

**Arrowhead Architectural Committee**  
**January 16, 2018**

In attendance: George Lathrop, Bruce Wholf, Terry Moore, Dave Kreienkamp and Bill Bernard.

Terry Moore made a motion to accept the December 12, 2017 minutes. Bruce Wholf seconded the motion which passed unanimously.

George Lathrop opened discussion for the McDonalds new building package and signage. After much discussion with the group, George contacted Andrew Gartley and Dave Gnatowski working with McDonalds, via phone and questions were asked. It was decided that sample stone for the façade, and paint samples of the red and gray were necessary. It was also suggested that some type of relief of colors was necessary for the building, as well as some type of relief for the solid wall. The signage was discussed and with the property being on a corner, it is allowed two signs, this one has three. It was suggested that they might remove the 12" McDonalds sign as it is so small you wouldn't see it from the road. There was also discussion regarding the "welcome" sign above the door. It was decided to table all of these requests until samples and more detail is given.

George Lathrop then distributed a sign request from Kelly Services at Suffolk Square. After review George made a motion to approve the signage as submitted. Terry Moore seconded the motion which passed unanimously.

George Lathrop then opened discussion on the new plans presented by Wood Spring Suites for their proposed building on Indian Wood Circle. The new drawings took into consideration the committee's comments about breaking up the colors; however, they removed some of the brick/stone on the lower sections. Wood Spring also removed all the bushes from the front area of the building. The committee felt the stone should be around the whole lower section of the building as well as landscaping to help soften. There was discussion about how the signage had been changed as recommended to conform with codes. Actual sign plans, indicating materials and signage will be necessary to approve. The landscaping plan submitted had no irrigation and trees from the previous plan. The committee felt this request should be tabled until correct plans for landscaping, irrigation and signage can be submitted. ,

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

Respectfully submitted,  
Karen Barker

**Arrowhead Architectural Committee**  
**February 6, 2018**

In attendance: George Lathrop, Willis Day, Dave Dennis, Dave Kreienkamp, Terry Schaefer and Sheri Bokros.

Dave Kreienkamp made a motion to accept the January 16, 2018 minutes. George Lathrop seconded the motion which passed unanimously.

George Lathrop distributed a request he received from Stautzenberger College on Indian Wood Circle. They are remodeling their interior area to include a second vet clinic and need to add an additional exit to the exterior of the building. After a brief discussion Willis Day made a motion to approve the request. Terry Schaefer seconded the motion which passed unanimously.

George Lathrop distributed revised plans received from Wood Spring Suites for their project on Indian Wood Circle. The landscape plan added shrubbery around the hotel as suggested by the committee and added irrigation along the drives as suggested. The lighting plan indicated changed fixtures so there was little to no spill over. The building elevations showed stone being installed across the whole façade as suggested by the committee and the dumpster gates were changed per the committee's request. After a discussion Willis Day made a motion to accept these revised plans. Terry Schaefer seconded the motion which passed unanimously.

George Lathrop distributed revised plans received from McDonalds for their building make over at Dussel and Arrowhead Road. The new plans indicated three colors with the existing brick remaining. A fascia band around the perimeter with corrugated metal panels around the drive thru windows. After a brief discussion Terry Schaefer made a motion to approve the request. George Lathrop seconded the motion which passed unanimously.

I inquired about alternates for the committee members. The website needs to be updated and quite a few are missing. Terry Schaefer gave me his alternate at the meeting and Willis Day commented he could get me an alternate later in the day.

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

Respectfully submitted,  
Karen Barker

**Arrowhead Architectural Committee**  
**April 17, 2018**

In attendance: Terry Schaefer, Jim Schwarzkopf, Dave Dennis, Chuck Naumann, Dave Kreienkamp, and Sheri Bokros.

Jim Schwarzkopf made a motion to accept the April 3, 2018 minutes. Dave Dennis seconded the motion which passed unanimously.

Terry Schaefer distributed a request from Fast Signs on Ford Street. They are wanting to add their name to the monument sign. After a brief discussion Jim Schwarzkopf made a motion to approve the request. Dave Dennis seconded the motion which passed unanimously.

Terry Schaefer then distributed a signage request from Starbucks at 501 Dussel Drive. After a lengthy discussion the request was tabled. I am to go back to Starbucks for clarification on the signage identification and request a landscape plan with the signage as opposed to the site plan.

Terry Schaefer than introduced Neal Jakel from National Illumination Company. Neal is representing the owner for the monument signage at 501 Dussel Drive. The initial sign presented is too large. After a brief discussion it was suggested that Neal rework the monument sign to make the pillars smaller, as well as the tenant identification area. There was also questions about mounding at this site. Neal will rework the sign and resubmit per the Committee's request.

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

Respectfully submitted,  
Karen Barker

**Arrowhead Architectural Committee**  
**May 15, 2018**

In attendance: Bruce Wholf, Terry Schaefer, Jim Schwarzkopf, Dave Kreienkamp, Willis Day and Sheri Bokros.

Sheri Bokros made a motion to accept the April 17, 2018 minutes. Jim Schwarzkopf seconded the motion which passed unanimously.

Bruce Wholf distributed a request from Rayoka Japanese for signage in Suffolk Square. After a brief discussion Jim Schwarzkopf made a motion to approve the request as submitted. Willis Day seconded the motion which passed unanimously.

Bruce Wholf introduced Stan Bryner from Arrowhead Behavioral. Stan was requesting the Committee approve a chain link fence from the side entrance to the facility connecting to the basketball court on the rear of the property. He explained this fencing was for the safety of his clients, and also the neighboring tenants. After some discussion Willis Day made a motion to approve the chain link fencing as submitted. Terry Schaefer seconded the motion with all in favor and Bruce Wholf abstaining from the vote.

Bruce Wholf introduced Mr. Bayer and Ms. Papay from Bayer, Papay & Steiner who were requesting an exception to their signage having raised lettering. They pointed out that the other tenants on this monument sign did not have raised lettering. After a discussion Willis Day made a motion to approve the signage without raised lettering. Terry Schaefer seconded the motion which passed unanimously.

Bruce Wholf introduced Terry Watts a representative from Starbucks Coffee. The revisions submitted via email were not what was requested. The Committee reviewed the plans again with Terry and she will resubmit updated plans showing the Starbucks lettering on the front of the facility, the Siren logo on the side, Ford Street directional, clearance board, menu board and thank you all okay. The drive thru on the building to be removed. The Dussel directional signage will be incorporated into the monument sign. This vote was tabled until the revised prints are received.

Bruce Wholf then turned the floor over to Sheri Bokros who was representing Brondes Ford on their request to change some landscaping to accommodate a transformer. After a brief discussion Terry Schaefer made a motion to approve as submitted. Jim Schwarzkopf seconded the motion which passed unanimously and Sheri Bokros abstaining from the vote.

Sheri Bokros then submitted a request for Brondes Ford to install an 80 foot flagpole on their Indian Wood Circle site. After a brief discussion Bruce Wholf made a motion to approve the 80 foot flagpole with the stipulation that only the American Flag will be flying. No Ford, or advertising flags will be allowed. Willis Day 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**  
**July 17, 2018**

In attendance: George Lathrop, Sheri Bokros, Bruce Wholf, Dave Dennis, Dave Kreienkamp, Jim Schwarzkopf, and Chuck Naumann.

Sheri Bokros made a motion to accept the May 15, 2018 minutes. Dave Kreienkamp seconded the motion which passed unanimously.

George Lathrop distributed a request for tenant signage from Maritz on Indian Wood Circle. They wish to add an additional sign out front indicating tenants in the facility. There were questions on the lettering of the signage, lighting, and whether the building comprised two parcels to entitle them to two signs. After some discussion George Lathrop made a motion to table this request until questions could be answered. Dave Dennis seconded the motion.

George Lathrop invited Dave Brink and Joe Vetter for Savage & Associates. They were presenting the signage package for the Savage site on Arrowhead Drive. After discussion on the building signage, George Lathrop made a motion to approve said signage subject to resubmitting the plans showing the same sign but not exceeding 60 square feet.

George Lathrop distributed a request from UAW Region 2B for a storage shed on Woodlands Drive. After a brief discussion George made a motion to approve the shed as submitted, subject to the color matching the present facility and it meeting the City of Maumee codes. Bruce Wholf seconded the motion.

George Lathrop distributed a request from Mannik Smith Group on Indian Wood Circle for a new monument sign and lighting. After a brief discussion George made a motion to approve the signage as submitted with raised letters and landscaping. Dave Dennis seconded the motion.

George Lathrop distributed a request from Midwest Center on Indian Wood Circle to change their monument signage. There was confusion as to how many tenants were in the building. Bruce Wholf made a motion to table the request until tenants could be clarified. Sheri Bokros seconded the motion.

George Lathrop distributed a request from Parker Steel Company on Indian Wood Circle for a gutter project. After a brief discussion Dave Dennis made a motion to approve as submitted. Bruce Wholf seconded the motion.

Chuck Naumann, Compliance Officer reported that the majority of the people he has discussed violations with, have complied. He has a few who put the signs back out. George Lathrop said he will prepare a letter for Chuck to use when enforcing the rules of Arrowhead Park.

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

Respectfully submitted,  
Karen Barker

**Arrowhead Architectural Committee**  
**August 7, 2018**

In attendance: George Lathrop, Sheri Bokros, Dave Dennis, Dave Kreienkamp, Terry Schaefer, Willis Day, and Chuck Naumann.

Sheri Bokros made a motion to accept the July 17, 2018 minutes. Terry Schaefer seconded the motion which passed unanimously.

George Lathrop introduced Jim Berger, Chairman of the Arrowhead Park Association. Jim presented a request for the Park Association to have 24 x 36 banners hung from the traffic lights in Arrowhead Park “welcoming people to the park” with also a park company name and logo on them. After some discussion Terry Schaefer made a motion to approve the 24 x 36 banners to be in the Arrowhead Park orange color, white lettering with black background, and the company name to be a smaller font for approximately 12 locations for a one year trial period. George Lathrop seconded the motion which passed.

George Lathrop introduced Matt from the Midwest Detox Center on Indian Wood Circle. Matt was requesting a name change on the present monument sign. Matt further explained it is all one tenant, however the regulations for the Medicare require the name on the signage. After discussion Sheri Bokros made a motion to approve the sign Midwest and Ohio detox center with raised letters. Willis Day seconded the motion which passed.

George Lathrop distributed a request from Brondes for three blue flood lights on the rear (475 side) of the building. After some discussion George Lathrop tabled this request until photo metrics could be provided. Willis Day seconded the motion which passed.

George Lathrop distributed a request from Joel Petrie of Conwed Design. CDC fab has a new hiring sign they would like to display in their front yard area periodically as needed. After much discussion, Dave Dennis made a motion to deny the request. Terry Schaefer seconded the motion which passed.

George Lathrop turned the floor over to Chuck Naumann. Chuck reported that for the most part people are working with him in taking down unapproved signage, banners, etc. He commented that the ladies at Bonita Bead didn't feel welcome. George commented that he would contact Jim Berger to stop in and invite them to join the Park Association.

George also asked that everyone please drive by the Savage Associates site and look at the area for the building sign.

I reminded everyone to mark their calendars for the Annual Meeting on October 29<sup>th</sup> at 8:00am. I will confirm we can use the Kuhlman facilities as in the past. Dave Kreienkamp offered to update the map.

Dave Dennis made a motion to adjourn. Sheri Bokros seconded the motion which passed. There being no further business the meeting adjourned at 9:00 AM.

Respectfully submitted,  
Karen Barker

**Arrowhead Architectural Committee**  
**August 28, 2018**

In attendance: George Lathrop, Dave Dennis, Bruce Wholf, Chuck Naumann, Dave Kreienkamp, Terry Moore, Terry Schaefer, and Willis Day.

Willis Day made a motion to accept the August 7, 2018 minutes. Dave Dennis seconded the motion which passed unanimously.

George Lathrop distributed a request from Cardinal Services for a change to the monument signage and for new directional signage. After some discussion, George Lathrop made a motion to approve the monument signage, subject to the lettering being raised ½” and the directional signage not to exceed 48” in height from the parking lot grade. Terry Schaefer seconded the motion which passed.

George Lathrop introduced Scott Smith representing Tolson for their request for a second monument sign as well as directional signage. After some discussion George Lathrop made a motion to approve the monument sign subject to the lettering being raised ½” with the exception of the “Life Day Center” for six months. The directional signage was approved, subject to it being placed at least 20’ from the building. Bruce Wholf seconded the motion, which passed.

George Lathrop introduced Mark Smigelski representing Savage & Associates for their signage revisions. The monument sign was reduced to the 60 square foot requirement per code. There was discussion on the building signage. George Lathrop made a motion to approve the monument sign as submitted. George also made a motion to approve the 52” lettering for the back/highway side of the building and to approve the 46” lettering for the front side of the building. Willis Day seconded the motion, which passed.

George Lathrop introduced Chris Winkle from Noah’s Event Venue. He presented site plans, landscaping plans, lighting, building design and materials. After some discussion it was decided to table this request until revisions could be made. There will be a special meeting on September 11<sup>th</sup> to discuss these revisions.

George Lathrop provided color swatches for his project at 383-387 W. Dussel Drive. The construction project was approved earlier, subject to review of the colors. Everyone felt the colors were complimentary and had no issue with them.

George Lathrop turned the floor over to Chuck Naumann. Chuck reported that things were quiet and he had no issues at this time.

Respectfully submitted,  
Karen Barker

**Arrowhead Architectural Committee**  
**September 11, 2018**

In attendance: George Lathrop, Jim Schwarzkopf, Bruce Wholf, Chuck Naumann, Sherry Bokros, Willis Day and Terry Schaefer.

Willis Day made a motion to accept the August 28, 2018 minutes. Sheri Bokros seconded the motion which passed unanimously.

George Lathrop welcomed back Chris Winkle from Noah's Event Venue. Chris distributed the revised drawings for the building showing the wood raised section and break up along the top of the structure. There was discussion on the materials used for the cover of the RTU equipment, the photo metrics plan was discussed as well as the parking lot and landscape plantings. After discussion Bruce Wholf made a motion to approve the resubmitted building elevations with the center raised wood section. These materials to be used for the dumpster enclosure with the gate being constructed from the same materials as the RTU equipment covers. Also approved is the lighting, photo metrics and landscaping plans for this project. George Lathrop seconded the motion which passed. The building signage will be resubmitted via email at a later date.

George Lathrop turned the floor over to Chuck Naumann. Chuck reported that things were quiet and he had no issues at this time.

Respectfully submitted,  
Karen Barker

**Arrowhead Architectural Committee**  
**October 2, 2018**

In attendance: George Lathrop, Dave Dennis, Bruce Wholf, Chuck Naumann, Willis Day, Terry Schaefer and Dave Kreienkamp.

Willis Day made a motion to accept the September 11, 2018 minutes. Terry Schaefer seconded the motion which passed unanimously.

George Lathrop welcomed Dave Spalding from Miller Diversified who was here to present some changes for the TDC Company project. They are requesting adding an access drive leading to three dedicated parking spaces, along with some changes to the islands and landscaping in this area. After a brief discussion Bruce Wholf made a motion to approve the changes as submitted. Willis Day seconded the motion which passed.

George Lathrop welcomed Jim Bell, who was representing CMS and their parking lot expansion. They are attempting to obtain 150 parking spaces by expanding the present lot. After a discussion George Lathrop made a motion to approve the plans as submitted, subject to adding some sort of ground cover to the islands and to enclose with board on board the dumpster. Willis Day seconded the motion which passed.

George Lathrop distributed a sign request from Rusty Taco, formerly R Taco. They want a cabinet sign which is not allowed. After some discussion and review, George Lathrop made a motion to approve the signage with individual channel letters, not to exceed 36 inches for the front and side of the building. Also it was noted that the banners hanging on the front fence are not allowed and should be removed. Dave Dennis seconded the motion which passed with Bruce Wholf abstaining.

George Lathrop distributed a parking lot drawing for Associated Spring on Dussel Drive. This is Willis Day's building and he explained that they are in need of additional parking for this building. Willis stated the side of the lot is heavily wooded, which he would prefer not to cut down. He was hoping to use the setback area in the front for the parking lot expansion. Bruce Wholf stated he would need a variance to expand in that area. After a brief discussion those present conceptionally agreed to his plan.

George Lathrop distributed a site plan showing the installation of a condenser at the Home Builders Building. Miller Diversified was asking for forgiveness and approval of this condenser. Bruce Wholf made a motion to approve the condenser. Willis Day seconded the motion which passed.

George turned the floor over to Chuck Naumann, who explained that most everyone was cooperative with removing signs; however he is having difficulty with Cracker Barrel. He is making another visit to them after this meeting.

Terry Schaefer distributed a treasurer's report and questioned whether the signage expense should be listed or should this money be invested. After a brief discussion, it was explained gate being constructed from the same materials as the RTU equipment covers. Also approved is the lighting, photo metrics and landscaping plans for this project. George Lathrop seconded the motion which passed. The building signage will be resubmitted via email at a later date.

George Lathrop turned the floor over to Chuck Naumann. Chuck reported that things were quiet and he had no issues at this time.

Respectfully submitted,  
Karen Barker

**Arrowhead Architectural Committee**  
**November 20, 2018**

In attendance: George Lathrop, Dave Dennis, Chuck Naumann, Jim Swarzkopf, Willis Day, Sheri Bokros and Dave Kreienkamp.

Jim Swarzkopf made a motion to accept the October 2, 2018 minutes. Willis Day seconded the motion which passed unanimously.

George Lathrop welcomed Chris Winkle of Noah's Event Venue. Chris is requesting a change in materials approval. Chris explained that availability of product and cost has prompted these changes. After some discussion and review of products George Lathrop made a motion to approve the change in building materials as submitted. Willis Day seconded the motion which passed. After further discussion on the dumpster and changes requested for this structure, Jim Swarzkopf made a motion to approve the changes. Dave Dennis seconded the motion which passed. Discussion then went to the changes in material for the signage. After review and discussion George Lathrop made a motion to approve the changes for the signage as submitted. Willis Day seconded the motion which passed.

George Lathrop distributed a building sign request from Scramblers at 570 W. Dussel Drive. The new sign was approved as submitted.

George Lathrop distributed a monument sign request from Louisville Title on Indian Wood Circle. After review it was suggested that building materials need to be used in this monument sign. Painting the color to bronze was not using building materials, it was suggested brick be used in the base of the structure. George Lathrop made a motion to disapprove the sign as presented. Willis Day seconded the motion which passed.

George turned the floor over to Willis Day, who reported that he has been working with the City of Maumee on his parking lot expansion project for Associated Spring on Dussel Drive. Willis said that the City has approved the variance for his building's parking lot expansion. He wanted to keep the Committee advised and will be back before the Committee with his plans at a later date.

There being no other business, the meeting adjourned.

Respectfully submitted,  
Karen Barker