

**Sylvania City Council**  
August 18, 2014

**7:30 p.m. Council Meeting**  
Agenda

1. Roll call.
2. Pledge of Allegiance to the United States of America led by Mr. Haynam.
3. Additions to the agenda.
4. Approval of the meeting minutes of July 21, 2014.
5. Annual Assessment Ordinances:
  - a. Proposed Ordinance 46-2014, assessing a special tax for street lighting.
  - b. Proposed Ordinance 47-2014, assessing a special tax for ditch maintenance, etc..
  - c. Proposed Ordinance 48-2014, assessing a special tax for tree maintenance, etc.
6. Notice of C-1, beer only in original sealed container for carry out only and C-2, wine and mixed beverages in sealed containers for carry out, liquor permit from Ohio CVS Stores, LLC, d/b/a CVS Pharmacy 10457, 7510 Sylvania Ave., Sylvania, OH.
7. Service Director's report on the Harroun Community Park Storm Water Demonstration Project; and authorize the clerk to advertise for bids.
8. Plan Commission recommendation:
  - a. Zoning Amendment Application ZA-3-2014, a request from the Sisters of St. Francis for zoning change from R-2 to R-1 on seven parcels on Silica and two parcels on Eubank; Council has set September 2, 2014 at 7:00p.m. for the public hearing. (No action necessary).
9. Set the date and time for Trick-or-Treat in the City. October 31 is Friday.
10. Committee reports.
  - a. Committee of the Whole Meeting.
11. Committee referrals.

### **Information**

- A. 2nd quarter 2014 Management Reports.
- B. Lucas County Commissioner's letter regarding withdrawal of annexation petition 2014-1.
- C. July 2014 Cash Report from the Division of Taxation.
- D. June 2014 Bank Reconciliation.
- E. Municipal Planning Commission minutes from August 13, 2014.
- F. Board of Architectural Review minutes from August 13, 2014.

Minutes of the Meeting of Council  
July 21, 2014

The Council of the City of Sylvania, Ohio met in regular session on July 21, 2014 at 7:30 p.m. with Mayor Craig A. Stough in the chair. Roll was called with the following members present: Mike Brown, Katie Cappellini, Doug Haynam, Sandy Husman, Mark Luetke, Todd Milner, Mary Westphal (7) present; (0) absent.

Roll call: All present.

Mrs. Cappellini 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.

Additions to the agenda.

- 16a. Ordinance 43-2014, Amending Chapter 505-Animals.
- 18. Report of Public Hearing-Vacation of High St., Ordinance 41-2014.
- 19. Report of Public Hearing-Design Review Regulations, Ordinance 42-2014.
- 20. Report of Public Hearing- ZA-2-2014, Alexis & Acres Rezoning, set Zoning & Annexation Committee meeting.
- 21. Report of Public Hearing- SUP-1-2014, Highland Meadows pump house, Ordinance 44-2014.
- 22. Report of Public Hearing- SUP-2-2014, Loyal Order of Moose storage building, Ordinance 45-2014.
- 6. Correction of applicant of ZA-3-2014, Sister of St. Francis.
- 23. SCAT Golf Scramble Information.
- 24. Sylvania Historical Village –new program “Tell your Sylvania story” Information.

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

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

Mr. Haynam presented the June 16, 2014 minutes. Mr. Haynam moved, Mr. Luetke 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 June 16, 2014 be approved; roll call vote being: Cappellini, Haynam, Husman, Luetke, Milner, Westphal, Brown (7) yeas; (0) nays. The motion carried.

Approval of the June 16 minutes.

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

Chief Rhodus introduced the new Police Patrolman, Brandon Follrod.

Introduction of Patrolman Brandon Fullrod.

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

Mr. Haynam moved, Mrs. Husman seconded, to excuse Mr. Milner, at his request, due to a possible conflict of interest; roll call vote being: Haynam, Husman, Luetke, Westphal, Brown, Cappellini, (6) yeas; (0) nays. The motion carried. Milner excused.

Mr. Hayman moved, Mrs. Westphal seconded, to excuse Mr. Luetke, at his request, due to a possible conflict of interest; roll call vote being: Husman, Milner, Westphal, Brown, Cappellini, Haynam, (6) yeas; (0) nays. The motion carried. Luetke excused.

Mr. Haynam moved, Mrs. Westphal seconded, to excuse Mrs. Husman, at her request, due to a possible conflict of interest; roll call vote being: Luetke, Milner, Westphal, Brown, Cappellini, Haynam, (6) yeas; (0) nays. The motion carried. Husman excused.

Mr. Haynam moved, Mrs. Westphal seconded to refer Zoning Ordinance Amendment Petition No. ZA-3-2014 to the Plan Commission for review and recommendation; roll call vote being: Haynam, Westphal, Brown, Cappellini, (4) yeas; (0) nays. The motion carried. Refer ZA-3-2014 to Plan Commission.

Mr. Haynam moved, Mrs. Cappellini seconded, to set the public hearing for Zoning Ordinance Amendment Petition No. ZA-3-2014 for September 2, 2014 at 7:00p.m; roll call vote being: Westphal, Brown, Cappellini, Hayman. (4) yeas; (0) nays. The motion carried. Set P.H. ZA-3-2014, 9/2/14, 7:00p.m.

Mr. Milner, Mr. Luetke and Mrs. Husman returned to the table.

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

Mr. Brown presented and read aloud by title only, proposed Ordinance 34-2014, a written copy of same having been previously furnished to each member of Council, "Accepting an easement from the Sylvania City School District for utility purposes; and declaring an emergency."; Mr. Brown moved, Mr. Haynam seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Husman, Luetke, Milner, Westphal, Brown, Cappellini, Haynam, (7) yeas; (0) nays. The motion carried. Ordinance 34-2014, "Accepting easement from Sylvania Schools for utility purposes ...."

Mr. Brown moved, Mr. Milner seconded, that Ordinance 34-2014 be enacted as an emergency measure as declared therein; roll call vote being: Luetke, Milner, Westphal, Brown, Cappellini, Haynam, Husman, (7) yeas; (0) nays. The motion carried.

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Mayor Stough stated that Council will now consider agenda item 8.

Mr. Haynam presented and read aloud by title only, proposed Ordinance 35-2014, a written copy of same having been previously furnished to each member of Council, “Approving the banner application of St. Elias Orthodox Church; authorizing the Deputy Director of Public Service to indicate such approval on behalf of the City of Sylvania; and declaring an emergency.”; Mr. Haynam moved, Mrs. Husman seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Milner, Westphal, Brown, Cappellini, Haynam, Husman, Luetke, (7) yeas; (0) nays. The motion carried.

Ordinance 35-2014, “Approving banner application of St. Elias Orthodox Church...”

Mr. Haynam moved, Mr. Milner seconded, that Ordinance 35-2014 be enacted as an emergency measure as declared therein; roll call vote being: Westphal, Brown, Cappellini, Haynam, Husman, Luetke, Milner, (7) yeas; (0) nays. The motion carried.

Mayor Stough stated that Council will now consider agenda item 9.

Mr. Brown presented and read aloud by title only, proposed Ordinance 36-2014, a written copy of same having been previously furnished to each member of Council, “Authorizing the Mayor and Director of Finance to approve Change Order No. 3 (Final) to this City’s agreement with CB&I Constructors, Inc. for the 2 MG elevated water tank project which reflects work to be performed on this project; decreasing the contract amount by \$16,978.25; and declaring an emergency.”; Mr. Brown moved, Mr. Haynam seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Brown, Cappellini, Haynam, Husman, Luetke, Milner, Westphal, (7) yeas; (0) nays. The motion carried.

Ordinance 36-2014, “Approving CO #3 to 2MG elevated water tank project....”

Mr. Brown moved, Mrs. Husman seconded, that Ordinance 36-2014 be enacted as an emergency measure as declared therein; roll call vote being: Cappellini, Haynam, Husman, Luetke, Milner, Westphal, Brown, (7) yeas; (0) nays. The motion carried.

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

Mr. Haynam presented and read aloud by title only, proposed Ordinance 37-2014, a written copy of same having been previously furnished to each member of Council, “Accepting for Annexation to the City of Sylvania, Ohio, the territory described in Annexation Petition Number 2013-7 for which James E. Moan is the agent, and as hereinafter described; providing for the interim zoning of said territory; and declaring an emergency.”; Mr. Haynam moved, Mrs. Westphal seconded, that Council dispense

Ordinance 37-2014, “Accepting Annexation Petition No. 2013-7 ...”

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with the Second and Third Readings of said Ordinance; roll call vote being: Haynam, Husman, Luetke, Milner, Westphal, Brown, Cappellini, (7) yeas; (0) nays. The motion carried.

Mr. Haynam moved, Mrs. Husman seconded, that Ordinance 37-2014 be enacted as an emergency measure as declared therein; roll call vote being: Husman, Luetke, Milner, Westphal, Brown, Cappellini, Haynam, (7) yeas; (0) nays. The motion carried.

Mayor Stough stated that Council will now consider agenda item 11.

Mr. Brown presented and read aloud by title only, proposed Ordinance 38-2014, a written copy of same having been previously furnished to each member of Council, "Authorizing the Mayor and Director of Finance to enter into an assignment and transfer from Monroe County to Whiteford Township the discharge of sanitary sewer from the service area of Whiteford Township Sewage Disposal System No.1; and declaring an emergency."; Mr. Brown moved, Mr. Haynam seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Luetke, Milner, Westphal, Brown, Cappellini, Haynam, Husman, (7) yeas; (0) nays. The motion carried.

Ordinance  
38-2014,  
"Authorizing to  
enter into an  
assignment....  
Whiteford Twp.  
sewage disposal  
system #1..."

Mr. Brown moved, Mr. Luetke seconded, that Ordinance 38-2014 be enacted as an emergency measure as declared therein; roll call vote being: Milner, Westphal, Brown, Cappellini, Haynam, Husman, Luetke, (7) yeas; (0) nays. The motion carried.

Mayor Stough stated that Council will now consider agenda item 12.

Mr. Milner presented and read aloud by title only, proposed Ordinance 39-2014, a written copy of same having been previously furnished to each member of Council, "Accepting the bid of Ohio Excavating & Sewer Contractors, Inc. and awarding the contract for the Cadet Drive, Forestgate Court and Garden Park Drive Improvements to same; authorizing the expenditure for the improvements in the amount of \$346,468; appropriating funds therefore; and declaring an emergency."; Mr. Milner moved, Mr. Haynam seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Westphal, Brown, Cappellini, Haynam, Husman, Luetke, Milner, (7) yeas; (0) nays. The motion carried.

Ordinance  
39-2014,  
"Accepting bid  
of Ohio  
Excavating...  
Cadet, Forestgate  
and Garden Park  
projects..."

Mr. Milner moved, Mrs. Husman seconded, that Ordinance 39-2014 be enacted as an emergency measure as declared therein; roll call vote being: Brown, Cappellini, Haynam, Husman, Luetke, Milner, Westphal, (7) yeas; (0) nays. The motion carried.

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Mayor Stough stated that Council will now consider agenda item 13.

Mr. Brown presented and read aloud by title only, proposed Ordinance 40-2014, a written copy of same having been previously furnished to each member of Council, "Accepting the bid of Insight Pipe Contracting, L.P. and awarding the contract for the Monroe Street Sanitary Sewer lining project to same; authorizing the expenditure for the project in the amount of \$47,400; appropriating funds therefore; and declaring an emergency."; Mr. Brown moved, Mr. Haynam seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Cappellini, Haynam, Husman, Luetke, Milner, Westphal, Brown, (7) yeas; (0) nays. The motion carried.

Ordinance  
40-2014,  
"Accepting bid  
of Insight Pipe  
for Monroe St  
Sewer Lining  
Project..."

Mr. Brown moved, Mrs. Westphal seconded, that Ordinance 40-2014 be enacted as an emergency measure as declared therein; roll call vote being: Haynam, Husman, Luetke, Milner, Westphal, Brown, Cappellini, (7) yeas; (0) nays. The motion carried.

Mayor Stough stated that Council will now consider agenda item 14.

Mrs. Westphal moved, Mr. Haynam seconded, that a 30-day extension be requested for the C1 and C2 liquor permit from Ohio CVS Stores, LLC, dba CVS/Pharmacy 10457, 7510 Sylvania Avenue; roll call vote being: Husman, Luetke, Milner, Westphal, Brown, Cappellini, Haynam, (7) yeas; (0) nays. The motion carried.

Request 30 day  
extension for  
liquor permit for  
CVS Pharmacy.

Mayor Stough stated that Council will now consider agenda item 15.

Mayor Stough presented the list of items to be offered for sale. Mrs. Husman moved, Mr. Luetke seconded, to authorizing the sale of items from the IT department on GovDeals.com since they are no longer needed by the City; roll call vote being: Husman, Luetke, Milner, Westphal, Brown, Cappellini, Haynam, (7) yeas; (0) nays. The motion carried.

Items for  
GovDeals.com.

Mrs. Husman moved, Mrs. Westphal seconded, to amend the motion to include the police department items on the GovDeals.com list of items to be offered for sale; roll call vote being: Luetke, Milner, Westphal, Brown, Cappellini, Haynam, Husman, (7) yeas; (0) nays. The motion carried.

Mayor Stough stated that Council will now consider agenda item 16.

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Mrs. Westphal reported on the July 1<sup>st</sup> and July 21<sup>st</sup> Safety Committee meetings that discussed amending Chapter 505.08-Animals – Nuisance conditions and feeding of wildlife and stray animals prohibited of the Sylvania Codified Ordinances. After additional public comment, the committee recommended to advance legislation to amend Chapter 505.08 to council.

Mrs. Westphal presented and read aloud by title only, proposed Ordinance 43-2014, a written copy of same having been previously furnished to each member of Council, “Amending Chapter 505-Animals of the Sylvania Codified Ordinances, 1979, as amended, by amending Section 505.08-Nuisance conditions and feeding of wildlife and stray animals prohibited; and declaring an emergency.”; Mrs. Westphal moved, Mr. Haynam seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Cappellini, Haynam, Husman, Luetke, Milner, Westphal, Brown, (7) yeas; (0) nays. The motion carried.

Ordinance  
43-2014,  
“Amending  
Chapter 505  
Animals...”

Mrs. Westphal moved, Mr. Haynam seconded, that Ordinance 43-2014 be enacted as an emergency measure as declared therein; roll call vote being: Haynam, Husman, Luetke, Milner, Westphal, Brown, Cappellini, (7) yeas; (0) nays. The motion carried.

Mayor Stough stated that since there are no items for agenda item 17, council will now consider agenda item 18.

Mrs. Westphal reported on the public hearing held regarding the Petition for the Vacation of High Street by Charles Villolovos and Lourdes University. There was no public comment. It was recommended to advance Ordinance 41-2014 to council for approval.

Mr. Haynam presented and read aloud by title only, proposed Ordinance 41-2014, a written copy of same having been previously furnished to each member of Council, “Vacating a portion of High Street; reserving to the City of Sylvania a water and sanitary sewer easement; ordering the recording of certified copy of the vacating ordinance; and declaring an emergency.”; Mr. Haynam moved, Mrs. Husman seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Cappellini, Haynam, Husman, Luetke, Milner, Westphal, Brown, (7) yeas; (0) nays. The motion carried.

Ordinance  
41-2014,  
“Vacating a  
portion of High  
St....”

Mr. Haynam moved, Mr. Brown seconded, that Ordinance 41-2014 be enacted as an emergency measure as declared therein; roll call vote being: Haynam, Husman, Luetke, Milner, Westphal, Brown, Cappellini, (7) yeas; (0) nays. The motion carried.

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Mayor Stough stated that Council will now consider agenda item 19.

Mrs. Westphal reported on the public hearing held regarding the amendments to Sylvania Codified Ordinances-by adding Chapter 1152-Design Review Regulations. There was no public comment. It was recommended to advance Ordinance 42-2014 to council for approval.

Mr. Haynam presented and read aloud by title only, proposed Ordinance 42-2014, a written copy of same having been previously furnished to each member of Council, "Affirming Ordinance No. 31-2014; and declaring an emergency."; Mr. Haynam moved, Mr. Luetke seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Cappellini, Haynam, Husman, Luetke, Milner, Westphal, Brown, (7) yeas; (0) nays. The motion carried.

Ordinance  
42-2014,  
"Affirming  
Ordinance  
31-2014..."

Mr. Haynam moved, Mrs. Westphal seconded, that Ordinance 42-2014 be enacted as an emergency measure as declared therein; roll call vote being: Haynam, Husman, Luetke, Milner, Westphal, Brown, Cappellini, (7) yeas; (0) nays. The motion carried.

Mayor Stough stated that Council will now consider agenda item 20.

Mrs. Westphal reported on the public hearing regarding Zoning Ordinance Amendment Application No. ZA-2-2014, from DJF Properties, Ltd, for property at 5904 Alexis, 5623 and 5625 Acres Rd from R-2 to B-2. After public comment, it was recommended to refer this matter to the Zoning & Annexation Committee for further consideration.

ZA-2-2014, refer  
to Zoning &  
Annexation  
Committee.

Mr. Haynam set the Zoning & Annexation Committee meeting for further discussion of ZA-2-2014 for August 18, 2014 at 6:30p.m.

Mayor Stough stated that Council will now consider agenda item 21.

Mrs. Westphal reported on the public hearing held regarding Amendment to Special use Permit Application SUP-1-2014, from Highland Meadows Golf Club at 7455 Erie St. It was recommended to advance Ordinance 44-2014 to council for approval.

Mr. Haynam presented and read aloud by title only, proposed Ordinance 44-2014, a written copy of same having been previously furnished to each member of Council, "Amending the Special Use Permit for Highland Meadows Golf Club to construct a new pump house, on the recommendation of the Municipal Planning Commission; and

Ordinance  
44-2014,  
"Amending SUP-  
1-2014, Highland

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declaring an emergency.”; Mr. Haynam moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Husman, Luetke, Milner, Westphal, Brown, Cappellini, Haynam, (7) yeas; (0) nays. The motion carried.

Meadows...  
pump house..”

Mr. Haynam moved, Mr. Luetke seconded, that Ordinance 44-2014 be enacted as an emergency measure as declared therein; roll call vote being: Luetke, Milner, Westphal, Brown, Cappellini, Haynam, Husman, (7) yeas; (0) nays. The motion carried.

Mayor Stough stated that Council will now consider agenda item 22.

Mrs. Westphal reported on the public hearing held regarding Amendment to Special Use Permit Application SUP-2-2014, from Loyal Order of Moose #1579 at 6072 N. Main St. It was recommended to advance Ordinance 45-2014 to council for approval.

Mr. Haynam presented and read aloud by title only, proposed Ordinance 45-2014, a written copy of same having been previously furnished to each member of Council, “Amending the Special Use Permit for Loyal Order of the Moose #1579 to construct a new storage building, on the recommendation of the Municipal Planning Commission; and declaring an emergency.”; Mr. Haynam moved, Mr. Luetke seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Milner, Westphal, Brown, Cappellini, Haynam, Husman, Luetke, (7) yeas; (0) nays. The motion carried.

Ordinance  
45-2014,  
“amending SUP-  
2-2014...Loyal  
Order of  
Moose...new  
storage bldg...”

Mr. Haynam moved, Mrs. Husman seconded, that Ordinance 45-2014 be enacted as an emergency measure as declared therein; roll call vote being: Luetke, Milner, Westphal, Brown, Cappellini, Haynam, Husman, (7) yeas; (0) nays. The motion carried.

Mayor stated council will now consider agenda item 23.

Mrs. Husman provided information on the SCAT 4<sup>th</sup> Annual Golf Scramble on August 15, 2014 and stated everyone is welcome.

SCAT Golf  
Scramble.

Mayor stated council will now consider agenda item 24.

Mrs. Husman stated the Sylvania Historical Village is introducing a new program, “Tell your Sylvania story” on August 2, 2014 from 10-2 a.m. and 3-5 p.m. All are welcome.

Historical Village  
Event-“Tell your  
Story”

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Mayor Stough stated that all items on the agenda had been considered.

Mr. Haynam moved, Mrs. Westphal seconded that this meeting adjourn; all present voting yea (7); (0) nays. The motion carried and the meeting adjourned at 9:10 p.m.

Adjournment.

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Clerk of Council

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Mayor

**ORDINANCE NO. 46 -2014**

**ORDINANCE APPROVING THE ASSESSMENTS HERETOFORE  
AUTHORIZED BY RESOLUTION NO. 13-2014 FOR STREET  
LIGHTING; LEVYING SAID ASSESSMENTS; AND DECLARING  
AN EMERGENCY.**

WHEREAS, this Council by Resolution No. 13-2014, passed May 5, 2014, declared the necessity for lighting the municipal streets, determined the basis for levying annual assessments on lots and lands in this City for such purpose, and authorized such assessments in the amount as estimated by the Clerk of Council, pursuant to said Resolution; and,

WHEREAS, the Clerk of Council pursuant to said Resolution and Revised Code Section 727.14, gave notice of the passage of said Resolution and the filing of such estimated assessments; and,

WHEREAS, no objections were filed pursuant to Revised Code Section 727.15 or such objections as were filed have been considered by Council, and such assessments, as adjusted if adjusted, should be approved, levied and certified to the Auditor of Lucas County, Ohio.

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

SECTION 1. That the assessments for the street lighting authorized by said Resolution in the aggregate amount of Three Hundred Ninety Thousand, Three Hundred Three and 28/100 (\$390,303.28) and the assessments, as adjusted if adjusted, are hereby approved and such assessments in the amount so approved are hereby levied on the several parcels and lots of land in said City on the basis as set forth in said Resolution and the Clerk of Council is hereby directed to certify said assessments to the Auditor of Lucas County, Ohio, within the time provided therefore by the Revised Code of Ohio Section 5705.34.

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 immediate provision must be made for lighting the City streets. 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, \_\_\_\_\_, 2014, as an emergency measure.

\_\_\_\_\_  
President of Council

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Director of Law

APPROVED:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

ORDINANCE NO. 47 -2014

**TO ASSESS A SPECIAL TAX UPON THE LOTS AND LANDS DESCRIBED IN THE SCHEDULE REFERRED TO HEREIN TO PAY A PART OF THE COST AND EXPENSE OF PROVIDING FOR THE REMOVAL AND SPECIAL TREATMENT OF SHADE TREES FOR THE PURPOSE OF CONTROLLING BLIGHT AND DISEASE OF SAME; AND FOR PLANTING, MAINTAINING, TRIMMING AND REMOVING SHADE TREES IN AND ALONG THE STREETS AND WITHIN PUBLIC RIGHT-OF-WAY OF THE CITY FOR THE YEAR ENDING DECEMBER 31, 2014; AND DECLARING AN EMERGENCY.**

WHEREAS, the Council of the City of Sylvania has heretofore, by Ordinance, established one (1) district for the purpose of removing or specially treating therein shade trees for the purpose of controlling the blight and disease of same for the planting, maintaining, trimming and removing shade trees in and along the streets and within public right-of-way of the City of Sylvania during the year 2014, and provided that part of the cost and expense connected with said work in said district in the total amount of Two Hundred Forty-Two Thousand, Nine Hundred Twenty-five and 28/100 (\$242,925.28) shall be levied and assessed in the sum of thirty-five cents (35¢) per front foot upon all lots and lands bounding and abutting upon the streets and public right-of-way in said district as set forth in said Ordinance; and,

WHEREAS, the Clerk of Council has given notice of the passage of the Ordinance creating the Tree District for 2014, and of the estimated assessments on file in the Office of the Clerk of Council; and,

WHEREAS, Council has considered and adjusted all objections to estimated assessments that were properly and timely filed.

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

SECTION 1. That, to pay the cost and expense of the removal or special treatment of certain shade trees for the purpose of controlling the blight and disease and for planting, maintaining, trimming and removing of other shade trees in and along the streets and within public right-of-way of the City of Sylvania described in the schedule as reported by the Clerk of Council for the year ending December 31, 2014, there be, and hereby is assessed, in one (1) installment for 2014, upon the lots and lands bounding and abutting upon the streets and public right-of-way in said district, the several sums shown in the list of assessments, as adjusted if adjusted, and set opposite the description of the respective lots and lands and do hereby determine and declare that said lots and lands are specially benefitted in the amounts so assessed against the same, which amounts and assessments are hereby confirmed and approved.

SECTION 2. That the owners of said several lots and parcels of land shall pay the said sum so assessed as above against their said lots and lands, respectively, in one (1) installment, to the Treasurer of Lucas County, Ohio, at the same time and in the same manner as other taxes are paid, or be subject to the penalty and interest to be paid thereon as provided by law.

SECTION 3. That the Clerk of Council be, and she hereby is, directed to certify said assessments in one (1) installment within twenty (20) days of the passage hereof, to the Auditor of Lucas County, Ohio, to be, by him, placed upon the grand tax duplicate of said County for the year 2014 against said lots and lands, respectively, to be collected at the same time and in the same manner as other taxes are collected.

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 assessments need to be certified immediately so as to meet the deadline for certifying the same to the Auditor and therefore this Ordinance should be effective immediately. 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, \_\_\_\_\_, 2014, as an emergency measure.

\_\_\_\_\_  
President of Council

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Director of Law

APPROVED:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

5c

ORDINANCE NO. 48 -2014

**TO ASSESS A SPECIAL TAX UPON THE LOTS AND LANDS DESCRIBED IN THE SCHEDULE REFERRED TO HEREIN TO PAY A PART OF THE COST AND EXPENSE OF PROVIDING FOR THE CONSTRUCTION, MAINTENANCE, REPAIR, CLEANING AND ENCLOSING OPEN DRAINAGE DITCHES WITHIN THE CORPORATE LIMITS OF THE CITY OF SYLVANIA FOR THE YEAR ENDING DECEMBER 31, 2014; AND DECLARING AN EMERGENCY.**

WHEREAS, the Council of the City of Sylvania has heretofore, by Ordinance, established one (1) district for the purpose of constructing, maintaining, repairing, cleaning and enclosing open drainage ditches located within the corporate limits of the City of Sylvania during the year 2014, and provided that part of the cost and expense connected with said work in said district in the total amount of Two Hundred Forty-Two Thousand, Nine Hundred Twenty-Five and 28/100 (\$242,925.28) shall be levied and assessed in the sum of thirty-five cents (35¢) per front foot upon all lots and lands bounding and abutting upon the streets and public right-of-way in said district as set forth in said Ordinance; and,

WHEREAS, the Clerk of Council has given notice of the passage of the Ordinance creating the Ditch District for 2014 and of the estimated assessments on file in the Office of the Clerk of Council; and,

WHEREAS, Council has considered and adjusted all objections to estimated assessments that were properly and timely filed.

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

SECTION 1. That, to pay a part of the cost and expense of the construction, maintenance, repair, cleaning and enclosing open drainage ditches located within the corporate limits of the City of Sylvania as described in the schedule as reported by the Clerk of Council for the year ending December 31, 2014, there be, and hereby is assessed, in one (1) installment for 2014, upon the lots and lands bounding and abutting upon the streets and public right-of-way in said district, the several sums shown in the list of assessments, as adjusted if adjusted, and set opposite the description of the respective lots and lands and do hereby determine and declare that said lots and lands are specially benefitted in the amounts so assessed against the same, which amounts and assessments are hereby confirmed and approved.

SECTION 2. That the owners of said several lots and parcels of land shall pay the said sum so assessed as above against their said lots and lands, respectively, in one (1) installment, to the Treasurer of Lucas County, Ohio, at the same time and in the same manner as other taxes are paid, or be subject to the penalty and interest to be paid thereon as provided by law.

SECTION 3. That the Clerk of Council be, and she hereby is, directed to certify said assessments in one (1) installment within twenty (20) days of the passage hereof, to the Auditor of Lucas County, Ohio, to be, by her, placed upon the grand tax duplicate of said County for the year 2014 against said lots and lands, respectively, to be collected at the same time and in the same manner as other taxes are collected.

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 provision for the construction, maintenance and repair of ditches should be made forthwith and therefore this Ordinance should be effective immediately. 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, \_\_\_\_\_, 2014, as an emergency measure.

ATTEST:  
  
\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
President of Council

APPROVED AS TO FORM:  
  
\_\_\_\_\_  
Director of Law

APPROVED:  
  
\_\_\_\_\_  
Mayor  
  
\_\_\_\_\_  
Date



**Department  
of Commerce**

Division of Liquor Control

John R. Kasich, Governor  
Andre T. Porter, Director

6

July 29, 2014

CLERK OF SYLVANIA CITY COUNCIL  
6730 MONROE ST  
SYLVANIA OHIO 43560

Re: **NEW C1 C2 PERMIT #65172421605**  
OHIO CVS STORES LLC  
DBA CVS/PHARMACY 10457  
7510 SYLVANIA  
SYLVANIA OH 43560

Dear Legislative Authority:

In reference to the above captioned application, and your request, a 30 day extension has been granted from **August 1, 2014 to August 31, 2014.**

If you should have any questions concerning this matter, please feel free to contact this office at the below address or phone number.

Licensing Processing Section

LT  
LT:dbr

Rev. 6-06

**NOTICE TO LEGISLATIVE  
AUTHORITY**

**OHIO DIVISION OF LIQUOR CONTROL**  
 6606 TUSSING ROAD, P.O. BOX 4005  
 REYNOLDSBURG, OHIO 43068-9005  
 (614)644-2360 FAX(614)644-3166

TO

<b>65172421605</b> PERMIT NUMBER		<b>NEW</b> TYPE	<b>OHIO CVS STORES LLC DBA CVS/PHARMACY 10457 7510 SYLVANIA SYLVANIA OH 43560</b>
ISSUE DATE			
<b>06 25 2014</b> FILING DATE			
<b>C1 C2</b> PERMIT CLASSES			
<b>48</b> TAX DISTRICT	<b>077</b> RECEIPT NO.	<b>A</b> RECEIPT NO.	

FROM **07/01/2014**

PERMIT NUMBER		TYPE
ISSUE DATE		
FILING DATE		
PERMIT CLASSES		
TAX DISTRICT	RECEIPT NO.	RECEIPT NO.



MAILED **07/01/2014**

RESPONSES MUST BE POSTMARKED NO LATER THAN.

**08/01/2014**

**IMPORTANT NOTICE**

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL  
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES

**A NEW 6517242-1605**

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT  
 THE HEARING BE HELD  IN OUR COUNTY SEAT.  IN COLUMBUS.

WE DO NOT REQUEST A HEARING.

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title)-  Clerk of County Commissioner

(Date)

Clerk of City Council

Township Fiscal Officer

**CLERK OF SYLVANIA CITY COUNCIL  
 6730 MONROE ST  
 SYLVANIA OHIO 43560**

LLC / PARTNERSHIP CROSS REFERENCE  
DISPLAY

PGECG

6517242 PERMIT NBR  
OHIO CVS STORES LLC  
ATTN CAROL FONTAINE  
ONE CVS DR MD 23062A  
WOONSOCKET RI 02895

\*\*\*\*\*

LINDA M CIMBRON	03/02/2006	ACTIVE	ASST SECR.	
TERENCE CORRIGAN	08/10/2012	INACTIVE		
THOMAS S MOFFATT	03/02/2006	ACTIVE	PRESIDENT	
MELANIE K LUKER	03/02/2006	ACTIVE	SECRETARY	
JEFFREY CLARK	03/11/2013	ACTIVE	TREASURER	
CVS PHARMACY INC	03/02/2006	ACTIVE		MAN-MBR
ZENON P LANKOWSKY	03/02/2006	INACTIVE		
CAROL A DENALE	04/10/2008	ACTIVE	VICE PRES.	

PA2-KEY = END SESSION, CLEAR-KEY = END OPTION, ENTER-KEY = TO CONTINUE



# City Of Sylvania

DEPARTMENT OF PUBLIC SERVICE  
KEVIN G. ALLER, PE DIRECTOR

August 18, 2014

To: The Mayor and Members of Sylvania City Council

Re: **Harroun Community Park Storm Water Demonstration Project**

Dear Mr. Mayor and Council Members:

Bidding documents for the above-mentioned project are now complete. This project consists of installing a bioretention cell and pavement modifications in Harroun Community Park adjacent to the St. Joe's Church parking lot.

The project was included in this year's budget with funding coming from an Ohio EPA Great Lakes Program grant, St. Joseph Church, and the City. The City's contribution towards the project is estimated to be \$11,800.

We would request that the Clerk of Council be authorized to advertise for bids.

Sincerely,

Kevin G. Aller, P.E.  
Director of Public Service

8a



# City Of Sylvania

DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

August 15, 2014

To: Mayor and Members of City Council

Re: **Council Referral – Zoning Ordinance Amendment ZA-3-2014**

Dear Mayor and Members of Council:

Following is an excerpt from the minutes of the regular meeting of the Municipal Planning Commission of August 13, 2014, Council Referral ZA-3-2014 requested by the Sisters of St. Francis Sylvania, Ohio to change the zoning from R-2 (R-2 Single-Family Residential Small Lot District to R-1 (Single-Family Residential Large Lot District) for 82-02457 (5347 Silica), 82-02477 (5335 Silica), 82-02487 (5263 Silica), 82-02497 (7028 Eubank) and 82-02501 (5245 Silica), 82-02511 (7036 Eubank), 82-02494 (5255 Silica), 82-02504 (5261 Silica) and 82-02507 (5235 Silica) Sylvania, Ohio 43560:

..." Mayor Stough moved, Mr. McCann seconded to recommend approval of the zoning change request. Vote being: Stough, McCann and Marciniak (3) aye; (0) nay. Motion passed by a 3 to 0 vote."...

Sincerely,

Debra Webb, Secretary  
Municipal Planning Commission

A

# MEMO

August 12, 2014

To: City Council Members and Administration  
Fm: Laura Bigelow  
Re: 2<sup>nd</sup> Quarter Reports

Please find enclosed the 2<sup>nd</sup> Quarter Reports for 2014 excluding the IT Department. I will forward their report as soon as they are able to complete it. Please call me at 885-8926 with any questions.



# City Of Sylvania

DIVISION OF UTILITIES

2nd Quarter 2014

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Y-T-D	Prior Year
Number of Water Accounts	7,150	7,148				
Number of Sewer Accounts	8,424	8,518				
Number of Water Tap Permits	4	13			17	13
Number of Sanitary Tap Permits	8	51			59	52
Number of Storm Tap Permits	3	3			6	14
Number of Second Meter Permits	2	5			7	9
<b>Utilities</b>						
Number of Payments Received	19,582	19,279			38,861	78216
Total Collection Water	\$778,981.71	\$782,986.67			\$1,561,968.38	\$3,614,623.11
Total Collection Sewer	\$483,161.85	\$461,301.94			\$944,463.79	\$2,043,775.21
Total Collection Refuse	\$112,984.00	\$108,193.84			\$221,177.84	\$440,847.16
Total Collection On/Off	\$255.00	\$370.00			\$625.00	\$1,040.00
Total Collection Fire	\$915.74	\$932.07			\$1,847.81	\$3,671.03
Total Collection Misc	\$5,015.66	\$4,869.59			\$9,885.25	\$13,734.53
Total Collection Water Tap Pay Plan	\$429.75	\$133.22			\$562.97	\$860.45
Total Collection Sewer Tap Pay Plan	\$0.00	\$0.00			\$0.00	\$2,680.99
<b>Utility/Zoning Permit Sales</b>						
Water Tap Permits	\$5,495.00	\$7,680.00			\$13,175.00	\$13,769.88
Sanitary Tap Permits	\$3,892.51	\$2,090.00			\$5,982.51	\$6,164.46
Sanitary Connections Fees	\$3,170.00	\$51,110.35			\$54,280.35	\$61,952.98
Storm Tap Permits	\$380.00	\$285.00			\$665.00	\$1,235.00
Second Meter Permits	\$600.00	\$1,500.00			\$2,100.00	\$2,500.00
Hydrant Permits		\$2,200.00			\$2,200.00	\$6,577.86
Zoning Permits	\$1,614.93	\$4,057.00			\$5,671.93	\$6,244.15
<b>Service Dept Sales</b>						
Sewer and Sidewalk Licenses	\$407.00	\$1,420.00			\$1,827.00	\$2,640.00
Plans/Bid Documents	\$250.00	\$440.00			\$690.00	N/A
<b>Refuse/Green Yard Waste</b>						
Refuse Extra Bag Tags	\$130.00	\$368.00			\$498.00	\$933.00
Refuse Bulk Item Sticker	\$437.00	\$770.00			\$1,207.00	\$2,284.00
Green Yard Waster Stickers/Bags	\$1,702.00	\$10,510.00			\$12,212.00	\$11,970.00
<b>Misc.</b>						
Misc.	\$4,770.10	\$451.91			\$5,222.01	\$6,812.45
<b>Total Collection</b>	<b>\$1,404,592.25</b>	<b>\$1,441,669.59</b>			<b>\$2,846,261.84</b>	<b>\$6,244,316.26</b>

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Y-T-D	Prior year
Total Water Purchased (Gallons)	151,446,000	173,872,600			325,318,600	658,389,040
Average Daily Water Purchased	1,682,733	1,931,918			3,614,651	1,803,806
Total Sewer Flow (Gallons)	335,800,000	326,060,000			661,860,000	1,092,060,000
Average Daily Sewer Flow	3,731,111	3,622,777			7,353,888	2,991,945
Estimated Population Served-Water	21,400					
Estimated Population Served-Sewer	25,300					

**\*Activities To Be Performed\***

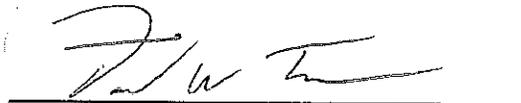
Various water and sewer projects, training and equipment upgrading

**\*Progress This Period\***

Consumer Confidence Reports sent electronically  
 Systematic Cleaning of sewer collection system  
 Online utility account availability and email billing  
 Maintenance and repairs of water distribution system

**\*Management Considerations/Problems/Comments\***

**\*Training\***

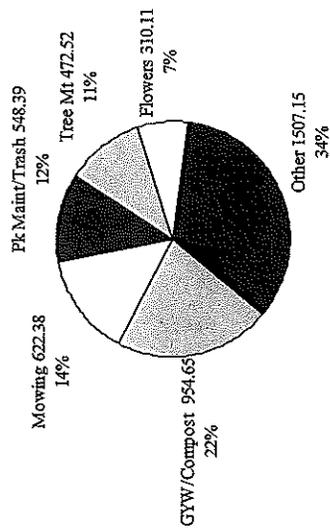



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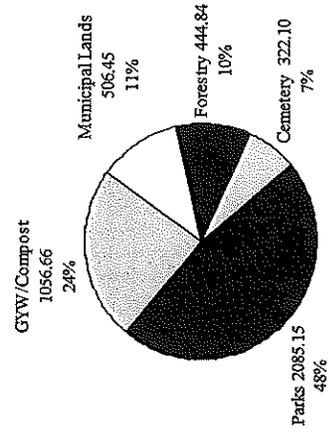
David W. France  
 Utility Manager

# Parks & Forestry Quarterly Report : April - June, 2014

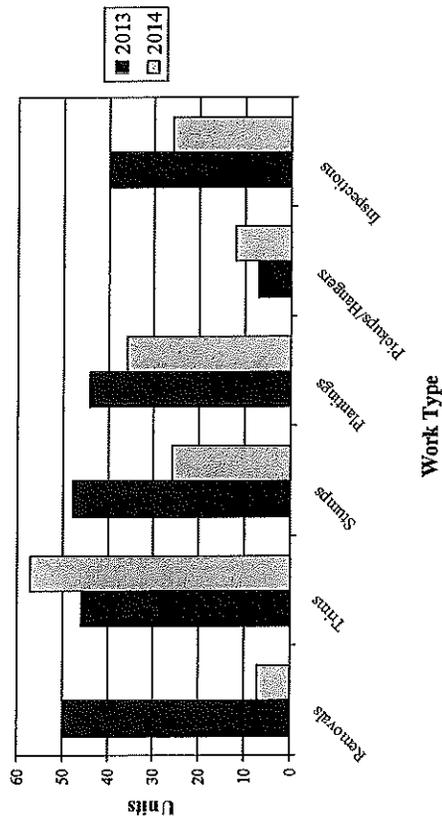
## Man-Hours by Work Type



## Man-Hours by Account



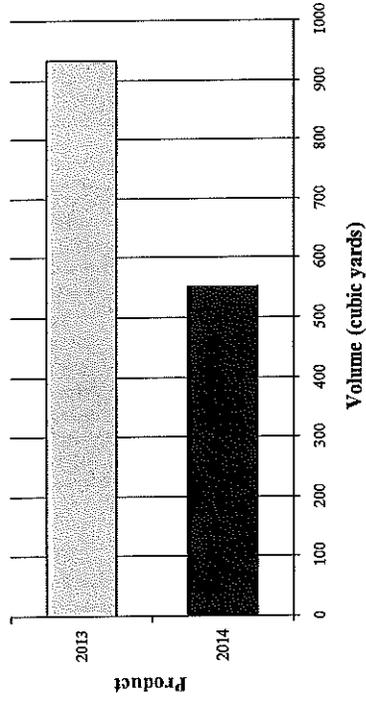
## 2013 - 2014 Work Comparison



# Parks & Forestry Quarterly Report : April - June, 2014

## Green Yard Waste

2013 - 2014 Cu Yds. of Compost Sold

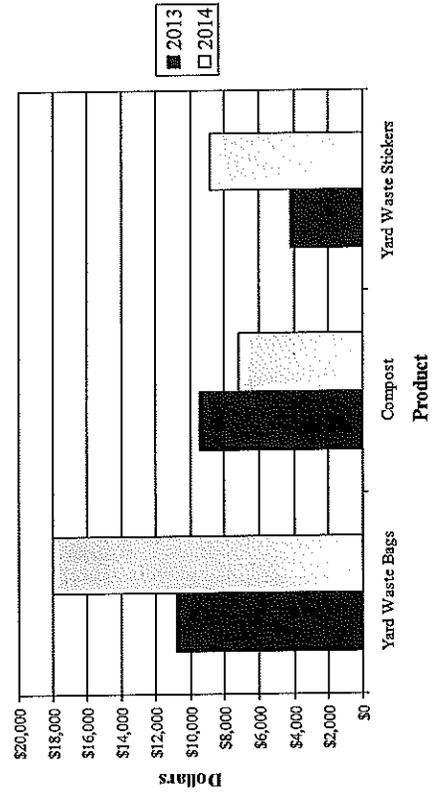


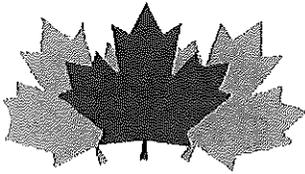
Volume Collected (cubic yards)

- \* Route A 173.0
- \* Route B 222.0

~ Processed Volume

2013 - 2014 Revenue Comparison





# City of Sylvania

Division of Taxation

## Management Report - Second Quarter - 2014

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<b>Key Statistics:</b>	<b>2014</b>	<b>2013</b>
Number of tax returns processed	7478	7146
Number of e-filed returns	564	558
Number of withholding payments processed	2242	2146
Number of online payments	111	92
Number of refunds processed	210	256
Delinquent totals	\$605421.63	\$443635.31
Amount of money collected by attorney or due to collection	\$22714.06	\$10966.72
Number of accounts turned over for collection	22	34

### Items of Special Interest:

The second quarter is a very busy time for our office. It begins in April with a high volume of assisting taxpayers file before the April 15 deadline. Once the due date of the tax returns passes, we have the duty of processing the all return payments and opening all mail, followed by auditing the returns that were received. There is very little time for projects or special programs in the second quarter.

House Bill 5 passed the House and is now being reviewed by the Senate.

I will be attending the annual Municipal Income Tax Seminar presented by the Ohio Municipal League in July. This is always a great opportunity to network with other cities and always provides great information.

We continue to look for ways to improve our productivity and increase revenues.

Respectfully submitted,

Christy M. Golis  
Commissioner of Taxation

**SYLVANIA POLICE DIVISION**  
**2ND QUARTER 2014**  
Management Report Worksheet

	<u>2014</u>	-	<u>2013</u>
Crime Reports	334		358
Crime Offenses	391		413
Criminal Arrests - Juvenile/Adult	146		196
Traffic Citations	277		412
Written Warnings	321		290
Parking Ticket	32		31
OVI	9		16
Traffic Crashes	101		110
Traffic Crash injuries/fatalities	21/0		23/0
Calls for Police Service	2,923		3,104
Hours Spent Handling Police Calls	1,363		1,320
Emergency Response Time – Priority 1	2.6		2.1
Overtime Hours - Police	1,218.75		1,299.75
Overtime Hours - Dispatch	321.75		314.5
Training Hours	549		599.25
Vehicle Lockouts	106		116
Motorist Assists	54		73
False Alarms - Commercial	43		51
False Alarms - Residential	27		33
Child Safety Seats Installed	17		30

# Sylvania Police Division Office of Community Affairs

## Quarterly Report – 2nd Quarter 2014

*"The mission of the Office of Community Affairs is to support the Sylvania Police Division in its efforts to maintain an atmosphere of safety and security for members of the community. To be effective in assisting in this mission, the Office of Community Affairs shall provide education in the areas of substance abuse and positive decision-making in all Sylvania Schools. The Office of Community Affairs shall also provide crime prevention programs and services to educate our citizens and businesses."*

### Introduction

Officer Hendricks finished presenting the elementary D.A.R.E curriculum to Sylvania Franciscan Academy, St. Joseph's School, and the Toledo Islamic Academy. He also presented the D.A.R.E. middle school curriculum to the 7<sup>th</sup> grade students at McCord Jr. High. Additional programming included presenting the 3<sup>rd</sup> grade seatbelt safety program and the kindergarten bicycle safety program to all schools in the City of Sylvania.

The 2013-2014 school year for the Sylvania School System has come to a close. The school year was successful without any significant issues to report. The City of Sylvania Police Division, the Sylvania Township Police Division, and the Sylvania School System continue to coordinate and train school staff members and students of the Sylvania School System in the A.L.I.C.E. Program.

The Community Affairs staff coordinated and conducted the Safety City Program at Maplewood Elementary School. The program was a success and has received numerous positive responses from parents and children involved in the program.

The Sylvania Police Explorer Program continues to be an excellent resource for our community. We provide the opportunity for our youth to learn about law enforcement as they develop lifelong skills that will serve them well as they become adults. The current members of our program have been diligently training and developing their skills and knowledge. The Explorers have developed and grown significantly over the last year, and I am very proud of their dedication and the advancement of their skills and knowledge from their hard work.

### Youth Programs / DARE Events

- Officer Roe gave several presentations to health classes at Southview High School.
- Officer Gallup gave several presentations to various school and community groups.
- Officer Hendricks gave numerous presentations to various school and community groups
- Officer Hendricks completed the elementary DARE program at the Toledo Islamic Academy, at the Sylvania Franciscan Academy and at St. Joseph School.
- Officer Hendricks presented the D.A.R.E. middle school curriculum to the 7<sup>th</sup> grade students at McCord Jr. High

- Officer Hendricks presented the 3<sup>rd</sup> Grade Seat Belt Safety Classes at all the elementary schools in the City of Sylvania.
- Officer Hendricks presented the Kindergarten Bicycle Helmet Safety program to all the elementary schools in the City of Sylvania.
- Community Affairs staff hosted the Safety City Program at Maplewood Elementary.

**Community Involvement**

- Sgt. Music attended several community events or meetings.
- Officer Hendricks attended several community events or meetings.
- The Community Affairs staff assisted with the organization and working at the SCAT 24 hour challenge.

**RUOK Program**

*Alerts: 4, non-emergency*

**Community Affairs Comp Time Used**

<b>Officer</b>	<b>SA Hours Earned</b>	<b>SA Hours Used</b>
<b>Sgt. Music #851</b>	21.265	31
<b>Ptlm. Hendricks #818</b>	37.75	30.5
<b>Ptlm. Roe #816</b>	24.385	32
<b>Ptlm. Gallup #836</b>	1.5	8

**School Resource Officer Programs**

<b>Northview High School - Officer Gallup</b>	
<b>Presentations</b>	1
<b>Meetings</b>	32
<b>General Offense Reports</b>	5
<b>Accident Reports</b>	0
<b>Citations / Warnings</b>	0
<b>School Related Complaints</b>	24
<b>Parking Lot Assists</b>	4
<b>Court Appearances</b>	0

<b>Southview High School - Officer Roe</b>	
<b>Presentations</b>	7
<b>Meetings</b>	55
<b>General Offense Reports</b>	9
<b>Accident Reports</b>	2
<b>Citations / Warnings</b>	0
<b>School Related Complaints</b>	18
<b>Parking Lot Assists</b>	0
<b>Court Appearances</b>	0

**Explorer Program**

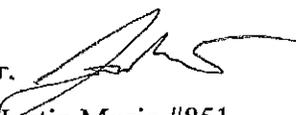
- Explorers have trained in several topics this quarter:
  - Domestic Violence response and scenario training.
  - Traffic crash investigation
  - Explorers participated in several Traffic Stop classes with scenarios.
- Explorers assisted with the following events this quarter:
  - The 24 hour challenge
  - Festirama (Two Nights)
  - Pacesetter Soccer Invitational Tournament.
  - Safety City and Safety Town – Both weeks
  - The drug drop off event the Sylvania City PD.

**Volunteer Program -2nd Quarter Report - Summary**

Hour Summary	
Total Patrol Volunteer hours for April 2014 - Jun 2014	<b>348.5</b>
Total Event Volunteer hours for April 2014 - June 2014	<b>39.5</b>
<b>Total</b>	<b>388</b>

Volunteer Patrol Log	
Lockouts	6
House Checks	0
Road Patrol/Traffic Assists	37
Citizen/Motorist Assists	6
Business Checks	71
Business Surveys	0
Juvenile Court Runs	3
<b>Special Assignments:</b>	
A. Chris Roby / SRT assist's -	
<b>B. Events:</b>	
<ul style="list-style-type: none"> <li>• Glass City Marathon</li> <li>• Memorial Day Parade</li> <li>• St. Joes Positive Directions Run</li> <li>• Toledo Road Runners Frantic 5K Run</li> <li>• Festirama – Two (2) Nights</li> <li>• Downtown Car Show</li> <li>• Art Show</li> </ul>	<ul style="list-style-type: none"> <li>• Explorer Scenario Training</li> <li>• Assisted with in-service Dept. firearms trg</li> <li>• Assisted with ALICE training for the Catholic Diocese.</li> <li>• Drug Drop off event</li> <li>• Movie Niight</li> </ul>

Respectfully,

Sgt. 

Sgt. Justin Music #851  
 Sylvania Police Division  
 Office of Community Affairs



Sylvania Police Division  
Detective Bureau  
6635 Maplewood Ave  
Sylvania, OH. 43560  
419-885-8907

## 2014 Second Quarter

### Second Quarter Detective Bureau Summary

Active investigations monthly average: 53

Active Case Load by Investigator:

<u>Detective</u>	<u>Assigned in QTR</u>	<u>Cleared in QTR</u>	<u>Monthly Avg. Load</u>
Sgt. Seney	25	21	15 (non-drug)
Det. Bliss	5	7	13 (non-drug)
Det. Papenfuss	9	5	11 (non-drug) 9 (drug)
Unf. Inv. Gibbs	6	7	3 (non-drug) 1 (drug)
<u>Quarterly Case Totals:</u>	45	40	42 (non-drug) 10 (drug)

Number of Call In's and Hold Overs in QTR:

Call In:	5
Hold Over:	1

Narrative:

- Det. Bliss was assigned a rape case generated off the 3<sup>rd</sup> Flr Psychiatric ward at Flower Hospital involving 2 patients there.
- Det. Papenfuss was assigned a complaint of child molestation involving a 3 yr old girl and her grandmother's boyfriend.
- Sgt. Seney was assigned to work with STPD on a 2 year old rape case that came to light as the township was investigating a new rape case involving the same juvenile victim.
- Sgt. Seney was assigned a year old rape case, in which an accusation has been made against a 5 year old girl's mother that she molested her daughter.
- Sgt. Seney was assigned a sexual assault involving a juvenile female and her stepfather.
- Sgt. Seney identified a source of peer 2 peer child pornography file sharing and with the assistance of the detective bureau and dayshift officers a search warrant was executed at the location.
- Det. Bliss was assigned a sexual assault case involving a rented apartment in our eastern district. The adult renter and his friends were found to be targeting underage girls for sex, after they got them intoxicated with alcohol or high on drugs.
- Sgt. Seney responded to a missing juvenile at Olander Park, who was later located by

TFD divers in the water and pronounced deceased by a Toledo Hospital ER doctor.

- Det. Papenfuss and the SRT were called out for a man that was walking around his yard with a rifle. He was doing so while officers were responding to a call for service at his neighbor's residence. Det. Papenfuss was assigned the report for follow up.
- Det. Papenfuss and Inv. Gibbs worked on surveillances of suspected drug locations around the city. This resulted in a search warrant being executed by the Detective Bureau at one of the locations.

**Forfeitures:**

- GO#13-4506 \$23.20 I was given a forfeiture sheet regarding this money that was taken from a Perrysburg PD theft suspect our officer's had dealt with in December 2013.
- GO#13-844 \$96.00 paperwork to return money to owner was filed with property room.
- GO#97-1396 \$ .50 was found in an old case file during a review of old detective bureau case files.
- GO#14-1427 \$155 Seized
- GO#14-833 Submitted to Lucas County
- GO#14-1427 Submitted to Lucas County
- GO#14-1907 \$600 seized during search warrant
  
- GO#13-4339 \$175 signed over by SMC to SPD

**Drug Evidence Seizures:**

*(monthly estimate of drug seizures as listed in Emergitech Drugs/Narcotics Property Report-not lab tested at time of report)*

- 314.7 g of Marijuana
- 130.5 pounds of misc prescription drugs were turned over to the DEA. The drugs were turned in by citizens using the PD lobby drug collection bin.
- 39.2 grams marijuana paste (dabs)
- 5.3 grams cocaine

Respectfully Submitted,

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Sgt. Joshua R. Seney

## **Management**

The mission of the Sylvania Police Division is to serve the citizens of Sylvania in a professional and efficient manner by providing comprehensive law enforcement services to the community, so that each citizen may be safe and secure to enjoy their pursuit and enjoyment of all lawful activities.

During the 2<sup>nd</sup> quarter 2014, we replaced one officer Sgt. Ervin Bratt that had retired in March. Ptlm. Brandon Follrod was hired in June and is currently going through our Recruit Training Program. Two officers were promoted to sergeants in April, Sgt. David Arvay and Sgt. William Haase. As we move forward into 2014, I as well as my staff of command officers, officers, telecommunicators and administrative secretary look forward to serving the needs of our citizens and wonderful community and to our working relationship with council.

Our authorized strength is 34 Police Officers, 6 Telecommunicators, and 1 Administrative Secretary. Currently we have 33 police officers. We ended this quarter with one vacancy choosing not to fill this police officer position at this time. We had no suspensions and one officer is on medical leave that required having surgery. This officer is scheduled to return to active duty in the 3<sup>rd</sup> week of July.

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William H. Rhodus  
Chief of Police

City of Sylvania  
2014 Quarterly Reports  
Zoning Operation

<b>Zoning Office Key Statistics</b>	<b>2014 2nd Qtr</b>	<b>2013 2nd Qtr</b>
Residential Renovations, Additions & Accessory	20	11
New Dwelling (Residential)	1	0
***Estimated Valuation***	\$350,000	\$214,000
New Commercial Construction	1	1
Commercial Additionas & Renovations	6	8
Sign Permits Issued	12	8
Demolition Permits Issued	4	1
Swimming Pool Permits Issued	4	8
Sidewalk Permits Issued	5	N/A

<b>Municipal Planning Commission</b>		
Lot Splits	0	0
Council Referrals	2	3
Site Plan Review	2	1

<b>Architectural Board of Review</b>		
Regulated District	0	2
Unregulated District	11	0
Regulated Signs	1	5

<b>Zoning Complaints</b>		
On Site Inspections	73	N/A
Open Zoning Complaints	41	N/A
Closed Zoning Complaints	32	N/A
Letters & Warnings Sent	7	N/A



**City of Sylvania Management Report**  
**for the Division of Vehicle Maintenance**  
**Second Quarter 2014**

**Key Statistics**

No. of vehicles serviced and repaired:

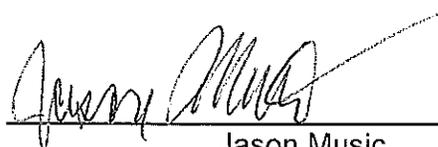
This Quarter	141
Last Quarter	159

	<u>Unit count</u>	<u>Parts \$</u>	<u>Labor \$</u>	<u>Hours</u>
<b><u>Fleet Condition:</u></b>				
<b><u>SPD:</u></b> Good, routine maint.	56	\$1,501.00	\$2,960.00	74
<b><u>Streets:</u></b> Good, routine maint.	54	\$9,810.00	\$7,420.00	186
<b><u>Water:</u></b> Good, routine maint.	11	\$861.00	\$540.00	14
<b><u>Sewer:</u></b> Good, routine maint.	4	\$207.00	\$180.00	5
<b><u>Parks:</u></b> Good, routine maint.	12	\$1,334.00	\$1,080.00	27
<b><u>Other Depts:</u></b> Good, routine Maint.	4	\$391.00	\$465.00	12
<b><u>Totals</u></b>	<b>141</b>	<b>\$14,104.00</b>	<b>\$12,645.00</b>	<b>316</b>

**Misc Repairs (sublet):** All Dept. **\$15,025.00**

**Total Vehicle Maintenance cost:** **\$41,774.00**

**Third Quarter 2014 activities:** Provide revolving repair and maintenance for all departments. Ready and maintain seasonal equipment such as leaf loaders and plow trucks.

  
 \_\_\_\_\_  
 Jason Music  
 Vehicle Maintenance Manager  
 July 17, 2014

**City of Sylvania Management Report**  
**For The Division of Streets**  
**Second Quarter - 2014**

**Key Statistics**

<b>Road Repairs &amp; Maintenance:</b>	<b><u>2014</u></b>	<b><u>2013</u></b>
Remove & Replace Existing Concrete As Needed	5 cu.yds	12.5 cu.yds
Asphalt Placed for Repairs	37.5 tons	21.5 tons
CDF Low Density Backfill Used	0	9 cu.yds
Street Sweeping Hours	200 hrs.	284 hrs.
Street Sweeping Tonnage Hauled	80 tons.	68 tons
Catch Basin Repair Hours	620 hrs.	1319 hrs.
Crack-Fill Roadways Hours	264 hrs.	224 hrs.
Cold Patch Hours	110 hrs.	94 hrs.
Cold Patch Used in Tons	6 tons.	3 tons
Curb And Sidewalk Repairs	16 hrs.	14 hrs.
Ice Control and Snow Removal	2 hrs.	0 hrs.
<b>Traffic Signs Repaired and / or Replaced:</b>		
Sign Maintenance Hours	245 hrs.	481 hrs.
Regulatory Signs	18	17
Warning Signs	4	7
Street Name & Informative Signs	11	13
<b>Miscellaneous:</b>		
Dead Animals Removed From Right - of - Way	7	41
Snow Plow Damage Repair ( Mail Box & Yard Repair )	190 hrs.	64 hrs.
Guardrail Repairs and / or Replacements	42 hrs.	0 hrs
Hours Helping Other Dept. ( Water, Sewer, etc... )	203 hrs.	58 hrs.
Stack Salt ( Sylvania-Metamora Salt Storage )	16 hrs.	96 hrs.
Repair & Replace Pavement Markings		
( Traffic Paint & Thermoplastic )	32 hrs.	0 hrs.
Leaf Equipment Repairs	80 hrs	0 hrs.
Equipment Maintenance ( sweepers, paver,		
( Tack Units, Rollers )	205 hrs.	848 hrs.
Safety City	16 hrs.	16 hrs.
Maintenance on Brine System	8 hrs.	16 hrs.
Cleaning and Inspecting Catch Basins	481 hrs.	243 hrs.
Road Grading Hours	253 hrs.	0 hrs.
Parking Stops at Court Building Parking Lot	16 hrs.	0 hrs.
Ramp Repair at Police Station	24 hrs.	0 hrs.
Install Electrical conduit ( Syl-Met. Salt Storage)	65 hrs.	0 hrs.
Inspection for Various Street Projects	339 hrs./ 7.5 o.t hrs.	32 hrs. / 0 o.t hrs.

**Special Event Set Up:**

**2014**  
97 hrs.

**2013**  
147 hrs.

Glass City Marathon  
Paper Shred Day at City Hall  
St. Joseph Church Festival  
Chamber of Commerce Street Festival  
Memorial Day Parade  
St. Joseph School Walk / Run  
Toledo Roadrunners Club  
Chamber of Commerce Family Movie Event  
Treo Restaurant Fundraising Event  
Maple & Main Art Show  
The 24 Hour Challenge  
Block Parties

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Jim Campbell  
Foreman of Streets  
7/9/2014



**B.**  
Board of County  
Commissioners  
Carol Contrada  
President  
Tina Skeldon Wozniak  
Pete Gerken

Jody L. Balogh  
Clerk of the Board

July 31, 2014

Ms. Sharon Bucher  
Clerk of Council  
City of Sylvania  
6730 Monroe Street  
Sylvania, OH 43560

Re: Withdrawal of Annexation Petition 2014-1  
Portion of Sylvania Township to the City of Sylvania (3.335± Acres)

Dear Ms. Bucher:

On Tuesday, July 22, 2014, the Board reconvened a hearing for the above-referenced annexation. Ms. Leslie Brinning, on behalf of James E. Moan, agent for the petitioners, appeared before the Board and presented a Notice of Withdrawal of Annexation Petition 2014-1. Attached is a copy of the notice as well as a copy of the minutes of the hearing.

If you need additional information, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Jody L. Balogh".

Jody L. Balogh, Clerk

/jlb  
Enclosures

**Date:** July 22, 2014

**Resolution No. 14-625**

**Title:** Continuation of Hearing for Annexation Petition 2014-1, Portions of Sylvania Township to the City of Sylvania (Parcels 78-21377, 78-21374, 78-21384, 78-21387, 78-20634 and 78-21381 3.335± acres)

**Department/Agency:** Commissioners

**Contact:** Jody L. Balogh, Clerk of the Board or John Borell, Prosecutor's Office

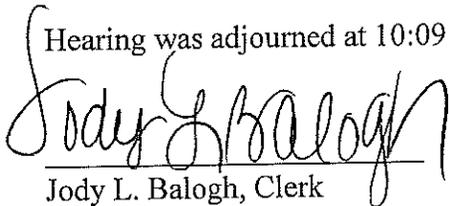
**Summary/Background:** On June 17, 2014, the Board convened a hearing for Annexation Petition 2014-1. The Board recessed the hearing until July 22, 2014 at 10:00 a.m.

On July 22, 2014, Commissioner Contrada reconvened the hearing at 10:07 a.m.; Commissioners Skeldon Wozniak and Gerken were present. Also signed as attending were Ms. Sheila McAdams, Attorney for Sylvania Township and Ms. Leslie Brinning, Director of Law, City of Sylvania and Attorney for Agent for Petitioners.

Ms. Brinning appeared before the Board on behalf of James E. Moan, Agent for the Petitioners and presented a Notice of Withdrawal of Annexation Petition 2014-1 of 3.35 Acres from Sylvania Township to the City of Sylvania.

No others comments were made.

Hearing was adjourned at 10:09 a.m.

A handwritten signature in cursive script, appearing to read "Jody L. Balogh". The signature is written in black ink and is positioned above a horizontal line.

Jody L. Balogh, Clerk

**BEFORE THE BOARD OF COUNTY COMMISSIONERS OF LUCAS COUNTY, OHIO**

In Re: Annexation of 3.35 Acres from  
Sylvania Township to the City of Sylvania

\* Annexation Petition 2014-1

\* **NOTICE OF WITHDRAWAL**  
\* **OF ANNEXATION PETITION**

\*

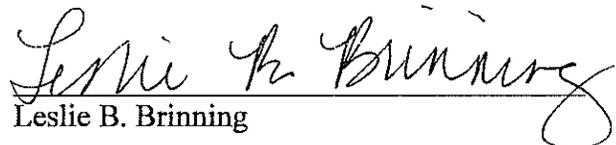
\* Leslie B. Brinning (0075291)  
\* Director of Law for the City of Sylvania  
\* 6730 Monroe St.  
\* Sylvania, OH 43560  
\* (419) 885-7865  
\* [lbrinning@cityofsylvania.com](mailto:lbrinning@cityofsylvania.com)

\* Attorney for Agent for Petitioners

\* \* \* \* \*

Now comes James E. Moan, Agent for Petitioners, by and through counsel, who hereby  
withdraws the Annexation Petition 2014-1 filed April 4, 2014 with the Board of Lucas County  
Commissioners.

Respectfully submitted,

  
Leslie B. Brinning



# City of Sylvania

DIVISION OF TAXATION

CHRISTY M. GOLIS, COMMISSIONER OF TAXATION

August 1, 2014

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
July 31, 2014	\$704,782.33	\$19,793.72	\$684,988.61
July 31, 2013	\$734,776.19	\$11,229.05	\$723,547.14
	-----	-----	-----
Monthly Difference	-\$29,993.86	\$8,564.67	-\$38,558.53
Year to Date 2014	\$5,959,217.97	\$151,743.22	\$5,807,474.75
Year to Date 2013	\$5,913,771.57	\$138,078.24	\$5,775,693.33
	-----	-----	-----
Yearly Difference	\$45,446.40	\$13,664.98	\$31,781.42
			0.55%

Respectfully submitted,

Christy M. Golis  
Tax Commissioner

c: Mr. Toby Schroyer, Finance Director

D

City of Sylvania  
Bank Reconciliation  
July 2014

CHECKBOOK BALANCE

Ending balance for Jun 2014 \$ 20,994,823.93

Add: Monthly Receipts 2,300,075.25

Subtotal \$ 23,294,899.18

Less: Monthly Disbursements 2,512,450.62

Ending balance for Jul 2014 \$ 20,782,448.56

Less:

Certificates of Deposit \$ (2,000,000.00)

Star Ohio (76,960.65)

Petty Cash (1) (2,050.00)

Cemetery Savings (1,062.86)

Toledo Community Fund (29,810.59)

PNC MoneyMarket (1,028,033.39)

Key Bank Securities (1,007,969.08)

5/3rd Securities (6,367,394.52)

SJS Account (4,202,647.17)

Morgan Stanley Investment (2,000,849.65)

Sylvania Township Bonds (625,000.00)

\$ 3,440,670.65

Less:

NSF (45.31)

(1)

Division of Public Service \$ 150.00

Department of Finance 100.00

Division of Water 600.00

Division of Police 200.00

Municipal Court 700.00

Division of Taxation 150.00

Division of Forestry 150.00

Petty Cash Balance \$ 2,050.00

BANK BALANCE

EOM 5/3rd Bank Balance \$ 3,630,010.55

Deposit in Transit 12,814.22

Subtotal \$ 3,642,824.77

Less: Outstanding Checks (2) 202,199.43

Adjusted Bank Balance \$ 3,440,625.34

(2)

Jun Outstanding Checks \$ 8,179.10

Checks written this month 1,108,805.12

Voided ck # 64874 (215.00)

Subtotal \$ 1,116,769.22

Checks Cleared (914,569.79)

Jul Outstanding Checks \$ 202,199.43



Toby Schroyer  
Director of Finance, City of Sylvania

F

Sylvania Municipal Planning Commission

Minutes of the regular meeting of August 13, 2014. Mr. Marciniak called the meeting to order.

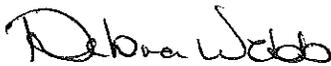
Members present: Mayor Craig Stough, Brian McCann and Ken Marciniak (3) present. Mark Frye and Thomas Lindsley were excused. Zoning Administrator, Timothy Burns Present.

Mr. McCann moved, Mayor Stough seconded to approve the Minutes of the July 16, 2014, meeting as submitted. Vote being: Stough, McCann and Marciniak (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

Item 1 - Council Referral ZA-3-2014 requested by the Sisters of St. Francis Sylvania, Ohio to change the zoning from R-2 (R-2 Single-Family Residential Small Lot District to R-1 (Single-Family Residential Large Lot District) for 82-02457 (5347 Silica), 82-02477 (5335 Silica), 82-02487 (5263 Silica), 82-02497 (7028 Eubank) and 82-02501 (5245 Silica), 82-02511 (7036 Eubank), 82-02494 (5255 Silica), 82-02504 (5261 Silica) and 82-02507 (5235 Silica) Sylvania, Ohio 43560. Mike Killian and Mike Cravens of Lourdes were present. Mayor Stough stated that it is unusual that there is a request to change the zoning to something that is generally more restrictive, but that in this case it is appropriate; and that the R-1 code allows for use of post-secondary education. Mr. Cravens explained that the change would allow for use of the property by both Lourdes University and Sophia Center. He also said that there is also a plan to eliminate the parking lot to the north and replace with grass athletic practice fields and build a larger parking lot to the south of the building which would be a benefit to both Lourdes and Northview High School. Mayor Stough stated that he had heard that there are ongoing negotiations with the Sylvania Schools to use some to the property for shared athletic the practice fields which was confirmed by Mike Killian. Mr. Killian added that Northview HS has had parking challenges during their football games and that the larger parking lot would be as much a benefit to them as it will be to the Sisters. Mayor Stough moved, Mr. McCann seconded to recommend approval of the zoning change request. Vote being: Stough, McCann and Marciniak (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

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

Submitted by,



Debra Webb, Secretary  
Municipal Planning Commission

F

Board of Architectural Review

Minutes of the regular meeting of August 13, 2014. Mr. Marciniak called the meeting to order.

Members present: Mayor Craig Stough, Brian McCann and Ken Marciniak (3) present. Mark Frye and Thomas Lindsley were excused. Zoning Administrator, Timothy Burns Present.

Mr. McCann moved, Mayor Stough seconded to approve the Minutes of the July 16, 2014, meeting as submitted. Vote being: Stough, McCann and Marciniak (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

Item 3 – Regulated Sign – app. no. 22-2014 requested by Brian Heil of Toledo Sign for Fitness Shack, 5441 Main Street Sylvania, Ohio 43560. Application is for a non-illuminated monument sign. Brian Heil of Toledo Sign Co. was present and stated that the monuments sign will have a cultured stone base, will be installed with a ten foot setback and that the sign will not be internally illuminated but the owner may install outside flood lights to illuminate the sign at a later date. Sign is within the limits of the Sylvania Sign Code. Mr. McCann moved, Mayor Stough seconded, to grant a Certificate of Appropriateness for the sign shown in the drawing submitted with the application. Vote being: McCann, Stough and Marciniak (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

Item 4 – Regulated District Unregulated District Regulated Sign Regulated Sign – app. no. 23-2014 requested by Michael Cravens for Lourdes University, 2832 Convent Boulevard Sylvania, Ohio 43560. Application is for lettering on brick walls at two separate entrances. Mike Cravens of Lourdes and Michael Muse of Collaborative Consulting were present. Mr. Muse explained that University wanted to create historical identity gateway elements. The brick walls and signs shown in the drawings will be installed at the both the entrance on Convent and the entrance at the Brint and McCord intersection; and that the gateways will be tied together with a walkway. Mayor Stough stated that he was told by the Service Director that there is a conflict with the pedestrian activator post at the NE corner of Brint and McCord. Mr. Muse acknowledged the conflict and stated that they are working on a resolution but that, at the design standpoint, there would be no effect on the walls and signs; that the conflict is with the pushbutton at the crosswalk. Mayor Stough stated that the Board of Architectural Review is reviewing just the walls and the signs. Mr. Burns stated that the application is for just the signs and that the walls are considered architecture in the landscaping; that the signs are within the limits of the Sylvania Sign Code. Mr. McCann moved, Mayor Stough seconded, to grant a Certificate of Appropriateness for the signs shown in the drawings submitted with the application. Vote being: McCann, Stough and Marciniak (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

Item 5 – Unregulated District Building Review – app. no. 24-2014 requested by Jeffrey Myers of Mannick Smith Group for Subway, 5842 Monroe Street Sylvania, Ohio 43560. Jeff Myers of Mannick & Smith and Dave Hanover, developer for the project present. Mr. Myers explained that they would like to build a new Subway on a small ½ acre vacant lot, which is presently vacant and was the location of the old Jiffy Lube building. It will include parking, a drive-thru an outside patio and will have a one way exit out on Monroe. Mr. Hanover explained that the

**Board of Architectural Review**  
**Minutes of August 13, 2014**  
**Page 2**

building would be made of wood walls and trusses, a tan exterior of EIFS and stone, and they will use architectural shingles on the roof. Mayor Stough stated that the drawings say that the color and style would be chosen by the owner and asked if they had been chosen. Mr. Hanover said that they would be similar to what is shown on the pictures. Mayor Stough stated that is what this board approves so the approval would be of the colors shown on the renderings. Mr. Hanover stated that would be fine. Mayor Stough asked if the board was approving the building or the site plan. Mr. Burns stated that approval would be of the architectural design of the building. Mayor Stough commented on the location of the dumpster and said that he was sure that the church members that will object to that location shown on the plans; that there is only two feet between the dumpster and the property line facing the church, and that he would want those objections to be noted in his motion. There were discussions of alternate locations including moving it to the NE property line. Mr. Myers stated that there would be a problem with the trucks picking up at that location as it is a one way lane on that side of the property. Mayor Stough suggested that they could arrange for after hours pickup and also that the truck could pull in against the one way and then back out. There were further discussions for additional screening of the dumpster, including the planting of Arborvitaes and possibly planting a tree on the adjacent property, if the dumpster were to remain at the location shown in the plans. Mr. Myers said that the dumpster would also be screened with a wood enclosure. Mayor Stough stated that the wood enclosure would be fine but told Mr. Burns that he wanted his objections about the location of the dumpster relayed to the Service Director and at the very least he would want to see the plans for screening if the dumpster would remain at the location shown on the plans. Although an application for signage has not yet been submitted, comments were made by the members of the Board and by Mr. Burns about the pole sign that is present on the property. Mr. Myers stated that the pole sign is being used by the other property owners and that he is working on the possibility of sharing that sign. The members commented that they would like to see the pole sign come down and asked that they try to work with the other property owners on sharing a monument sign. Mr. McCann moved, Mr. Marciniak seconded, to grant a Recommendation of Appropriateness for the building shown in the drawing submitted with the application. Vote being: McCann, Stough and Marciniak (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

Item 6 – Unregulated District Building Review – app. no. 25-2014 requested by George Veronie of Miller Diversified Construction for St. Francis Veterinary Hospital, 5544 Alexis Rd. Sylvania, Ohio 43560. Mr. Marciniak stated that he will need to recuse himself from this application as he has a business relationship with the seller of the property. He then turned the chair of the meeting over to Mayor Stough and left the table. Mayor Stough stated that, due to the conflict of interest, we only have two voting members so we can only take preliminary action and will have to confirm the action with the other two voters and the conflict of interest was not known before the meeting. Dr. John Dillon of St. Veterinarian Hospital, Greg McIntire of Miller Diversified and Architect, Michael Lawrence, present. Mr. Lawrence explained that the primary materials would be of a tan color of a sandy color with a band of color to look like metal (silvery color), glass that may contain gold tones and that the building will be 5,300 sq ft.

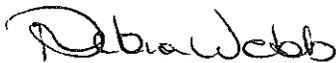
**Board of Architectural Review**  
**Minutes of August 13, 2014**  
**Page 3**

Mayor Stough commented that the building would blend right in the buildings in the area. Mayor Stough moved, Mr. McCann seconded to grant a Recommendation of Appropriateness for the building shown in the drawings distributed at the meeting. Vote being: McCann and Stough and Marciniak (2) aye; (0) nay. Mayor Stough then stated that since there are only two votes, the Board will share this with the other members and they will get the approval as soon as they legally can.

Mr. Marciniak returned to the table and resumed chair of the meeting.

Mr. McCann moved, Mr. McCann seconded to adjourn the meeting. All present voted aye. Meeting adjourned.

Submitted by,

A handwritten signature in cursive script that reads "Debra Webb".

Debra Webb, Secretary  
Municipal Planning Commission