

**SIGN REVIEW BOARD  
CITY OF WILLOUGHBY  
AUGUST 27, 2018  
REGULAR MEETING  
MINUTES**

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

**ABSENT:** George Phillips

**OTHERS:** Vicki Grinstead, Secretary

**Chairman Koskovics called the regular meeting to order at 5:55 p.m.**

**OLD BUSINESS**

**None**

**NEW BUSINESS**

**Fairway Glenn Development**

Lost Nation Rd.

(Rep.- David Wager, Palmieri Builders)

**(1) Illuminated freestanding  
ground sign**

Mr. Wager of Palmieri Builders is representing the application for the Fairway Glenn Development.

Mr. Wager is the Director of Land Acquisition and Development for Palmieri Builders. Chairman Koskovics asked Mr. Wager to explain to the Board about the solar illumination. Mr. Wager stated the solar lighting is comprised of a solar panel, battery pack and two LED lights. The solar panel is approximately 3' x 4'. The solar option will not require any extra payments from the Homeowners Association (HOA).

Chairman Koskovics asked where the solar panel would be located. Mr. Wager stated they usually leave that up to the company doing the installation. This panel will most likely be located outside of the island, behind the berm and will not be seen from the street. They position it where it will get the most sun exposure.

Chairman Koskovics asked if there will be ground cover added around the solar panel so that it is not an eye sore. Mr. Wager stated yes, they would like it to be attractive; however, they won't install anything that will block the solar panel. The backside of the panel will be completely landscaped.

Chairman Koskovics asked if the battery storage will be within the sign. Mr. Wager said no, it will be right against the column with the lamp on top, which will be hidden by shrubbery (referred to rendering).

Mr. Popelka asked what the maximum height of the solar panels would be. Mr. Wager replied they can be anywhere from 4 feet to 6 feet tall, at maximum height. It will be aimed toward the arc of the sun because during the winter period is when the batteries will need to be charged the most. They have found that most buyers like the solar lighting because of its energy efficiency.

Mr. Popelka asked if the solar panel will block any line of sight and Mr. Wager stated it would not. He said it is set back behind the berm.

Mr. Wager stated if the Board preferred he could install standard electrical, but the solar package is efficient and would not cost the homeowners any extra and is easier to install.

**Sign Review Board  
City of Willoughby  
Regular Meeting Minutes  
August 27, 2018**

Chairman Koskovics stated the Board's only concern is if it would be an eye sore, but as Mr. Wager has explained the batteries are contained in a box, but will the panels be seen from Lost Nation Rd. Mr. Wager stated it will not be seen from Lost Nation Rd. because the berm is 5-6 feet tall and will be planted.

Chairman Koskovics explained that Mr. Wager can amend his application if he would like to change it from solar to electrical and the Board can approve it on condition.

Chairman Koskovics stated there is a requirement for year round ground cover around the base of the sign.

Mr. Wager stated he wished to modify his application to have the option to use either solar or electrical; and with the conditional approval of the Board as previously stated.

Mrs. Ward stated the Board did not want to discourage the applicant from installing the solar option; as long as it is aesthetically pleasing and not an eye sore she has no objections.

Mrs. Ward moved to approve the application for the Fairway Glenn Development, Lost Nation Rd., Willoughby, OH as submitted with the stipulation that year round ground cover be installed at the base of the sign and the option to change to electrical instead of the solar option proposed based upon aesthetics and Mr. Shannon seconded.

Mr. Popelka stated the reason he voted no was he felt the application was incomplete in terms of the solar panel not be included on the rendering so they could see the dimensions and what it would look like.

ROLL CALL:       Yeas:    Tara Ward; Jim Shannon; Joseph Koskovics, Chairman  
                      Nays:    John Popelka  
                      Absent: George Phillips

**Motion Carried:    APPROVED**

**MINUTES**

**Regular Meeting Minutes**

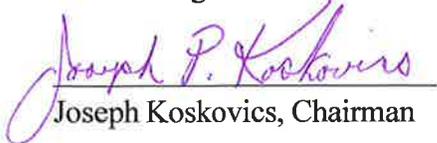
**July 23, 2018**

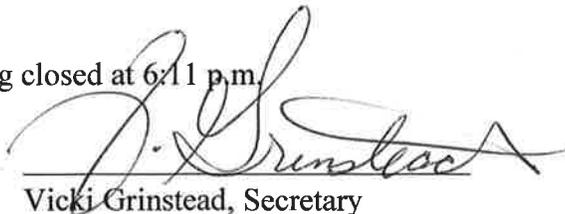
Mr. Popelka moved to approve the July 23, 2018 minutes as submitted and Mr. Shannon seconded.

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

**Motion Carried:    APPROVED**

There being no further business the regular meeting closed at 6:11 p.m.

  
Joseph Koskovics, Chairman

  
Vicki Grinstead, Secretary