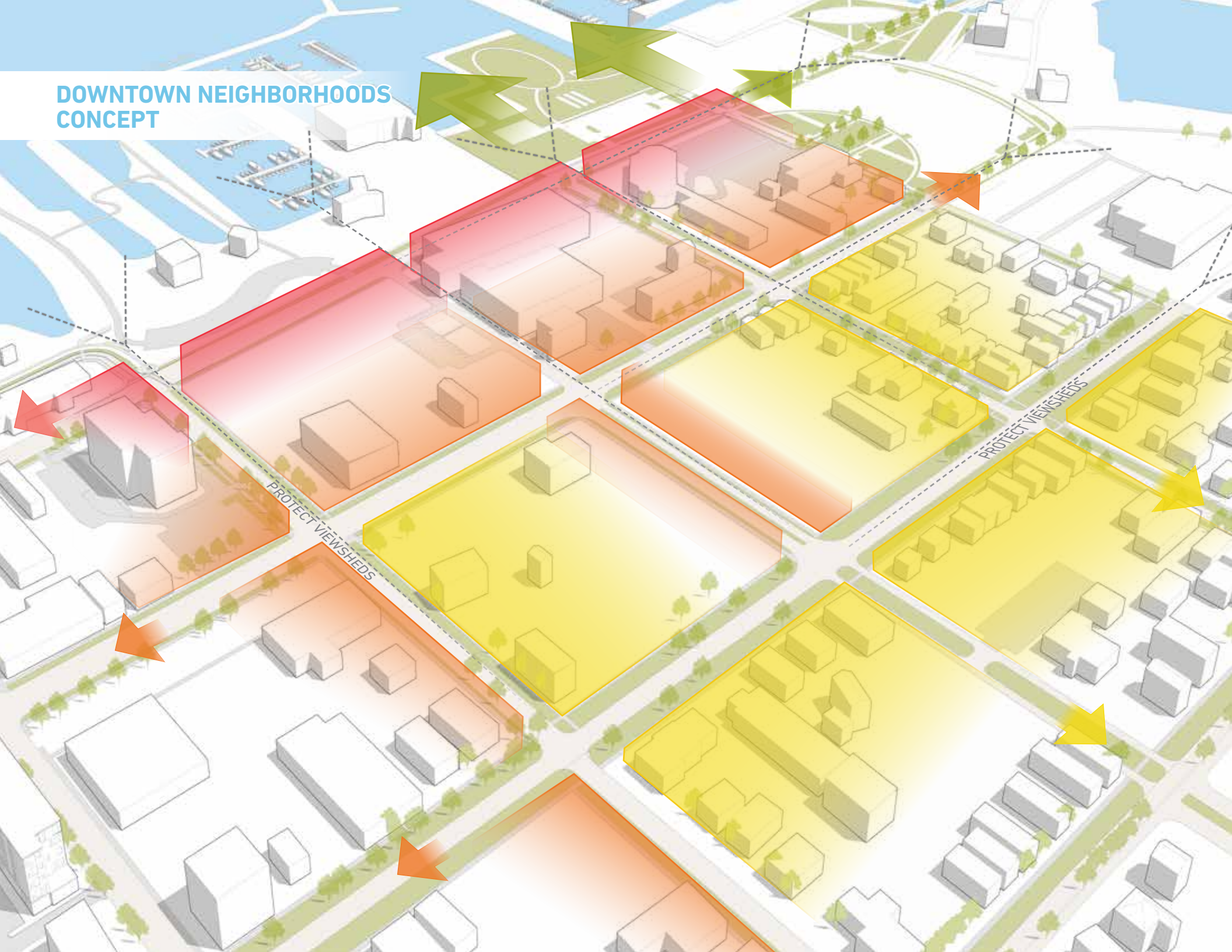
RECREATION

MIXED-USE CORRIDOR

TOWNHOMES

SINGLE FAMILY

DOWNTOWN NEIGHBORHOODS
CONCEPT



V. CONNECT TO BATTERY PARK

Battery Park Redevelopment

Battery Park, also known as the East Bay, has been a focus for redevelopment in the city for some time. The area has outstanding views of Sandusky Bay and Cedar Point and large parcels of publicly-owned land. This site is expected to develop with a scheme aligned with the concepts outlined here, with potential uses that include a hotel, residential, retail spaces facing the water, public boardwalk, park and event space.

As development occurs, considerations to ensure it connects to existing neighborhoods as an extension of the historic street grid will be important for the success of new development. Likewise, development on this site should have no “back,” meaning it is welcoming to pedestrians approaching it from Water and Meigs Streets as well as to boaters approaching from Sandusky Bay.

The Battery Park concept emphasizes a balanced mix of uses and neighborhood character, including public and private development, public spaces, walkability, connectivity to surrounding neighborhoods, and connectivity to the downtown core.

Battery Park concept components:

- » Improvements to the old City Hall and Police Station site
- » Expansion of the park space that includes the Sandusky Skatepark
- » Improvements to Sandusky Bay Pavilion park
- » Streetscape, green space, and connectivity to surrounding neighborhoods
- » Sandusky Bay Pathway connection
- » Public boardwalk with continuous public access to the waterfront
- » Battery Park public event space
- » Mixed use development, such as hotel, medium to high density residential, and retail



The Boardwalk at Towne Lake, Cypress, TX

“I love Sandusky. I go downtown as much as possible. Emphasize the ease of movement from place to place via walking”



2017 Draft Vision Plan by Smith Group, JJR, and The Trust for Public Land

BATTERY PARK CONCEPT COMPONENTS

EXPANSION OF THE PARK SPACE THAT INCLUDES THE SANDUSKY SKATEPARK

MIXED USE DEVELOPMENT

BATTERY PARK PUBLIC EVENT SPACE

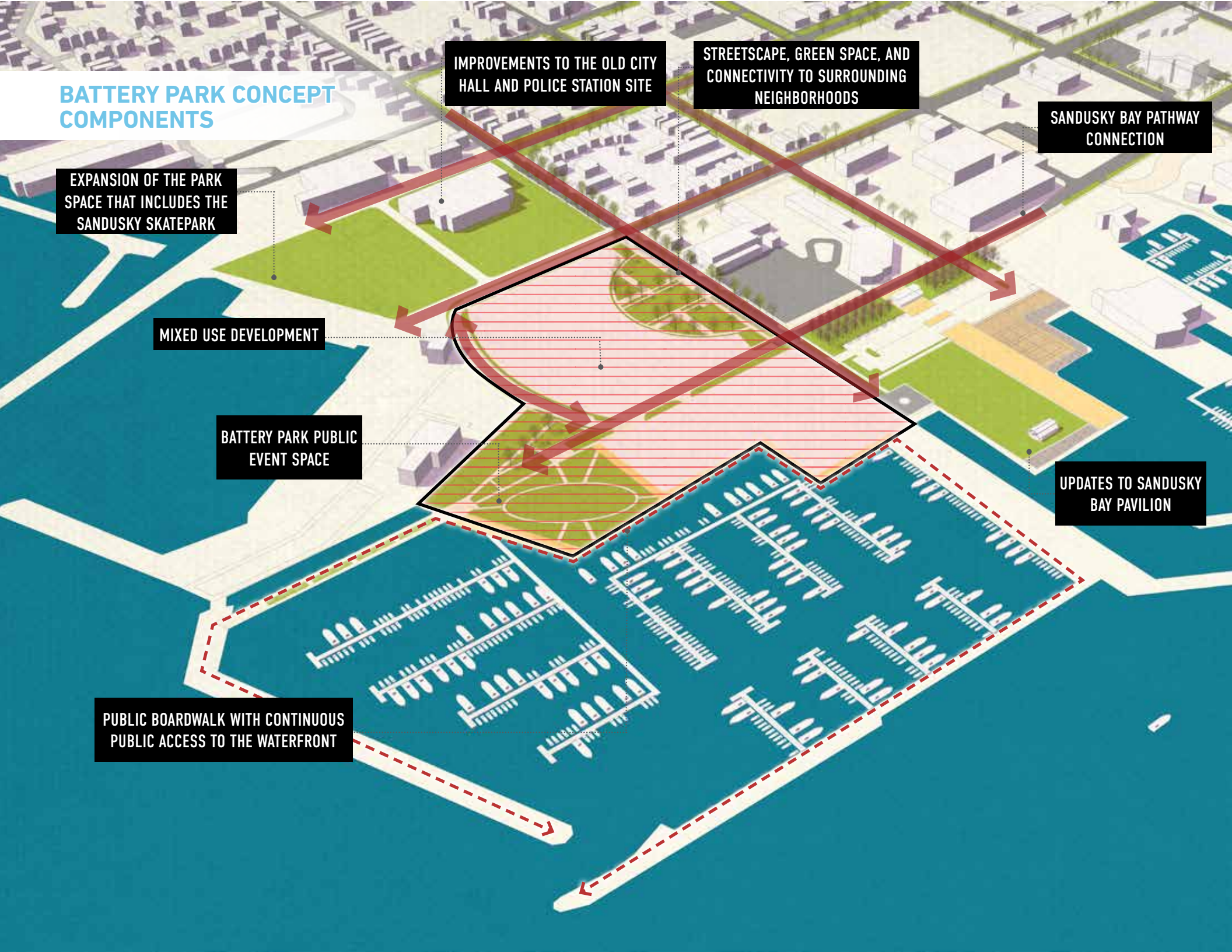
PUBLIC BOARDWALK WITH CONTINUOUS PUBLIC ACCESS TO THE WATERFRONT

IMPROVEMENTS TO THE OLD CITY HALL AND POLICE STATION SITE

STREETSCAPE, GREEN SPACE, AND CONNECTIVITY TO SURROUNDING NEIGHBORHOODS

SANDUSKY BAY PATHWAY CONNECTION

UPDATES TO SANDUSKY BAY PAVILION



6 IMPLEMENTATION

IMPLEMENTATION

Priorities

The recommendations in this plan span the region. Implementation will include public responsibilities, private investment, and collaboration with community and regional partners. This section is targeted to plan implementation with multiple tools including:

- » TOP TEN Policy/Programming Priorities: items for the city to focus on in order to facilitate early wins and make progress across multiple plan recommendations.
- » TOP TEN Priority Project: for the city to continue to collaborate with regional stakeholders and private investors to implement.
- » Summary Matrix + Action Steps: Summary table of the nine plan recommendations and action steps with draft time frames and responsible city departments and potential implementation partners.
- » Downtown Anchors and Drivers: framework for considering the balance of city resources and focus as plan implementation is underway.
- » Real Estate Prioritization + Funding Tools: tables for referencing target time frames for development typologies and available funding tools.
- » Enabling Projects: order of magnitude budget ranges for priority public improvements.
- » Recommended Street Tree List: list of trees appropriate to downtown conditions

TOP TEN Policy/Programming Priorities

0-2 Years

- 1 CREATE A NONPROFIT PARTNER FOCUSED ON DOWNTOWN**
To be funded in part by city economic development and/or programming/marketing funds, along with philanthropic and stakeholder partners, as well as creating earned income revenue streams and other funding. Develop strong governance model with mix of regional players and downtown stakeholders. Focus on marketing, programming, placemaking, maintenance, merchant coordination (in addition to, not in place of existing city efforts).
- 2 CREATE DOWNTOWN OUTDOOR REFRESHMENT AREA**
Include pricing of cups, what funds raised will go toward, model for implementation, and implementing partner. Needs legislation.
- 3 IMPLEMENT A PARKING MANAGEMENT PLAN**
Focus on on-street management, long term parking and resident parking program, strategy for cost of implementation and potential revenue generation.
- 4 ESTABLISH AN INFRASTRUCTURE FINANCING & IMPLEMENTATION PLAN**
Focus on utilizing downtown and future TIFs, as well as leveraging outside funding sources to fund future infrastructure needs without utilizing traditional funds designated for local infrastructure. In addition, pursue the creation of a Section 41 TIF to support private development that contributes to public priorities downtown.
- 5 OUTLINE PROGRAMMING STRATEGY**
Establish a plan for a major festival to be developed, a summer series of programs on the pier, activation of shoulder seasons, partnering on pub crawls and similar low cost events marketed on social media, and winter programming utilizing theater (and/or built around ice skating rink). Unveil Jackson Street Pier Amenities: Announce and set in place a plan for funding operations. Identify responsibilities of city and/or partners, including ice skating rink, movie screen, and stage.

0+ Years (Ongoing)

- 6 DIVERSIFY DOWNTOWN STAKEHOLDERS & CUSTOMERS**
Intentionally seek to diversify the businesses, residents, and visitors of downtown. Do targeted outreach to understand obstacles and design programming and strategies specifically to ensure everyone feels welcome and a sense of ownership of downtown.

2-5 Years

- 7 CREATE SPECIAL IMPROVEMENT DISTRICT/MAINTENANCE PLAN**

The new nonprofit should coordinate with downtown stakeholders to determine appropriate scale and use of funds on enhancing downtown aesthetics and maintenance.

- 8 START WATER TAXI SYSTEM**
Identify a funding model and operations strategy, implement.

- 9 DEVELOP RETAIL STRATEGY**
Develop a coherent strategy for retail and a model for how the city and partners can execute it, include more consistency of hours, programs designed specifically to boost retail, and joint marketing.

- 10 CREATE TRANSIT AND CORRIDOR IMPROVEMENT STRATEGY**
Improve connections via transit through the Sandusky Transit System. Explore the idea of an enhanced downtown transit center. Improve corridor experience for those arriving into Sandusky along Route 6, Route 250, Hayes Ave and Tiffin Avenue.

TOP TEN Priority Projects

0-5 Years

- 1 Early Pipeline Projects (Cooke Building Construction, Feick Building Renovation)**
- 2 State Theatre Restoration**
- 3 Jackson Street Parking Lot Anchor Redevelopment**
- 4 Columbus Avenue Streetscape**
- 5 Residential Upper Floor Rehabilitation**
- 6 Schade-Mylander Plaza Masterplan**
- 7 Downtown Streetscapes and Intersection Improvements**
- 8 Residential Infill East of Downtown/Warren Street Corridor**
- 9 Boeckling/Ferry Terminal Redevelopment/Water Taxi**
- 10 Begin implementation of Battery Park Masterplan**

PLAN RECOMMENDATIONS

Summary Matrix + Action Steps

This table includes the nine plan recommendations and action steps with target time frames and potential leading agency and supporting partners for each.

RECOMMENDATION	ACTION STEPS	TIMEFRAME			RESPONSIBLE ENTITY	
		SHORT TERM	MEDIUM TERM	LONG TERM	LEAD	SUPPORT
1. Position Downtown Sandusky as the Economic, Entertainment, & Cultural anchor of the region	Continued focus on regional water transportation to Put-in-Bay, Kelleys Island, Cedar Point and Pelee Island including ferry service and water taxis.				City of Sandusky	Cedar Point, Ferry Services
	Increase pedestrian connectivity into publicly accessible sites, such as public parks and commercial spaces.				City of Sandusky	
	Incentivize private landowners to create public amenities on the water-facing edges of property. Amenities may include seating, plaza spaces, viewing platforms, boardwalks, bike parking, public art, etc.				City of Sandusky	Property Owners
	Allow food trucks, vendor carts, small commercial spaces, and other innovative retail entrepreneurs to operate on existing sites.				City of Sandusky	Property Owners
	Encourage offering of transient boater slips, with signage and wayfinding, to property owners with boat parking.				Marina Owners	City of Sandusky
	Emphasize mixed use, residential (including upper floor rehabilitation of historic buildings), and hospitality land uses along the water.				City of Sandusky	Developers
	Ensure new construction and redevelopment plans maximize views to the water with site/building design, balconies, and rooftop access.				Developers	City of Sandusky
	Park improvements at Shoreline Park such as consideration of fence removal or alteration, addition of adult fitness equipment, pedestrian connectivity and accessibility to the waterfront.				City of Sandusky	Firelands Regional Medical Center
2. Brand something new	Conduct a branding, placemaking, and architectural theme exercise to discover the name, colors, textures, stories, and materials that would create an authentic Sandusky waterfront district.				New Downtown Organization	City of Sandusky
	Identify a boundary for the district and placemaking elements for public and private spaces that would solidify its identity as a unique part of downtown.				New Downtown Organization	City of Sandusky
	Inspire businesses and property owners to embrace the district identity with investment in marketing materials, public art, renovation/facade improvements, increasing access to the water, adding transient boat parking, and increasing public access to the waterfront.				New Downtown Organization	City of Sandusky
	Create one or more signature events to celebrate the district annually and attract visitors to the area.				New Downtown Organization	City of Sandusky

RECOMMENDATION	ACTION STEPS	TIMEFRAME			RESPONSIBLE ENTITY	
		SHORT TERM	MEDIUM TERM	LONG TERM	LEAD	SUPPORT
3. Generate year-round excitement	Dedicated funding and staffing for programming				City of Sandusky	New Downtown Organization, Philanthropy, Corporate Partners
	Investment in complementary structures such as a screen for outdoor movies, temporary stage for concerts and theater, and ice rink for winter attraction				City of Sandusky	New Downtown Organization, Philanthropy, Corporate Partners
	Create a flexible Columbus Avenue that could be closed for events				City of Sandusky	
	Engage the community to create new events that celebrate the diversity and culture of residents				New Downtown Organization	City of Sandusky, LESI
	Invest in connected public spaces in a variety of sizes and shapes (plazas, green space, etc.) that can be utilized in four seasons for public, private, and semi-public/private events				City of Sandusky	
	Create marketing and storytelling that build the city's brand as an event destination for the region				New Downtown Organization	
	Market the waterfront's photogenic qualities for events and photoshoots				New Downtown Organization	City of Sandusky, LESI
	Collaborate with the marinas and area businesses to host events and activities in the spring and fall.				New Downtown Organization	City of Sandusky, LESI
4. Consider walkability first	Update technical documents as needed to reflect downtown streets framework. These may include street tree list, street design standards, maintenance program, and development proposal requirements.				City of Sandusky	
	Replace unhealthy or struggling existing street trees with high-canopy street trees. Replace all existing trees in circumstances of substantial new development or streetscape updates.				City of Sandusky	
	Implement signature crosswalks at specified locations and typical crosswalks on remaining downtown intersections				City of Sandusky	

PLAN RECOMMENDATIONS

Summary Matrix + Action Steps

RECOMMENDATION	ACTION STEPS	TIMEFRAME			RESPONSIBLE ENTITY	
		SHORT TERM	MEDIUM TERM	LONG TERM	LEAD	SUPPORT
5. Create a bicycle, golf cart, and multimodal culture	Create conceptual and schematic design plans for signature and typical intersections				City of Sandusky	
	Collaborate with the county to improve visibility and signage of the downtown parking garage to increase use.				Erie County	City of Sandusky
	Add creative signage and wayfinding to ensure drivers know where to park downtown and how to get to multiple destinations after parking once.				New Downtown Organization	City of Sandusky
	Consider public programs or partnerships to incentivize multimodal services, which could include: valet service, bike rental, bike share, golf cart rental, golf cart shuttle, pedicab shuttle				City of Sandusky	Marinas, Sandusky Yacht Club, Ferry Services
	Consider adding golf cart designated parking spaces in several areas as part of a larger promotional campaign to increase their use downtown.				City of Sandusky	
	Collaborate with the marinas to connect boaters to downtown destinations while keeping their cars stored in marina lots.				Marinas	City of Sandusky
	Purchase a city golf cart for staff use in downtown trips to demonstrate their ease of use and viable option for downtown mobility.				City of Sandusky	
	Increase bike parking in public spaces and require them in new development.				City of Sandusky	
6. Foster education + entrepreneurship	Focus on attracting land uses that build on the education anchor. Such uses may include incubator spaces, entrepreneurial programs such as the Erie County RISE program, live/work spaces geared toward artists, and additional higher-education programs that serve the region, such as science programs focused on Sandusky Bay research.				Cedar Fair/BGSU/ECEDC	City of Sandusky
	Encourage retail, food and beverage establishments to serve area students.				New Downtown Organization	BGSU/Cedar Fair
	Improve high-speed internet connectivity and/or public WiFi				City of Sandusky	
	Create strong, walkable connections with signage and streetscape from campus to Columbus Avenue.				City of Sandusky	
7. Revitalize with activated, high quality buildings	Update downtown design guidelines				City of Sandusky	
	Incorporate master plan principles and recommendations into the development review process				City of Sandusky	
8. Create amazing public spaces	Implement public space components of the master plan				City of Sandusky	
9. Prioritize investment	Continued engagement with focus area property owners				New Downtown Organization	City of Sandusky
	Incorporate streetscape and public realm improvements into new development and redevelopment				City of Sandusky	

IMPLEMENTATION

Downtown Anchors and Drivers

These key anchors and drivers set the context for creating the master plan and the policy, programming, and key project initiatives the city will continue focus on in the short term. Considering a balance of improvements across these areas as the plan is implemented will facilitate the success of downtown.

Cultural Entertainment

- » Legacy Anchors: State Theater, Merry Go Round Museum, Maritime Museum
- » Recent Projects: Children's Museum
- » Potential: State Renovations, Public Art, Programming Amenities Package

Residential Development

- » Legacy Anchors: Chesapeake Lofts
- » Recent Projects: townhouses, Columbus Ave Lofts, Schmidt Apartments, Windau
- » Potential: 2nd floor residential in downtown buildings, infill multi-family, townhome and small footprint single family, Feick, Cooke

Hotel/Hospitality

- » Recent Projects: Chesapeake (transient), Hotel Kilbourne, Columbus Ave and Market Street VRBOS, Cove District
- » Potential: anchor hotel and conference center on JSP, on Battery Park, expand transient rental as legal within a certain radius of downtown/within Kilbourne Plat and Cove

Government and Corporate Offices

- » Legacy: Civista, Murray and Murray
- » Recent: City Hall Relocation, Ashley Group
- » Potential: Corporate HQ site on Jackson Street Parking Lot

Marinas & Waterfront Transportation

- » Legacy: Ferry services, private marina, transient marina
- » Potential: water taxi service, continued transient expansion

Waterfront Access & Recreation

- » Legacy: Battery Park, Shoreline Park
- » Recently Completed: Sandusky Bay Pathway, Jackson Street Pier
- » Potential: activate through programming, extend Sandusky Bay Pathway

Education

- » Legacy: Adams School, Jackson, Sandusky Central Catholic
- » Recently Completed: BGSU/Cedar Fair
- » Potential: continued expansion of offerings

Food and Beverage

- » Legacy: Daley's, Zinc, Crush, Dockside, New Sandusky Fish Company, etc
- » Recently Completed: Barra, Small City, Shorehouse, Great Lakes Grinders, Baithouse etc
- » Potential: continued expansion

Retail

- » Legacy: Erik's, Fabulous Female, Encore
- » Recent: Marketplace at Cooke
- » Potential: continue supporting and attractive niche boutique retail

Active Living

- » Legacy: Skate park, tennis courts
- » Recent: Paddle & Climb, Nexxt Level, Sandusky Crossfit, Tim Dorsey, Macca Root, Shoreline Playground
- » Potential: Increase active living amenities such as adult fitness, updated skate park, waterfront recreation, bikeways, health food, active recreation options in downtown

IMPLEMENTATION

Real Estate Prioritization + Funding Tools

Real Estate Prioritization

This table outlines the target time horizon for different product types downtown, organized by short term (1-3 years), medium term (2-5 years), and long term (5-10 years).

USE	TIMEFRAME		
	SHORT TERM	MEDIUM TERM	LONG TERM
Residential: Upper Floor Rehab			
Residential: New Low-Rise Townhome and Detached			
Residential: New Mid-Rise Multifamily			
Hotel: New/Rehab Downtown			
Hotel: New Battery Park			
Retail: Ground Floor Rehab			
Office: New/Rehab			

Fundability

The city has developed a robust array of economic development and housing grants to support rehabilitation and new construction downtown. While developers consider these tools essential, they also rely on state and federal programs to achieve feasibility. In particular, stakeholders consistently reiterated the benefits of TIF funding. Since prior TIF vehicles have been exhausted, the City is considering the creation of a new Section 41 TIF program downtown. The Section 41 program directly supports investments in private development downtown, including priority projects such as upper-floor rehabilitation for residential uses. This matrix highlights the different funding sources cited by stakeholders at different scales of development.

FUNDING SOURCE	APPLICATION		
	SITE TREATMENTS	REHABILITATION	NEW CONSTRUCTION
Private			
Third-Party Financing			
Specialty Programs (e.g. new homebuyers)			
Local			
Signage/Facade Grants			
Small Business Assistance Grants			
Substantial Redevelopment Grants			*
Housing Development Grants			*
Land Cost Abatement (if City-owned site)			
State			
Community Redevelopment Area Abatement			
Section 41 TIF			
Historic Preservation Tax Credit			
Federal			
Historic Preservation Tax Credit			
Opportunity Zones			

* May be insufficient in magnitude to significantly support new construction

IMPLEMENTATION

Enabling Public Projects

Enabling Public Projects

This table projects budget numbers for public project identified in the plan recommendations and focus areas. Estimated project costs are in 2020 dollars.

ENABLING PROJECT	UNIT	QTY	UNIT COST	BUDGET RANGE
Columbus Avenue Streetscape Includes Groundplane, Stormwater, Electrical	SF	65,612	\$45 – \$75	\$2.9M – \$4.9M
Schade Mylander Plaza Includes Groundplane, Stormwater, Electrical	SF	29,000	\$45 – \$75	\$1.3M – \$2.2M
Fountain Includes Groundplane, pump, filter, reservoir	SF	480	+/- \$1K	\$450K - \$500K
Water's Edge Platform	EA			\$250K – \$450K
Jackson Street Garage	SPACE	300	\$25K – \$30K	\$7.5M – \$9M
Typical Downtown Streetscape 1 side, 16-18 Ft ROW	LF			\$350 – \$500 per linear foot
Intersection Treatments				
Paint	SF	2700	+/- \$1	\$3K range
Thermoplastic	SF	2700	+/- \$6	\$16K range

IMPLEMENTATION

Recommended Street Tree List

The following tree species are appropriate to the Sandusky climate and will create the high canopy condition recommended in the plan.

Scientific Name	Common Name
<i>Acer campestre</i> Hedge Maple (B&B Typ)	<i>Platanus occidentalis</i> 'Bloodgood' Bloodgood London Planetree
<i>Acer freemanii</i> 'Sienna Glen' Sienna Glen Red Maple	<i>Quercus acutissima</i> Sawtooth Oak
<i>Acer rubrum</i> 'October Glory' October Glory Maple	<i>Quercus bicolor</i> Swamp White Oak
<i>Acer rubrum</i> 'Sun Valley' Sun Valley Red Maple	<i>Quercus coccinea</i> Scarlet Oak
<i>Acer saccharum</i> 'Commomoration' Commomoration Sugar Maple	<i>Quercus macrocarpa</i> Burr Oak
<i>Betula nigra</i> River Birch (Single Stem)	<i>Quercus robur</i> , "Fastigiata" Pyramidal English Oak
<i>Carpinus betulus</i> European Hornbeam	<i>Quercus rubra</i> Red Oak
<i>Carpinus caroliniana</i> American Hornbeam	<i>Tilia cordata</i> 'Greenspire' Greenspire Linden
<i>Cercidiphyllum japonicum</i> Katsura Tree	<i>Ulmus americana</i> 'Princeton' Princeton American Elm
<i>Eucommia ulmoides</i> Hardy Rubber Tree	<i>Ulmus</i> 'Frontier' Frontier Elm
<i>Gleditsia Triacanthos</i> Honeylocust	<i>Ulmus parvifolia</i> Chinese Elm
<i>Koelreuteria paniculata</i> Goldenrain Tree	<i>Zelkova Serrata</i> 'Green Vase' Green Vase Zelkova

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MKSK HRA
Analyze. Advise. Act.



PLANNING DEPARTMENT

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5973
www.ci.sandusky.oh.us

To: Eric Wobser, City Manager

From: Greg Voltz, Planner

Date: February 9, 2021

Subject: February 22nd Commission Agenda Item –Adoption of the 2021 Public Art Work Plan.

Item for Consideration: Adoption of the 2021 Public Art Work Plan

Background Information: Arts and Culture is highlighted greatly within the Destination City section of the City of Sandusky Strategic Vision document. As such, the City dedicated funding for Public Art and created the Public Arts and Culture Commission in January 2018. The Strategic Vision also states, “The City of Sandusky will engage partners including local foundations, the County, and others to analyze the importance of arts and culture in our economy and evaluate models for public support that have succeeded elsewhere.”

In 2018, the City of Sandusky adopted the City of Sandusky Public Art and Placemaking Plan that is meant to guide the Public Arts and Culture Commission, staff, and leadership over the course of the next ten years towards creating a city with a strong public art presence. This master plan calls for the utilization of attributes within Sandusky to develop projects that will stand the test of time and/or create memorable experiences. These projects should be highly visible, they should add to the geographic diversity of our collection, and they should maximize interactive opportunities and vantage points. The projects proposed within this work plan are meant to stay within the goals and guiding principles set forth within the City of Sandusky Public Art and Placemaking Plan.

The Public Art Work Plan is an annual document that outlines what projects will be initiated in the coming fiscal year, as well as projects that will be in process during that fiscal year, as mandated within the Public Art and Placemaking Plan. The Public Arts and Culture Commission developed the work plan in consultation with the Planning Department. Once the Arts and Culture Commission approves the Work Plan, it is then submitted to the City Commission as part of the budget for review and approval.

The Public Arts and Culture Commission worked with the Planning department over the course of their November, December and January meeting to create the 2021 Public Art Work Plan. The 2021 Public Art Work Plan was unanimously approved by the Public Arts and Culture Commission at their December 15th meeting.

The full 2021 Public Art Work Plan is attached. Projects listed in the plan include: Columbus Avenue Streetscape Art, City Hall Gallery, Temporary Sculpture Exhibit, Artist Led Grant, and Sculptures by Jerzy Jotka Kedziora. The 2021 Public Art Work Plan is meant to describe projects and outline funding. While

not all of the projects outlined may be completed in 2021, the goal is to begin planning all of these projects in 2021, while ideally completing many of the projects by the end of the year.

Budgetary Impact: There is no direct budgetary impact related to the adoption of the 2021 Public Art Work Plan. However, implementation of the projects listed in the Plan will be completed with Public and Cultural Art and Acquisition Fund ("PAAAF") dollars, Sandusky Neighborhood Initiative (SNI) dollars, and grants and donations that may become available. All projects exceeding ten thousand dollars (\$10,000) will require City Commission approval. The PAAAF referenced in the Work Plan, was created with the creation of the City of Sandusky Public Arts and Culture Commission and shall be funded on an annual basis with the use of general funds, not admission tax dollars. One percent (1%) of the total admissions tax received from the previous year was used to calculate the budget for the PAAAF.

Action Requested: It is requested that legislation be drafted to adopt the 2021 Public Art Work Plan.

I concur with this recommendation:

Eric Wobser
City Manager

Jonathan Holody
Community Development Director

cc: McKenzie Spriggs, Clerk of City Commission
Michelle Reeder, Finance Director
Brendan Heil, Law Director

ORDINANCE NO. _____

AN ORDINANCE APPROVING AND ADOPTING THE 2021 PUBLIC ART WORK PLAN FOR THE CITY OF SANDUSKY.

WHEREAS, this City Commission created the Public Arts and Culture Commission by Ordinance No. 18-004, passed on January 8, 2018, for the purpose to administer, promote, facilitate, and oversee the creation of public art projects that will promote the cultural heritage and artistic development of the City, enhance the City's character and identity, contribute to economic development and tourism, add warmth, dignity, beauty and accessibility to public spaces, and expand the experience and participation of citizens with visual arts, and in addition, created a Public and Cultural Art and Acquisition Fund (PCAAF) for authorized expenditures which will be funded on an annual basis with general funds based on a formula for establishing the budget of the PCAAF; and

WHEREAS, one of the duties of the Public Arts and Cultural Commission was to prepare, maintain, and update a Public Art Master Plan and this City Commission approved and adopted the Public Art and Placemaking Master Plan by Ordinance No. 18-219, passed on November 13, 2018; and

WHEREAS, the Public Art Work Plan is an annual document that outlines the projects that will be initiated in the coming year, as well as projects that will be in process during that year, as mandated within the Public Art and Placemaking Plan, and this proposed 2021 Public Art Work Plan was developed by the Public Arts and Culture Commission in consultation with the Planning Department; and

WHEREAS, projects in the proposed 2021 Public Art Work Plan include: Columbus Avenue Streetscape Art, City Hall Gallery, Temporary Sculpture Exhibit, Artist Led Grant, and Sculptures by Jerzy Jotka Kedziora; and

WHEREAS, the Public Arts and Culture Commission unanimously approved the proposed 2021 Public Art Work Plan at their meeting on December 15, 2020; and

WHEREAS, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of Municipal Departments, including the Department of Public Works, of the City of Sandusky, Ohio and, NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. This City Commission approves and adopts the 2021 Public Art Work Plan for the City of Sandusky, a copy of which is marked Exhibit "A" and is attached to this Ordinance and is specifically incorporated as if fully rewritten herein.

Section 2. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent

jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for the reasons set forth in the preamble hereto, this Ordinance shall take effect at the earliest time allowed by Law.

RICHARD R. BRADY
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
MCKENZIE E. KRESSER
CLERK OF THE CITY COMMISSION

Passed:

SANDUSKY

2021 PUBLIC ART WORK PLAN

JANUARY 2021
CITY OF SANDUSKY, OHIO



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INTRODUCTION & PURPOSE

In 2018, the City of Sandusky adopted the City of Sandusky Public Art and Placemaking Plan that is meant to guide the Public Arts and Culture Commission,

staff, and leadership over the course of the next ten years towards creating a city with a strong public art presence. This master plan calls for the utilization of attributes within Sandusky to develop projects that will stand the test of time and/or create memorable experiences. These projects should be highly visible, they should add to the geographic diversity of our collection, and they should maximize interactive opportunities and vantage points. The projects proposed within this work plan are meant to stay within the goals and guiding principles set forth within the City of Sandusky

Public Art and Placemaking Plan.

2020 was a difficult year for the arts. With the global pandemic still raging the arts are under threat. With this context in mind the Public Arts and Culture Commission decided to focus on just a few projects.

The Public Art Work Plan is an annual document that outlines what projects will be initiated in the coming fiscal year, as well as projects that will be in process during that fiscal year. The Public Arts and Culture Commission will develop the Plan in consultation with the Planning Department and it is submitted to the City Commission as part of the budget for review and approval.

DEVELOPMENT

The 2021 Public Art Work Plan was developed with guidance from the Arts and Culture Commission, interdepartmental conversations, and the Public Art and Placemaking Plan.

STEPS TAKEN TO DEVELOP THE PUBLIC ART WORK PLAN:

- Determine availability of funding
- Identify projects to be paid for by identified funding
- Develop a draft Public Art Work Plan that will include locations, goals and budget for public projects and programs
- Present the plan to City Commission as part of the city budget approval

DEVELOPMENT

GOALS OF THE 2021 PUBLIC ART WORK PLAN:

- To further the development of, awareness of and interest in the visual arts;
- To integrate the design work of artists into Sandusky;
- To create an enhanced, interactive visual environment for Sandusky residents;
- To commemorate Sandusky's rich history;
- To promote tourism and economic vitality in Sandusky through the artistic enhancement of public spaces;
- To increase attachment to place;
- To engage community partners to build support for public art.

2021 PUBLIC AND CULTURAL ART AND ACQUISITION FUND (PCAAF):

We based the 2021 work plan off the availability of \$62,000.00 within the PCAAF which was based on admissions tax returns we had received and estimated in early December, 2020. As well as the remaining funds carried over from 2020. One percent (1%) of the total admissions tax from the previous year shall be used as the formula to determine the budget for the current year.

PROPOSED PROJECTS

The proposed projects listed below utilize ideas drawn from many different places.

Some are based off of conceptual projects or programs called for in the Public Art and Placemaking Plan, some compliment ongoing projects within the Downtown Sandusky Master Plan, while others are new ideas. However, they all take into account the goals and guiding principles set forth within the Public Art and Placemaking Plan. The Public Arts and Culture Commission looks to leverage the PCAAF fund to partner wherever possible,

and looks forward to working with others to create the exciting projects listed below in 2021 and beyond.

PROPOSED PROJECTS

Project 1: Columbus Avenue Streetscape Art

PROJECT DESCRIPTION:

The Arts & Culture Commission could issue a Call for Artists for a competition or other hiring process for an artist to become part of a team to re-make the main street of Sandusky, Columbus Avenue. By ensuring an artist is on the project team from the beginning, public art could be completely incorporated into the design of the project rather than placed after the project.

BUDGET:

Budget: \$50,000.00

Sources: PCAAF, Grants, Foundation

Example:



Example:



PROPOSED PROJECTS

Project 2: City Hall Gallery

PROJECT DESCRIPTION:

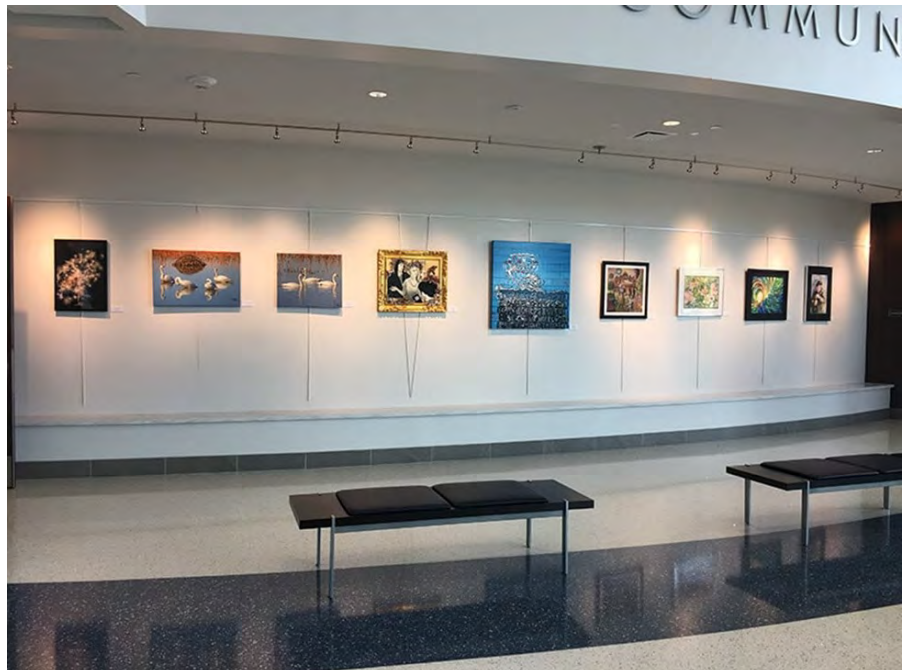
The Arts and Culture Commission would issue a call for artists to create a temporary gallery in city hall curated by the Arts and Culture Commission. This could be a very low-cost project for the Arts and Culture Commission. The budgeted funds for this project could be used for framing, nameplates, lighting or other items necessary for the project.

BUDGET:

Budget: \$1,000.00

Sources: PCAAF

Example:



PROPOSED PROJECTS

Example:



PROPOSED PROJECTS

Project 3: Temporary Sculpture Exhibit

PROJECT DESCRIPTION:

Partner with the Lange Trust for a year-long sculpture exhibit similar to the 2020-2021 Midwest Sculpture Initiative.

BUDGET:

Budget: \$10,000.00

Sources: PCAAF, Foundation



PROPOSED PROJECTS

Project 4: Sculptures by Jerzy Jotka Kedziora

PROJECT DESCRIPTION:

Partner with the Lange Trust for a temporary balancing sculpture exhibit. Parts of this show were located in Schiller Park in Columbus during 2020.

BUDGET:

Budget: Unknown

Sources: Foundation

Example:



PROPOSED PROJECTS

Example:



PROPOSED PROJECTS

Project 5: Artist Led Grant

PROJECT DESCRIPTION:

Artists are able to submit projects through a grant application for the design and installation of a piece of artwork(s) to be placed or viewed by the public.

BUDGET:

Budget: \$10,000.00

Sources: PCAAF

Example:

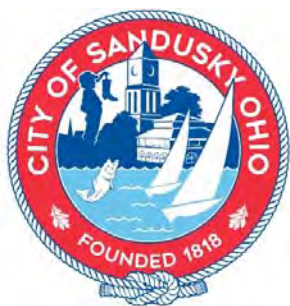


BUDGET BREAKDOWN

The budget is made up of various funding sources including dollars from the Public and Cultural Art and Acquisition Fund (PCAAF), Grants, and other funding sources.

Proposed Project	Cost	PCAAF	Grant	Other
City Hall Gallery	\$1,000.00	\$1,000.00	\$0.00	\$0.00
Temporary Sculpture Exhibit	\$10,000.00	\$0.00	\$0.00	\$10,000.00
Columbus Avenue Streetscape Art	\$100,000.00	\$50,000.00	\$50,000.00	\$0.00
Artist Led Grant	\$10,000.00	\$10,000.00	\$0.00	\$0.00
Sculptures by Jerzy Jotka Kedziora	Unknown	\$0.00	\$0.00	Unknown
Totals	\$121,000.00	\$61,000.00	\$50,000.00	\$10,000.00

Available PCAAF Funds for 2021: \$62,000.00



ADMINISTRATIVE SERVICES

240 Columbus Ave.
Sandusky, Ohio 44870

To: Eric Wobser, City Manager

From: Stuart Hamilton, IT Manager

Date: February 9th, 2021

Subject: **Commission Agenda Item – Mail Services Lease**

ITEM FOR CONSIDERATION: Requesting legislation authorizing the City Manager to enter in agreement with Pitney Bowes, Inc. of Stamford, CT. for the lease of a new mail machine and a monthly subscription for SendPro Enterprise online shipping solution.

BACKGROUND INFORMATION: The City uses the current mail machine heavily and it is used by most department within the city. The current unit lease expired after already extending it by a year and this required us to go out to bid for a new updated solution.

The city issued an RFP on December 15th, 2020 after carrying out an internal need's assessment. Two responses were received when this process closed on January 5th, 2021. Each solution was presented to the selection committee and scored. Pitney Bowes was selected and the lowest and best based upon their presentation, experience, ability, technology, usability, and cost.

The cost of this solution is based on a monthly dollar amount for the lease of the actual mail machine at \$442.31 and a monthly subscription of their SendPro Enterprise offering at \$369.65. While this is more than we currently pay, the additional service of the SendPro solution will allow for us to utilize business rate postage and allow dispersed department more flexibility on mailing options and desktop shipping. Our savings on the postage rates themselves will pay for the management solution.

BUDGETARY INFORMATION: The cost for this lease agreement is charged quarterly, with a total cost over a 36-month period of \$29,230.56 (setup fee included). This will be paid with funds from the operating budget of the relevant departments.

ACTION REQUESTED: It is recommended that the proper legislation be prepared to enter into agreement with Pitney Bowes, Inc. of Stamford, CT. for the lease of a new mail machine and a monthly subscription for SendPro Enterprise online shipping solution. It is requested that this legislation take effect in full accordance with Section 14 of the City Charter, to immediately execute the agreement and expedite implementation to begin utilizing the cost savings and to return the mailing currently being used on a month-to-month basis.

I concur with this recommendation:

Eric Wobser, City Manager

Stuart Hamilton, I.T Manager

cc: M. Spriggs, Commission Clerk; M. Reeder, Finance Director; B. Heil, Law Director

CERTIFICATE OF FUNDS

In the Matter of: Pitney Bowes Mail Machine Lease

IT IS HEREBY CERTIFIED that the moneys required to meet the obligations of the City of Sandusky under the foregoing Contract have been lawfully appropriated for such purposes and are in the treasury of the City of Sandusky or are in the process of collection to an appropriate fund, free from any previous encumbrances. This certificate is given compliance with Sections 5705.41 and 5705.44, Ohio Revised Code.

Account #110-7250-53000, 110-7900-53000, 433-4230-53000, 612-5900-53000, 613-5900-53000

By: Michelle Reeder / shf

Michelle Reeder

Finance Director

Dated: 2/16/2021

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO A LEASE AGREEMENT WITH PITNEY BOWES INC., OF STAMFORD, CONNECTICUT THROUGH THE STATE OF OHIO DEPARTMENT OF ADMINISTRATIVE SERVICES COOPERATIVE PURCHASING PROGRAM FOR POSTAGE MACHINE EQUIPMENT AND SERVICES; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, the current lease on the City's postage machine has expired making it necessary to seek proposals for a new updated solution; and

WHEREAS, a Request for Proposals (RFP) was issued on December 15, 2020, for Postage Machine Services in which two (2) proposals were received and evaluated by a selection committee and based upon the proposer's presentation, experience, ability, technology, usability, and cost, Pitney Bowes, Inc. was selected as the lowest and best; and

WHEREAS, the postage machine equipment and on-line services is available from Pitney Bowes, Inc. of Stamford, Connecticut, through the State of Ohio Department of Administrative Services Cooperative Purchasing Program, thereby, allowing local political subdivisions to purchase items that have been competitively bid from the successful state vendor giving the City the benefit of the State's negotiated price and eliminating the necessity of formal bidding; and

WHEREAS, Pitney Bowes, Inc. proposes a Thirty Six (36) month lease for the equipment at \$442.31 per month, and the SendPro on-line mailing system subscription at \$369.65 per month, for a total cost of \$29,230.56 and this cost will be paid with funds from the operating budgets of the relevant departments; and

WHEREAS, the SendPro on-line mailing system simplifies the mailing process and provides for desktop shipping, flexibility, and allow the City utilize the business rate postage for a cost savings; and

WHEREAS, this Ordinance should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order to immediately execute the agreement and expedite implementation to begin the cost savings and to return the mail machine currently being used on a month-to-month basis; and

WHEREAS, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of the Municipal Departments, including the Department of Information Technology, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio finds that an emergency exists regarding the aforesaid, and that it is advisable that this **Ordinance** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter upon its adoption; and NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. The City Manager is authorized and directed to enter into a Lease

Agreement with Pitney Bowes, Inc. of Stamford, Connecticut, through the State of Ohio Department of Administrative Services Cooperative Purchasing Program for Postage Machine Equipment and Services, for a period of thirty-six (36) months, substantially in the same form as attached to this Ordinance, marked Exhibit "1", and specifically incorporated as if fully rewritten herein, together with any revisions or additions as are approved by the Law Director as not being substantially adverse to the City and consistent with carrying out the terms of this Ordinance, at an amount **not to exceed** Twenty Nine Thousand Two Hundred Thirty and 56/100 Dollars (\$29,230.56).

Section 2. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for the reasons set forth in the preamble hereto, this Ordinance is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter after its adoption and due authentication by the President and the Clerk of the City Commission of the City of Sandusky, Ohio.

RICHARD R. BRADY
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
MCKENZIE E. SPRIGGS
CLERK OF THE CITY COMMISSION

Passed: February 22, 2021

Exhibit A

**LEASE SCHEDULE No. _____ TO MASTER LEASING AGREEMENT
(The "Master Leasing Agreement")**

True Lease Transaction

UNDER STATE TERM SCHEDULE NUMBER 111 800547

- 1. Terms and Provisions:** This Lease Schedule is entered into by and between the Lessor and the Lessee set forth below pursuant to the terms of the Master Leasing Agreement, dated 03/01/2017, between Pitney Bowes Inc., as Lessor, and the State of Ohio, by the Department of Administrative Services, for the Lessee. The terms of the MASTER LEASING AGREEMENT are hereby incorporated by reference and made a part hereof. The Lessee (check appropriate box) and billing address of Lessee (complete) are set forth below:

- ☐ **An Ohio State agency. The Lessee is the Ohio State agency set forth with the billing address below.**
- ☒ **A Political Subdivision in the State of Ohio. The name of the Political Subdivision is set forth below with the billing address.**

Name and Billing Address:

City of Sandusky
240 Columbus Ave
Sandusky OH 44870-2604
0011365820

- 2. Commencement Date** of this Lease Schedule shall be: a) the Acceptance Date as identified on the Acceptance Certificate (Exhibit B) hereto if such date is the first day of a month; or b) the first day of the month following the Acceptance Date if such date is not the first day of a month. The Lease Payment due dates shall include the Commencement Date and shall be on the first day of each month thereafter.
- 3. Description of the Property:** The Property subject to this Lease Schedule is set forth below and has been acquired pursuant to the State Term Schedule 800547 currently in existence between Pitney Bowes Inc. and the State of Ohio, dated 03/01/2017

Item No.	Quantity	Style	Description
1			
2		SEE ATTACHED QUOTE	
3 etc.			

Property Location: 240 Columbus Ave Sandusky OH 44870-2604

- 4. Term:** 36 months
- 5. Periodic Lease Payment Amount:** \$811.96
- 6. Lease Payment Frequency:** monthly billed quarterly [monthly, quarterly, annually]
- 7. Expiration:** Lessor shall not be obligated to maintain the stated Payment Amount if the Certificate of Acceptance covering the Property has not been executed by Lessee and received by Lessor at: 3001 Summer St Stamford CT 06926; by 5:00 p.m., 30 days after installation.
- 8. Taxes.** Lessee shall keep the Property free of all levies, liens and encumbrances, except for the interest of Lessor under the Master Leasing Agreement, and shall pay when due all, to the extent applicable by law, taxes, fees, withholdings, levies, imposts, duties, assessments and charges of any kind and nature arising out of or related to the Master Leasing Agreement all in accordance with Section 11 of the Master Leasing Agreement. Upon receipt by Lessor of any such property tax bill (whether from Lessee or directly from the taxing authority), Lessor will pay such tax and will invoice Lessee for the expense. Upon receipt of such invoice, Lessee will promptly reimburse Lessor for such expense.

9. **Assignment:** As provided in Section 24 of the Master Leasing Agreement, Lessee is hereby notified that Lessor has assigned all of its right, title and interest in the Lease Schedule, the Property thereunder and the Lease Payments thereunder and all other rights in and amounts provided for under the Master Leasing Agreement applicable to the Lease Schedule to the Assignee (collectively the "Assigned Interest"). Lessee is hereby directed to pay any and all Lease Payments and other amounts due with respect to which Assignee renders an invoice, at the address set out immediately below or as otherwise directed in said invoice:

Assignee: Assignee Name
 Assignee address
 Assignee City, State, Zip

10. In signing this, Lessee warrants that the representations, covenants and warranties of the Lessee set forth in the Master Leasing Agreement, which are applicable to this Lease Schedule are true and correct on the date hereof. Lessee agrees that it will pay all amounts due under the Lease Schedule as directed in the invoice and subject to Section 9.2 of the Master Leasing Agreement.

11. This Schedule is subject to Review and Approval by Assignee Name

ASSIGNMENT ACCEPTED BY ASSIGNEE NAME:

By: N/A


Lessor: Pitney Bowes Inc.	Lessee City of Sandusky
By: 	By
Printed Name: Lori Rossio	Printed Name:
Title: GMAM	Title:
Date: 2/08/2021	Date:

Exhibit B

True Lease Transaction

CERTIFICATE OF ACCEPTANCE

LEASE SCHEDULE NO. _____

By and Between

City of Sandusky (**Lessee**)

and

Pitney Bowes Inc. (**Lessor**)

Entered into Pursuant to the
MASTER LEASING AGREEMENT

Dated 03/01/2017

By and Between

The State of Ohio, by the Department of Administrative Services

and

Pitney Bowes Inc.

1.) ACCEPTANCE: LESSEE HEREBY CONFIRMS THAT THE PROPERTY DESCRIBED ON EXHIBIT A HAS BEEN RECEIVED, IS IN GOOD CONDITION AND REPAIR, AND COMPLIES IN ALL RESPECTS WITH ITS SPECIFICATIONS.

2.) PROPERTY LOCATION:

USER:

--

BY

--

(NAME TYPED OR PRINTED)

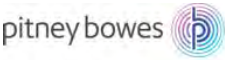
TITLE:

--

SIGNATURE:

--

DATE OF ACCEPTANCE _____ (Effective Date)



State and Local Fair Market Value Lease Quote

--	--	--	--	--	--	--	--	--	--	--	--

Agreement Number

Your Business Information

Full Legal Name of Lessee / DBA Name of Lessee	Tax ID # (FEIN/TIN)
CITY OF SANDUSKY	346401311

Sold-To: Address
240 Columbus Ave, Sandusky, OH, 44870-2604, US

Sold-To: Contact Name	Sold-To: Contact Phone #	Sold-To: Account #
Stuart Hamilton	(419) 627-5969	0011365820

Bill-To: Address
240 Columbus Ave, Sandusky, OH, 44870-2604, US

Bill-To: Contact Name	Bill-To: Contact Phone #	Bill-To: Account #	Bill-To: Email
Stuart Hamilton	(419) 627-5969	0011365820	shamilton@ci.sandusky.oh.us

Ship-To: Address
240 Columbus Ave, Sandusky, OH, 44870-2604, US

Ship-To: Contact Name	Ship-To: Contact Phone #	Ship-To: Account #
Stuart Hamilton	(419) 627-5969	0011365820

PO #	Quote Expiration Date
.	2021-03-29

Your Business Needs

Qty	Item	Business Solution Description
1	SENDPROPSERIES	SendPro P Series
1	AZCG	SendPro P2000 Basic (145/70LPM)
1	AZBE	SendPro P Series Mono Print Module
1	MSD1	10in Color Touch Display
1	MW90007	SendPro P Series Drop Stacker
1	1FWW	10lb Interfaced Weighing Feature
1	MW96000	Weighing Platform
1	APA1	50 Dept Analytics
1	CAAA1	Bronze Cost Accounting for PSeries
1	NV10	InView TMR Web Acct Bundle Single only
1	NV90	InView Subscription
1	NV99	InView MMS Base Software
1	NV90KIT	InView Welcome Kit
1	NV99KIT	InView Welcome Kit

1	NV2A	InView Custom Reports and Training
	APAS	Sendpro P2000/500W GCS Identifier
1	4W00	Connect+ /SendPro P Series Meter
1	ME1C	Meter Equipment - P Series, LV
1	SJM5	SoftGuard for Sendpro P2000 Basic/500W
1	M9SS	Mailstream Intellilink Services
1	T6CS	Receiving - Standard
1	APKE	SendPro P Receiving Feature
1	PTJ1	SendPro Online
1	APK3	SendPro P Series High Cap Label Printer
1	PTJN	Single User Access
1	PTJR	50 User Access with Hardware or Meter
1	PTK1	Web Browser Integration
1	PTK3	SendPro P Series Meter Integration
1	APKF	SendPro P Shipping Feature Access
1	STDSLA	Standard SLA-Equipment Service Agreement (for SendPro P Series)
1	SPE	SendPro Enterprise Offer
1	SPE-BASIC-500	SendPro Enterprise Basic Sub 500
2	397-B	10lb/5kg USB Scale
1	SPE22	Low to Mid Volume 4" Label Printer
1	TS31	Low to Mid Vol Cont. Therm Direct Labels
	SLEPSPE	SPE USPS BPOD Splitter Tool
	SPEPS	SPE Implementation
	SMS1SPE	SPE SPS MID Assist Service
1	STDSLA	Standard SLA-Equipment Service Agreement (for SendPro Enterprise Offer)

Your Payment Plan

Initial Term: 36 months	Initial Payment Amount:	
Number of Months	Monthly Amount	Billed Quarterly at*
36	\$ 811.96	\$ 2,435.88

**Does not include any applicable sales, use, or property taxes which will be billed separately.*

- () Tax Exempt Certificate Attached
- () Tax Exempt Certificate Not Required
- () Purchase Power® transaction fees included
- (X) Purchase Power® transaction fees extra

Sales Information

Lori Rossio	lori.rossio@pb.com	
Account Rep Name	Email Address	PBGFS Acceptance

This Quotation is for budgeting and planning purposes only and is not legally binding. The supply of any goods or services is subject to a separate written order which will be issued by Pitney Bowes and will be subject to the terms and conditions incorporated therein.



DEPARTMENT OF PUBLIC WORKS

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5829
www.ci.sandusky.oh.us

To: Eric Wobser, City Manager

From: Aaron M. Klein, P.E.

Date: February 8, 2021

Subject: **Commission Agenda Item – Purchase of a Used Mower to be used by Grounds Maintenance**

ITEM FOR CONSIDERATION: Legislation to purchase one (1) used mower from an internet auction site such as Gov Deals or Government Services Administration (GSA), for the Grounds Maintenance to be used at various City parks and properties, in an amount not to exceed \$35,000.00.

BACKGROUND INFORMATION: The Grounds Maintenance division has a fleet of mowers and lawn equipment that is used to maintain the lawns throughout the City at various properties, parks and right-of-way areas. Two large, industrial 580D, 1990s mowers are integral to this fleet because they are used to maintain large areas of land, for example Dorn Community Park, Jaycee Parks, etc. At the end of the 2020 season one of the mowers blew the engine. After searching for a replacement, it was found that the engine is no longer manufactured, and a used engine could not be located.

It has been determined that it's necessary to replace the broken mower with a newer, used model, and to keep the broken one for parts on the second mower that is still in-service. The Fleet Maintenance Chief Foreman regularly uses the internet sites of Gov Deals and Government Services Administration (GSA) to sell used vehicles that the City Commission has approved for disposal.

In order to bid on the site to purchase a used mower, the Fleet Maintenance Chief Foreman needs authorization to purchase the vehicle if the City becomes the winning bidder. Pursuant to the Ohio Revised Code, used equipment can be purchased at public auction obviating the need for formal competitive bidding and advertising.

BUDGETARY INFORMATION: The cost for the mower will not exceed \$35,000.00 and will be paid from Capital Issue 8 funds. A new model is estimated at \$80,000 to \$90,000.

ACTION REQUESTED: It is requested that the proper legislation be prepared to authorize the Fleet Maintenance Chief Foreman to purchase one (1) used mower from an internet auction site such as Gov Deals or Government Services Administration (GSA), for the Grounds Maintenance division, in an amount not to exceed of \$35,000.00. It is further requested that this legislation be passed in accordance with Section 14 of the City Charter to allow a reasonable time to locate the mower and to place in-service at the earliest opportunity so there is no interruption in services.

I concur with this recommendation:

Eric Wobser
City Manager

cc: M. Spriggs, Commission Clerk; M. Reeder, Finance Director; B. Heil, Law Director

CERTIFICATE OF FUNDS

In the Matter of: Grounds Maintenance – Lawnmower Purchase

IT IS HEREBY CERTIFIED that the moneys required to meet the obligations of the City of Sandusky under the foregoing Contract have been lawfully appropriated for such purposes and are in the treasury of the City of Sandusky or are in the process of collection to an appropriate fund, free from any previous encumbrances. This certificate is given compliance with Sections 5705.41 and 5705.44, Ohio Revised Code.

Account #431-6201

By:

A handwritten signature in blue ink, appearing to read "Michelle Reeder", followed by a horizontal line.

Michelle Reeder

Finance Director

Dated: 2/18/2021

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR THE PURCHASE OF A USED MOWER FOR THE GROUNDS MAINTENANCE DIVISION AT PUBLIC AUCTION AT AN AMOUNT NOT TO EXCEED \$35,000.00; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, the Grounds Maintenance Division has a fleet of mowers and lawn equipment used to maintain various properties, parks and right-of-way areas throughout the City and specifically has two (2) large industrial mowers that are integral to the fleet because of their capacity to maintain large areas of land such as Dorn Community Park, Jaycee Parks, etc.; and

WHEREAS, one of the industrial mowers blew an engine at the end of the 2020 season and after searching for a replacement, it was discovered the engine is no longer manufactured and a used engine could not be located; and

WHEREAS, it is necessary to replace the broken industrial mower in order to continue maintaining the City's larger properties this upcoming mowing season and furthermore it is desired to purchase a used, newer model from an internet public auction and retain the broken mower for parts to be used on the second mower still in-service; and

WHEREAS, pursuant to Section 735.02 of the Ohio Revised Code, used equipment can be purchased at public auction obviating the need for formal competitive bidding and advertising; and

WHEREAS, this City Commission authorizes the City Manager and/or Fleet Maintenance Chief Foreman to place a bid for the purchase of a used mower at an amount not to exceed \$35,000.00 for the Grounds Maintenance Division; and

WHEREAS, the purchase price for the mower, if awarded, will be paid with funds from the Issue 8 funds from the Capital Fund; and

WHEREAS, this Ordinance should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter to allow the Fleet Maintenance Chief Foreman reasonable time to locate and purchase a mower by internet auction and place in service at the earliest opportunity so there is no interruption in services; and

WHEREAS, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of the Municipal Departments, including the Division of Grounds Maintenance, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio finds that an emergency exists regarding the aforesaid, and that it is advisable that this **Ordinance** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter upon its adoption; and NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. This City Commission authorizes and directs the City Manager, or his designee, to purchase used equipment at public auction and enter into a contract for the purchase of a used mower for the Grounds Maintenance Division, should the City become the winning bidder, and authorizes and directs the Finance Manager to expend funds for the purchase of the used mower at an amount **not to exceed** Thirty Five Thousand and/00100 dollars (\$35,000.00).

Section 2. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for the reasons set forth in the preamble hereto, this Ordinance is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter after its adoption and due authentication by the President and the Clerk of the City Commission of the City of Sandusky, Ohio.

RICHARD R. BRADY
PRESIDENT OF THE CITY COMMISSION

ATTEST:

MCKENZIE E. SPRIGGS
CLERK OF THE CITY COMMISSION

Passed: February 22, 2021



DEPARTMENT OF PUBLIC WORKS

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5829
www.ci.sandusky.oh.us

To: Eric Wobser, City Manager

From: Joshua R. Snyder, P.E.

Date: February 8, 2021

Subject: **Commission Agenda Item – WWTP Digester Cleanout**

ITEM FOR CONSIDERATION: Requesting legislation authorizing the City to accept bids for the 2021 WWTP Primary Digester #1 Cleanout Project.

BACKGROUND INFORMATION: Typical daily treatment operations at the Wastewater Treatment Plant (WWTP) generate solids, called sludge cake, as a byproduct within a “digester”. A digester (Primary #2) stopped working due to this buildup last year, so this is considered preventative maintenance. This year’s project is to take place on Primary Digester #1. Without this regular cleaning maintenance, we risk costly mechanical breakdowns and a disruption in processes at the plant.

In order to properly maintain Primary Digester #1, it must be emptied regularly. The 2021 WWTP Digester Cleanout Project involves removing an estimated 48,000 gallons of Class B Biosolids (a.k.a. sludge cake) and dewatered combined material from the #1 Digester, hauling and disposal of the sludge material in accordance with environmental regulations, and cleaning of the digester. The city is estimating 48,000 gallons of sludge (52 dry tons) to be removed and disposed.

BUDGETARY INFORMATION: The estimated cost of the project, including inspection, advertising, construction, and miscellaneous costs, is \$80,000 and will be paid out of the Sewer Fund.

ACTION REQUESTED: It is requested that legislation be passed approving the proposed WWTP Digester Cleanout Project and the engineer’s estimate of cost in order to bid the project and receive competitive prices.

I concur with this recommendation:

Eric Wobser
City Manager

Aaron Klein
Director of Public Works

cc: M. Spriggs, Commission Clerk; B. Heil Law Director; M. Reeder, Finance Director

CERTIFICATE OF FUNDS

In the Matter of: WWTP Digester Cleanout – Digester #1

IT IS HEREBY CERTIFIED that the moneys required to meet the obligations of the City of Sandusky under the foregoing Contract have been lawfully appropriated for such purposes and are in the treasury of the City of Sandusky or are in the process of collection to an appropriate fund, free from any previous encumbrances. This certificate is given compliance with Sections 5705.41 and 5705.44, Ohio Revised Code.

Account #613-5420

By: Michelle Reeder / conf

Michelle Reeder

Finance Director

Dated: 2/18/2021

RESOLUTION NO. _____

A RESOLUTION DECLARING THE NECESSITY FOR THE CITY TO PROCEED WITH THE PROPOSED 2021 WASTEWATER TREATMENT PLANT (WWTP) DIGESTER #1 CLEANOUT PROJECT; APPROVING THE SPECIFICATIONS AND ENGINEER'S ESTIMATE OF COST THEREOF; AND DIRECTING THE CITY MANAGER TO ADVERTISE FOR AND RECEIVE BIDS IN RELATION THERETO.

WHEREAS, the Wastewater Treatment Plant generates biosolids called sludge cake, along with other dewatered and compressed solid byproducts, during daily operations and these byproducts build up inside the Digesters which break down the waste; and

WHEREAS, the proposed 2021 WWTP Digester #1 Cleanout Project provides for preventative maintenance and involves the removal of an estimated 48,000 gallons of Class B Biosolids (sludge cake) and dewatered combined material from the #1 Digester at the Wastewater Treatment Plant, and includes hauling and disposal of the material in accordance with environmental regulations, and then cleaning of the Digester; and

WHEREAS, the total estimated cost for this project, including inspection, advertising, construction, and miscellaneous costs, is \$80,000.00 and will be paid with Sewer Funds; and

WHEREAS, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of Municipal Departments, including the Police Department, of the City of Sandusky, Ohio and, NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. The specifications and estimates of cost as prepared by the Director of Public Works and submitted to this City Commission, and which are now on file in the offices of the Director of Public Works and the Clerk of the City Commission, for the proposed 2021 WWTP Digester #1 Cleanout Project, be and the same hereby are approved by this City Commission.

Section 2. This City Commission hereby declares it necessary to proceed with the proposed 2021 WWTP Digester #1 Cleanout Project at the earliest possible time.

Section 3. The City Manager is authorized and directed to advertise for and to receive bids in relation to the proposed 2021 WWTP Digester #1 Cleanout Project as required by law.

Section 4. If any section, phrase, sentence, or portion of this Resolution is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 5. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Resolution were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for the reasons set forth in the preamble hereto, this Ordinance shall take effect at the earliest time allowed by Law.

RICHARD R. BRADY
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
MCKENZIE E. SPRIGGS
CLERK OF THE CITY COMMISSION

Passed: