

**City of Huron  
Planning Commission/DRB  
July 19, 2023 5:00 P.M.**

The meeting was called to order at 5:00pm. in the Council Chambers at Huron City Hall, 417 Main Street by Chair Gary Boyle. Members in attendance: Mark Claus, Mark Cencer, Bob Howell, and Jim Hartley. Staff in attendance: Planning Director Erik Engle, Zoning Inspector Jeff Fantozzi, and Administrative Assistant Christine Gibboney.

**Approval of Minutes (5-17-23)**

**Motion by Mr. Claus to approve the minutes of 5-17-23 as printed and received.  
Motion seconded by Mr. Cencer. All in favor, motion passed and minutes approved.**

**Audience Comments - None**

**New Business**

**PPN 42-00918.000**

**1710 Sawmill Parkway Parking Lot Addition  
(Parts Authority)**

***Project Description***

*The applicant is proposing a parking lot expansion/stripping plan for customer and employee parking.*

Mr. Boyle introduced the case for the additional parking area and referenced the staff report relative to parking and landscape requirements. Mr. Engle referenced the summary, noting staff will be working with the applicant to bring the parcel up to code. He reviewed the recommended conditions for approval:

1. Provide staff with a full parking site plan layout including existing spaces to be restriped.
2. Circulation lanes/spaces clearly dimensioned pursuant to 1133.16 (a)(b)(c)
3. Parking lot to be curbed pursuant to site improvement requirements listed in 1133.16 (e)
4. Reduce the number of parking spaces to 62 pursuant to 1133.09(a)
5. Incorporate end cap landscape islands at the end of each parking row pursuant to 1131.05
6. Incorporate a landscape buffer between the curb and yard especially abutting the front yard. This will soften the appearance of the parking lot in the front of the building along the right-of-way (1131.05(a)).

Discussion ensued regarding the fact that the code requires landscaping and parking regulations in all commercial/industrial areas.

**Applicant:** Clarie Brezinski of Griffith Paving noted the max parking spaces will be 62. She inquired as to the landscape islands and curb requirements. Mr. Engle referenced the code requirements that apply to all Commercial/Industrial. Brief discussion on curb requirements ensued. Mr. Boyle advised that Mr. Engle can work with the applicant on the details of the minimums that are required.

**Motion by Mr. Hartley to approve the proposed plans with the noted six (6) conditions. Motion seconded by Mr. Howell. Roll call on the motion:**

**Yeas: Claus, Cencer, Howell, Boyle, Hartley (5)**

**Nays: (0)**

**Abstain: (0)**

With a majority vote in the affirmative, motion passes and the site and design plans approved with conditions as noted.

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**PPN 42-00638.000**

**910 Main Street Replacement Sign Panel  
(Central Basin Bait Tackle & Carryout)**

***Project Description***

*The applicant is seeking design approval of two (2) replacement sign panels within existing frames to authorize a change in ownership/name change from the current Armstrong Drive Thru to Central Basin Bait, Tackle & Carryout.*

Mr. Boyle introduced the case for replacement signage panels for Central Basin Bait, Tackle, and Carryout.

**Applicant:** Monica Fletcher of Brady Signs noted these are replacement signage panels going into the existing frame.

**Motion by Mr. Howell to approve the design plan for the replacement signage as submitted. Motion seconded by Mr. Claus. Roll call on the motion:**

**Yeas: Claus, Cencer, Howell, Boyle, Hartley (5)**

**Nays: (0)**

**Abstain: (0)**

With a majority vote in the affirmative, motion passes and signage design plans approved as submitted.

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**Motion to Set a Public Hearing- Rezoning Application – Sawmill Creek LLC (Parcels annexed into the city) From R-1 to B-3 General Business.**

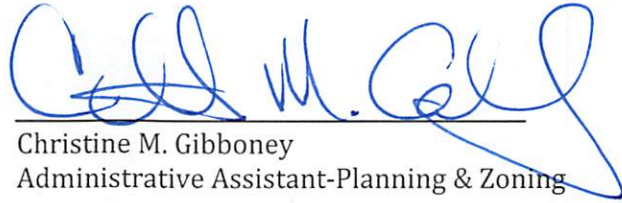
Mr. Boyle introduced the application, advising that the parcels to be re-zoned are those that were annexed into the city. Mr. Boyle reviewed the process for a rezoning application. Mr. Claus questioned whether the Planning Commission must hold a public hearing. Mr. Engle and Mr. Boyle commented that it is best practice to do so. It was noted the code specifies that the Planning Commission *may* hold a public hearing, and that City Council *shall* hold a public hearing. Mr. Howell debated the need to hold a public hearing. Mr. Boyle noted that past practice has been to hold a hearing on rezoning applications.

Mr. Engle referenced that he worked with the applicant, Josh Fox, to review current and future uses of the property in order to select the best option for zoning.

Members discussed the earliest date that the public hearing could be held and determined that the next regular meeting date of August 16, 2023 would be compliant and would allow enough time to get notifications out.

**Motion by Mr. Cencer to set a Public Hearing date of August 16, 2023 at 5:00pm for the Sawmill Creek LLC rezoning application. Motion seconded by Mr. Hartley. All in favor, motion passes and Public Hearing date set.**

Motion by Mr. Claus to adjourn. Motion seconded by Mr. Cencer. All in favor, meeting adjourned at 5:20pm



Christine M. Gibboney  
Administrative Assistant-Planning & Zoning

Adopted: 8-16-23