

April 10, 2025

Planning Commission / Board of Zoning Appeals

Board Members Present

Mayor Mike Snider
Lois Evans
Phillip Bolte
Jeff Morgan, Chairman

Board Members Not Present

Tracy Colston

Public

Todd Bickley
Michele Laddo
Doug Focht
Brian Snyder

The meeting called to order at 11:00 am.

Review of minutes of March 27, 2025

Mr. Morgan requested a motion to approve the March 27, 2025, minutes Mayor Snider motioned to approve; Mrs. Evans seconded. All agreed.

NEW BUSINESS

- Ottawa Count Family Advocacy
 - 570 W. McKinley Street, Port Clinton, Ohio
 - Variance
 - Increase sign square footage from 24 sq. ft. to 48 sq. ft.

Ms. Laddo of Allure Signs advised the current sign on premise is too small to read from any distance. Ottawa County Family Advocacy determined that an LED sign would allow them to advertise services and functions available to include their address and phone number.

Mr. Bickley advised that there wasn't a permit on file for the existing sign. The property is zoned commercial. However, they are using the property as a non-profit. By using

the property as a non-profit use, the allowed square footage is only a total of 24 sq. ft; if the property was used as commercial use this would not be an issue.

Mayor Snider moved to approve the variance as submitted; seconded by Mrs. Evans. All agreed.

- Sutton Property Leasing, LLC
 - 1854 E. Perry Street, Port Clinton, Ohio
 - Variance
 - Request for reduction of lot width from 50' to 40'

Mr. Bickley advised at the previous meeting he mistakenly didn't read the legal description, fully thinking the building towards the east was what was only being split off. In fact, what is being split off is a portion of the building with an area of land out and around with an existing ingress / egress to Buckeye Boulevard; with a 40' of frontage on Buckeye Boulevard. The requirement for non – residential lots is 50' of frontage. Request for variance is needed to reduce the lot width from 50' to 40'. Mr. Bickley apologized to all the parties involved.

If the variance is approved this will create a new parcel.

Mr. Bolte moved to approve the submitted variance to reduce the lot width from 50' to 40'; seconded by Mrs. Evans. All agreed.

OLD BUSINESS

None

CORRESPONDENCE

None

PUBLIC COMMENT

None

DISCUSSION

Mr. Bickley advised that he recently had a discussion with Mr. McClaurin and Legends General Contractors regarding the properties he owns on Fulton and E. Third Street. He is looking to build a six-unit apartment building with a club house. This is in the preliminary stage.

Next meeting: April 24, 2025, at 11:00 am

Adjourn

Mr. Bolte moved to adjourn at 11:10 am; seconded by Mayor Snider. All agreed.

Minutes submitted by:
Sandye Ostheimer
Secretary