

**City of Huron  
Planning Commission/DRB  
October 15, 2025**

The meeting was called to order at 4:59pm. in the Council Chambers at Huron City Hall, 417 Main Street by Chairman Gary Boyle.

Members in attendance: Mark Cencer, Jim Hartley and Tim Sowecke.

Staff in attendance: Planning & Zoning Manager, Christine Gibboney; and Planning & Zoning Secretary Carolyn Boger.

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

Motion by Mr. Hartley to approve the minutes of 7-23-25 as printed and received. Motion seconded by Mr. Sowecke. All in favor, motion passes and minutes approved.

Motion by Mr. Cencer to approve the minutes of 8-20-25 as printed and received. Motion seconded by Mr. Hartley. Yeas: 3, Nays: 0 Abstain:1 Motion passes and minutes approved.

No motion was made on the minutes from the 9-11-25 meeting as there were not enough members from that meeting in attendance at tonight's meeting to vote.

**New Business**

***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.*

Mr. Boyle introduced the case for a proposed new 2-sided replacement sign panels for a new business in the plaza at 524 S Main.

Applicant at 524 S. Main, reiterated that the sign is existing and that they are simply sliding out the old panels and replacing with new for their new business.

**Motion by Mr. Sowecke to approve the request for 2-sided replacement sign panels at 524 S Main as submitted. Motion seconded by Mr. Cencer. Roll call on the motion:**

**Yeas:(4) Nays:(0) Abstain:(0)**

**With a majority vote in the affirmative, motion passes and application is approved.**

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

- Code section as it exists currently (bold section is the language in question):
  - *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:*
- Recommended code section update (bold section is the proposed update to the language):
  - *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.*

Mr. Boyle discussed the recent discovery of the indistinct code language and discussed that the original wording was never intended to apply to residential it was an oversight. Ms. Gibboney noted that as it reads currently per the city's legal team it would apply to residential as well, and this was not the intention. Mr. Boyle noted that this new amendment would help clarify and resolve any potential issues this might cause. He also clarified that the PC/DRB can only make a recommendation to council on the proposed amendment and that they can determine whether they (PC/DRB) want to hold a public hearing on the matter.

**Motion by Mr. Cencer to recommend approval of the proposed amendment to City Council as presented without a PC/DRB public hearing. Motion seconded by Mr. Sowecke.**

Roll call on the motion:

**Yeas:(4) Nays:(0) Abstain:(0)**

**With a majority vote in the affirmative, motion passes and the recommendation to approve the proposed amendment to will move on to City Council.**

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

Ms. Gibboney stated that we are looking for input on whether we should keep the chapter as it reads now and continue to bring every residential roof mounted solar application before the board for their review or if we should revise the chapter to exclude the roof mounted solar structures from board review. Ms. Gibboney also noted that the fee schedule for the reviews of roof mounted solar structures was never adopted so these are brought before the board with no charge.

Mr. Boyle noted that out of all the roof mounted solar applications the board has seen, none of them required any discussion by the board.

Ms. Gibboney also noted that we are only asking about no longer bring the roof mounted solar applications before the board and do not intend to make any changes to the chapter regarding ground mounted solar applications, these will still be brought before the board for their review.

**Motion by Mr. Cencer to allow the Planning the Zoning department to work on a code amendment to allow roof mounted solar structures to be reviewed and approved by the Zoning staff only and no longer be brought before the PC/DRB. Motion seconded by Mr. Hartley.**

Roll call on the motion:

**Yeas:(4) Nays:(0) Abstain:(0)**

**With a majority vote in the affirmative, motion passes and Zoning department has board approval to begin work on a code amendment.**

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### **Staff Report**

#### **Sign Code Amendment**

Ms. Gibboney noted that we are still on track for a November meeting to review sign code amendments.

#### **Updated Zoning Map**

Ms. Gibboney let the board know that Erie County has updated the zoning map to reflect the recent changes and changes from years past that had not been reflected on the county's map. Mr. Boyle inquired as to whether the new map had been dated, to which Ms. Gibboney responded that it is dated and the updated map has also been uploaded to the City of Huron website. Mr. Boyle commented that if we would like to see more differentiated colors on the county zoning map we can dictate to them what colors we would like to see.

#### **City Manager Reports**

Ms. Gibboney wanted to remind the board that the City Manager's twice monthly reports are available on the city website these include updates all the city departments and projects. To which Mr. Hartley inquired about the Con Agra site project status and Ms. Gibboney noted that to her knowledge they are still working on their geotechnical due diligence.

#### **Other Matters**

- Next Meeting: November 19, 2025
- Mr. Boyle recommended that an extra meeting be scheduled for the proposed sign code amendments review.

With no further business, motion by Mr. Sowecke to adjourn. Motion seconded by Mr. Hartley. All in favor, motion passed, and meeting adjourned at 5:19pm.

Respectfully submitted,

Carolyn Boger & Christine Gibboney  
Planning & Zoning Dept.

Adopted: 11-19-25