



**Architectural Review Board Meeting Minutes  
Thursday, November 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:**

Present: David Marcovitz, Viraj Sharma, Valerie Wales, Robert Petti

Others in attendance: Rick Depew- Building Department, Danielle Waites- Building Department, David Post- City Council

**Public Participation:** None Presented.

**Review:**

**1. Case 24-10-53 9224 Darrow Road Suite W – Joe Coffee Company Signage (Resubmission)  
– Joe Abate, Joe Coffee Owner**

- Applicant and members discussed three different layout options and changes for the re-submitted sign plan.

**MOTION: Ms. Wales motioned to approve Case 24-10-53, as submitted. The option of using Plan A or Plan B or Plan C to be determined by Mr. Abate.**

**Mr. Sharma seconded the Motion.**

**No further discussion was presented.**

**Upon roll call, the Motion unanimously.**

**2. Case 24-11-62 8900 Darrow Road Unit H104 – Onin Staffing Signage – Gilbert Macias,  
Fast Signs**

- Applicant discussed details of the proposed sign, lighting, letter size and dimensions.

**MOTION: Mr. Sharma motioned to approve Case 24-11-62, as submitted.**

**Mr. Marcovitz seconded the Motion.**

**No further discussion was presented.**

**Upon roll call, the Motion passed unanimously.**

**3. Case 24-11-63 2095 Midway Drive -S-Tek Inc. Signage – Gilbert Macias, Fast Signs**

- Applicant discussed replacing the temporary sign with a permanent sign.
- Members discussed details for the proposed sign.

**MOTION: Mr. Sharma motioned to approve Case 24-11-63, as submitted.  
Ms. Wales seconded the Motion.  
No further discussion was presented.  
Upon roll call, the Motion passed unanimously.**

**4. Case 24-11-64 8796 Independence Parkway Unit 130 – Avantor Signage, Jim Briola, North Coast Sign and Lighting Services**

- Applicant discussed installing a non-illuminated aluminum sign. Letters will be stud mounted.
- Applicant stated on the other side – at the rear of the building they would like to install a directional sign and the front door will have vinyl letters with the company name.
- A variance will be required for the rear sign. The landlord does approve of this.

**MOTION: Ms. Wales motioned to approve Case 24-11-64 variance as submitted.  
Mr. Petti seconded the Motion.  
No further discussion was presented.  
Upon roll call, the Motion passed unanimously.**

**MOTION: Mr. Petti motioned to approve Case 24-11-64 sign proposal as submitted.  
Mr. Sharma seconded the Motion.  
No further discussion was presented.  
Upon roll call, the Motion passed unanimously.**

**5. Case 24-11-65 12059 Waywood Drive – McQuary Addition – Nick Pinzone, Pinzone Group Construction**

- Applicant discussed they are planning to demolish the existing sunroom and putting down a new foundation. The new addition will have the same footprint as the current layout.
- Members discussed materials will match existing structure.

**MOTION: Mr. Sharma motioned to approve Case 24-11-65, as submitted.  
Ms. Wales seconded the Motion.  
No further discussion was presented.  
Upon roll call, the Motion passed unanimously.**

**Approval of Minutes:**

**MOTION: Mr. Marcovitz motioned to approve November 7, 2024 meeting minutes, as submitted.**

**Ms. Wales seconded the Motion.**

**Upon roll call, the Motion passed unanimously.**

**Excuse Absent Members:** Gursimran Khatra's absence is considered unexcused, no action taken.

**Adjournment:**

**MOTION: Ms. Wales motioned to adjourn the meeting.**

**Mr. Sharma seconded the Motion.**

**Upon roll call, the Motion passed unanimously to adjourn the meeting at 6:52pm.**

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David Marcovitz, Chairman

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Danielle Waites, Secretary