

## Board of Architectural Review

Minutes of the regular meeting of March 12, 2025. Mr. Schaaf called the meeting to order.

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

Ms. Lindhuber moved, Mayor Frye seconded to approve the Minutes of the December 11, 2024, meeting as submitted. Vote being: Frye, Lindhuber and Schaaf (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

Item 3 – Regulated Sign – app. no. 1-2025 requested by Rami Shaheen of Sign Dezin USA for Sylvania RX Pharmacy, 6600 W. Sylvania Avenue, Suite 1E, Sylvania, Ohio 43560 (formal approval - preliminary approval obtained by email vote of 5 to 0 on January 31<sup>st</sup>, 2025). Application is for replacement wall sign.

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

Item 4 – Regulated Sign – app. no. 2-2025 requested by Ryan Washau of Toledo Sign, Co. for Lattes & Littles, 7565 W. Sylvania Avenue, Sylvania, Ohio 43560. Application is for replacement wall sign.

Mr. Washau was present and said that the sign will be lit..

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

Item 5 – Regulated Sign – app. no. 3-2025 requested by Barbara Fisk for AudioNova, 5660 Monroe Street, Sylvania, Ohio 43560. Application is for a new wall sign and a new window sign.

Ms. Fisk was present.

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

Item 6 – Regulated Sign – app. no. 4-2025 requested by Robert Hall of Toledo Sign, Co. for Accenture, 5470 W. Main Street, Sylvania, Ohio 43560. Application is for a replacement monument sign.

Mr. Hall was present and said that the sign is a face replacement for the existing, lit, sign.

Ms. Lindhuber moved, Mayor Frye seconded, to approve the sign shown in the drawing submitted

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with the application. Vote being: Frye, Lindhuber and Schaaf (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

Item 7 – Regulated Sign – app. no. 5-2025 requested by Timothy Burns for City of Sylvania, 6730 Monroe Street, Sylvania, Ohio 43560. Application is for a new wall sign.

Mr. Burns said that the sign will match the sign that is on the Sylvania Municipal Court Building, next door, and will be externally lit by ground lighting.

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

Mayor Frye moved, Ms. Lindhuber 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 March 12, 2025. Mr. Schaaf called the meeting to order.

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

Ms. Lindhuber moved, Mayor Frye seconded to approve the Minutes of the December 11, 2024, meeting as submitted. Vote being: Frye, Lindhuber and Schaaf (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

### Item 3 – Organizational Meeting

#### a. Election of Officers:

1. Chair – Mr. Schaaf moved, Ms. Lindhuber seconded to elect Jeff Schaaf as Chair. Vote being: Frye, Lindhuber and Schaaf (3) aye; (0) nay. Motion passed by a 3 to 0 vote.
2. Vice-Chair – Mr. Schaaf moved, Ms. Lindhuber seconded to elect Kate Fischer as Vice-Chair. Vote being: Frye, Lindhuber and Schaaf (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

### Item 4 – Preliminary Plat Review in the R-1 Zoning District – submitted by Gregory Feller of Feller, Finch and Associates, Inc. for the Fondren Estates, 4713 King Road, Sylvania, Ohio 43560.

Applicant, Mr. Chuck Schmalzried, was present with Mr. Feller.

Mr. Feller explained that the application is for preliminary approval of a plat in the R-1 Zoning District. He said that they had originally had applied for approval of a development of smaller homes, that wasn't approved, and they are now coming back for approval of a typical R-1 development of larger homes. He added that he received comments from Eric Barnes (City Deputy Service Director), and that they do not have any issues with any of the comments. He made reference to comment number 1, which is a requirement for a 60' right of way, and said that there is a table on the drawing that addresses that comment which states that there will be a 60' right of way with 27' back to back public streets.

Mr. Burns explained that this application is for preliminary approval of a plat in the R-1 District, and that since this plat meets all of the requirements of an R-1 development, it will not need council approval. He added that there is nothing to object to in this development, as it meets all R-1 requirements, and that it will just need to meet engineering requirements.

Mr. Feller added that the original submittal was for a development of 45 units, and that this submittal is for a development of 16 units.

Linda Mowat of 7558 Wind River Dr., Sylvania, OH was present and said that her property backs up to the proposed development. She asked questions about the proposed development including the square footage of the homes, the lot sizes, how much the homes would sell for and where the

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power lines would be. She also expressed concerns about drainage.

Mr. Feller and Mr. Schmalzried both made responses to the questions and said that the homes will be significantly larger than the 1,200 sq. ft. minimum requirements, that the lots will be about 80'x142" (approximately 11,000 sq. ft or  $\frac{1}{4}$  acre), and that the homes will be custom built and would sell for approximately \$650,000. They also said that the power lines will be installed within the utility easements and that the stormwater will drain into catch basins, which will be directed into the pond, and will then drain slowly into the ditch.

Ms. Lindhuber moved, Mayor Frye seconded, to approve the preliminary plat approval, subject to review (as discussed at the meeting). Vote being: Frye, Lindhuber and Schaaf (3) aye; (0) nay. Motion passed by a 3 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