

**SIGN REVIEW BOARD
CITY OF WILLOUGHBY
APRIL 8, 2019
REGULAR MEETING
MINUTES**

PRESENT: Tara Ward; John Popelka; George Phillips; Jim Shannon; Joseph Koskovics, Chairman

ABSENT: None

OTHERS: Vicki Grinstead, Secretary

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

OLD BUSINESS

None

NEW BUSINESS

There was no one present to represent Chiro CLE. Chairman Koskovics moved the applicant to the end of the agenda. Mr. Lewis arrived late to the meeting.

Willoughby-Eastlake Schools

4900 Shankland Blvd.
(Rep.- Mia Katz, TDA)

(3) Illuminated freestanding ground signs

Ms. Katz of ThenDesign Architecture (TDA) is representing Willoughby-Eastlake Schools.

Ms. Katz stated they would like to install three signs, one at each primary point of entry. There will be a sign on Shankland Rd., one on Euclid Ave. and one on Ridge Rd. She presented the Board with a slide presentation. The Shankland Rd. sign is on the north side of the high school entrance.

They did site diagram studies for each sign to make sure the positioning of the signs do not interfere with line of site for vehicles exiting the facilities.

The Shankland Rd. sign has a brick base that matches the brick on the building. They have a blue metal panel that matches the blue panel on the front of the high school. They also have some geometry that matches the curvature of the building. This sign identifies all of the entities within the campus which include Willoughby South High School, Middle School, YMCA and the Senior Center. Union Village is the branding for the campus and is representative of the partnership.

The lettering is dimensional and are back lit. There will be no digital message board on this sign.

Mrs. Ward said the lettering is white with a gray background and asked what color the Union Village lettering will be. Ms. Katz replied it will be a gray as well. Chairman Koskovics stated that year round ground cover is required at the base of all monument signs and Ms. Katz stated she understood. Ms. Katz said the Shankland sign is double-sided.

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The Ridge Rd. sign will be utilizing the existing brick base of the former middle school sign. They will only be replacing the upper sign portion. This sign is metal and identifies the YMCA and Senior Center main access points. It will be blue with white lettering below and white with blue lettering on the top for contrast. The sign will have spot lighting on the base and is double-sided.

The Euclid Ave. sign will be an all metal sign with no brick base. It will have a blue metal panel with white lettering and white with blue lettering for contrast for the top portion with Union Village. This sign identifies the YMCA, Senior Center and the Stadium. This is the primary entrance for the school stadium. This sign will have spot lighting at the base of the sign and is double-sided. All the signs will have the same font.

Chairman Koskovics asked that the spot light be focused so it will not cause issues with pedestrians or traffic and Ms. Katz agreed.

Mrs. Ward moved to accept the application as submitted for Willoughby-Eastlake Schools, 4900 Shankland Rd., Willoughby, OH 44094 for all three signs with the stipulation that year round ground cover is installed at the base of the signs and Mr. Shannon seconded.

ROLL CALL: Yeas: G. Phillips; J. Popelka; J. Shannon; T. Ward; J. Koskovics, Chairman
 Nays: None
 Absent: None

Motion Carried: APPROVED

Visia Properties
30841 Euclid Ave.
(Rep.- Mr. Jeff Kenyon)

**(1) Illuminated freestanding pole sign
w/face replacement only**

Mr. Kenyon is representing the application for Visia Properties.

Mr. Kenyon said they recently purchased this building and are renovating it. One of the items they want to improve is the sign in the front of the property. The existing sign is structurally sound, but the existing face is outdated and several of the tenants listed on the current sign are no longer in the building. The sign presented this evening lists the current tenants and their logos. The sign is the same height as the existing sign. He presented the Board with a new rendering (dated 4-8-19 @ 6:16 p.m.). They will be utilizing the existing electrical to illuminate the sign.

The steel pole will be painted brown. They will remove the existing skin and paint the entire box frame and put new aluminum on both sides of the sign. The top will be painted blue, the "peak" will be painted black and the background will be painted white. The logos are vinyl. Any new tenant face replacements must come before the Board. There is existing ground cover around the base of the sign which will remain.

Mr. Popelka moved to accept the application as submitted for Visia Properties, 30841 Euclid Ave., Willoughby, OH 44094 and Mr. Phillips seconded.

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ROLL CALL: Yeas: J. Popelka; J. Shannon; T. Ward; G. Phillips; J. Koskovics, Chairman
Nays: None
Absent: None

Motion Carried: APPROVED

38585 Jet Center Place
38585 Jet Center Place
(Rep.- Lou Belknap, Agile Sign & Lighting)

**(1) Non-illuminated freestanding
ground sign**

Mr. Belknap of Agile Sign & Lighting is representing the application for 38585 Jet Center Place.

Mr. Belknap is proposing a non-illuminated tenant panel sign for the new facility. Chairman Koskovics stated that year round ground cover is required around the base of the sign, but is concerned it will cover the text located on the base of the sign. Mr. Belknap said it would depend on what type of ground cover will be installed. They are aware of the ordinance and are currently doing landscaping for the building and will include the sign. They must come back before the Board for any face replacements for new tenants.

Mr. Phillips moved to accept the application as submitted for 38585 Jet Center Place, 38585 Jet Center Place, Willoughby, OH 44094 and Mr. Popelka seconded.

ROLL CALL: Yeas: J. Shannon; T. Ward; G. Phillips; J. Popelka; J. Koskovics, Chairman
Nays: None
Absent: None

Motion Carried: APPROVED

Chiro CLE
38669 Mentor Ave.
(Rep.-Steve Lewis, Bruce Custom Awnings)

(1) Illuminated awning sign

Mr. Lewis of Bruce Custom Awnings is representing Chiro CLE.

Mr. Lewis said they are utilizing existing electrical for the new canopy sign. They will remove the awning and replace the fabric in order to install the graphics. The graphics are not removable; therefore, they use a process called eradicating which strips away the green portion of the fabric and the light shines through the graphic. The graphic will appear white to match the other tenants in the building.

Mrs. Ward moved to accept the application as submitted for Chiro CLE, 38669 Mentor Ave., Willoughby, OH 44094 and Mr. Popelka seconded.

ROLL CALL: Yeas: T. Ward; G. Phillips; J. Popelka; J. Shannon; J. Koskovics, Chairman
Nays: None
Absent: None

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Motion Carried: APPROVED

MINUTES

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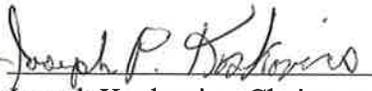
February 25, 2019

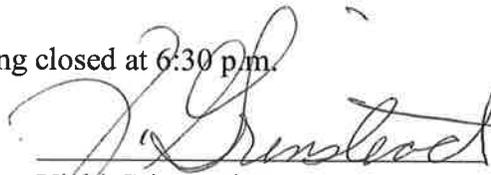
Mr. Shannon moved to approve the February 25, 2019 minutes as submitted and Mr. Phillips seconded.

ROLL CALL: Yeas: G. Phillips; J. Popelka; J. Shannon; J. Koskovics, Chairman
 Nays: None
 Absent: None
 Abstain: T. Ward

Motion Carried: APPROVED

There being no further business the regular meeting closed at 6:30 p.m.


Joseph Koskovics, Chairman


Vicki Grinstead, Secretary