

## Board of Architectural Review

Minutes of the regular meeting of June 11, 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, Jeff Schaaf. (4) present. Ken Marciniak was unable to participate in the meeting due to technical difficulties.

Ms. Lindhuber moved, Mayor Frye seconded to approve the Minutes of the May 14, 2025, meeting as submitted. Vote being: Frye, Lindhuber, Fischer, Schaaf (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 3 – Regulated Sign – app. no. 16-2025 requested by Brian Heil of Toledo Sign Co. for White Collision, 5328 W. Alexis Rd., Sylvania, Ohio 43560. Application is for a new monument sign.

Mr. Heil was present and explained that new facing will be applied to the current pole sign. He added that a new monument sign will be created by lowering the existing pole sign and installing skirting (poles to remain under the added skirting) to create a monument sign that will meet the sign code.

Mr. Burns added that the sign code requires that existing pole signs be removed by 2026, but that there is legislation is pending to extend the deadline and asked that Mr. Heil confirm that he was informed.

Mr. Heil confirmed that he was aware of the pending legislation.

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

Item 4 – Regulated Sign – app. no. 17-2025 requested by Travis Truesdell of True Aerial Signs LLC for Casual Grounds, 4900 N. McCord Rd., Sylvania, Ohio 43560. Application is for a new wall sign and a new window sign.

Mr. Truesdell was present.

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

Item 5 – Regulated Sign – app. no. 18-2025 requested by Dillon Patterson of Fast Signs for Church 3TwentyOne, 5845 Centennial, Sylvania, Ohio 43560. Application is for two replacement monument signs, five wall signs and four window signs.

Ms. Karrie Brock of Fast Signs was present.

**Minutes of Board of Architectural Review**  
**June 11, 2025**  
**Page 2**

Ms. Lindhuber moved, Ms. Fischer seconded, to approve the signs shown in the drawing submitted with the application. Vote being: Frye, Lindhuber, Fischer, Schaaf (4) aye; (0) nay.

Motion passed by a 4 to 0 vote.

Ms. Fischer moved, Mayor Frye 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 June 11, 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, and Jeff Schaaf. (4) present. Ken Marciniak was unable to participate in the meeting due to technical difficulties.

Ms. Fischer moved, Mayor Frye seconded to approve the Minutes of the May 14, 2025, meeting as submitted. Vote being: Frye, Lindhuber, Fischer, Schaaf (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 3 – Lot Split – App. No. 2-2025 – Submitted by Constance and Jeffrey Howald for the property located at 5726, 5740 and 5732 Alexis Road, Sylvania, Ohio 43560.

Mr. and Mrs. Howald were present.

Ms. Howald explained that the three parcels were being combined to split into two parcels; and that the corner piece of one of the lots will be split off.

Mr. Burns said that the parking spaces of lots were considered in the review and that the parking spaces will be adequate on the newly created parcels.

Ms. Lindhuber moved, Ms. Fischer seconded, to approve the lot split as submitted. Vote being: Frye, Lindhuber, Fischer, Schaaf (4) aye; (0) nay.

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