

Meeting Minutes
Sycamore Township Zoning Commission
Township Administration Building
8540 Kenwood Road
Tuesday, March 12, 2026
6:00 p.m.

Mr. Roger Friedmann – Chairman
Mr. Rich Barrick – Vice-Chairman
Ms. Anne Flanagan – Member
Mr. Bill Mees – Member
Mr. Steve Roos – Member
Mr. Bill Swanson - Alternate

Item 1. – Meeting called to Order

Mr. Friedmann called the Zoning Commission meeting to order at 6:00 p.m. on Tuesday, March 12, 2026.

Item 2. – Roll Call of the Board

Mr. Mees called the roll.

Members Present: Ms. Flanagan, Mr. Friedmann, Mr. Mees, Mr. Swanson

Members Absent: Mr. Barrick, Mr. Roos

Staff Present: Jeff Uckotter, Jon Ragan

Item 3. – Approval of February 10, 2026, Meeting Minutes

Mr. Friedmann asked if there was a motion to approve the February 10, 2026, meeting minutes.

Mr. Mees made a motion to approve the February 10, 2026, minutes.

Ms. Flanagan seconded the motion.

All in favor, none opposed.

Item 4. – Old Business

None

Item 5. - New Business

Case: ZC-2026-3

Applicant: Abe Rabinowitz

Location: 11500 Northlake Drive

Request: Major Adjustment to LASR

Mr. Uckotter presented case ZC-2026-3.

Relating to signage, Mr. Uckotter stated that pursuant to Case 2023-15MA(LASR), the tenants are seeking two (2) adjustments. Mr. Uckotter displayed the proposed sign adjustment locations. Mr. Uckotter stated that signs two (2) and four (4) on the plan were required to occupy 12,000 square feet of leased space and maintain an initial five (5) year lease term. Mr. Uckotter stated that the applicant is proposing an amendment to the LASR on the southern facing building sign locations. Signs one (1) and two (2) would be subjected to the minimum requirements of 12,000 square feet and a five (5) year lease term. Signs three (3) and four (4) would not be subjected to minimum square footage or lease terms.

Mr. Uckotter stated that additionally, the applicant seeks to add a fifth (5th) sign to the building. The new sign location would be on the east side of the building and would be the same size as the other building signs. 25ft long X four (4) feet tall. The proposed sign location five (5) would be a minimum leased area of 20,000 square feet and an initial lease term of at least five (5) years.

Mr. Uckotter stated that staff does not find this proposed adjustment to be substantial due to the presence of I-71. Mr. Uckotter noted that the proposed building sign would be inconspicuous from Northlake Drive and under these parameters, location five (5) would effectively be reserved for flagship tenants.

Mr. Uckotter stated that staff recommends that this property's LASR be modified as follows:

- 1.** Case ZC-2026-3 shall supersede all prior LASR cases related to this subject property.
- 2.** Case 2023-15MA(LASR) called for Conditions 4 and 5 of Case 2005-17LASR are maintained in full force and effect. To streamline the LASR cases of this subject property into one case, conditions 4 and 5 of Case 2005-17LASR are as follows:
 - a) 4. No other freestanding signs, except for previously approved directional signs, are permitted on the property.*
 - b) 5. The temporary "For Lease" sign on the building is to be removed, and the existing ground-based "for lease sign" shall comply with applicable Chapter 13 provisions of the Sycamore Township Zoning Resolution.*
- 3.** The exterior Building/Wall sign site arrangement shall be as follows - Corresponding to the building/wall sign plan of this case:
 - a) Location 1 (faces South, upper right corner of elevation): (25' long max x 4' tall max): Either a new tenant or a current tenant renewal of a minimum lease term of at least 12,000 sf and a minimum initial lease term of at least 5 years.
 - b) Location 2 (faces South, upper left corner of elevation). (25' long max x 4' tall max): Either a new tenant or a current tenant renewal of a minimum lease term of at least 12,000 sf and a minimum initial lease term of at least 5 years.
 - c) Location 3 (faces East, upper right corner of elevation) (25' long max x 4' tall max): No tenant square footage or # of year lease terms.

- d) Location 4 (faces East, upper left corner of elevation) (25' long max x 4' tall max):
No tenant square footage or # of year lease terms.
 - e) Location 5 (faces East, upper right corner of elevation) (25' long max x 4' tall max):
Either a new tenant or a current tenant renewal of a minimum lease term of at least 20,000 sf and a minimum initial lease term of at least 5 years.
4. In the calculation of leased square footage, gross square footage shall be used, and this figure shall not include common spaces used for other tenant(s) such as common lobbies or common amenities.
 5. For Building Signs 1 through 5, as shown in the plan, these sign locations shall never change, nor shall they ever be digital (or have a backlit LED outer glow behind a given building signs which give the appearance of a larger sign), and must adhere to all applicable sign rules of the Zoning Resolution (e.g., no sign flashing). There shall be no validity period for the building sign plan. The size, site arrangement of the five building signs, and noted elements shall only be amended via a future major adjustment case.
 6. To streamline cases, Case 2023-15MA (LASR) considered and memorialized the site's (76" x 96") monument sign as seen in Attachment E or SYZ-20-255 because this monument sign was approved by staff in the year 2020 without LASR approval. The noted monument sign was approved and installed in the year 2020. This monument sign shall remain, but if it is replaced in the future, it shall have a full-depth masonry base (faux masonry is not permitted).

There was discussion between Mr. Uckotter and Ms. Flanagan on the attachments included in the staff report as memorialization of the conditions. Mr. Uckotter stated that the sign plan would be shown in the minutes.



1	25'-0"  48"
2	25'-0"  48"
3	25'-0"  48"
4	25'-0"  48"
5	25'-0"  48"

For Signs 1 And 2
min 12,000 sf AND
min 5 year lease*

For Sign 5
min 20,000 sf AND
min 5 year lease*

For Signs 3 And 4
No Min SF
No Min Initial
Lease Term

* initial lease term

4" deep front-lit LED illuminated channel letters with white acrylic faces and translucent vinyl graphics applied
Returns and trim to match face colors

Sandra Turner (11500 Northlake Dr) introduced herself from the podium on behalf of the applicant Abe Rabinowitz. Ms. Turner stated that Mr. Uckotter did a good job presenting the case and she has nothing to add. (The board did not have any questions for Ms. Turner).

Ms. Flanagan made a motion to consider Case ZC-2026-3 with the staff recommended conditions listed in the staff report.

Ms. Mees seconded the motion,

Mr. Mees called roll:

Ms. Flanagan – AYE
Mr. Barrick- ABSENT
Mr. Friedmann – AYE
Mr. Roos - ABSENT
Mr. Mees – AYE
Mr. Swanson- AYE

Case: ZC-2026-6
Applicant: Anthony Zembrodt (Ace Hardware)
Location: 3986 E. Galbraith Rd
Request: LASR

Mr. Uckotter presented case ZC-2026-6.

Mr. Uckotter stated that in autumn 2025, Ace Hardware in Sycamore Township installed two (2) additional wall signs, in violation of the Zoning Resolution. This resulted in the issuance of notice of Violation CE-2025-419 on November 18, 2025. This notice was appealed to the Board of Zoning Appeals (Case BZA-2025-6). The case has been tabled. As of present, no localized alternative sign regulations (LASR's), apply to the Dillonvale Shopping Center. Each tenant space is subjected to the standard requirements of STZR 13-12.4(b). In 2005, Ace Hardware installed its primary building sign. In late 2025, two additional signs (24 sq ft each) were erected.

Mr. Uckotter noted that after reviewing the localized alternative sign regulations (LASR), the Zoning resolution indicates that LASR overlays are intended to apply to the entire development rather than a portion of the site, he cited STZR 13-15.2. Mr. Uckotter stated that the applicant proposes any store located in the Dillonvale Shopping Center with a frontage linear foot measurement greater than 75 feet be allotted more than one store front sign with specific approval subject to the Sycamore Township Board of Trustees. Mr. Uckotter stated that he does not have record of when the additional signage at IGA and Walgreens was installed.

Reviewing the staff analysis section of the staff report, Mr. Uckotter stated that zoning

certificates were not obtained for the additional building signs installed at the Sycamore Township Ace Hardware location. He noted that prior to the installation of the two illegal signs, the store already had a large building sign.

Mr. Uckotter stated that staff is concerned about the negative precedent this could establish for other LASR applicants. At Dillonvale Shopping Center, all tenants except for Ace Hardware, Walgreens and IGA have only one wall sign. In staff's view, the long-standing presence of these signs does not provide sufficient justification to approve the LASR that would permit additional signage for large tenants.

Mr. Uckotter stated that staff recommends denial of the proposed LASR at the subject property.

Mr. Mess asked if the BZA case was separate from this case?

Mr. Uckotter stated that case is pending and mutually exclusive to this case, noting that case surrounds CE-2025-419 which is the notice of violation.

Anthony Zembrodt (3986 E. Galbraith Rd) introduced himself as the applicant from the podium. Mr. Zembrodt stated that he was unaware of tonight's meeting until 1pm this afternoon, and he did not have the opportunity to review the staff report that was provided. Mr. Zembrodt stated that he would like to request that case ZC-2026-6 be continued to a later date so he can appropriately prepare.

Ms. Flanagan made a motion to continue case ZC-2026-6 at the request of the applicant to a future date (May 14, 2026).

Mr. Mees seconded the motion. All in favor, none opposed.

Item 6. – Township Report

Mr. Friedmann asked Mr. Uckotter if there was anything to report. Mr. Uckotter stated that the case that the board heard at the February meeting was approved by the Township Trustees.

Item 7. – Date of next meeting

Thursday, April 9th, 2026, at 6:00 p.m.

Item 8. - Adjournment

Mr. Mees moved to adjourn, Mr. Swanson seconded the motion.

Mr. Friedmann called for a vote. All voted Aye, none opposed.

The meeting adjourned at 6:32 p.m.

03/12/26 Meeting minutes recorded by Jennifer schock-Howard

 5/14/26

Roger Friedmann, Chairman Date

 5/14/26

Bill Mees, Secretary Date