

Agenda
Sylvania City Council
May 7, 2012 7:30 p.m.

1. Roll call.
2. Pledge of Allegiance to the United States of America led by Mrs. Westphal.
3. Additions to the agenda.
4. Approval of the April 16 meeting minutes.
5. Presentation of Resolution 7-2012, commending the Northview Hockey Team on its first State Championship, to the coaches and team members.
6. Proposed Ordinance 29-2012, requesting the extension of school zones with respect to Highland and Maplewood Elementarys as part of the City's Safe Routes to School Plan.
7. Highland Meadows and Griffith Park East Phase;
 - a. Service Director's report on Change Order No. 2 - Final; and,
 - b. proposed Ordinance 30-2012, approving the change order by increasing the contract amount by \$28,021.50.
8. Salt storage facility;
 - a. Service Director's report on the bids received; and,
 - b. proposed Ordinance 31-2012, accepting the bid of Midwest Contracting in the amount of \$178,800.60.
9. Proposed Resolution 8-2012, declaring the necessity of lighting the streets, and providing for the property owners' share of street lighting costs.
10. Planning Commission's recommendation for proposed Ordinance No. 25-2012, amending Section 1103.022 of the Planning and Zoning Code. Set the public hearing date for June 18, 7:15 p.m., and authorize the clerk to advertise for same.
11. Request from Susan Searles for Council to enact an ordinance prohibiting mosquito spraying within City limits - for referral to the Utilities & Environment Committee.
12. Committee reports.
13. Committee referrals.

Information

- A. April cash report from the Division of Taxation.
- B. Minutes of the April 17 Planning Commission meeting.
- C. Minutes of the April 17 Board of Architectural Review.

NOTE: Economic Development sub-Committee meets May 24 at 8:00 a.m.

Minutes of the Meeting of Council
April 16, 2012

The Council of the City of Sylvania, Ohio met in regular session on Monday, April 16, 2012 at 7:30 p.m. with Mayor Craig A. Stough in the chair. Roll was called with the following members present: V. Michael Brown, Katie Cappellini, Doug Haynam, Sandy Husman, Mark Luetke, Todd Milner, Mary J. Westphal (7); absent: (0). Roll call: all present.

Mr. Milner led the Pledge of Allegiance to the United States of America. Pledge of Alleg.

Mayor Stough stated that Council will now consider agenda item 3.

Requests were made for the following additions to the agenda: Additions to the agenda.
7a. Report of the 4:30 Committee-of-the-Whole meeting.
7b. Report of the 6:00 Committee-of-the-Whole meeting.
7c. Schedule an Economic Development sub-Committee meeting.
7d. Cancel the April 17 Zoning & Annexation Committee meeting.
9. Discussion on the TARTA issue.
9a. Schedule an Employee & Community Relations Committee meeting.
10. Council to adjourn to Executive Session to consider the sale of, and the purchase of property.

Mr. Haynam moved, Mrs. Husman seconded, to approve the agenda as amended; roll cal vote being: Brown, Cappellini, Haynam, Husman, Luetke, Milner, Westphal (7) yeas; (0) nays. The motion carried.

Mayor Stough stated that Council will now consider agenda item 4.

Mr. Milner presented the April 2 minutes. Mr. Milner moved, Mrs. Westphal seconded, that since the Mayor, members of Council, and others had been furnished copies of these minutes prior to this meeting, Council dispense with the reading of these minutes at this time, and the journal of the minutes of the regular meeting of April 2, 2012 be approved as submitted, provided there are no amendments from other members of Council; roll call vote being: Cappellini, Haynam, Husman, Luetke, Milner, Westphal, Brown (7) yeas; (0) nays. The motion carried. Approval of the April 2 minutes.

Mayor Stough stated that Council will now consider agenda item 5.

Mayor Stough presented the framed Resolution No. 6-2012 to the members of the Southview Cougarettes dance team and their coach, commending their first place finishes. Resolution to Cougarettes.

Mayor Stough stated that Council will now consider agenda item 6.

Minutes of the Meeting of Council
April 16, 2012

Jim and Nancy Ike, Harroun Road, presented a petition with 52 signatures proclaiming the led lights outlining Flower Hospital area an eyesore and a distraction, and asking the City to remedy the situation. Mr. Ike requests the City to enact a zoning code similar to Perrysburg's which prohibits tube lighting. He said the lights devalue the surrounding properties. Bob Lubell, Harroun Road, commented that signage is essential for a hospital, but Flower has gone too far with the lights. Mayor Stough said the Administration will review the situation.

Flower led lighting.

Mayor Stough stated that Council will now consider agenda item 7.

Mr. Milner reported that Council met in Committee-of-the-Whole at 4:30 to review the law enforcement budget. He noted that with cuts in overtime and other areas, the budget is \$500,000 less than last year.

C-O-W reviews budget.

The Committee-of-the-Whole met at 6:00 to review the downtown market study with Sharon Woods, LandUse USA, and Danielle Steinhauser, Poggemeyer Design Group. The challenge is the small size of the downtown block. The consultants studied parking issues and recommend that the 20% vacancy rate be decreased to 10%.

C-O-W downtown market study.

The Economic Development sub-Committee will meet on May 24 at 8:00 a.m. to follow up on tonight's report. Chair Mark Luetke requested the Administration give them recommendations for CRAs.

Economic Dev.,
May 24 8:00 a.m.

Mr. Haynam said that a Zoning & Annexation Committee meeting is scheduled for 8:00 a.m. on April 17. This meeting was scheduled to address an off site signage issue brought on by a request from Sylvania United Methodist Church for a directional sign on city owned property. The church does not want to further pursue the matter. Mr. Haynam moved, Mr. Luetke seconded, to table the referral and cancel the April 17 Zoning & Annexation Committee meeting; roll call vote being: Haynam, Husman, Luetke, Milner, Westphal, Brown, Cappellini (7) yeas; (0) nays. The motion carried.

April 17 Zoning
Committee
meeting canceled.

There were no items for 8 and Mayor Stough stated that Council will now consider agenda item 9.

After discussion on TARTA and its members ability to opt-out of bus service through a ballot issue, an Employee & Community Relations Committee meeting was set for May 1 at 5:00 p.m. The City's representative to the TARTA board and a representative from Bowling Green's transit system will be asked to participate.

Employ. &
Comm. Relations
Comm. May 1,
5:00 p.m.

Mayor Stough stated that Council will now consider agenda item 10.

Minutes of the Meeting of Council
April 16, 2012

At 8:50 p.m. Mr. Milner moved, Mrs. Husman seconded, to adjourn to Executive Session of Council to discuss the possible sale of and purchase of property; roll call vote being: Husman, Luetke, Milner, Westphal, Brown, Cappellini, Haynam (7) yeas; (0) nays. The motion carried. Executive Session.

At 9:45 p.m. Mrs. Husman moved, Mrs. Westphal seconded, to return to Regular Session of Council; roll call vote being: Luetke, Milner, Westphal, Brown, Cappellini, Haynam, Husman (7) yeas; (0) nays. The motion carried. Regular Session.

Mayor Stough stated that Council considered the sale of city owned property, and the possible purchase of property during the Executive Session and no action was taken and none needs to be taken at this time.

There were no further items for consideration. Mrs. Westphal moved, Mrs. Cappellini seconded, that this meeting adjourn; all present voting yea (7); (0) nays. The motion carried and the meeting adjourned at 9:46 p.m. Adjournment.

Clerk of Council

Mayor

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ORDINANCE NO. 29 -2012

REQUESTING THE EXTENSION OF SCHOOL ZONES WITH RESPECT TO HIGHLAND ELEMENTARY AND MAPLEWOOD ELEMENTARY AS PART OF THE CITY'S SAFE ROUTES TO SCHOOL PLAN; AND DECLARING AN EMERGENCY.

WHEREAS, the City of Sylvania, Ohio, is moving forward with its Safe Routes to School project, which will include pavement marking, crosswalks, lighting, signage, landscaping, curb ramps, and appurtenances throughout the City and which will be partially subsidized by state funding; and,

WHEREAS, to carry out the proposed project, the City needs to extend school zones at local schools, notably Highland Elementary and Maplewood Elementary, to ensure that sign placement is most appropriate and correct.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Sylvania, Lucas County, Ohio, _____ members elected thereto concurring:

SECTION 1. The City administration is authorized to take all actions necessary to extend school zones within the City as follows:

Highland Elementary

- 300' West of the school's western property line on Erie Street;
- 188' East of the school's eastern property line on Erie Street.

Maplewood Elementary

- 80' West of the school's western property line on Monroe Street;
- 280' East of the school's western property line on Silica Drive;
- 63' West of the school's western property line on Maplewood Avenue;
- 84' East of the school's eastern property line on Maplewood Avenue.

SECTION 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

SECTION 3. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 4. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the school zones should be extended so that the City's Safe Routes to School project can proceed without delay. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote dispensing with the second and third readings: Yeas _____ Nays _____

Passed, _____, 2012, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

7a



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

May 3, 2012

To: The Mayor and Members of Sylvania City Council

Re: **Highland Meadows & Griffith Park East Phase**

Dear Mr. Mayor and Council Members:

Attached please find Change Order No. 2 - Final for the above-mentioned project. This change order reflects the actual materials used and work performed on this project and results in a net increase of \$28,021.50 to the contract.

The majority of the increase is due to equipment rental costs. The rock encountered on this project was much more widespread than the rock borings indicated which required specialized equipment for a longer period. Final quantities are as noted on the attached change order.

Please note that there was a savings of \$68,000 in rock excavation in the West Phase of this project.

We would recommend that Change Order No. 2 - Final for PHC, Inc. in the amount of a net addition to the contract of \$28,021.50 be approved.

Sincerely,

Kevin G. Aller, P.E.

Director of Public Service

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Enc.

CITY OF SYLVANIA, OHIO

CHANGE ORDER Number 2 - Final

Project Ordinance No.: 24-2011 Purchase Order No. 43763

Contract: Highland Meadows & Griffith Park East Phase

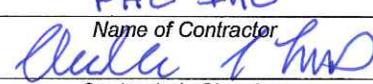
Date: May 7, 2012

Description of Change:

See attached

RECOMMENDED FOR APPROVAL BY:  5-2-12
 Kevin G. Aller, P.E. Date
 Public Service Director

Original Contract Amt	\$ 1,275,701	35	REVIEWED BY:	_____
Previous Changes (+ or --)	71,085	68	DATE:	_____
This Change (+ or --)	\$ 28,021	50	SUBMITTED BY:	_____
Adjusted Contract Amt	\$ 1,374,808	53	DATE: <u>5-1-12</u>	_____

Name of Engineer
Engineers Signature
PHC Inc
Name of Contractor

Contractor's Signature

City of Sylvania, Ohio

The above proposal is hereby approved.

The above proposal is hereby approved.

Craig A. Stough, Mayor Date Scott S. Smith, Finance Director Date

FINAL CHANGE ORDER NO. 2

PROJECT: Highland Meadows & Griffith Park East Phase

Ref Item No	No.	Description	Bid Quantity		Unit Price	Actual Quantity	Increase / Decrease
1	201	Clearing & Grubbing	1	Lump	\$4,480.00	1	\$0.00
2	201	Tree Removed, 12" or less	41	EA	\$200.00	41	\$0.00
3	201	Tree Removed, over 12" to 24"	28	EA	\$400.00	29	\$400.00
4	201	Tree Removed, over 24" to 36"	3	EA	\$1,500.00	7	\$6,000.00
5	202	Catch Basin Removed	12	EA	\$300.00	11	(\$300.00)
6	202	Manhole Removed	6	EA	\$400.00	6	\$0.00
7	202	Pipe Removed, 24" and under	739	FT	\$20.00	1290.5	\$11,030.00
8	202	Brick Walk Removed	14	SF	\$4.00	14	\$0.00
9	202	Concrete Pavement Removed	7,019	SY	\$11.25	7107.56	\$996.30
10	202	Concrete Driveways Removed	806	SY	\$4.00	830.5	\$98.00
11	203	Excavation	3,841	CY	\$15.00	3357	(\$7,260.00)
12	203	Embankment	482	CY	\$10.00	482	\$0.00
13	204	Subgrade Compaction, as per plan	7,560	SY	\$1.00	7652	\$92.00
14	204	Subgrade Compaction (Driveways)	1,120	SY	\$1.00	1180.4	\$60.40
15	207	Perimeter Filter Fabric Fence	4,866	FT	\$0.10		(\$486.60)
16	503	Rock Excavation	221	CY	\$50.00	396.1	\$8,755.00
17	604	Monument Assembly, Type B	15	EA	\$200.00	17	\$400.00
18	630	Removal of Ground Mtd. Sign & Reerecti	26	EA	\$100.00	10	(\$1,600.00)
19	630	Removal of Ground Mtd. Sign & Disposal	22	EA	\$50.00	22	\$0.00
20	630	Ground Mounted Support, No. 3 Post	238	FT	\$9.50		(\$2,261.00)
21	630	Street Name Sign Support, No. 3 Post	48	FT	\$14.25		(\$684.00)
22	Spec.	Inlet Prot. Unit, as per plan	21	EA	\$75.00	21	\$0.00
23	Spec.	Remove & Replace Flag pole	1	EA	\$400.00	1	\$0.00
24	653	2" Topsoil Furnished & Placed	456	CY	\$37.00	682	\$8,362.00
25	659	Commercial Fertilizer	1.11	Ton	\$500.00	1.33	\$110.00
26	659	Water	44	MGal	\$1.00		(\$44.00)
27	659	Seeding and Mulching	8,202	SY	\$0.50	9,839	\$818.50

FINAL CHANGE ORDER NO. 2

PROJECT: Highland Meadows & Griffith Park East Phase

Ref Item No	Description	Bid Quantity	Unit	Unit Price	Actual Quantity	Increase / Decrease
56	304 26" Aggregate Base (Over-Triax)	1,302	CY	\$26.50	1,262.5	(\$1,046.75)
57	407 Tack Coat	338	Gal	\$2.00	450	\$224.00
58	408 Prime Coat	2700	Gal	\$3.00		(\$8,100.00)
59	408 Prime Coat (Driveways)	112	Gal	\$3.00		(\$336.00)
60	410 Traffic Compacted Surface, Type B	800	CY	\$10.00		(\$8,000.00)
61	412 2" Asphalt Concrete (Drives)	16	CY	\$340.00	26.6	\$3,604.00
62	448 Asphalt Concr. Intermed. Course, Type 2, PG64-22	469	CY	\$110.00	455.3	(\$1,507.00) \$0.00
63	448 Asphalt Concrete Surface Course, Type 1, PG64-22	282	CY	\$129.00	304	\$2,838.00 \$0.00
64	452 6" Non-Reinforced Concr. Pavement (Driveways)	831	SY	\$33.00	975.5	\$4,768.50 \$0.00
65	608 Walkway Misc: Brick Pavers	14	SF	\$4.00		(\$56.00)
66	609 Curb, Type A	4,791	FT	\$7.50	4954.5	\$1,226.25
67	Spec. Asphalt Rejuvenating Agent	6,749	SY	\$1.00	7807	\$1,058.00
68	Spec. Tensar TX5 Reinforcement	5,255	SY	\$3.00	5793	\$1,614.00
69	Spec. Triax TX7 Reinforcement	5,255	SY	\$5.00	5793	\$2,690.00
70	202 Line Valve Box Removed	5	EA	\$300.00	6	\$300.00
71	638 6" Gate Valve and Valve Box	1	EA	\$1,200.00	1	\$0.00
72	638 8" Gate Valve and Valve Box	3	EA	\$1,500.00	5	\$3,000.00
73	638 12"x8" Tapping Sleeve & Valve	1	EA	\$3,500.00	1	\$0.00
74	638 Long Water Service	15	EA	\$450.00	15	\$0.00
75	638 Short Water Service	18	EA	\$250.00	23	\$1,250.00
76	638 Fire Hydrant Assembly Removed	4	EA	\$400.00	4	\$0.00
77	638 6" Water Main Ductile Iron Pipe, ANSI Class 54	20	FT	\$40.00	7	(\$520.00) \$0.00
78	638 8" Water Main Ductile Iron Pipe, ANSI Class 54	1,980	FT	\$50.50	1,972.5	(\$378.75) \$0.00
79	638 Standard Fire Hydrant Assembly	5	EA	\$3,700.00	5	\$0.00
80	638 End of Line Fire Hydrant Assembly	1	EA	\$3,600.00	1	\$0.00

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ORDINANCE NO. 30 -2012

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO APPROVE CHANGE ORDER NO. 2 - FINAL TO THIS CITY'S AGREEMENT WITH PHC, INC. FOR THE HIGHLAND MEADOWS AND GRIFFITH PARK EAST IMPROVEMENT PROJECT WHICH REFLECTS THE ACTUAL MATERIALS USED AND WORK PERFORMED ON THIS PROJECT; INCREASING THE CONTRACT AMOUNT BY \$28,021.50; APPROPRIATING FUNDS THEREFORE; AND DECLARING AN EMERGENCY.

WHEREAS, Ordinance No. 24-2011, passed April 18, 2011, accepted the bid of PHC, Inc. for the Highland Meadows and Griffith Park East Phase Improvement Project, which bid was in the amount of One Million Two Hundred Seventy-Five Thousand Seven Hundred One and 35/100 Dollars (\$1,275,701.35); and,

WHEREAS, Ordinance No. 95-2011, passed December 5, 2011 authorized the Mayor and Director of Finance to approve Change Order No. 1 to this City's Agreement with PHC, Inc. for said Highland Meadows and Griffith Park East Phase Improvement Project to reflect the actual quantities of materials used and work performed and resulted in a net increase to the contract in the amount of \$71,085.68; and,

WHEREAS, the Director of Public Service, by report dated May 3, 2012, has recommended the acceptance of Change Order No. 2 - Final of PHC, Inc. for said Highland Meadows and Griffith Park East Phase Improvement Project to reflect the actual quantities of materials used and work performed on this project; and,

WHEREAS, the majority of the increase is due to equipment rental costs because the rock was more widespread than the rock borings indicated, thereby requiring specialized equipment for a longer period of time; and,

WHEREAS, the actual quantities of materials used and work performed on the project resulted in a net increase to the contract in the amount of Twenty-Eight Thousand Twenty-One and 50/100 Dollars (\$28,021.50), for a total contract amount of \$1,374,808.53.

NOW THEREFORE BE IT ORDAINED by the Council of the City of Sylvania, Lucas County, Ohio, _____ members elected thereto concurring:

SECTION 1. That said change order increasing the contract amount by the sum of Twenty-Eight Thousand Twenty-One and 50/100 Dollars (\$28,021.50), authorized to be appropriated be, and the same hereby is, approved, and the Mayor and the Director of Finance be, and they hereby are, authorized to sign said change order on behalf of this City, thereby indicating such approval and changing the total contract amount.

SECTION 2. That, to provide funds for said change order for improvements, there is hereby appropriated from the **CAPITAL IMPROVEMENT FUND** from funds therein not heretofore appropriated to **Account No. 401-7610-53603 – Highland Meadows, Griffith Park Phase 2 (East) Improvement Project**, the sum of Twenty-Eight Thousand Twenty-One and 50/100 Dollars (\$28,021.50).

SECTION 3. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 4. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the adjustments in the contract for said additional improvements should be approved immediately so as not to delay the project completion. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

SECTION 5. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Vote dispensing with the second and third readings: Yeas _____ Nays _____

Passed, _____, 2012, as an emergency measure.

President of Council

8a



DEPARTMENT OF PUBLIC SERVICE
KEVIN G. ALLER, PE DIRECTOR

May 3, 2012

To: The Mayor and Members of Sylvania City Council

Re: **Salt Storage Facility**

Dear Mr. Mayor and Council Members:

Bids for this project were opened on May 2, 2012. The list of bidders and their bid price is as follows:

Midwest Contracting, Inc.	\$178,800.60
Miller Builders	\$188,771.00
The Spieker Co.	\$260,000.00
Hank's Plumbing & Heating Co.	\$277,260.00

The estimated cost was \$180,000.

We would recommend that the bid of Midwest Contracting, Inc., 1428 Albon Road, Holland, Ohio 43528 in the amount of \$178,800.60 be accepted and that they be awarded the contract for the Salt Storage Facility.

Sincerely,

Kevin G. Aller, P.E.
Director of Public Service
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ORDINANCE NO. 31 -2012

**ACCEPTING THE BID OF MIDWEST CONTRACTING, INC. AND
AWARDING THE CONTRACT FOR THE SALT STORAGE FACILITY
PROJECT TO SAME; AUTHORIZING THE EXPENDITURE FOR THE
IMPROVEMENTS IN THE AMOUNT OF \$178,800.60; APPROPRIATING
FUNDS THEREFORE; AND DECLARING AN EMERGENCY.**

WHEREAS, plans for the new salt storage facility have been completed and are now on file with the Clerk of this Council; and,

WHEREAS, the Clerk of Council was authorized to advertise for bids at the April 2, 2012 Council meeting and thereafter the Clerk advertised for bids, and the bids were opened on May 2, 2012, and thereafter, the Director of Public Service, by report dated May 3, 2012, stated that the total estimate for the Salt Storage Facility Project was \$180,000 and the following bids were received:

<u>BIDDERS</u>	<u>BID PRICE</u>
Midwest Contracting, Inc.	\$178,800.60
Miller Builders	188,771.00
The Spieker Co.	260,000.00
Hank's Plumbing & Heating Co.	277,260.00

WHEREAS, the four (4) bids offered by the above bidders meet all of the City's specifications and the Director of Public Service, by report dated May 3, 2012, has recommended acceptance of the low bid of Midwest Contracting, Inc. and that the contract for the Salt Storage Facility Project be awarded to same.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Sylvania, Lucas County, Ohio, _____ members elected thereto concurring:

SECTION 1. That the bid of Midwest Contracting, Inc., 1428 Albon Road, Holland, Ohio 43528, for said Salt Storage Facility Project, in the amount of One Hundred Seventy-Eight Thousand Eight Hundred and 60/100 Dollars (\$178,800.60), is hereby determined to be the best bid received and the same is hereby accepted.

SECTION 2. That the Mayor and Director of Finance be, and hereby are, authorized and directed to execute a contract with the bidder named in Section 1 above for the furnishing of such labor and materials in accordance with said bid.

SECTION 3. That to provide funds for said improvement project hereby authorized, there is hereby appropriated from the **CAPITAL IMPROVEMENT FUND** from funds therein not heretofore appropriated to **Account No. 401-7630-53611 Salt Storage Building**, the total sum of One Hundred Seventy-Eight Thousand Eight Hundred and 60/100 Dollars (\$178,800.60).

SECTION 4. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

SECTION 5. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 6. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the bid of Midwest Contracting, Inc. should be accepted immediately so as to provide for the construction of the salt storage facility at the earliest possible time. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote dispensing with the second and third readings: Yeas _____ Nays _____

Passed, _____, 2012, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

RESOLUTION NO. 8 -2012

DECLARING THE NECESSITY OF LIGHTING THE STREETS IN THE CITY OF SYLVANIA, OHIO; DETERMINING THE MANNER OF PROVIDING STREET LIGHTING AND THE BASIS FOR THE PROPERTY OWNER'S SHARE OF THE COST AND ANNUAL ASSESSMENT; AND DECLARING AN EMERGENCY.

BE IT RESOLVED by the Council of the City of Sylvania, Lucas County, Ohio, _____

members elected thereto concurring:

SECTION 1. That is hereby determined to be necessary to continue to improve the streets in the City of Sylvania, Ohio, by lighting the same pursuant to a contract therefore which this City now has with the Toledo Edison Company and necessary to provide funds in 2012 for such street lighting.

SECTION 2. That for the tax year 2012 the basis for determining and allocating annual assessments on lots and lands in said City for street lighting in the City of Sylvania, Ohio, shall be as follows, which basis is hereby determined to be according to the benefits which may result from the improvements to the several parcels and lots of land in said City:

- A. Each taxable parcel, outside of the Whiteway Business District, having no building or buildings thereon, not served by lamps on steel poles with overhead circuits or by lamps on poles with underground circuits, shall be assessed a base charge of \$8.00 and, in addition thereto, a further charge of 50¢ for each \$1,000.00 tax valuation or part thereof;
- B. Each taxable parcel, outside of the Whiteway Business District, having any building or buildings thereon, not served by lamps on steel poles with overhead circuits or by lamps on poles with underground circuits, shall be assessed a base charge of \$12.00 and, in addition thereto, a further charge of 50¢ for each \$1,000.00 tax valuation or part thereof;
- C. Each taxable parcel, outside of the Whiteway Business District, having no building or buildings thereon, served by lamps on steel poles with overhead circuits, shall be assessed a base charge of \$11.00 and, in addition thereto, a further charge of 50¢ for each \$1,000.00 tax valuation or part thereof;
- D. Each taxable parcel, outside of the Whiteway Business District, having any building or buildings thereon, served by lamps on steel poles with overhead circuits, shall be assessed a base charge of \$14.00 and, in addition thereto, a further charge of 50¢ for each \$1,000.00 tax valuation or part thereof;
- E. Each taxable parcel, within the Whiteway Business District, fronting on Main Street, Maplewood Avenue, or Monroe Street, being served by lamps on either

steel or wood poles with overhead or underground circuits, shall be assessed at a rate of \$1.00 per front foot of the parcel;

- F. Each taxable parcel, outside of the Whiteway Business District, having no building or buildings thereon, served by lamps on poles with underground circuits, shall be assessed a base charge of \$20.00 and, in addition thereto, a further charge of 50¢ for each \$1,000.00 tax valuation or part thereof;
- G. Each taxable parcel, outside of the Whiteway Business District, having any building or buildings thereon, served by lamps on poles with underground circuits, shall be assessed a base charge of \$27.00 and, in addition thereto, a further charge of 50¢ for each \$1,000.00 tax valuation or part thereof;
- H. In cases under A, B, C, D, F and G above, the maximum amount of assessment for any parcel based on the charge of 50¢ for each \$1,000.00 tax valuation or part thereof shall not exceed the equivalent of \$1.39 per front foot of said parcel fronting on a cul-de-sac or 70¢ per front foot on all other said parcels;

SECTION 3. That the contract with the Toledo Edison company and the costs to this City required thereby, now on file with the Clerk of Council, are hereby deemed to be the plans and specifications and estimate of cost required to be on file with the Clerk of Council before the passage of the Resolution of necessity.

SECTION 4. That the Clerk of Council has prepared and filed in the Office of the Clerk of Council a list of the estimated special assessments for the cost and expense of street lighting in the City of Sylvania, which list shows the amounts of the estimated assessment against each taxable parcel in the City of Sylvania, pursuant to Section 2 of this Resolution, and the amount of such assessments in the aggregate, and this Council finds and determines that such estimated assessments are in proportion to the special benefit derived by each property against which such assessments are to be levied and are not in excess of any statutory limitation.

SECTION 5. That, pursuant to Ohio Revised Code Section 727.14, the Clerk of Council is hereby directed to give notice of the passage of this Resolution by publication of such notice once a week for two (2) consecutive weeks, and as to an owner of any lot or parcel of land the assessment upon which is estimated to exceed Two Hundred Fifty Dollars (\$250.00), the clerk of Council is hereby directed to serve such notice in the same manner as service of summons in civil cases, or by certified mail addressed to such owner at his last known address or to the address to which tax bills are sent, or by a combination of the foregoing methods. Objections to estimated assessments must be filed, in writing, with the Clerk of Council, within two (2) weeks after completion of the notice hereby required. An owner who fails to file an objection shall be deemed to have waived any objection. Any and all properly filed objections to estimated assessments shall be considered by Council at its first regular meeting held more than two (2) weeks after the completion of the notice hereby required and the estimated assessments so objected to shall, at such meeting, be adjusted by Council by motion or other action, reflected in the journal of the minutes of Council. Council, after adjusting such estimated assessments or after the time for filing objections without any properly filed objections having been timely filed, may, by Ordinance, levy such estimated assessments and adjusted estimated assessments, as the case may be. No notice shall be required other than as herein required.

SECTION 6. That the Clerk of Council is hereby directed to give notice to the Auditor of Lucas County, Ohio, on the levying of such assessments and to do so within twenty (20) days after the levying of same and prior to October 1, 2012.

SECTION 7. That the method, manner and procedure for providing street lighting by contract with the Toledo Edison Company is hereby approved and this Council hereby determines the method, manner and procedure for levying assessments for such street lighting to be as set forth in this Resolution.

SECTION 8. That this Resolution shall be published by posting a copy thereof in a conspicuous place in the Sylvania Municipal Building for a period of not less than fifteen (15) days as provided in ARTICLE III, Section 12.0 of the Charter of said City.

SECTION 9. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 10. That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the reason that proceedings for assessing the cost of the improvement referred to herein are required without delay in order to timely place said assessment upon the tax duplicate for the year. Provided this Resolution receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote dispensing with the second and third readings: Yeas _____ Nays _____

Passed, _____, 2012, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date



City Of Sylvania

MUNICIPAL PLANNING COMMISSION

April 20, 2012

To: Mayor and Members of City Council

Re: **Ordinance No. 25-2012**
Amending Section 1103.022 of the Planning and Zoning Code

Dear Mayor and Members:

Following is an excerpt from the minutes of the April 17, 2012, meeting of the Sylvania Municipal Planning Commission, regarding a request for review and recommendation for proposed Ordinance No. 25-2012 amending Section 1103.022 of the Planning and Zoning Code:

... "Mayor Stough moved, Mr. Marciniak seconded to recommend a 30-day waiting period for a demolition permit to be issued for all structures built more than 75 years prior to the request for a demolition permit throughout the City of Sylvania. Vote being: Marciniak, Stough, Lindsley, Backus (4) aye; (0) nay. Motion passed by a 4 to 0 vote." ...

Very truly yours,

Barbara Taylor, Secretary
Municipal Planning Commission

a



City of Sylvania

DIVISION OF TAXATION
ANGELA J. KUHN, COMMISSIONER

May 1, 2012

Mayor Craig A. Stough and Members of Council
City of Sylvania
Sylvania, Ohio

Dear Mayor Stough and Council Members:

The monthly cash report from the Division of Taxation is as follows:

	Deposits	Refunds	Balance
April 30, 2012	\$1,519,372.05	\$27,872.17	\$1,491,499.88
April 30, 2011	\$1,464,677.10	\$19,049.56	\$1,445,627.54
Monthly Difference	\$54,694.95	\$8,822.61	\$45,872.34
Year to Date 2012	\$3,604,966.24	\$39,291.72	\$3,565,674.52
Year to Date 2011	\$3,499,822.01	\$45,690.37	\$3,454,131.64
Yearly Difference	\$105,144.23	-\$6,398.65	\$111,542.88

Respectfully submitted,

Angela J. Kuhn
Tax Commissioner

c: Mr. Scott Smith, Finance Director

Sylvania Municipal Planning Commission

Minutes of the regular meeting of April 17, 2012. Mr. Lindsley called the meeting to order.

Members present: Read Backus, Ken Marciniak, Thomas Lindsley, Mayor Craig Stough, (4) present. Mr. Robert Oberly present.

Item 3 - Council Referral - Proposed Ordinance No. 25-2012, for review and recommendation, amending Section 1103.022 of the Planning and Zoning Code. This is generally a clarification of the new zoning code, they did not clarify what parts of the city need to be covered. Two questions, city wide or only in the historical district, and maybe push the age of the building out past 50 years. The historical district has ninety day waiting period for building more than 50 years old. We could do a two-tier system, 90 days and 50 years old in the historical district and 30 days waiting period and 70 years in the rest of the city. Ninety days is a long time to wait to knock off a room to build an addition to tear down an old garage. People have the option of taking a demolition permit to the mayor to waive the waiting period. This does not address any fines or penalties if someone proceeds without a permit. Mayor Stough moved, Mr. Marciniak seconded to recommend a 30-day waiting period for a demolition permit to be issued for all structures built more than 75 years prior to the request for a demolition permit throughout the City of Sylvania. Vote being: Marciniak, Stough, Lindsley, Backus (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 2 - Council Referral - PD-1-2012 for review and recommendation, requested by Lourdes University for a planned development on the property between Convent Boulevard and Brint Road. Mr. Robert Helmer and Mr. Paul Hollenbeck present. Mr. Helmer mentioned that over the past ten years Lourdes has grown to 2,700 full time students, if you were starting from scratch, Sylvania is the type of community you would want to have a college in. From the university's prospective it has been import to support Sylvania and be a good neighbor to their neighbors. This expansion is to connect the Lourdes Commons to the historical campus. They are calling the plan before the commission the mid campus neighbor, and it was designed in the context of the Franciscan Village, the historic campus to the north to the Lourdes Commons. Mr. Hollenbeck said the plan was developed working with Lourdes University, the Sister of St. Francis, and Sylvania Franciscan Health, they want to respect the historic campus and the green space, and preserve as much as possible. Develop a walk able village, minimize the pedestrian vehicular conflict, and develop storm water management. They are repurposing and reusing existing buildings. New construction will be in harmony with the architecture of north campus matching materials, proportions, and architectural elements. The pedestrian crossing Convent Boulevard they propose a slightly raised table and links with the path that goes through the entire property and then hooks into Lourdes Commons. They will take the building labeled Number 1, an existing home, and repurpose that to a campus ministry with a parking lot behind it. Building number 3 will be primarily an academic building, and home base for Sylvania Franciscan Health with offices and some conference rooms, they will share the services to keep the building space modest, probably two floors, Number 4 shows possible future expansion. Building Number 6 will be their athletic and recreation building, primarily a one story building with a portion that will be two stories, there will be a competitive gym, fitness area, locker rooms, and office space. The front of the building will face east and will be well buffered to west and south. There is a proposed parking area immediately to the south, about 240 parking spaces with access off Brint Road with a large front yard to east they envision as open space, they need impervious area to manage storm water. They may need to develop a service path for emergency access, service vehicles, and maybe a drop off for disabled. No vehicular connection is proposed between Brint Road and Convent Boulevard, but there may be a need for some heavier weight for

Item 2 - continued:

service vehicles. The heavier vegetation around the building may block fire truck access. The Brint and McCord Roads intersection is being studied and discussed, they are trying to get some grants to help with the cost, Lourdes may have to help with the costs. A traffic circle may not be the best solution with a pedestrian walkway but they may need to modify the traffic signals. The separation between the parking lot and the condominiums is carefully controlled by the zoning code and requires screening. Number 9 is a new monument campus sign, they need some identification even if you can't drive through to the main campus. This a broad plan to meet the planned development, they will meet the underlying zoning. The basketball arena will have 700 to 1,000 seats, not as big as Southview High School. Lourdes has 2,700 students they have set 3,000 as their maximum, so they don't envision more massive future buildings to support the university, these two buildings are the future expansion of Lourdes for the foreseeable future. Mr. Marshall Bennett stated he represents Mr. Reagan, who lives in the condominiums to the west. He presented a map of the area from Google maps of the area. The condos are built up to the rear property line as required in R-2 District. The use that university is putting this to is not a permitted use in the R-2 District, the college and university use is in the R-1 District. They are using a PD to deviate from the zoning ordinance and circumvent the residential nature of this neighborhood. That is inappropriate, everyone bought with the expectation there would be stability in the zoning of this area, the PD is inconsistent with the residential nature of the district. It is important to remember that a recreational facility for the university could run from 6:00 a.m. to midnight, they are introducing significant athletic events, but it is interesting to note they are injecting 320 parking spaces, 240 with access from Brint Road. They talk about the walkway, there is already a direct access route right across from the Lourdes Commons area, he suggested the students would be more likely to take the path of least resistance. There will be constant new traffic coming here all the time because it is a recreational facility and event traffic. There is an extensive wooded area to the north of the condos on the Lourdes property. The trees they want to preserve are the trees on the historic campus. Evaluate the impact of this development upon the people who live in the area, and there is no reason they can't have their athletic facility northwest of the Franciscan Center. They don't need this development where they propose it, they can move it to the location where it will have minimal impact and be buffered by the street and by a substantial portion by the trees. From a planning standpoint, public necessity, the commission can guide an organization how to accomplish its goals while still recognizing the importance of the people who will be affected. Convenience and general welfare justifications are not there. Using a PD to circumvent the zoning of an area is not good zoning practice. PD are encouraged to be flexible, this is a general outline, there should be more specific details. Mr. Reagan reasonably expected a R-2 use, this, but PD is not what he expected. Mr. Helmer said that Lourdes had no intention to circumvent the zoning. They will be having a meeting on May 9 at the Franciscan Center at 6:30 to discuss the proposal. They are currently leasing Tam O'Shanter and that arrangement is not working well. They want to have the recreational facility open in the Fall of 2013 so they need to move forward. This property, the 89-acre historic campus is owned by the Sisters of St. Francis and the university leases space from the sisters. They allowed the construction of dining hall and an academic building, but they will not allow further construction or parking on their property. Lourdes owns the mid-campus property themselves and they purchased Lourdes Commons for their residence halls. The sisters have already made their plans for their membership. Lourdes plan to have a more beautiful area than it was the bus garage facility. It was suggested that they move the recreational facility further to the north or swap the two buildings and move the academic building to the south. Mr. Helmer said part of their thinking was to keep the recreational facility closer to the student housing. Lourdes has 125 student athletes, when all the sports teams

Item 2 - continued:

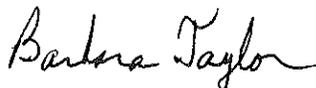
going they will have 300 student athletes, they do envision this building being incredibly active throughout the entire day and night. The building will be entered from the east with arched entrance to echo the historic campus buildings. The connection for the academic building to the main campus is important and the connection with the housing to the recreation building. Mayor Stough said for the Planning Commission to make a recommendation tonight and not delay another month is for this body to recommend the recreational building move further to the east and north, maybe forty or fifty feet from the property lines so there is space for screening and emergency access. Provide more green space moving the parking lot further to the east, set back thirty feet from the property line. Mr. Bennett answered that this is not a PD regardless of where things are located, you take the offensive use and move it to the north further, the kids will have to walk an additional twenty or thirty yards. They would request the PD be denied or at a minimum a requirement that the two buildings be flipped, and that they be required to add the level of detail that a PD needs. Mayor Stough said we could recommend that the underlying zoning be changed to R-1 PD, which would be appropriate. Mr. Marciniak said that the fire department may offer more support with the 40,000 square foot building closer to Convent Boulevard. Mayor Stough said the fire department will want the walkway built to support fire trucks or even a paved fire lane all the way around the building, pavement that the fire department approves. There are a few things to be considered before the recommendation is made to city council. Dr. Backus said he would like to see this come back to the planning commission before the recommendation is sent to council. Mayor Stough moved, Mr. Marciniak seconded to charge Lourdes University to come back to the Planning Commission for the May 16, 2012 meeting, with the meeting starting at 5:00 p.m.:

1. To modify the application to change the underlying zoning from R-2 to R-1 to be a legal PD;
2. A minimum fifty feet clearance between the buildings and the residential property line;
3. Minimum thirty feet of clearance from the large parking lot to the residential property line
4. PD be further refined, more details
5. To allow the fire department review this and maybe have some comments from them
6. Consider reversing the building locations.

Vote being: Backus, Marciniak, Stough, Lindsley (4) aye; (0) nay. Motion passed by a 4 to 0 vote. Mr. Helmer said he would agree to waive the 45-day report back period.

Mr. Marciniak moved, Mayor Stough seconded to adjourn the meeting. All present voted aye. Meeting adjourned.

Submitted by,



Barbara Taylor, Secretary
Municipal Planning Commission



Board of Architectural Review

Minutes of the regular meeting of April 17, 2012. Mr. Lindsley called the meeting to order.

Members present: Read Backus, Ken Marciniak, Thomas Lindsley, Mayor Craig Stough, (4) present. Mr. Robert Oberly present.

Mr. Marciniak moved, Dr. Backus seconded to approve the Minutes of the February 15, 2012, meeting as submitted. Vote being: Backus, Stough, Lindsley, Marciniak (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 3 - Regulated Sign - app. no. 7-2012 requested by Harmon Sign Company for Sylvania Dialysis Center, 7635 Sylvania Avenue, Sylvania. Mr. Scott Brady present. They want to add a set of non illuminated letters on the north side of the building, facing Sylvania Avenue. The front of the building faces east and people cannot easily see the sign on that side of the building. Mr. Marciniak moved, Mayor Stough seconded to grant a Certificate of Appropriateness for the additional sign on the north side of the building for Sylvania Dialysis Center, 7635 Sylvania Avenue, as shown on the drawing submitted with app. no. 7-2012. Vote being: Stough, Lindsley, Marciniak, Backus (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 4 - Regulated Sign - app. no. 8-2012 requested by Harmon Sign Company for Ace Hardware, 5619 Main Street, Sylvania. Mr. Nick Redfield and Mr. Scott Brady present. Mr. Brady presented a revised drawing with the word "Hardware" in white instead of black, but the black letters did not show up against the dark color on the roof overhang. The sign will be individual internally illuminated letters with LED lights. Mayor Stough mentioned that the Downtown Guidelines recommend signs that are externally illuminated. This sign will be on the south side of building, facing Monroe Street and the Speedway across the street is in the B-2 zoning. Mr. Redfield stated that he would like to be able to have some outside storage located at the two end spaces behind the city wall. He would like a small fenced area with painted wood cabinets, big enough to hold pallets. Mayor Stough suggested that he get a drawing to submit to the board. Mr. Marciniak moved, Dr. Backus seconded to give a Certificate of Appropriateness for the illuminated Ace Hardware sign on the south side of the building at 5619 Main Street as shown on the revised drawing. Vote being: Lindsley, Marciniak, Backus, Stough (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 5 - Regulated District and Regulated Sign - app. no. 9-2012 requested by Dave White for Dave White Used Vehicles, 5849 Alexis Road, Sylvania. Mr. Joe Mehling present. They want to install three signs on the building, the first one will be above the door at the northwest corner of the building and will be externally illuminated, There are also two internally illuminated box signs, one on the south wall and one on the east wall of the building. They took the one temporary sign above the door down when the roof was painted Chevrolet blue. They still have temporary signs covering the pole sign cabinets. Mr. Marciniak moved, Dr. Backus seconded to grant a Certificate of Appropriateness for the three signs on the building as depicted on the revised drawing submitted March 29, 2012 for app. no. 9-2012 for Dave White Used Vehicles, 5849 Alexis Road. Vote being: Marciniak, Backus, Stough, Lindsley (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 6 - Regulated District - app no. 10-2012 requested by P. O. Properties for Udell Law, Ltd., 5738 Main Street, Sylvania. Mr. Louis Udell present. He will remove the old loading dock from the rear of the building and construct a private garage. The garage will extend out about two feet from the existing wall on the south side. He is also putting a new roof on the building and will extend the roof at the rear to cover the walkway. They have chosen three different brick colors and they will mix

Item 6 - continued:

the three colors to try and match the existing brick. Mayor Stough commented that the city appreciates the extra efforts to preserve the character of the former post office. Mr. Marciniak moved, Dr. Backus seconded to approve the alterations to the Udell Law building, 5738 Main Street as shown in the drawings and description presented at the meeting for app no. 10-2012. Vote being: Backus, Lindsley, Marciniak, Stough (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 7 - Unregulated District and Regulated Sign - app. no. 11-2012 requested by OUAC, Inc., for Once Upon a Child, 5620 Monroe Street, Sylvania. Mr. Rod Dotson and Mr. Rich Lavecchi present. They will be making changes to the existing building, removing the loading dock at the rear and turning the building into three separate retail spaces for Once Upon A Child, Plato's Closet, and Clothes Mentor. They will be adding more entrances and windows on the westerly side of the building. The whole building will be painted, the existing brick will remain but the rest of the building is drivit. They do not plan to install any canopies over the entrances. The building is two feet off the property line on the east side, they will need to install emergency exits and a sidewalk on the east side, so they will need to talk to the adjacent property owners. Mr. Marciniak moved, Mayor Stough seconded to approve the architectural changes to the building at 5620 Monroe Street as described on app. no. 11-2012 for OUCA, Inc. Vote being: Stough, Marciniak, Backus, Lindsley (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 8 - Regulated District and Regulated Sign - app. no. 12-2012 requested by Nate Schank, for Treo, 5703 Main Street, Sylvania. Mr. Jerry Parker and Mr. Nat Schank present. The proposed sign will be mounted at a 45-degree angle to the corner of the building, it will be as close to the building as they can mount it. The sign will be four inch aluminum painted on both side and will have two lights above to illuminate the sign. The sign will be finished on both sides but the whole sign will not be visible coming south on Main Street or West on Maplewood Avenue. The deck will be similar to what was approved three years ago. The deck will extend out from the building, and the angle cut at the corners does allow for wheelchairs. Customers will enter the deck from inside the building and they will be able to exit the deck through a one way gate at the south end. They deck material will be treated wood with galvanized railings, and they plan to add canvas with the fleur-de-lis logo between the top and bottom railings. They are considering using composite decking. Mr. Marciniak moved, Mayor Stough seconded to give a Certificate of Appropriateness for the new sign mounted on the building and the dining deck for Treo, 5703 Main Street, as described on the drawings submitted with app. no. 12-2012. Vote being: Lindsley, Backus, Stough, Marciniak (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Dr. Backus moved, Mr. Marciniak seconded to adjourn the meeting. All present voted aye. Meeting adjourned.

Submitted by,



Barbara Taylor, Secretary
Municipal Planning Commission