

## Board of Architectural Review

Minutes of the regular meeting of March 16, 2016. Mr. Lindsley called the meeting to order.

Members present: Mayor Craig Stough, Ken Marciniak, Daniel Arnold and Brian McCann (4) present. Thomas Lindsley excused. Deputy Service Director, Joe Shaw present.

Mr. Arnold moved, Mr. Marciniak seconded to approve the Minutes of the February 10, 2016, meeting as submitted. Vote being: Stough, Arnold, McCann and Marciniak (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 3 – Regulated Sign– app. no. 5-2016 requested by Brian Schroyer for Spoke Life Cycles, 6363 Monroe Street, Sylvania, Ohio 43560. Application is for a new wall sign. Sign is within the limits of the Sylvania Sign Code. Mr. Schroyer was present and stated that the new wall sign would be installed on the wall of the portion of the building facing Monroe Street. Mr. Marciniak moved, Mr. Arnold seconded, to grant a Certificate of Appropriateness for the sign shown in the drawing submitted with the application. Vote being: McCann, Marciniak, Arnold and Stough (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 4 – Regulated Sign– app. no. 6-2016 requested by Brian Heil of Toledo Sign Co. for Stitch 2 Stitch, 6748 Sylvania Avenue, Sylvania, Ohio 43560. Application is for a new wall sign, a new panel in and existing monument sign and a new window sign. Ms. Wendy Jones of Toledo Sign Co. was present and stated that the new wall sign would be internally lit channel letters, the window sign would be vinyl letters on the window and that there would be a new tenant panel installed on the existing monument sign. Signs are within the limits of the Sylvania Sign Code. Mr. Arnold moved, Mr. Marciniak seconded, to grant a Certificate of Appropriateness for the sign shown in the drawing submitted with the application. Vote being: McCann, Marciniak, Arnold and Stough (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 5 – Regulated District – app. no. 7-2016 requested by Ghalab Abualhana, MSF Director for Masjid Saad Foundation, 5225 Alexis Road, Sylvania, Ohio 43560. Application is for an addition to an existing building. Mr. Abualhana and Engineer, Husam Muhsen, present. Mr. Marciniak moved, Mr. Arnold seconded to grant a Certificate of Appropriateness for the building design submitted with the application. Vote being: McCann, Marciniak, Arnold and Stough (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 6 – Regulated Sign – app. no. 8-2016 requested by Karrie Brock of Fast Signs for Great Clips, 7620 W. Sylvania Avenue, Sylvania, Ohio 43560. Application is for a new tenant panel in an existing monument sign. Sign is within the limits of the Sylvania Sign Code. Mr. Arnold moved, Mr. Marciniak seconded, to grant a Certificate of Appropriateness for the sign shown in

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the drawing submitted with the application. Vote being: McCann, Marciniak, Arnold and Stough (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

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

Submitted by,

Debra Webb, Secretary  
Municipal Planning Commission

## Sylvania Municipal Planning Commission

Minutes of the regular meeting of March 16, 2016. Mr. Lindsley called the meeting to order.

Members present: Mayor Craig Stough, Ken Marciniak, Daniel Arnold and Brian McCann (4) present. Thomas Lindsley excused. Zoning Administrator, Timothy Burns and Deputy Service Director, Joe Shaw present.

Mr. Arnold moved, Mr. Marciniak seconded to approve the Minutes of the February 10, 2016, meeting as submitted. Vote being: Stough, McCann, Marciniak and Arnold (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 3 – Council Referral – Zoning Ordinance Amendment Petition No. ZA-1-2016, a request from David Schmitt to change the zoning from R-1, “Single-Family Residential Large Lot District” to R-3 PD, “Multiple Dwelling Medium Density District” for property located at 4337 McCord Road, Sylvania, Ohio 43560. Mayor Stough made a statement directed to the Planning Commission, clarifying that the application is for a zoning change; and that it is for the Planning Commission to make a recommendation to Council to approve or disapprove the application and also explained that a Planned Development allows for a higher density and private roads. He further stated that it is for the Planning Commission if it’s appropriated from a planning standpoint and determine if it meets the rules. Mr. Schmitt was present and explained that the original submission was a request to change the zoning from R-1 to R-3 PD, however after recently meeting with Service Director, Kevin Aller, Deputy Service Director, Joe Shaw and Zoning Administrator, Tim Burns, they are changing the request to amend the zoning from R-1 to R-1 PD. He further stated that the original submission was for a 47 unit development, with both 6 and 4 unit buildings on the South side of the property; and that per the request of the Service Department, have since reduced the number of units to a total of 45, shown on the revised plan submitted to the Service Department on March 15<sup>th</sup>, and that the units on the South side will be 2 unit buildings instead of 4 and 6 unit buildings which were shown in drawing that he submitted to the Planning Commission members during the meeting. Mr. Shaw added that after looking further into the development application, it was determined that the R-3 zoning wasn’t necessary as the density that he is requesting would be applicable to R-1 zoning. Councilman Mark Luetke of 4327 Todd Dr. was present and stated that he had the following concerns about the development that he would like the Planning Commission to consider: 1) The density seems tight 2) Design standards including green space, landscaping and setbacks 3) Safety including the access of safety vehicles, trucks, etc. He further stated that he was happy to find out that the Service Department requested that there would be sidewalks in the development. There was further discussion about the sidewalks, and Mr. Schmitt stated that the plan is to only have the sidewalks, which would be rolled sidewalks, and would be on only one side of the road. He further added that he will install sidewalks on both sides of the road if he’s required, but that the small setbacks would make it hard to do. Mr. Marciniak stated that his concern is that there would be proper storm drainage/detention. Mr. Schmitt responded that the

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design allows for adequate drainage/detention and Mr. Shaw acknowledged that it does. Mayor Stough stated that the PD designation would allow for both narrower private roads and shorter setbacks than normally required. Mr. Shaw stated that there would be easements obtained by the City to allow the City to provide and maintain utilities including water and sanitary but that the City would not be providing refuse or yard waste pickup. Mr. Marciniak asked for clarification on what the Planning Commission's recommendation to Council should be if they should wish to recommend to Council to approve the applicant's request for a zoning amendment. Mr. Burns stated that since the request is now for a zoning amendment from R-1 to R-1 PD, that the Planning Commission would need to recommend that Council not approve the R-3 PD zoning amendment with a recommendation that Council instead amend the zoning to R-1 PD. Some of the members stated that they would like more time before making their decision. Mr. Marciniak moved, Mr. Arnold seconded to table the discussion and decision until the April 13th, 2016 meeting, noting that the discussion and decision would be regarding a recommendation to approve a zoning amendment to R-1 PD instead of R-3 PD. Vote being: McCann, Marciniak, Arnold and Stough (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

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

Submitted by,

Debra Webb, Secretary  
Municipal Planning Commission