

Board of Architectural Review

Minutes of the regular meeting of December 13, 2023. Mr. Schaaf called the meeting to order.

Acting Secretary, Tim Burns, took the roll call. Members present: Carol Lindhuber, Ken Marciniak and Jeff Schaaf (3) present. Mayor Craig Stough and Kate Fischer, excused.

City of Sylvania Law Director, Leslie Brinning, was also present at the meeting.

Mr. Marciniak moved, Ms. Lindhuber seconded to approve the Minutes of the October 11, 2023 meeting as submitted. Vote being: Lindhuber, Marciniak and Schaaf (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

Item 3 – Regulated Sign – app. no. 33-2023 requested by Branden Gilliland for Finch & Fern Book Co., 5641 Main Street, Sylvania, Ohio 43560 (formal approval - preliminary approval by email vote of 5 to 0 received on November 2nd, 2023). Application is for one new projecting sign and one new window sign.

Signs are within the limits of the Sylvania Sign Code.

Ms. Lindhuber moved, Mr. Marciniak seconded, for formal approval of the signs shown in the drawing submitted with the application. Vote being: Lindhuber, Marciniak and Schaaf (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

Item 4 – Regulated Sign – app. no. 34-2023 requested by Stevie Keck of Fast Signs for Domus Home Goods, 5689 Main Street, Sylvania, Ohio 43560. Application is for one new window sign.

Ms. Keck was present.

Sign is within the limits of the Sylvania Sign Code.

Mr. Marciniak moved, Ms. Lindhuber seconded, to approve the sign shown in the drawing submitted with the application. Vote being: Lindhuber, Marciniak and Schaaf (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

Item 5 – Regulated Sign – app. no. 35-2023 requested by Tess Leihinger of the Little Being d.b.a. Bowinkles, 5627 Main Street, Sylvania, Ohio 43560. Application is for one new wall sign and one new window sign.

Ms. Leihinger was present.

Signs are within the limits of the Sylvania Sign Code.

Ms. Lindhuber moved, Mr. Marciniak seconded, to approve the signs shown in the drawing submitted with the application. Vote being: Lindhuber, Marciniak and Schaaf (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

Board of Architectural Review
Minutes of December 13, 2023
Page 2

Item 6 – Regulated Sign – app. no. 36-2023 requested by Ryan Wishau of Toledo Sign for Hospice of Northwest Ohio, 5350 Harroun Road, Sylvania, Ohio 43560. Application is for one wall sign.

Mr. Wishau was present.

Sign is within the limits of the Sylvania Sign Code.

Ms. Lindhuber moved, Mr. Marciniak seconded, to approve the sign shown in the drawing submitted with the application. Vote being: Lindhuber, Marciniak and Schaaf (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

Item 7 – Building Review – app. no. 37-2023 requested by Dave Serra of the Collaborative for Sylvania Schools – Northview High School, 5403 Silica Drive, Sylvania, Ohio 43560. Application is for architectural review of new bleachers at the Northview High School Football Stadium.

Mr. Ben Hoffman of Collaborative was present.

Ms. Lindhuber moved, Mr. Marciniak seconded, to approve the design shown in the drawings submitted with the application. Vote being: Lindhuber, Marciniak and Schaaf (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

Item 8 – Regulated Sign – app. no. 38-2023 requested by Breann Dandar of True Arial Signs for Sandals Nail-Spa, 7645 West Sylvania Avenue, Sylvania, Ohio 43560. Application is for a new monument sign.

Sign is within the limits of the Sylvania Sign Code.

Mr. Marciniak moved, Ms. Lindhuber seconded, to approve the sign shown in the drawing submitted with the application. Vote being: Lindhuber, Marciniak and Schaaf (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

Item 9 – Building Review – app. no. 39-2023 requested by Doug Glover of Miller Diversified for Toledo Promenade Shops, LLC, 5577 Monroe Street, Sylvania, Ohio 43560. Application is for an exterior façade renovation.

Ms. Glover was present.

Mr. Marciniak moved, Ms. Lindhuber seconded, to approve the design shown in the drawing submitted with the application. Vote being: Lindhuber, Marciniak and Schaaf (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

Board of Architectural Review
Minutes of December 13, 2023
Page 3

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

Submitted by,

Timothy Burns, Acting Secretary
Municipal Planning Commission

Sylvania Municipal Planning Commission

Minutes of the regular meeting of December 13, 2023. Mr. Schaaf called the meeting to order.

Acting Secretary, Tim Burns, took the roll call. Members present: Carol Lindhuber, Ken Marciniak and Jeff Schaaf (3) present. Mayor Craig Stough and Kate Fischer, excused.

City of Sylvania Law Director, Leslie Brinning, was also present at the meeting.

Ms. Lindhuber moved, Mr. Marciniak seconded to approve the Minutes of the October 11, 2023, meeting as submitted. Vote being: Lindhuber, Marciniak and Schaaf (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

Item 3 – Council Referral – Proposed Ordinance No. 96-2023, Amending Part Eleven – Planning and Zoning Code of the Sylvania Codified Ordinances, 1979, as amended by amending Section 1101.01 – Definitions and by amending Section 1153.02 – Special Uses.

Law Director, Leslie Brinning, explained that the owners of Element 112 would like to purchase the City owned property located at 4815, 4821 & 4827 Holland-Sylvania Road to build and operate a wholesale baking company, however the current zoning code does not contain a permitted use of wholesale bakery in any of its codes (definitions) or in its special uses. The proposed amendment would add the wholesale bakery category to both the definitions and as a category in the special uses; and that the next item on the agenda, is an application for a Special Use Permit that would allow for the wholesale bakery to operate on the property, is running concurrently. She added that the public hearing has been scheduled for both of these items on February 5th, allowing for time for the Planning Commission to consider the amendment if they should wish to wait until the January meeting to make their recommendation to Council.

Mr. Marciniak moved, Ms. Lindhuber seconded, to recommend to Council to approve proposed Ordinance No. 96-2023. Vote being: Lindhuber, Marciniak and Schaaf (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

Item 4 – Council Referral – SUP-2-2023 – requested by Timothy Burns of the City of Sylvania for the property located at 4815, 4821 & 4827 Holland-Sylvania Road, Sylvania, Ohio 43560 to change the zoning from P-R-O to P-R-O SUP.

Ms. Lindhuber moved, Mr. Marciniak seconded, to recommend to Council to approve SUP-2-2023 as requested. Vote being: Lindhuber, Marciniak and Schaaf (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

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

Submitted by,

Timothy Burns, Acting Secretary
Municipal Planning Commission