



Architectural Review Board Meeting Minutes
Thursday, May 4, 2023
6:00 p.m.

Mr. Marcovitz called to order the regularly scheduled meeting of the Architectural Review Board for the City of Twinsburg at 6:04pm.

Roll Call – All Members

Present: David Marcovitz, John Midlik, Valerie Wales, Gursimran Khatra

Others in attendance: Keith Foulkes, Building Department Commissioner, Danielle Waites, Building Department and Karen Labbe, City Council

Oath of Office: Council Representative Karen Labbe swore in David Marcovitz.

Public Participation:

Review:

1. **Case 23-05-19 2055 Enterprise Parkway, Keltec signage – Jeff Clark, Easy Sign & Design, LLC**
 - **Mr. Clark stated it will be a free standing monument sign.**
 - **Sixty-eight inches wide by ten inches deep.**
 - **Double sided with aluminum faces and aluminum black skirting at the bottom which is fourteen and a half by forty-five and three quarter's inches.**
 - **The sign consists of the company logo and the street address.**
 - **The sign is an exact match to Keltec's existing sign for their other location in Twinsburg.**
 - **The sign is non-illuminated and there are no lights shining on it.**
 - **Mr. Foulkes stated this space on Enterprise is a new location for an expansion and they are taking over this space. They will be the only tenant in this space.**

MOTION: Mr. Midlik motioned to approve Case 23-05-19 as submitted.

Mr. Khatra seconded the Motion.

No further discussion was presented.

Upon roll call, the Motion passed unanimously.

Approval of Minutes: April 20, 2023

MOTION: Mr. Marcovitz motioned to approve the Architectural Review Board meeting minutes dated April 20, 2023, as corrected:

- **On the first page, first bullet point, change: “they would like to another twenty-four by thirty to the back of it” to “they would like to add another twenty-four by thirty foot addition to the back of it”.**
- **On the second page, fifth bullet point, change: “dame” to “same”.**

Ms. Wales seconded the Motion.

No further discussion presented.

Upon roll call, the Motion passed unanimously.

Additional Discussion: Mr. Foulkes stated that over the last ten years a lot of the Boards have gotten away from the formal structures they are supposed to follow and the City is trying to make the meeting and Boards more consistent and to make sure they are following the formal structure like they are supposed to. The handout Mr. Foulkes provided, which was previously dated February of 2022, to the Board members goes back over the structure/format that should be followed.

Excuse Absent Members:

MOTION: Mr. Midlik motioned to excuse Mr. Sharma.

Mr. Marcovitz seconded the Motion

Upon roll call, the Motion unanimously passed.

Adjournment:

MOTION: Mr. Marcovitz motioned to adjourn the meeting at 6:18pm.

Ms. Wales seconded the Motion.

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

David Marcovitz, Chairman

John Midlik, Secretary