



Architectural Review Board Meeting Minutes
Thursday, March 21, 2024
6:00 p.m.

Mr. Marcovitz called to order the regularly scheduled meeting of the Architectural Review Board for the City of Twinsburg at 6:00pm.

Roll Call – All Members

Present: David Marcovitz, Viraj Sharma, Valerie Wales

Others in attendance: Danielle Waites, Building Department, Jason Pastorius, Building Department and David Post, City Council

Public Participation: None Presented

Review:

1. Case 24-01-01 9224 Darrow Road, Units N, O & P – Smoke Outlet Signage – Bernard Lagman, All Lit Up Lighting and Sign

- Kevin Patel stated they are opening a Smoke Shop and are requesting signage approval.
- Members discussed approved sign program for this center.
- Ms. Waites stated that Mr. Foulkes met with applicant and the center owner and they agreed this follows the sign program.
- Members discussed the monument sign and the signs in the windows.

MOTION: Ms. Wales motioned to approve Case 24-01-01, as submitted with Option One, red letters on white background for the monument sign.

Mr. Marcovitz seconded the Motion.

Upon roll call: Ms. Wales voted-Yes. Mr. Marcovitz voted-Yes.

Mr. Sharma voted-No.

The Motion was approved.

- Applicant additionally discussed with members multiple changes and various modifications to previous submissions.
- Members discussed moving the sign to more centered position.

2. Case 24-03-17 10735/10755 Ravenna Road – Sign Program Revisions – Richard Lee, Property Owner

- Applicant stated he wants to change the old neon signs to LED signs.
- Mr. Lee wants to remove the color restrictions.
- The size of the signs will remain the same.
- When signs are moved repairs will be done to the walls and surfaces.

MOTION: Mr. Marcovitz motioned to approve Case 24-03-17, as submitted, with the following additions:

- 1) **With the removal of signs, all area holes and hardware damage will be patched and filled to leave the surface like new.**
- 2) **Signs will be removed when the tenant leaves within 45 days.**

Mr. Sharma seconded the Motion.

No further discussion was presented.

Upon roll call, the Motion passed unanimously.

3. Case 24-03-18 9802 Chamberlin Road – New Single Family Home – Chamkaur Hans, Property Owner

- Mr. Hans provided samples and discussed housing materials for roofing, siding, garage door and shutters.
- Mr. Marcovitz discussed on the left side elevation having the front stone turn the corner of the house to complete the look.

MOTION: Ms. Wales motioned to approve Case 24-03-18, as submitted.

Mr. Sharma seconded the Motion.

No further discussion was presented.

Upon roll call, the Motion passed unanimously.

4. Case 24-03-19 1962 Edgewood Drive – Golden Residence Addition – Braden Kramer, Kramer Custom Remodels

- Mr. Kramer stated this addition comes off the back of the house 16 feet. It does not encroach the neighbor's yard with a remaining 74 feet.
- A garage is going in the same spot as old garage. The new garage will be 12 feet off the side of the house, 8 foot off the property line of neighbor.
- Siding and roof materials will match the existing materials.
- Members discussed future plans for deck and outside area.
- Members discussed possibility of adding window to garage.

MOTION: Mr. Sharma motioned to approve Case 24-03-19, as submitted.

Ms. Wales seconded the Motion.

No further discussion was presented.

Upon roll call, the Motion passed unanimously

5. Case 24-03-20 10735 Ravenna Road Unit 305– The Chalk Bar Signage – Gilbert Macias, Fastsigns

- Applicant stated they are looking to reface the existing cabinet that was approved previously.
- They will add the graphic on the monument sign. The landlord has given them a bigger spot on the monument sign, so what was submitted is a smaller version.

MOTION: Mr. Sharma motioned to approve Case 24-03-20, as submitted.

Ms. Wales seconded the Motion.

No further discussion was presented.

Upon roll call, the Motion passed unanimously.

6. Case 24-03-21 9329 Ravenna Road – State Farm Signage – Tonya Jefferson, LAAD Sign and Lighting

- Applicant is not present.

MOTION: Mr. Sharma motioned to postpone Case 24-03-21 until the next meeting.

Mr. Marcovitz seconded the Motion.

No further discussion was presented.

Upon roll call, the Motion passed unanimously.

Approval of Minutes: February 15, 2024

MOTION: Mr. Marcovitz motioned to approve minutes dated February 15, 2024, as submitted.

Mr. Sharma seconded the Motion.

No further discussion presented.

Upon roll call, the Motion passed unanimously.

Miscellaneous Discussion:

1. Zone Code Updates

- Ms. Wales asked about the definition of *maximum sign surface*. Mr. Marcovitz explained the detailed calculations and how this is determined.
- Mr. Marcovitz discussed Item E – Sign Permit required, a spelling error found.
- Members discussed Item F1 – this states that addresses are not required on monument signs. The ARB Board has always required addresses to be on monument signs.
- Members discussed feather signs. Feather signs are allowed but it is not indicated how long a feather sign can remain in place. There needs to be a clarification if this is a temporary sign.
- Additional typos were identified.

- Members discussed and questioned the graphics for wall signs.
- Members discussed sticker window signs. This item needs clarification.
- Members discussed electronic message center signs. Mr. Marcovitz questioned why electronic signs are not allowed in the downtown area.
- Mr. Marcovitz requested clarification of the term *clear sight triangle*.
- Members discussed prohibited signs, referring to feather signs and banner signs as only being temporary signs.
- Mr. Marcovitz discussed the removal of signs. Specifications of removal are stated, but this item needs to include that the surface should be repaired back to like new finish.
- Mr. Marcovitz asked for clarification for the *6 square feet in surface area*. How was this number determined?
- Mr. Marcovitz requested that once changes are made and Code is approved, ARB members receive a hard copy of the updates.
- A copy of member's notes and comments that were discussed will be given to Zoning Code Committee.

Excuse Absent Members:

MOTION: Ms. Wales motioned to excuse absent members: John Midlik and Gursimran Khatra.

Mr. Marcovitz seconded the Motion.

Upon roll call, the Motion unanimously.

Adjournment:

MOTION: Mr. Midlik motioned to adjourn the meeting at 7:28pm

Mr. Sharma seconded the Motion.

Upon roll call, the Motion unanimously passed to adjourn the meeting.

David Marcovitz, Chairman

Danielle Waites, Secretary