

**CITY OF TWINSBURG**  
**ARCHITECTURAL REVIEW BOARD**  
**Minutes**  
**February 01, 2018**

Chairman, Donald R. Spice, called to order the regularly scheduled meeting of the Architectural Review Board for the City of Twinsburg at 5:30 p.m.

**I. Roll Call:**

Present: Jennifer Frazier, Marge Gantous, John Midlik and Don Spice  
Absent: Traci Bonvenuto  
Others in attendance: Dale Steppenbacker, Building Department

**II. Approval of Minutes: January 18, 2018**

Jennifer Frazier commented on the work session the minutes were too brief for the 20 minute conversation concerning the Boards roll in the development of downtown and what we can do prior to the contract being awarded to a developer or working with a developer or if the city should hire an urban planner to help with the aesthetics of the downtown. Jennifer didn't feel like any of that was reflected in the minutes. Jennifer Frazier further commented she thought there should be more because we were discussing what the ARB will be doing to help guide the aesthetics of the downtown. We were talking about whether we should have qualifications that need to be put on like deed restrictions prior to the purchase of the property or if we would be working with the developer's designers. How we are going to avoid repetition so the whole downtown does not become a condo complex. I think the tape should be revisited. We discussed having a landmark building. We need to look and see that that was a part of the agreement with the demolition of the old school was that we would have a seat on the CIC when it comes to the development of the property for the Architectural and Urban Development of it. We also said we would have a building of character that goes in and that this just wouldn't be divided up into strip malls and plazas. Don Spice asked Jennifer to put into writing what she thought the minutes should say.

**Motion: Approve the cases on the minutes and revisit the work session from the January 18<sup>th</sup> ARB Meeting as well as including my comments I made just now.**

Jennifer Frazier moved and John Midlik seconded, upon roll call the motion passed unanimously.

**III. Excuse Absent Members:**

**Motion Excuse Traci from the meeting.**

Marge Gantous moved and John Midlik seconded, upon roll call the motion passed unanimously.

**IV. Public Participation: None**

**V. Review:**

**1. Case 18-02-004 – 10084 Ravenna Rd. Twinsburg High School, Electronic Sign by Ruff Neon Signs**  
Chad Welker with the City School District and Beth with the sign company addressed the Board concerning the electronic sign that will replace the existing sign. The masonry portion of the sign will be re-used. Don Spice asked if the upper part of the sign will remain. Mr. Welker stated the design will remain the same, however it upper portion of the sign will be replaced. Marge Gantous commented this sign will mimic the sign for the fitness center. Mr. Welker stated this design will be in keeping with all the school and municipal signs along Ravenna Road. This sign will have full color capability. Jennifer Frazier ascertained this sign will have 15 mm pixels. Jennifer Frazier also ascertained animation and pictures will be possible on this sign. . Don Spice asked for confirmation on what percentage of sign is permitted to be electronic. Dale referred to ordinance section 1173.15(b) and read aloud, "No more than 60% of any Electronic Sing erected . . shall be designated for an electronic message center[.]" The size was calculated and confirmed this sign meets the requirements. Don Spice also cautioned there are to be no moving pictures and the message will change no sooner than every ten seconds.

The Board is requiring:

1. Addition of 3" address numbers on the masonry centered below the sign. "10084" on both sides of the sign

**Motion: Approve the sign as noted**

Jennifer Frazier moved and John Midlik seconded, upon roll call the motion passed unanimously.

**1. Case 18-02-005 – 9700 Ravenna Rd. Signage for J & B Appliance by E.S. Sign & Design**

Daniel Todd the owner of J & B Appliance informed the Board that his business recently moved from 9079 Darrow Rd. to this building that he has purchased that was previously occupied by Doughnut Works. He has remodeled the interior and his is the only business in the building.

**A. Non-Illuminated Double Sided Monument Sign**

The Board determined this sign will face Aurora Rd. however the 9700 number reflects his Ravenna Road address. This is a non-illuminated, double sided, face change. John Midlik suggested the applicant freshen up the frame by painting it white. Jennifer Frazier stated if the signs had not been already erected she would have asked for some changes. Marge Gantous confirmed the "We're Moving!" sign is in the old location and will be removed as any other temporary sign.

**Motion: Approve as submitted with the option to change the surround to white**

John Midlik moved and Marge Gantous seconded, upon roll call the motion passed unanimously.

**B. Non-Illuminated Wall Signs**

Marge Gantous clarified there will be two identical wall signs. One sign will be above the door (picture not included) and the second sign will be above the windows that face Ravenna Road.

**Motion: Approve the wall signs being identical on the Ravenna Road side and also above the entrance door to the business.**

Marge Gantous moved and John Midlik seconded, upon roll call the motion passed unanimously.

**2. Case 18-02-006 – 8380 Darrow Rd., Signage for Safran by Ellet Sign Co.**

Alex Gardner with Ellet Sign Company appeared before the Board on December 21, 2017 and was instructed to come back before the Board if there was any impediment on the site that made the existing 60" X 36" size signs difficult to read and if he wished to re-apply for the larger size signs not approved at the last meeting.

**A. Non-Illuminated Double Sided Monument Sign 42" w by 78" high**

Marge Gantous commented it looks like there is a large rock in front of this sign. This sign is in this location because of the retaining wall. There is a designated left turning lane from Enterprise Pkwy onto Darrow Road therefore the applicant does not feel this sign will obstruct the view of a driver. Jennifer Frazier inquired how deep this sign was. The applicant stated 4" to 6".

**Motion: Approve 78" high by 42" wide sign as submitted**

John Midlik moved and Jennifer Frazier seconded, upon roll call the motion passed unanimously.

**B. Variance for 42" wide by 78" high Directional Sign (Shipping & Receiving)**

**b. Directional Sign 42" wide by 78" high**

**C. Variance for 36" wide by 60" high Directional Sign (Shipping & Receiving)**

**D. Variance for 42" wide by 78" high Directional Sign (Main Entrance 8380 Darrow Rd.)**

**d. Directional Sign 42" wide by 78" high**

**E. Variance for 36" wide by 60" high Directional Sign (Main Entrance 8380 Darrow Rd.)**

**Motion: Agenda Items B & D. We not grant the variance for the 78” high directional Signs.**

Jennifer Frazier moved and John Midlik seconded, upon roll call the motion passed unanimously.

**Motion: Agenda Items C & E. Approve a variance for the signs to be 36” wide by 60” tall as was approved on January 16<sup>th</sup> and matches the current size of the existing signs**

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

**VI. Work Session:**

Donald Spice mentioned the electronic sign for the Lutheran Church when it is on at night it lights up Ravenna Road. It is intensely bright. It has the digital time on it so every minute it is changing. Because it is white on black it is very distracting.

**VII. Adjournment:** As there was no further business before the Board Jennifer Frazier moved and John Midlik seconded and the meeting was unanimously adjourned at 6:37 p.m.

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Donald R. Spice, Chairman

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Marilyn L. Freed, Secretary