

Meeting Minutes

**Sycamore Township Board of Zoning Appeals
8540 Kenwood Road
Sycamore Township, Ohio 45236
Wednesday, April 22, 2026, at 6:00 p.m.**

Mr. John O'Shea
Mr. Michael Schwartz
Mr. George Ten Eyck
Mr. Karl Hoalst
Mr. Brian Weinel
Mr. Speeth - Alternate

Item 1.- Meeting Called to Order

Mr. O'Shea called the meeting of the Board of Zoning Appeals to order on Wednesday, April 22, 2026, at 6:00 p.m.

Item 2.- Roll Call of the Board

Mr. O'Shea called the roll.

Members Present: Mr. Schwartz, Mr. O'Shea, Mr. Hoalst, Mr. Weinel

Alternate Present: Mr. Speeth

Members Absent: Mr. Ten Eyck

Staff Present: Greg Bickford, Kevin Clark, Jon Ragan, Matthew J. Byrnes -Assistant Law Director

Item 3.- Pledge of the Allegiance / Opening Ceremony

Mr. O'Shea led the Pledge of Allegiance.

Item 4.-Approval of Minutes

Mr. Ragan stated that the February 25, 2026, meeting minutes were tabled to tonight's meeting due to a typographical error that was corrected by staff. Mr. Ragan noted that the board needs to vote on the February 25, 2026, and March 25, 2026, meeting minutes.

Mr. O'Shea made a motion to approve the February 25, 2026, meeting minutes as amended. Mr. Weinel seconded the motion.

Mr. O'Shea called the roll:

Mr. O'Shea- YES
Mr. Schwartz- YES
Mr. Weinel- YES
Mr. Speeth- YES
Mr. Hoalst- YES

Mr. O'Shea made a motion to approve the March 25, 2026, meeting minutes. Mr. Speeth seconded the motion.

Mr. O'Shea called the roll:

Mr. O'Shea- YES
Mr. Schwartz- YES
Mr. Weinel- YES
Mr. Speeth- YES
Mr. Hoalst- YES

Item 5. Swearing in of Those Providing Testimony

Mr. O'Shea swore in all those providing testimony. Mr. O'Shea then explained variances, reviewed the meeting procedures, and discussed the process by which the Board of Zoning Appeals makes decisions on such requests.

Item 6.-Old Business

Case: BZA-2025-6
Applicant: Ace Hardware of Deer Park (Anthony Zembrodt)
Subject property: 3986 E. Galbraith Road (Ace Hardware)
Request: Appeal

(At the request of the applicant, case BZA-2025-6 has been continued to the May 27, 2026, meeting).

Case: BZA-2026-2
Applicant: Steven Rothstein
Subject property: 7875 Montgomery Road
Request: Appeal

Mr. O'Shea stated that case BZA-2026-2 has been continued multiple times and that the subject of the case is an appeal of violation notice CE-2025-439.

For the record, Mr. Byrnes advised the board that the actual public testimony portion of this case has been closed. Mr. Byrnes noted that the appellant has provided additional documentation in response to requests from members of the board which can be provided.

From the podium, Steven Rothstein (10895 Indeco Dr, 45241) (Mi Cozumel's counsel) presented the requested documentation. Mr. Rothstein stated that he is providing the invoice for the manufacturing of the subject structure, an invoice for the cost of installation, an IBI electrical permit, a letter from the manufacturer indicating the materials used for the structure, and Kenwood Towne Centre approval.

Mr. Rothstein stated that the STZR requirements pertain to signs, and by definition, the subject structure is not a sign.

There was discussion between Mr. Brynes, Mr. Rothstein, and Mr. Ragan on the second appeal case BZA-2026-4.

Mr. Byrnes stated that BZA-2026-4 could not be heard at tonight's meeting due to filing deadlines.

Mr. Bickford introduced himself as the Township Administrator, noting he is also the Planning & Zoning Administrator until someone new is hired for the position. Mr. Bickford stated that he suggests that the board does not hear case BZA-2026-4 at tonight's meeting due to the unfulfilled noticing requirements. Mr. Bickford stated that he strongly suggests the board go into executive session as they are permitted to deliberate.

Mr. Byrnes stated that the board of zoning appeals is a quasi-judicial board, and therefore, executive session is permitted, allowing the board to speak freely amongst themselves.

Mr. O'Shea stated that he feels that the board can deliberate here, where everyone knows what is being said. Mr. O'Shea stated that there is no need to go into executive session.

Mr. Bickford stated that based on the complexity of the case, he feels that executive session is necessary and appropriate.

Mr. Weinel made a motion to go into executive session. Mr. Speeth seconded the motion.

Mr. O'Shea called the roll:

Mr. Schwartz – NO

Mr. Hoalst – NO

Mr. Weinel – YES

Mr. Speeth – YES

Mr. O'Shea - NO

Mr. O'Shea asked Mr. Ragan to display the STZR definition of a sign on the screen.

Mr. O'Shea stated that the subject structure does not identify a product or business logo, and therefore, he believes that it is not a sign as defined by the STZR. Mr. O'Shea referenced case law relating to signage. Mr. O'Shea stated that the structure is not reflective and cannot be seen from Kenwood Rd. Mr. O'Shea stated that the Township is prohibited from mandating or prohibiting certain exterior building materials.

Mr. Byrnes stated that this property is part of the SPI-District, pursuant to that particular resolution. Mr. Byrnes stated that there are additional regulations that apply to SPI-Districts that are intended to supplement the general zoning resolution. Mr. Byrnes noted that within the SPI-District, you are also subject to the PUD II process. Mr. Byrnes noted that the Township is absolutely within its right to regulate the architectural and exterior standards of a building.

Mr. Bickford stated that this structure is subject to PUD regulations, which means that approval in the PUD II process is required. Mr. Bickford noted that the BZA does not have jurisdiction to rule on that PUD, that is up to the Township Trustees. Mr. Bickford stated that previous staff erred, and this case should have gone through the PUD II process.

Mr. Schwartz asked Mr. Bickford if staff would be willing to withdrawal the violation notice.

Mr. Byrnes stated that in theory, the board could say that the notice of violation was incorrect and the appellatant could apply for a PUD II.

Mr. Bickford stated that the Township will withdrawal the notice of violation CE-2025-439.

Item 7.-New Business

None

Item 8. Date of next meeting

Wednesday, May 27, 2026, at 6:00 pm.

Item 9.-Communication or Miscellaneous Business

Mr. Bickford stated that he started the Planning & Zoning Department in 2000 and has a lot of experience in this department. Mr. Bickford stated that he has seen a lot of decisions and discussions that are made on personal feelings from the board, he noted that the board's job is to interpret the zoning code and uphold the resolution.

Item 10. – Adjournment

Mr. O'Shea made a motion to adjourn, seconded by Mr. Schwartz.

Mr. O'Shea called Roll:

Mr. Schwartz- YES

Mr. O'Shea- YES

Mr. Speeth- YES

Mr. Hoalst- YES


Mr. Weinel – YES

The meeting adjourned at 6:49 p.m.

Meeting minutes prepared by Jon Ragan



John O'Shea, Chairman



~~George Ten Eyck, Secretary~~
Michael Schwartz