

February 3, 2020

Held _____ 20 _____

1 Ms. Davis convened the Architectural Review Board meeting at 6:00 p.m. Present were
 2 Dale Couch, Joe Gregory, Christopher Mong, Christine Davis, Kelly McPherson and
 3 James Grigson. Dwayne Groll was absent. Also present were Shawna Gfroerer, Matt
 4 Springer and Clarissa Hunt from the Department of Community & Economic
 5 Development.

6
 7 The Board welcomed James Grigson, one of the newly appointed alternative voting
 8 members.

9
 10 **ELECTION OF OFFICERS**

11 Ms. Davis called for the election of new officers. Mr. Mong moved to nominated Kelly
 12 McPherson for Chair. Mr. Gregory second. All in favor. Ms. McPherson accepted the
 13 nomination as Chair. The motion carried.
 14

Board Member	Present	Motion	Second	Yea	Nay	Abstain
Dale Couch	X			X		
Christine Davis	X			X		
Joe Gregory	X		X	X		
Dwayne Groll						
Kelly McPherson	X			X		
James Grigson (alt.)	X					
Christopher Mong (alt.)	X	X		X		

15
 16 Ms. McPherson called for the election of Vice Chair. Ms. McPherson moved to
 17 nominated Dale Couch for Vice Chair. Ms. Davis second. All in favor. Mr. Couch
 18 accepted the nomination of Vice Chair. The motion carried.
 19

Board Member	Present	Motion	Second	Yea	Nay	Abstain
Dale Couch	X			X		
Christine Davis	X		X	X		
Joe Gregory	X			X		
Dwayne Groll						
Kelly McPherson	X	X		X		
James Grigson (alt.)	X					
Christopher Mong (alt.)	X			X		

20
 21 **REVIEW OF MINUTES**

22 Ms. McPherson asked for a motion to approve the December 2, 2019 meeting minutes.
 23 Ms. Davis made a motion to approve the December 2, 2019 meeting minutes. Mr.
 24 Couch second. Ms. McPherson asked for a vote. The motion carried.
 25

Board Member	Present	Motion	Second	Yea	Nay	Abstain
Dale Couch	X		X	X		
Christine Davis	X	X		X		
Joe Gregory	X			X		
Dwayne Groll						
Kelly McPherson	X			X		
James Grigson (alt.)	X					
Christopher Mong (alt.)	X			X		

26

**RECORD OF PROCEEDINGS
COPLEY TOWNSHIP ARCHITECTURAL REVIEW BOARD**

Minutes of

Meeting

PEAR GRAPHICS 800 375 8094 FORM NO 10148

February 3, 2020

Held _____ 20____

1 **Ms. McPherson asked for a motion to approve the January 6, 2020 meeting minutes.**
 2 **Mr. Mong made a motion to approve the January 6, 2020 meeting minutes. Mr.**
 3 **Gregory second. Ms. Davis asked for a vote. The motion carried.**
 4

Board Member	Present	Motion	Second	Yea	Nay	Abstain
Dale Couch	X			X		
Christine Davis	X			X		
Joe Gregory	X		X	X		
Dwayne Groll						
Kelly McPherson	X			X		
James Grigson (alt.)	X					
Christopher Mong (alt.)	X	X		X		

5
 6 **BUSINESS FROM THE DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT**
 7

8 Ms. Gfroerer provided an update on large commercial activities and stated that Omni Senior
 9 Living and Redwood Apartment Neighborhood are under construction. Arby's restaurant,
 10 Rothrock Road Mixed Use Compact Development District, Rothrock Road Multi-tenant Office
 11 Building and Studio B are all under review.

12
 13 For the small-mid commercial activities, Dan's Wholesale Carpet and Thomarios
 14 Construction are projects in progress.

15
 16 For small scale commercial projects, Vio Med Spa, Copley-Fairlawn Vet Clinic, The Sassy
 17 Sunflower Boutique, Capital Business Resources, The Town Tavern Expansion and Kintaro
 18 Restaurant are in progress.

19
 20 Ms. Gfroerer stated that the majority of activity in January consisted of Single Family Homes
 21 and Accessory Bldgs. The department processed 6 applications for a total investment of
 22 \$966,375.00 in the month of January.

23
 24 **NEW BUSINESS**

25
 26 **Ms. McPherson moved to the audience and recused herself from this project due to a**
 27 **potential conflict of interest.**

28
 29 **Applicant: Matthew Springer**
 30 **Business Name: Copley Township & Copley Community Improvement Corp.**
 31 **(CIC)**
 32 **Landowner: The Preserve at Miller's Farm HOA**
 33 **Property Address: Corner of SR18 & S Medina Line Rd.**
 34 **Property Location: Parcel #1702548**
 35 **Parcel Size: 1.8 Acres**
 36 **Zoning District: R-HD (Residential High Density)**
 37 **Proposal: Minor Site Plan-Subdivision Identification Sign**
 38

39 Ms. Gfroerer presented the application for Applicant, Matthew Springer, on behalf of
 40 Copley Township and the Community Improvement Corporation who is requesting
 41 permission to place a sign at the northwestern gateway of the Township. The
 42 northwestern gateway borders Bath Township and Granger Township-Medina
 43 County. This sign will be known as a Community Gateway Sign.

44
 45 The sign will be 24.5 square feet in text area, approximately 8' in overall height and located
 46 10' from the road right-of-way. The sign will be located on Permanent Parcel Number
 47 1702548 per an easement granted by The Preserve at Miller's Farm Homeowners
 48 Association.
 49

1 Ms. Gfroererr reviewed the Standards for Subdivision Signs as found in Article 8-Sign
2 Regulations, Section 8.06 Signs Permitted in All Zoning Districts with Zoning Certificate
3 D. Subdivision Identification.

4
5 The development for purposes of this standard is Copley Township. The Township is in
6 the process of adopting gateway
7 signs which are utilized to establish
8 boundaries and enhance community
9 identity. The Community
10 Improvement Corporation supports
11 this initiative under the adoption of
12 their Strategic Plan which includes an
13 Identity Goal aimed at projecting a
14 clear and positive identity of Copley
15 Township through the construction of
16 gateways at strategic township entry
17 points.

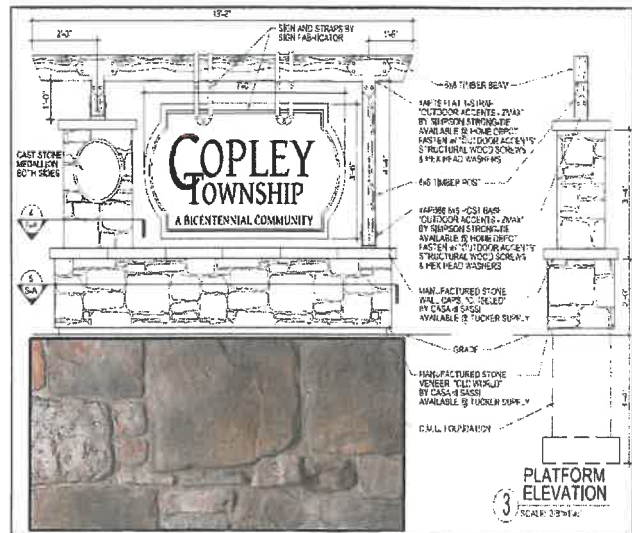


18
19 The Community Improvement
20 Corporation and the Copley
21 Township Board of Trustees voted to
22 adopt the proposed Gateway as
23 presented in this application.

24
25 The Zoning Inspector is requesting application of the following standards: Article 8-
26 Sign Regulations, Section 8.06 Signs Permitted in All Zoning Districts with Zoning
27 Certificate D. Subdivision Identification. Two (2) subdivision identification signs shall
28 be permitted per entrance into a subdivision or development, not to exceed thirty-
29 two (32) square feet each in sign area and located ten (10) feet from road right-of-
30 way. A subdivision identification sign may be erected and maintained in an "island"
31 or other part of a public road right-of-way.

32
33 The interior sign board will be comprised of HDPE recycled plastic. The sign board
34 face will be white with black text "Copley Township A Bicentennial Community" laser
35 engraved into the sign.

36
37 The sign board will be
38 fastened to a timber
39 wood beam mounted to
40 a timber wood post and
41 placed on a stone base.
42 The stone base will
43 consist of browns, reds
44 and beige stone work,
45 known as the "Old
46 World" stone style.



47
48 The sign will consist of
49 an inlay stone
50 medallion.

51
52 The sign will be fully
53 landscaped.

54
55 The sign will not be
56 illuminated at this time.

RECORD OF PROCEEDINGS
COPLEY TOWNSHIP ARCHITECTURAL REVIEW BOARD

Minutes of

Meeting

BEAR GRAPHICS 800 375-8094 FORM NO 10148

February 3, 2020

Held

20

- 1 Ms. Gfroerer reviewed all sign criteria as found in the Zoning Regulations.
2
3 a) *Are the proposed materials and finishes used to construct the sign sufficiently durable*
4 *to ensure minimum maintenance requirements for a reasonable period of time? YES*
5
6 b) *When a combination of signs is proposed, whether signs in addition to the primary*
7 *sign are being used to identify entryways into the building and/or additional services or*
8 *products available in the building, as, for example, signs identifying a bank or pharmacy*
9 *in a building which is primarily operated as a supermarket. NA*
10
11 c) *Is the proposed sign, or combination of signs, appropriately proportioned to the size,*
12 *shape and height of the façade on which it will be displayed? YES*
13
14 d) *Is the proposed sign or combination of signs, compatible with and complements the*
15 *design of the building it identifies in terms of materials, colors and design. YES*
16
17 e) *Does the proposed sign or combination of signs, use high-quality materials and*
18 *workmanship, and/or is of a unique design that exhibits imagination and inventiveness,*
19 *so as to make a positive visual contribution to the community. YES*
20
21 Ms. Gfroerer reviewed the criteria for Subdivision Identification Signs as found in the
22 Zoning Regulations.
23
24 f) The application shall include a statement explaining the manner in which the sign
25 will be permanently maintained, including responsible parties, sources of funds for
26 maintenance, repair, and replacement. ***Per the applicant: The Township's Gateway***
27 ***Sign will be maintained in perpetuity via cooperation of the Copley Chamber of***
28 ***Commerce, Copley Township and future community/civic groups. Sources of***
29 ***funding are secured within the Township's general fund.***
30
31 g) The application shall include a statement that the applicant understands, and
32 accepts for all future owners of the sign, the authority of the Zoning Inspector and the
33 entity responsible for the maintenance of the right-of-way to remove the sign or to
34 order the removal of the sign due to lack of maintenance or for other reasons of public
35 health, safety, and welfare. ***Per the applicant: The Township's Gateway Sign will be***
36 ***maintained in perpetuity via cooperation of the Copley Chamber of Commerce,***
37 ***Copley Township and future community/civic groups. Sources of funding are***
38 ***secured within the Township's general fund.***
39
40 h) *The application shall demonstrate that the materials and finishes which will be used*
41 *to construct the sign are sufficiently durable to ensure minimum maintenance*
42 *requirements for a reasonable period of time. YES*
43
44 i) *The application shall include written authorization to install and maintain the sign*
45 *from the entity responsible for operating and maintaining the right-of-way. Easement*
46 ***Provided.***
47
48 The Department of Community & Economic Development recommends approval.
49
50 **Mr. Couch asked if anyone would like to speak for or against this project.**
51
52 Matthew Springer, Copley Township Director of the Department of Community &
53 Economic Development, 1540 S. Cleveland-Massillon Rd.
54
55 Mr. Springer spoke to the materials for this project and stated that the sign will be
56 single sided with the potential to be lite in the future. Mr. Springer spoke to the
57 collaboration between the Township, the CIC and the Copley Chamber of Commerce.

February 3, 2020

Held _____ 20_____

1 A fundraiser was held earlier in the year and the proceeds will go toward landscaping
 2 of the sign. Mr. Springer thanked Ms. McPherson for volunteering her expertise and
 3 time designing the gateway signs for the Township.
 4

5 **Mr. Grigson asked why the sign will not be illuminated.** Mr. Springer stated that
 6 adding gateway signs has been a goal within the Land Use Plan for over ten years.
 7 With this first sign finally coming to fruition the CIC is looking to use this sign as an
 8 example to future signs although he will look into the possibility of lighting this sign.
 9

10 Mr. Springer spoke to the location of the sign, the angle and sight lines and the need
 11 to keep the sign out of ODOT's right-of-way.
 12

13 **Mr. Gregory asked if a Township logo, font and colors should be adopted first.**
 14 Mr. Springer stated that the font and colors will be consistent with the future signs
 15 although the Township logo may change in the future and since these signs may last
 16 for decades the CIC did not want to add something that might need to be changed.
 17

18 Ms. Gfroerer stated that the Township does not have design standards for colors or
 19 font.
 20

21 *Mr. Couch*
Ms. McPherson called for a motion. Mr. Gregory moved to approve the Copley
 22 **Township Community Gateway Development Sign as requested at 24.5 square**
 23 **feet in overall area, 8' in overall height and placed inside of the easement along**
 24 **SR18 as granted by The Preserve at Miller's Farm Homeowners Association**
 25 **with the contingency that future signs be consistent with this sign. Ms. Davis**
 26 **second. Ms. McPherson called for the vote. Motion carried.**
 27 *Mr. Couch*

Board Member	Present	Motion	Second	Yea	Nay	Abstain
Dale Couch	X			X		
Christine Davis	X		X	X		
Joe Gregory	X	X		X		
Dwayne Groll						
Kelly McPherson	X					RECUSE
James Grigson (alt.)	X					
Christopher Mong (alt.)	X			X		

28
 29 **Mr. Mong asked if the Township should set font and color standards.**
 30

31 **Mr. Gregory asked if it is in the ARB's purview to commission a Township logo**
 32 **and design standards for colors and font.**
 33

34 **Ms. Davis stated that she knows a couple of firms that may take this project pro**
 35 **bono.**
 36

37 **Mr. Mong stated that there would need to be consistency with all departments.**
 38

39 **Mr. Couch stated a starting point should be with the Trustees, they should have**
 40 **a voice with these issues.**
 41

42 Ms. Gfroerer spoke to the Board about the sign amortization clause and a future
 43 project setting guidelines so there is consistency within the Township.
 44

45 **Applicant: Jodi Crossley**
 46 **Business Name: The Sassy Sunflower**

February 3, 2020

Held _____

20 _____

1 **Landowner:** Copley Community Improvement Corporation (CIC)
 2 **Property Address:** 1463 S Cleveland Massillon Road
 3 **Property Location:** Parcel #1503348
 4 **Parcel Size:** 0.37 Acres
 5 **Zoning District:** C-GR (Commercial General Retail)
 6 **Proposal:** Minor Site Plan-Ground Sign
 7

8 Ms. Gfroerer presented the application for Applicant, Jodi Crossley, on behalf of The
 9 Sassy Sunflower, who is requesting to place a ground sign for the purpose of
 10 advertising her business, The Sassy Sunflower.

11
 12 The applicant is permitted a
 13 ground sign at 30 square feet in
 14 overall area and 6' in overall
 15 height. Per a previously
 16 approved variance, the sign may
 17 be placed 2' from the road right-
 18 of-way on S Cleveland-Massillon
 19 Road.
 20

Table 2 Permanent Ground Signs				
Building Setback	Maximum Number	Maximum Area	Maximum Height	Minimum Setback ^(a)
Building Setback <12 feet ^(a)	Not Permitted	Not Permitted	Not Permitted	Not Permitted
Building Setback >12 but <30 feet ^(a)	1 per lot ^(c)	30 sq. ft.	6 ft.	10 ft.
Building Setback 30 feet or more ^(b)	1 per lot ^(c)	40 sq. ft.	8 ft.	10 ft.
Entrance/Exit Signs	2 per driveway (1 in, 1 out)	2 sq. ft.	3.5 ft.	0
Instructional Signs	Shall be exempt from regulations when in compliance with Section 8.07 F.			
(a) Not permitted on the site when the building is setback less than 12 feet from the street right-of-way				
(b) From the street right-of-way				
(c) Except as otherwise permitted in Section 8.07 D 2 for lots that exceed 500 feet in street frontage				

21 The sign will be 11 square feet in
 22 overall area (40" x 40"), 6' in
 23 overall height and located 2'
 24 from the road right-of-way.
 25
 26

27 **Per a variance granted on November 19, 2008, the applicant may place the sign**
 28 **2' from the road right-of-way on S Cleveland-Massillon Road.**
 29



30
 31
 32
 33
 34
 35
 36
 37
 38
 39
 40
 41
 42
 43 The sign will be comprised of a circular shape, 40" x 40" in diameter, with a black
 44 background, the text "The Sassy Sunflower" in white and The Sassy Sunflower
 45 signature sunflowers depicted in yellow. The sign will be printed on all-weather
 46 material and mounted on a plastic sign board. The sign will be fasted to two white
 47 vinyl posts, 6' in overall height.

48
 49 The Sassy Sunflower is responsible for the purchase, installation and maintenance of
 50 the proposed ground sign. The Copley Community Improvement Corp. (owner) will
 51 maintain all surrounding landscaping as per the lease agreement.

February 3, 2020

Held _____

20 _____

1 The sign will not be illuminated at this
 2 time.

4 Ms. Gfroerer reviewed the sign criteria as
 5 found in the Zoning Resolution.

7 a) Are the proposed materials and finishes
 8 used to construct the sign sufficiently
 9 durable to ensure minimum maintenance
 10 requirements for a reasonable period of
 11 time? **YES**

13 b) When a combination of signs is proposed,
 14 whether signs in addition to the primary
 15 sign are being used to identify entryways into the building and/or additional services or
 16 products available in the building, as, for example, signs identifying a bank or pharmacy
 17 in a building which is primarily operated as a supermarket. **NA**

19 c) Is the proposed sign, or combination of signs, appropriately proportioned to the size,
 20 shape and height of the façade on which it will be displayed? **YES**

22 d) Is the proposed sign or combination of signs, compatible with and complements the
 23 design of the building it identifies in terms of materials, colors and design. **YES**

25 e) Does the proposed sign or combination of signs, use high-quality materials and
 26 workmanship, and/or is of a unique design that exhibits imagination and inventiveness,
 27 so as to make a positive visual contribution to the community. **YES**



29 The Department of Community & Economic Development recommends approval.

31 **Ms. McPherson asked if there were any questions.**

33 **Ms. McPherson expressed concern with the font size.**

35 **Ms. Davis stated the flowers were probably meant to be the identifiable feature
 36 on the sign given the business name.**

38 **Mr. Couch asked if the sign will be illuminated.** Ms. Gfroerer stated the sign will
 39 be illuminated in the future with an external ground light.

41 **Ms. McPherson called for a motion. Ms. Davis moved to approve the ground sign
 42 as requested at 11 square feet in overall area, 6' in overall height, and per a
 43 variance granted on November 19, 2008, the sign may be located 2' from the
 44 road right-of-way on S Cleveland-Massillon Road. Mr. Couch second. Ms.
 45 McPherson called for the vote. Motion carried.**

Board Member	Present	Motion	Second	Yea	Nay	Abstain
Dale Couch	X		X	X		
Christine Davis	X	X		X		
Joe Gregory	X			X		
Dwayne Groll						
Kelly McPherson	X			X		
James Grigson (alt.)	X					
Christopher Mong (alt.)	X			X		

RECORD OF PROCEEDINGS

COPLEY TOWNSHIP ARCHITECTURAL REVIEW BOARD

Minutes of

Meeting

BEAR GRAPHICS 800 325 8094 FORM NO 10148

February 3, 2020

Held _____ 20____

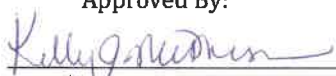
1 There was no Business from the Floor.

2

3 The next Architectural Review Board meeting is scheduled for March 2, 2020. With
4 no further business to come before the Architectural Review Board, Ms. McPherson
5 made a motion to adjourn the ARB meeting and the meeting was adjourned at 7:00
6 pm.

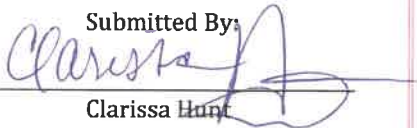
7

8 Approved By:

9 
10 _____

11 Kelly McPherson, Chair
12 Architectural Review Board
13

Submitted By:



Clarissa Hunt
Community & Economic Development