

Board of Architectural Review

Minutes of the regular meeting of January 13, 2021. Mr. Lindsley called the meeting to order.

Members present: Mayor Craig Stough, Kate Fischer, Carol Lindhuber, Jeff Schaaf and Ken Marciniak, (5) present (Kate Fischer unable to respond to roll call due to technical issues). Zoning Administrator, Timothy Burns also present.

Ms. Lindhuber moved, Mr. Schaaf seconded to approve the Minutes of the December 16, 2020 meeting as submitted. Vote being: Stough, Lindhuber, Schaaf and Marciniak (4) aye; (0) nay (Kate Fischer unable to vote due to technical issues). Motion passed by a 4 to 0 vote.

Mayor Stough asked that the record show that he would need to push away the table and not participate in the discussion and vote on application no. 1-2021 as his architectural firm did work on this project and that it would be a conflict of interest.

Item 3 – Building Review – app. no. 1-2021 requested by Jamilynn Fox for Earth to Oven Bakery & Cafe, 5758 Main Street, Unit #4, Sylvania, Ohio 43560. Application is for an exterior canopy/awning façade.

Ms. Fox was present and explained that the purpose of the project was to increase the outdoor eating area.

Kate Fischer's technical issues were resolved during Ms. Fox's explanation of the project.

Mr. Lindhuber moved, Ms. Fischer seconded, to approve the design shown in the drawings submitted with the application. Vote being: Lindhuber, Fischer, Schaaf and Marciniak (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 4 – Building Review – app. no. 2-2021 requested by Rachel Falahee of Marygrove Awning Company for Village Inn, 4984 Holland-Sylvania Road, Sylvania, Ohio 43560. Application is for an exterior canopy/awning façade.

Mr. Tony Lockard of Marygrove Awning was present and gave a brief description of the project. He explained that the free-standing canopy would be installed over the current free-standing bar, and that the current cover over the bar would be removed. He added that the canopy will cover the entire patio.

Ms. Fischer moved, Ms. Lindhuber seconded, to approve the design shown in the drawings submitted with the application. Vote being: Stough, Lindhuber, Fischer, Schaaf and Marciniak (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 5 – Regulated Sign – app. no. 3-2021 requested by Scott Burns of Scotty B's LEDs for Canaan Companies (tenant sign), 6423 Monroe Street, Sylvania, Ohio 43560. Application is for a new monument sign.

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Mr. Burns was present

Mr. Burns explained that the new sign is a refurbished 7ft x 10' monument sign that will replace the current monument sign; that the new sign will be installed in the same location as the existing sign. He added that the new sign is larger than the current sign so it will extend closer to the building than the sign that it is replacing but it will remain 10 ft from the right of way.

Ms. Lindhuber moved, Ms. Fischer seconded, to grant a Certificate of Appropriateness for the sign shown in the drawing submitted with the application. Vote being: Stough, Lindhuber, Fischer, Schaaf and Marciniak (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

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

Submitted by,

Debra Webb, Secretary
Municipal Planning Commission

Sylvania Municipal Planning Commission

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Members present: Mayor Craig Stough, Kate Fischer, Carol Lindhuber, Jeff Schaaf and Ken Marciniak, (5) present (Kate Fischer unable to respond to roll call due to technical issues). Zoning Administrator, Timothy Burns also present.

Ms. Lindhuber moved, Mayor Stough seconded to approve the Minutes of the December 16, 2020 meeting as submitted. Vote being: Stough, Lindhuber, Schaaf and Marciniak (4) aye; (0) nay (Kate Fischer unable to vote due to technical issues). Motion passed by a 4 to 0 vote.

Item 3 – Organization Meeting

a. Election of Officers:

1. Chair – Mayor Stough moved, Ms. Lindhuber seconded, to elect Ken Marciniak as Chair. Mr. Marciniak accepted the nomination. Vote being: Stough, Lindhuber, Schaaf and Marciniak (4) aye; (0) nay (Kate Fischer unable to vote due to technical issues). Motion passed by a 4 to 0 vote.
2. Vice-Chair – Mayor Stough moved, Ms. Lindhuber seconded, to elect Kate Fischer Vice-Chair. Vote being: Stough, Lindhuber, Schaaf and Marciniak (4) aye; (0) nay (Kate Fischer unable to vote due to technical issues). Motion passed by a 4 to 0 vote.

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

Submitted by,

Debra Webb, Secretary
Municipal Planning Commission