



**Architectural Review Board Meeting Minutes  
Thursday, April 15, 2021  
6:00 p.m.**

Board President, Jennifer Frazier, called to order the regularly scheduled meeting of the Architectural Review Board for the City of Twinsburg at 6:06 p.m.

**Roll Call - Existing Members**

Present: Jennifer Frazier, David Marcovitz, Viraj Sharma, Don Spice

Absent:

Others in attendance:

**Swearing In - New Member: John Midlik**

Maureen Stauffer completed the swearing in of new ARB member, John Midlik

**Roll Call – All Members**

Present: Jennifer Frazier, David Marcovitz, John Midlik,, Viraj Sharma, Don Spice

Absent:

Others in attendance: Maureen Stauffer – City Council Representative, Keith Foulkes, Building Commissioner, Sonya Pennington – Building Department

**Approval of Minutes: April 15, 2021**

**Motion: Approve as Noted**

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

**Review:**

- **Case 21-02-19 – 1820 Sunview Drive-Addition (revision)-Jeffrey Simone, Homeowner**
  - Jeffrey Simone presented his revised plans which include a large downsize of original project plans due to an increase in lumber cost. He stated he took boards suggestion and increased the size of the garage and made the house smaller.
  - Plans reviewed by all board members
  - Jennifer Frazier raised concern about no window in bathroom
  - Keith Foulkes confirmed the plans submitted were in compliance with the building code.

**The Board is noting:**

Consider adding a window to the bathroom

**Motion – Approve as Noted:**

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

- **Case 21-04-40 – 9276 Wallingford Drive-Gazebo-Mark Knaus, Homeowner**
  - Mark Knaus presented drawings and site plan for his proposed patio and pavilion.
  - Jennifer Frazier raised questions about the changes to the entrance of the deck. Response from Mr. Knaus confirmed new entrance with widened stairs and new railing.
  - John Midlik raised questions regarding who will do the work, decking type and colors. Mr. Knaus stated the pavilion is a Cosco brand Gazebo kit, he will construct, and the decking is wood and will be re-stained to match the pavilion.

**Motion – Approve as Submitted:**

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

- **Case 21-04-41 – 9280 Dutton Drive-Intigral Ground Signs-Alex Hefferman, Intigral**
  - Alex Huffman spoke on behalf of Intigral. He requested to erect two directional signs to direct the traffic flow of visitors. He presented additional colored drawings along with the original plans.
  - John Midlik raised questions about sign color and sizes. Mr. Hefferman stated the signs ae white with black lettering and slightly different in sizes due to the lettering that will be on each.
  - Jennifer Frazier raised questions regarding the correct location of the signs in relation to the current monumental signage, signage printing and setback requirements. Mr. Hefferman stated that the signs will be on the opposite corner, they are single, sided lettering and they will make the necessary adjustments to meet the setback requirements.
  - Keith Foulkes stated that Mr. Hefferman will need to stake the location for review by the building department prior to erecting the signs.

**The Board is noting:**

Approval contingent on sign location conforming to the proper setback from the right of way.

**Motion –Approve as Noted:**

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

**Adjournment:** As there was no further business before the Board, Don Spice moved and Dan Marcovitz seconded and the meeting was unanimously adjourned at 6:45 p.m.

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Jennifer Frazier, Chairman

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Sonya Pennington, Secretary