

Planning Commission
July 27, 2016
Minutes

Mr. Zuilhof to call the meeting to order at 4:30 PM. The following members were present: Mr. David Miller, Mr. Jim Jackson, Mr. Pete McGory, Mr. Mike Zuilhof, Mr. Ned Bromm and Commissioner Wes Poole. Also in attendance were Ms. Casey Sparks, representing the Planning Department, Mr. Jeff Keefe, representing Engineering, Commissioner Nikki Lloyd and Debi Eversole, Clerk from the Community Development Department. Chairman Mears was excused.

Mr. Bromm moved to approve the corrected meeting minutes from 4/27/16 as presented. Mr. Poole seconded the motion with no discussion. Motion passed, all in favor.

Mr. Miller moved to approve the meeting minutes from 5/18/16. Mr. Jackson seconded the motion with no discussion. Motion passed, all in favor.

Mr. Poole moved to approve the meeting minutes from 6/22/16 as written. Mr. Bromm seconded the motion with no discussion. Motion passed, all in favor.

Mr. Zuilhof swore in audience and staff members that wish to speak on behalf on any public hearing items.

Ms. Sparks briefed the commission and audience that Planning Staff is proposing to **modify section 1151.02 (c)** regarding substitution of a nonconforming use to include notification to property owners within 300' of the proposed site. In recent applications and communications with residents, City Commissioners, and Planning Commission member's staff has found it is important to make this change to allow residents to be notified of a substantial change to an adjacent property.

Mr. Zuilhof asked if anyone would like to speak on this topic. With no audience participation, Mr. Zuilhof asked for discussion from the board.

Mr. Miller moved to recommend this amendment to City Commission for approval. Mr. Poole seconded the motion.

Mr. Bromm feels that notification needs to go further than adjacent properties. Ms. Sparks stated that the notification would be a 300' radius, similar to Board of Zoning Appeals.

Mr. Poole stated that he is glad to support this change. It is moving in a positive direction.

Mr. Miller agreed. The information should be more inclusive to the surrounding neighbors.

With no further discussion, roll was called and the motion passed all in favor.

Mr. Zuilhof swore in Mr. Jeff Ward, applicant at **2808 Venice Road**. Ms. Sparks stated that Mr. Ward has submitted an application for a conditional use permit to allow for a single family dwelling at 2808 Venice Road. The property is zoned as "LM" Limited Manufacturing and is surrounded by commercial retail, automotive repair, and residential uses. Mr. Ward currently owns two parcels along Venice Road and has constructed an accessory structure on the adjacent parcel several years ago for his personal storage. Section 1139.04 states that a new dwelling and accessory building may be constructed on a vacant lot in a manufacturing district by a conditional use permit, provided that the dwelling meets the R1-40 zoning district regulations. Section 1139.04 also states that the lot for which the conditional use permit is sought may not be further than one lot away from a residential use and the dwelling shall not interfere with assembly of land for industrial

development. Planning staff does not oppose the approval of the conditional use however staff does recognize that there is limited residential within the area. The conditional use request does meet the conditions of the conditional use permit and for this reason Staff recommends approval.

Mr. Zuilhof asked if anyone wished to speak on this topic. Mr. Jeff Ward stated that he just wants to put a new house up on the property. He feels this would be an improvement for the west side of the city.

Mr. Zuilhof confirmed that this is a single parcel and asked why staff is concerned about future development. Ms. Sparks replied that one of the conditions for approving the conditional use is that any development does not impede with any future manufacturing development.

Mr. Poole moved to approve the application. Mr. McGory seconded the motion. Mr. Poole stated that he concurs with Staff's findings and he believes that it will enhance the area.

With no further discussion, roll was called and the motion passed, all in favor.

Ms. Sparks briefed the commission and audience that Chris Andrews has submitted a site plan for truck sales on a property along George Street. The current lot is vacant and zoned as "GM" General Manufacturing and surrounded by several different manufacturing uses. The applicant has indicated that the property is temporarily being utilized for storage for Thor Works as a result of the fire. The applicant has proposed to construct an asphalt drive to service the existing structure and a 1,300 square foot addition to the building to be utilized for automotive repair for trucks that are currently on the facility. Both the building addition and the proposed 24 parking spaces are proposed to be located on the adjacent parcel currently owned by Ohio Edison. The applicant has provided a purchase agreement and indicated that it would be completed by the end of the month. The applicant has provided a 5' landscaping around the proposed parking area and the entrance of the proposed site; however the applicant has not provided a lighting plan. Planning Staff would recommend that the Planning Commission approve the application with the condition that a detailed landscaping plan and lighting plan must be provided and approved by Planning Staff.

The site plan application indicates that the parking area for the trucks will not be paved, staff would recommend that this area be paved as this would assist in maintenance issues. It is Planning Staff's understanding that there are several engineering issues regarding the site that the applicant is working through.

Planning staff would recommend approval with the following conditions:

- The applicant address all concerns of the Engineering Department before permits will be issued
- The applicant must confirm ownership of the adjacent parcel before any permits are issued
- The applicant must prove a detailed landscaping and lighting plan for Planning Staff to approve
- The proposed stone area to be utilized for truck sales shall be paved

Mr. Miller brought up the subject of run off. He stated that we have a long standing history of preferring paved parking. He also stated that there are engineering adaptations that can be made on site that can handle run-off on site by either pervious pavement or swales or other techniques to reduce the load on the sewers.

Mr. Keefe stated they have not received an Engineering plan yet but the first thing to look at is to determine exactly where the storm run-off is going and then based on that they can review the design and make sure that they meet all of the city requirements. Mr. Keefe added that until he sees the drawing, he cannot determine which way it will go.

Mr. Miller asked the applicant if the truck sales were previously proposed on W. Strub Road. The applicant stated that yes, they proposed to be in a different location, but they feel that this is a better location for his project.

Ms. Sparks stated that the site plan received shows that part of the building would be on an adjacent property but now the building would be completely on the applicant's property. Ms. Sparks stated that the new site plan could be approved at staff level.

Mr. Miller moved to approve the application with the conditions that staff has indicated. Mr. McGory seconded the motion.

Mr. Poole asked Mr. Keefe where the Engineering Department was with the six topics that were listed in the staff report. Mr. Keefe stated that he believes that all of the items will be addressed in the new site plan submission. He expects to receive the plan within the week. Mr. Poole asked why he is being asked to approve this prior to the final plan being submitted. Ms. Sparks stated that the application was for a vacant parcel of land and proposed truck sales on this parcel, which would be permitted by zoning. However, they are proposing a parking area that consists of 24 parking spaces, which would require planning commission approval according to our site plan chapter. Planning Commission is requested to approve the parking area, and location of the building area, according to the site plan submitted. Planning Staff asked the Engineering Department for any comments regarding the site plan submitted. Since receiving Engineering's comments, the applicant has been asked stop until they work out the concerns with our Engineering Department. The applicant just this evening submitted the change in the building orientation. Staff feels that this is a positive change for the applicant because the building would be fully on the applicant's property. She added that the applicant would not be able to take out any building permits without having the Engineer's concerns resolved.

Mr. Zuilhof asked if Staff feels that they have enough knowledge for Planning Commission to approve prior to all of the concerns being resolved rather than wait for a future meeting. Ms. Sparks stated that she feels that Planning and Engineering Staff can work together to ensure all concerns are resolved prior to approval of any building permits. She added that Planning Commission does have the ability to table the application, however Staff recommended approval.

Mr. Poole asked if Planning Commission was being asked to approve the re-oriented building on the applicant's property and also a parking plan that is not currently on the applicant's property but that the applicant has a purchase agreement for. If the conditions are not met, the Planning Commission approval will be voided.

With a motion and second on the table to approve, roll was called and the motion passed, all in favor.

Ms. Sparks briefed the commission and audience that John Hoty has submitted a site plan application for boat storage along First Street adjacent to Son Rise Marina. The current zoning is "GM" General Manufacturing

District which permits boat storage. The applicant is proposing two 30,250 square foot buildings and will be utilizing the existing parking on site. The applicant has indicated that they are willing to provide a 10' bike path on the property, staff believes that reserving this property is vital for the implementation of the comprehensive plan and the Sandusky Bay Pathway Plan. The applicant has provided the elevation drawings for the building, staff would suggest minor architectural features such as additional building material or false windows to be added to the elevation as it is visible from First Street. Staff believes that this is an important corridor and would recommend attractive buildings along this frontage. Staff would recommend approval with the following conditions:

- Approximately ten feet of the southern portion of parcel #57-00193.002 shall be utilized for multi- use trail along First Street as referenced in the Comprehensive Plan and the Sandusky Bay Pathway Plan. The final width shall be determined by the City.
- Shared Parking between the marina and proposed development be approved by Planning Commission
- Minor architectural features such as additional building material or false windows be added to the elevations that are visible from First Street. Revised elevation drawing shall be approved by Planning Staff
- All comments from the Building and Engineering Department be addressed before building permits are issued
- Submit landscaping plan for staff approval for additional landscaping along First Street

Mr. Poole moved to approve subject to Staff conditions. Mr. Bromm seconded the motion.

Mr. Bromm asked if the 10' multi-use trail is wide enough. Ms. Sparks stated that a 10' wide trail would be sufficient and that the Engineering Department feels the same. Mr. Poole agreed that he has used multi-use trails and 10' is plenty.

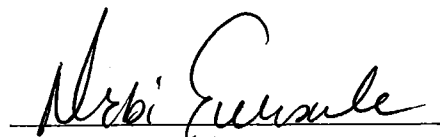
Mr. McGory asked about the minor architecture features. He wondered that if it is not specific in the report, how will the applicant know what is required within the conditions. Ms. Sparks stated that the code currently does not have architectural requirements, however, Planning Staff is recommending that just minor changes be made to the visible portion from the First Street corridor. Ms. Sparks stated that this is part of the application that the applicant and staff will work together on this issue.

With no further discussion, roll was called and the motion passed, all in favor.

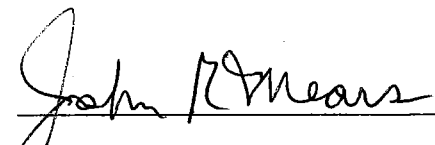
Mr. Zuilhof asked the Board if there should be discussion on Legislation regarding Design Standards for new development. Mr. Miller stated he would not be opposed but was not sure what authority or insight he could add to the discussion.

Mr. Bromm moved to adjourn the meeting. Mr. Miller seconded the motion. Meeting adjourned at 5:07 PM.

APPROVED:



Debi Eversole, Clerk


John Mears, Chairman