

CITY OF TWINSBURG
ARCHITECTURAL REVIEW BOARD
Minutes
January 03, 2019

Building Inspector, Dale Steppenbacker, called to order the regularly scheduled meeting of the Architectural Review Board for the City of Twinsburg at 6:03 p.m.

I. Roll Call

Present: Jennifer Frazier, Marge Gantous, Don Spice, Traci Bonvenuto

Absent: John Midlik

Others in attendance: Bill Furey, City Council; Dale Steppenbacker, Building Department

II. Approval of Minutes: December 06, 2018 and December 20, 2018

Motion: Approve minutes from December 20, 2018 as submitted

Jennifer Frazier moved and Marge Gantous seconded, upon roll call the motion passed unanimously.

Motion: Approve the minutes December 6, 2018 as noted

Notes: Case 18-12-076 Dale Drive, Dr Jen, Planter Sign

- Jennifer Frazier would like be clarified regarding wording that the words must be replaced from “Could be created to replace the existing columns” to “*shall/will* be created to replace the existing brick columns in as the sign was previously approved”.
- Jennifer Frazier would like “approved as noted” to list what specifically the notes are going forward.

Jennifer Frazier moved and Traci Bonvenuto seconded, upon roll call the motion passed unanimously.

III. Excuse Absent Members: John Midlik

Don Spice moved and Jennifer Frazier seconded, upon roll call the motion passed unanimously.

IV. Public Participation: None

V. Review:

1. Case 19-01-01 – 10735 Ravenna Road – Plaza Sign Program, Sara Steele

- Letter with a proposed amendment to the Plaza Sign program for Massara’s Plaza (both plazas at 10755 and 10735 Ravenna Road)
- Dale Steppenbacker took pictures of the existing plaza and provided a copy to each member of the board to review.
- Marge Gantous clarified with Dale Steppenbacker that this is not a Twinsburg Ordinance, but this is in regards to Massara’s Plaza Ownership, Snyder-Twinsburg LLC – Owner and Manager of plaza, looking to making an amendment to Section C, Location and Type of Signs. The original sign ordinance from the previous owner, Paul DeGeorgio – Twinsburg Plaza - was presented to the board by Dale Steppenbacker. Marge Gantous advised the sign ordinance does not exist anymore as that ordinance stated that the signs should be white and black sign with the casacryl, to show at night. The new owner supersedes previous owner, Paul DeGeorgio. Marge Gantous and Don Spice are okay with the changes.
- Jennifer Frazier clarified this new sign program presented is specific to Rush Hour only and if another tenant in the future wanted a new sign, it would not be automatically approved as it is now safeguarded to prevent that. A new tenant would have to go back to the Architectural Review Board for submission and approval of a new sign.
- Dale Steppenbacker recommended that pertaining to Rush Hour, the business, may place a recessed sign on the front of their space in lieu of the sign that was originally allowed. The raceway may remain and could be amended later. Advised that in the Sign Ordinance under the Operation and Maintenance section that “the electrical sign shall be installed on a separate electrical circuit on a

timer.” Marge Gantous inquired if the new sign is going to be internally illuminated, Sara Steele – Rush Hour, owner and Applicant, was introduced by Jennifer Frazier. Sara Steel advised the sign would not be internally illuminated but would be illuminated by a spot light pointing on the sign from the black box on top.

The Board is noting:

- Amend the current sign program specific to Item 9 that “Rush Hour may place a non-internally illuminated, lighted sign in the recessed area on the front of their space in lieu of or in alternate to their raceway sign”.

Motion: Approve as noted

Jennifer Frazier motioned to amend the sign program specific to Item 9, Traci Bonvenuto seconded, upon roll call the motion passed unanimously.

Dale Steppenbacker confirmed that the sign was approved as noted.

2. Case 19-01-02 – Wall Sign, Rush Hour Grille, Sara Steele

- Jennifer Frazier speaking directly to Sara Steele in regards to the present sign currently at Rush Hour, will be removed and replaced with a previously created sign, from their previous location. Sara Steele advised that it is from their previous location, it is not internally illuminated, but there is a spot light from above that shines down on the light. The menu box will remain on the sign, but the “Hush Supper Club” wording will be removed.
- Jennifer Frazier recommends that the owner of the building remove the pre-existing raceway above the proposed location of the new sign.

The Board is noting:

- The Building Owner is required to remove the existing raceway from the previous tenant’s sign with patch, repair, and paint the fascia area as required.

Motion: Approve as submitted

Jennifer Frazier motion to approve the sign as submitted, Marge Gantous seconded, upon roll call the motion passed unanimously.

Dale Steppenbacker confirmed the sign as been approved as submitted in addition to the Board’s request to have the building owner remove the existing raceway from the previous tenant’s sign and patch, repair, and paint the fascia area as required.

3. Case 19-01-03 – 1999 Enterprise Parkway – Pepsi Bottling Addition, CHA Tech/Lucas

- Don Spice called Dan Ford CHA Company, Cleveland, Ohio representing the case. Pepsi is proposing to construct a secondary cooler building to house orange juice products with large air handling units to help keep the orange juice products cold prior to delivery to retailers. Proposing a metal panel, insulated building with two air handling units that will hold around 35 degrees for the product.
- Jennifer Frazier clarified door locations with Dan Ford. Dan Ford explained there are two doors in the proposed location. One loading door with a 10ft overhead (forklift equipment to pass through for products, etc.) and a service, man-door on another elevation from the ramp up from the parking area for the trucks. There is also a pre-existing door at the building where the product would be received and recycled through the building. Jennifer Frazier clarified there would be no trucks pulling up to the building and Dan Ford advised that it would not be a loading dock location, however utility vehicles could access it as needed.
- Jennifer Frazier clarified with Dan Ford on whether or not there is a canopy/awning over the walkway reflected within the submission. Dan Ford advised it is under S-200, Detail 3 in the Foundation Column Plan. It is just a flat awning supported by round columns to protect Pepsi equipment dry

from weather conditions and a covered walkway from building one to two. Marge Gantous clarified with Dan Ford is not attached to current building. It was advised that Pepsi employees would need to utilize the awning covered walkway to access the cooling building.

- Marge Gantous clarified with Dan Ford on building location. Dan Ford and Jennifer Frazier explained the location to Marge Gantous. Jennifer Frazier confirmed that the occupancy would be fine as there are typically only a few associates in the building at any given time.
- Jennifer Frazier requested the colors to be stated. Dan Ford stated white.

Motion: Approve as submitted

Jennifer Frazier motion to approve the sign as submitted, Traci Bonvenuto seconded, upon roll call the motion passed unanimously.

Note:

Dale Steppenbacker will ensure that during plan review for this location that means of egress, exit travel distance and building services regarding coolers. This will be completed in the next few weeks.

VI. Work Session:

- Don Spice mentioned the new property owner next to his house will not be able to update the exterior of his house until he gets out of prison for real estate fraud. The property is now tied up legally and is up for resale. Twinsburg Police is aware of the gentleman. The house is white and located on 91 before the turn of Post Road. No specific address lot number was provided.
- Jennifer Frazier looking for clarification for how many homes the City can have with one city street exit out and it was clarified by Bill Furey, 22 homes.
- Marge Gantous brought up the adjournment time of the last meeting that it was missing and that it should always be noted on the Architectural Review Board Meeting Notes.
- Jennifer Frazier is looking for the City's Comprehensive Plan for the First Mile/Last Mile that there was no note regarding the North side of the City for the walking distance to the Marc's Plaza as a good portion of the City's population is within walking distance to the plaza. Jennifer Frazier is looking for the City to look at the lack of connectivity between the neighborhood (Corbetz pointed out by Jennifer Frazier on the map) and accessibility to shopping. Bill Furey added there will be sidewalks added during construction. Bill Furey added there is a potential of asphalt added in the Hickory Trail.
- Dale Steppenbacker advised that Building ARB Secretary Marilyn Freed retired at the end of November and hired a new Julie Marinin as ARB Secretary from the Fitness Center. The last meeting notes were done by Lisa Toth, City Hall Receptionist and thanked her for a wonderful job she did. Will be partnering with Russell to see if Julie can attend a meeting to meet everyone.
- Dale Steppenbacker brought up at the last meeting Don Spice mentioned there was agenda sent out with the review of solar panels listed on there and then another agenda was sent out without the review of solar panels on it. For clarification, Dale Steppenbacker partnered with Larry Finch, Economic Development Director in regards to solar panels. Larry Finch met with the Administration and it was determined that if solar panels want to be installed on a residential property that if they fall within the existing roof area of the residential property and they slim line panels that follow the contour of roof, that it would not warrant a trip to the Architectural Review Board. It would be a situation addressed as a building services plan review for electrical code and it would be dealt with as a regular building plan review for building services. If they want to build any type of structure on the property (i.e. on the roof, in the yard, extend roof footprint area) that could be considered an addition onto the property, then it would have to go through Architectural Review Board. Don Spice is looking for clarification on putting the panels on the roof and it was advised they must follow the roof contour and not changing their roof line. Bill Furey advised there is a grant that is available to through the State for Energy Efficiency. Bill Furey believes we will see much more solar panels coming through. Larry Finch has also advised that it will continue to grow as an Energy Efficiency process. Dale Steppenbacker advised that with the Building Department is approaching it as a building alteration to the building (the residential electrical system) that they must comply with the code as well as installing the panel to the manufacturing installation instructions. If it is discovered that they are altering the structure or contour of the roof line, the Inspectors will advise the owner they will have to go in front of the Architectural Review Board. Don Spice is worried about the color of the panels being a complete opposite color of the shingles of the house they are being installed on. Bill Furey sits on the board for Ethan's Green

and the board does not see an issue with adding solar panels to the houses in the development, as this is where this is steaming from. Marge Gantous said that most solar panels are typically dark colors to absorb more energy; however there are more color options available for panels in the future. Jennifer Frazier asked Dale Steppenbacker if we see skylights come in to Architectural Review Board or new windows in which Dale answered "No". Jennifer Frazier advised that we would need to approach it similar to skylights and new windows. Jennifer Frazier is in favor of solar panels' coming to the ARB until there is a clear and concise plan in place regarding solar panel installation on properties such as directional facing panels.

- Marge Gantous asking if the new secretary that everything that Architectural Review Board needs to review that all required items are there instead of the person coming to Architectural Review Board isn't turned away because the application isn't complete. Dale Steppenbacker advised that the Building Department is already in the process of re-writing the Architectural Review Board requirements and we will no longer accept incomplete packets.

VII. Adjournment: As there was no further business before the Board, Marge Gantous moved and Jennifer Frazier seconded and the meeting was unanimously adjourned at 7:20 p.m.

Donald R. Spice, Chairman

Julie E. Marinin, Secretary