

## Board of Architectural Review

Minutes of the regular meeting of February 10, 2021. Mr. Marciniak called the meeting to order.

Members present: Mayor Craig Stough, Kate Fischer, Carol Lindhuber, Jeff Schaaf and Ken Marciniak, (5) present. Zoning Administrator, Timothy Burns also present.

Ms. Fischer moved, Mr. Schaaf seconded to approve the Minutes of the January 13, 2021, meeting as submitted. Vote being: Stough, Lindhuber, Fischer, Schaaf and Marciniak (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 3 – Building Review – app. no. 4-2021 requested by Stephanie Pilgrim for Spacebar, 5687 Main Street, Sylvania, Ohio 43560. Application is for new front and rear entrance doors.

Mr. Burns said that the doors will be bronze coated aluminum.

Building design is within the limits of the Sylvania Code.

Mr. Schaaf moved, Ms. Lindhuber seconded, 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 4 – Building Review – app. no. 5-2021 (an amendment to app. no 6-2020) requested by Christopher McCoy of AIA-McCoy Architects, LLC for Toledo Islamic Academy, 5225 W. Alexis Road, Sylvania, Ohio 43560. Application is for a building addition.

Mr. Burns said that the new design would only increase the square footage and would not increase the footprint. That the new design is for two stories in the northwest corner verses the one story design that was previously approved.

Building design is within the limits of the Sylvania Code

Ms. Lindhuber moved, Ms. Fischer seconded to approve the building design 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.

Mr. Marciniak stated that he will need to recuse himself from the discussion and vote for the next item on the agenda.

Item 5 – Building Review – app. no. 6-2021 requested by Mitchol Pappan for MSP Properties of Ohio, L.P., 5549 W. Alexis, Sylvania, Ohio 43560. Application is for a new building design. Mr. Rod Artur of the Arter Company was present with Mr. Pappan.

Mr. Artur gave a brief description of the new building, which would be a General Dollar store. He said that they would be using a more upscale version of materials than generally used in their designs that includes khaki colored Hardie Board for the walls with white trim and that bronze awnings would be added to give the building a more upscale appearance than they're typical. He said that they would be installing heavily dense landscaping on the side of the building as well

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as dense landscaping along the front.

Ms. Lindhuber asked if they would be using hardwoods or pine trees for the landscaping.

Mr. Pappan said that they would use a variety of trees including some maple, lotus and arborvitae trees.

Mayor Stough asked if deliveries were going to be made in the front of the building and referred to the area in the front parking lot. Mr. Pappan and Mr. Burns both said that the area in the front parking lot was to allow for the turning radius of delivery trucks and would not be used for unloading.

Building design is within the limits of the Sylvania Sign Code.

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

Mr. Burns acknowledge Mr. Christopher McCoy, of AIA-McCoy Architects, who arrived to the meeting during the discussion of the last item. Mr. McCoy was advised that his application for Toledo Islamic Academy had already been heard and was approved and was asked if he had anything that he would wish to say. Mr. McCoy apologized to the Board for being late and thanked them for the approval.

Item 6 – Regulated Sign – app. no. 7-2021 requested by Breann Dander of True Aerial Signs for Stilla - Salon·Spa·Boutique, 4900 N. McCord Road, Suite B4, Sylvania, OH 43560. Application is for a new wall sign.

Ms. Dander was present.

Sign is within the limits of the Sylvania Sign Code.

Mr. Schaaf moved, Ms. Fischer seconded, to approve 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. Lindhuber moved, Mr. Schaaf 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 February 10, 2021. Mr. Marciniak called the meeting to order.

Members present: Mayor Craig Stough, Kate Fischer, Carol Lindhuber, Jeff Schaaf and Ken Marciniak, (5) present. Zoning Administrator, Timothy Burns also present.

Mr. Schaaf moved, Ms. Lindhuber seconded to approve the Minutes of the January 13, 2021, meeting as submitted. Vote being: Stough, Lindhuber, Fischer, Schaaf and Marciniak (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 3 – Council Referral – Proposed Ordinance 12-2021, Amending Chapter 1157 – Off-Street Parking of the Sylvania Codified Ordinances, 1979, as amended, by adding Section 1157.16 – Bicycle Parking.

Mayor Stough said that the City is close to approving a new downtown plan and that they are looking at what other cities are doing in regards to bicycle parking plans; and that the proposed ordinance is based closely on Cleveland’s ordinance.

Mayor Stough also said that while he has no problem with the requirement of bicycle parking in new site plans, he added that he is reluctant to enforce the requirement for existing businesses. He suggested that the wording of “required” be changed to “encouraged”.

Mr. Marciniak suggested that existing businesses should be exempt from the requirement.

Discussion took place among the members and more also said that they would like to see the word “encouraged” used in place of “required”.

Keith Webb of 6906 Shooter Hill, Toledo, Ohio was present and said that he was present on behalf of “We Are Traffic”.

Mr. Webb said that he has been in contact with Kevin Aller, the City’s Public Service Director, and asked if he could share some of the suggestions that he made to the City in regards to the proposed ordinance through email correspondence with Mr. Aller.

Mr. Webb said that he recognizes that bike racks are not always needed and made several suggestions regarding the proposed ordinance. Some of the suggestions he made included the following:

- an “exclusion by commission” clause could be added to section (b) that could waive or modify the requirement of bicycle parking spaces for businesses such as a gas station that does not have a convenience store.
- that a minimum requirement of (2) bicycle parking spaces be added to section (c)
- that a bike space requirement addition to section (e) for when multiple bike racks are installed side-by-side, that the space between racks be reduced from (4) feet to (3) feet

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- a provision that the bicycle parking spaces are not installed in an area the encroaches on ADA requirements/compliance

Mr. Webb made also provided a few other suggestions and comments.

Mr. Marciniak said that the suggestions that Mr. Webb made merit more discussion and asked if the Planning Commission would need to make their recommendation tonight.

Mr. Webb asked if he could forward his email correspondence with Mr. Aller to the Planning Commission Secretary to be distributed to the members for consideration. The members agreed that they would like to see the correspondence.

Mayor Stough said that it would be appropriate for the Service Director to revisit the proposed ordinance amendment and make some changes based on the discussion that took place at the meeting; and that both he and Mr. Burns would provide some input to Mr. Aller.

Mr. Marciniak suggested that the Planning Commission table the discussion until the next meeting.

Ms. Lindhuber moved, Mr. Schaaf seconded, to table this item until the March 10, 2021 meeting. Vote being: Stough, Lindhuber, Fischer, Schaaf and Marciniak (5) aye; (0) nay. Motion passed by a 5 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