

Minutes of Perrysburg Architectural Review Committee

Meeting Held February 18, 2026

CALL TO ORDER - 10:00 AM

The Levis Commons ARC meeting was called to order at 10:03 a.m by Planning & Zoning Administrator, Brody Walters.

ROLL CALL

Committee members present were Mark Easterling, Holly Kerns, Rita Nelson, and Brody Walters (4).

APPROVAL OF NOVEMBER 19, 2025 MEETING MINUTES

The Levis Commons ARC agreed 4-0 to approve the November 19, 2025, meeting minutes as written.

NEW BUSINESS

SIGNAGE - CHIPOTLE

Tina and Kyle (of True Aerial Signs) were present virtually via Teams on behalf of the proposed clearance bar signage for Chipotle at 5200 Brockway Drive, Suite 101. Mr. Walters noted that this request is not very different from what was originally proposed, and Kyle added that it's the same size and color with a spin-back clearance bar that pivots upon impact. Kyle noted that this location is unique within Levis Commons as it's the first drive-thru, and Mr. Easterling clarified that drive-thrus are not permissible within Levis. Mr. Walters added that he went to Jimmy John's on Eckel Junction last week, and said that the overhead bar is hanging there. Ms. Nelson asked about the necessity for the overhead bar, and Kyle stated that larger-stature vehicles with CDL capacity typically hit the clearance height. There was further discussion about the awning's height, and Mr. Walters said he doesn't want to see this building hit.

The Levis Commons ARC agreed 4-0 to deny the clearance bar signage as submitted for Chipotle at 5200 Brockway Drive, Suite 101.

Mr. Walters said that if new information or conclusions are determined for this site, they could be brought forward to protect the property.

SIGNAGE - CINEMARK

William Garrett and Lisa Vander Ark (of Cinemark) and Rob Hall (of Toledo Sign) were present on behalf of the proposed signage for Cinemark at 2005 Hollenbeck Drive. Mr. Hall noted that this signage proposal is a rebranding with a narrower scope, flush-mounted, face-lit, and features forty-eight (48) inch tall lettering. Mr. Easterling added that this location allows for a maximum letter height of thirty-six (36) inches, and Ms. Vander Ark stated that this proposal is the typical sign height across the board. Mr. Easterling confirmed that a variance does not carry over when a new sign is proposed,

and Mr. Walters added that if the ARC members believe that a variance is necessary or unique to a situation, it can be considered. There was further discussion about the front and side facades and appropriate proportions related to the proposed signage. Mr. Garrett added that the signage for the northern facade provides visibility and awareness from I-475, and he referenced the strong presence of the signage at BGSU. Mr. Walters and Mr. Easterling both agreed that the front facade signage is proportionate, and Mr. Easterling said that he would like to see renderings for a smaller sign on the northern facade. Mr. Hall noted that the northern facade signage, as proposed, is smaller than the existing signage, adding that the scaling is impactful. There was further discussion about the square footage of the building compared to other large buildings and signage within Levis Commons. Ms. Nelson and Ms. Kerns both expressed their approval of the proposed signage as submitted. There was a brief discussion about the applicants submitting a scaled-down design, and Mr. Garrett confirmed that they will work with their team to provide thirty-six (36) inch lettering and resubmit their application to the ARC.

The Levis Commons ARG agreed 4-0 to table the signage as proposed for Cinemark at 2005 Hollenbeck Drive, with the request that Cinemark resubmit their proposal with a scaled-down lettering height.

SIGNAGE - TROPICAL SMOOTHIE CAFE

Rob Hall (of Toledo Sign) was present on behalf of the signage for Tropical Smoothie Cafe at 5200 Brockway Drive, Suite 104. He said that they prefer the larger brand standard option signage that would be an increase in size for aesthetic and lighting purposes. There was further discussion about the lettering heights, and Mr. Walters noted that "tropical" meets the code. Mr. Hall confirmed that eight (8) inch lettering for "smoothie" is the smallest height that will support lighting. Ms. Kerns asked if the signage would look proportionate compared to Chipotle, and Mr. Easterling confirmed as such as the locations are end-capped suites.

The Levis Commons ARC agreed 4-0 to approve the larger size branding logo signage for the entire sign to be lit, for Tropical Smoothie Cafe at 5200 Brockway Drive, Suite 104.

OTHER BUSINESS

DISCUSS BLADE SIGN AT MADISON PAUL

There was no further information provided for the blade sign for Madison Paul at 3110 Chappel Drive.

The Levis Commons ARC agreed 4-0 to deny the blade sign as submitted for Madison Paul at 3110 Chappel Drive, as new information has not been received.

ADJOURNMENT

There being no further business, the meeting adjourned at 10:51 a.m.

Respectfully submitted,

Heather Alfaro
Recording Secretary

The next meeting is scheduled for March 18, 2026, at 10:00 a.m.