

Board of Architectural Review

Minutes of the regular meeting of April 16, 2025. Mr. Schaaf called the meeting to order.

Acting Secretary, Timothy Burns, took the roll call. Members present: Mayor Mark Frye, Kate Fischer, Carol Lindhuber, Ken Marciniak and Jeff Schaaf. (5) present

Ms. Fischer moved, Mr. Marciniak seconded to approve the Minutes of the March 12, 2025, meeting as submitted. Vote being: Frye, Lindhuber, Fischer, Marciniak and Schaaf (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 3 – Regulated Sign – app. no. 6-2025 requested by Matt Park of Gardner Signs for Wes Banco, 5520 Monroe Street, Sylvania, Ohio 43560. Application is for a replacement pylon sign.

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

Item 4 – Regulated Sign – app. no. 7-2025 requested by Ashley Lindeman of Sign Vision Co. for Kroger, 6235 Monroe Street, Sylvania, Ohio 43560. Application is for twelve signs (four wall signs, two monument face replacements, four directional wall signs).

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

Item 5 – Regulated Sign – app. no. 8-2025 requested by Rami Shaheen of Sign Deziign USA for Express Alterations, 5808 Monroe Street, Sylvania, Ohio 43560. Application is for a replacement pylon for a monument sign.

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

Item 6 - Regulated Sign – app. no. 9-2025 requested by Rami Shaheen of Sign Deziign USA for Ignite 419, 6740 W. Sylvania Avenue, Sylvania, Ohio 43560. Application is for a new wall sign.

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

Item 7 – Regulated Sign – app. no. 10-2025 requested by Dillon Patterson of Fast Signs for Sandlot Barbershop, 5689 N. Main Street, Sylvania, Ohio 43560. Application is for a new wall sign.

Karrie Brock of Fast Signs was present.

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

Ms. Lindhuber 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 April 16, 2025. Mr. Schaaf called the meeting to order.

Acting Secretary, Timothy Burns, took the roll call Members present: Mayor Mark Frye, Kate Fischer, Carol Lindhuber, Ken Marciniak and Jeff Schaaf. (5) present.

Ms. Fischer moved, Mr. Marciniak seconded to approve the Minutes of the March 12, 2025, meeting as submitted. Vote being: Frye, Lindhuber, Fischer, Marciniak and Schaaf (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 3 – Lot Split app. no. 1-2025 – Requested by D. Edward Thornton of Feller, Finch & Associates, Inc. for Rachel N. McCarthy, for the property located at 5619 Parkwood Boulevard, Sylvania, Ohio 43560.

Mr. Shawn McCarthy, husband of Rachel McCarthy, was present. Mr. McCarthy explained that the intent of the lot split is to create another buildable lot.

Mr. Burns stated that the applicant has agreed to move the existing accessory building (which is not anchored to the ground), and the play structure, to the lot with the existing home.

Mr. Marciniak moved, Ms. Lindhuber seconded, to approve the application for the lot split, subject to the engineering departments requirements. Vote being: Frye, Lindhuber, Fischer, Marciniak and Schaaf (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 4 – Council Referral for Review and Recommendation – SUP app. no. 1-2025 – requested by KIF Properties, Ltd. for the property located at 5834 Monroe Street, Suite M-N, Sylvania, Ohio 43560 to change the existing restaurant (B-4 Shopping Center District) into Crossview Community Church (B-4 with Special Use).

Mr. Matt Bernsdorff, Pastor for Crossview Community Church, was present.

Discussion took place amongst the members and comments were made about there being plenty of existing parking for a church.

Ms. Fischer moved, Ms. Lindhuber seconded, to recommend to Council to approve the Special Use Permit application as requested. Vote being: Frye, Lindhuber, Fischer, Marciniak and Schaaf (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

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

Submitted by,

Timothy Burns, Acting Secretary
Municipal Planning Commission