



DEPARTMENT OF PUBLIC SERVICE
TIMOTHY S. BURNS, ZONING ADMINISTRATOR

June 24, 2026

To: Chairman and Members of the Board of Architectural Review
Re: Application Numbers 14-2026 thru 15-2026

Dear Chairman and Members,

Please see the link below for access to a Zoom link just above the 2026 schedule of meetings.
<https://www.cityofsylvania.com/government/boards-commissions/meeting-records-2021/>

The following applications have been received and are scheduled for review (Comments from the Zoning office are included for your reference):

1. **Pilates by V, 6363 Monroe St., (Application #14-2026)**
One sign for review. The proposed sign is new wall sign. The sign meets the sign code. The Zoning Office recommends approval.
2. **Zanes, 4900 McCord Rd., (Application #15 -2026)**
One sign for review. The proposed sign is new wall sign. The sign meets the sign code. The Zoning Office recommends approval.

Sincerely,

Timothy S. Burns
Zoning Administrator
City of Sylvania

BOARD OF ARCHITECTURAL REVIEW APPLICATION

Application Number 14-2026

K Regulated District _____ Unregulated District X Sign

Name of Business: Pilates By V
Address of Business: 6363 Monroe St Sylvania, OH 43560
Property Zoned: B-2 General Business

Description of structure to be constructed, erected, altered, enlarged, remodeled; or demolished and description of what is proposed:

Installation of an exterior business sign made of Aluminum Composite Material (ACM) panel with vinyl graphics,
that will be mounted onto a metal framework

Proposed or Estimated Cost of Project: \$ 1,815.59

This application must be accompanied by a line drawing indicating at a minimum, the lot dimensions, size, shape and dimensions of the structure, the location and orientation of the structure on the lot and the actual or proposed building setback lines. In addition, this application must be accompanied by a detailed narrative description of the proposed design or change of design, use of materials, finish grade line, landscaping and orientation of the structure. Except in single-family residential zoning districts, applications for structures to be constructed or remodeled, which remodeling would increase or decrease the total gross building area by fifty percent (50%) or more, must be accompanied by a colored elevation showing at a minimum, the design, use of materials, finish grade line, landscaping and orientation of buildings. Attach additional sheets if there is insufficient room on this application.

Mohamad Awad

Printed Name: Applicant or Applicant's Agent

[Signature]
Signature: Applicant or Applicant's Agent

5/27/2026

(Date)

[Redacted]
Complete Address: Applicant or Applicant's Agent:

[Redacted]
Email: Applicant or Applicant's Agent

[Redacted]
Telephone Number: Applicant or Applicant's Agent

For Office Use Only

Amount Paid [Redacted] Date Paid [Redacted] Paid by Check [Redacted] Cash

Received by: [Signature]

Rev 6/24

CITY OF SYLVANIA - SIGN PERMIT

Date 5/26/2026

Permit No. _____

WE, the undersigned, owners or their representatives, of the following described property, do hereby apply to the City of Sylvania for a Sign Permit, based on the following information hereinafter set out.

Street Address: 6363 Monroe St, Sylvania, OH 43560

Legal Description: _____

Property Zoned: B-2 General Business

Lot Size: 1.747 acres x _____ Lot Type: Corner _____ Interior X Through _____

Quantity	Type	Dimensions	Sq. Ft.	Height	Illuminated	
_____	Low Profile or Monument	_____	_____	_____	Yes	No
_____	Awning Sign	_____	_____	_____	Yes	No
_____	Projecting Sign	_____	_____	_____	Yes	No
_____	Area Identification	_____	_____	_____	Yes	No
_____	Pylon Sign	_____	_____	_____	Yes	No
_____	Canopy or Marquee	_____	_____	_____	Yes	No
_____	Window Sign	_____	_____	_____	Yes	No
_____	Suspended/Swinging	_____	_____	_____	Yes	No
<u>1</u>	Wall Sign	<u>14' W x 34" H</u>	<u>40 sq. ft</u>	<u>34"</u>	Yes	<u>No</u>
_____	Temporary Sign/Banner	_____	_____	_____	Yes	No

Other Conditions or Comments: _____

Owner's Name: Vanessa Pierce

Submitted by (Agent): Innomark Innovative Marketing Group, LLC
(Individual or Company)

Address: _____
(Street, City, State, Zip Code)

Email: _____ Telephone Number: _____

Applicant's Signature: 

X Requires Board of Architectural Approval Approval Date: _____

Issued by: Zoning Administrator Date Issued _____

Any permit issued upon a false statement of any fact which is material to the issuances hereof shall be void.

For Office Use Only

Date: _____ Check #: _____ Cash: _____ Permit Fee: \$ _____

Rev. 6/2024

JOB DESCRIPTION: Metal ACM Sheets w/ Graphics



SIGN DETAILS

HEIGHT OF SIGN/LETTERS
34" (approx.)
WIDTH OF SIGN/LETTERS
14' (approx.)

CUSTOMER INFORMATION

COLORS & MATERIALS

- ACM SHEET**
- ☐ White Vinyl
 - ☒ Black Vinyl
- TRIM**
- ☐ N/A
- RETURN**
- ☐ N/A
 - ☐ N/A

PRICE:

\$

good for 30 days



INNOMARK GROUP
FABRICATION & PRINTING INNOVATION



innomarkgroup.com

info@innomarkgroup.com

419.242.3607
1218 Madison Ave
Toledo, Ohio 43604

DATE: May 22, 2026

REVISION: 1

SALES REP: Mohammad

CLIENT APPROVAL:

DATE:

PLEASE NOTE>>> If this is a graphic proof, it is very important that you read everything carefully. Some of the things you should be checking for are: 1) correct spelling & punctuation; 2) missing or shifted text; 3) placement of required logos, art or photos; 4) correct findings; 5) accuracy of dates, addresses and phone numbers. We regret we are NOT RESPONSIBLE for errors missed after a proof is approved. This is a color proof. Colors may vary on the final printed piece. All artwork changes include one (1) revision. Any other revisions are billed at \$35/hour. Please respond with your revision or with your approval for changes. Our sign production & installation is between 30-45 days based upon the job at hand. A Down payment is required to begin the job. Down payment is based upon the Payment Plan signed upon. All signs must be paid in full before installation/during installation. Signs are property of Innomark Group, LLC until fully paid for. If a sign is not paid in full customer relinquishes all rights to sign and understands that sign will be removed at customer's expense. An additional fee is required to re-install sign. RUSH ORDERS are available upon request and will incur additional fees. All designs and concepts are confidential and the property of Innomark Group, LLC. No use or disclosure of this material/concept presented may be made without our written permission. Price does not include sales tax, permits, architectural diagrams unless otherwise noted. Customers are responsible to provide electric for sign hookup (within 3 feet of sign). No refunds available after any project is started or after 3 days a deposit has been submitted.

BOARD OF ARCHITECTURAL REVIEW APPLICATION

Application Number 15-2026

X Regulated District _____ Unregulated District X Sign

Name of Business: Zane's Lebanese Grill
Address of Business: 4900 N McCord Rd, Sylvania, O
Property Zoned: B-2 General Business

Description of structure to be constructed, erected, altered, enlarged, remodeled; or demolished and description of what is proposed:

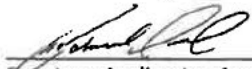
New illuminated 7' x 3' (21 sq. ft) exterior "Zane's Coffee Shop" channel letter wall sign, with halo lighting and dibond backer.
Mounted to existing stucco storefront facade using raceway and connected to existing electrical service. No structural building
modification proposed.

Proposed or Estimated Cost of Project: \$ 4,000

This application must be accompanied by a line drawing indicating at a minimum, the lot dimensions, size, shape and dimensions of the structure, the location and orientation of the structure on the lot and the actual or proposed building setback lines. In addition, this application must be accompanied by a detailed narrative description of the proposed design or change of design, use of materials, finish grade line, landscaping and orientation of the structure. Except in single-family residential zoning districts, applications for structures to be constructed or remodeled, which remodeling would increase or decrease the total gross building area by fifty percent (50%) or more, must be accompanied by a colored elevation showing at a minimum, the design, use of materials, finish grade line, landscaping and orientation of buildings. Attach additional sheets if there is insufficient room on this application.

Mohamad Awad

Printed Name: Applicant or Applicant's Agent



Signature: Applicant or Applicant's Agent

5/28/2026

(Date)

[Redacted]
Complete Address: Applicant or Applicant's Agent:

[Redacted]
Email: Applicant or Applicant's Agent

[Redacted]
Telephone Number: Applicant or Applicant's Agent

----- For Office Use Only -----

Amount Paid [Redacted] Date Paid [Redacted] Paid by Check [Redacted] Cash X

Received by: 

Rev 6/24

CITY OF SYLVANIA - SIGN PERMIT

Date 5/28/2026

Permit No. _____

WE, the undersigned, owners or their representatives, of the following described property, do hereby apply to the City of Sylvania for a Sign Permit, based on the following information hereinafter set out.

Street Address: 4900 N McCord Rd, Sylvania, OH 43560

Legal Description: 6 9 15 NW 1/4 WLY 375 FT NLY 425 FT EXCPT IN RD

Property Zoned: B-2 General Business District

Lot Size: 3.75 acres x _____ Lot Type: Corner _____ Interior X Through _____

Quantity	Type	Dimensions	Sq. Ft.	Height	Illuminated	
_____	Low Profile or Monument	_____	_____	_____	Yes	No
_____	Awning Sign	_____	_____	_____	Yes	No
_____	Projecting Sign	_____	_____	_____	Yes	No
_____	Area Identification	_____	_____	_____	Yes	No
_____	Pylon Sign	_____	_____	_____	Yes	No
_____	Canopy or Marquee	_____	_____	_____	Yes	No
_____	Window Sign	_____	_____	_____	Yes	No
_____	Suspended/Swinging	_____	_____	_____	Yes	No
<u>1</u>	Wall Sign	<u>3 ft x 7 ft</u>	<u>21 sq ft</u>	<u>3 ft</u>	<u>Yes</u>	No
_____	Temporary Sign/Banner	_____	_____	_____	Yes	No

Other Conditions or Comments: New exterior storefront wall sign "Zanes's Coffee Shop"

Owner's Name: Zane's Lebanese Grill/ Jaafar Mahmoud

Submitted by (Agent): Innomark Innovative Marking Group, LLC
(Individual or Company)

Address: _____
(Street, City, State, Zip Code)

Email: _____ Telephone Number: _____

Applicant's Signature: _____

A Requires Board of Architectural Approval

Approval Date: _____

Issued by: Zoning Administrator

Date Issued _____

Any permit issued upon a false statement of any fact which is material to the issuances hereof shall be void.

For Office Use Only

Date: _____ Check #: _____ Cash: _____ Permit Fee: _____

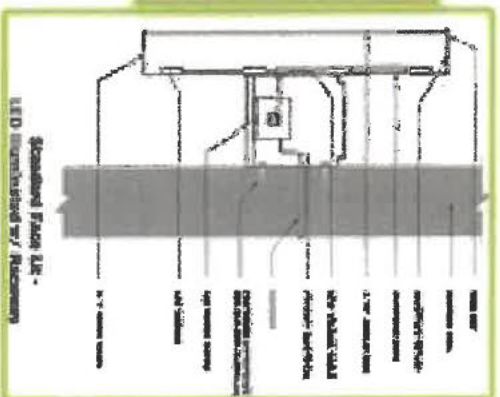
Rev. 6/2024

Charlie good for:

Zurbrugg Laboratories GmbH
4900 N. McCord Rd., Sylvania, OH 43560 • (419) 908-1775

Dealer Inquiries: info@laserlight.com

Conclusion



- **Sign Description:**
- Channel Letters (Coffee Shop), 24" H, front 1/2 white acrylic faced, black, trim and back returns, metal aluminum backer with printed vinyl graphics, Halo lighting behind metal backer
- Total Sign measurements: 21 sq ft
- Letters Mounted onto Stucco building facade, using rebarways.
- Connected to existing power source at store front
- Installed using Lag 3/8" x5" Lag screws into facade

[illegible]

City of Sylvania
APPLICATION FOR APPROVAL OF TRANSFER TITLE & LOT SPLIT

File Number: _____

Date: 3-27-2026

NOTE: An application must be filed with the Sylvania Planning Commission, 6730 Monroe Street, Sylvania, Ohio, 43560-1948 for each parcel. A copy of this application, indicating action, will be returned to the applicant.

Address of Property to be Split: 5800 Monroe St, Sylvania, Ohio 43560

Owner's Name: KIF Properties LTD

Owner's Address: _____

Agent for Owner: Feller, Fack & Associates

Phone: _____

Agent's Address: _____

Agent's Email: _____

Tax Parcel No.: 82-04454

Current Zoning Classification: B-4

Description: Part of the west 1/2 of the Northwest 1/4 of Section 11, T.9S, R.6E

Approvals are valid for ONE YEAR. During that time, executed deed or contract with identical description, or as modified to comply with the approval, will be stamped "Approved" to permit recording without platting.

TO BE FILED WITH APPLICATION:

1. Description of property to be transferred
2. A drawing showing the following:
 - a. Present ownership of parcels of record and the parcel proposed for transfer with the dimensions of the properties
 - b. The abutting public ways
 - c. The location of any existing principle structures, such as residence or store building, with the dimensions of setbacks and side yards

I hereby certify that the information, including the attached sketch, represent true existing conditions.

Signature: _____

Date: 3-27-2027

ACTION: By authority given the Sylvania Planning Commission in the Revised Code of Ohio, the above application is:

Approved: _____ Conditionally Approved: _____ Disapproved: _____

CONDITIONS:

Signed: _____

Secretary - Sylvania Municipal Planning Commission

Date of Approval: _____

For Office Use Only

Date: _____ Check #: _____ Cash: _____ Application Fee: \$ 50.00

PARCEL SPLIT 2

1. A parcel of land being part of the West 1/2 of the Northwest 1/4 of Section 11, Town 9 South, Range 6 East, in the Michigan Meridian, in the City of Sylvania, Lucas County, Ohio, said parcel of land being bounded and described as follows
2. Commencing at the intersection of the centerline of Alexis Road with the East line of the West 1/2 of the Northwest 1/4 of Section 11, said point of intersection being marked with a found mag nail;
3. thence in a southwesterly direction along the centerline of Alexis Road, having a bearing of South eighty-one (81) degrees, thirty-one (31) minutes, fifty-three (53) seconds West, a distance of two hundred fifty-four and four hundredths (254.04') feet to a point, said point also being the **Point of Beginning**;
4. thence South one (01) degree, twenty-six (26) minutes, thirty-four (34) seconds East along a line, passing through a set mag nail at a distance of fifty and thirty-eight hundredths (50.38') feet, a total distance of three hundred forty-two and ninety-three hundredths (342.93') feet to a point, said point being marked with a set mag nail;
5. thence South eighty-eight (88) degrees, thirty-three (33) minutes, twenty-six (26) seconds West along a line, a distance of one hundred and zero hundredths (100.00') feet to the intersection of the East line of a parcel of land as described in Official Record 20171229-0056626 Lucas County Deed Records, said point being marked with a set capped iron rebar;
6. thence North one (01) degrees, twenty-six (26) minutes, thirty-four (34) seconds West along the East line of a parcel of land as described in Official Record 20171229-0056626 Lucas County Deed Records, passing through a set capped iron rebar at a distance two hundred eighty and twenty-three (280.23') feet, a total distance of three hundred thirty and sixty-one hundredths (330.61') feet to the intersection of the centerline of Alexis Road;
7. thence North eighty-one (81) degrees, thirty-one (31) minutes, fifty-three (53) seconds East along the centerline of Alexis Road, a distance of one hundred and seventy-six hundredths (100.76') feet to the **Point of Beginning**.
8. Said parcel of land containing an area of 33,677 square feet, or 0.773 acres of land, more or less. Subject to legal highways. All within Parcel Number 82-04454

Said parcel of land having a present right-of-way occupied area of 5,038 square feet or 0.116 acres of land, more or less.

The above described parcel of land is subject to any and all leases, easements and restrictions of record.

The bearings used hereon are based on an assumed meridian and are for the express purpose of calculating angular measurements.

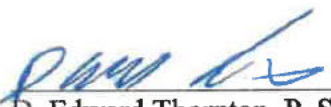
Said set capped iron rebar being a 5/8" diameter and 30" long iron rebar with plastic cap stamped "Feller Finch".

The above description is based on a survey performed under my supervision during March 2026.

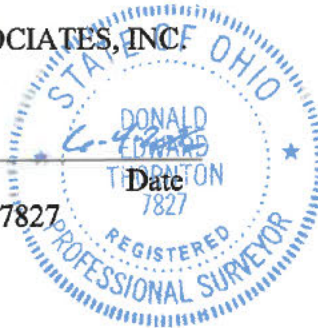
Prior Deed Reference is Official Record 20240925-0031007, Lucas County Deed Records.

Prepared by:

FELLER, FINCH & ASSOCIATES, INC.


D. Edward Thornton, P. S.

Professional Surveyor No. 7827



PARCEL SPLIT 2

1. A parcel of land being part of the West 1/2 of the Northwest 1/4 of Section 11, Town 9 South, Range 6 East, in the Michigan Meridian, in the City of Sylvania, Lucas County, Ohio, said parcel of land being bounded and described as follows
2. Commencing at the intersection of the centerline of Alexis Road with the East line of the West 1/2 of the Northwest 1/4 of Section 11, said point of intersection being marked with a found mag nail;
3. thence in a southwesterly direction along the centerline of Alexis Road, having a bearing of South eighty-one (81) degrees, thirty-one (31) minutes, fifty-three (53) seconds West, a distance of two hundred fifty-four and four hundredths (254.04') feet to a point, said point also being the **Point of Beginning**;
4. thence South one (01) degree, twenty-six (26) minutes, thirty-four (34) seconds East along a line, passing through a set mag nail at a distance of fifty and thirty-eight hundredths (50.38') feet, a total distance of three hundred forty-two and ninety-three hundredths (342.93') feet to a point, said point being marked with a set mag nail;
5. thence South eighty-eight (88) degrees, thirty-three (33) minutes, twenty-six (26) seconds West along a line, a distance of one hundred and zero hundredths (100.00') feet to the intersection of the East line of a parcel of land as described in Official Record 20171229-0056626 Lucas County Deed Records, said point being marked with a set capped iron rebar;
6. thence North one (01) degrees, twenty-six (26) minutes, thirty-four (34) seconds West along the East line of a parcel of land as described in Official Record 20171229-0056626 Lucas County Deed Records, passing through a set capped iron rebar at a distance two hundred eighty and twenty-three (280.23') feet, a total distance of three hundred thirty and sixty-one hundredths (330.61') feet to the intersection of the centerline of Alexis Road;
7. thence North eighty-one (81) degrees, thirty-one (31) minutes, fifty-three (53) seconds East along the centerline of Alexis Road, a distance of one hundred and seventy-six hundredths (100.76') feet to the **Point of Beginning**.
8. Said parcel of land containing an area of 33,677 square feet, or 0.773 acres of land, more or less. Subject to legal highways. All within Parcel Number 82-04454

Said parcel of land having a present right-of-way occupied area of 5,038 square feet or 0.116 acres of land, more or less.

The above described parcel of land is subject to any and all leases, easements and restrictions of record.

The bearings used hereon are based on an assumed meridian and are for the express purpose of calculating angular measurements.

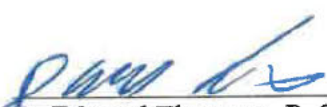
Said set capped iron rebar being a 5/8" diameter and 30" long iron rebar with plastic cap stamped "Feller Finch".

The above description is based on a survey performed under my supervision during March 2026.

Prior Deed Reference is Official Record 20240925-0031007, Lucas County Deed Records.

Prepared by:

FELLER, FINCH & ASSOCIATES, INC.


D. Edward Thornton, P. S.

Professional Surveyor No. 7827



PARCEL SPLIT 1

1. A parcel of land being part of the West 1/2 of the Northwest 1/4 of Section 11, Town 9 South, Range 6 East, in the Michigan Meridian, in the City of Sylvania, Lucas County, Ohio, said parcel of land being bounded and described as follows
2. Beginning at the intersection of the centerline of Alexis Road with the East line of the West 1/2 of the Northwest 1/4 of Section 11, said point of intersection being marked with a found mag nail;
3. thence in a southerly direction along the East line of the West 1/2 of the Northwest 1/4 of Section 11, also being the West line of Whetstone Park as recorded in Volume 45, Pages 71-72 Lucas County Plat Records, having a bearing of South one (01) degree, twenty-five (25) minutes, forty-four (44) seconds East, passing through a set capped iron rebar at a distance of fifty and thirty-eight hundredths (50.38') feet, a total distance of three hundred ninety-nine and twenty-three hundredths (399.23') feet to a point, said point being marked with a set capped iron rebar;
4. thence South eighty-eight (88) degrees, twenty-two (22) minutes, twelve (12) seconds West along a line, a distance of one hundred eighty-one (181.00') feet to a point, said point being marked with a set mag nail;
5. thence North one (01) degree, twenty-six (26) minutes, fifty-three (53) seconds West along a line, a distance of three hundred eighty-nine and nine hundredths (289.09') feet to a point, said point being marked with a set mag nail
6. thence North eighty-nine (89) degrees, thirty-three (33) minutes, seven (07) seconds East along a line, a distance of twenty-one and sixty-nine hundredths (21.69') feet to a point, said point being marked with a set mag nail
7. thence North one (01) degree, twenty-six (26) minutes, fifty-three (53) seconds West along a line, passing through a set capped iron rebar at a distance of forty and seventy-two and twenty-six hundredths (40.72') feet, a total distance of ninety-one and nine hundredths (91.09') feet to the intersection of the centerline of Alexis Road;
8. thence North eighty-one (81) degrees, thirty-one (31) minutes, fifty-three (53) seconds East along the centerline of Alexis Road, a distance of one hundred sixty and sixty-five hundredths (160.65') feet to the **Point of Beginning**.
9. Said parcel of land containing an area of 68,373 square feet, or 1.570 acres of land, more or less. Subject to legal highways. All within Parcel Number 82-04454

Said parcel of land having a present right-of-way occupied area of 8,032 square feet or 0.184 acres of land, more or less.

The above described parcel of land is subject to any and all leases, easements and restrictions of record.

The bearings used hereon are based on an assumed meridian and are for the express purpose of calculating angular measurements.

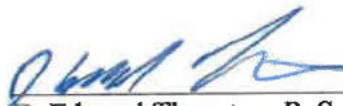
Said set capped iron rebar being a 5/8" diameter and 30" long iron rebar with plastic cap stamped "Feller Finch".

The above description is based on a survey performed under my supervision during March 2026.

Prior Deed Reference is Official Record 20240925-0031007, Lucas County Deed Records.

Prepared by:

FELLER, FINCH & ASSOCIATES, INC.


D. Edward Thornton, P. S.
Professional Surveyor No. 7827



Remaining Parcel

1. A parcel of land being part of Lot 2, Lot 3, Country Club Plaza, as recorded in Volume 59 Page 9, Lucas County Plat Records and part of the West half (1/2) of the Northwest 1/4 and part of the Southwest quarter (1/4) of Section 11, Town 9 South, Range 6 East, in the Michigan Meridian, in the City of Sylvania, Lucas County, Ohio, said parcel of land being bounded and described as follows
2. **Beginning** at the Southeast corner of the West half (1/2) of the Northwest quarter (1/4) of said Section 11, also being the Southeast corner of Country Club Plaza, as recorded in Volume 59 Page 9, Lucas County Plat Records, said point being marked with a found iron pipe;
3. thence in a southwesterly direction along the southeasterly line of Country Club Plaza, as recorded in Volume 59 Page 9, Lucas County Plat Records, also being the northwesterly line of a parcel of land as described in Official Record 20230622-0019347 Lucas County Deed Records and also being the northwesterly line of a parcel of land as described in Official Record 20230622-0019348 Lucas County Deed Records having a bearing of South sixty (60) degrees, fifty-four (54) minutes, twenty-six (26) seconds West, a distance of three hundred forty-four and ninety-eight hundredths (344.98') feet to a point, said point being marked with a found drill hole;
4. thence South thirty six (36) degrees, five (05) minutes, eight (08) seconds West along the northwesterly line of a parcel of land as described in Official Record 20230622-0019348 Lucas County Deed Records, a distance of eighty-two and sixty-nine hundredths (82.69') feet to the intersection of the northerly right of way of Monroe Street (also known as State Route 51) and described in Official Record 20241121-0038417 Lucas County Deed Records, said point being marked with a set Mag nail;
5. thence North forty-five (45) degrees, fifty-five (55) minutes, fourteen (14) seconds West along northerly right of way of Monroe Street (also known as State Route 51) and described in Official Record 20241121-0038417 Lucas County Deed Records, a distance of ninety-six and twenty-nine hundredths (96.29') feet to the intersection of the Southeast Line of Lot 1 in Country Club Plaza, as recorded in Volume 59 Page 9, Lucas County Plat Records, said point being marked with a set capped iron rebar;
6. thence North sixty (60) degrees, fifty-four (54) minutes, twenty-eight (28) seconds East along the Southeast Line of Lot 1 in Country Club Plaza, as recorded in Volume 59 Page 9, Lucas County Plat Records, a distance of eighty and seventy-nine hundredths (80.79') feet to the intersection of the East line of Lot 1 in Country Club Plaza, as recorded in Volume 59 Page 9, Lucas County Plat Records, said point being marked with a set Mag nail;

7. thence North one (01) degree, twenty-six (26) minutes, thirty-four (34) seconds West along the East line of Lot 1 in Country Club Plaza, as recorded in Volume 59 Page 9, Lucas County Plat Records, a distance of ninety-three and eighty-one hundredths (93.81') feet to the intersection of the South line of a parcel of land as described in Micro Fiche 98 0456B06 Lucas County Deed Records, said point being marked with a set Mag nail;
8. thence North eighty-eight (88) degrees, thirty-three (33) minutes, twenty-six (26) seconds East along South line of a parcel of land as described in Micro Fiche 98 0456B06 Lucas County Deed Records, a distance of thirty-five and zero hundredths (35.00') feet to the intersection of the East line of a parcel of land as described in Micro Fiche 98 0456B06 Lucas County Deed Records, said point being marked with a set Mag nail;
9. thence North one (01) degree, twenty-six (26) minutes, thirty-four (34) seconds West along East line of a parcel of land as described in Micro Fiche 98 0456B06 Lucas County Deed Records, a distance of one hundred fifty and zero hundredths (150.00') feet to the intersection of the North line of a parcel of land as described in Micro Fiche 98 0456B06 Lucas County Deed Records said point being marked with a set Mag nail;
10. thence South eighty-eight (88) degrees, thirty-three (33) minutes, twenty-six (26) seconds West along North line of a parcel of land as described in Micro Fiche 98 0456B06 Lucas County Deed Records, a distance of thirty-five and zero hundredths (35.00') feet to the intersection of the East line of Lot 1 in Country Club Plaza, as recorded in Volume 59 Page 9, Lucas County Plat Records, said point being marked with a set Mag nail;
11. thence North one (01) degree, twenty-six (26) minutes, thirty-four (34) seconds West along the East line of Lot 1 in Country Club Plaza, as recorded in Volume 59 Page 9, Lucas County Plat Records and the West line of a parcel of land as described Volume 1347 Page 477 Lucas County Deed Records and also the West line of a parcel of land as recorded in Official Record 20171229-0056626 Lucas County Deed Records, a distance of six hundred sixty-nine and forty-nine hundredths (669.49') feet to a point, said point being marked with a set capped iron rebar;
12. thence North eighty-eight (88) degrees, thirty-three (33) minutes, twenty-six (26) seconds East along a line, a distance of one hundred and zero hundredths (100.00') feet to a point, said point being marked with a set Mag nail;
13. thence North one (01) degree, twenty-six (26) minutes, thirty-four (34) seconds West along a line, passing through a set Mag nail at a distance of two hundred ninety-two and fifty-five hundredths (292.55') feet, a total distance of three hundred forty-two and ninety-three hundredths (342.93') feet to the intersection of the centerline of Alexis Road;

14. thence North eighty-one (81) degrees, thirty-one (31) minutes, fifty-three (53) seconds East along to the centerline of Alexis Road, a distance of ninety-three and thirty-nine hundredths (93.39') feet to a point;
15. thence South one (01) degree, twenty-six (26) minutes, fifty-three (53) seconds East along a line, passing through a set capped iron rebar at a distance of (50.38') feet, a total distance of ninety-one and nine hundredths (91.09') feet to a point, said point being marked with a set Mag nail;
16. thence South eighty-eight (88) degrees, thirty-three (33) minutes, seven (07) seconds West along a line, a distance of twenty-one and sixty-nine hundredths (21.69') feet to a point, said point being marked with a set Mag nail;
17. thence South one (01) degree, twenty-six (26) minutes, fifty-three (53) seconds East along a line, a distance of two hundred eighty-nine and nine hundredths (289.09') feet to a point, said point being marked with a set Mag nail;
18. thence North eighty-eight (88) degrees, twenty-two (22) minutes, twelve (12) seconds East along a line, a distance of one hundred eighty-one and zero hundredths (181.00') feet to the intersection of the East line of the West half ($\frac{1}{2}$) of the Northwest quarter ($\frac{1}{4}$) of Section 11, also being the West line of Whetstone Park as recorded in Volume 45, Pages 71-72 Lucas County Plat Records, said point being marked with a set capped iron rebar;
19. thence South one (01) degree, twenty-five (25) minutes, forty-four (44) seconds East along the East line of the West half ($\frac{1}{2}$) of the Northwest quarter ($\frac{1}{4}$) of Section 11, also being the West line of Whetstone Park as recorded in Volume 45, Pages 71-72 Lucas County Plat Records, a distance of seven hundred sixty-eight and sixty hundredths (768.60') feet to the **Point of Beginning**.
20. Said parcel of land containing an area of 333,318 square feet, or 7.652 acres of land, more, or less. Subject to legal highways. All within Parcel Number 82-04454

Said parcel of land having a present right-of-way occupied area of 4,670 square feet or 0.107 acres of land, more, or less.

The above-described parcel of land is subject to any, and all leases, easements and restrictions of record.

The bearings used hereon are based on an assumed meridian and are for the express purpose of calculating angular measurements.

Said set capped iron rebar being a 5/8" diameter and 30" long iron rebar with plastic cap stamped "Feller Finch".

The above description is based on a survey performed under my supervision during March 2026.

Prior Deed Reference is Official Record 20240925-0031007, Lucas County Deed Records.

Prepared by:

FELLER, FINCH & ASSOCIATES, INC.



D. Edward Thornton, P. S.

Professional Surveyor No. 7827





SYLVANIA CITY COUNCIL
CLAUDIA WITKOWSKI, CLERK OF COUNCIL

June 16, 2026

To: Chairman and Members
Sylvania Municipal Planning Commission

Re: Petition for Zoning Ordinance Amendment SUP-3-2026

Dear Chairman and Members:

Following is an excerpt from the minutes of the June 15, 2026 City Council meeting:

Mr. Haynam moved, Ms. Stough seconded to refer Petition for Zoning Ordinance Amendment SUP-3-2026 from Donald A. Perrucci, Trustee, at 8310 Sylvania-Metamora Road, Sylvania, Ohio, to change the current B-2 zoning to B-2 SUP zoning to allow for a SUP car wash, to the Municipal Planning Commission for review and recommendation; roll call vote being: Richardson, Murphy, Westphal, Haynam, Hansen, Stough; (6) yeas; (0) nays. The motion carried.

Sincerely,

Claudia Witkowski
Clerk of Council

PETITION FOR ZONING ORDINANCE AMENDMENT

To: City of Sylvania, Ohio
City Council and
Municipal Planning Commission

Application No. SUP-3-2026

Date 5-28-2026

Petitioner Name(s): Donald A Perrucci, Trustee

Petitioner Address: [REDACTED]

Email: _____ Telephone: _____

Location of property for which zoning amendment is requested:
8310 Sylvania-Metamora Rd

Purpose of amendment request: SUP Car Wash

Current Zoning: B-2 Requested Zoning: B-2 SUP

The undersigned, being one or more of the owners, lessees or occupants within the area proposed to be changed by the amendment, hereby petition for an Amendment to the Zoning Code, pursuant to Chapter 1107 of the Codified Ordinances of the City of Sylvania, Ohio, as amended.

- Attachments:**
1. Full legal description of the property for which the Zoning Amendment is proposed.
 2. Area location map.
 3. Site plan - If plan is larger than 11" x 17", eighteen (18) copies must be submitted.

A check for \$300.00 + cost of advertising, payable to the City of Sylvania is attached for processing of said Petition. It is understood that no refund is to be made after the filing of the Petition.

By: [Signature]

Date referred by Council: 6-15-2026

Date of Commission Action: _____

Date of Council Action: _____

Action: _____

For Office Use Only

Date: [REDACTED] Check #: [REDACTED] Cash: — Fee: \$ [REDACTED]

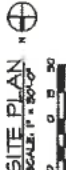
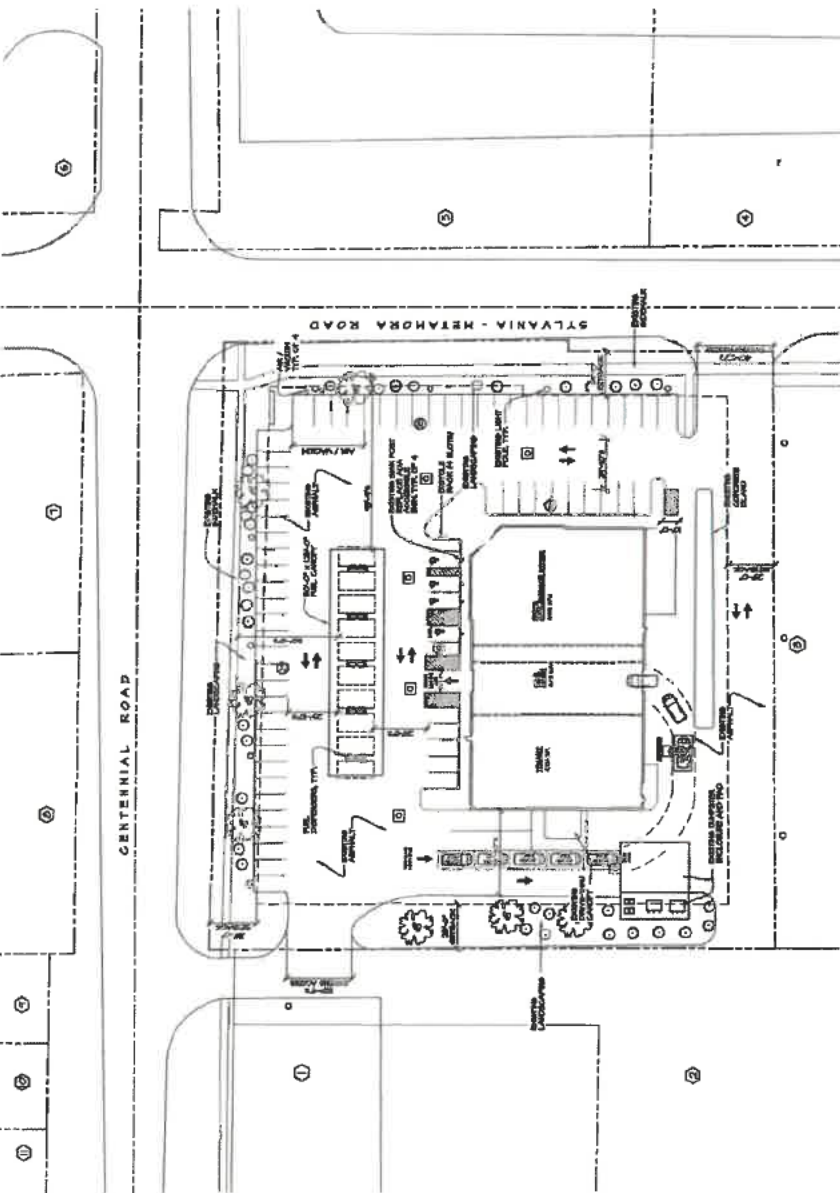
1 OF 2 SHEETS C-1 DATE: 08/15/2011 PROJECT: 10000 Sylvania-Metamora Road SPECIAL USE PERMIT FOR RIDI'S 8310 SYLVANIA-METAMORA ROAD SYLVANIA, OHIO 43560		ARCHITECT: Architecture by Design, Ltd. 10000 Sylvania-Metamora Road Sylvania, Ohio 43560 (419) 884-3311 arch@architecturebydesign.com
SHEET NO. 10000	DATE 08/15/2011	PROJECT 10000 Sylvania-Metamora Road
SITE PLAN, CODE INFORMATION, DETAILS, AND NOTES		

ZONING CODE INFORMATION:

GENERAL NOTES:
 1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL BUILDING CODE (IBC) AND THE INTERNATIONAL PLUMBING CODE (IPC).
 2. THE SITE PLAN SHALL BE SUBMITTED TO THE Sylvania-Metamora Road Planning Commission for review and approval.
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 10. THE SITE PLAN SHALL BE SUBMITTED TO THE Sylvania-Metamora Road Planning Commission for review and approval.

PROPERTY LEGEND

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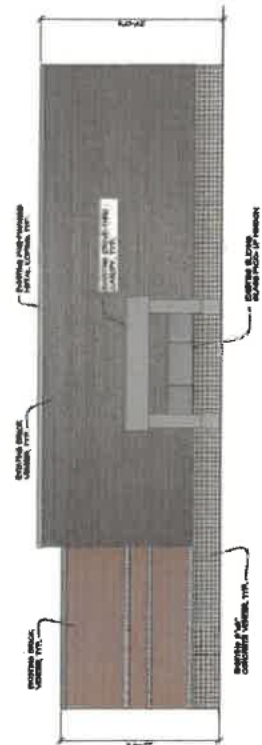


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Architecture by Design, Ltd.
6022 Mayhew Square, Wynnton, ON L4S 0C9
(416) 594-2511 | info@architecturebydesign.net



SOUTH ELEVATION
SCALE: 1/8" = 1'-0"

[illegible]WEST ELEVATION
SCALE 1" = 10'-0"



SYLVANIA CITY COUNCIL
CLAUDIA WITKOWSKI, CLERK OF COUNCIL

June 16, 2026

To: Chairman and Members
Sylvania Municipal Planning Commission

Re: Petition for Zoning Ordinance Amendment SUP-4-2026

Dear Chairman and Members:

Following is an excerpt from the minutes of the June 15, 2026 City Council meeting:

Mr. Haynam moved, Mr. Hansen seconded to refer Petition for Zoning Ordinance Amendment SUP-4-2026 from Matt DeWood, Sylvania Marketplace & 851 Alexis, LLC for 5890 Monroe Street, Sylvania, Ohio, to change current B-4 zoning to B-4 SUP zoning to allow for a convenience store with auto fueling, to the Municipal Planning Commission for review and recommendation; roll call vote being: Stough, Hansen, Murphy, Richardson, Haynam, Westphal; (6) yeas; (0) nays. The motion carried.

Sincerely,

Claudia Witkowski
Claudia Witkowski
Clerk of Council

PETITION FOR ZONING ORDINANCE AMENDMENT

To: City of Sylvania, Ohio
City Council and
Municipal Planning Commission

Application No. SLP 4-2096

Date 5-29-2026

Petitioner Name(s): Matt DeWood FOR SYLVANIA MARKETPLACE #851 ALEXIS, LLC.
Petitioner Address: [REDACTED]

Email: [REDACTED] Telephone: [REDACTED]

Location of property for which zoning amendment is requested:

5890 Monroe St, Sylvania, OH 43560

Purpose of amendment request: This is a Special Use Permit to allow for a convenience store
with auto fueling.

Current Zoning: B4 - Business Requested Zoning: N/A B-4 SUP

The undersigned, being one or more of the owners, lessees or occupants within the area proposed to be changed by the amendment, hereby petition for an Amendment to the Zoning Code, pursuant to Chapter 1107 of the Codified Ordinances of the City of Sylvania, Ohio, as amended.

- Attachments:
1. Full legal description of the property for which the Zoning Amendment is proposed.
 2. Area location map.
 3. Site plan - if plan is larger than 11" x 17", eighteen (18) copies must be submitted.

A check for \$300.00 + cost of advertising, payable to the City of Sylvania is attached for processing of said Petition. It is understood that no refund is to be made after the filing of the Petition.

By: [Signature]
SYLVANIA MARKETPLACE
#851 ALEXIS, LLC.

Date referred by Council: 6-15-2026

Date of Commission Action: _____

Date of Council Action: _____

Action: _____

For Office Use Only

Date: [REDACTED] Check # [REDACTED] Cash: _____ Fee: \$ [REDACTED]

CITY OF SYLVANIA, OHIO
Procedure for Zoning Ordinance Amendment

1. Submit application, required attachments, and \$300.00 filing fee + Advertising cost to:
Clerk of Council
Sylvania Administration Building,
Room 201
6730 Monroe Street
Sylvania, Ohio 43560-1948
419-885-8931
2. City Council, at its next regularly scheduled meeting, will refer the application to the Municipal Planning Commission for review and recommendation.
NOTE: City Council meets on the first and third Monday of every month.
Applicant does not need to attend this meeting.
3. The Planning Commission will review the application at its next regularly scheduled meeting.
NOTE: Planning Commission meets on the second Wednesday following the first Monday of each month.
Applicant should attend.
4. The recommendation of the Planning Commission will be filed with City Council at Council's next regularly scheduled meeting. At this time, Council will set the public hearing date. Notice of the public hearing must be published at least 30 days prior to the hearing and written notice must be mailed to property owners within, contiguous to and directly across the street from subject parcel(s), if the number of parcels to be rezoned or redistricted is ten (10) or less. Applicant does not need to attend this meeting.
5. The public hearing will be scheduled immediately prior to a regularly scheduled City Council meeting.
Applicant should attend the public hearing.
6. After approval or denial of the amendment by City Council, legislation will be ordered.

PARCEL SPLIT 1

1. A parcel of land being part of the West 1/2 of the Northwest 1/4 of Section 11, Town 9 South, Range 6 East, in the Michigan Meridian, in the City of Sylvania, Lucas County, Ohio, said parcel of land being bounded and described as follows
2. Beginning at the intersection of the centerline of Alexis Road with the East line of the West 1/2 of the Northwest 1/4 of Section 11, said point of intersection being marked with a found mag nail;
3. thence in a southerly direction along the East line of the West 1/2 of the Northwest 1/4 of Section 11, also being the West line of Whetstone Park as recorded in Volume 45, Pages 71-72 Lucas County Plat Records, having a bearing of South one (01) degree, twenty-five (25) minutes, forty-four (44) seconds East, passing through a set capped iron rebar at a distance of fifty and thirty-eight hundredths (50.38') feet, a total distance of three hundred ninety-nine and twenty-three hundredths (399.23') feet to a point, said point being marked with a set capped iron rebar;
4. thence South eighty-eight (88) degrees, twenty-two (22) minutes, twelve (12) seconds West along a line, a distance of one hundred eighty-one (181.00') feet to a point, said point being marked with a set mag spike;
5. thence North one (01) degree, twenty-six (26) minutes, fifty-three (53) seconds West along a line, a distance of three hundred seventy-seven and fifty hundredths (291.77') feet to a point, said point being marked with a set mag spike
6. thence North eighty-nine (89) degrees, thirty-three (33) minutes, seven (07) seconds East along a line, a distance of fifteen and fifty-two hundredths (15.52') feet to a point, said point being marked with a set mag spike
7. thence North one (01) degree, twenty-six (26) minutes, fifty-three (53) seconds West along a line, passing through a set capped iron rebar at a distance of thirty seven and twenty-six hundredths (37.26') feet, a total distance of three hundred seventy-seven and fifty hundredths (291.77') feet to the intersection of the centerline of Alexis Road;
8. thence North eighty-one (81) degrees, thirty-one (31) minutes, fifty-three (53) seconds East along the centerline of Alexis Road, a distance of one hundred sixty-six and eighty-six hundredths (166.86') feet to the **Point of Beginning**.
9. Said parcel of land containing an area of 68,974 square feet, or 1.583 acres of land, more or less. Subject to legal highways. All within Parcel Number 82-04454

Said parcel of land having a present right-of-way occupied area of 8,343 square feet or 0.192 acres of land, more or less.

The above described parcel of land is subject to any and all leases, easements and restrictions of record.

The bearings used hereon are based on an assumed meridian and are for the express purpose of calculating angular measurements.

Said set capped iron rebar being a 5/8" diameter and 30" long iron rebar with plastic cap stamped "Feller Finch".

The above description is based on a survey performed under my supervision during March 2026.

Prior Deed Reference is Official Record 20240925-0031007, Lucas County Deed Records.

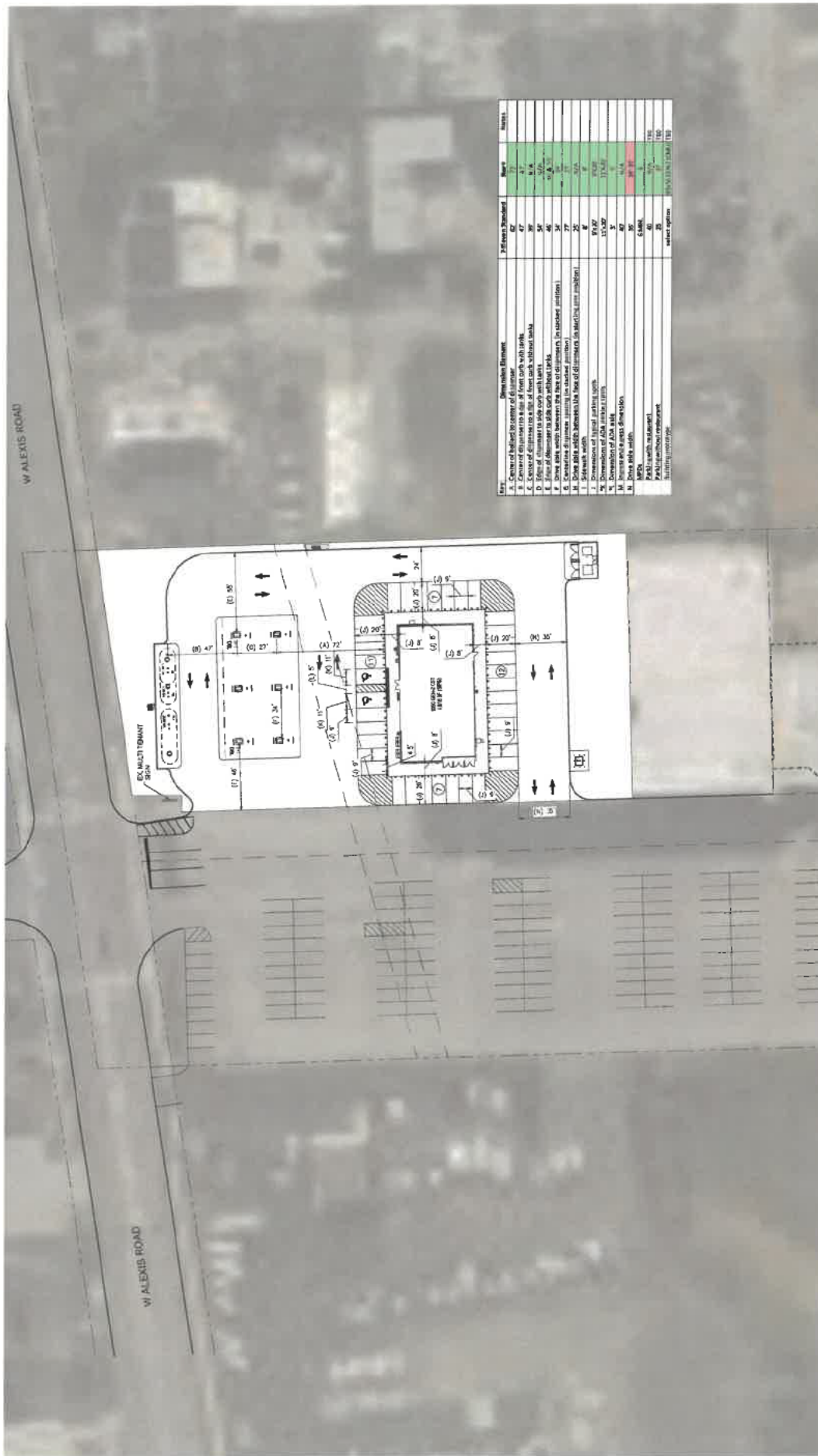
Prepared by:

FELLER, FINCH & ASSOCIATES, INC.


D. Edward Thornton, P. S.

Professional Surveyor No. 7827

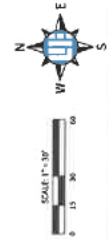

Date



This concept plan is without the benefit of survey and zoning research and is for informational purposes only

W260246 - SITE LAYOUT

SYLVANIA, OHIO



7-ELEVEN, INC.

DATE: May 7, 2026

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