

**SIGN REVIEW BOARD  
CITY OF WILLOUGHBY  
OCTOBER 28, 2019  
REGULAR MEETING  
MINUTES**

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

**ABSENT:** George Phillips

**OTHERS:** Vicki Grinstead, Secretary

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

**OLD BUSINESS**

**None**

**NEW BUSINESS**

**Sweet Peppers Bar & Grill**

38464 Lakeshore Blvd.

(Rep.- Suphaphan Phinyathanabat)

**(1) Illuminated projecting  
wall sign (face replacement)**

Ms. Phinyathanabat, Owner is representing the application for Sweet Peppers Bar & Grill.

Ms. Phinyathanabat said they only changed the face of the sign. Chairman Koskovics said this sign is already up and he reminded them they are supposed to come before the Board first. The Board had no questions.

Mr. Popelka moved to accept the sign package as submitted for Sweet Peppers Bar & Grill, 38464 Lakeshore Blvd., Willoughby, OH 44094 and Mr. Shannon seconded.

**ROLL CALL:** Yeas: J. Popelka; J. Shannon; T. Ward; J. Koskovics, Chairman

Nays: None

Absent: G. Phillips

**Motion Carried: APPROVED**

**Sheetz, Inc.**

6035 SOM Center Rd.

(Rep.- David Mastrostefano, PE, Sheetz)

**(8) Illuminated wall signs  
(1) Illuminated pylon sign,  
(4) Illuminated instructional signs,  
(1) Illuminated multi-tenant  
ground sign, face replacement  
(1) Illuminated multi-tenant high-  
rise, face replacement**

Mr. Mastrostefano, PE is representing the application for Sheetz, Inc.

**Sign Review Board  
City of Willoughby  
Regular Meeting Minutes  
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Mr. Mastrostefano entered into record Exhibit "A" (dated 10/28/19, 6:05 pm), he explained the rendering to the Board with included the panels to be replaced which he Board did not receive in their original packets for the multi-tenant sign (SOM Center and Maplegrove) and the high-rise sign by the freeway.

Chairman Koskovics asked if there were any other changes in the sign package. Mr. Mastrostefano said in the original packet there was a Summary of Signage (Exhibit "B") and there were two errors made which are less square footage than what was submitted. On the pylon sign (first two bullets) it is originally listed as 28.17 sq. ft. and it is actually 27.63 sq. ft. Also the box area of the price panel sign is listed as 121.64 sq. ft. and it is actually only 19.02 sq. ft. The rest of the packet is as submitted.

Mrs. Ward asked if the brick sign with the pricing is a ground sign and Mr. Mastrostefano said yes. He said it will sit on a concrete base and will surrounded by grass. Mrs. Ward said the city requires year round ground cover for ground signs. Mr. Mastrostefano said their landscape plan does call for landscaping around the sign and the plantings will also be mulched.

Chairman Koskovics went over all of the eight illuminated wall signs, the multi-tenant ground sign, face replacement only, multi-tenant high-rise sign, face replacement only, four auto diesel w/LED pricing and asked if there were any questions on the overall package all from the board and there were none.

Mr. Popelka moved to accept the sign package as submitted with the corrections noted for the square footage and with the stipulation that year round ground cover be installed at the base of the ground sign for Sheetz, Inc., 6035 SOM Center Rd., Willoughby, OH 44094 and Mrs. Ward seconded.

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

**Motion Carried:    APPROVED**

**MINUTES**

**Regular Meeting Minutes**

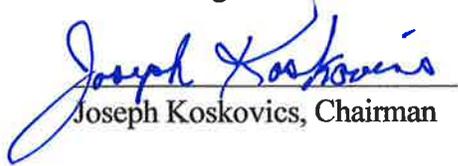
**September 23, 2019**

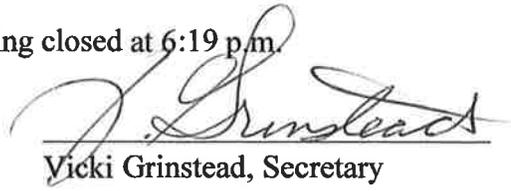
Mr. Popelka moved to approve the September 23, 2019 minutes as submitted and Mr. Shannon seconded.

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

**Motion Carried:    APPROVED**

There being no further business the regular meeting closed at 6:19 p.m.

  
Joseph Koskovics, Chairman

  
Vicki Grinstead, Secretary