

Board of Architectural Review

Minutes of the regular meeting of May 15, 2024. Mr. Schaaf called the meeting to order.

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

Ms. Fischer moved, Ms. Lindhuber seconded to approve the Minutes of the April 10, 2024 meeting as submitted. Vote being: Stough, Lindhuber, Fischer, Marciniak and Schaaf (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 3 – Building Review – app. no. 17-2024 requested by Jim Sutphin of Stop & Go Stores for S&G Car Wash, 5778 Centennial Road, Sylvania, Ohio 43560. Application is construction of a new tunnel style car wash.

Mr. Sutphin was present.

Ms. Lindhuber moved, Mr. Marciniak seconded, to approve the design shown in the drawing submitted with the application conditional on Planning Commission approval of the properties lot split. Vote being: Stough, Lindhuber, Fischer, Marciniak and Schaaf (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 4 – Building Review – app. no. 25-2024 requested by Rami Shaheen of Sign Design USA for Vape Shack, 5805 Monroe Street, Sylvania, Ohio 43560. Application is for a new wall sign and discussion of existing window lighting.

Mr. Burns stated that the sign meets the sign code. He added that the store has some existing LED lighting around the windows that is similar to the vape store discussed at a previous meeting.

Discussion took place amongst the members and concerns were expressed about the possible impact that future LED lighting could have on both residents and drivers.

Mayor Stough recommended that a conversation be had with the Law Director to see how this may tie in with what City Council did ten years ago.

Mr. Marciniak moved, Ms. Fischer seconded, to approve the sign as shown in the drawing submitted with the application; and recommend to the Law Director review the lighting ordinance and start the process to come up with uniform requirements regarding the lighting. Vote being: Stough, Lindhuber, Fischer, Marciniak and Schaaf (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

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Item 5 – Regulated Sign – app. no. 26-2024 requested by Karrie Brock of Fast Signs for Sylvania CSD Board of Education, 6769 Maplewood Avenue, Sylvania, OH 43560. Application is for a new wall sign.

Ms. Brock was present and explained that Mr. Duwve is retiring and the sign is a quote of his that they would like to put up to memorialize him for what he did, and gave, to the school.

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

Items 6 and 7 – Building Review – app. no. 22-2024 requested by David Bruckelmeyer for Sheetz, 5855 Monroe Street, Sylvania, Ohio 43560. (Tabled at the April 10, 2024 meeting) Application is for construction of a new fuel station and canopy and Regulated Sign – app. no. 23-2024 requested by David Bruckelmeyer for Sheetz, 5855 Monroe Street, Sylvania, Ohio 43560. Application is for a new monument sign and two new wall signs. (Tabled at the April 10, 2024 meeting)

Mr. Schaaf called for a motion to table the items until June.

Mayor Stough said before they do, that he would like to talk about the memorandum (in the Planning Commission packet) that he requested that the Law Director put together that included the reasons that Planning Commission can or cannot recommend something to City Council. He said that she has listed the criteria that they can use, that it is not just that it meets the zoning code, and that there are other reasons that she has listed. He requested that the Board retain the information.

Mr. Schaaf asked if they needed a motion to honor the request to table the items.

Mr. Burns stated that it just needed to be put on record that they (the applicant) requested that the items be tabled.

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 May 15, 2024. Mr. Schaaf called the meeting to order.

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

Ms. Lindhuber moved, Mr. Marciniak seconded to approve the Minutes of the April 10, 2024 meeting as submitted. Vote being: Stough, Lindhuber, Fischer, Marciniak and Schaaf (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 3 – Council Referral – Petition for Zoning Ordinance Amendment SUP#2-2024 – requested by David Bruckelmeyer for Sheetz, located at 5855 Monroe Street, Sylvania, Ohio 43560, for construction of an approximately 6,239 square foot convenience store and 8 island gas station with canopy. (Tabled at the April 10, 2024 meeting)

Mr. Burns stated that the applicant requested for the item to be tabled.

Item 4 – Lot Split app. no. 1-2024 – Requested by Jim Sutphin, agent for Dan Ridi of Stop & Go Stores, for Louisville Title Agency for NW Ohio, for the property located at 5778 Centennial Road, Sylvania, Ohio 43560.

Mr. Sutphin was present.

Mayor Stough asked if the lot split would meet the code requirements for size.

Mr. Burns said that it would.

Discussion took place amongst the applicant and the members regarding the lot split.

Mr. Burns said that the lot split has been reviewed by the City's Engineer, Joe Shaw.

Mr. Marciniak moved, Ms. Fischer seconded to approve the lot split as submitted. Vote being: Stough, Lindhuber, Fischer, Marciniak and Schaaf (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

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

Submitted by,

Timothy Burns, Acting Secretary
Municipal Planning Commission