

## Board of Architectural Review

Minutes of the regular meeting of July 15, 2020. Mr. Lindsley called the meeting to order.

Members present: Mayor Craig Stough, Ken Marciniak, Carol Lindhuber, Kathleen Fischer, and Thomas Lindsley (5) present. Zoning Administrator, Timothy Burns present.

Ms. Fischer moved, Ms. Lindhuber seconded to approve the Minutes of the June 10, 2020, meeting as submitted. Vote being: Stough, Lindhuber, Fischer, Marciniak and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 3 – Regulated Sign – app. no. 20-2020 requested by Rami Shaheen of Sign Dezin USA for Todds Tobacco, 5805 Monroe Street, Sylvania, Ohio 43560. Application is for a new wall sign and a new pylon sign. Both signs will be replacing existing signs. Signs are within the limits of the Sylvania Sign Code. Mr. Marciniak moved, Ms. Lindhuber seconded, to grant a Certificate of Appropriateness for the signs shown in the drawing submitted with the application. Vote being: Lindhuber, Marciniak, Fischer, Stough and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 4 – Regulated Sign – app. no. 21-2020 requested by Scott Burns for Definitions Fitness, 7602 Sylvania, Sylvania, OH 43560. Mr. Burns was present. Application is for a new wall sign. Sign is within the limits of the Sylvania Sign Code. Ms. Fischer moved, Ms. Lindhuber seconded, to grant a Certificate of Appropriateness for the sign shown in the drawing submitted with the application. Vote being: Lindhuber, Marciniak, Fischer, Stough and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 5 – Building Review – app. no. 22-2020 requested by Gene Wong of DW28, LLC for DW28 Sylvania Square, LLC, 5839 Monroe Street, Sylvania, Ohio 43560. Application is for a building renovation. Mr. Wong was present and said the building is being converted into office spaces and that the new entrance design is to accommodate that use. Building design is within Sylvania Code. Mr. Marciniak moved, Mr. Lindsley seconded, to approve the design submitted with the application. Vote being: Lindhuber, Marciniak, Fischer, Stough and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 6 – Building Review – app. no. 23-2020 requested by Tony Lockard of Marygrove Awning for J&G Pizza, 5692 Main Street, Sylvania, Ohio 43560.

Mr. Burns said that this awning is not a sign; that it is a permanent fabric covered metal frame awning which will be used to create an extended seating area.

Mr. Lindsley said that it looked like the drawing included some screening.

Mr. Burns said that he believed that it would be open at this time; but that they had talked about possibly later enclosing the area and heating it, depending on the COVID situation.

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Mr. Marciniak asked if servers will be used in the area?

Mayor Stough said that this is not part of DORA; that this use may allow servers. Mr. Burns added that the applicant has applied to Council for a licensing agreement for the use of the area and that the approval of this application will be contingent on that approval. Mayor Stough said that the application will be on the next Council meeting agenda.

Ms. Lindhuber asked if the screens shown in the drawing will be able to roll up.

Mr. Burns said that he did not believe that the screens would be able to be rolled up.

Ms. Lindhuber motioned, that the application be approved with the requirement that the screening is retractable.

Mr. Marciniak said that he didn't think that the screening could be retractable.

Ms. Lindhuber amended her motion that the application be approved with the caveat that the screening be removable or retractable.

Mr. Lindsley called for a second to the motion. There were no responses. Motion died for lack of a second.

Mayor Stough moved that the application be approved as submitted. Mr. Marciniak seconded. Vote being: Marciniak, Fischer, Stough and Lindsley (4) aye; Lindhuber (1) nay. Motion passed by a 4 to 1 vote.

Additions to the Agenda:

Mr. Lindsley stated that there is an addition to the agenda for Northview Fitness.

The Secretary stated that she was not aware of an addition; and that she did not have any information on this item.

Mayor Stough stated that the Board could move forward with the item without any information.

Mr. Burns stated that he had a drawing.

Mayor Stough said that he did not have a copy of the drawing and he asked the Secretary if she had seen it?

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The Secretary responded that she had not.

Mr. Burns passed the drawing around to the members and explained that the item had come in as a late item.

The Secretary asked Mr. Burns if he had an application for the item?

Mr. Burns responded that he did not have an application and explained that this item is an amendment to a previously approved application. Mr. Burns stated that the amendment is for the Northview High School Fitness and Wellness Center, which is on the south side of the building. He added that the previously approved design was for a two-story building, but that they are scaling the design down to a single-story building. He added that they during a discussion he had with them, they committed to using the same materials that were previously approved.

Mr. Burns was asked by one of the members what the original application number was and who the applicant is.

Mr. Burns responded that he did not have that information.

Mayor Stough added that the applicant would be the Sylvania Board of Education.

Ms. Fisher moved, Ms. Lindhuber seconded, to approve to amendment to the previously submitted application. Mr. Burns asked that for the motion to include the requirement of the use of the previously approved materials. Ms. Fisher amended her motion to include the requirement of the use of the previously approved materials to the motion, Ms. Lindhuber seconded the motion. Vote being: Lindhuber, Marciniak, Fischer, Stough and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Ms. Lindhuber moved, Ms. Fischer 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 July 15, 2020. Mr. Lindsley called the meeting to order.

Members present: Mayor Craig Stough, Ken Marciniak, Carol Lindhuber, Kathleen Fischer, and Thomas Lindsley (5) present. Zoning Administrator, Timothy Burns present.

Ms. Lindhuber moved, Mr. Marciniak seconded to approve the Minutes of the June 10, 2020, meeting as submitted. Vote being: Stough, Lindhuber, Marciniak, Fischer and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 3 – Council Referral – for review and recommendation, Petition for Zoning Ordinance Amendment, ZA-2-2020, from John Healy for Joyce Donnelly, to change zoning from “R-3”, Single Family Dwelling to “PRO”, Professional Research Office for property located at 6710 Maplewood Ave., Sylvania, OH 43560.

Mr. Lindley stated that the Planning Commission will be tabling this item for further discussion.

Mayor Stough added that the item is being tabled per the request of the applicant.

There were several residents in attendance of the meeting and one asked how they would know when the item will be discussed.

Mayor Stough stated that the Planning Commission does not change the zoning; that they make a recommendation to City Council who then sets a Public Hearing; and that Council would then be required to publish the time and date of the Public Hearing in the newspaper and on the City’s website. He added that the Public Hearing would be the appropriate time to hear public input but that there is no scheduled time as of now.

Mayor Stough explained that the City found some issues with the application and recommended that the application be pulled back as our only choice would be to say that it doesn’t meet the requirements of the requested zoning.

Mr. Lindsley then stated that John Healy has withdrawn the application.

Ms. Lindhuber moved, Ms. Fischer seconded to adjourn the meeting. All present voted aye. Meeting adjourned.

Submitted by,

Debra Webb, Secretary  
Municipal Planning Commission