

**SIGN REVIEW BOARD
CITY OF WILLOUGHBY
FEBRUARY 26, 2018
REGULAR MEETING
MINUTES**

PRESENT: Jim Shannon; Tara Ward; Joseph Koskovics, Chairman

ABSENT: George Phillips; John Popelka

OTHERS: Vicki Grinstead, Secretary

Chairman Koskovics called the regular meeting to order at 5:57 p.m.

OLD BUSINESS

None

NEW BUSINESS

Lang Equipment

4425 Glenbrook Rd.

(Mr. Bill Lang, Owner)

(1) Non-illuminated flat wall sign

Mr. Bill Lang, Owner, Lang Equipment, 4425 Glenbrook Rd., Willoughby, OH is representing this application.

Mr. Lang stated the sign is hanging over the main door. The original rendering was 141” and he would like to reduce the size to six or eight feet maximum and it will be centered over the main door.

Mrs. Ward asked if they will be doing the installation themselves and Mr. Lang stated yes. Chairman Koskovics asked if there was any previous signage at this location and Mr. Lang stated no. He had painted the building area over the door black where the new signage will be installed. He stated that his company only uses the building for storage and they wanted to add signage to make the building look more professional.

Mrs. Ward had a concern with the applicant doing the installation himself because of mounting the individual pin letters that spell “EQUIPMENT” and that it may not look professional. She also explained that it may not be easy to install as the single box sign. Mr. Lang agreed to get some quotes from licensed sign contractors to hang the signage. The sign will not be installed until spring.

Mrs. Ward moved to accept the application as submitted with the stipulation that Mr. Lang obtain a licensed sign contractor to install the signage and the sign size will be no longer than eight feet; and any repair or cleaning of the building be completed before the installation of the new signage for Lang Equipment, 4425 Glenbrook Rd., Willoughby, OH and Mr. Shannon seconded.

ROLL CALL: Yeas: Jim Shannon; Tara Ward; Joseph Koskovics, Chairman
Nays: None
Absent: George Phillips; John Popelka

Motion Carried: APPROVED

**Sign Review Board
City of Willoughby
Regular Meeting Minutes
February 26, 2018**

MINUTES

Regular Meeting Minutes

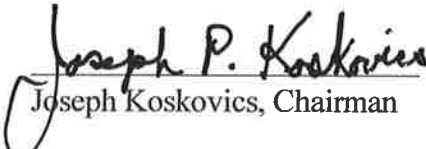
February 12, 2018


Mr. Shannon moved to approve the February 12, 2018 minutes as submitted and Mrs. Ward seconded.

ROLL CALL: Yeas: Tara Ward; Jim Shannon; Joseph Koskovics, Chairman
 Nays: None
 Absent: George Phillips; John Popelka

Motion Carried: APPROVED

There being no further business the regular meeting closed at 6:12 p.m.


Joseph Koskovics, Chairman


Vicki Grinstead, Secretary