

## Board of Architectural Review

Minutes of the regular meeting of September 11, 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, the City Law Director Leslie Brinning was also present.

Ms. Lindhuber moved, Mr. Marciniak seconded to approve the Minutes of the August 12, 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 – Regulated Sign – app. no. 38-2024 requested by Ryan Wishaw of Toledo Sign for Promedica, 5360 Harroun Road, Sylvania, Ohio 43560. Application is for a new Landscape Wall Sign, a replacement Monument Sign and replacement Area Identification Sign and a new window sign.

Mr. Wishaw was present.

Signs are within the limits of the Sylvania Sign Code.

Mr. Marciniak moved, Ms. Fischer seconded, to approve the signs 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.

Item 4 – Regulated Sign – app. no. 39-2024 requested by Karrie Brock of Fast Signs for MOBO Med Spa, Mayberry Square 8250B, Sylvania, Ohio 43560. Application is for new window signs.

Signs are within the limits of the Sylvania Sign Code.

Ms. Fischer moved, Ms. Lindhuber seconded, to approve the signs 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.

Item 5 – Knee Wall Standard Review – Request by Joseph Shaw, Service Director, of The City of Sylvania. Proposed Monroe Street Knee Wall Standards for The Sylvania “Gateway Architectural District” – (GAD). Application is for referral to Council.

Mayor Stough explained the desire of the City to add architectural details to Gateway district and the proposal is a result. He explained the proposal included three separate options for knee wall options including variations of brick piers, brick walls, fencing, low level plantings and trees.

Further, the proposal also included an architectural rendering of the proposed options as well as an estimated cost break down for installation.

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Discussion followed. It was noted the requirement to make the said improvements would be at the time of development or redevelopment and is not planned as a project with a specific finalization date. It was also discussed that the cost involved would be incurred privately as this is considered an increase to the “screening” requirements for parcels in the “GAD”

It was noted option #2 (brick piers with fencing between) was a close design of two separate locations already in place in the City. The area in front of the Sautter’s Market, 5519 Main Street and also in front of the previous Rite Aid, 5622 Summit Street. The board discussed this likely being the best option.

Ms. Lindhuber motioned to make a recommendation to Council to approve Option #2 of the Knee Wall Standard Design as proposed, Ms. Fischer seconded the motion. Vote being: Stough, Lindhuber, Fischer, Marciniak and Schaaf (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

With no additional business, 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

## **Planning Commission Meeting Minutes**

Minutes of the regular meeting of September 11, 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, the City Law Director Leslie Brinning was also present.

Ms. Lindhuber moved, Ms. Fischer seconded to approve the Minutes of the August 12, 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 – Zoning Change Application ZA - #1 2024 requested by Joseph Mercurio of Mercurio Developers for Aurora Place Subdivision, Alexis Road Sylvania, Ohio. The Application is to rezone a previously approved B-2 PD parcel to a split zoned parcel that consist of B-2 and R-3 PD zoned sections.

Mr. Don Feller, of Feller, Finch & Associates was present to represent and spoke on behalf of the Mercurio Developers. Mr. Mercurio was also present.

Mr. Feller explained the intent of the developers is to change from a rental format of the currently built duplex style villas to a for sale model of condominium format HOA villas.

Mr. Feller also explained the front two lots adjacent to Alexis road would remain as commercial frontage and remain B-2 zoned.

Ms. Brinning confirmed this is the process to achieve the split use and upon approval the developer intends to complete the process by splitting the commercials parcels off as independent properties (two separate properties). The third parcel would be the balance of development, which is the currently built out residential area, and this area would be the R-3 section.

Mr. Feller stated the new proposal also reduced the total residential homes by a total of four (4) from the originally designed PD approval, and that acreage will be added to the proposed commercially zoned properties along Alexis. The commercial lots would then increase in size and be sold at market rate.

Ms. Fischer motioned to recommend approval of the ZA - #1 2024 and amend the zoning of the proposed property from B-2 Pd to B-2 and R-3 PD. Mr. Marciniak seconded the motion. Vote being: Stough, Lindhuber, Fischer, Marciniak and Schaaf (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 4 – Zoning Ordinance Change, 99-2024 Referral from City Council. The proposed Ordinance would permit dog wash stations at appropriately approved car wash locations. It may also permit car wash locations as independent locations separated from vehicle fueling stations.

Ms. Brinning explained the code change will make the car wash use as a required Special Use Permit approved by Council. This process allows City Council the opportunity to review appropriateness prior to any general approval. This is the same for any approved dog wash locations.

Ms. Lindhuber motion to make recommendation to City Council to approve the proposed Zoning Ordinance Change, 99-2024 as submitted. Mr. Marciniak seconded the motion. Vote being: Stough, Lindhuber, Fischer, Marciniak and Schaaf (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

With no additional business, 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