



**Architectural Review Board Meeting Minutes
Thursday, June 4, 2020
6:00 p.m.**

NOTE: Meeting was held using Zoom due to COVID-19

Board President, Jennifer Frazier, called to order the regularly scheduled meeting of the Architectural Review Board for the City of Twinsburg at 6:00 p.m.

Swearing In Ceremony

Jo-Ann McFearin conducted the swearing in of new ARB member, David Marcovitz.

Roll Call

Present: Jennifer Frazier, Don Spice, Marge Gantous, David Marcovitz, Jo-Ann McFearin

Absent: John Midlik

Others in attendance: Dan Cegelka - Building Department, Jo-Ann McFearin - City Council Representative, Mark Gutowski - Senior Network Administrator

Approval of Minutes: May 7, 2020

Motion: Approve minutes from May 7, 2020

Jennifer Frazier noted that there are material standards for buildings in the downtown district, not specifically homes.

Marge Gantous moved and Don Spice seconded, upon roll call the motion passed. Three approved, one abstained.

Excuse Absent Members: John Midlik

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

Public Participation: None

Review:

- **Case 20-05-41 – 2651 E. Aurora Road – C-5 District, Commercial Building Renovation – Jarnal Singh**
 - Jarnal Singh introduced himself and mentioned that this is a follow up to the May meeting. Noted that the exterior color choice is a Summit Grey with white trim. Trim is included around windows and openings.

- Proposed faux brick material has been removed, Jarnal Singh is simply repainting and replacing the siding, grey body with white trim. Door will be removed and filled with similar materials.
- Marge Gantous asked about repairs in siding. Jarnal Singh responded that it will be fixed.
- Marge Gantous also asked about the color of the railing on the deck. Jennifer Frazier added that the deck would need balusters to meet code. Jarnal Singh was considering a black railing but open to suggestions.
- Marge Gantous would like to see the railing be grey to match the building and create a continual flow to the design. The board agrees.

The Board is noting:

Railing must be grey to match the siding and balusters to meet code requirements.

Motion – Approve as Noted:

David Marcovitz moved and Don Spice seconded, upon roll call the motion passed unanimously.

- **Case 20-06-45 – 1860 Parker Lane – Addition to Home – Dan McShane, TJ & Jessica Wallenhorst**
 - Dan McShane presented the project to the board. He explained that he is removing the existing first floor roof on the two garages plus the laundry room. They will be extending the second story and building a two story sunroom (12'x21').
 - Marge Gantous asked what the second story will be. Dan McShane said it will be a master suite with a family gym.
 - Dan McShane clarified that this extension is over both garages and the existing laundry room area. Everything on the first floor remains the same except a door off the laundry room that will lead to the new sunroom.
 - Marge Gantous mentioned the need for an HOA approval letter. Jennifer Frazier will mark the plan as pending HOA approval.
 - Dan McShane will match the roof to the best of his ability.
 - Jennifer Frazier noted that the only place with a visible roof seam is the back of the house.
 - David Marcovitz said the HOA will likely require a specific shingle type.
 - Dan McShane explained that the homeowner will be doing matching siding all the way up. The HOA did not allow the shake siding.
 - The homeowners, TJ & Jessica Wallenhorst, joined the Zoom call. They did receive an HOA approval and confirmed that the shake was denied. Homeowners have an approval letter that they emailed during the meeting.
 - Jennifer Frazier expressed concern over the window placement. Jessica Wallenhorst explained that they followed HOA guidelines.
 - Homeowner would actually prefer shake. Would like ARB to make that recommendation to the HOA.
 - The board expressed concern about breaking up the siding that now runs all the way up. A frieze board or decorative roof canopy suggested as potential options.
 - The homeowner clarified that the roof was constructed in 2005 and was inspected. The roof is in good condition at this point.

The Board is noting:

They will approve as submitted so the homeowner has a plan with the shake to take to the HOA. Alternatively, siding may be used all the way up with use of a decorative canopy or frieze board.

Motion – Approve as Submitted with Alternatives:

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

- **Case 20-06-46 – 2913 Haggett – Addition of Three Season Room – Bill Young**
 - Bill Young introduced the addition to the board. The homeowner wants to add a three season room off the back of the existing deck. The deck will stay in place with the three season room on top. A sliding door will be added on the east side of the new room for access to deck.
 - David Marcovitz asked about the windows. Bill Young said they are casement windows. HOA has approved windows. They will send approval letter.
 - Don Spice questioned the handrails and stairs. Bill Young responded that the stairs are being relocated and handrails will be built from existing materials to match.
 - All materials, colors, and trim will match.
 - Bill Young explained that the lights will be relocated.

The Board is noting:

Handrails to be used along stairs. Existing lights will also be relocated.

Motion – Approve as Noted:

Jennifer Frazier moved and David Marcovitz seconded, upon roll call the motion passed unanimously.

- **Case 20-06-47 – 2026 Glenwood Drive – New Pole Barn – Derek Muth**
 - Derek Muth presented his project as a new pole barn structure in the backyard of his property. Since he moved in, the existing structure has been unusable.
 - David Marcovitz asked if the siding and roof on the barn will match the existing house. Derek Muth explained that it will match his new siding and roof since they are also changing. Siding will be white, roof will be charcoal.
 - Marge Gantous questioned the driveway and any possible extension. Derek Muth responded that he will need to fill less than 6 feet of concrete to connect the barn with the existing driveway.
 - Jennifer Frazier expressed that the new pole barn should match the existing garage style. A matching canopy like the one on the front of the garage should be used.
 - Columns on the pole barn will be painted white to match the porch.
 - Derek Muth confirmed that there will be one foot overhangs and the garage door will be centered. All trim around the doors will be white.
 - The enclosed area of the pole barn will be 24'x30'.

The Board is noting:

Colors of the pole barn will match proposed house colors for roof, siding, and trim. The overhang and garage canopy will match the style of the house.

Motion – Approve as Noted:

Jennifer Frazier moved and David Marcovitz seconded, upon roll call the motion passed unanimously

- **Case 20-06-48 – 2222 Highland Road – Commercial Building Addition – Terry Noonan**
 - Terry Noonan presented the project as an 8,560 square foot building addition to the Mold-Rite facility as an expansion of operations. No additional parking required. It is a metal sided building that will match the existing profile and color.
 - David Marcovitz asked about the dimensions of the addition. Terry Noonan responded that it is a 107'x80' addition. There will be one egress door on the side, no windows.
 - Jennifer Frazier explained that the existing building has several materials and colors incorporated. The structure will be partially seen from the street.
 - Terry Noonan confirmed that the new addition will be close to the same height as the structure next to it.
 - David Marcovitz questioned why white wasn't used in the design. Terry Noonan explained that the client wanted one clean, flat look to the addition.
 - Brian from Mold-Rite joined the call. He explained that the facility is already at 90% capacity and is in need of this additional manufacturing space to meet their business growth.
 - An unloading area is not needed. Other than the side egress door, all other entrances are from the interior.

Motion – Approve as Submitted:

David Marcovitz moved and Marge Gantous seconded, upon roll call the motion passed unanimously.

- **Case 20-06-49 – NW Corner of Darrow & Summit Commerce – New Day Care Facility – William Oeflein & Tom Lane**
 - William Oeflein presented the project for the New Adventures facility. The new facility will be incorporating a bright, center space and a residential feel. The large multipurpose room in the middle will be the central space with rooms revolving around it. The sloped roofs and natural style will match New Adventure's brand.
 - The exterior will feature a timber framed entry, a 36 inch stone wainscot on the street side, a 4 inch Dutch lap siding, and an asphalt shingle roof. Colors will be a warm, red/brown with white trims.
 - Marge Gantous asked about the central area. Will it be used for play in both summer and winter? William Oeflein clarified that there is an enclosed outdoor playground but the indoor space will also be used year-round.
 - David Marcovitz expressed concern that the entry looks a little small compared to the scale of the building. Jennifer Frazier agrees. Board suggested something grander, possible dual entry.
 - Jennifer Frazier mentioned that the hallways look narrow. There may be a need for more congregation space as children typically line up in the hall areas. Marge Gantous clarified that they are 5 feet wide according to the plans. Most doors open into the classrooms, but not all

which could limit space. William Oeflein will look into pocketing that door or alternative options to widen hallways.

- Jennifer Frazier discussed the windows and mentioned that they are not symmetrical. William Oeflein explained that this is intentional and placed based on the offices/classrooms. Jennifer Frazier elaborated that the windows look intentional enough as drawn and will work for the building.
- William Oeflein confirmed that the entry will have double doors in response to a question by Marge Gantous.
- Signage would be a monument sign due to the corner lot. By the entrance, signage would be a smaller sign to one side of the door.
- Don Spice also wanted a bolder entry. Would like more landscaping. Possibly larger window size.
- Jennifer Frazier asked out the overhang near the playground. William Oeflein explained that this a 20'x36' pavilion or shelter for the kids outside. Columns would be wood timber framed to match front. Will include matching shingles.
- Jennifer Frazier mentioned the limited sidewalk size. Would suggest moving handicap parking to allow more concrete sidewalk space and curb near the entrance. It would allow easier access as parents and children are coming in and out.
- Jennifer Frazier pointed out the lack of landscaping. William Oeflein said that the landscaping would be out in the green space between the cars and street, rather than along building.
- Planning Commission will need to review landscaping. Jennifer Frazier clarified that the lack of landscaping can impact the architectural look of the building. Marge Gantous agreed that it impacts aesthetics.
- Shutters or flower boxes for the windows may be an alternative solution.
- David Marcovitz noted that a parking peninsula area could be landscaped near the entrance. William Oeflein discussed how that solution could provide a grander entrance as well.

The Board is noting:

Adjustments to the entry and landscaping is needed.

Motion – Redesign & Resubmit:

Marge Gantous moved and Don Spice seconded, upon roll call the motion passed unanimously.

- **Case 20-06-50 – 10140 Andover – Deck & Roof Addition – Mark Martinis**
 - Mark Martinis presented the screen porch addition.
 - Marge Gantous asked about the concrete pad. Mark Martinis responded that those are pavers. This will be a new deck with those pavers underneath since they will be covered anyway. Pavers on the outside will be removed.
 - Roof matches existing pitch and colors will match.
 - A screen is included, no glass windows.

Motion – Approve as Submitted:

David Marcovitz moved and Jennifer Frazier seconded, upon roll call the motion passed unanimously.

- **Case 20-06-51 – 1788 Glenwood – Covered Porch Addition – Eric Bond**

- Eric Bond presented the project.
- David Marcovitz asked if everything will match. Eric Bond confirmed that the trim, siding, and roof will match. Posts will be wrapped or painted white.
- The addition elongates the house but fits it well.

Motion – Approve as Submitted:

David Marcovitz moved and Don Spice seconded, upon roll call the motion passed unanimously

WORK SESSION:

- **Cannon Rd – New Single Family Home – Holly & Sean Podbesek, Kelly Williams, Julia Judd**

- Holly Podbesek introduced the project as a new house by Wayne Homes being proposed on Cannon Road. They wanted some initial feedback on the build. It is next to 3182 Cannon Road.
- Jennifer Frazier asked about the line above the front of the garage on the plans. Mentioned that the top needs dressed up a little more, it is a very tall mass of siding. Kelly Williams responded that there is a gable vent there.
- David Marcovitz would like more info on the materials of that gable. Kelly Williams confirmed that it is simply decorative.
- Julia Judd clarified that the H channel is separation in the siding. The gable should have been deleted.
- Don Spice was concerned about the 9 steps required to reach the entrance. Kelly Williams explained that it was required due to the slope of the lot and drop of the garage.
- Holly Podbesek mentioned that they may move the garage to the left side to eliminate the stair issue when entering the home.
- Marge Gantous asked why the owner is using vertical siding in the front and horizontal on the sides. Holly Podbesek explained that it was a personal choice based on the look they like.
- Jennifer Frazier mentioned that the owner could wrap stone all the way around. It must wrap by at least two feet either way.
- Jennifer Frazier requested that the fireplace be brought down to grade. Julia Judd asked if it was to grade or top of block. Jennifer Frazier said it just needs brought down. Julia Judd explained that to grade may not be possible, may have to be top of block.
- Jennifer Frazier suggested one or two windows added to the right elevation. It is usually required to have one or two on every elevation. An egress window was also recommended for the basement level.
- Don Spice was concerned that every entrance requires stairs. Holly Podbesek said swapping the garage could fix that with a stairless entry on that side.
- Jennifer Frazier said that exterior steps should be a 12 inch runner with a 6 inch riser.

Adjournment: As there was no further business before the Board, Don Spice moved and Marge Gantous seconded and the meeting was unanimously adjourned at 9:25 p.m.

Jennifer Frazier, Chairman

Ryan Kennedy, Secretary