

## **Sylvania City Council**

April 16, 2018

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

1. Roll call. Mrs. Cappellini, Mr. Frye, Mr. Haynam, Mrs. Husman, Mr. Luetke, Mr. Richardson, Mrs. Westphal.
2. Pledge of Allegiance to the United States of America led by Mrs. Westphal.
3. Additions to the agenda.
4. Approval of the Council meeting minutes of April 2, 2018.
5. Donation of equipment.
  - a. Chief Rhodus' report on donation.
  - b. Proposed Ordinance No. 19-2018, Authorizing the donation of Taser holsters to the Jackson Police Department in North Jackson, Ohio; determining said property to be of no further use to the City of Sylvania; and declaring an emergency.
6. Water Supply Study Project.
  - a. Service Director's report on proposal for the study of receiving water from Great Lakes Water Authority.
  - b. Proposed Ordinance No. 22-2018, Accepting the proposal of Fishbeck, Thompson, Carr & Huber, Inc. to evaluate preliminary routing and cost information for the City of Sylvania and South Monroe County to connect to the Great Lakes Water Authority.
7. Committee reports.
  - a. Zoning & Annexation Committee meeting from April 10, 2018.
    1. Proposed Resolution No. 7-2018, A Resolution of the Council of the City of Sylvania establishing the Red Bird Arts District in downtown Sylvania.
  - b. Employee & Community Relations Committee meeting from April 10, 2018.
    1. Proposed Ordinance No. 20-2018, Amending Part Eleven-Planning and Zoning Code of the Codified Ordinances of Sylvania, Amending Section 1166.07-Standards for permitted signs.
  - c. Committee-of-the-Whole meeting from April 10, 2018.
    1. Proposed Ordinance No. 21-2018, Amending Part Eleven-Planning and Zoning Code of the Codified Ordinances of Sylvania, Amending Section 1101.861-Medical Marijuana Dispensary and by amending Section 1153.02-Special Uses.
8. Committee referrals.

## **INFORMATION**

- A. Memo from Mr. Sanford regarding update on Main Street duplexes.
- B. Board of Architectural Review minutes from April 11, 2018.
- C. Municipal Planning Commission minutes from April 11, 2018.

Minutes of the Meeting of Council  
April 2, 2018

The Council of the City of Sylvania, Ohio met in regular session on April 2, 2018 at 7:30 p.m. with Mayor Stough in the chair. Roll was called with the following members present: Katie Cappellini, Mark Frye, Doug Haynam, Sandy Husman, Mark Luetke, Patrick Richardson, Mary Westphal; (7) present;, (0) absent.

Roll call:  
All present.

Pledge of Allegiance to the United States of America led by Mr. Richardson.

Pledge of  
Allegiance.

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

The following items were added to the agenda:

- 8a. Committee of the Whole report.
- 8b. Schedule a Streets Committee meeting.

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

Agenda  
approval.

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

Mrs. Westphal presented the March 19, 2018 meeting minutes. Mrs. Westphal 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 March 19, 2018 be approved; roll call vote being: Frye, Haynam, Husman, Luetke, Richardson, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Approval of the  
March 19  
meeting  
minutes.

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

Service Director's report on South of Monroe (SOMO) Retaining Wall project was placed on file. Mrs. Husman presented and read aloud by title only, proposed Ordinance No. 18-2018, a written copy of same having been previously furnished to each member of Council, "Accepting the proposal of Northwest Consultants, Inc. to provide structural engineering services for the South of Monroe (SOMO) retaining wall improvement project; appropriating funds therefore in the amount of \$16,127; and declaring an emergency." Mrs. Husman moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Readings of said Ordinance;, roll call vote being: Haynam, Husman, Luetke, Richardson, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Ordinance No.  
18-2018,  
Accepting  
proposal NCI...  
engineering  
svcs...SOMO  
retaining  
wall..."

Mrs. Husman moved, Mr. Luetke seconded, that Ordinance No. 18-2018 be enacted as an emergency measure as declared therein; roll call vote being: Husman, Luetke, Richardson, Westphal, Cappellini, Frye, Haynam, (7) yeas; (0) nays. The motion carried.

Minutes of the Meeting of Council  
March 19, 2018

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

Mr. Haynam presented and read aloud by title only, proposed Resolution No. 6-2018, a written copy of same having been previously furnished to each member of Council, "Adopting a statement, pursuant to Revised Code of Ohio 709.03(D), indicating what services will be provided to the area proposed to be annexed to the City of Sylvania by petition for annexation filed with the Board of Lucas County Commissioners; and declaring an emergency." Mr. Haynam moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Readings of said Resolution;, roll call vote being: Luetke, Richardson, Westphal, Cappellini, Frye, Haynam, Husman, (7) yeas; (0) nays. The motion carried.

Resolution No. 6-2018, "Adopting a statement... Services to proposed annexed area...."

Mr. Haynam moved, Mrs. Husman seconded, that Resolution No. 6-2018 be enacted as an emergency measure as declared therein; roll call vote being: Richardson, Westphal, Cappellini, Frye, Haynam, Husman, Luetke, (7) yeas; (0) nays. The motion carried.

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

Mr. Haynam moved, Mrs. Westphal seconded to not request a hearing for the liquor permit transfer of the of the transfer of location the D-5, spirituous liquor for on premises consumption only, beer, wine, and mixed beverages for on premises, or off premises in original containers until 2:30a.m. and D-6, sale of intoxicating liquor on Sunday between the hours of 10:00 a.m. and midnight, permit from Tony Packos Toledo LLC, d/b/a Tony Packos Cafe, at 5723 Monroe Street to 5822 Alexis Rd., Sylvania, OH. Roll call vote being: Cappellini, Frye, Haynam, Husman, Luetke, Richardson, Westphal. (7) Yeas; (0) Nays.

No Hearing... liquor permit location transfer ... Tony Packos.

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

Mrs. Westphal stated the Committee of the Whole met on this date at 6:30p.m. to discuss and receive public comment on the Toledo Area Water Authority Memorandum of Understanding, proposed Ordinance No. 1-2018. The new Version of the MOU was to be discussed, but was not available at this time. Mayor Stough provided an update on the current activity on the Toledo Area Water Authority.

C-O-W Mtg. report... TAWA Memo of Understanding.

Mr. Richardson scheduled a Street Committee meeting for April 10, 2018 at 5:15 p.m. to discuss proposed Resolution No. 5-2018, support of the Board of Lucas County Commissioners to enact a County Motor Vehicle License Fee.

Streets Com. Mtgs. Scheduled 4/10/18, 5:15 p.m.

Minutes of the Meeting of Council  
March 19, 2018

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

Mrs. Westphal moved, Mr. Haynam seconded that this meeting adjourn; all present voting yea (7); (0) nays. The motion carried and the meeting adjourned at 7:50 p.m.

Adjournment.

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Clerk of Council

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Mayor

5a



**City of Sylvania**  
DIVISION OF POLICE  
WILLIAM H. RHODUS, Chief

**MEMORANDUM**

April 12, 2018

To: The Mayor and City Council

From: William H. Rhodus, Chief of Police *WHR*

Re: Donation of Equipment.

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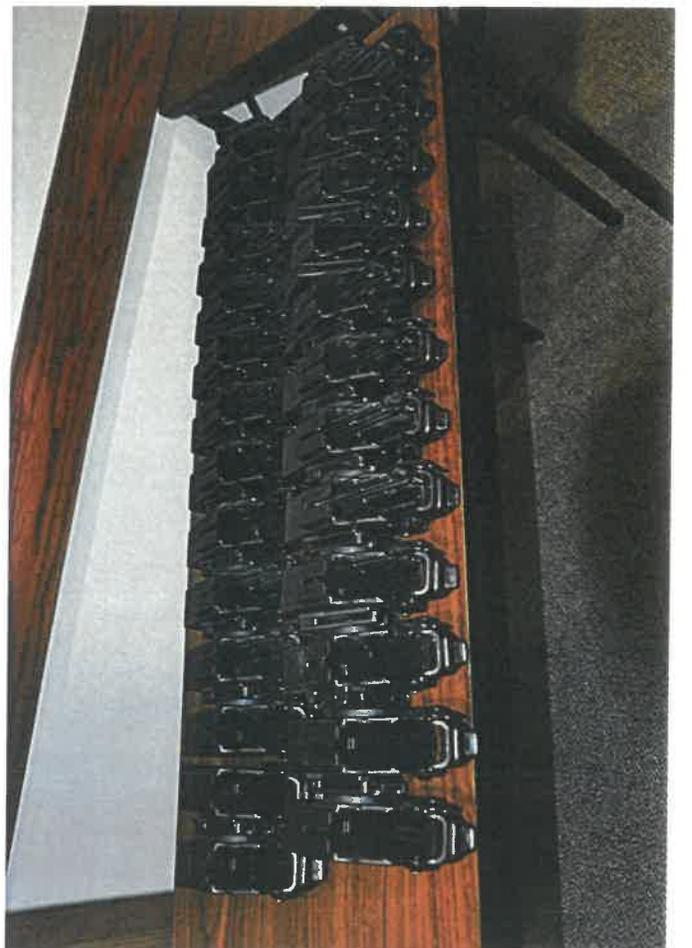
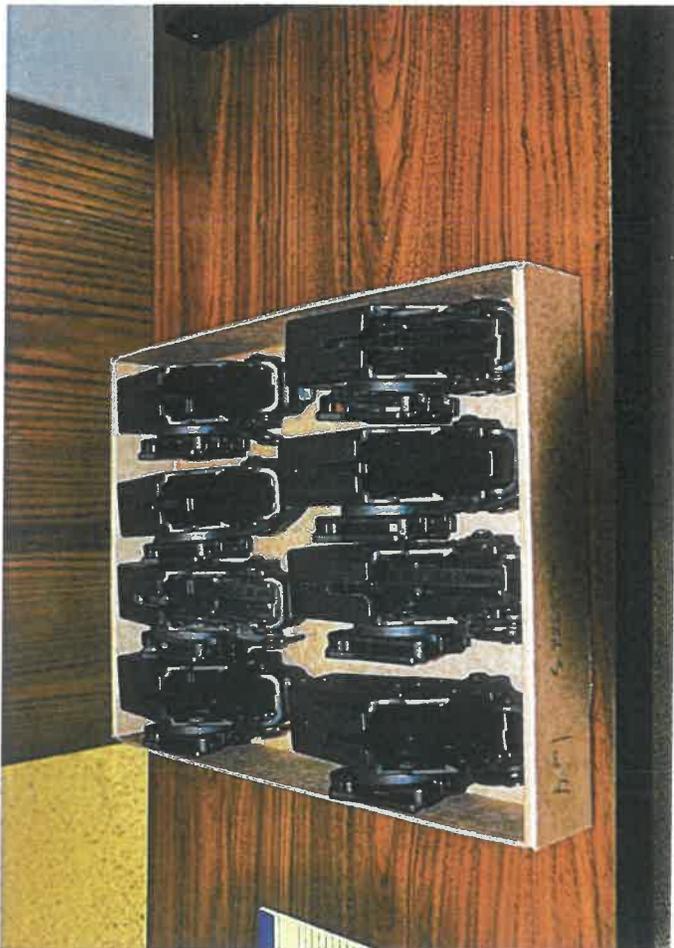
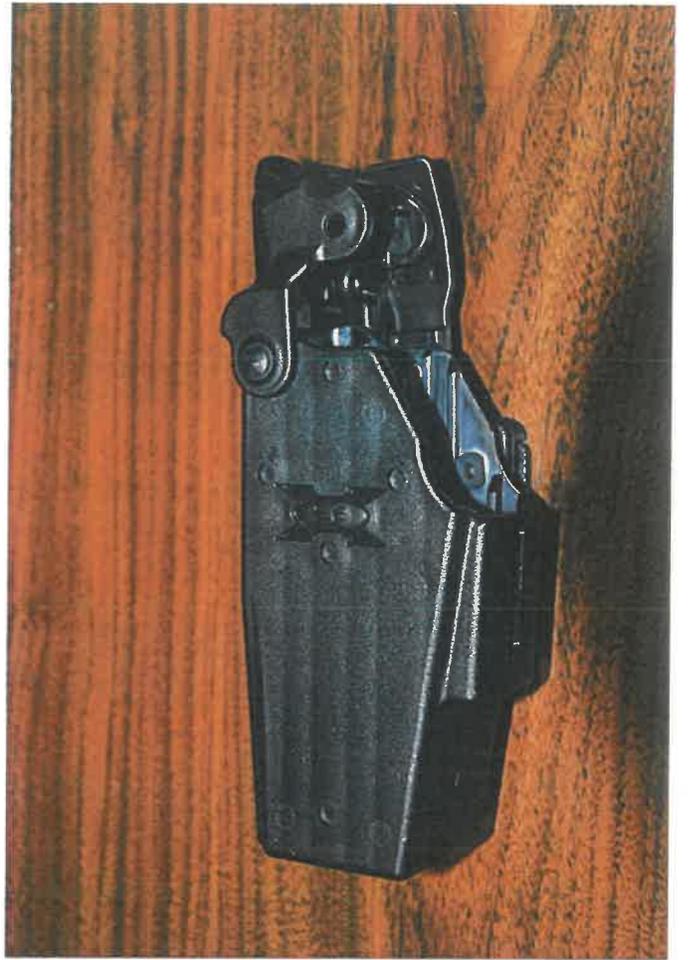
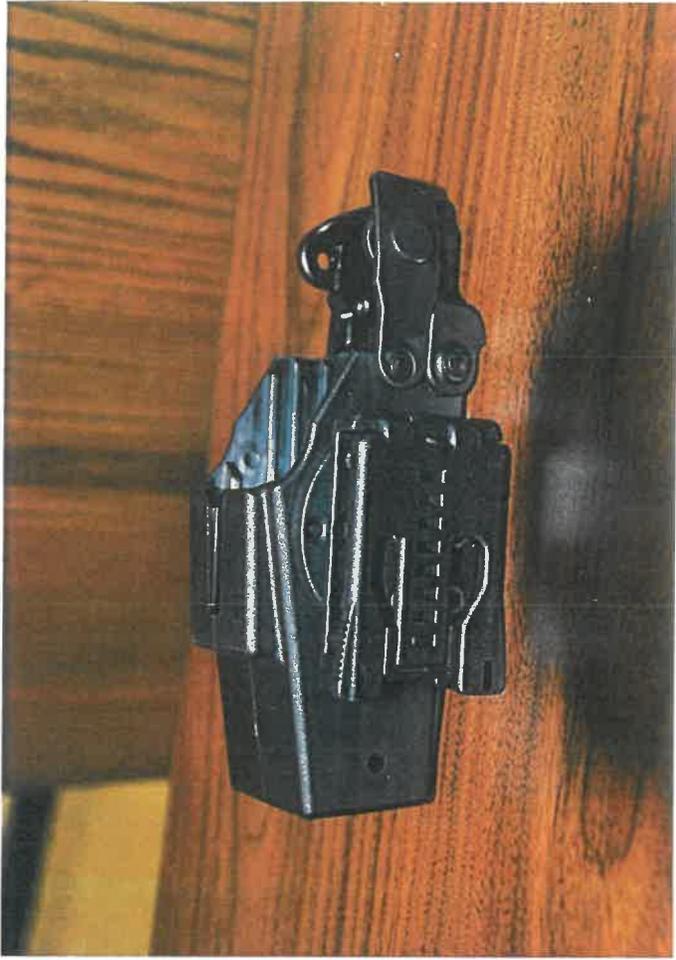
Council members,

The following equipment is no longer of use for the Sylvania Police Division.

See attached list: TASER X26 Holsters, (29) right handed belt holsters, (8) left handed belt holsters, (3) right handed thigh holsters, (9) left handed thigh holsters, and (3) mounting plates for thigh holsters

The police division requests approval to dispose of these items by donating them to the Jackson Police Department, North Jackson, Ohio for their use.

If you have any questions please call my office. Thank you



**ORDINANCE NO. 19 -2018****AUTHORIZING THE DONATION OF TASER HOLSTERS TO THE JACKSON POLICE DEPARTMENT IN NORTH JACKSON, OHIO; DETERMINING SAID PROPERTY TO BE OF NO FURTHER USE TO THE CITY OF SYLVANIA; AND DECLARING AN EMERGENCY.**

WHEREAS, the City of Sylvania previously purchased TASER Holsters for its Police Department; and,

WHEREAS, this equipment has been replaced by the City of Sylvania Police Department and, therefore, is of no further use to the City; and,

WHEREAS, the Chief of Police has recommended the TASER Holsters be donated to the Jackson Police Department in North Jackson, Ohio.

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

**SECTION 1.** That it is hereby determined that the City of Sylvania no longer needs the following TASER X26 Holsters:

1. 29 Right-Handed Belt Holsters;
2. 8 Left-Handed Belt Holsters;
3. 3 Right-Handed Thigh Holsters;
4. 9 Left-Handed Thigh Holsters;
5. 3 Mounting Plates for Thigh Holsters.

**SECTION 2.** That the Mayor and Director of Finance be, and they are hereby are, authorized to donate the TASER X26 Holsters described above which are of no further use to the City, to the Jackson Police Department in North Jackson, Ohio.

**SECTION 3.** 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 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 4.** 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 5. 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 TASER X26 Holsters described above is no longer needed by the City and should be donated to Jackson Police Department at the earliest possible time. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote dispensing with the second and third readings:            Yeas \_\_\_\_\_ Nays \_\_\_\_\_

Passed, \_\_\_\_\_, 2018, as an emergency measure.

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

ATTEST:

APPROVED AS TO FORM:

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

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

APPROVED:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

6a



# City Of Sylvania

DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

April 13, 2018

To: The Mayor and Members of Sylvania City Council

Re: **Water Supply Study**

Dear Mr. Mayor and Council Members:

As you are aware, the City has been studying options for our future water supply for some time.

Discussions continue with the City of Toledo and other suburban communities in efforts to create a regional water agreement for all.

We have had discussions with the Great Lakes Water Authority regarding the possibility of receiving water from their system. As those discussions continue, we believe we should move forward with a more thorough study of routes, construction costs, service costs, etc.

Fishbeck, Thompson, Carr, & Huber (FTCH) has submitted a proposal in the amount of \$49,300 to perform such a study. Costs of the study will be shared between ourselves and Monroe County, Michigan in a 33%/67% split. Therefore, our final net cost will be \$16,269.

We recommend approval of this study with FTCH. Please call if you have any questions.

Sincerely,

A handwritten signature in blue ink that reads "Kevin G. Aller".

Kevin G. Aller, P.E.

Director of Public Service

KGA/dsw



April 12, 2018

Mr. Kevin Aller  
Director, Department of Public Service  
City of Sylvania  
6730 Monroe Street  
Sylvania, OH 43560-1948

Re: Proposal for Professional Services – Water Supply Connection to GLWA

Dear Kevin:

Fishbeck, Thompson, Carr & Huber, Inc. (FTCH) is pleased to provide this proposal to evaluate preliminary routing and cost information for the City of Sylvania (City), Sylvania Township, and the South Monroe County Water System to connect to the Great Lakes Water Authority (GLWA) water system for water supply. The City has been involved in discussions with the City of Toledo and other Toledo regional water system customers about the formation of a regional partnership. The City previously retained FTCH to complete an update to a water supply feasibility study, which was issued in 2016. That study considered various options for independent and regional water supply and treatment. Evaluation of connection to the GLWA system would be another scenario that the City and South Monroe County can consider as discussions with Toledo continue.

We understand that this evaluation is intended to be very conceptual in nature and that the City does not want to communicate directly with GLWA about this evaluation initially. Therefore, we will use our current understanding of the GLWA system to develop potential concepts and costs, which would need to be verified once communications with GLWA were opened.

### Scope of Services

FTCH will complete the following tasks as part of the study:

1. Review available water system maps for the GLWA distribution system to identify potential connection locations.
2. Develop conceptual routing for a new pipeline to serve Sylvania, Sylvania Township, and South Monroe County. To the extent feasible, the routing and cost information from the 2016 study will be utilized.
3. Review system hydraulics and feasibility to maintain the existing feeds from Toledo for redundant water supply assuming a single feed from GLWA would be constructed.
4. Building on the hydraulic model and flow projections initially developed as part of the 2016 study, model the preferred connection and transmission main routing option to determine conceptual infrastructure requirements (pipe sizing, pumping characteristics, storage, metering, chemical feed, etc.) for supply of water from GLWA to Sylvania.
5. Summarize the initial results in a technical memo and submit for review. Meet with the City and South Monroe County to discuss any review comments on the route and conceptual infrastructure components.
6. Develop an opinion of probable construction cost for the feasible alternatives using American Society for Testing and Materials (ASTM) Uniformat II Classification with Timberline software. The study phase estimate will be completed at the American Association of Cost Engineers (AACE) International +50%, -30% level.
7. Develop estimated annual operational costs assuming Sylvania, Sylvania Township, and South Monroe County own and operate the pipeline and related infrastructure beyond the connection point to GLWA.



8. Based on our knowledge of the GLWA rate structure and the estimated distance, hydraulic grade line, maximum day demands, and peak hour demands to supply Sylvania, Sylvania Township, and South Monroe County, develop an estimate for anticipated rates and apply to annual cost estimates.
9. The closest known potential connection points to the GLWA system are located "downriver" of Detroit, in Berlin Township, Sumpter Township, and Huron Township, Michigan. These areas are each fed by single lines with no redundancy. A goal of GLWA and the downriver communities is to improve the connectivity of the system. It is anticipated that they would require any project that which serves a new customer to include provisions to add looping, such that the point of connection has redundant feeds. The study would evaluate and develop conceptual costs for looping to the connection points for consideration and potential impacts to total project cost.
10. In conjunction with our subconsultant, Utility Financial Solutions, update the financial and rate track analyses completed for the 2016 study to compare supply of water from GLWA with continued service from Toledo. The analysis will be based on anticipated and assumed rate increases from Toledo, and assumed inflation factors on the capital and operational cost estimates.
11. Summarize the findings in a draft report and submit for review by the City and South Monroe County. Meet with the City and South Monroe County to discuss comments on the draft. Update the draft report and issue a final report, including 20 hard copies and an electronic copy.

### Professional Services Fee and Schedule

We will complete the proposed study for an hourly based fee of \$47,300 plus estimated reimbursable expenses of \$2,000 for a total fee of \$49,300. This includes the fee for UFS to complete the financial projections for the updated cost scenarios.

Attached is our Professional Services Agreement. If you concur with our scope of services, please sign in the space provided and return the executed contract to the attention of Nan Schoonmaker ([neschoonmaker@ftch.com](mailto:neschoonmaker@ftch.com)). This proposal is made subject to the attached Terms and Conditions for Professional Services. Invoices will be submitted every four weeks and payment is due upon receipt.

Thank you for the opportunity to present this proposal for your consideration. If you have any questions or require additional information, please contact me at 616.464.3801.

If you have any questions or require additional information, please contact me at 616.464.3801.

Sincerely,

FISHBECK, THOMPSON, CARR & HUBER, INC.

A handwritten signature in black ink, appearing to read "John A. Willemin", is written over a faint, illegible typed name.

John A. Willemin, PE

nes  
Attachments

6b

**ORDINANCE NO. 22 -2018**

**ACCEPTING THE PROPOSAL OF FISHBECK, THOMPSON, CARR & HUBER, INC. TO EVALUATE PRELIMINARY ROUTING AND COST INFORMATION FOR THE CITY OF SYLVANIA AND SOUTH MONROE COUNTY TO CONNECT TO THE GREAT LAKES WATER AUTHORITY; APPROPRIATING FUNDS THEREFORE IN AN AMOUNT NOT TO EXCEED \$49,300; AND DECLARING AN EMERGENCY.**

WHEREAS, Ordinance No. 136-95, passed December 4, 1995, authorized the Mayor and Director of Finance to enter into a Water Supply Feasibility Study Agreement with Black & Veatch, Ltd. of Michigan to determine the feasibility of obtaining water from Lake Erie, and transporting it to the Whiteford Township/Sylvania area through southern Monroe County, Michigan; and,

WHEREAS, Black & Veatch, Ltd. submitted its final report dated April, 1996 for the Phase A and Phase B portions of the feasibility study; and,

WHEREAS, Ordinance No. 54-96, passed May 20, 1996, authorized a modification to the City's Agreement with Black & Veatch, Ltd. by changing the scope of Phase C of the study; and, WHEREAS, Black & Veatch, Ltd., in a letter dated August 26, 1998, acknowledged the desire of the City of Sylvania to proceed with the easement and right-of-way related tasks of the proposed Phase D Initial Service Area Financial and Management Feasibility Study known as Subtask 102; and,

WHEREAS, Ordinance No. 105-98, passed September 9, 1998, authorized a modification to the City's agreement with Black & Veatch, Ltd. by changing the scope of Phase D of the study; and,

WHEREAS, the study suggested that the City of Sylvania should proceed forward in developing a water supply system for the southeastern Michigan and northwestern Ohio area that would draw water from Lake Erie off southern Monroe County, Michigan; and,

WHEREAS, Ordinance No. 29-2002, passed March 18, 2002, appropriated \$125,373 to acquire permanent easements from Consumers Energy Company consisting of a twenty foot wide permanent easement, a thirty foot wide temporary construction easement, and a one acre water pumping station easement; and,

WHEREAS, Ordinance No. 81-2002, passed August 5, 2002, authorized the Mayor and Director of Finance to enter into a Lease on behalf of the City of Sylvania, as Lessee, with Consumers Energy Company for a one-acre parcel of Lessor's property in Monroe County, Michigan, for the purpose of constructing, operating and maintaining a water pumping station; and,

WHEREAS, Ordinance No. 49-2015, passed July 20, 2015, accepted the proposal of Fishbeck, Thompson, Carr & Huber, Inc., to provide the City a comprehensive study for the future of water service in the City of Sylvania at a cost not to exceed \$104,800; and,

WHEREAS, Ordinance No. 53-2016, passed September 6, 2016, accepted the proposal of Fishbeck, Thompson, Carr & Huber, Inc. to provide continued professional services relative to the Water Services Study for the City of Sylvania; and,

WHEREAS, since 2016, the City of Sylvania has participated in discussions with the Cities of Toledo, Perrysburg, Maumee; Monroe County, Michigan; Fulton and Lucas Counties, Ohio; and the Northwestern Water and Sewer District to negotiate a collaborative regional water system, however, the City of Sylvania should move forward with an alternative option; and,

WHEREAS, the Director of Public Service has received a proposal from Fishbeck, Thompson, Carr & Huber, Inc. to provide this proposal to evaluate preliminary routing and cost information for the City of Sylvania and the South Monroe County Water System to connect to the Great Lakes Water Authority ("GLWA") water system for water supply; and,

WHEREAS, the Director of Public Service, by report dated April 16, 2018 recommended that the proposal of Fishbeck, Thompson, Carr & Huber, Inc. to evaluate preliminary routing and cost information for the City of Sylvania and the South Monroe County Water System to connect to the Great Lakes Water Authority be approved for a total cost of \$49,300, with the City of Sylvania and Monroe County, Michigan sharing in the cost of the study based on water consumption, therefore, the City of Sylvania's share of the cost of the study will be \$16,269.

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

SECTION 1. That the proposal of Fishbeck, Thompson, Carr & Huber, Inc. in an amount not to exceed the total sum of Forty-Nine Thousand Three Hundred Dollars (\$49,300.00), with the City of Sylvania's portion of the cost being Sixteen Thousand Two Hundred Sixty-Nine Dollars (\$16,269.00) to evaluate preliminary routing and cost information for the City of Sylvania, Sylvania Township and the South Monroe County Water System to connect to the Great Lakes Water Authority, is hereby approved and accepted.

SECTION 2. That the Director of Public Service shall promptly give notice to said consultant to proceed under the proposal hereby approved and accepted.

SECTION 3. That to provide funds for said comprehensive water study hereby authorized, there is hereby appropriated from the **WATER FUND** from funds therein not heretofore appropriated to **Account No. 701-7525-51189 – Professional Services** the sum of Forty-Nine Thousand Three Hundred Dollars (\$49,300.00), with the City of Sylvania's portion of the cost being Sixteen Thousand Two Hundred Sixty-Nine Dollars (\$16,269.00) and the County of Monroe's share of the cost being Thirty-Three Thousand Thirty-One Dollars (\$33,031.00) for which they will reimburse the City.

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 professional services to further plan the City's future water

supply in Sylvania should commence at the earliest possible time and therefore this Ordinance should be effective immediately. Provided this Ordinance receives the affirmative vote of five 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, \_\_\_\_\_, 2018, as an emergency measure.

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

ATTEST:

APPROVED AS TO FORM:

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

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

APPROVED:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

7a1.

**RESOLUTION NO. 7 -2018**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF SYLVANIA  
ESTABLISHING THE RED BIRD ARTS DISTRICT IN DOWNTOWN  
SYLVANIA; AND DECLARING AN EMERGENCY.**

WHEREAS, at the Employee and Community Relations Committee meeting on April 14, 2017, representatives from the Sylvania Arts Commission were present and requested that parts of downtown Sylvania be designated the “Red Bird Arts District” and thereafter recommended that parts of downtown Sylvania be designated the Red Bird Arts District; and,

WHEREAS, at the April 17, 2017 meeting of Sylvania City Council, the Chair of the Employee and Community Relations Committee reported on the new requested designation and thereafter legislation was ordered to create the Red Bird Arts District in downtown Sylvania;

and, WHEREAS, at the April 10, 2018 meeting of the Employee and Community Relations Committee, this matter was discussed with expanded boundaries as set forth on “Exhibit A” attached hereto.

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

**SECTION 1.** That the “Red Bird Arts District” is hereby established starting at Erie and Judi Young Lane, along Erie west to Summit Street; south on Summit to Monroe; west on Monroe to Harroun; south on Harroun to Brint; east on Brint to Main; north on Main to Convent; east on Convent to Silica; north on Silica to Judi Young Lane; and as further depicted on the attached “Exhibit A.”

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

**SECTION 3.** That the Clerk of Council is hereby directed to post a copy of this Resolution 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 Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the reason that the Red Bird Arts District should be established. Provided this Resolution receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote dispensing with the second and third readings:           Yeas \_\_\_\_\_ Nays \_\_\_\_\_

Passed, \_\_\_\_\_, 2018, as an emergency measure.

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

ATTEST:

APPROVED AS TO FORM:

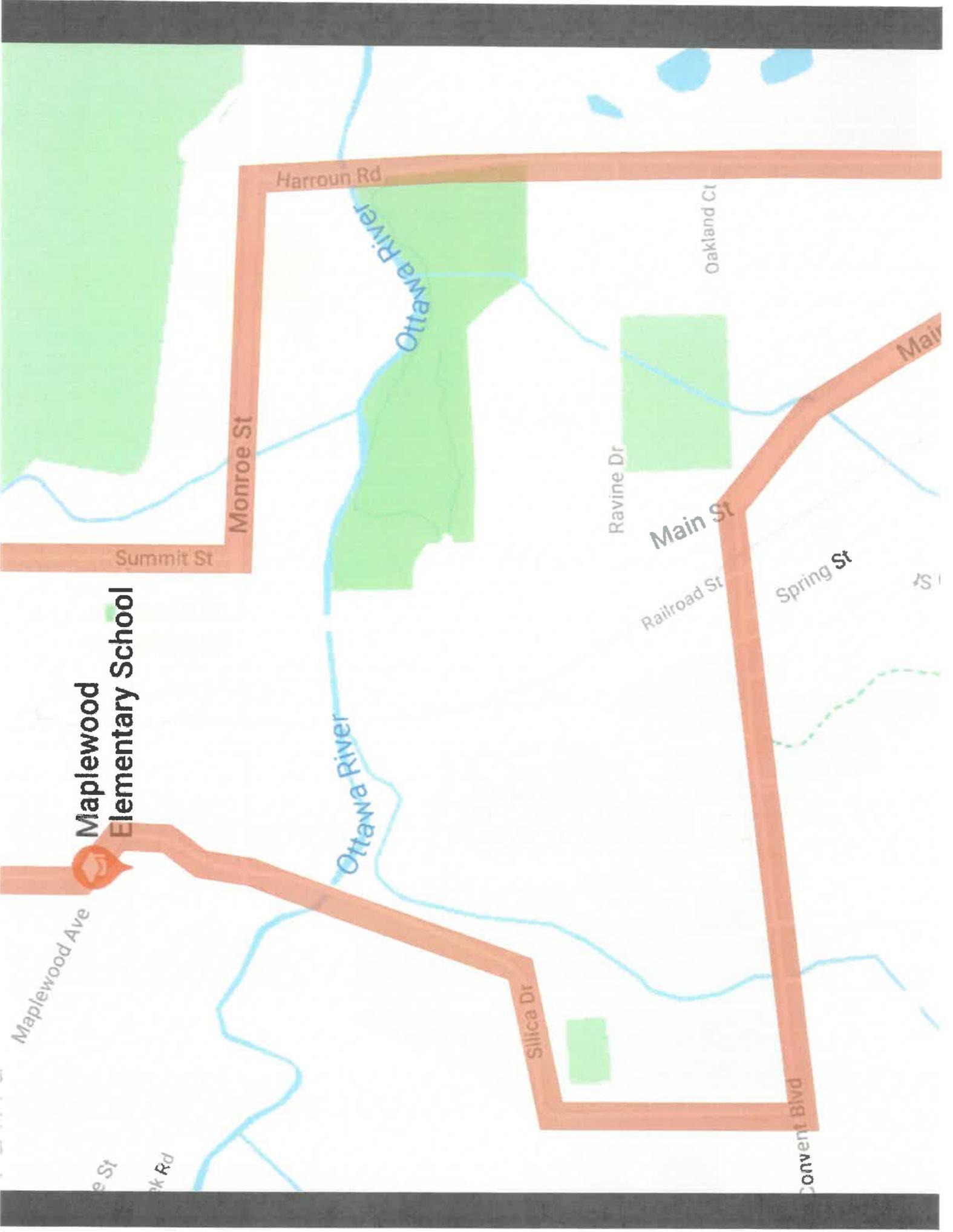
\_\_\_\_\_  
Clerk of Council

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

APPROVED:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date



**Mapplewood  
Elementary School**

Mapplewood Ave

Harroun Rd

Monroe St

Summit St

Ottawa River

Ottawa River

Sillica Dr

Ravine Dr

Oakland Ct

Railroad St

Main St

Spring St

Convent Blvd

Main St

7b.1.

ORDINANCE NO. 20 -2018

**AMENDING PART ELEVEN – PLANNING AND ZONING CODE OF THE  
CODIFIED ORDINANCES OF SYLVANIA, 1979, AS AMENDED, BY  
AMENDING SECTION 1166.07 – STANDARDS FOR PERMITTED SIGNS;  
AND DECLARING AN EMERGENCY.**

WHEREAS, at the February 5, 2018 meeting of Sylvania City Council, the request from Lourdes University to hang a street banner in the downtown was referred to the Employee & Community Relations Committee for its review and recommendation; and,

WHEREAS, the Employee & Community Relations Committee met on February 12, 2018, February 27, 2018 and April 10, 2018 to review the request and thereafter recommended that Section 1166.07(h)(2)(A)(1) be amended to provide for an additional location for Street Banners in the downtown.

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

SECTION 1. That Section 1166.07 – Standards for Permitted Signs of the Codified Ordinances of Sylvania, 1979, as amended, be and it is, hereby further amended to read as set forth on the attached “Exhibit A.”

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

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

SECTION 4. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the amendment to this Chapter should be provided for 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 this Charter.

Vote dispensing with the second and third readings:      Yeas \_\_\_\_\_      Nays \_\_\_\_\_

Passed, \_\_\_\_\_, 2018, as an emergency measure.

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

ATTEST:

APPROVED AS TO FORM:

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

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

APPROVED:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

1166.07 STANDARDS FOR PERMITTED SIGNS.

\* \* \*

(h) Temporary Signs.

\* \* \*

(2) Special temporary sign classification and regulations.

A. Banners:

1. **Street Banners.** A street banner may be erected or displayed for up to thirty (30) days in a business district on the Toledo Edison poles within the public right-of-way at the 5800 block of Monroe Street or for up to fourteen (14) days in a business district across the downtown block of Main Street between Maplewood Avenue and Monroe Street, subject to the following terms and conditions:

\* \* \*

(Ord. \_\_\_\_\_-2018. Passed \_\_\_\_\_-2018.)

7c 1.

**ORDINANCE NO. 21 -2018**

**AMENDING PART ELEVEN – PLANNING AND ZONING CODE OF THE  
CODIFIED ORDINANCES OF SYLVANIA, 1979, AS AMENDED, BY  
AMENDING SECTION 1101.861 – MEDICAL MARIJUANA DISPENSARY  
AND BY AMENDING SECTION 1153.02 – SPECIAL USES; AND  
DECLARING AN EMERGENCY.**

WHEREAS, the Committee of the Whole met on April 10, 2018 to discuss medical marijuana dispensaries in the City and thereafter recommended that Sylvania Codified Ordinance Sections 1101.861 and 1153.02 be amended as set forth on “Exhibit A” and “Exhibit B” attached hereto.

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

SECTION 1. That Section 1101.861 – Medical Marijuana Dispensary of the Codified Ordinances of Sylvania, 1979, as amended, be and it is, hereby further amended to read as set forth on the attached “Exhibit A.”

SECTION 2. That Section 1153.02 – Special Uses of the Codified Ordinances of Sylvania, 1979, as amended, be, and it is, hereby further amended to read as set forth on the attached “Exhibit B.”

SECTION 3. 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 4. 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 5. 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 amendment to this Chapter should be provided for 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 this Charter.

Vote dispensing with the second and third readings:      Yeas \_\_\_\_\_      Nays \_\_\_\_\_

Passed, \_\_\_\_\_, 2018, as an emergency measure.

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

ATTEST:

APPROVED AS TO FORM:

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

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

APPROVED:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

1101.861 MEDICAL MARIJUANA DISPENSARY.

“Medical Marijuana Dispensary” means an entity licensed pursuant to sections 3796.04 and 3796.10 of the Revised Code and any rules promulgated thereunder including Administrative Code Chapter 3796:6 to sell medical marijuana to qualifying patients and caregivers.

(Ord. \_\_\_\_-2018. Passed \_\_\_\_-2018.)

“Exhibit A”

1153.02 SPECIAL USES.

Council shall have authority to permit, by ordinance, the following uses of land or structures in any district, except as herein qualified and subject to the conditions and procedures set forth herein:

\* \* \* \*

(ee) Medical Marijuana Dispensary in M-1 and M-2 Districts.

(Ord. \_\_\_\_\_-2018. Passed \_\_\_\_\_-2018.)

“Exhibit B”

A

April 13, 2018

**MEMO**

To: Mayor Stough & City Council  
Fm: Bill Sanford  
Re: Main Street Duplexes

Attached please find a report identifying the cost of the improvements needed to prepare the duplexes at 5711 & 5713 Main Street for rental.

We will continue to market and discuss potential development ideas for the duplexes, but anything new we estimate will take at least two years to get up and going.

In the meantime we can continue to rent the duplexes so that they can generate revenue. The estimated cost of the needed improvements is \$10,111.48.

Our goal will be to have 5711 & 5713 on the market and occupied by June 1<sup>st</sup>. We also anticipate an increase in the rental rate for these two units.

Please let me know if you have any questions.

<b>5711/5713 North Main</b>			
<b>Item</b>	<b>Contractor</b>	<b>Quote</b>	<b>NOTES</b>
Repair/Install new rear railings.	All Nu	\$1,146.00	
Repair Chimney Flashing for 5711	All Nu	\$175.00	
Paint 5711	Commercial Paint Co.	\$1,370.00	
Paint 5713	Commercial Paint Co.	\$1,975.00	
Add cold air returns to second floor of 5713	Cross Heating	\$600.00	
Refrigerator in 5711	Lowes	\$479.30	
Stove in 5711	Lowes	\$425.93	
Replace carpeting in 5713	Rafferty & Co.	\$3,333.33	\$9,504.56
Hardwood Floors in 5713	Toledo Hardwood Floors	\$3,973.25	\$10,111.48

B

Board of Architectural Review

Minutes of the regular meeting of April 11, 2018. Mr. Lindsley called the meeting to order.

Members present: Mayor Craig Stough, Daniel Arnold, Brian McCann, and Thomas Lindsley (4) present. Zoning Administrator, Timothy Burns present.

Mr. Arnold moved, Mr. McCann seconded to approve the Minutes of the March 14, 2018, meeting as submitted. Vote being: Stough, Arnold, McCann, Marciniak and Lindsley (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 3 – Regulated Sign – app. no. 16-2018 requested by William Rossiter for Interrupt, 6622 Maplewood Avenue, Sylvania, Ohio 43560. Application is for 2 new wall signs. Mr. Rossiter was present. Signs are within the limits of the Sylvania Sign Code. Mr. McCann moved, Mr. Arnold seconded, to grant a Certificate of Appropriateness for the signs shown in the drawing submitted with the application. Vote being: McCann, Arnold, Stough and Lindsley (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Mr. Rossiter aid that he would like to state, for the record, that he 100% approves of the new paint color that will be used on the building.

Item 4 – Regulated Sign – app. no. 17-2018 requested by Dana Fairchild for Centennial Meadows, 5914 Centennial Road, Sylvania, Ohio 43560. Application is for 2 new development entrance signs. One is a panel for at monument sign and one is a post sign. Mr. Fairchild stated that generally, the monument sign would be two side, but that because of the location and landscaping, it would not be able to be seen on both sides. Mr. Burns stated the additional sign has been approved by the administration due to the circumstances. Signs are within the limits of the Sylvania Sign Code. Mr. Arnold moved, Mr. McCann, to grant a Certificate of Appropriateness for the sign shown in the drawing submitted with the application. Vote being: McCann, Arnold, Stough and Lindsley (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 5 – Regulated Sign – app. no. 18-2018 requested by David Faulkner for The Fitness Shack, 5441 Main Street, Sylvania, Ohio 43560. Application is for a new LED panel for an existing monument sign. Mr. Faulkner was present. Sign is within the limits of the Sylvania Sign Code. Mr. McCann moved, Mr. Arnold seconded, to grant a Certificate of Appropriateness for the sign shown in the drawing submitted with the application. Vote being: McCann, Arnold, Stough and Lindsley (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 6 – Building Review – app. no. 20-2018 requested by Brandon Fields for Inside the Five Brewing, 5703 Main Street, Sylvania, Ohio 43560. Application is for a building review. Mr. Fields was present. Mrs. Katie Fields was also present end explained that the renovation will include a new grey paint color to be applied over the existing beige painted areas of the building on the Main and Maplewood sides of the building, new wood accents under the large windows on the corner of Main and Maplewood, the replacement of five existing windows with clear, non-tinted bronze anodized windows that will match the new main entrance of the brewery, new gooseneck lights outside of the new back door and above the patio that will match the existing

**Board of Architectural Review**

**Minutes of April 11, 2018**

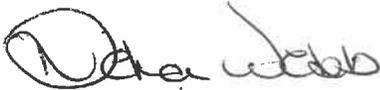
**Page 2**

lights over Interrupt and the replacement of the existing sconces to match the new decor. Mr. Arnold moved, Mr. McCann, to grant a Certificate of Appropriateness for the sign shown in the drawing submitted with the application. Vote being: McCann, Arnold, Stough and Lindsley (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 7 – Regulated Sign – app. no. 21-2018 requested by Brandon Fields for Inside the Five, 5703 Main Street, Sylvania, Ohio 43560. Mr. and Mrs. Fields were present. Application is for 2 new wall signs and a new hanging sign. Mr. Fields state that they will also be and painting the 2 existing wall signs on the Main and Maplewood corner of the building with the address of the building. Signs are within the limits of the Sylvania Sign Code. Mr. McCann moved, Mr. Arnold seconded, to grant a Certificate of Appropriateness for the sign shown in the drawing submitted with the application. Vote being: McCann, Arnold, Stough and Lindsley (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

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

Submitted by,



Debra Webb, Secretary  
Municipal Planning Commission

C

Sylvania Municipal Planning Commission

Minutes of the regular meeting of April 11, 2018. Mr. Lindsley called the meeting to order.

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

Mr. Arnold moved, Mr. McCann seconded to approve the Minutes of the March 14, 2018, meeting as submitted. Vote being: Stough, McCann, Arnold and Lindsley (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 3 – Somo Flats – Final Plat – submitted by David R. Kuhn of Feller, Finch and Associates, Inc. Mr. Kuhn and Rick Arnos of Republic Development were present. Mr. Kuhn stated that the new plat will divide the existing lot into 2 separate lots. Lot 1 will be for the apartments and lot 2 will be for the retail section. Mr. Kuhn added that he was in agreement with most of the comments made by the Service Department on April 4, 2018 with the exception of the following 2 comments:

Sheet 1, Comment 3.

“Lot 2 shall have a 2’ anti-vehicular access easement along the north and east lot lines. Access to Lot 2 shall be via Lot 1 via a shared use access easement.”

Mr. Kuhn stated that on the North side of the property there is an existing drive that needs to stay so they want the easement either taken away or narrowed so that they can keep the drive. He also said that on the east lot line the easement would be going right through where the shared drive is going through so he doesn’t understand why it’s there. Mayor Stough asked if these issues were discussed with either Kevin or Joe. Mr. Kuhn said that he did not discuss anything with Kevin but that he did discuss a little with Joe, and that he thinks that Joe’s trying to eliminate driveways, but he doesn’t understand how you can do that with the way it is now. Mayor Stough asked if there were 2 curb cuts right now. Mr. Kuhn said that yes there were and that 1 would be eliminated for the shared drive but that the other would need to stay because of how the parking is right now in the front.

Sheet 1, Comment 4.

“Lot 1 needs an ingress/egress easement defined from the Wingate Hotel through to Monroe Street.”

Mr. Kuhn stated that the developer does not want the people coming from the Hotel through their property. Mr. Kuhn stated that other than those 2 comments, they are in agreement with the comments. Mayor Stough stated that without representation from the Service Department it would be difficult to make a decision without representation from the Service Department and that also there would probably need to be talks about this with the Law Director.

Mr. Kuhn said that other than the 2 comments, they were in agreement of the other comments and that some adjustments would need to be made to the location of the water and sewer lines, some of

**Planning Commission**  
**Minutes of April 11, 2018**  
**Page 2**

which is dependent on the retaining wall location. Mayor Stough said that the City was informed by Toledo Edison last week that they cannot touch the retaining wall because of the pole foundations and there was nothing that could be done at this time. He also said that there will be a 5 foot intrusion on the property, but he was told that it would not affect the parking. Mr. Kuhn added that there is a guide wire on the property without an easement that doesn't affect the parking but affects the drive. Further discussion took place and Mr. McCann moved, Mr. Arnold seconded, to approve the plat subject to the Service Department's final approval, inclusive of the of comments 3 and 4 on sheet 1, and the adjustments to the underlying water and sewer lines. Vote being: McCann, Arnold, Stough and Lindsley (4) aye; (0) nay. Motion passed by a 4 to 0 vote

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

Submitted by,

A handwritten signature in black ink that reads "Debra Webb". The signature is written in a cursive, flowing style.

Debra Webb, Secretary  
Municipal Planning Commission