



City of Huron  
Agenda for the Planning Commission/DRB  
Wednesday, January 21, 2026 5:00pm.

**I. Call to Order**

**II. Roll Call**

**III. Adoption of the Minutes (11-19-25 & 12-17-25)**

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

**V. New Business**

944 South Main Street PPN 42-00710.000 Rezoning Application  
1.3698 Acre portion of the parcel from R-3 to B-3.

2026 Cleveland Road West PPN 42-01937.001 Commercial Signage-  
two wall sign replacement panels.

**VI. Staff Report**

**VII. Other Matters**

Next Regular Meeting: February 18, 2026

**VIII. Adjournment**



**TO:** Chairman Boyle and Members of the Planning Commission and Design Review Board

**FROM:** Christine Gibboney, Planning & Zoning Manager

**RE:** Rezoning of a portion of 42-00710.000 from R-3 to B-3

**DATE:** January 21, 2026

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**Zoning District:** R-3 Multi-Family Residential

**Parcel No.:** 42-00710.000

**Existing Land Use:** 1.3698 Acres/Vacant Land

**Traffic Considerations:** N/A -No Frontage

**Owner:**  
Holiday Harbor Marina  
944 South Main Street  
Huron OH 44839

#### **Project Description-Rezoning**

Rezoning application for a 1.3698-acre portion of property previously owned by Zion Lutheran Church PPN 42-02091.000, which was purchased by Holiday Harbor Marina and combined into their existing parcel PPN42-00710.000. This portion is zoned R-3 Multi-Family Residential; the applicant is seeking to rezone this portion to B-3 General Business to conform with the existing zoning of their property.

#### **APPLICABLE CODE SECTIONS :**

**1139.06 Zoning District Changes and Zoning Regulation Amendments**

#### **Staff Analysis/Recommendation:**

In November 2025, the Commission approved of the lot split/lot combo between Zion Lutheran Church and Holiday Harbor for this 1.3698-acre parcel which is currently zoned R-3.

Holiday Harbor has had the lot combination documentation completed through the County process and as previously noted in November, they are seeking to now rezone this property to B-3 General Business to match the zoning of their existing parcel.

Staff is recommending approval of the proposed rezoning application as submitted.

#### **Attachments:**

Rezoning Application  
Legals

**RE-ZONING PROCEDURE  
OUTLINE AND APPLICATION  
Codified Ordinance Section 1139.06**

This application is used to request consideration for the re-districting/re-zoning of a property. Prior to the submission of an application, a **meeting with the Planning & Zoning Department is required for review of the proposed re-districting/re-zoning.**

The completed application will be submitted to the Planning & Zoning Department along with the non-refundable application fee of \$250.00. The following is an estimated timeline of the process from Planning Commission to City Council.

1. Completed application, documentation, and fee submitted to the Planning & Zoning Department.
2. Application will be placed on the next regular meeting agenda of the Planning Commission. The Planning Commission *may* hold a Public Hearing for this application. The Public Hearing could be held at this meeting or the Planning Commission may set a date for a Public Hearing at a future meeting.
3. Public Hearings require: Legal Notice to be published at least 10 days prior to the Public Hearing Date. If the application intends to rezone/redistrict ten (10) or less parcels of land, notifications will be mailed to properties within 100', contiguous to, and directly across the street from such parcel proposed to be rezoned, at least twenty (20) days before the Planning Commission Public Hearing Date.
4. Planning Commission will hold the Public Hearing and then make their recommendation on the rezoning request.
5. Report and recommendation will be provided to City Council at their (City Council's) next regularly scheduled meeting; City Council will set a Public Hearing Date.(at least thirty (30) days from their receipt of Planning Commission's recommendation)
6. City Council will hold the Public Hearing and then take final legislative action (Ordinance).

**CITY OF HURON**  
**APPLICATION TO RE-DISTRICT PROPERTY**

Date : 12/5/25

Property Owner: Holiday Harbor Marina

Address: 944 South Main Street

City, State, Zip: Huron, OH 44839

Email Address: tomj@holidayharbor.com

**Address of Property to be Rezoned:**

Same

**Parcel Number:** PPN42-00710.000,

Applicant: (Name & Address - if different from the property owner)

Tom Solberg Jr

847 Farmington Ct Huron, OH 44839

**Current Zoning District of Subject Property:**

R-1  R-2  R-3  B-1  B-2  B-3

I-1  I-2  Other: \_\_\_\_\_

Explain the reason that re-districting/re-zoning is being

requested: We purchased a small piece of land from Zion Lutheran Church and would like to have the zoning changed to match our current zoning

**Proposed Zoning District of Subject Property:**

R-1  R-2  R-3  B-1  B-2  B-3

I-1  I-2  Other: \_\_\_\_\_

Was a re-zoning request ever submitted for this property? No  Yes  Date \_\_\_\_\_

Is the applicant represented by legal counsel? Yes  No

If Yes, Counsel's Name and Address: \_\_\_\_\_

Contact Number and Email \_\_\_\_\_

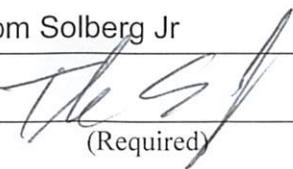
The following must be attached to this application:

1. A survey and legal description of the property.
2. A map of the subject property (maximum size 11" x17")
3. A map of the subject property in relation to the adjoining properties.(max size 11" x 17")
4. A complete list of the names and current addresses of all property owners within 100' of the exterior boundaries of the subject property.
5. A PDF of the completed application packet with all the above to be submitted via email to [zoning@huronohio.us](mailto:zoning@huronohio.us)
6. A \$250.00 non-refundable application fee, made payable to the City of Huron. (Section 1321.12 (c))

APPLICANT NAME( Print): Tom Solberg Jr

APPLICANT SIGNATURE: 

PROPERTY OWNER NAME (Print): Tom Solberg Jr

PROPERTY OWNER SIGNATURE:   
(Required)

**DO NOT WRITE BELOW THIS LINE**

\*\*\*\*\*

Date Completed Application Received: 12-10-25

Zoning Department Representative: CMB

Date to Planning Commission: 1/21/26

**City of Huron**  
Planning and Zoning Dept.  
417 Main St., Huron, Ohio 44839  
P: 419-433-5000  
F: 419-433-5120



## *Lot Split/Combination Process Checklist*

**The following steps must be completed in order for a parcel of land less than five (5) acres to be subdivided or to have lots combined:**

Set an appointment to meet with the City of Huron Planning & Zoning Department for preliminary review of lot size and lot width requirements of the zoning district in which your proposed lot split or combination (s) will be located. All lots must have frontage on an approved public right-of-way, not a private access easement. Application may require approval by the Planning Commission, subject to their monthly meeting schedule.

In areas without existing utilities: Check with the Erie County Health Department at 419-626-5623 to verify that a sewage system installation permit can be obtained for your proposed lot(s). Check with the City Engineering Department [cityengineer@huronohio.us](mailto:cityengineer@huronohio.us) to verify that utilities can be installed for your proposed lot.

Have a survey prepared for the proposed lot (s) by a registered surveyor. All survey plats and legal descriptions must conform to the Ohio Administrative Code Sections 4733-37 to 4733-37-07. Further, the plat shall also show the existing lot lines, existing buildings and proposed setbacks from the existing structures to the proposed lot lines.

Submit the survey plats and legal descriptions for your proposed lot split/combination (s) to the Erie County Engineer's Office for approval. The County Engineer's Office will stamp the plats and legal descriptions. After the County Engineer's Office, submit survey plats and legal descriptions to the City of Huron Planning & Zoning Department for their approval.

Complete Box #1 of the affidavit form on the opposite side of this brochure and have the signatures notarized.

Submit the affidavit form with Box #1 completed along with processing fee, approved survey plats, legal descriptions and new original deeds for the proposed lot split/combination (s) to the City Planning & Zoning Department. The planner will check the proposed lot (s) for conformity with City zoning requirements. If approved, the planner will then sign Box #2 on the affidavit form on the opposite side of this brochure and the survey plats and legal descriptions. As prescribed by State statute, the City of Huron Planning & Zoning Department has seven (7) working days to review and process your submission. The Planning Department will notify you when your application has been processed or you may check periodically within the seven (7) working days to see if it is completed.

If your submission is approved, you must then file it within 60 days at the Erie County Tax Map Office which is located on the second floor of the Erie County Office Building, 247 Columbus Avenue, Sandusky, Ohio 44870.

### Owner Information

Property Owner Name: Holiday Harbor Marina, Inc.

Full Address: 944 Main Street, Huron, Ohio 44839

Phone: 419-433-2140

Email: [info@holidayharbormarina.com](mailto:info@holidayharbormarina.com)

### Property Information

Provide address and/or Parcel Numbers of all applicable parcels involved in the application & attach Erie County Auditor aerial maps: 42-00710.000; 42-02091.000

Provide a brief description (lot split?, lot combo?):

Lot combo

Contact the Planning & Zoning Department to set an appointment for the required preliminary review.

**City of Huron**  
Planning & Zoning Department  
417 Main Street  
Huron, OH 44839  
(419) 433-5000 ext. 1302, 1303

## AFFIDAVIT FOR CREATING A SUBDIVISION OF LAND INVOLVING FIVE (5) LOTS OR LESS

BOX #1

### PROPERTY OWNER'S AFFIDAVIT

All signatures must be obtained by the property owner or property owner's agent.

Address of Property or Properties involved: 944 Main Street & 0 Main Street, Huron, OH 44839

State of Ohio, County of Erie Holiday Harbor Marina, Inc., 944 Main Street, Huron, Ohio 44839

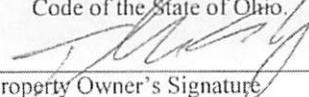
(Property Owner's Name and Address)

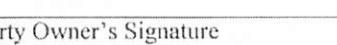
Being duly sworn, upon his \_\_\_\_\_ oath depose and say that:

419-433-2140

(Phone #)

1. The proposed division of land is along an existing public road and involves no openings, widening or extensions of any street or roads;
2. No more than five (5) lots are involved after the entire original parcel has been subdivided; and
3. The property has been surveyed by a registered surveyor and is as set forth on the accompanying plat and legal description; two (2) copies of which shall show all information required for instruments of conveyance in Erie County including those standards contained in Sections 4733-37 to 4733-37-07 of the Administrative Code of the State of Ohio.

Property Owner's Signature

Property Owner's Signature

Notary (to be obtained by the property owner or property owner's agent)

Sworn to before me and subscribed in my presence this 17 day of November 2025.

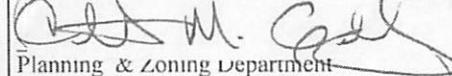


Caroline L. Cottrell  
Notary Public, State of Ohio  
My Commission Expires:  
April 11, 2026

BOX #2

### CITY OF HURON PLANNING & ZONING DEPARTMENT

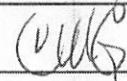
I, hereby certify, that the lot or lots being created meet all requirements of the City of Huron Zoning Code.

Planning & Zoning Department

11/20/25  
Date of Signature

*To be completed by the City of Huron Planning & Zoning Department*

The Planning & Zoning Department hereby certifies that the lot or lots being created are not contrary to applicable platting, subdividing, or zoning regulations.

Approval Signature:	
Date of Approval:	<u>11-20-25</u>
Floodplain Determination:	
Flood Zone:	
Date of Map:	
Field Determination Required:	YES      NO

Parcel "A"  
1.3698 Acres

Being situated in the State of Ohio, County of Erie, Huron Township, Section No. 1 Part Lot 28 now in the City of Huron and being more definitely described as follows:

Commencing at a stone found, marking the Northeast corner of North Port Subdivision (PV 50 PG 60-61), the same being the Northwest corner of a parcel owned by Holiday Harbor Marina, Inc. (RN 200502267); Thence South 88°50'33" East along the North line of said Holiday Harbor parcel, a distance of 54.74 feet to a 1/2" iron pin, set and the point of beginning;

- (1) Thence North 02°50'03" West a distance of 401.42 feet to a 1/2" iron pin, set;
- (2) Thence North 51°53'22" East a distance of 166.65 feet to a 1/2" iron pin, set on the West line of a parcel owned by Holiday Harbor Marina, Inc. (RN 200502267);
- (3) Thence South 01°52'54" East along the West line of said Holiday Harbor parcel, a distance of 506.64 feet to a railroad spike found on the North line of said Holiday Harbor parcel;
- (4) Thence North 88°50'33" West along the North line of said Holiday Harbor parcel, a distance of 127.94 feet to the point of beginning, containing 1.3698 acres, more or less, but being subject to all legal highways, easements and restrictions of record.

The above description was prepared from an actual survey by Daniel E. Hartung Jr., Professional Surveyor No. 5667 in July 2025. The bearings were based on ODOT VRS.

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Daniel E. Hartung Jr., PE, PS

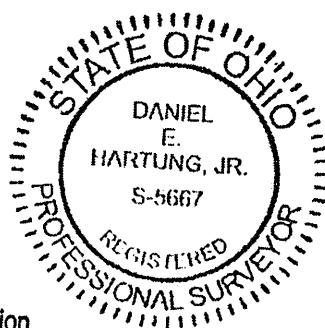
CERTIFIED TO CONFORM WITH  
ERIE COUNTY SURVEY REQUIREMENTS

*Erie B. Rodell, C.S.P., L.S.*  
Erie County Engineer/Surveyor Date

APPROVED BY Huron City Planning Commission

*Alex Koenig*  
Zoning Inspector

11-20-25  
Date



Parcel "B"  
Combined Acreage  
32.8404 Acres

Being situated in the State of Ohio, County of Erie, Huron Township, Section No. 1 Part Lots 27 & 28 now in the City of Huron and being more definitely described as follows:

Beginning at a stone found, marking the Northeast corner of North Port Subdivision (PV 50 PG 60-61), the same being the Northwest corner of a parcel owned by Holiday Harbor Marina, Inc. (RN 200502267);

- (1) Thence South  $88^{\circ}50'33''$  East along the North line of said Holiday Harbor parcel, a distance of 54.74 feet to a 1/2" iron pin, set;
- (2) Thence North  $02^{\circ}50'03''$  West a distance of 401.42 feet to a 1/2" iron pin, set;
- (3) Thence North  $51^{\circ}53'22''$  East a distance of 166.65 feet to a 1/2" iron pin, set on the East line of a parcel owned by Zion Evangelical Luthern Church (DV 498 PG 939);
- (4) Thence North  $01^{\circ}52'54''$  West along the East line of said Zion Evangelical Church parcel, a distance of 354.54 feet to a 3" iron pipe post, found, marking the Southwest corner of a parcel owned by Curtis & Mary Mackiewicz (RN 202011137);
- (5) Thence South  $88^{\circ}13'40''$  East along the South line of said Mackiewicz parcel, a distance of 1430.00 feet to a point on the approximate centerline of Mudbrook;
- (6) Thence South  $37^{\circ}36'41''$  West along the approximate centerline of Mudbrook, a distance of 232.10 feet to a point;
- (7) Thence South  $46^{\circ}24'57''$  West continuing along said centerline, a distance of 932.46 feet to a point;
- (8) Thence South  $48^{\circ}38'31''$  West continuing along said centerline, a distance of 738.77 feet to a point;
- (9) Thence South  $57^{\circ}10'20''$  West continuing along said centerline, a distance of 707.20 feet to a point;
- (10) Thence North  $02^{\circ}44'32''$  West along the East line of a parcel owned by Rivers Edge Condominium (PV 27 PG 91) and a parcel owned by Rivers Edge Condo 6<sup>th</sup> Amendment (PV 21 PG 1), a distance of 627.60 feet to a point, marking the Northeast corner of said Rivers Edge Condo 6<sup>th</sup> Amendment;
- (11) Thence North  $88^{\circ}42'07''$  West along the North line of parcels owned by Rivers Edge Condo 6<sup>th</sup> Amendment (PV 21 PG 1), Rivers Edge Condo 9<sup>th</sup> Amendment (PV 29 PG 33), Rivers Edge Condo 10<sup>th</sup> Amendment (PV 29 PG 50), Rivers Edge Condo 11<sup>th</sup> Amendment (PV 29 PG 96) and a parcel owned by Russell Brennan & Kimberly Chase (RN 201910647), a distance of 966.38 feet to a point, marking the Northeast corner of a parcel owned by Randall & Sherri Mesenburg (RN 201401151);
- (12) Thence North  $50^{\circ}26'22''$  West along the North line of said Mesenburg parcel, a distance of 145.46 feet to a point on the centerline of Main Street (66 FT);

(13) Thence North  $39^{\circ}48'04''$  East along the centerline of Main Street (66 FT), a distance of 24.00 feet to a point;

(14) Thence South  $50^{\circ}26'22''$  East along the South line of said North Port Subdivision, a distance of 137.08 feet to a point;

(15) Thence South  $88^{\circ}42'07''$  East continuing along said South line, a distance of 1374.80 feet to a point, marking the Southeast corner of said North Port Subdivision;

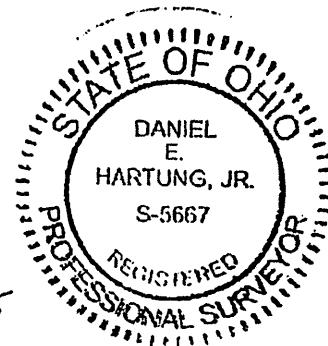
(16) Thence North  $01^{\circ}10'24''$  West along the East line of said North Port Subdivision, a distance of 244.10 feet to the point of beginning, containing 32.8404 acres, more or less, of which 1.3698 acres are in PP # 42-02091.000 and 0.9000 acre is in PP # 42-01604.000 and 2.2610 acre is in PP # 42-00709.000 and 4.5700 acres are in PP # 42-00708.000 and 0.4400 acre is in PP # 42-02025.000 and 8.2100 acres are in PP # 42-02026.000 and 15.0896 acres are in PP # 42-00710.000 but being subject to all legal highways, easements and restrictions of record.

The above description was prepared by Daniel E. Hartung Jr., Professional Surveyor No. 5667 in July 2025, taken from existing deed and survey records and does not indicate an actual survey made by me. The bearings were based on ODOT VRS.

Daniel E. Hartung Jr., 7/22/25  
Daniel E. Hartung Jr., PE, PS

CERTIFIED TO CONFORM WITH  
ERIE COUNTY SURVEY REQUIREMENTS

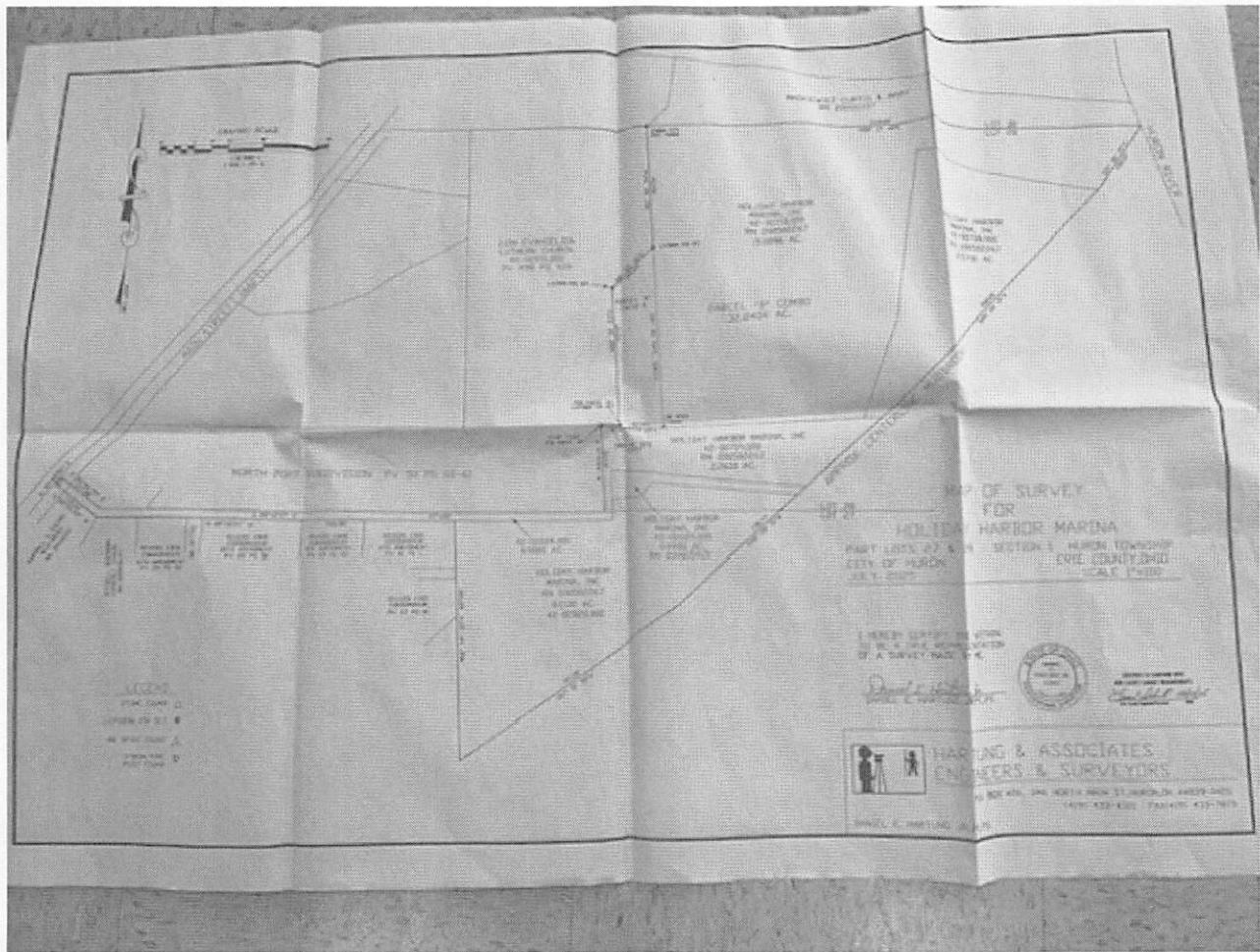
Erie B. Babbil 08/01/25  
Erie County Engineer/Surveyor Date



Approved by Huron City Planning Commission

Alex Rausch  
Zoning Inspector

11-20-25  
Date



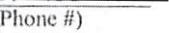
## AFFIDAVIT FOR CREATING A SUBDIVISION OF LAND INVOLVING FIVE (5) LOTS OR LESS

*BOX #1*

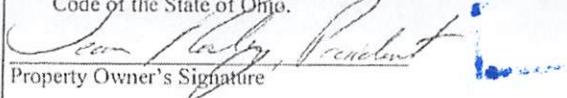
### PROPERTY OWNER'S AFFIDAVIT

All signatures must be obtained by the property owner or property owner's agent.  
Address of Property or Properties involved: 930 Main Street

State of Ohio, County of Erie Zion Evangelical Lutheran Church, by Sean Resley  
(Property Owner's Name and Address) President 

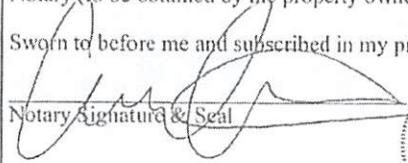
Being duly sworn, upon his oath depose and say that: 

1. The proposed division of land is along an existing public road and involves no openings, widening or extensions of any street or roads;
2. No more than five (5) lots are involved after the entire original parcel has been subdivided; and
3. The property has been surveyed by a registered surveyor and is as set forth on the accompanying plat and legal description; two (2) copies of which shall show all information required for instruments of conveyance in Erie County including those standards contained in Sections 4733-37 to 4733-37-07 of the Administrative Code of the State of Ohio.

   
Property Owner's Signature

Property Owner's Signature

Notary (to be obtained by the property owner or property owner's agent)

   
Sworn to before me and subscribed in my presence this 8 day of August 2025

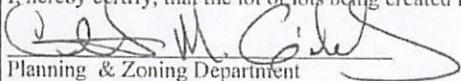
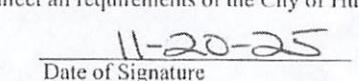
Notary Signature & Seal

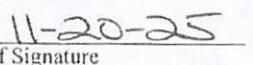
Caroline L. Cottrell  
Notary Public, State of Ohio  
My Commission Expires:  
April 11, 2026

*BOX #2*

### CITY OF HURON PLANNING & ZONING DEPARTMENT

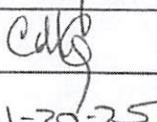
I hereby certify, that the lot or lots being created meet all requirements of the City of Huron Zoning Code.

   
Planning & Zoning Department

  
Date of Signature

*To be completed by the City of Huron Planning & Zoning Department*

The Planning & Zoning Department hereby certifies that the lot or lots being created are not contrary to applicable platting, subdividing, or zoning regulations.

Approval Signature:	
Date of Approval:	<u>11-20-25</u>
Floodplain Determination	
Flood Zone:	
Date of Map:	
Field Determination Required:	YES      NO

**LEGAL DESCRIPTION**  
**Zion Evangelical Lutheran Church**  
Job No. 25-105

16.7538 Acres  
Retracement Survey

Situated in the City of Huron, County of Erie, State of Ohio and being part Sublots 4, 5 & 6 in the Original Lot 28, in Section 1 of Huron Township, T6N, R22W, also being part of a 10.63 acre tract of land conveyed to Zion Evangelical Lutheran Church, as described in Volume 498, Page 939 of the Erie County Deed Records and part of an 8.11 acre tract of land conveyed to Zion Evangelical Lutheran Church of Huron, Ohio, as described in Volume 319, Page 128 of the Erie county Deed Records, a tract of land bounded and described as follows;

Beginning at a stone found marking the northeast corner of the North Port Condominiums Amendment 1, as recorded in Plat Volume 47, Page 81 of the Erie County Plat Records;

- 1) thence along the north line of said North Port Condominiums Amendment 1, and the North Port Subdivision, as recorded in Plat Volume 51, Page 60 & 61 of the Erie County Plat Records, and the north line of the North Port Condominiums Amendment 2, as recorded in Plat Volume 47, Page 83 of the Erie County Plat Records, and the north line of the North Port Condominiums, as recorded in Plat Volume 47, Page 36 of the Erie County Plat Records, and the north line of the North Port Condominiums Amendment 3, as recorded in Plat Volume 49, Page 48 of the Erie County Plat Records and the north line of a 0.5187 acre tract of land conveyed to Eldon J. Zimmer and Janet E. Zimmer, as described in RN:200510645 of the Erie County Deed Records, N88°52'36"W, a distance of 1348.33 feet to a mag nail set on the centerline of South Main Street (66'R/W), passing a capped 1/2" iron pin found in concrete at 1306.09 feet and a 5/8" iron pin found with CDE cap at 933.62 feet;
- 2) thence along the centerline of said South Main Street, N39°45'18"E, a distance of 462.70 feet to a mag nail set marking a west corner of a 0.4435 acre tract of land conveyed to Marianne Socha, as described in RN:201810149 of the Erie County Deed Records;
- 3) thence along a south line of said 0.4435 acre Marianne Socha tract, S58°44'48"E, a distance of 96.00 feet to a 1/2" iron pin found marking a south corner of said 0.4435 acre Marianne Socha tract, passing a bent 1/2" iron pin found at 33.37 feet;
- 4) thence along a south line of said 0.4435 acre Marianne Socha tract, N82°09'32"E, a distance of 192.42 feet to a 1" iron pipe found marking a south corner of a 0.723 acre tract of land conveyed to Socha Investments, LTD, as described in RN: 120097 of the Erie County Deed Records;
- 5) thence along a south line of said 0.723 acre Socha Investments, LTD tract, N70°45'51"E, a distance of 124.63 feet to a 1" iron pipe found marking a south corner of a 0.7005 acre tract of land conveyed to 910MAINHURON, LLC, as described in RN:202303924 of the Erie County Deed Records;
- 6) thence along a south line of said 0.7005 acre 910MAINHURON, LLC tract, N57°42'51"E, a distance of 105.11 feet to a 1" iron pipe found marking a south corner of a 1.7539 acre tract of land conveyed to Sandpiper Investments, LTD, as described in RN:201611008 of the Erie County Deed Records;
- 7) thence along a south line of said 1.7539 acre Sandpiper Investments, LTD tract, N64°12'27"E, a distance of 221.25 feet to a 1" iron pipe found marking an east corner of said 1.7539 acre Sandpiper Investments, LTD tract;

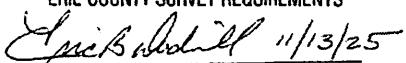
- 8) thence along the east line of said 1.7539 acre Sandpiper Investments, LTD tract, N01°46'06"E, a distance of 122.26 feet to a 4" square concrete post found marking the southeast corner of the Huron Cemetery;
- 9) thence along the east line of said Huron Cemetery, N00°07'59"W, a distance of 200.00 feet to a 1/2" iron pin found on the north line of said Lot 28, also being the south line of a 0.3234 acre tract of land conveyed to LLLL Investments, Ltd., as described in RN:200310615;
- 10) thence along the north line of said Lot 28, also being the south line of said 0.3234 acre LLLL Investments, Ltd. tract, the south line of a 0.3937 acre tract and a 1.8145 acre tract of land conveyed to Erie Asset Acquisition Group LLC, as described in RN:202101561, S88°16'34"E, a distance of 524.29 feet to a 2-1/2" iron pipe post found marking the northwest corner of a 15.0896 acre tract of land conveyed to Holiday Harbor Marina, Inc., as described in RN:200502267 of the Erie County Deed Records;
- 11) thence along the west line of said 15.0896 acre Holiday Harbor Marina, Inc. tract, S01°55'51"E, a distance of 354.45 feet to the northeast corner of a proposed 1.3698 acre tract, referenced by a 1/2" iron pin found with Hartung cap found 0.26 feet east thereof;
- 12) thence along a north line of said 1.3698 acre tract, S51°25'22"W, a distance of 167.43 feet to an iron pin set marking the northwest corner of said 1.3698 acre tract;
- 13) thence, S02°52'05"E, a distance of 401.42 feet to an iron pin set on the north line of a 2.2610 acre tract of land conveyed to Holiday Harbor Marina, Inc., as described in RN:200502267 of the Erie County Deed Records;
- 14) thence along the north line of said 2.2610 acre Holiday Harbor Marina, Inc. tract, N88°52'36"W, a distance of 54.76 feet to the Point of Beginning, containing 16.7538 acres of land, more or less, of which 0.3424 acres lie in the road right of way, subject however to all legal highways and prior easements of record.

The above legal description is based upon a field survey performed by Gregory G. Burks, P.S. 8824, on September 20, 2025. The bearings in this legal description are based upon the Ohio County Coordinate System, Erie County Low Distortion Projection. All iron pins described as set are 5/8" diameter rebar, 30" long, with caps stamped "Burks PS 8824".

Date: October 3, 2025

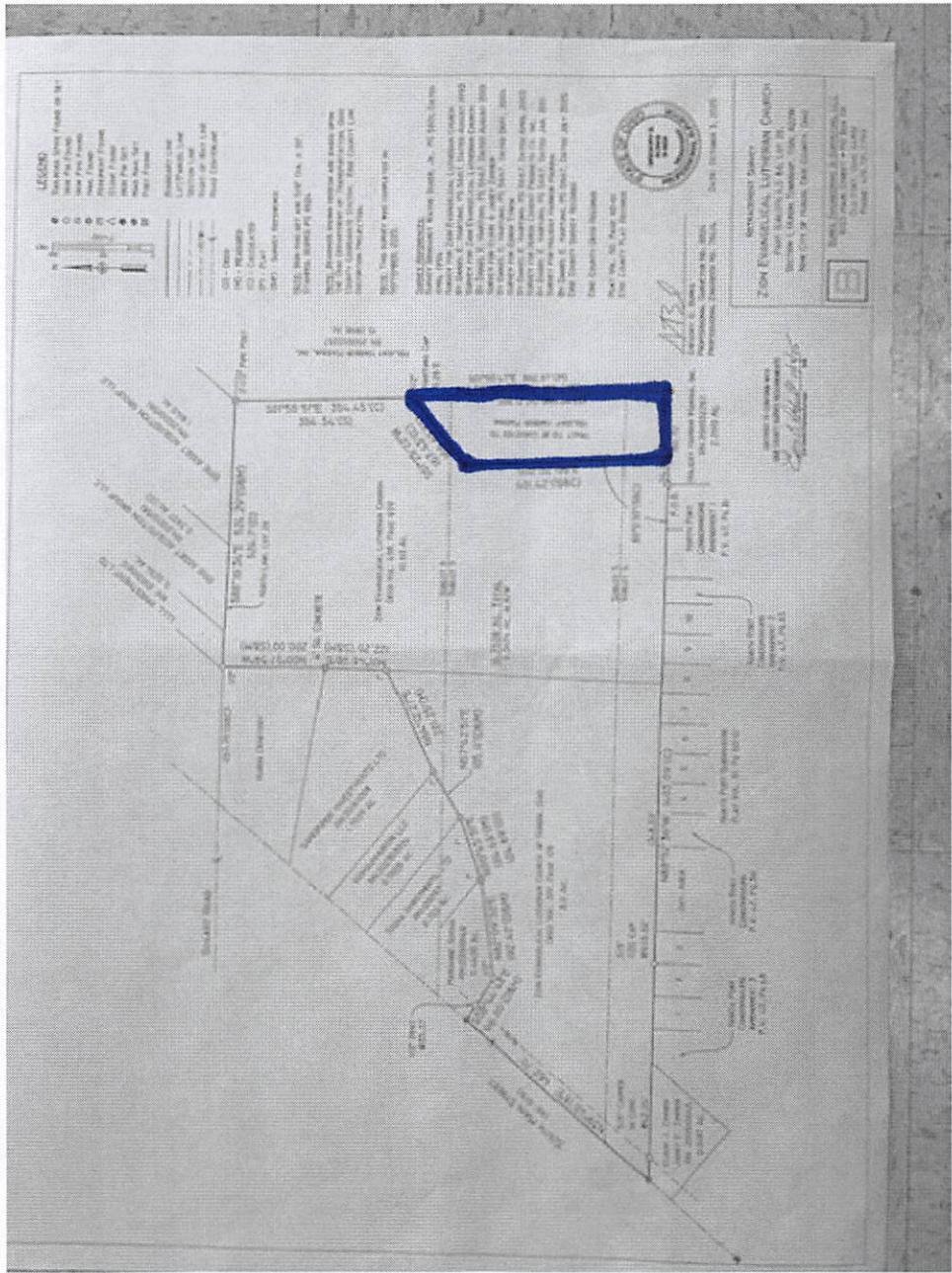


  
 Gregory G. Burks, P.S.  
 Professional Surveyor #8824  
 Burks Engineering & Surveying, LLC

CERTIFIED TO CONFORM WITH  
 ERIE COUNTY SURVEY REQUIREMENTS  
  
 Eric B. Shabill 11/13/25  
 Erie County Engineer/Surveyor Date

Approved by Huron City Planning Commission

  
 Alex Konice  
 Zoning Inspector  
 11-20-25  
 Date





**TO:** Chairman Boyle and Members of the Planning Commission and Design Review Board  
**FROM:** Christine Gibboney, Planning & Zoning Manager  
**RE:** Hy-Miler, 2026 Cleveland Road W: Wall Signage Replacement Panels  
**DATE:** January 21, 2026

---

**Zoning District:** B-3 General Business **Parcel No.:** 42-01937.001

**Existing Land Use:** Hy-Miler Gas Station

**Traffic Considerations:** Corner Lot Cleveland Road W/Rye Beach Road

**Owner:** NOVA8516 L.P.  
645 W HAMILTON STREET, SUITE 500  
ALLENTOWN, PA 18101

**Project Description-Wall Signage Replacement Panels**

Applicant has submitted an application for two (2) replacement wall sign panels, one on the North (facing CRW) and one on the West (facing Rye Beach). The sign panels (Hunt Brothers Pizza) will be inserted into existing frames, each sign having an area of 12sf. Signs will be LED internally lit.

**APPLICABLE CODE SECTIONS:**

**1129.05 SIGN REGULATIONS.**

Permitted signs must adhere to the regulations outlined below:

(a) Wall Signs (review). All such signs are subject to the following limitations:

- (1) Wall signs placed in the vertical space between windows may not exceed in height more than two-thirds (2/3) of the distance between the top of a window and the sill of any above windows, or major architectural details related thereto.
- (2) Wall signs shall not extend above the roof line.
- (3) A sign may not cover or interrupt major architectural features.
- (4) Rear and side entrances. There may be an additional sign not more than fifteen (15) square feet attached to the building at a public entrance not fronting on a street that opens from a parking lot or having access from a parking lot used by the public.

Appendix A: Max Signage Area: B-3- 50sf max sign area.

**Staff Analysis/Recommendation:**

The applicant is proposing sign panel replacements on the North and West sides of the Hy-Miler Gas Station. The proposed panels are the same size as the existing signage, in the same location, and illuminated by internal white LEDs – just as the existing were.

The proposed replacement panels each have display areas of 12sf.- well in compliance with 1129- Appendix A Max Signage Area. They are both single-sided, white LED illuminated wall signs with painted or vinyl graphics, with a color palette of red, white and green.

The existing and proposed sign panels are compliant to items (1) thru (3); however, neither location has a public entrance, the entrance is actually on an angle under a portico between the two sides of the building. The sign area of each of the panels are compliant to 1129.

The location of the existing frames may be pre-existing/non-conforming or may have received a variance at the time erected; either way, the replacement panels would be allowed pursuant to 1129.09 Nonconforming Signs- as it would be deemed a legal nonconforming sign- there is no structural alteration, no change to size, design type is the same, etc.

Staff is recommending approval of the two (2) wall signage replacement panels as submitted.

**Attachments:**

Application & Renderings

# Planning Commission (PC)

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

DATE: 12-30-25

### Property Owner

Name: NOVA 8516 L.P.

Address: 645 W. Hamilton St. Ste 500 - Allentown PA 18101

Phone: [REDACTED]

Email: [REDACTED]

### Applicant

Name: Monica L. Fletcher

Company/Business Name: Barry Signs Co

Mailing Address: 1721 Hancock St. Sandusky - OH 44870

Phone: [REDACTED]

Email: [REDACTED]

### Location and Description of Project

Address: 2026 Cleveland Rd County Parcel #: 42-01937.001

Existing Use: gas station Acreage/Area of Site: 1.5555

Proposed Use: same Lot # (if applicable):

Estimated Value of Project: \$ 36,7500 Total SF: 24

New Construction

Signage

Addition to Existing Structure

Demolition

Other: 2 Replacement faces

### 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:

Replace (1) face replacement on North Elevation  
Replace (1) face replacement on West Elevation

### **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 checked="" type="checkbox"/> Wall <input type="checkbox"/> Ground	<input type="checkbox"/> Window <input type="checkbox"/> Changeable Copy	Other: <u>L</u>	Height <u>48</u>	Width <u>36</u>	Display Area <u>12</u> sq. ft.	Height (if ground) ft.
Sign Type			Dimensions				
Sign #2:	<input checked="" type="checkbox"/> Wall <input type="checkbox"/> Ground	<input type="checkbox"/> Window <input type="checkbox"/> Changeable Copy	Other: <u>L</u>	Height <u>48</u>	Width <u>36</u>	Display Area <u>12</u> sq. ft.	Height (if ground) ft.
Sign Type (circle)			Dimensions				
Sign #3:	<input type="checkbox"/> Wall <input type="checkbox"/> Ground	<input type="checkbox"/> Window <input type="checkbox"/> Changeable Copy	Other:	Height X	Width =	Display Area sq. ft.	Height (if ground) ft.
Sign Type (circle)			Dimensions				
Sign #4:	<input type="checkbox"/> Wall <input type="checkbox"/> Ground	<input type="checkbox"/> Window <input type="checkbox"/> Changeable Copy	Other:	Height X	Width =	Display Area sq. ft.	Height (if ground) ft.

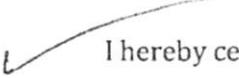
**SECTION 4. DESIGN APPROVAL (COMMERCIAL SIGNAGE ONLY)** \* The application fee of \$50.00 and complete plans to include the following information must be included with this application and provided in a PDF format.

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:	Height <hr/> X <hr/>	Width <hr/> = <hr/>	Display Area <hr/> sq. ft. <hr/>	Height (if ground) <hr/> ft. <hr/>
Sign Type (circle)			Dimensions				
Sign #2:	<input type="checkbox"/> Wall <input type="checkbox"/> Ground	<input type="checkbox"/> Window <input type="checkbox"/> Changeable Copy	Other:	Height <hr/> X <hr/>	Width <hr/> = <hr/>	Display Area <hr/> sq. ft. <hr/>	Height (if ground) <hr/> ft. <hr/>
Sign Type (circle)			Dimensions				
Sign #3:	<input type="checkbox"/> Wall <input type="checkbox"/> Ground	<input type="checkbox"/> Window <input type="checkbox"/> Changeable Copy	Other:	Height <hr/> X <hr/>	Width <hr/> = <hr/>	Display Area <hr/> sq. ft. <hr/>	Height (if ground) <hr/> ft. <hr/>
Sign Type (circle)			Dimensions				
Sign #4:	<input type="checkbox"/> Wall <input type="checkbox"/> Ground	<input type="checkbox"/> Window <input type="checkbox"/> Changeable Copy	Other:	Height <hr/> X <hr/>	Width <hr/> = <hr/>	Display Area <hr/> sq. ft. <hr/>	Height (if ground) <hr/> ft. <hr/>

**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.**

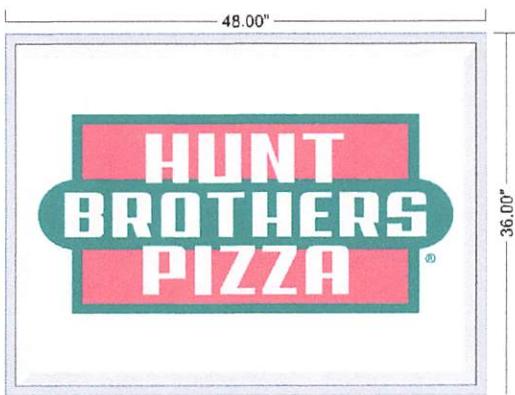
 I hereby certify that I am the owner of record of the named property or that the proposed work is authorized by the owner of record and/or I have been authorized to make this application as an authorized agent, and we agree to conform to all applicable laws, regulations, and ordinances. All information 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: 12/30/25  
 Owner Signature: Jennifer Gray Date: 1/9/25

**For Departmental Use Only:**

Date of Submission: 1/9/26 Application Fee: PAID PC Meeting Date: 1/21/26

## LED ILLUMINATED WALL SIGN



Qty. 1 - SINGLE-SIDED  
LED illuminated wall sign  
Pan formed faces with painted or vinyl graphics  
Illuminated with white LED's



WEST ELEVATION



NORTH ELEVATION

## WALL SIGN w/ FORMED FACE

### FABRICATION DETAILS

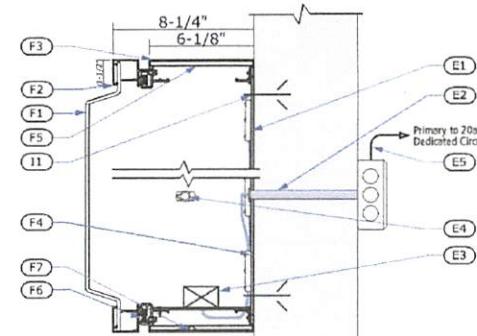
- F1. **FACE:** .177" Thick Thermoformed Polycarbonate.
- F2. **RETAINER:** Extruded Aluminum. Sign Comp or EQ.
- F3. **BODY:** Extruded Aluminum. Sign Comp or EQ.
- F4. **BACK:** 3mm Pre-finished ACM.
- F5. **ANGLE:** Reinforce Corners w/ 1-1/2 x 1-1/2 Aluminum Angle Per Extrusion System.
- F6. **HARDWARE:** Attach Retainer To Body With Appropriate Hardware Per Extrusion System. Sign Comp or EQ.
- F7. **DRAIN HOLES:** 1/4"Ø With Light Cover. Max 48" O.C. Exterior Signs Only.

### ELECTRICAL AND LIGHTING

- E1. **LEDS:** Internally Illuminated With LEDs.
- E2. **PASS THRU:** Rigid Conduit Or EQ.
- E3. **POWER SUPPLY:** Class 2 Power Supply Spaced Off Bottom Of Cabinet.
- E4. **SERVICE SWITCH:** 20amp Toggle Switch On End Of Sign.
- E5. **PRIMARY:** Flexible Conduit With Primary Wire To Disconnect Switch.

### INSTALLATION HARDWARE

- I1. **HARDWARE:** Non-Corrosive Hardware To Suit Conditions. 3/8" dia lag bolts into 3/4" painted plywood backer behind sign.



1 TYPICAL DETAIL - WALL SIGN w/ FORMED FACE

SCALE: 3/4" = 1' 0"

### WALL SIGN INSTALLATION NOTES:

1. Sufficient Primary Dedicated Circuit In Vicinity of Sign By Others.
2. Final Primary Hook-up By Sign Installer Where Allowed By Local Codes.
3. Sign Shall Be U.L. Listed.
4. All Visible Wiring & Conduit To Be Run In Straight Lines & 90° Bends.
5. Seal All Building Penetrations.
6. Install Hardware to consists of 3/8" dia lag bolts (3 top and 3 bottom).

ESTIMATED WEIGHT: 4.5 lbs Per S/F  
ESTIMATED ELECT LOAD: (1.5) Amps @120v  
ELECT REQUIREMENT: (1) 20a Circuit @120v

**SIGN TYPE**  
LED Lit Wall Sign

**SCALE**  
1-1/2" = 1'

**COLOR PALETT**  
White  
Red  
Green

**DATE**  
12/30/25

**FILENAME**  
Dwg75127A

**CUSTOMER / ADDRESS**  
Hunt Brothers Pizza  
2026 Cleveland Rd.  
Huron, OH 44839

### CLIENT APPROVAL

Sign \_\_\_\_\_  
Print \_\_\_\_\_  
Title \_\_\_\_\_  
Date \_\_\_\_\_

Proud Member Of:



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**BRADY SIGNS**

1721 Hancock Street  
Sandusky, OH 44841  
419-626-5112  
www.bradysigns.com

## LED ILLUMINATED WALL SIGN



**A** WEST ELEVATION BUILDING SIGN

**B** NORTH ELEVATION BUILDING SIGN

<b>SIGN TYPE</b>	LED Lit Wall Sign			
<b>SCALE</b>	NTS			
<b>COLOR PALETT</b>	<table><tr><td>White</td></tr><tr><td>Red</td></tr><tr><td>Green</td></tr></table>	White	Red	Green
White				
Red				
Green				
<b>DATE</b>	12/30/25			
<b>FILENAME</b>	Dwg75127A			
<b>CUSTOMER / ADDRESS</b>	Hunt Brothers Pizza 2026 Cleveland Rd. Huron, OH 44839			
<b>CLIENT APPROVAL</b>	<p>Sign _____</p> <p>Print _____</p> <p>Title _____</p> <p>Date _____</p>			
<p>Proud Member Of:</p>				
  				
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