



**Architectural Review Board Meeting Minutes**  
**Thursday, August 17, 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 6:00pm.

**Roll Call – All Members**

Present: David Marcovitz, Viraj Sharma, John Midlik, Valerie Wales, Gursimran Khatra  
Others in attendance: Danielle Waites, Building Department, Jason Pastorius, Building Department, and Karen Labbe, City Council

**Public Participation:**

**Review:**

**1. Case 23-08-41 2307 East Aurora Road – TCH Industries signage – Jeff Clark, Easy Sign**

- **Mr. Clark stated they are replacing signage that is already on the building with a four by eight shoebox lid which will mount with concealed cleats.**
- **Mr. Marcovitz asked Mr. Pastorius if there was a sign program for this building. Mr. Pastorius stated he was not aware of one.**
- **Mr. Sharma asked Mr. Clark if they would be repairing all the back ends when they take the existing sign down. Mr. Clark stated they will be taking it all away and they will be caulking the holes that are left.**
- **Mr. Sharma asked if it will match the background but it's not going to stick out. Mr. Clark stated they typically use a gray caulk and if you look close enough you'll be able to see that there's a difference but they'll do what's normal and customary as far as filling the holes.**

**MOTION: Mr. Midlik motioned to approve Case 23-08-41 as submitted.**

**Ms. Wales seconded the Motion.**

**No further discussion was presented.**

**Upon roll call, the Motion passed unanimously.**

**2. Case 23-08-42 2670 Creekside Drive – Arby’s signage – Garrett Poorman, G&G Sign Installation**

- **Mr. Poorman stated Arby’s is doing some renovations at the cosmetics on the front of their building so they are requesting to remove all the existing signs and monument side and replace them with new signs that are similar to the existing.**
- **Mr. Midlik asked how many signs will there be all together. Mr. Poorman stated there will be three building signs, one monument sign and then there are three directional signs that are enter/exit – double faced and one says drive through with an arrow.**
- **Ms. Wales’s asked how much of a change will the size be different, will they be brighter? Mr. Poorman stated everything that is being proposed will be just a little smaller than the existing square footage. He stated they try to reduce everything so they aren’t making it larger including the monument sign.**
- **Mr. Sharma asked if the changes they are proposing a national brand change across the country. Mr. Poorman stated yes it’s a boiler plate for all of them in the area.**
- **Mr. Poorman stated Arby’s has a set guideline that they all have to match this or as close as possible.**

**MOTION: Mr. Marcovitz motioned to approve Case 23-08-42, as submitted.**

**Mr. Sharma seconded the Motion.**

**No further discussion was presented.**

**Upon roll call, the Motion passed unanimously.**

**3. Case 23-08-43 8934 Darrow Road, Unit C101 – Studio Wish additional signage – Gilbert Macias, Fast Signs & Rowena Yeager, Business Owner**

- *Due to the Board Members convening around the table there was not adequate microphone coverage.*

**MOTION: Mr. Sharma motioned to approve Case 23-08-38, as submitted.**

**Number Eight submission that is an internally illuminated channel letters**

**Mr. Khatra seconded the Motion.**

**No further discussion was presented.**

**Upon roll call, the Motion passed unanimously.**

**Approval of Minutes: August 3, 2023**

**MOTION: Mr. Marcovitz motioned to approve the Architectural Review Board meeting minutes dated August 3, 2023, as submitted.**

**Ms. Wales seconded the Motion.**

**No further discussion presented.**

**Upon roll call, the Motion passed unanimously.**

**Additional Discussion:**

**Excuse Absent Members:**

**Adjournment:**

**MOTION: Mr. Sharma motioned to adjourn the meeting at 6:26pm.**

**Mr. Khatra seconded the Motion.**

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

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David Marcovitz, Chairman

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John Midlik, Secretary