

Minutes of Perrysburg Architectural Review Committee

Meeting Held July 16, 2025

CALL TO ORDER - 10:00 AM

The Levis Commons ARC meeting was called to order at 10:04 a.m. by Planning & Zoning Administrator Brody Walters.

ROLL CALL

Committee members present were Holly Kerns, Rita Nelson, and Brody Walters (3). Mark Easterling was absent (1).

APPROVAL OF JUNE 11, 2025 MEETING MINUTES

The Levis Commons ARC agreed 3-0 to approve the June 11, 2025, meeting minutes as written.

NEW BUSINESS

AWNINGS - WOMEN'S CARE OF WOOD COUNTY

Brent Wettle of Wettle Corp was present virtually via Teams for the proposed awnings at Women's Care of Wood County, located at 3150 Bostwick Road. He added that the proposed color is a deeper green than what is currently on-site, as noted in the second rendering, and said that the awnings would be installed with powder-coated black frames.

The Levis Commons ARC agreed 3-0 to approve the awnings at Women's Care of Wood County (3150 Bostwick Road) as submitted.

SIGNAGE - SHAKE SHACK

Rob Hall of Toledo Sign was present on behalf of the proposed signage for Shake Shack (4115 Levis Commons Boulevard). Erika Lizardo of Shake Shack was present virtually via Teams. Mr. Hall added that signs A & B feature twenty-four (24) inch channel cut letters that are flush-mounted on two separate facades (east and south elevations). The Levis Commons ARC agreed 3-0 to approve the facade signage (A & B) for Shake Shack at 4115 Levis Commons Boulevard.

The ARC briefly discussed the proposed door vinyls (D1, D2, and D3). Mr. Walters questioned whether the patio door access (D3) needs a logo, and Mr. Hall said that it is a unique situation, as it is a part of the branding for Shake Shack. The Levis Commons ARC agreed 3-0 to approve door vinyls (D1 and D2) as submitted, and not to approve door vinyl (D3) as there are too many, for Shake Shack at 4115 Levis Commons Boulevard.

Mr. Hall presented the ARC with the proposed hamburger window vinyl graphic that faces Bar Louie and said that it obscures the kitchen. Mr. Walters referenced page 17

of the Levis Commons Comprehensive Sign Plan (Window Signs), noting that 1.5 square feet is allowed per windowpane. Mr. Hall added that they could do a perforated graphic vinyl for the window. Ms. Lizardo said that they originally requested a blackout window covering and that the landlord preferred and approved the proposed window graphic. The Levis Commons ARC agreed 3-0 to deny the hamburger window vinyl graphic as submitted, and granted conditional approval for Shake Shack to install a blackout window graphic that is a solid color that is complementary to the building facade.

Ms. Nelson asked if there was a proposed blade sign for this location, and Mr. Hall said that he does not have those details. Mr. Walters referenced page 13 of the Levis Commons Comprehensive Sign Plan (Directional Signage) to create sign consistency within Levis Commons.

EXTERIOR STOREFRONT IMPROVEMENTS - SHAKE SHACK

Erika Lizardo of Shake Shack was present virtually via Teams for the Exterior Storefront Improvements at Shake Shack (4115 Levis Commons Boulevard). Ms. Lizardo said that the exterior improvements include a patio door, patching and painting the exterior, installing a patio with railing and gate, and adding tables and chairs with umbrellas. Mr. Walters asked if there would be a crash bar exit that meets the fire code, and Ms. Lizardo said that the door would be self-latching. Mr. Walters confirmed that the patio umbrellas would be unbranded and asked if they would be serving alcohol. Ms. Lizardo added that this location will serve wine and beer only, and they are expecting a call regarding their liquor license.

The Levis Commons ARC agreed 3-0 to approve the Exterior Storefront Improvements for Shake Shack (4115 Levis Commons Boulevard) as submitted.

SIGNAGE - J. CREW FACTORY

Jaime Hazard and Elizabeth Pitchford were present virtually via Teams for the proposed signage at J. Crew Factory (3150 Levis Commons Boulevard). Ms. Pitchford noted that their signage proposal includes front facade, vinyl windows, a blade sign, and two awnings with branding. The Levis Commons ARC agreed 3-0 to approve the blade sign as submitted for J. Crew Factory (3150 Levis Commons Boulevard).

The Committee briefly discussed the proposed awnings and took no objection to them. The Levis Commons ARC agreed 3-0 to approve the awnings as submitted, with two of them including branding for J. Crew Factory (3150 Levis Commons Boulevard).

Mr. Walters referenced the vinyl window signage above the front entry door and added that, from an aesthetic standpoint, these vinyls could be improved. Mr. Walters said that he is not in favor of the transom above the door where the address is located. The Levis Commons ARC agreed 3-0 to deny the transom vinyl window signage about the front entry door for J. Crew Factory (3150 Levis Commons Boulevard).

The Committee briefly discussed the internally illuminated surface-mounted facade sign and took no objection to it as proposed. The Levis Commons ARC agreed 3-0 to approve the facade sign as submitted for J. Crew Factory (3150 Levis Commons Boulevard).

OTHER BUSINESS

None.

ADJOURNMENT

There being no further business, the meeting adjourned at 10:36 a.m.

Respectfully submitted,

Heather Alfaro
Recording Secretary

The next meeting is scheduled for August 20, 2025 at 10:00 a.m.