

**Arrowhead Architectural Committee**  
**January 17, 2017**

In attendance: George Lathrop, Bruce Wholf, Terry Schaefer, Bill Bernard, and Adam Kral,

Terry Schaefer made a motion to accept the October 4, 2016 minutes. Bill Bernard seconded the motion which passed unanimously.

George Lathrop distributed a sign package for Midwest Eye Consultants at Suffolk Square. George explained Midwest Eye Consultants occupy four (4) bays with two (2) businesses. After a brief discussion Bruce Wholf made a motion to approve the signs as submitted, subject to them meeting the City of Maumee sign codes. Bill Bernard seconded the motion which passed unanimously.

George then distributed a sign package for Ferguson HVAC on Holland Road. After a brief discussion Terry Schaefer made a motion to approve as submitted, subject to the sign not higher than 8 foot from curb height. George Lathrop seconded the motion which passes unanimously.

Finally, George distributed a sign package consisting of three (3) signs from Hondros College of Nursing on Woodlands Drive. After a discussion on the three signs, Bill Bernard made a motion to approve signs "A" and "B" subject to their lettering being raised. George Lathrop seconded the motion which passed unanimously. There was discussion on whether Sign "C" was a legal conforming and permitted sign. Bill Bernard commented if Sign "C" is a permitted sign, it too is required to have raised lettering.

There being no further business the meeting adjourned at 9:30 AM.

Respectfully submitted,  
Karen Barker

**Arrowhead Architectural Committee**  
**February 21, 2017**

In attendance: George Lathrop, Bruce Wholf, Terry Schaefer, Terry Moore, Jim Schwarzkopf and Adam Kral,

Adam Kral made a motion to accept the January 17, 2017 minutes. Terry Schaefer seconded the motion which passed unanimously.

George Lathrop distributed a request package for Matrix Technologies to install a generator and surrounding fencing. After discussion, George Lathrop made a motion to approve the request as submitted subject to the adjacent dumpster also being enclosed. Terry Moore seconded the motion which passed unanimously.

George then distributed sign packages for Mercy Health for 1657 Holland Road, 1360 Arrowhead and 500 The Boulevard. After much discussion Bruce Wholf suggested the following comments be sent to Mercy Health and ask them to revisit their signage and attend the next meeting making a presentation which includes these comments. The comments are as follows:

1657 Holland Road

Wall sign approved as submitted

Monument sign approved with raised letters

Door vinyls were approved without Maumee Internal Medicine and Pediatrics

1360 Arrowhead

Monument sign approved with raised letters

Directional signs do not meet code. Code allows total sign 6 sq ft with 4ft height.

Door vinyls were approved without all the departments/tenants listed.

500 The Boulevard

Monument sign as presented not approved. Monument has to pull architecture from building. Needs a base, lettering would need to be raised and, Note: there is a time capsule in the present base. Monument should also have 500 address on base.

Wall sign approved with raised lettering.

Door vinyls were approved without all the departments/tenants listed.

Directional signage not approved. Code does not allow for off premises signage.

There being no further business the meeting adjourned at 10:00 AM.

Respectfully submitted,  
Karen Barker

**Arrowhead Architectural Committee**  
**March 7, 2017**

In attendance: George Lathrop, Bruce Wholf, Terry Schaefer, Terry Moore, Jim Schwarzkopf, Jeffrey Valuck and Adam Kral,

Bruce Wholf made a motion to accept the February 21, 2017 minutes. Jim Schwarzkopf seconded the motion which passed unanimously.

George Lathrop introduced Rob Hall from Toledo Sign Company who made the signage presentation for three (3) Mercy Health properties. 500 The Boulevard was the first property. . Page 3 of the presentation was the monument signage which was approved. Building signage on page 5 was not allowed as well as door vinyls on the doors below this sign. Door vinyls on page 6 were not allowed, except for the "Please use next door" which was allowed. The building signage on page 7 was allowed as submitted. The vinyls on the doors below this sign were not allowed. On page 9 the entrance directory wall sign was approved as submitted with the "no smoking no guns" put on this sign. Page 14, signage for specimen pick up was approved as submitted. After discussion, George Lathrop made a motion to approve or reject as noted above. Bruce Wholf seconded the motion, which passed unanimously.

The second property was 1360 Arrowhead Drive. On page 3 of the presentation the monument sign was approved with raised lettering. On page 4 the directional signage was approved as submitted. Page 16 door vinyls listing all the services was not approved. Page 19 employee entrance signage approved as submitted. Bruce Wholf made a motion to approve or reject as noted above. Terry Schaefer seconded the motion, which passed unanimously.

The third property was 1657 Holland Road. On page 3 the wall sign was approved as submitted with raised lettering. On page 4 the no smoking no guns vinyls were approved, however the Mercy Health name on the door was not approved. The wall directory sign was approved as submitted on page 5. On page 6 the monument sign was approved as submitted. George Lathrop made a motion to approve or reject as noted above. Bruce Wholf seconded the motion, which passed unanimously.

Adam Kral introduced Jerry Parker, who was representing Barneys for their new development at the corner of Ford and Dussel. They are proposing in Phase 1 to have a Star Bucks Coffee as well as two other tenants occupy the 6,120 square foot building. Today they were in front of the Committee to get site plan approval, before going before the BZA for their approval. There was discussion regarding the parking, landscaping the parking from the road, etc. It was suggested to remove a few parking spaces and include more landscaping.

There being no further business the meeting adjourned at 9:30 AM.

Respectfully submitted,  
Karen Barker

**Arrowhead Architectural Committee**  
**March 21, 2017**

In attendance: George Lathrop, Bruce Wholf, Terry Schaefer, Jeffrey Valuck and Adam Kral,

Jeffrey Valuck made a motion to accept the March 7, 2017 minutes. Adam Kral seconded the motion which passed unanimously.

George Lathrop introduced Riley from Paul T. Avery Contractors, who is working on the former Heidelberg College building and who is requesting permission to enclose the two patio areas with vinyl full privacy fencing as well as changing windows in the dormitory area of the building. There was discussion regarding the vinyl fencing and possibly using landscaping to help soften the area. George Lathrop made a motion to approve as submitted the windows and fencing, noting the fence being used is on the cut sheet not on the rendering, and that the contractor will submit landscaping plans to soften the appearance of the fencing. Bruce Wholf seconded the motion, which passed unanimously.

Adam Kral inquired about rebuilding the board, as Cathy Redford retired and did not have an alternate and Dave Dennis from ProMedica will not be able to participate on the board until after ProMedica moves in September. George Lathrop said he would contact Willis Day IV as he expressed interest in being on the board back in the fall.

There being no further business the meeting adjourned at 8:30 AM.

Respectfully submitted,  
Karen Barker

**Arrowhead Architectural Committee**  
**May 2, 2017**

In attendance: George Lathrop, Bruce Wholf, Terry Schaefer, Jeffrey Valuck and Adam Kral,

Bruce Wholf made a motion to accept the March 21, 2017 minutes. Terry Schaefer seconded the motion which passed unanimously.

George Lathrop welcomed the construction team for Savage & Associates. Jeff Myers from Mannik & Smith explained that Savage was moving from their Talmadge Road facility to a 4 acre parcel on Beaver Creek Circle. They plan to construct a 29,000 square foot two story masonry and glass structure. This will be a 100% office structure with parking for 126 cars. Bruce Wholf noted that code calls for 145 parking spaces. The biggest concern seems to be constructing this structure and not disturbing the trees. After discussion Terry Schaefer made a motion to approve the site plan, building materials and landscape plan as submitted. George Lathrop seconded the motion. Bruce Wholf approved said plans, subject to parking.

Rob Hall from Toledo Sign Company presented sign changes for Mass Mutual on Manley Road. Rob explained Mass Mutual is rebranding. After discussion, George Lathrop made a motion to approve the monument and building signage as presented; however the vinyls on the main entrance are not approved. Bruce Wholf seconded the motion, which passed unanimously.

Bill Steele from Poggemeyer Design Group presented the expansion plan for Glass City Federal Credit Union on Arrowhead Drive. Bill explained the original building plan included this expansion. He said Glass City is using the same materials as the original structure with additional parking added to match the additional square footage. After discussion George Lathrop made a motion to approve the plans and materials as submitted. Jeff Valuck seconded the motion, which passed unanimously.

There being no further business the meeting adjourned at 9:15 AM.

Respectfully submitted,  
Karen Barker

**Arrowhead Architectural Committee**  
**June 20, 2017**

In attendance: George Lathrop, Bruce Wholf, Terry Schaefer, Bill Bernard, Willis Day, and Adam Kral,

Bill Bernard made a motion to accept the May 2, 2017 minutes. Terry Schaefer seconded the motion which passed unanimously.

George Lathrop welcomed Kurt Miller from Miller Diversified and architect, Matt Wilber for Delttime, LLC building expansion on Arrowhead Road. Currently the building is 12,000 square feet and this project will add an additional 28,000 square feet. After discussion on the project and reviewing materials which will be used, Adam Kral made a motion to approve the building elevations and materials as submitted. Bruce Wholf seconded the motion which passed unanimously.

After further discussion Adam Kral made another motion to approve the site lighting and photo metric plans as well as the dumpster enclosure for the project. George Lathrop seconded the motion which passed unanimously. More information was needed to approve the site plan and the detail needed to be added to the landscaping plan indicating what type of plants, trees etc. It was agreed that the committee would attempt to approve these item via email once presented.

TDC attempting to have three (3) monument signs for this project, but a variance will be needed and the format for the signage was not available as yet. This was tabled to a later date with more information.

There being no further business the meeting adjourned at 8:45 AM.

Respectfully submitted,  
Karen Barker

**Arrowhead Architectural Committee**  
**July 25, 2017**

In attendance: George Lathrop, Willis Day, Terry Schaefer, Jim Schwarzkopf, and Bill Bernard

Willis Day made a motion to accept the June 20, 2017 minutes. Terry Schaefer seconded the motion which passed unanimously.

George Lathrop welcomed Kristin Dunn from Homewood Suites. Homewood is requesting permission to install a black metal fence along the drive and side of their location. When asked why they wanted this fencing, Kristin said it was Hilton's branding and needed to be done with the completion of their renovation. After questions and discussion, George Lathrop made a motion to table this request until Kristin was able to get answers to the Committee's questions. Bill Bernard second the motion which carried.

George Lathrop then distributed a roof request from the Beacon Agency at 1755 Indian Wood Circle. They are installing a new roof and wanted to change the color from the present brown to a blue. Same type shingle, etc. Jim Schwarzkopf made a motion to approve the new roof color. Bill Bernard second the motion which carried.

At the last Architectural Committee meeting additional information was necessary for the Committee to approve the landscape plan, and other items for the TDC project at 1788 Indian Wood Circle. They suggested these be emailed and hopefully they could be approved without a meeting. After receiving and reviewing these documents, George Lathrop made a motion to table these items until someone would be present to answer questions and present the various plans. George was going to contact Kurt Miller about such a presentation.

There being no further business the meeting adjourned at 8:45 AM.

Respectfully submitted,  
Karen Barker

**Arrowhead Architectural Committee**  
**August 15, 2017**

In attendance: George Lathrop, Terry Schaefer, Adam Kral, Jim Schwarzkopf, and Jeff Valuck

Jim Schwarzkopf made a motion to accept the July 25, 2017 minutes. Terry Schaefer seconded the motion which passed unanimously.

George Lathrop welcomed back Kristin Dunn from Homewood Suites. Homewood requested permission last month to install a black solid metal fence along the drive and side of their location. After questions and discussion, a motion to table this request until Kristin was able to get answers to the Committee's questions. Kristen now has returned and Homewood Suites have changed the fence style and length for installation. After a brief discussion George Lathrop made a motion to approve the new fence style and new installation area. Terry Schaefer seconded the motion which passed unanimously.

George Lathrop then distributed a building request from Alan Bloom for the Brondes building on Indian Wood Circle. They want to install two (2) man doors and three (3) overhead doors to the original plan. After a brief discussion Adam Kral made a motion to approve the changes as presented. Jim Schwarzkopf seconded the motion which passed unanimously.

After TDC landscaping plans were tabled last month because no one could read the fine print, TDC submitted a large set of plans for review. George Lathrop laid these on the table for everyone to review. After discussion, Adam Kral made a motion to approve the landscaping plans as submitted. George Lathrop seconded the motion which passed unanimously.

There being no further business the meeting adjourned at 9:00 AM.

Respectfully submitted,  
Karen Barker

**Arrowhead Architectural Committee**  
**November 21, 2017**

In attendance: George Lathrop, Bruce Wholf, Terry Schaefer, Jim Schwarzkopf, Dave Krienkamp and Sheri Bokros

Terry Schaefer made a motion to accept the October 30, 2017 minutes. Jim Schwarzkopf seconded the motion which passed unanimously.

George Lathrop welcomed Jihad Hallany from Vision Engineering, who was here to present the drawings for Woodspring Suites Hotel on Indian Wood Circle. Mr. Hallany explained that this would be a 48,000 to 49,000 square foot facility comprising approximately 120 to 130 rooms located on the back section of the 3.5 acre parcel. He further explained this would be a spring build starting in April or May of 2018. After reviewing the plans and discussion on various items, Mr. Hallany agreed to resubmit plans with the following changes:

The dumpster enclosure should have building materials similar to the structure. It was suggested the brick base with boards on the upper section to match the hotel.

The retention needs to be on site. Plans will have to include this.

The photo metric plans show lighting over the property lines to neighboring areas. It was suggested these plans be reworked to not have the lighting cross over the property lines.

The landscaping plan to include 70 trees. Maumee code 20 trees per acre at a minimum of 2 caliber each. It was suggested to line the two drives with some of these trees.

Signage to include two signs with west and east directional allowed.

There was a brief discussion regarding the position for Compliance Officer. It was agreed that George Lathrop and Terry Schaefer will review the requirements and interview for this position.

There being no further business the meeting adjourned at 9:00 AM.

Respectfully submitted,  
Karen Barker

**Arrowhead Architectural Committee**  
**December 12, 2017**

In attendance: George Lathrop, Bruce Wholf, Terry Schaefer, Jim Schwarzkopf, Dave Kreienkamp Willis Day and Terry Moore.

Bruce Wholf made a motion to accept the November 21, 2017 minutes. Willis Day seconded the motion which passed unanimously.

George Lathrop opened discussion for the revised drawings for the Wood Spring Suites on Indian Wood Circle. He contacted Jihad Hallany via phone to answer any questions pertaining to the drawings submitted. At the last meeting it was suggested that revised drawings be submitted with changes to various items.

The first item is the dumpster enclosure. The new enclosure has the building materials as suggested, but has screen gates. The gates will need to be changed to solid.

The signage was addressed next and it was agreed a separate package will be prepared for the signage.

The landscaping was addressed and it was noted that trees are lining the drives going back to the hotel. It was noted that irrigation will be necessary in the front area for these trees. Also, it was suggested that bushes be added to the front area of the building to soften the structure.

The site lighting was addressed and questioned as to whether the fixtures were changed. The photo metric drawing showed no lighting spillage over the boundary. Jihad said there were new fixtures and a new photo metric drawing will be sent for the committee's review.

Finally the building façade was discussed. At the last meeting it was suggested shutters or something be added to help break up the building. The drawings submitted didn't show any changes, except shutters on the third floor windows. There was discussion regarding the plans and Jihad felt possibly we were sent the wrong plans. After further discussion it was left that Jihad will finalize what was discussed today and resubmit plans with the requests. All of the above items for this project will be tabled until new plans are submitted for approval.

Brondes Ford requested to omit the hedge row and curb at the rear of their property for the convenience in snow removal. After discussion Terry Schaefer made a motion to allow the removal of the hedge row and curb and to use the hedges along the drives to the show pods. George Lathrop seconded the motion which passed unanimously.

At the last meeting it was agreed that George Lathrop and Terry Schaefer would interview candidates for the compliance officer. George reported that they have hired Chuck Nauman, who is a retired salesman from the Kuhlman Corporation for this position.

There being no further business the meeting adjourned at 9:00 AM.

Respectfully submitted,  
Karen Barker