



**Architectural Review Board Meeting Minutes  
Thursday, June 17, 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 6:01pm

**Roll Call - Existing Members**

Present: Jennifer Frazier, John Midlik, Viraj Sharma

Absent: David Marcovitz; Don Spice

Others in attendance:

**Roll Call – All Members**

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

Absent: David Marcovitz; Don Spice (arrival 6:14pm)

Others in attendance: Maureen Shaffer, Council Rep., Sonya Pennington – Building Department

**Approval of Minutes: June 3, 2021**

**Motion: Approve as submitted**

Viraj Sharma moved and John Midlik seconded, upon roll call the motion passed unanimously.

**Review:**

- **Case 21-06-52 1959 Summit Commerce Parkway-Signage FujiFilm-Gilber Macais, Fastsigns**
  - Gilbert Macais presented proposal on behalf of Fastsigns. He stated that FujiFilm bought the Hitachi Health Care Systems and that FujiFilm will replace like for like signs. They will be replacing the three monument signs and the one in front of the building. The signs will not be illuminated and they will have channel lettering, be made of form plastic and HDU paneling.
  - No questions or concerns were raised by the board.
- **The Board is Noting:**  
None

**Motion – Approve as submitted**

John Midlik moved and Viraj Sharma seconded, upon roll call the motion passed unanimously.

- **Case 21-06-53 2681 Creekside Drive-Signage Brewsters- Be Next Awning & Graphics, Adelle Wincek**
  - Adelle Wincek presented the proposal on behalf of Be Next Awning & Graphics. She stated that they are replacing the old Brewster’s signs. Both signs will be front and back with channel letters. The B on the main entrance sign will be 48” high and the remaining letters will be 24” high. On the second sign, the B will be 36” high and the remaining letters will be 18” high. Both will be mounted on a 1’x1’ rail system painted to match to the wall. Both signs will have a halo glow backlighting. Ms. Wincek further stated that the canopy will be black to match the new signage.
  - The board had no questions or concerns.
  - **The Board is Noting:**  
None

**Motion – Approve as submitted**

Viraj Sharma moved and Jennifer Frazier seconded, upon roll call the motion passed unanimously.

- **Case 21-06-54 9799 Ravenna Road-Commercial Alterations-Matt Radicelli, Owner**
  - Matt Radicelli presented the proposal for the commercial alteration to 9799 Ravenna Road. Mr. Radicelli stated he purchased the building last year for his portrait photography studio. He intends to improve the property by freshening it up with a more contemporary look that includes vinyl, vertical siding (board and batten look) and a vertical, black metal roof (sample was brought in and presented to the board). Mr. Radicelli further stated that there were no architectural changes being made and that all the doors and windows will remain in the same location and remain the same size.
  - Jennifer Frazier raised concerns about the materials proposed based on the standards being set for the commercial districts and around the square.

**Concern one: *Usage of vinyl siding in a commercial district***

- Discussion was had by the board on the concern. Jennifer Frazier stated vinyl siding is a restricted material in the commercial district. As a unanimous unit, it was decided that a more commercial grade, durable and dent resistance material was required for the exterior of buildings in the commercial district. The board along with Mr. Radicelli settled on the Hardie Board material for the siding of the building at 9799 Ravenna Road.

**Concern two: *Usage of a standing seam versus a corrugated metal roof.***

- Discussion was had by the board on this concern. Jennifer Frazier voiced her concern that a standing seam should be the standard for all new metal roofs in the commercial district. The board unanimously agreed that in general a standing seam was the best metal roof options due to

its more urban and industrial ascetics. However, the board had a split opinion about it being a requirement for 9799 Ravenna Road because of the small size of the roof and the possible alternative of replacing the roof with asphalt due to the high cost of a standing seam roof.

- Matt Radicelli asked the board if he replaced like for like materials would he still need ARB approval. Jennifer Frazier responded by stating a color change would require ARB approval, but the maintenance of a property with exact colors would not.
- Mr. Radicelli asked the board if it was their recommendation or requirement that he use the standing seam metal roof. Jennifer Frazier stated although it was not written in the code, it was the duty of the board to establish standards for areas and create fair architectural practices for all businesses in the city and that these standards would be established on case by case method. The board members unanimously agreed on this concept. Maureen Stouffer suggested that changes to the code was the correct procedure to create ARB requirements.
- Mr. Radicelli further questioned what his options were so that he would not have to re-appear before the board again for this project. The board responded by voting on three motions which are listed below:
- **Three Motions** were taken by the board:
  - **Motion 1: Vertical Hardie Board with Corrugated Roofing**  
Viraj Sharma moved and John Midlik seconded, upon roll call the motion passed with a 3-1 vote. Dissenting vote-Jennifer Frazier
  - **Motion 2: Vertical Hardie Board with Standing Seam Roofing**  
Jennifer Frazier moved, Viraj Sharma seconded, upon roll call the motion passes unanimously
  - **Motion 3: Vertical Hardie Board with asphalt roofing**  
Jennifer Frazier moved, John Midlik seconded, upon roll call the motion failed with a 2-2 vote. John Midlik and Don Spice-Yes Jennifer Frazier and Viraj Sharma-No

**Motion to excuse absent member, David Midlik**

John Midlik moved and Viraj Sharma seconded, upon roll call the motion was passed unanimously.

**ARB Post Discussion:** Recap of CIC meeting. Jen Frazier suggested the review board review the online pdf file in particular section 5: Architectural Guidelines and expressed her desire to make sure the board would have input on the future guidelines prior to submission of final project.

**Adjournment:** As there was no further business before the Board, Viraj Sharma moved and John Midlik seconded. The meeting was unanimously adjourned at 7:30 p.m.

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Jennifer Frazier, Chairman

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Sonya Pennington, Secretary