Board of Architectural Review

Minutes of the regular meeting of April 10, 2013. Mr. Lindsley called the meeting to order.

Members present: Read Backus, Ken Marciniak, Thomas Lindsley (3) present. Mayor Craig Stough excused. Mr. Robert Oberly and Mr. Kevin Aller present.

Dr. Backus moved, Mr. Marciniak seconded, to approve the Minutes of the March 13, 2013, meeting as submitted. Vote being: (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

Item 3 – Regulated Sign – app. no. 10-2013 requested by Patricia Meyer for Lily Whitestone, Ltd., 5641 North Main Street, Sylvania, Ohio 43560. Application is for aluminum letters to be installed on wall and illuminated with exterior lighting along with performing slight modifications to the existing awnings. Mr. Marciniak moved, Dr. Backus seconded, to grant a Certificate of Appropriateness for the sign as well as the modifications to the awnings shown in the drawing submitted with the application. Vote being: Backus, Marciniak and Lindsley (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

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

Submitted by,

Debra Webb

Debra Webb, Secretary
Municipal Planning Commission

Sylvania Municipal Planning Commission

Minutes of the regular meeting of April 10, 2013. Mr. Lindsley called the meeting to order.

Members present: Read Backus, Ken Marciniak, Thomas Lindsley (3) present. Mayor Craig Stough excused. Mr. Robert Oberly and Mr. Kevin Aller present.

Mr. Marciniak moved Dr. Backus seconded to approve the Minutes of the March 13, 2013, meeting as submitted. Vote being: (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

Item 3 – Council Referral – for review and comment on a proposed amendment to incorporate the Secretary of Interior's Standards for Rehabilitation into to the City of Sylvania's Zoning Code Section 1151.05 Downtown Design Guidelines. Mr. Kevin Aller explained to the members that the guidelines were supplied to the Planning Commission for review and that in order for the City to apply for Downtown Revitalization Grants, the City would need to incorporate the guidelines into the City's Downtown Design Guidelines. Mr. Aller asked that the members take time to review the Secretary of Interior's Standards and make recommendations to Council at the next Planning Commission meeting. He also stated that he would provide a recommendation letter to the Planning Commission Member's prior to the next meeting. After discussions and comments were made by the members, Mr. Lindsley tabled the discussion for further study until the next meeting which will take place on May 15, 2013.

Item 4 – Council Referral - PD-2-2012 requested by Port Lawrence Title and Trust for Pine Tree Village, an 18 unit planned development, at 5930 Heidaway Lane, Sylvania. Postponed from the December 12, 2012 meeting. Mr. Ryan Wamsher was present and gave a presentation of the development that included a revised drawing. The drawing showed changes made to the development to meet the requirements of both the 15 comments made in a review letter, written by Kevin Aller on September 6, 2012, that was submitted to the Planning Commission as well as the further comments made in an additional drainage review letter dated February 22, 2013. The new drawing did not include all of the revisions that were agreed upon however, both Mr. Aller and Mr. Wamsher stated on record that acceptance of all 15 comments in the review letter had been made as well as acceptance of the additional drainage review comments. Mr. Aller stated, and Mr. Wamsher agreed on record, that agreement had been made that all of the revisions to the site plan would take place prior beginning any work at the site. Acceptance of the conditions was also made in statements made by email correspondence prior to this meeting. Mr. Marciniak motioned and Dr. Backus seconded to accept the plan and approve the Pine Tree Village Planned Development under the condition that the revisions recommended by the Department of Public Service and by the Fire Department are made. Vote being: Lindsley, Backus, Marciniak (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

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

Submitted by,

Debra Webb

Debra Webb, Secretary
Municipal Planning Commission