

MEETING MINUTES
PERKINS TOWNSHIP BOARD OF ZONING APPEALS
Monday June 16, 2025 @ 4:00 PM
PERKINS TOWNSHIP SERVICES FACILITY – BIG MEETING ROOM
2610 COLUMBUS AVENUE, SANDUSKY, OH 44870

Board Members Present: Mr. Ted Kastor
Mr. Larry Pitts
Mr. Mike Bixler
Mr. David Bertsch

Board Members Absent & Excused: Mr. Will Spence, Mr. Gary Gast

Staff in Attendance: Mrs. Arielle Blanca, Community Development Director
Mrs. Casey Sparks, Planner/Zoning Inspector
Mrs. Jessica Gladwell, Administrative Assistant

I. Call to Order.

Mr. Kastor called the meeting to order at 4:00 p.m.

II. Pledge of Allegiance.

Mr. Kastor led everyone in the Pledge of Allegiance.

III. Roll Call.

Mr. Kastor asked Mrs. Gladwell for a call of the roll.

Mrs. Gladwell took a Roll Call: Mr. Kastor, here; Mr. Pitts, here; Mr. Bixler, here;
Mr. Bertsch, here;

IV. Approval of Previous Meeting Minutes (Monday May 12, 2025).

Mr. Kastor entertained a motion to approve the minutes from the Board's previous meeting on Monday May 12th,2025.

Mr. Pitts motioned to approve the minutes; Mr. Bixler seconded the motion.

Roll Call - All ayes, motion carried.

V. Chairperson's Welcome and Explanation of Public Hearing & Meeting.

Mr. Kastor welcomed everyone to the meeting. He said it will be held in two (2)

**BOARD OF ZONING APPEALS
6/16/2025 MEETING MINUTES**

parts. First will be the Public Hearing, where the Board will hear from the applicant. Then they will switch to the Public Meeting, where the Board will decide the fate of the application.

Mrs. Gladwell swore everyone in.

VI. Secretary – Read the Request for Variance Permit.

Mrs. Gladwell read the request on the proposed application.

APPLICATION #BZA2025-14 –An application for a variance permit was submitted by Laurie and Adam Meyers for the property located at 703 Parkland Drive, Sandusky, Ohio 44870 (PPN 32-03856.000), which is zoned “Single Family Residential District (R1-A)”. The applicant is requesting a 17.5’ variance allow the installation of a 10’x21’ covered porch to extend within the front yard. Article 6.7 of the Perkins Township Zoning Resolution states that the Board of Zoning Appeals shall grant a variance to allow the restoration, reconstruction, or extension of a nonconforming use of land or structure.

VII. Staff Report – Planning & Zoning Department.

Using the staff report and PowerPoint visual aid as a reference.

Mrs. Sparks stated that as Jessica mentioned Laurie & Adam Meyers submitted for a variance for their home located at 703 Parkland Dr, as they are also homeowners for that residence. The property is located along Parkland Drive; the property is zoned as R1-A Single Family Residential. The comprehensive plan does call for residential within this area. Images of the current site, the existing flower bed located on the west side of the property will be removed for the porch addition. Existing front setback is 19.5 which is nonconforming. The required front yard setback for the R-1-A zoning district is 35’. The front porch addition will only be on one side of the front elevation, the current side where the flower bed is, so that will be removed and the covered porch will go there. Article 25.9 of the Perkins Township Zoning Resolution states that covered front porches may project into the required minimum front yard distance not to exceed eight (8) feet. As such, the required front yard setback with the covered front porch would be 27’. The applicant is proposing a 9.5’ front yard setback with the construction of the enclosed porch. Mrs. Sparks showed photos of the surrounding properties and mentioned how all the properties in that area are not meeting the current setbacks per zoning and labeled them all as non-conforming.

**BOARD OF ZONING APPEALS
6/16/2025 MEETING MINUTES**

Public Works Department - Director: Public Works has no issues with the application submitted.

Building Department - Chief Building Official: As long as their sides remain open, no walls the building department is okay.

Police Department - Chief of Police: No comment.

Fire Department - Fire Marshal: No comment.

The applicant seeks the approval from the Board of Zoning Appeals for a variance to extend a nonconforming structure. The applicant is proposing to vary from the required front setback by 17.5' for a covered porch. The existing setback is 19.5', with the construction of the 10' x21' covered porch the applicant is proposing a 9.5' front yard setback. Article 25.9 of the Perkins Township Zoning Resolution states that covered front porches may project into the required minimum front yard a distance not to exceed eight (8) feet. The required front yard setback for with a covered porch would be 27'. Article 6.7 of the Perkins Township Resolution states that the Board of Zoning Appeals shall grant a variance to allow the restoration, reconstruction, or extension of a nonconforming use of land or structure.

Staff recommend approval of the variance as there are several surrounding properties that are nonconforming within the area. The covered porch will not be fully enclosed, nor will it be extending the full length of the home.

VIII. Chair Opens the Public Hearing for Application #BZA2025-14.

Mr. Kastor opened the public hearing for Application #BZA2025-14 and asked if anyone was present to speak on behalf of the application.

Laurie Meyers- 703 Parkland Dr. Mrs. Adams stated that she had a rendering of what the proposed porch was going to look like. Showing the board what it would be looking like, besides going with the railings.

Mrs. Sparks asked her to confirm there wasn't going to be any sides.

Mrs. Meyers stated that that was correct, only thing was on the side there was going to be railings but now it will be open.

Mr. Kastor stated that, so you just described to AI what you wanted.

Mrs. Meyers stated wow, that's correct. & the roof is a gable opening.

**BOARD OF ZONING APPEALS
6/16/2025 MEETING MINUTES**

Mrs. Sparks stated that they will be removing the existing steps and flower bed.

Mrs. Meyers stated yes, and they measured the steps before they came out 5ft, so an extra 5ft.

Mrs. Sparks stated okay.

IX. Board Motion to Close Public Hearing and Open Public Meeting – Roll Call Vote.

Mr. Kastor entertained a motion to close the public hearing and open the public meeting.

Mr. Bixler motioned to close the public hearing and open the public meeting; Mr. Bertsch seconded the motion.

Roll Call: All ayes, motion carried.

X. Discussion from the Board.

Mr. Kastor asked if the Board members had anything they would like to discuss regarding this application.

Mr. Kastor stated that he assumed the neighbors were all notified and no complaints.

Mrs. Meyers stated that she reached out to some of the neighbors and they didn't have any problems with it. She thought it would be nice to give it a face lift, and it looks good for their properties.

Mr. Kastor stated that he appreciated that, they run into a lot where the neighbors don't know until they get a letter and sometimes get on the defensive side.

XI. Board Motion and Second to Approve, Deny, Modify, or Table Application #BZA2025-14 – Roll Call Vote.

Mr. Kastor entertained a motion to approve or deny the variance.

Mr. Bertsch motioned to approve BZA2025-14; Mr. Bixler seconded the motion.

Roll Call: All ayes, motion carried.

The Request for a Variance Permit was approved.

XII. Secretary – Request for Variance Permit.

Mrs. Gladwell read the request on the proposed application.

APPLICATION #BZA2025-15 – *An application for a variance permit was submitted by Brent Slisher on behalf of Calvary Baptist Church Independent for the property located at 1810 E. Perkins Ave, Sandusky, Ohio 44870 (PPN-32-03242.000), which is zoned as “Single Family Residential (R-1A)”. The variance request is to allow three (3) accessory structures on the property whereas Article 13.6(10) states no more than two (2) accessory structures are permitted within a residential district.*

XIII. Staff Report – Planning & Zoning Department

Using the staff report and PowerPoint visual aid as a reference, Mrs. Sparks stated that as Jessica noted Brent Slisher applied for a variance application to allow 3 accessory structures on the property. The current site is zoned as R- 1A Single Family Dwelling, surrounded by C-2 General Commercial. Mrs. Sparks showed current images of the site and the proposed site plan with where they are going to place it. The applicant is looking to put an open-air accessory structure to be used for outdoor activities on the site. They have a life center with classrooms and gym; the other accessory building is used for maintenance and storage and this one will be more of a community-oriented accessory structure. The church is located on 3 parcels, which we have talked to them about combining them. I know they are looking into it and moving forward with it but wanted to get this first.

Public Works Department - Director: Public Works has no issues with the application submitted.

Building Department - Chief Building Official: No issues.

Police Department: - Chief of Police: No comment.

Fire Department: - Fire Marshal: No comment.

**BOARD OF ZONING APPEALS
6/16/2025 MEETING MINUTES**

Mrs. Sparks stated that the applicant seeks the approval of following variances from the Board of Zoning Appeals:

Allow three (3) accessory structure on the property whereas Article 13.6(10) states that no more than two (2) accessory structures are permitted within a residential district. The current site is zoned as residential.

Based on the evaluation of the standards, Staff recommends approval of variance to allow a third accessory structure at 1810 E. Perkins Ave. Staff recognize that this property is zoned as Single Family Residential but is utilized as a church and surrounded by commercial uses and the applicant is requesting an open-air accessory structure. Staff also recognize that this is a larger site containing 16.68 acres.

XIV. Chair Opens the Public Hearing for Application #BZA2025-15

Mr. Kastor opened the public hearing for Application #BZA2025-15 and asked if anyone was present to speak on behalf of the application.

William Brown – Deacon at the Calvery Baptist Church. He stated that he didn't have any AI drawings, he is almost 90 and doesn't know how to do that stuff. The structure is 48*72 ft with a concrete base and has a roof on it, open on all sides.

Mr. Kastor asked if there was any plumbing.

Mr. Brown stated that there is only electrical, no toilets or anything just electrical for lighting.

XV. Board Motion to Close Public Hearing and Open Public Meeting – Roll Call Vote.

Mr. Kastor entertained a motion to close the public hearing and open the public meeting.

Mr. Bixler made a motion to close the public hearing and open the public meeting; Mr. Pitts seconded the motion.

Roll Call: All ayes, motion carried.

XVI. Discussion from the Board.

Mr. Kastor asked if the Board members had anything they would like to discuss regarding this application.

**BOARD OF ZONING APPEALS
6/16/2025 MEETING MINUTES**

Mr. Kastor stated that we are running more and more into the accessory structure, is that something they may look at?

Mrs. Sparks stated that it is specifically in uses like this, we can probably put something in our code that excludes churches, schools something like that. From a residential perspective it is warranted to have the two there, especially in more of our dense neighborhoods, you don't want so many, but we can tie it to acreage, usage that type of thing.

Mrs. Blanca stated that there is a 35% rule that is in effect too, along with there being just changes last year to allow swimming pools to not be considered accessory structures. So, you can have two along with a pool, which is a change from before.

Mr. Kastor stated that he thinks excluding the pool would help the situation.

XVII. Board Motion and Second to Approve, Deny, Modify, or Table Application #BZA2025-15 – Roll Call Vote.

Mr. Kastor entertained a motion to approve or deny the variance.

Mr. Bixler motioned to approve BZA2025-15, as submitted; Mr. Bertsch seconded the motion.

Roll Call: All ayes, motion carried.

The Request for a Variance Permit was approved.

XVIII. Secretary – Request for Variance Permit.

Mrs. Gladwell read the request on the proposed application.

Below application, staff report and discussion were not read due to applicant requesting it be tabled as no one could make the meeting.

APPLICATION #BZA2025-16 – An application for a conditional use permit was submitted by Driven Brands, Inc. for property located at (PPN #32-00863.002, Sandusky, OH 44870. The conditional use request is to allow an automobile service station. A conditional use request was previously approved for this site; the applicant is requesting a renewal for the previously approved permit.

**BOARD OF ZONING APPEALS
6/16/2025 MEETING MINUTES**

and the “Light and Heavy Industrial Districts” (I-1) and (I-2).

XIX. Board Motion and Second to Approve, Deny, Modify, or Table Application #BZA2025-16 – Roll Call Vote.

Mr. Kastor entertained a motion to approve or deny the variance.

Mr. Pitts motioned to **TABLE** application BZA2025-16; Mr. Bertsch seconded the motion.

Roll Call: All ayes, motion carried.

The Request for a Variance Permit was **TABLED** until the next meeting.

XX. Secretary – Request for Variance Permit.

Mrs. Gladwell read the request on the proposed application.

APPLICATION #BZA2025-17 – *An application for a conditional use permit was submitted by Daniell Still on behalf of Manny’s Sports Tavern for property located at 6201 Milan Road, Sandusky, OH 44870 (PPN #32-00066.000). The conditional use request is to allow an outdoor patio on the property. Article 17.2(13) requires outdoor patios to receive a conditional use permit approval through the Board of Zoning Appeals.*

XXI. Staff Report – Planning & Zoning Department

Using the staff report and PowerPoint visual aid as a reference, Mrs. Sparks stated that as Jessica noted that the applicant is Manny’s Spots bar. Daniell Still proposed the application; they are looking to do an outdoor patio. The property is zoned as C-2. Mrs. Sparks showed an arial view of the site and showed the proposed location of the patio area, they stated they had a little bit of dead space by the newer open air seating area. They proposed this in case someone would like to sit out there and bring their pet, etc. we would require it to be fenced in along with the fire department, which this is the fencing that is being proposed; with 6 foot post panels & one gate with a right in right out entrance.

Public Works Department - Director: No issue with the proposed conditional use permit.

Building Department - Chief Building Official: No issues.

Police Department - Chief of Police: No comment.

**BOARD OF ZONING APPEALS
6/16/2025 MEETING MINUTES**

Fire Department - Fire Marshal: The gate will be required to have “panic hardware” (a one action push bar) like any other door in an assembly being on an exit. The gate will also have to open out with the direction of travel.

Based on the evaluation of the standards, **staff recommends approval of this conditional use permit request to allow an outdoor patio at 6210 Milan Road.** Staff recognize that this outdoor patio will accompany the existing open-air area that will allow patrons to sit fully outside.

Staff recommend approval with the following conditions:

The gate will be required to have “panic hardware” (a one action push bar) like any other door in an assembly being on an exit. The gate will also have to open out with the direction of travel.

Applicant must provide a copy of all the Health Department license and permits to staff.

The last thing I would want to bring up, if you went out on site, it does appear they will lose that front parking space. I don't know if they would occupy the whole space, but the gate will open in a portion of it, and they will lose that space. They did provide a site plan with a number of parking spaces, and they do meet that, so there shouldn't be any issue losing that.

XXII. Chair Opens the Public Hearing for Application #BZA2025-17.

Mr. Kastor opened the public hearing for Application #BZA2025-17 and asked if anyone was present to speak on behalf of the application.

Brittany – Manager at Manny's. Britany stated that a lot of Manny's Clientele are just local people and want to bring their animals. We are also surrounded by hotels and Kalahari and have a lot of people coming into town with their animals, and that's a huge thing for us. They are very animal friendly and want to bring their animals to have a drink or lunch.

XXIII. Board Motion to Close Public Hearing and Open Public Meeting – Roll Call Vote.

Mr. Kastor entertained a motion to close the public hearing and open the public meeting.

Mr. Bertsch made a motion to close the public hearing and open the public meeting; Mr. Bixler seconded the motion.

Roll Call: All ayes, motion carried.

XXIV. Discussion from the Board.

Mr. Kastor asked if the Board members had anything they would like to discuss regarding this application.

XXV. Board Motion and Second to Approve, Deny, Modify, or Table Application #BZA2025-17 – Roll Call Vote.

Mr. Kastor entertained a motion to approve or deny the variance.

Mr. Kastor motioned to approve BZA2025-17; Mr. Pitts seconded the motion.

Roll Call: All ayes, motion carried.

The Request for a Variance Permit was approved.

XXVI. Old Business.

XXVII. New / Other Business.

Tabled one will be on the agenda for next month, they still do not have ODOT approval for right in and right out on 250. Mrs. Sparks stated that they have to acquire an easement through the Deehr property and have not been successful in getting that. They seem confident that they will be able to get that from them, but even after that ODOT will still have to go through their process to get approval. Mr. Panas has previously done approval in the past with just a condition that ODOT approves.

Mr. Kastor asked if there was any drama with Bike Week.

Mrs. Sparks stated that there was a little, Arielle has set up a meeting to have a post meeting to discuss everything. It got extended a little bit over to the Mickey Mart – had a party there.

Mr. Kastor asked if that was an impromptu thing.

Mrs. Sparks stated that they had it the previous year, they had emailed us.

Mrs. Blanca stated that the previous year she believed they got shut down. So next year they will have them get a conditional use or have it under the umbrella.

**BOARD OF ZONING APPEALS
6/16/2025 MEETING MINUTES**

Since it is at a different location, I think it benefited us with some not-so-great weather, they did have a big stage and tent.

Mrs. Sparks stated like she mentioned that we were aware of it, but we think we would like it to all come in together next year, because it is something they want to keep doing and im sure grow as it goes on. Mrs. Sparks stated that the other issue is the vendor permits, always coming in last minute, so if there is a more standard fluent way to do it, can we have them before 4p on Friday the day of.

Mrs. Blanca stated that we got the applications the day it started.

Mrs. Sparks stated that on their end, I understand from their perspective they want the check, they want to make sure those vendors are here and coming. Like Jessica made a point, those vendors have already paid, so they wouldn't be out any money.

Discussion about what was coming down and plans for Maui Sands amongst the board.

XXVIII. Adjourn Meeting.

Mr. Kastor entertained a motion to adjourn the meeting.

Mr. Bertsch motioned to adjourn the meeting; Mr. Bixler seconded the motion.

Roll Call: All ayes, motion carried.

The meeting was adjourned.

Respectfully Submitted,

X _____
Mrs. Casey Sparks,
Board of Zoning Appeals

X _____
Mr. Theodore Kastor, Chair
Board of Zoning Appeals

Date of Signature:

Date of Signature:

Click or tap to enter a date.
