



**Architectural Review Board Meeting Minutes
Thursday, January 16, 2025
6:00 p.m.**

Mr. Sharma called to order the regularly scheduled meeting of the Architectural Review Board for the City of Twinsburg at 6:05pm.

Roll Call:

Present: Viraj Sharma, Valerie Wales, Gursimran Khatra

Others in attendance: Rick Depew- Building Department, Dale Steppenbacker- Building Department, Bill Furey- City Council

Public Participation: None Presented.

Review:

1. Case 24-12-66 9630 Ravenna Road – (RETURNING) Floral Innovations Signage – Mark Branovic, Advanced Installation and Sign Service

- Mr. Steppenbacker discussed the current plaza sign program and stated that the proposed sign does come close to meeting that sign program. He discussed the pictures that were provided to the members. He reviewed the various specifics of the proposed sign.
- Mr. Steppenbacker discussed the illumination of the proposed sign, and he would recommend that the illumination meet the current City Code.
- Applicant stated that the proposed sign is what the business owner and the plaza owner would like.
- Mr. Steppenbacker discussed details of the sign program and the City's Code requirements, specifically Section 1116.05.

MOTION: Mr. Sharma motioned to approve Case 24-12-66, as submitted with the condition that the sign follows City Code requirements of Section 1116.05 – Sign Illumination.

Mr. Khatra seconded the Motion.

No further discussion was presented.

Upon roll call, the Motion passed 2-1, Ms. Wales voted No.

2. Case 25-01-01 2008 Trailwood Drive – Residential Home Addition – Mike Whitelaw, Homeowner

- Applicant discussed details of adding an In-Law Suite to the existing house.
- The addition will house a living area, bedroom and bathroom and will be approximately 750 square feet.
- Siding and roof will match the existing house. Applicant shared specific colors for the siding, windows, and roof shingles.
- Members and the applicant discussed elevation grade and foundation. Foundation will match all around the house.

MOTION: Ms. Wales motioned to approve Case 25-01-01, as submitted.

Mr. Khatra seconded the Motion.

No further discussion was presented.

Upon roll call, the Motion passed unanimously.

3. Case 25-01-02 10390 Hanford Lane – Residential Garage Addition – Suzy Ebert, Homeowner

- Applicant discussed details for an enclosure for her spa at the back of her garage.
- Applicant discussed the sliding door and windows.
- Members and the applicant discussed all materials being used will match the existing house.
- Members discussed the zoning requirements, and this has been verified to meet Code.

MOTION: Mr. Sharma motioned to approve Case 25-01-02, as submitted.

Ms. Wales seconded the Motion.

No further discussion was presented.

Upon roll call, the Motion passed unanimously.

Approval of Minutes:

MOTION: Mr. Sharma motioned to approve December 19, 2024 meeting minutes, as submitted.

Ms. Wales seconded the Motion.

Upon roll call, the Motion passed unanimously.

Excuse Absent Members:

MOTION: Mr. Sharma motioned to excuse absent member(s): David Marcovitz and Robert Petti.

Mr. Khatra seconded the Motion.

Upon roll call, the Motion passed unanimously.

Adjournment:

MOTION: Mr. Sharma motioned to adjourn the meeting.

Ms. Wales seconded the Motion.

Upon roll call, the Motion passed unanimously to adjourn the meeting at 6:30pm.

Viraj Sharma, Vice-Chairman

Danielle Waites, Secretary