

Sylvania City Council

June 21, 2021

7:00 p.m. Committee of the Whole
Proposed Ordinance No. 46-2021, TARTA

7:30 p.m. Council Meeting
Agenda

1. Roll call. Mrs. Cappellini, Mr. Frye, Mr. Haynam, Mr. McCann, Mr. Richardson, Ms. Stough, Mrs. Westphal.
2. Pledge of Allegiance to the United States of America led by Mr. Frye.
3. Additions to the agenda.
4. Approval of the regular council meeting minutes of June 7, 2021.
5. The Sylvania Area CIC to recognize Senator Theresa Gavarone for her support of Sylvania.
6. Harroun Park River Trail Bioretention & Stream Restoration Project.
 - a. Service Director's report on a Design-Build Services Contract Amendment.
 - a.1. Proposed Ordinance No. 49-2021, Authorizing to approve and accept the Amendment to the Proposal of Civil & Environmental Consultants, Inc for the Design-Build Services for Harroun Park River Trail Bioretention & Stream Restoration Project.
7. Cushman Road.
 - a. Project Update/Discussion (Service Director's memo will be emailed once construction prices have been received from the contractor).
 - b. Speed Hump Petition.
8. Harroun Road/Flower Hospital/Ravine Drive Traffic Signal Project.
 - a. Service Director's Report on CMAQ Grant Application.
 - a.1. Proposed Resolution No. 7-2021, A Resolution authorizing to prepare and submit an application to participate in the Congestion Mitigation and Air Quality Grant Program.
9. Erie Street & Monroe Street Roundabout and Erie Resurfacing Project.
 - a. Service Director's report on STBG Application.
 - a.1. Proposed Resolution No. 8-2021, A Resolution authorizing to prepare and submit an application in the Surface Transportation Block Grant.

10. Zoning Ordinance Amendment Application No. SUP-3-2021, Zoning Change from “B-2”, General Business District to “B-2 SUP”, General Business District Special Use Permit from Masjid Saad Foundation for property located at 5225 West Alexis Rd, Sylvania, Ohio. (Referral to Municipal Plan Commission)
11. Committee reports.
 - a. Committee of the Whole meeting held on this date.
12. Committee referrals.

INFORMATION

- A. Board of Architectural Review minutes from June 16, 2021.
- B. Municipal Planning Commission minutes from June 16, 2021.

Minutes of the Meeting of Council
June 7, 2021

The Council of the City of Sylvania, Ohio met in regular session on June 7, 2021 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, Brian McCann, Patrick Richardson, Mary Westphal, Lyndsey Stough; (7) present; (0) absent.

Roll call:
All present.

Pledge of Allegiance to the United States of America led by Mrs. Cappellini.

Pledge of
Allegiance.

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

5a. Proposed Ordinance No. 48-2021, DORA Expansion.

8. Not for action tonight.

Mr. Frye moved, Mr. Haynam seconded to approve the agenda; roll call vote being: Cappellini, Frye, Haynam, McCann, Stough, Richardson, Westphal; (7) yeas; (0) nays. The motion carried.

Agenda approval.

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

Mr. Frye presented the May 17, 2021 meeting minutes. Mr. Frye moved, Mr. Haynam 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 May 17, 2021 be approved; roll call vote being: Frye, Haynam, McCann, Richardson, Westphal, Stough, Cappellini, (7) yeas; (0) nays. The motion carried.

Approval of the
May 17, 2021
meeting minutes.

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

Mr. Frye provided a report of the Public Hearing on the DORA Expansion held at 7:00 p.m. on this date. Mr. Frye stated no one spoke in favor or against this expansion. Mrs. Sandy Husman asked questions regarding Heritage Sylvania's use for private parties during DORA hours.

DORA
Expansion Public
Hearing report.

Ms. Stough presented and read aloud by title only, proposed Ordinance No. 48-2021, a written copy of same having been previously furnished to each member of Council, "Amending the Designated Outdoor Refreshment Area ("DORA") by expanding the territory included in the DORA; establishing regulations as required by law; and declaring an emergency."; Ms. Stough moved, Mrs. Westphal seconded for passage of Ordinance No. 48-2021 as an emergency measure.; roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Ordinance No.
48-2021,
"Amending the
DORA by
expanding the
territory....."

Minutes of the Meeting of Council
June 7, 2021

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

Mr. McCann presented and read aloud by title only, proposed Ordinance No. 43-2021, a written copy of same having been previously furnished to each member of Council, "To assess a special tax upon the lots and lands described in the schedule referred to herein to pay a part of the cost and expense of providing for the construction, maintenance, repair, cleaning and enclosing open drainage ditches within the corporate limits of the City of Sylvania for the year ending December 31, 2021; and declaring an emergency."; Mr. McCann moved, Mr. Haynam seconded for passage of Ordinance No. 43-2021 as an emergency measure.; roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Ordinance No. 43-2021, "To assess a special tax...ditch maintenance..."

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 44-2021, a written copy of same having been previously furnished to each member of Council, "Ordinance approving the assessment heretofore authorized by Resolution No. 6-2021 for Street Lighting; levying said assessments; and declaring an emergency." Mrs. Westphal moved, Mr. McCann seconded for passage of Ordinance No. 44-2021 as an emergency measure.; roll call vote being: McCann, Richardson, Stough, Westphal, Cappellini, Frye, Haynam, (7) yeas; (0) nays. The motion carried.

Ordinance No. 44-2020, "Approving the assessment for street lighting..."

Mrs. Cappellini presented and read aloud by title only, proposed Ordinance No. 45-2021, a written copy of same having been previously furnished to each member of Council, "To assess a special tax upon the lots and lands described in the schedule referred to herein to pay a part of the cost and expense of providing for the removal and special treatment of shade trees for the purpose of controlling blight and disease of same; and for planting, maintaining, trimming and removing shade trees in and along the streets and within public right-of-way of the City for the year ending December 31, 2021; and declaring an emergency."; Mrs. Cappellini moved, Mr. Haynam seconded for passage of Ordinance No. 45-2021 as an emergency measure.; roll call vote being: Richardson, Stough, Westphal, Cappellini, Frye, Haynam, McCann, (7) yeas; (0) nays. The motion carried.

Ordinance No. 45-2021, "To assess a special tax... shade trees...."

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

Zoning Ordinance Amendment Application No. ZA-1-2021, Zoning Change from "R-1" Single-Family Residential Large Lot District to "B-2" General Business District from Sara Velasquez for property located at 8216 Erie Street, Sylvania was introduced. Mr. Haynam moved, Mrs. Westphal seconded to refer this application to the Municipal Planning Commission for review and recommendation. Roll call vote being: Stough,

ZA-1-2021 referred to Plan Commission.

Minutes of the Meeting of Council
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Westphal, Cappellini, Frye, Haynam, McCann, Richardson, (7) yeas; (0) nays. The motion carried.

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

Mr. Frye moved, Mr. McCann seconded to allow Ms. Stough to push back from the table due to conflict of interest. Roll call vote being: Westphal, Cappellini, Frye, Haynam, McCann, Richardson, Stough, (7) yeas; (0) nays. The motion carried.

Stough pushed back due to conflict of interest.

Mr. Frye moved, Mrs. Westphal seconded to refer proposed Ordinance No. 46-2021, Approving the Inclusion of Lucas County as a member of the Toledo Area Regional Transit Authority to the Committee of the Whole for review. Set COW meeting on June 21, 2021 at 7:00 p.m. Roll call vote being: Westphal, Cappellini, Frye, Haynam, McCann, Richardson, (6) yeas; (0) nays. The motion carried.

Ordinance No. 46-2021 to COW
Set COW Mtg 6/21/21 @ 7:00 p.m.

Ms. Stough returned to the table.

Mayor Stough stated that Council will now consider agenda item 9.

Mr. Haynam introduced and read by title only Ordinance No. 47-2021, "Approving the banner application of the Sylvania Area Chamber of Commerce; authorizing the Zoning Administrator to indicate such approval on behalf of the City of Sylvania; and declaring an emergency". Mr. Haynam moved, Mr. McCann seconded for passage of Ordinance No. 47-2021 as an emergency measure"; roll call vote being: Cappellini, Frye, Haynam, McCann, Richardson, Stough, Westphal, (7) yeas; (0) nays. The motion carried.

Ordinance No. 47-2021, "...Banner approval... Sylvania Chamber...."

Mayor Stough stated that Council will now consider agenda item 10.

Mr. McCann stated the Utilities & Environment Committee met on this date to discuss the Refuse/Recycling Contract. He reviewed the modifications to the Codified Ordinances that will be effective 9/21/21 including Refuse every week and Recycling every other week. The contract extension of five years and the first-year increase of \$0.03 per household.

Utilities Com. Mtg. report regarding Refuse/Recycling from 6/7/21.

Minutes of the Meeting of Council
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Mr. McCann introduced and read by title only Amended Ordinance No. 27-2021, "Amending Chapter 941-Solid Waste/Recycling Collection of the Sylvania Codified Ordinances, 1979, as amended; repealing Chapter 943-Residential Recycling Program of the Sylvania Codified Ordinances, 1979, as amended; and declaring an emergency". Mr. McCann moved, Mr. Haynam seconded for passage of Amended Ordinance No. 27-2021 as an emergency measure"; roll call vote being: Frye, Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Ordinance No.
27-2021,
"Amending
Chapter 841,
Solid
Waste/Recycling
..."

Mayor Stough stated all agenda items have been addressed.

Mr. Frye moved, Mr. McCann seconded to adjourn at 8:12 p.m. Roll call vote being: McCann, Richardson, Stough, Westphal, Cappellini, Frye, Haynam, (7) yeas; (0) nays.

Adjournment.

Clerk of Council

Mayor



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

lea.

June 21, 2021

To: The Mayor and Members of Sylvania City Council

Re: **Design-Build Services Contract Amendment**
Harroun Park River Trail Bioretention & Stream Restoration

Dear Mr. Mayor and Council Members:

On June 1, 2020, Sylvania City Council approved a design-build contract with Civil & Environmental Consultants, Inc. (CEC) in the amount of \$229,200 via Ordinance 34-2020. This agreement covered the engineering and construction of the project. Construction of the project is complete and we believe it is a valuable contribution to our downtown and park areas.

CEC has also performed other services relating to public outreach, grant reporting and public education. This work includes information pieces that have been on our website as well as some still being developed for such purposes. Site signage is also being prepared. CEC is requesting \$11,000 for this work per the attached letter. This work and associated fee are eligible for the grant funding we had received for the project. Therefore, the total project cost will be \$240,200 and the City's portion of the project will be \$24,000.

We believe CEC's request is fair and reasonable and recommend approval of an amendment to the original agreement in the amount of \$11,000.

Please call if you have any questions.

Sincerely,

Kevin G. Aller, P.E.
Director of Public Service



June 17, 2021

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

Dear Mr. Aller:

Subject: Work Plan Change Order Request
CEC Project 183-215

Civil & Environmental Consultants, Inc. requests a change order to our work plan, dated March 3, 2020, for services related to the Harroun Park River Trail Stream Restoration Project. The change order request is for a budgeted amount of \$11,000 for services relating to public outreach and coordination and grant report preparation that were not included in our original work plan. A listing of these services is provided in Appendix A. We appreciate the opportunity to continue work on this important project. If you have any questions or need any additional information, please feel free to contact us.

Sincerely,

CIVIL & ENVIRONMENTAL CONSULTANTS, INC.

A handwritten signature in blue ink, reading "Deanna M. Bobak".

Deanna M. Bobak
Project Manager

A handwritten signature in blue ink, reading "Timothy D. Murphy".

Timothy D. Murphy, CESSWI
Principal

Enclosures: Appendix A – Change Order Scope of Services

APPENDIX A
CHANGE ORDER SCOPE OF SERVICES

Additional Services for the Harroun Park River Trail Stream Restoration Project.

Item	Cost Estimate
Fact Sheet, Press Release, Website and Social Media Content Development	\$2,000
Signage – Design and Materials for two signs	\$4,000
Drone Footage and Virtual Tour	\$3,500
Final Grant Reporting	\$1,500
TOTAL	\$11,000

6a1.

ORDINANCE NO. 49 -2021

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO APPROVE AND ACCEPT THE AMENDMENT TO THE PROPOSAL OF CIVIL & ENVIRONMENTAL CONSULTANTS, INC. FOR THE DESIGN-BUILD SERVICES FOR THE HARROUN PARK RIVER TRAIL BIORETENTION AND STREAM RESTORATION PROJECT; APPROPRIATING FUNDS THEREFORE IN THE AMOUNT OF \$11,000; AND DECLARING AN EMERGENCY.

WHEREAS, Resolution No. 4-2019, passed by Sylvania City Council on March 4, 2019, authorized the Mayor and Director of Finance to file a grant application with the Ohio Environmental Protection Agency to convert the mowed depression in the parking lot behind Root to a bio retention rain garden around existing trees; and,

WHEREAS, Ordinance No. 34-2020, passed by Sylvania City Council on June 1, 2020, authorized the Mayor and Director of Finance to accept the proposal of Civil and Environmental Consultants, Inc. for the design-build services for the Harroun Park River Trail Bioretention and Stream Restoration Project and appropriated \$229,200 therefore; and,

WHEREAS, the Director of Public Service, by report dated June 21, 2021, has recommended the approval of the amendment to the proposal to cover the public outreach, grant reporting, public education and site signage which resulted in a net increase to contract in the amount of \$11,000, for a total project cost of \$240,200, with the City's portion being \$24,000.

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

SECTION 1. That the Mayor and the Director of Finance be, and they hereby are, authorized to sign the amendment to the proposal of Civil & Environmental Consultants on behalf of this City, thereby indicating such approval and acceptance of the amendment to the

proposal for the Design-Build Services for the Harroun Park River Trail Bioretention & Stream Restoration Project.

SECTION 2. That to provide funds for said services hereby authorized, there is hereby allocated from the **CAPITAL IMPROVEMENT FUND** from funds therein not heretofore allocated to **Account No. 401-7310-53502, Park Improvements**, the amount of Eleven Thousand Dollars (\$11,000.00).

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 amendment to the proposal should be approved immediately so as to preserve the good credit of this City. 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 on passage as an emergency: Yeas _____ Nays _____
Passed, _____, 2021, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

RECEIVED

JUN 15 2021

CITY OF SYLVANIA
CITY COUNCIL

To:
Sharon Bucher
Clerk of Council
6730 Monroe St., Ste. 201
Sylvania, OH 43560

June 14, 2021

Dear Ms. Bucher and Council Members,

Please find enclosed a speed hump petition for Cushman Road. I have collected 24 of 32 signatures (75%) in favor of speed humps and just as many for the secondary petition requesting that the speed humps be painted for greater visibility. Two sets of signatures for owners who live elsewhere were collected by mail and attached to the original petition.

I realize that 80% is the policy requirement and I ask that the council revise this policy as Mayor Stough mentioned could be a possibility in the May 3rd, 2021 city council meeting. Like him, we were surprised by the high percentage that is required. It would be fair to require anything over 50% and possibly acceptable to require a majority of 66%. Eighty percent seems excessive and arbitrary, so we ask that this policy be revisited on behalf of Cushman residents and other residents who will undoubtedly face the same issue that we have faced.

Please consider that 75% of our residents *want* speed humps and only 25% do not. Comparably, if the petition had excluded the three residents south of Randall Road, as Mr. Joseph Shaw initially suggested, our percentage would be 79%. Either way, there is tremendous support for this safety feature.

As the council may know by now, Cushman Road has no sidewalks, no curbs, and our speed humps have been removed. We also have the addition of drainage ditches on one side (which will hopefully be filled in later). Losing our speed humps has taken away the one safety feature we had in place for pedestrians and people who recreate on our road. The idea of having to dive into a ditch to avoid a reckless driver makes our road feel even less safe. Indeed, Cushman has developed a speeding problem since our road received new pavement without speed humps and people who initially turned down signing the petition changed their minds and decided to sign because of this. I work at home and have a view of the road, so I know firsthand that it is happening.

I have enclosed a third petition to address the ethical issue of poor communication that we have experienced with Mr. Joseph Shaw. Signatures for this document were mainly gathered from resident-owners and rental-owners with whom we could speak at length. The point of this was to show the city council that we were not consulted about speed humps as we feel we should have been. In my email communication with Mr. Shaw from earlier this year I asked about the option of sidewalks. He simply told me that it was far too late to consider sidewalks and that it would be resident-funded anyway. I asked about a cost estimate but he did not respond with that information. My neighbors and I feel that options such as these should be presented when there is an opportunity for legitimate discussion and decision-making. Mr. Shaw stated in an email that

residents did not ask about these things when he personally spoke with him. I point out to you, as I did to him, that residents may not have known they could ask or should ask. It seems fair and right to know our options when such extensive work is being done. Due to the omission of sidewalk and speed hump discussions in a timely manner, we are left with no real option for one and significant time and effort from my family for the other. I do not get paid for the many hours I have put into this project, as Mr. Shaw does, yet I believe it is the right thing to do for my family and all the other families who recreate on our road. Residents of Cushman Road expect city employees to do the right thing, but we have not seen this happen on this project. At this point, I do not feel that enough support could be garnered to push for sidewalks, so speed humps are the focus for us right now.

Aside from the many adults who use our road for recreation, there are approximately 12 children that live on this street and even more that come through on foot, bikes, scooters, and skates from other streets. There are also some that come to visit their grandparents and may use the road for recreation as well.

I ask that council members please consider all this information in addition to the upset caused by our ditches. I feel safe in saying that most of the speed hump petition-signers are also pushing for their ditches to be filled in. We have been very active in speaking our voices and we would like our roads to have speed humps and our yards to be restored. We are grateful for improvements to our road and would like it to be as safe as it was before.

Please contact me if there is more I need to do to seek revision of the 80% policy. Also, some residents will be willing to attend another city council meeting if we need to do so for this purpose. Thank you for your time.

Sincerely,



Jessica Rehkemper
5820 Cushman Rd.
(Homeowner- Peter Schultz)
503-330-6260

dancinglady25@gmail.com

Petition to Construct Speed Humps (City Council Ord. 66-2005) **Cushman Road**

Section II, Part F, "When a street with speed humps is improved by reconstruction or resurfacing, the speed humps will be removed and will not be replaced unless and until the process to install speed humps has been completed."

Section I, Part A, "A petition, signed by 80% or more of the residents of the effected city street requesting installation of speed humps, must be submitted to the Clerk of Council."

Sheet 1 of 2















Address	Print Name	Signature	Mailing Address (if Different)	Contact Phone Number or Email
5612	William D. Dibling	<i>William Dibling</i>		419 824 6035
5624	Theresa Douglas			
5630	Steven D. & Precious D. Brownlee			
5642	Michael Dewey	<i>Michael Dewey</i>	6005 WASHBURN Berkeley OH 43504	419-346-4354
5660	Patricia L. Magris	<i>Patricia Magris</i>		419-205-0192
5666	Elizabeth Nicole Glinka			
5678	Julie Adams	<i>Julie Adams</i>		419-787-7892
5684	Graham Scott	<i>Graham Scott</i>		734 718 6216
5708	Michael J. Murdock	<i>Michael J. Murdock</i>	5662 Elliott Drive, Sylvania, Ohio 43560	murdock1@bex.net
5716	Marvin & Kathy L. Krohn			
5722	Joseph W. Phillips			
5728	Robert M. Jr. & Yvonne M. Neary	<i>Yvonne Neary</i>		419-266-0214
5736	Linda J. Brant	<i>Linda J. Brant</i>		419-787-1322
5744	Jason W. Nowicki	<i>Jason W. Nowicki</i>	5037 Gorham Place, Sylvania, Ohio 43560	419-574-2615
5750	Nichole L. Purcel	<i>Nichole L. Purcel</i>		
5758	Johnathan E. Kujaawa	<i>John E. Kujaawa</i>		419 351 6479

Petition to Construct Speed Humps (City Council Ord. 66-2005)
Cushman Road

Section II, Part F, "When a street with speed humps is improved by reconstruction or resurfacing, the speed humps will be removed and will not be replaced unless and until the process to install speed humps has been completed."

Section I, Part A, "A petition, signed by 80% or more of the residents of the effected city street requesting installation of speed humps, must be submitted to the Clerk of Council."

Sheet 2 of 2

Address	Print Name	Signature	Mailing Address (If Different)	Contact Phone Number or Email
5764	Darren C. Snapp			419-466-6205
5800	Grandview Home Services, LLC		11034 Yankee Road, Blissfield, Michigan 49228	419-392-2553, Paul Pasternak
5810	Vincent L. Sperling			vsperling@hotmail.com
5820	Peter E. Schultz			419-450-4003
5824	Sharon A. & Larry Duval			419-377-7726
5836	Luke D. & Brooke A. Cutlip			419-290-7744
5844	Cheung W. Tang		41159 Dunboyne Circle, Clinton Township, Michigan 48038	586-822-2228
5850	Bradley D. Szutienko			419-351-7775
5860	Robert Marks			
5906	Gary W. Romp			419-344-7960
5918	Donovan Ross			
5930	George Henry & Bernadine A. Roberts		5201 Canterbury Lane, Logansport, Indiana, 46947	beegeelogan@gmail.com
5942	George Henry & Bernadine A. Roberts		5201 Canterbury Lane, Logansport, Indiana, 46947	beegeelogan@gmail.com
5954	George Henry & Bernadine A. Roberts		5201 Canterbury Lane, Logansport, Indiana, 46947	beegeelogan@gmail.com
6006	Marving Real Estate, LLC		1900 W. Alexis Road, Toledo, Ohio 43613	will.iring@marvingrealestate.com
6018	Howard R. & Carolyn L. Brown			419-517-3044

Petition to Construct Speed Humps (City Council Ord. 66-2005) **Cushman Road**

Section II, Part F, "When a street with speed humps is improved by reconstruction or resurfacing, the speed humps will be removed and will not be replaced unless and until the process to install speed humps has been completed."

Section I, Part A, "A petition, signed by 80% or more of the residents of the effected city street requesting installation of speed humps, must be submitted to the Clerk of Council."

Sheet 2 of 2

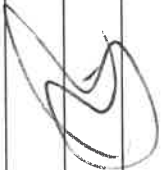
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6006	Marving Real Estate, LLC		1900 W. Alexis Road, Toledo, Ohio 43613	will.irving@marvingrealestate.com
6018	Howard R. & Carolyn L. Brown			

Petition to Construct Speed Humps (City Council Ord. 66-2005)
Cushman Road

Section II, Part F, "When a street with speed humps is improved by reconstruction or resurfacing, the speed humps will be removed and will not be replaced unless and until the process to install speed humps has been completed."


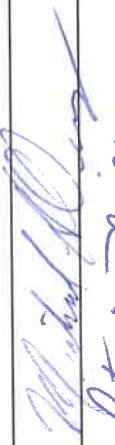



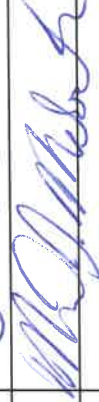




Section I, Part A, "A petition, signed by 80% or more of the residents of the effected city street requesting installation of speed humps, must be submitted to the Clerk of Council."

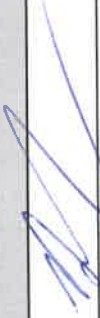







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5954	George Henry & Bernadine A. Roberts		5201 Canterbury Lane, Logansport, Indiana, 46947	beegeeelogan@gmail.com
6006	Marving Real Estate, LLC		1900 W. Alexis Road, Toledo, Ohio 43613	will.irving@marvingrealestate.com
6018	Howard R. & Carolyn L. Brown			

If speed humps are installed on Cushman Rd in 2021-22
would you like them to be **painted for greater visibility?**

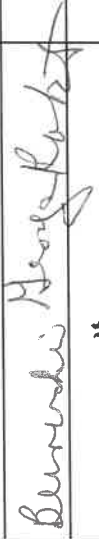
If Yes please sign

Address	Print Name	Signature	Mailing Address (if Different)	Contact Phone Number or Email
5612	William D. Dibling			419 824 6035
5624	Theresa Douglas			
5630	Steven D. & Precious D. Brownlee			
5642	Michael Dewey			
5660	Patricia L. Magris			419-205-0192
5666	Elizabeth Nicole Glinka			
5678	Julie Adams			419-787-7892
5684	Graham Scott			734 718 6216
5708	Michael J. Murdock		5662 Elliott Drive, Sylvania, Ohio 43560	murdock1@bex.net
5716	Marvin & Kathy L. Krohn			
5722	Joseph W. Phillips			
5728	Robert M. Jr. & Yvonne M. Neary			419-266-0214
5736	Linda J. Brant 5455			419-787-1322
5744	Jason W. Nowicki		5037 Gorham Place, Sylvania, Ohio 43560	419-574-2615
5750	Nichole L. Purcel			
5758	Johnathan E. Kujawa			419 351 6479

Address	Print Name	Signature	Mailing Address (If Different)	Contact Phone Number or Email
5764	Darren C. Snapp			(419) 466-6205
5800	Grandview Home Services, LLC	Paul A. Pasternak member	11034 Yankee Road, Blissfield, Michigan 49228	419-392-2553, Paul Pasternak
5810	Vincent L. Sperling			vgsper@hotmail.com
5820	Peter E. Schultz			419-450-4003
5824	Sharon A. & Larry Duvall			419-343-4183
5836	Luke D. & Brooke A. Cutlip			419-290-7744
5844	Cheung W. Tang	See attached	41159 Dunboyne Circle, Clinton Township,	586-822-2228
5850	Bradley D. Szutienko			419-351-7975
5860	Robert Marks			
5906	Gary W. Romp			919-344-7968
5918	Donovan Ross			
5930	George Henry & Bernadine A. Roberts		5201 Canterbury Lane, Logansport, Indiana,	beegeelogan@gmail.com
5942	George Henry & Bernadine A. Roberts	See attached pg	5201 Canterbury Lane, Logansport, Indiana,	beegeelogan@gmail.com
5954	George Henry & Bernadine A. Roberts		5201 Canterbury Lane, Logansport, Indiana,	beegeelogan@gmail.com
6006	Marving Real Estate, LLC		1900 W. Alexis Road, Toledo, Ohio 43613	will.iring@marvingrealestate.com
6018	Howard R. & Carolyn L. Brown	Howard R Brown		419 517 3244

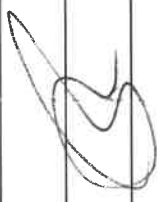
If speed humps are installed on Cushman Rd in 2021-22
would you like them to be **painted for greater visibility?**

If Yes please sign

Address	Print Name	Signature	Mailing Address (if Different)	Contact Phone Number or Email
5764	Darren C. Snapp			
5800	Grandview Home Services, LLC		11034 Yankee Road, Blissfield, Michigan 49228	419-392-2553, Paul Pasternak
5810	Vincent L. Sperling			
5820	Peter E. Schultz			
5824	Sharon A. & Larry Duvall			
5836	Luke D. & Brooke A. Cutlip			
5844	Cheung W. Tang		41159 Dunboyne Circle, Clinton Township, Michigan 48038	586-822-2228
5850	Bradley D. Szutienko			
5860	Robert Marks			
5906	Gary W. Romp			
5918	Donovan Ross			
5930	George Henry & Bernadine A. Roberts		5201 Canterbury Lane, Logansport, Indiana, 46947	beegeelogan@gmail.com
5942	George Henry & Bernadine A. Roberts	"	5201 Canterbury Lane, Logansport, Indiana, 46947	beegeelogan@gmail.com
5954	George Henry & Bernadine A. Roberts	"	5201 Canterbury Lane, Logansport, Indiana, 46947	beegeelogan@gmail.com
6006	Marving Real Estate, LLC		1900 W. Alexis Road, Toledo, Ohio 43613	will.irving@marvingrealestate.com
6018	Howard R. & Carolyn L. Brown			











**If speed humps are installed on Cushman Rd in 2021-22
would you like them to be painted for greater visibility?**

If Yes please sign

Address	Print Name	Signature	Mailing Address (If Different)	Contact Phone Number or Email
5764	Darren C. Snapp			
5800	Grandview Home Services, LLC		11034 Yankee Road, Blissfield, Michigan 49228	419-392-2553, Paul Pasternak
5810	Vincent L. Sperling			
5820	Peter E. Schultz			
5824	Sharon A. & Larry Duvall			
5836	Luke D. & Brooke A. Cutlip			
5844	Cheung W. Tang		41159 Dunboyne Circle, Clinton Township, Michigan 48038	586-822-2228
5850	Bradley D. Szutienko			
5860	Robert Marks			
5906	Gary W. Romp			
5918	Donovan Ross			
5930	George Henry & Bernadine A. Roberts		5201 Canterbury Lane, Logansport, Indiana, 46947	beegeelogan@gmail.com
5942	George Henry & Bernadine A. Roberts		5201 Canterbury Lane, Logansport, Indiana, 46947	beegeelogan@gmail.com
5954	George Henry & Bernadine A. Roberts		5201 Canterbury Lane, Logansport, Indiana, 46947	beegeelogan@gmail.com
6006	Marving Real Estate, LLC		1900 W. Alexis Road, Toledo, Ohio 43613	will.irving@marvingrealestate.com
6018	Howard R. & Carolyn L. Brown			

Did Mr. Shaw ask if your household wanted sidewalks or speed humps
in the 2021 Cushman Road construction project?
 (Sidewalks - Resident funded. Speed humps - City funded.)

Address	Print Name	Signature	Mailing Address (If Different)	Contact Phone Number or Email	I was not asked about this	I want sidewalks
5612	William D. Dibling					
5624	Theresa Douglas					
5630	Steven D. & Precious D. Brownlee					
5642	Michael Dewey					
5660	Patricia L. Magris	<i>John Magris</i>		419-205-0192		✓
5666	Elizabeth Nicole Glinka					
5678	Julie Adams	<i>Julie Adams</i>		419-787-7992	✓	✓
5684	Graham Scott	<i>Jim Scott</i>		734 718 6216	✓	
5708	Michael J. Murdock	<i>Michael J. Murdock</i>	5662 Elliott Drive, Sylvania, Ohio 43560	murdock1@bex.net	✓	
5716	Marvin & Kathy L. Krohn					
5722	Joseph W. Phillips					
5728	Robert M. Jr. & Yvonne M. Neary	<i>Yvonne Neary</i>		419-266-1514	✓	✓
5736	Linda J. Brant	<i>Linda J. Brant</i>		419-787-1322	✓	✓
5744	Jason W. Nowicki		5037 Gorham Place, Sylvania, Ohio 43560	419-574-2615		
5750	Nichole L. Purcel					
5758	Johnathan E. Kujawa	<i>John Kujawa</i>		419 357 6477	was not	yes

Address	Print Name	Signature	Mailing Address (if Different)	Contact Phone Number or Email	I was not asked about this	I want sidewalks
5764	Darren C. Snapp			414/ 466-6205	X	X
5800	Grandview Home Services, LLC		11034 Yankee Road, Blissfield, Michigan 49228	419-392-2553, Paul Pasternak		
5810	Vincent L. Sperling			vlsperling@hotmail.com	X	
5820	Peter E. Schultz			419-450-4003	X	X
5824	Sharon A. & Larry Duval		58	419-393-4183	X	X
5836	Luke D. & Brooke A. Cutlip			419-290-7749	X	X
5844	Cheung W. Tang		41159 Dunboyne Circle, Clinton Township,	586-822-2228		
5850	Bradley D. Szutienko			419-351-7975	X	X
5860	Robert Marks					
5906	Gary W. Romp					X
5918	Donovan Ross					
5930	George Henry & Bernadine A. Roberts		5201 Canterbury Lane, Logansport, Indiana,	beegeelogan@gmail.com		
5942	George Henry & Bernadine A. Roberts		5201 Canterbury Lane, Logansport, Indiana,	beegeelogan@gmail.com		
5954	George Henry & Bernadine A. Roberts		5201 Canterbury Lane, Logansport, Indiana,	beegeelogan@gmail.com		
6006	Marving Real Estate, LLC		1900 W. Alexis Road, Toledo, Ohio 43613	will.irving@marvingrealestate.com	X	X
6018	Howard R. & Carolyn L. Brown					



8a.

June 21, 2021

To: The Mayor and Members of Sylvania City Council

Re: **2021 Congestion Mitigation and Air Quality (CMAQ) Application**

Dear Mr. Mayor and Council Members:

The Toledo Metropolitan Area Council of Governments (TMACOG) has opened the grant application window for eligible projects in the state-wide Congestion Mitigation and Air Quality (CMAQ) Program. This round of funding is to complete the pipeline of the projects for fiscal years 2025-27 with \$5,000,000 available.

The Service Department would like to submit the Harroun Road/Flower Hospital/Ravine Drive Traffic Signal Project for consideration. As you may recall, City Council authorized a Traffic Study in October 2019 to review the Harroun Road corridor from the Ottawa River bridge to Brint Road. The study focused on safety recommendations for the Sylvania River Trail crossing and main driveway entrance for Flower Hospital. The study concluded that intersection control via a roundabout or traffic signal was warranted at a realigned intersection including Harroun Road, Flower Hospital, and Ravine Drive.

The Service Department engaged ProMedica stakeholders during the study process and requested input. ProMedica stakeholders cited a preference for a signalized intersection over a roundabout.

The total cost of the project is estimated to be \$1,175,000 and we are requesting \$673,250 (57%) in CMAQ funding assistance. ProMedica has agreed to financially participate in the project and will commit \$100,000 towards the construction phase of the project. The Service Department will be pursuing additional grant opportunities with the Ohio Public Work Commission (OPWC) when funding solicitation windows become available. The estimated City portion of the project is \$120,000 (10%).

We recommend moving forward with this grant application. Please call if you have any questions.

Sincerely,

Kevin G. Aller, P.E.
Director of Public Service

CURRENT PROJECT ESTIMATE
FOR
HARROUN ROAD, FLOWER HOSPITAL, & RAVINE DRIVE
TRAFFIC SIGNAL

(CMAQ, CITY OF SYLVANIA, PRIVATE, OPWC)

Design & Engineering	\$80,000	City
Right of Way	\$40,000	City
Construction & Contingency	\$935,000	CMAQ, OPWC, Private
Construction Inspection/Testing	\$120,000	OPWC
TOTAL PROJECT COST	\$1,175,000	

OHIO PUBLIC WORKS COMMISSION
(OPWC)
(24.0%)

Construction & Contingency	\$161,750
Construction Inspection/Testing	\$120,000
TOTAL	\$281,750

CITY OF SYLVANIA
(10.2%)

Design & Engineering	\$80,000
Right of Way	\$40,000
TOTAL	\$120,000

PRIVATE
(8.5%)

Construction & Contingency	\$100,000
TOTAL	\$100,000

TMACOG CONGESTION MITIGATION & AIR
QUALITY GRANT (CMAQ)
(57.3%)

Construction & Contingency	\$673,250
TOTAL	\$673,250



CITY OF SYLVANIA

**HARROUN ROAD TRAFFIC ANALYSIS
TRAFFIC SIGNAL - MAIN & RAVINE ALIGNED**

CALCULATED
CML
CHECKED
CML

0 20 40
HORIZONTAL
SCALE IN FEET



8a1.

RESOLUTION NO. 7 -2021

A RESOLUTION AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE CONGESTION MITIGATION AND AIR QUALITY GRANT PROGRAM MANAGED BY THE TOLEDO METROPOLITAN AREA COUNCIL OF GOVERNMENT'S TRANSPORTATION IMPROVEMENT PROGRAM AND TO EXECUTE CONTRACTS AS REQUIRED; AND DECLARING AN EMERGENCY.

WHEREAS, the Congestion Mitigation and Air Quality Grant Program ("CMAQ") managed by the Toledo Metropolitan Area Council of Government's ("TMACOG") Transportation Improvement Program ("TIP") provides financial assistance to political subdivisions for pipeline improvements to public infrastructure; and,

WHEREAS, Ordinance No. 84-2019, passed by Sylvania City Council on October 7, 2019, accepted the proposal of DGL Consulting Engineers to complete a Traffic Impact Study along the Harroun Road Corridor from the Ottawa River Bridge to Brint Road; and,

WHEREAS, the traffic study concluded that intersection control via a roundabout or traffic signal was warranted at a realigned intersection including Harroun Road, Flower Hospital and Ravine Drive; and,

WHEREAS, after reviewing the options and discussion with ProMedica, it was determined that a signalized intersection was the preferred option; and,

WHEREAS, the infrastructure improvements hereinabove described are considered to be priority needs for the community and are qualified projects under the CMAQ program; and,

WHEREAS, the Director of Public Service, by report dated June 21, 2021, has indicated that the total cost of the project is estimated to be \$1,175,000, with the City requesting up to \$673,250 in CMAQ funding assistance, ProMedica has agreed to commit \$100,000 toward the construction phase of the Project, the City will be pursuing additional grant opportunities as they become available and has estimated the City portion of the project to be \$120,000 and has

recommended the City proceed with filing the grant application.

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

SECTION 1. That the Mayor and Director of Finance be, and they hereby are, authorized to apply to the CMAQ managed by TMACOG's TIP for funds as described above.

SECTION 2. The Mayor and Director of Finance are further authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

SECTION 3. If the Project is approved for financial assistance, the City of Sylvania will commit the necessary funds to meet the local share as indicated in the corresponding project application and will enter into an agreement with TMACOG for the grant.

SECTION 4. It is hereby found and determined that for 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 5. 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 6. 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 further reason that the City should file its application for the grant immediately and indicate its willingness to enter into an Agreement and appropriate the funds for said project as necessary and therefore this Resolution should be made effective immediately. 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 on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2021, as an emergency measure.

ATTEST:

President of Council

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

9a.



June 21, 2021

To: The Mayor and Members of Sylvania City Council

Re: **2021 Surface Transportation Block Grant (STBG) Application**

Dear Mr. Mayor and Council Members:

The Toledo Metropolitan Area Council of Governments (TMACOG) has opened the grant application window for eligible projects in the Surface Transportation Block Grant (STBG) Program. This round of funding is to complete the pipeline of the projects for fiscal years 2023-27 with \$23,000,000 available.

The Service Department would like to submit the Erie Street & Monroe Street Roundabout & Resurfacing Project for consideration. As you may recall, the results of a Traffic Study conducted in May 2019 demonstrated that a modern roundabout (over signalized intersection improvements) was the preferred alternative to address vehicle delays and queuing issues at this intersection.

In March 2020, City Council authorized the funding of a supplemental "Gap Study" for the intersection of Monroe Street and Olde Post Road to further review how the proposed roundabout would impact the ingress/egress abilities of Sleepy Hollow residents. The Gap Study concluded that the roundabout provided less delay and more acceptable gaps than the signalized improvement. The study also determined that a westbound Monroe Street left-turn lane was warranted at Olde Post Road.

In addition to the roundabout and turning lane improvements, this project will also resurface Erie Street from Centennial Road to Monroe Street. The total cost of the project is estimated to be \$4,028,132 and we are requesting \$2,861,950 (71%) in STBG funding assistance. The City will be pursuing additional grant opportunities with the Ohio Public Work Commission (OPWC) when funding solicitation windows become available. The estimated City portion of the project is \$402,825 (10%).

We recommend moving forward with this grant application. Please call if you have any questions.

Sincerely,

Kevin G. Aller, P.E.

Director of Public Service

CURRENT PROJECT ESTIMATE
FOR
ERIE STREET & MONROE STREET ROUNDABOUT &
ERIE STREET RESURFACING (CENTENNIAL TO MONROE)

(STBG, OPWC, & CITY OF SYLVANIA)

Design & Engineering	\$350,612	OPWC, City
Right of Way & Acquisition	\$100,000	City
Construction & Contingency	\$3,254,717	STBG, OPWC
Construction Inspection/Testing	\$322,803	STBG, OPWC
TOTAL PROJECT COST	\$4,028,132	

OHIO PUBLIC WORKS COMMISSION

(OPWC)

(19.0%)

Design & Engineering	\$47,787
Construction & Contingency	\$650,967
Construction Inspection/Testing	\$64,603

TOTAL	\$763,357
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CITY OF SYLVANIA

(10.0%)

Design & Engineering	\$302,825
Right of Way & Acquisition	\$100,000

TOTAL	\$402,825
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**TMACOG SURFACE TRANSPORTATION
BLOCK GRANT (STBG)**

(71.0%)

Construction & Contingency	\$2,603,750
Construction Inspection/Testing	\$258,200

TOTAL	\$2,861,950
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9a1.

RESOLUTION NO. 8 -2021

A RESOLUTION AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE SURFACE TRANSPORTATION BLOCK GRANT MANAGED BY THE TOLEDO METROPOLITAN AREA COUNCIL OF GOVERNMENT'S TRANSPORTATION IMPROVEMENT PROGRAM AND TO EXECUTE CONTRACTS AS REQUIRED; AND DECLARING AN EMERGENCY.

WHEREAS, the Surface Transportation Block Grant Program ("STBG") managed by the Toledo Metropolitan Area Council of Government ("TMACOG") provides financial assistance to political subdivisions for improvements to public infrastructure; and,

WHEREAS, Ordinance No. 3-2019, passed January 7, 2019, authorized the Mayor and Director of Finance to enter into an Agreement with Tetra Tech to conduct a traffic study at the intersection of Erie Street and Monroe Street; and,

WHEREAS, Ordinance No. 13-2020, passed March 2, 2020, authorized the Mayor and Director of Finance to conduct a Gap Study at the intersection of Monroe Street and Olde Post Road and the gap study concluded that the roundabout provided less delay and more acceptable gaps than the signalized improvements; and,

WHEREAS, in addition to the roundabout, it was concluded that a westbound Monroe Street left-turn lane was warranted and, in addition to those improvements, the project will also resurface Erie Street from Centennial Road to Monroe Street; and,

WHEREAS, the Director of Public Service, by report dated June 21, 2021, has indicated that the total cost of the project is estimated to be \$4,028,132, with the City requesting up to \$1,861,950 in STBG funding assistance and also that the City will be pursuing additional grant opportunities, and has recommended that the City proceed with the filing of the grant application.

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

SECTION 1. That the Mayor and Director of Finance be, and they hereby are,
authorized to apply to the Surface Transportation Block Grant Program managed by TMACOG
for funds as described above.

SECTION 2. The Mayor and Director of Finance are further authorized to enter into any
agreements as may be necessary and appropriate for obtaining this financial assistance.

SECTION 3. If the project is approved for financial assistance, the City of Sylvania will
commit the necessary funds to meet the local share as indicated in the corresponding project
application and will enter into an agreement with TMACOG for the grant.

SECTION 4. It is hereby found and determined that for 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 5. 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 6. 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 further reason that the City should file its application for the grant immediately and
indicate its willingness to enter into an Agreement and appropriate the funds for said project as
necessary and therefore this Resolution should be made effective immediately. 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 on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2021, as an emergency measure.

ATTEST:

President of Council

APPROVED AS TO FORM:

Clerk of Council

APPROVED:

Director of Law

Mayor

Date

Board of Architectural Review

Minutes of the regular meeting of June 16, 2021. Mr. Marciniak called the meeting to order.

Members present: Kate Fischer, Carol Lindhuber, Jeff Schaaf and Ken Marciniak, (4) present. Mayor Craig Stough, excused. Zoning Administrator, Timothy Burns, and Law Director, Leslie Brinning, also present.

Mr. Fischer moved, Ms. Lindhuber seconded to approve the Minutes of the May 12, 2021, meeting as submitted. Vote being: Lindhuber, Fischer, Schaaf and Marciniak (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 3 – Regulated Sign – app. no. 17-2021 requested by Scott Burns of Scotty B's LEDs for Stay Fit Nutrition, 6419 Monroe Street, Sylvania, Ohio 43560. Application is for one new wall sign.

Sign is within the limits of the Sylvania Sign Code.

Ms. Lindhuber moved, Mr. Schaaf seconded, to approve the sign shown in the drawing 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. 18-2021 requested by James A. Rudy of J. Rudy Architects for Huntington Drive-up ATM, 5577 Monroe Street, Sylvania, Ohio 43560. Application is for the exterior review of a new ATM.

Mr. Rudy was present a provided an updated drawing and landscape plan for the project. He explained that during the installation of the ATM, some of the vegetation will need to be removed; and that it was their intent to replace all that is removed.

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

Item 5 – Regulated Sign – app. no. 19-2021 requested by Scott Burns of Scotty B's LEDs for House of Hair, 5161 Main Street, Sylvania, Ohio 43560. Application is for a new wall sign.

Mr. Riley Stasa was present.

Sign is within the limits of the Sylvania Sign Code.

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

Board of Architectural Review
Minutes of the June 16, 2021 Meeting
Page 2

Item 6 – Building Review – app. no. 20-2021 requested by Rick Lynn of Gehring & Burtchin Contracting for Midwest Shooting Center, 7638 Sylvania Avenue, Sylvania, Ohio 43560. Application is for an exterior renovation review.

Mr. Lynn was present and explained that the only changes that they were making to the building was a color change to the metal and trim sections on the building.

Mr. Burns stated that an application for signage has not yet been received and asked Mr. Lynn if that would be coming.

Mr. Lynn said that it would be coming later; and that it would include a sign for the front of the building and a post sign.

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

Item 7 – Building Review – app. no. 21-2021 requested by Kyle Young of Graphic Signs for Ability Center of Greater Toledo, 5605 Monroe Street, Sylvania, Ohio 43560. Application is for a new awning.

Mr. Gary Harold of Graphic Signs was present.

Mr. Marciniak asked if the awning was for pedestrian use only.

Mr. Harold said yes, the awning was for pedestrian use only.

Mr. Burns stated that one of the drawings showed a logo on the awning, but that no logo would be installed on the awning; that this review was for architectural review of just the awning, not a sign.

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

Ms. Fischer 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 June 16, 2021. Mr. Marciniak called the meeting to order.

Members present: Kate Fischer, Carol Lindhuber, Jeff Schaaf and Ken Marciniak, (4) present. Mayor Craig Stough, excused. Zoning Administrator, Timothy Burns, and Law Director, Leslie Brinning, also present.

Ms. Lindhuber moved, Mr. Schaaf seconded to approve the Minutes of the May 12, 2021, meeting as submitted. Vote being: Lindhuber, Fischer, Schaaf and Marciniak (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 3 – Council Referral – Petition for Zoning Amendment, ZA-1-2021, from Sara Velasquez, from “R-1” Single-Family Residential Large Lot District to “B-2” General Business District for property located at 8216 Erie Street, Sylvania, Ohio 43560.

Marciniak stated that he would need to recuse himself from the discussion of this item.

Ms. Ashley Baleste, owner of Local Roots Juice Co. in Perrysburg, was present. Ms. Ashley explained that she is the potential purchaser of the property, and that she hopes to have the property rezoned to either B-2 or have some changes made to the special use permit as discussed with Ms. Brinning this evening.

Ms. Brinning requested, on behalf of the administration, that the board continue the item until the next meeting. She explained that this would allow time for the administration to review and discuss other options for the property; and that the discussions would include the possibility of expanding the Special Use definition of a “Tea House” and an adjustment of the hours to allow the operations, days and hours of the juice bar.

Mr. Schaaf moved, Ms. Lindhuber seconded, to table the discussion and recommendation to Council until the next meeting. Vote being: Lindhuber, Fischer and Schaaf (3) aye; (0) nay. Motion passed by a 3 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