

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

**PRESENT:** George Phillips; John Popelka; Tara Ward; Joseph Koskovics, Chairman  
**ABSENT:** Jim Shannon  
**OTHERS:** Vicki Grinstead, Secretary

**Chairman Koskovics called the regular meeting to order at 6:00 p.m.**

Mrs. Ward moved to untable the application for Starbucks and Mr. Popelka seconded.

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

**Motion Carried: UNTABLED**

**OLD BUSINESS**

**Starbucks**  
36575 Euclid Ave.  
(Rep.- Olivia Pridemore, Advanced Sign & Lighting)

**(6) Illuminated wall signs (D, E, F, x3, G)  
(7) Illuminated freestanding signs  
(A, B x2, C, I, J, K)  
(1) Illuminated monument sign (H)  
w/change of sign**

Ms. Olivia Pridemore of Advanced Sign and Lighting, is representing the application for Starbucks.

Chairman Koskovics stated the Board will vote on this application as a package. There are fourteen signs in total. Sign "A" is the exit signage. Sign "B" (x2) are instructional freestanding illuminated ground signs for the drive thru with the Starbucks logo and drive thru arrows. Sign "C" is an instructional freestanding illuminated pole sign for the drive thru clearance. Signs "D" and "E" are both illuminated flat Starbucks logo wall signs. Sign "F" (x3) are instructional flat illuminated wall signs for the drive thru with arrows in black and white. Sign "G" is an illuminated flat wall sign with white lettering and a green background. Sign "H" is an illuminated ground sign under the Red Robin sign; replacing the previous signage from Schlotsky's Deli. Mrs. Ward stated that any shadowing of the previous signage must be cleaned and repaired on the building and the ground sign and Mrs. Pridemore agreed. Sign "I" is an instructional illuminated freestanding ground menu board sign with no logo. Sign "J" is an instructional illuminated freestanding preorder menu sign. Sign "K" is an instructional illuminated freestanding DOS on canopy preorder menu sign.

Mr. Popelka moved to accept the application package as submitted for Starbucks, 36575 Euclid Ave., Willoughby, OH with the stipulation that any shadowing of the old signs must be cleaned and repaired and year round ground cover must be installed around the ground sign and Mr. Phillips seconded.



**Sign Review Board  
City of Willoughby  
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**Interstate Sq. Bldg./UH Hospital, KCC**  
4212 -4230 S.R. 306

**(1) Illuminated ground  
sign face replacement only**

Mr. Alex Gardner of Ellet Sign Co. is representing the application for Interstate Sq. Bldg./UH Hospital, KCC.

Mr. Gardner stated they are doing a face replacement for an existing internally illuminated sign. The sign has increased by two inches in height to accommodate the new face, which will slip over the existing signage. The sign currently has fluorescent tube lighting but will be retrofitted with LED lights. There is existing year ground cover of shrubbery around the base of the sign.

Mr. Phillips moved to accept the application as submitted for Interstate Sq. Bldg./UH Hospital, KCC, 4212 - 4230 S.R. 306, Willoughby, OH and Mr. Popelka seconded.

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

**Motion Carried:    APPROVED**

**MINUTES**

**Regular Meeting Minutes**

**March 12, 2018**

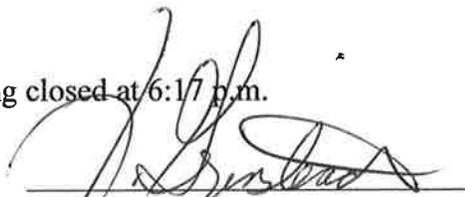
Mr. Popelka moved to approve the March 12, 2018 minutes as submitted and Mr. Phillips seconded.

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

**Motion Carried:    APPROVED**

There being no further business the regular meeting closed at 6:17 p.m.

  
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Joseph Koskovics, Chairman

  
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Vicki Grinstead, Secretary