

Planning Commission
December 5, 2017
Minutes

The Chairman called the meeting to order at 4:30PM. The following members were present: Mr. David Miller, Mr. Pete McGory, Chairman Michael Zuilhof, Mr. Wes Poole and Mr. Joe Galea. Ms. Casey Sparks and Ms. Angela Byington represented the Planning Department; Mr. Trevor Hayberger represented the Law Department; Mr. Jeff Keefe represented the Engineering Department and Debi Eversole, Clerk from the Community Development Department. Mr. Galea arrived at 4:38PM.

Mr. McGory moved to remove from the table the application for site plan approval for **924 Ontario Street**. Mr. Poole seconded the motion. The motion carried with a unanimous vote.

Ms. Sparks presented that in a prior meeting, Sandusky City Schools had submitted an application for site plan approval for the construction of a new elementary school at 924 Ontario Street. The site is zoned as Public Facility. She stated that the Planning Department, Engineering Department and the applicant had met prior to this meeting to discuss the concerns that were placed before the Commission during the first meeting. She added that they are all prepared to address the concerns this evening and began with Planning Department concerns.

1. Concern: The residents of Fifth Street were concerned about rear access to their property.
Remedy: The sidewalk adjacent to the school on the southwestern portion of the site has been altered to accommodate the residents along Fifth Street to access their properties.
2. Concern: The property owner near the access drive on Arthur Street requested screening.
Remedy: The applicant has proposed to construct a 6' fence on Fifth Street. The location of the fence is proposed to stop even with the front face of the house to assure better visibility. We would assume this would be a privacy fence. There is a small section of the fence that will need to receive a variance of 2', as fences within the side yard cannot exceed 6'. The applicant and the property owner will need to determine the existing shed and fence location and whether an encroachment license is needed.
3. Concern: Aisle widths were proposed to be 24' and not 25' as required in section 1149.13.
Remedy: The applicant has indicated that the parking spaces will be revised to 19'- 6" in depth and the aisle widths will change to 25' aisles.
4. Concern: Automatic gates will block right-of- way or access to Arthur Street.
Remedy: The automatic gates will need to be removed as to assure they are not blocking the right-of-way or access thru Arthur Street. Planning staff would recommend signage in lieu of the gates.

Mr. Poole wondered if this is a platted road that will be used for buses only and nobody intended to use, why would it not be gated accordingly. The public would not need access unless they were walking. Ms. Sparks stated that it is still a public right-of-way and Planning Staff would not recommend blocking off a public right-of-way.

Mr. Zuilhof stated that the premise that it is not needed and not used is not his opinion. He stated that it is a long walk for people that travel from Third Street to Fifth Street and felt that the right-of-way should eventually be improved as a pathway.

Mr. Miller wondered if there were any properties that have access to the right-of -way. Ms. Byington stated that there are other properties that abut the right-of-way that could have access in the future. She added that she did not recall ever seeing a public right-of-way approved to be gated and the public not have access to it.

Mr. Poole stated that the way he understood the request was that the gate will not be restricting pedestrians or bicyclists, only restricting vehicles. He felt that this may cause a nuisance to the property owners to try to police this matter if a gate is not installed.

Mr. Hayberger stated that this is a platted road and it is illegal to block a road. Mr. Poole stated that moving the gate around the curve may be a solution.

Mr. McGory questioned if the applicant wanted the gate or is the gate something that they felt was required. The applicant stated that they want the gate to use for traffic control. They would like only busses to have access when needed.

Ms. Sparks continued with the concerns and remedies.

5. Concern: The owner of 1307 Fifth Street had concerns with screening and landscaping adjacent from the property.
Remedy: The applicant is proposing a combination of emerald arborvitae with Hetz arborvitae spaced at 6' on center. The end result will be a repeating pattern of 1 tall plant with 2 short plants spaced between for visibility.
6. Concern: Surrounding property owners expressed concern regarding the safety around the detention basins.
Remedy: The applicant had indicated that these will not be retention basins which permanently hold water, while detention basins delay the discharge they will normally be dry. Fences are typically not installed at detention basins or required by the zoning code or OFCC. The applicant has not proposed landscaping, however staff would suggest considering high grass around the basins for screening, specifically on the southern perimeter.

Mr. Poole asked what the depth of the detention pond was. The applicant stated that the dimensions are 90 square feet and 5' deep.

Mr. Keefe addressed some of the concerns within the Engineering Department.

1. Topographic Survey: All comments are completed or still working on survey related questions on Arthur Street regarding the existing shed and where the fence would go. There are no issues that would prevent recommending approval.
2. Site Demolition Plan: Demolition will start in January and drawings will be submitted with the phasing of the demolition with respect to the storm sewers to ensure that nothing is cut off that needs to be there to maintain existing drainage.
3. Heavy Equipment: Flatbed trucks will be used to haul large equipment into the area because there is not enough turning radius for the heavy equipment to maneuver.
4. Architectural Site Plan: Everything has been completed except a couple of handicap ramps. This was discussed today and should not be an issue. The gate arm appeared to be over the utility pipes but since it is moving, it will no longer be an issue.
5. Grading Plan: There are a couple of areas that need further evaluation to be sure that drainage flows are maintained off of the parcels. There will be a French drain installed along the proposed vegetation to pick up any water that may accumulate on the Stookey's property.
6. Site Utility Plan: Still coordinating the basin sizes and routings of the sewers during storm events. This will be evaluated in the final set of drawings. There will be a circuit in the emergency generator that will go out to the pump station for the storm sewer. The pumps should still function if power is lost.

Any items that are still being reviewed are minor, but the plans may still be modified before the final set is submitted. Based on his review, Mr. Keefe recommended approval of the site and utility improvements.

Mr. Miller requested that the Commission hear public comments regarding this application. There was no objection from the Commission.

Tim Stookey, 1307 Fifth Street thanked the applicant for the landscaping and drainage considerations. He wondered who would maintain the leaves on the school property. Chairman Zuilhof stated that unfortunately, maintenance issues are not relevant to site plan approval. He added that the applicant was present and heard his concern.

Mara Stookey, 1307 Fifth Street stated that her concern is regarding the retention pond. She stated that she has printed articles regarding retention pond deaths in children. Ontario School will be 1st and 2nd grade along

with special needs children. There is a chance that a child could fall into this area and drown. If there was a fence, it would prevent children from getting in there.

Mr. Poole stated that the applicant proposed a detention pond, not a retention pond. He added that if approved, it is the school's responsibility to keep the children safe and that Planning Commission cannot dictate that there is a fence around it.

Mr. Miller asked if Staff had any comments regarding the detention pond. Ms. Sparks stated that Mr. Poole was correct in stating that a detention pond was proposed, not a retention pond. It will not permanently hold water. The zoning code does not require fencing around detention areas. Planning Staff suggested screening due to the concern of the citizen.

Chairman Zuilhof stated that the concern of children drowning had been duly considered and that the applicant is aware that this is a concern. He added that the city has miles of shoreline that could also be viewed as a hazard.

John Feick, representative for the applicant stated that the proposed gate is needed. The closer that it is to Fifth Street the better because when a bus turns in, cars will be inclined to follow behind it. If a car does make it in, there is nowhere for them to turn around to get back out. He added that they will put the gate wherever they are told to, but it was on the site plan close to Fifth Street for that reason.

Mr. Miller asked if the applicant could answer how long the detention pond would hold water. Jeff Rosch, BSA Engineers stated that there are two requirements that need to be met. The first is the volume in which the water is released into the system. The second is the water quality requirements mandated by Ohio EPA. The first ½ inch of rainfall will go into the detention basin and remain there for 48 hours. When the heavy rains come, the water might get 3 – 4 feet deep. At that point, it will meter out.

Mr. Keefe stated that one of the items that he commented on regarding the Arthur Street entrance gate and that it was located over an existing sewer. With that concern, they didn't want to put foundation over a sewer and that is why the proposed gate was moved to back toward the school. Chairman Zuilhof stated that putting signs up should deter vehicles from entering the area.

Mr. Galea moved to approve the site plan application for 924 Ontario Street subject to all conditions that have been proposed by Staff; not limited to those discussed in this meeting. Mr. Poole seconded the motion. With no further discussion, the motion passed with a unanimous vote.

Mr. Miller moved to remove from the table the application for site plan approval for **2314 Hancock Street**. Mr. Poole seconded the motion. The motion carried with a unanimous vote.

Ms. Sparks presented that in a prior meeting, Sandusky City Schools had submitted an application for site plan approval for the construction of a new Pre-K - K school at 2314 Hancock Street. The site is zoned as Public Facility. She stated that the Planning Department, Engineering Department and the applicant had met prior to this meeting to discuss the concerns that were placed before the Commission during the first meeting. She added that they are all prepared to address the concerns this evening and began with Planning Department concerns.

1. Concern: A property owner expressed concern regarding screening to the portion of the property that abuts the apartments.
Remedy: The applicant has indicated that a 6' chain link fence and arborvitae is proposed along to the eastern portion of the property to screen the adjoining residential property.
2. Concern: Proposed plantings adjacent to a property on 46th Street.
Remedy: The applicant has proposed arborvitae to be located within the 4' utility easement to screen the property along 46th Street. Staff is concerned the plantings are not permitted within this location. The applicant shall provide in writing permission to plant within this area.
3. Concern: The front elevation of Hancock School being centered with 44th Street.

Remedy: The applicant has indicating that this is still in review by the school district. Planning Staff would recommend approval with the condition that the applicant work with staff regarding the final design of this area.

4. Concern: Similar to the Ontario site, landscaping is not proposed for the detention basins. Staff would also recommend high grass or other landscaping for the detention basins.

Mr. Keefe addressed some of the concerns within the Engineering Department.

1. Topographic Survey: The two comments are being addressed and will be cleared up. While out at the site, he stated that he noticed several downspouts that are draining which could be the cause of the standing water after rain events. When the improvements are made, the water will be retained onsite.
2. Site Demolition Plan: The site will not be demolished for 2 years. There will more than likely be more details prior to demolition.
3. Architectural Site Plan: The applicants have addressed the comments from the Engineering Department.
4. Grading Plan: The perimeter seems good but there are still a few questions that the applicant and Engineering department are working through.
5. Site Utility Plan: The Engineering Department is evaluating the final basin configuration. All of the drainage is going into the combined sewer system.

Based on his review and conversations with the applicant, Mr. Keefe recommended approval of the site and utility improvements.

Mr. Miller asked Mr. Keefe to explain how the detention pond will discharge if the sewer system is full. Mr. Roush stated that depending on the amount of surcharge of the existing sewer, it may potentially slow down the design of the basin. He stated that the basin was designed for a 25 year storm event. He added that there was currently no detention on the site. Everything flows directly to the combined sewer so providing the detention basin will be an improvement.

Mr. Miller asked if approving this plan will improve the residential drainage or will more water go into the storm system at one time. Mr. Roush stated that the school's storm water will remain on the property. There will be curbs built and the detention basin to manage the storm water onsite.

Mr. Roush stated that the school will not pick up any water from the yards. Mr. Keefe added that any water draining from the school site into residential yards was minimal. Mr. Roush added that currently, since the site is not curbed, there may be minimal water draining off of the school site. The site plan shows curbs which along with the detention pond will contain the water onsite.

Mr. McGory stated that the way he understood the plan, any water that is currently draining off of the school site will now be contained. In the same respect, there will be no water draining onto the property from surrounding properties.

Ken Damm, Lesko and Associates stated that the curbs around the perimeter are designed to have sub-surface drainage where water can collect on either side.

Mr. Miller stated that the current site had a tremendous amount of blacktop. He wondered if the new design would have more or less impervious surface. Mr. Roush stated that the current design has 2.38 acres impervious surface and the proposed plan has 2.9 acres of impervious surface.

Bob Waldock stated that he manages property on the east side of the site. He stated that the proposed detention pond will be in the back of 12 of his units, approximately 15' away. Please have schools maintain the pond and added that he appreciated the 6' fence and trees. He added that the trees will eventually grow that may block his tenants view.

Mr. Poole asked the developers to explain the concept of centering the building with 44th Street. Mr. Damm stated that there is a stone sign with the school's name engraved on it that will be incorporated into a monument to create an element that will be seen while traveling the street. The school itself will not be moved.

Jim McGookey, 44th Street stated that he appreciated all of the efforts made to address his prior concerns. He asked that if the proposed screening needed to change, to please let him be involved in the new design. Mr. Miller asked if there the proposed landscaping will interfere with any utility easements. He suggested planting appropriate trees that will not interfere with the utilities. Mr. Miller moved to approve the site plan application for 2314 Hancock Street subject to all conditions that have been proposed by Staff; not limited to those discussed in this meeting. Mr. Poole seconded the motion. With no further discussion, the motion passed with a unanimous vote.

Ms. Byington addressed the commission to announce that there will be a Stakeholder's meeting regarding the Sandusky Bay Pathway Update on Tuesday, December 12, 2018 at 10AM and Staff is requesting one designee from the Bayfront Corridor Committee and one designee from the Planning Commission. A public meeting will occur on the same day at 6:00PM.

Mr. Poole felt that it was inappropriate for one person to represent the entire body. He stated that anyone that wanted to attend should attend but they would only be representing their personal opinion. He added that anyone involved in a committee that will decide what will come before another committee in which they sit should be required to abstain from voting.

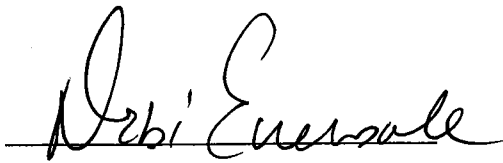
Chairman Zuilhof stated that the point is well taken that the commission should not assign a representative but could have someone attend in a liaison role to report back to the commission.

Mr. Galea asked if the Pathway Update meeting is to develop a proposal or to discuss alternatives. Ms. Byington replied that there will be a consultant present to take a look at the existing document and comparing alternatives that could make it better; giving preliminary cost estimates; prioritize phases of construction and line up funding sources. This will not be a voting body.

Mr. McGory nominated Mr. Miller as liaison with no objection from the commission. There were no other nominees.

Ms. Sparks stated that there are no applications for a December Planning Commission Meeting. The meeting was adjourned at 5:47PM.

APPROVED:



Debi Eversole, Clerk



Michael Zuilhof, Chairman