

Board of Architectural Review

Minutes of the regular meeting of September 10, 2025. Mr. Schaaf called the meeting to order.

Acting Secretary, Timothy Burns, took the roll call. Members present: Mayor Mark Frye, Kate Fischer, Ken Marciniak and Jeff Schaaf. (4) present. Carol Lindhuber, absent.

Mr. Marciniak moved, Ms. Fischer seconded to approve the Minutes of the August 13, 2025, meeting as submitted. Frye, Fischer, Marciniak and Schaaf (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 3 – Regulated Sign – app. no. 23-2025 requested by Mia Asta of Gardner Signs for The Seafood, 5504 W. Alexis, Sylvania, Ohio 43560. Application is for a new monument sign (replacing an existing pole sign) and two replacement wall signs.

Ms. Asta was present.

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

Mayor Frye moved, Ms. Fischer 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 September 10, 2025. Mr. Schaaf called the meeting to order.

Acting Secretary, Timothy Burns, took the roll call. Members present: Mayor Mark Frye, Kate Fischer, Ken Marciniak and Jeff Schaaf. (4) present. Carol Lindhuber, absent.

Ms. Fischer moved, Mr. Marciniak seconded to approve the Minutes of the August 13, 2025, meeting as submitted. Vote being: Frye, Fischer, Marciniak and Schaaf (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 3 – Council Referral for Review and Recommendation – Petition for Zoning Ordinance Amendment No. SUP 3-2025 – submitted by Benjamin and Amanda Milliron, to allow for ground-mounted solar energy systems at 5916 Main Street, in the R-2 Single-Family Residential Small Lot District. (Tabled at the 8/13/2025 meeting)

Mr. Milliron was present with Mr. Cameron Tilkins of Real Solar.

Mr. Burns stated that he had received letters of support from three of the neighboring properties and also presented pictures of an aerial view of the property as well as a ground view of the property from the neighboring property.

Ms. Fischer said that she went out to the property and that, from a visual perspective, she has no concerns.

Mr. Marciniak said that the solar panels should be installed on the existing pergola and not on the ground; and that this design is more of a commercial application, rather than a residential application. He added that he could not support the design.

More discussion took place between the members, Mr. Milliron and Mr. Tilkins.

Mayor Frye moved, Ms. Fischer seconded recommend to Council to approved the Special Use Permit as requested. Vote being: Frye, Fischer and Schaaf (3) aye; Marciniak (1) nay. Motion passed by a 3 to 1 vote.

Mayor Frye moved, Ms. Fischer seconded to recommend that Council have a broader evaluation of limitations, or modifications, which are permissible on a residentially zoned property for the same structure. Vote being: Frye, Fischer, Marciniak and Schaaf (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 4 – Council Referral for Review and Recommendation – Petition for Zoning Ordinance Amendment No. ZA 1-2025 – submitted by Mike Hojnacki for 5440 Centennial Rd, to change current Mixed Zoning to B-2 Zoning for Flex Space Development.

Mike Hojnacki explained that the project will consist of five 12,000 sq. ft. buildings, broken up into 3,000 sq. ft. units, to be used for warehouses and offices for smaller businesses, such as plumbing.

Minutes of September 10, 2025
Planning Commission Meeting
Page 2

Mr. Marciniak moved, Mayor Frye seconded to recommend to Council to approve the Zoning Amendment as submitted. Vote being: Frye, Fischer, Marciniak and Schaaf (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 5 – Council Referral for Review and Recommendation – Proposed Ordinance No. 91-2025, Amending Part Eleven – Planning and Zoning Code of the Codified Ordinances of Sylvania, 1979, as amended by amending Chapter 1179 – Principals of Acceptability, Section 1179.05-Lots.

Discussion took place amongst the members and they expressed approval for the code change.

Ms. Fischer moved, Mr. Marciniak seconded to refer the ordinance back to Council [Sic]. Vote being: Frye, Fischer, Marciniak and Schaaf (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

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

Submitted by,

Timothy Burns, Acting Secretary
Municipal Planning Commission