



City of Huron
Agenda for the Planning Commission/DRB
Wednesday, October 15, 2025 5:00pm.

I. **Call to Order**

II. **Roll Call**

III. **Adoption of the Minutes (7-23-25, 8-20-25, 9-11-25)**

IV. **Audience Comments (3-minute time limit)** *Please step to the podium and state your name and address for the record.

V. **New Business**

524 S. Main Street PPN42-00152.000 B-3 Commercial Signage

Proposed Code Amendment: Section 1133.02 Determination of Required Off-Street Parking Spaces. *(Language added for clarification of intent)*

Discussion: Solar Chapter 1126.18, DRB requirement for solar roof panels.

VI. **Staff Report**

- Sign Code Amendment
- Updated Zoning Map
- City Manager Reports

VII. **Other Matters**

Next Regular Meeting: November 19, 2025

VIII. **Adjournment**



TO: Chairman Boyle and Members of the Planning Commission and Design Review Board
FROM: Christine Gibboney, Planning & Zoning Manager
RE: 524 S. Main Street- New Business- "the barre method" (dance & fitness studio)
DATE: October 15, 2025

Current Zoning District: B-3

Parcel No.: 42-00152.000

Existing Land Use: Commercial, Vacant Retail Space in two-tenant structure

Traffic Considerations : South Main Street

Owner: Sandpiper Investments, 1121 Mudbrook Road, Huron OH

Applicant: Brady Sign Company, 1721 Hancock Street, Sandusky OH

Project Description-Design Review- Commercial Pylon Sign- Panel Insert

The applicant is proposing a new 2-sided replacement panel for a new business opening in this plaza on south Main Street. As proposed, the 24sf two-sided panel will be inserted into the existing sign frame of the pylon signage. The existing frame is internally illuminated.

Staff Analysis/Recommendation:

The applicant is opening a new business "the barre method" a dance & fitness collaborative in the current vacant space of the complex. The sign panels will be installed in the existing frame on the pylon sign. The 24sf two-sided panel will have a white background with simple black lettering and will be internally illuminated.

As existing, this pylon sign would be considered a Nonconforming Sign due to its height, total sign area and possibly its front yard setback which appears shy of the 7' setback requirement, however, pursuant to 1129.09 the sign is allowed to remain as it is considered a legal nonconforming sign as the sign itself is not being altered, enlarged, relocated or replaced, it is simply a panel insert into an existing frame.

Applicable Code Sections: Chapter 1129- Signage

1129.04 Appendix A Maximum Signage Area - B-3 District

- 1 sign per lot
- Max area of 40sf
- Max height of 12'
- Min. Setback from ROW- 7'
- Min. Setback from Side Lot Line- 10'

1129.09 Nonconforming Signs. (Ord. 2025-8, adopted 4-22-25)

Staff supports the request for the new sign panel inserted into the existing frame, as proposed.

Attachments:

- Application, Existing Sign Panel, Design Elevations

Planning Commission (PC)

Commercial Site Plan Application/Design Approval- Exterior/Design-Signage Only

DATE: 9-17-25

Property Owner

Name: Sandpiper Investments
Address: 1121 Mudbrook Rd. Huron - OH 44839
Phone: 216-346-3548 (Colleen Worthington) The Barre Method
Email: CSPEND 1022@gmail.com

Applicant

Name: Monica L. Fletcher
Company/Business Name: Brady Signs Co.
Mailing Address: 1721 Hancock St - Sandusky, OH 44820
Phone: 429-626-5112
Email: monica@bradysigns.com

Location and Description of Project

Address: 524 S. Main St County Parcel #: 42-00152.000
Existing Use: _____ Acreage/Area of Site: _____
Proposed Use: DANCE - fitness Lot # (if applicable): _____
Estimated Value of Project: \$3250⁰⁰ Total SF: 24 sq ft (96" x 36") x 2

☐ New Construction

☐ Demolition

☒ Addition to Existing Structure
Replacement Faces

☐ Other: _____

ZONING & FLOOD ZONE DISTRICTS

Zoning District: _____ (R-1 R-1A R-2 R-3 B-1 B-2 B-3 I-1 I-2 P-1 MU)

Flood Zone: _____ (A AE AO AH X-SHADED X)

Description of Project:

Remove Existing sign faces - install (2) new
sign faces 96" x 36" = 24 sq ft Reading
"the barre method - dance & fit collaborative"

SECTION 1. SITE DEVELOPMENT PLAN APPROVAL (SECTION 1139.01) *The application fee of \$150.00 and a complete site development plan with the following information included:

A. SITE PLAN & SCALED DRAWINGS

- Legal Survey or Plat Map
- Dimensions of the Lot & Property Lines
- Size and Location of the Existing Structure (if applicable)
- Size and Location of the Proposed Structure
- Front, Rear, and Side Setbacks of Existing Structure (if applicable)
- Front, Rear, and Side Setbacks of Proposed Structure
- Height of the Proposed Structure
- Existing and proposed land uses and the location of existing & proposed buildings and other accessory structures on the site.
- Location of vehicular ingress & egress, parking spaces (both existing & proposed) and the dimensions of same. *Refer to code for parking requirements.
- Extent and type of parking lot and driveway paving.
- Location and dimensions of all pedestrian ways and/or sidewalks.
- Location and size of all existing and proposed utilities
- Complete building elevations and signage including color renderings of same
- Lighting plan for the site including style and intensity of all parking lot and building mounted lighting. (Design Review)
- Landscape Plan. *Refer to code for requirements. (Design Review)
- The plan and method of disposing of all surface water from the development area; drainage plan shall be in accordance with Section 1115.03.

B. WRITTEN STATEMENT

- A legal description of the site and state of the present ownership of all the land included within the site development area.
- A statement of ownership (names & addresses) and the present use of all properties within 150' of the exterior boundaries of the subject development site.
- A general indication of the expected schedules and/or phases of development.

SECTION 2. STORMWATER/DRAINAGE/GRADING PLANS/SWPPP

DEVELOPEMENT PROJECTS DISTURBING LESS THAN 1 ACRE

Development Sites Under One (1) Acre in Size: Individual development sites that are larger than 8,000 square feet and smaller than one (1) acre (43,560 square feet) in total size of disturbed area, can submit abbreviated soil erosion and sediment control plans with the topography plan for the requested permit(s). Refer to Chapters 1315, 1317 of City Ordinances for complete plan information required.

DEVELOPMENT PROJECTS DISTURBING 1 OR MORE ACRES

The City Engineer and Erie Conservation will determine the deposit amount required for applicable plan reviews. Approval of the plans from the City Engineer and Erie Conservation are required before Zoning and/or Building Permits can be issued. Refer to Chapters 1115, 1117, 1313, 1315 for required plan details.

SECTION 3. DESIGN APPROVAL (EXTERIOR, LANDSCAPING, LIGHTING, SIGNAGE) *

The application fee of \$150.00 and complete plans to include the following information must be included with this application and provided in a PDF format.

- ☐ Photographs of Existing Conditions
- ☐ Elevations of Proposed Modifications
- ☐ Paint or Color Samples
- ☐ Exterior Building Material Samples
- ☐ Landscape Plan
- ☒ Exterior Lighting Plan
- ☒ Commercial Signage- Site Plan, Colored Elevations, Description of sign materials, Illumination specifications. Complete the table below:

Sign Type				Dimensions			
Sign #1:	<input type="checkbox"/> Wall	<input type="checkbox"/> Window	Other: <i>PYLON</i>	Height <i>96"</i>	Width <i>36"</i>	Display Area <i>24</i> sq. ft.	Height (if ground) _____ ft.
	<input type="checkbox"/> Ground	<input type="checkbox"/> Changeable Copy					
Sign Type				Dimensions			
Sign #2:	<input type="checkbox"/> Wall	<input type="checkbox"/> Window	Other:	Height _____	Width _____	Display Area _____ sq. ft.	Height (if ground) _____ ft.
	<input type="checkbox"/> Ground	<input type="checkbox"/> Changeable Copy					
Sign Type (circle)				Dimensions			
Sign #3:	<input type="checkbox"/> Wall	<input type="checkbox"/> Window	Other:	Height _____	Width _____	Display Area _____ sq. ft.	Height (if ground) _____ ft.
	<input type="checkbox"/> Ground	<input type="checkbox"/> Changeable Copy					
Sign Type (circle)				Dimensions			
Sign #4:	<input type="checkbox"/> Wall	<input type="checkbox"/> Window	Other:	Height _____	Width _____	Display Area _____ sq. ft.	Height (if ground) _____ ft.
	<input type="checkbox"/> Ground	<input type="checkbox"/> Changeable Copy					

SECTION 4. DESIGN APPROVAL (COMMERCIAL SIGNAGE ONLY) * The application fee of \$50.00 and complete plans to include the following information must be included with this application and provided in a PDF format.

___ Signage Site Plan with all setback dimensions

___ Rendering(s) of all signs with detail of dimensions, construction materials, graphics, illumination

Sign Type (circle)				Dimensions			
Sign #1:	<input type="checkbox"/> Wall <input type="checkbox"/> Ground	<input type="checkbox"/> Window <input type="checkbox"/> Changeable Copy	Other: <u>pylon</u>	Height <u>96</u>	Width <u>30</u>	Display Area = <u>24</u> sq. ft.	Height (if ground) _____ ft.
Sign #2:	<input type="checkbox"/> Wall <input type="checkbox"/> Ground	<input type="checkbox"/> Window <input type="checkbox"/> Changeable Copy	Other: _____	Height _____	Width _____	Display Area = _____ sq. ft.	Height (if ground) _____ ft.
Sign #3:	<input type="checkbox"/> Wall <input type="checkbox"/> Ground	<input type="checkbox"/> Window <input type="checkbox"/> Changeable Copy	Other: _____	Height _____	Width _____	Display Area = _____ sq. ft.	Height (if ground) _____ ft.
Sign #4:	<input type="checkbox"/> Wall <input type="checkbox"/> Ground	<input type="checkbox"/> Window <input type="checkbox"/> Changeable Copy	Other: _____	Height _____	Width _____	Display Area = _____ sq. ft.	Height (if ground) _____ ft.

PLEASE NOTE: Upon approval from the Planning Commission, your project may require Engineering Plan review and Storm Water/Erosion Control Plan review, associated fees will apply. Zoning and/or Building Permits may be required, associated permit fees will apply. All Contractors on your project must be registered with the City. Contact the Planning and Zoning Department with any questions: 419-433-5000 ext. 1302 OR 1303.

APPROVAL FROM THIS BOARD WILL EXPIRE 1 YEAR FROM THE DATE OF ISSUANCE.

CW I hereby certify that I am the owner of record of the named property or that the proposed work is authorized by the owner of record and/or I have been authorized to make this application as an authorized agent, and we agree to conform to all applicable laws, regulations, and ordinances. All information contained within this application and supplemental materials is true and accurate to the best of my knowledge and belief.

Applicant Signature: Monica L. Fletcher Date: 9/17/25

Owner Signature: CW Date: 9-17-25

For Departmental Use Only:

Date of Submission: 9/18/25 Application Fee: \$50.00 PC Meeting Date: 10/15/25

548 Main St

Huron, Ohio



Google Street View

Sep 2023 [See more dates](#)



Google Maps

REPLACEMENT SIGN FACES



Qty. 2 - REPLACEMENT FACES
Pan formed with second surface painted graphics

**Survey required prior to production*



SIGN TYPE
Pan Formed Sign Faces

SCALE
3/4" = 1'

COLOR PALLET

White

Black

DATE
8/27/25

FILENAME
DWG25147A

CUSTOMER / ADDRESS
The Barre Method
524 Main Street
Huron, OH 44870

CLIENT APPROVAL

Sign

Print

Title

Date

WORLD SIGN ASSOCIATES

INTERNATIONAL SIGN ASSOCIATION

MIDWEST VALLEY ASSOCIATION

ORIGINAL ARTWORK, DESIGNS & LAYOUTS ARE THE SOLE PROPERTY OF BRADY SIGNS AND MAY NOT BE REPRODUCED, DISPLAYED, TRANSMITTED TO ANYONE, IN FULL OR IN PART WITHOUT THE WRITTEN CONSENT OF BRADY SIGNS.

BRADY SIGNS
1721 Hancock Street
Sandusky, OH 44870
419-626-5112
www.bradysigns.com



TO: Planning Commission
FROM: Christine Gibboney, Planning & Zoning Manager
RE: Section 1133.02 Clarification
DATE: September 17, 2025

Subject/Background

Interpretation and application of Section 1133.02 of Chapter 1133 Off Street Parking and Loading Regulations relative to residential additions, expansion triggering off- street parking.

History (2014-2015)

In 2014-2015 a comprehensive zoning code analysis conducted in partnership with City Architecture produced code amendments and new code sections to support the city Master Plan. The code amendments included: Signage, Landscaping, Off-Street Parking, and creation of the Mixed-Use Overlay Districts. The amendments were vetted at the PC/DRB level and through 3 readings at the City Council level. References as to the purpose and reasoning for these amendments point to the Master Plan, creation of uniform standards, and code enforcement efforts.

In the minutes of the third/final reading of Ord. 2015-10 -Chater 1133-Off Street Parking; the City Manager references the chapter supports the coordinated development within the downtown revitalized area, allows for a requisite number of parking spaces, promotes storefront development along the water.

There is a section of this Chapter that staff believes to be intended for Commercial/Business, but as written, does not specify this and raises questions with regard to interpretation:

1133.02 DETERMINATION OF REQUIRED OFF-STREET PARKING SPACES.

Off-street parking shall be provided as a condition precedent to the occupancy or use of any building, structure or land, and at any time a building, structure or use of land is enlarged, expanded, increased in capacity or use, in conformance with the following provisions.

In computing the number of parking spaces required by this Ordinance, the following shall apply:

- (a) Where floor area is designated as the standard for determining parking space requirements, floor area shall be the sum of the net area of all the floors measured from the exterior faces of the building. Mechanical rooms, stairs, restrooms, cellars, unenclosed porches, attics not used for human occupancy are excluded from the count of total floor area.*

(b) Where seating capacity is the standard for determining parking space requirements, the capacity shall mean the number of seating units installed or indicated. When fixed seats are not indicated, the capacity shall be determined as being one (1) seat for each twenty (20) square feet of floor area of the assembly room.

(c) Where employees are the standard for determining parking space requirements, employees shall mean the maximum number of employees on any two (2) successive shifts.

(d) Fractional numbers shall be increased to the next whole number.

(e) The parking spaces required for multiple uses shall be the sum of the parking required for each use considered separately.

(Ord. 2015-10. Passed 8-25-15.)

Legal Counsel has advised, that as currently written, this section would be applicable to residential. It is important to note that staff has not applied this section to residential applications as research into the code raised questions related to the intent.

Staff questioned the application to residential structures as it would seem unreasonable to require an applicant to become compliant with the off-street parking regulations when just proposing to enlarge, expand, etc. Staff researched the minutes and staff reports from the time this section was proposed and consulted with the Planning Commission Chairman Boyle who agreed the intent of 1133.02 was for Commercial/Business use and further noting that the subsection language itself (a thru e) is not referencing any residential based criteria, it is speaking to Commercial/Business.

In order to clarify this section and avoid any misinterpretations in the future, we are recommending an amendment to Section 1133.02 to specify any **Commercial/Business** enlargements, expansions, increased capacity or use shall trigger conformance with the Off-Street Parking Spaces. Staff prepared a draft amendment, which Legal has reviewed and suggested the following proposed amended language:

1133.02 DETERMINATION OF REQUIRED OFF-STREET PARKING SPACES.

Off-street parking shall be provided as a condition precedent to the occupancy or use of any building, structure or land and at any time a commercial or business-related building or structure, or commercial or business-related use of land, is enlarged, expanded, increased in capacity or use, in conformance with the following provisions.

Staff is seeking recommendation from the Planning Commission to refer this proposed amendment to City Council.

CHAPTER 1133 OFF-STREET PARKING AND LOADING REGULATIONS

EXHIBIT “A”

1133.02 DETERMINATION OF REQUIRED OFF-STREET PARKING SPACES.

Off-street parking shall be provided as a condition precedent to the occupancy or use of any building, structure or land, and at any time a building, structure or use of land is enlarged, expanded, increased in capacity or use, in conformance with the following provisions.

In computing the number of parking spaces required by this Ordinance, the following shall apply:

- (a) Where floor area is designated as the standard for determining parking space requirements, floor area shall be the sum of the net area of all the floors measured from the exterior faces of the building. Mechanical rooms, stairs, restrooms, cellars, unenclosed porches, attics not used for human occupancy are excluded from the count of total floor area.
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 - (c) Where employees are the standard for determining parking space requirements, employees shall mean the maximum number of employees on any two (2) successive shifts.
 - (d) Fractional numbers shall be increased to the next whole number.
 - (e) The parking spaces required for multiple uses shall be the sum of the parking required for each use considered separately.
- (Ord. 2015-10. Passed 8-25-15.)

EXHIBIT “B”

1133.02 DETERMINATION OF REQUIRED OFF-STREET PARKING SPACES.

Off-street parking shall be provided as a condition precedent to the occupancy or use of any building, structure or land, and at any time a commercial or business-related building or structure, or commercial or business-related use of land is enlarged, expanded, increased in capacity or use, in conformance with the following provisions.

In computing the number of parking spaces required by this Ordinance, the following shall apply:

- (a) Where floor area is designated as the standard for determining parking space requirements, floor area shall be the sum of the net area of all the floors measured from the exterior faces of the building. Mechanical rooms, stairs, restrooms, cellars, unenclosed porches, attics not used for human occupancy are excluded from the count of total floor area.
 - (b) Where seating capacity is the standard for determining parking space requirements, the capacity shall mean the number of seating units installed or indicated. When fixed seats are not indicated, the capacity shall be determined as being one (1) seat for each twenty (20) square feet of floor area of the assembly room.
 - (c) Where employees are the standard for determining parking space requirements, employees shall mean the maximum number of employees on any two (2) successive shifts.
 - (d) Fractional numbers shall be increased to the next whole number.
 - (e) The parking spaces required for multiple uses shall be the sum of the parking required for each use considered separately.
- (Ord. 2025- XX-XX-2025. Passed



TO: Chairman Boyle and Members of the Planning Commission and Design Review Board
FROM: Christine Gibboney, Planning & Zoning Manager
RE: Section 1126.18 Solar Structures- DRB requirement for Solar Roof Panels
DATE: October 15, 2025

Subject/Background

Staff would like the Commission's input and direction regarding Section 1126.18 (d) (1), and (e) (9) Roof-Mounted, relating to the requirement of approval by the Design Review Board for solar roof panels.

History

This chapter was drafted by staff at the request of City Council to establish regulations and requirements relating to Solar Structures. The chapter identifies them as an accessory use in residential (R) and commercial (B) districts. In Industrial (I) districts, they are permitted by right.

- Residential Ground Mounted Solar Panels are Conditional Uses and require approval by the BZA. Setback height regulations, rear yard build out regulations apply.
- Residential Roof Panels require approval by the Design Review Board.- Regulations for distance between the roof and the uppermost portion of the panels, min. 12' setbacks on a pitched-roof, from the edge of the roof.

Discussion

- Solar Roof Applications are reviewed by staff to verify compliance with the code above before placing them on a PC/DRB agenda.
- Depending on the date of submission, it could be 30 days before the case is placed on an agenda.
- Upon approval by the DRB, staff can issue the Zoning Permit immediately, the Zoning Permit and Building Application/plans are then submitted to the Building Department to start their plan review and issue the Building Permit. The building department has 30 days to review and issue a permit, but it generally does not take that long. Building permit applications and plans cannot be submitted to the Building Department until the DRB approval is obtained.
- Fees: The code references DRB fees within Chapter 1321, however, the only fee appearing is the Planning Commission fee of \$150, the fee for the Zoning Permit is the existing Accessory Structure Fee and there is no specified fee for a Conditional Use BZA application. These fees were most likely included in the draft code amendment for Permits and Fees which was being drafted by the former Planning Director, but had not been introduced. That being said, this is something on our radar and list to tackle.

If the Commission is satisfied with the process of taking these solar roof applications to the DRB, staff has no objections; we can keep the code language and the process as is. If you think it may be something to tweak, I would discuss with Administration about adding it to our list of codes for proposed amendments.

Staff has a long list of various code sections that we are working through, as time allows, to address clarifications, conflicting language/sections, and outdated references. Occasionally, new codes are found that require more immediate action, so we have to prioritize as we go.

1126.18 SOLAR STRUCTURES.

(a) Purpose. It is the purpose of this chapter to regulate the construction, modification, operation and abandonment by discontinuation of use of solar energy systems in the City of Huron, subject to reasonable conditions that will protect the public health, safety, and welfare while preserving the enjoyment of private property, promoting orderly land use, and development; allowing the safe, effective, and efficient use of solar energy systems. Solar energy systems shall be considered a permitted use in any zoning district, subject to the requirements of any other applicable chapter of this Code.

(b) Definitions.

- (1) "Abandonment" means choosing to give up or discontinue use of the solar energy generation system in whole or part.
- (2) "Alternating-current (ac) module" means a complete, environmentally protected unit consisting of solar cells, optics, inverter, and other components, exclusive of tracker, designed to generate ac power when exposed to sunlight.
- (3) "Applicant" means the person or entity filing an application under this Chapter.
- (4) "Array" means a mechanically integrated assembly of modules or panels with a support structure and foundation, tracker, and other components, as required, to form a direct-current power producing unit.
- (5) "Facility owner" means the entity or entities having equity interest in the solar energy facility, including their respective successors and assigns.
- (6) "Ground mount" means a solar electrical system that is mounted directly to ground mounted structure instead of solely on a building wall or roof.
- (7) "Operator" means the entity responsible for the day-to-day operation and maintenance of the solar energy system.
- (8) "Solar cell" means the basic photovoltaic device that generates electricity when exposed to light.
- (9) "Solar energy system (active or passive)" means the equipment, assembly or building construction and requisite hardware that provides and is used for collecting, transferring, converting, storing, or using incident solar energy for water heating, space heating, cooling, generating, electricity, or other applications that would otherwise require the use of a conventional source of energy such as petroleum products, natural gas, manufactured gas, or electricity produced from a nonrenewable resource. Such systems include Passive Solar Energy Systems that capture the Sun's energy in building design and construction components; Solar Thermal Energy Systems that convert sunlight to heat as in a hot water tank or swimming pool; and Photovoltaic Solar Energy Systems that convert sunlight to electricity.
- (10) "Solar panel" means one of any type of assembly that produces energy, either electrical, heat or hot water for use or distribution include PV (Photovoltaic) an electrical device consisting of an array of connected solar cells, heat collectors and interstitial spaces including trombe panels, or hydronic panels for water heating systems.
- (11) "Solar photovoltaic systems" means the total components and subsystems that, in combination convert solar energy into electrical energy suitable for connection to utilization load.

(c) Applicability.

- (1) No person shall construct, erect, maintain, extend, or remove a solar system in any zoning district in the City without compliance with the provisions of this chapter and applicable related requirements of the entire ordinance.
- (2) Solar energy systems constructed prior to the effective date of this chapter shall not be required to meet the requirements of this code; unless any physical condition or modification renders such system un-repairable or un-usable. If any pre-existing solar energy system is damaged or destroyed such an extent that is cannot be returned to original service, or any such damage or modification creates an unsafe condition it shall be replaced or removed in conformity to this chapter and pursuant to Section 1121.07.
- (3) Like-kind replacements of panels shall require applicable electrical or general building permits.
- (4) Like-kind replacements of entire ground-mount solar energy systems shall require proper zoning approval and applicable electrical/building permits. Existing installations shall provide emergency disconnect locations to the City of Huron Building Department.

(d) Contents of Application.

- (1) Solar structures shall only be an accessory use in residential (R) and commercial (B) zoning districts. Ground-mounted solar panels are a conditional accessory use at any residential or non-residential building, excluding Industrial (I) zones, where they are permitted by right. In all districts, solar equipment including solar panels, may be located on the roof in compliance with all requirements of this Code including building height and screening, after approval by the Design Review Board. Nothing in this regulation shall preclude standalone systems for small accessory lighting, ventilation or battery storage systems either roof or ground-mounted not to exceed twelve (12) square feet.
- (2) An application for a solar energy system shall be approved in compliance with the standards and criteria of this Chapter and shall include:
 - A. A narrative describing the proposed solar energy system including the approximate generating capacity of the project and the number, manufacturer, and model of the solar panels to be installed, their individual generating capacity and a description of ancillary systems.
 - B. A site plan to scale of the subject property showing the planned location of the solar panels, setback lines, proposed and existing ancillary equipment buildings, and structures. For systems with more than thirty-five percent (35%) of roof area facing the street, elevation(s) shall be provided to scale.
 - C. Certified approval from the Homeowners Association (HOA) and/or an approval letter from the HOA legal representative, if applicable.

(e) Design and Performance Standards.

- (1) Lighting. Solar energy systems shall be lit only if required by an applicable authority. Lighting of other parts of the solar energy systems, such as appurtenant structures shall be limited to that required for safety and operational purposes, and shall be reasonably shielded from abutting structures.
- (2) Appearance and Signage. The factory or original equipment manufacturer identification and/or logo are permitted. Required signage and emergency services disconnect placard shall be appropriate warning signs (Danger-High Voltage or Caution-Electrical Shock Hazard or any other recognized safety precaution signage) installed at the base of the solar array.
- (3) Construction Codes. To extent applicable, the solar system shall comply with the Ohio Building Code and any other applicable building and fire codes.
- (4) Electrical Codes. Permit applications for solar energy systems shall be accompanied by a line-drawing of the electrical components, as supplied by the manufacturer, in sufficient detail to allow for determination that the manner of installation conforms to all relevant and applicable local, state, and national codes, including the current national electric code NEC (NFPA 70). Solar energy systems interconnected to local utility shall have/ provide surge and lightning arrestors. All solar energy systems shall be grounded to reduce lightning strikes. All electrical lines and utility wires shall be buried underground.
- (5) Utility Notification. Permits for solar energy systems shall not be issued until evidence has been provided that the utility company approves the customer's intent to install an interconnected customer-owned generator. Applicant shall supply the letter of approval from the utility company at the time of application.
- (6) Completion. A solar energy system installation shall commence within six months of the issuance of the zoning permit and shall be completed and operational within one year from the date of commencement of installation. Commencement of installation shall be the date the solar panels are placed into position. If the solar energy system is not completed within the stated time period, the facility owner or operator or the landowner shall be required, at his or their expense, to complete decommissioning of the site within 180 days without exception.
- (7) Solar Access Easements. Ohio R.C. 5301.63 sets forth the requirements for solar access, for the purpose of ensuring adequate access of solar energy collection devices to sunlight, any person may grant a solar access easement. Such easements shall be in writing and subject to the same conveyance and recording requirements as other easements. Any instrument creating a solar easement shall be recorded in the Erie County Recorder's Office.
- (8) Installation. Solar Panels must be installed in accordance with the manufacturer's design and operation standards, as well as all local county, state, and federal guidelines. Reasonable access for emergency response shall be provided to all solar systems and components including a twenty-four (24) inches clear area around all flat-roof or ground-mounted solar array(s).
- (9) Roof-Mounted. Roof-mounted solar energy systems shall be permitted in all zoning districts provided the roof-mounted solar system meets all other requirements of the zoning and building regulations, including design review, and all applicable local and state fire and building codes. Pitched roof-mounted arrays shall be parallel to the roof. The distance between the roof and the uppermost portion of the solar panels shall not exceed eighteen (18) inches. Pitched-roof-mounted solar systems shall not be located within twelve (12) inches of the edge of the roof. Roof-mounted panels on a flat roof shall not project vertically more than five (5) feet from the surface of the roof and shall be buffered as prescribed by the Zoning Code.
- (10) Ground-Mounted.
 - A. Ground-mounted solar panels located on the ground or attached to a framework located on the ground shall not exceed fifteen (15) feet in height above the adjacent grade.
 - B. All related mechanical equipment, other than the actual photoelectric panels shall be fully buffered from the adjacent properties by fencing and/or by evergreen plantings as prescribe by city ordinance and must be maintained and effective through the life of the system. Buffering shall permit work access to panel and shall conform to Chapter 1131.
 - C. Ground-mounted solar panel arrays shall not exceed thirty percent (30%) of the remaining rear yard area within the setbacks defined by other chapters of the Zoning Code.
 - D. Non-Residential. Ground-mounted solar energy systems shall be permitted by right in all Industrial (I) Zones. Any proposed ground-mounted solar energy system may be located within any yard subject to applicable setback requirements for accessory structures and front setback requirements for principal structures within the designated I District.
 - E. Residential. No ground installations are permitted by right. Any proposed ground-mounted solar panels are conditional uses based on full compliance with this Zoning Code and approval from the Board of Building and Zoning Appeals.
 - (i) If approved, ground-mounted solar energy systems shall not be permitted in the front or side yard of a residential property. It shall be permitted in the rear yard of a residence. Such equipment shall be subject to the applicable rear yard coverage regulations and setbacks for accessory structures in residential districts as set forth in Section 1121.06 or other prevailing chapters of the Zoning Code.
 - F. Commercial and Retail Business. No ground installations are permitted by right in Business (B) Zones. Any proposed ground-mounted solar panels are conditional uses based on full compliance with this Zoning Code and approval from the Board of Building and Zoning Appeals.

- (i) If approved, ground-mounted solar energy systems shall not be permitted in the front or side yard of a residential property. It shall be permitted in the rear yard of a residence. Such equipment shall be subject to the applicable rear yard coverage regulations and setbacks for accessory structures in residential districts as set forth in Section 1121.06 and/or other prevailing chapters of the Zoning Code.
- (f) Fees. See Chapter 1321 for the fee schedule pertaining to conditional use, accessory structures, and electrical fees.
- (g) Abandonment.
 - (1) At such a time a solar energy system is scheduled to be abandoned or operation is to be discontinued, the applicant will notify the Building Official and Planning Department of the proposed date of abandonment or discontinuation of use. If applicant fails to notify either department, then in that event the provisions contained under subsection (g)(2) herein below shall apply.
 - (2) Upon abandonment or discontinuation of use, the owner shall physically remove the solar energy system within 180 days from the date of abandonment or discontinuation of use. This period may be extended sixty (60) days at the request of the owner but only upon the approval of the Building Official. "Physically remove" shall include, but not be limited to:
 - A. Removal of the solar energy system and related above grade structures.
 - B. Restoration of the location of the solar energy system to its natural condition, except that any landscaping, grading may remain in the after-conditions.
 - (3) In the event that an applicant fails to give such notice, the system shall be considered abandoned or discontinued if the system is out-of-service for a continuous six-month period. After the six-month period of inoperability, the Building Official shall issue a Notice of Abandonment to the owner and operator of the solar energy system and, if residential, the property owner. The owner shall have the right to respond to the Notice of Abandonment within thirty (30) days from Notice receipt time. The Building Official shall withdraw the Notice of Abandonment and notify the owner that the Notice has been withdrawn if the owner provides information that demonstrates the solar energy system has not been abandoned.
 - (4) If the owner fails to respond to the Notice of Abandonment or if after review by the Building Official it is determined that the solar energy system has been abandoned or use discontinued, the owner of the solar energy system shall remove the system at the owner's sole expense within sixty (60) days of receipt of the Notice of Abandonment. An extension may be granted to the applicant for just cause by the Building Official.
- (h) Severability. Should any section, subdivision, clause, or phrase of this chapter be declared by the courts to be invalid, the validity of the chapter as a whole, or in part, shall not be affected other than the part invalidated.
- (i) Penalty. See Section 1139.01 for Zoning Code violations.

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