

**SIGN REVIEW BOARD
CITY OF WILLOUGHBY
APRIL 16, 2018
SPECIAL MEETING
MINUTES**

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

This meeting was rescheduled from the 4/9/18 that was canceled.

Chairman Koskovics called the regular meeting to order at 6:03 p.m.

OLD BUSINESS

None

Chairman Koskovics stated there were only four members present this evening and the applicants needed three votes to pass their application requests. All five applicants wished to proceed.

NEW BUSINESS

AT&T
34808 Euclid Ave.
(Rep.- Jessica Ruff, Ruff Neon Signs)

**(1) Illuminated projecting wall sign,
(1) Illuminated ground sign,
face replacement only**

Ms. Jessica Ruff, Ruff Neon Signs is representing the application for AT&T.

Ms. Ruff stated they are proposing a set of illuminated channel letters for the wall sign on the front of the building which will replace the existing letters. AT&T has a new logo with all capital letters instead of the lower case. Chairman Koskovics stated they will vote on the application as a package. They are also doing a face replacement on the ground sign. Mrs. Ward asked what color the background was on the ground sign face replacement and Ms. Ruff replied a dark gray and it will also be translucent.

Mrs. Ward moved to accept the application package as submitted for AT&T, 34808 Euclid Ave., Willoughby, OH and Mr. Popelka seconded.

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

Motion Carried: APPROVED

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Sugar Bowl Pho & Bakery
34912 Ridge Rd.
(Rep.- Aldo Dure, Be Next Awnings & Graphics)

**(1) Illuminated flat wall sign
(1) Illuminated ground sign,
face replacement only**

Mr. Aldo Dure, Be Next Awnings & Graphics is representing the application for Sugar Bowl Pho & Bakery.

Mr. Dure stated the wall sign was a new design with cut-out PVC lettering with goose neck lighting. The sign will be three dimensional. The Board had no other questions for the applicant.

Mr. Popelka moved to accept the application package as submitted for Sugar Bowl Pho & Bakery, 34912 Ridge Rd., Willoughby, OH and Mr. Phillips seconded.

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

Motion Carried: APPROVED

TJ Maxx
35101 Euclid Ave.
(Rep.- Melinda Arko, Agile Sign & Lighting)

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

Mrs. Melinda Arko, Agile Sign & Lighting is representing the application for TJ Maxx.

Chairman Koskovics stated it is a freestanding illuminated pylon sign and Mrs. Arko agreed. The Board had no other questions for the applicant.

Mr. Phillips moved to accept the application as submitted for TJ Maxx, 35101 Euclid Ave., Willoughby, OH and Mr. Popelka seconded.

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

Motion Carried: APPROVED

Zapp's Comics and Toys
37936 Vine St.
(Rep.- Hal Polcari, Owner)

(1) Non-illuminated flat wall sign

Mr. Hal Polcari, Owner is representing the application for Zapp's Comics and Toys.

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Chairman Koskovics stated the applicant is seeking approval for a flat non-illuminated wall sign which is already in place and Mr. Polcari stated yes. Chairman Koskovics stated the application is marked one of two wall signs. Mr. Polcari stated he removed one of the signs which was not permitted. The Board will be voting on only one wall sign.

Mr. Popelka quoted C.O. 1163.09(a) which states "The lettering shall be large enough to be easily read but not overly large or out of scale with the building or site". He stated the letter "a" and the two "p" letters are not closed and are hard to read driving by at 25-30 mph. Mrs. Ward asked if this is the logo he uses on all of his branding and Mr. Polcari stated yes. Mr. Polcari agreed to make the letters bold and to outline the letters so they are easier to read. Chairman Koskovics stated the "comics and toys" portion of the sign can be easily read and identifies the type of business, but the company name is difficult to read.

Mrs. Ward moved to accept the application as submitted with the stipulation that the letters be touched up to be easily read for Zapp's Comics and Toys, 37936 Vine St., Willoughby, OH and Mr. Phillips seconded.

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

Motion Carried: APPROVED

Arby's
34635 Euclid Ave.
(Rep.-Dale Rummell, Cresthill Development)

- (2) Illuminated flat wall signs**
- (2) Illuminated freestanding pole signs
w/face replacements**
- (1) Illuminated instructional sign**

Mr. Dale Rummell of Cresthill Development, 620 Canal Rd., Dover, OH 44622 is representing the application for Arby's. Mr. Rummell is a third party corporation that Arby's hires to coordinate their stores.

Chairman Koskovics stated the Board should vote on this application as a package.

Mrs. Ward asked if Item #1 (illuminated flat wall sign) had a black outline around the white letters and Mr. Rummell stated yes but it is a gray outline. Item #2 (second illuminated flat wall sign; 66' wall logo) the Board had no questions on.

Items #3 & 4 which is an illuminated freestanding pole sign and consists of the "hat" sign and the changeable message display face replacement. The poles will remain but the reader board and the "hat" sign are new. The only change in regard to the "hat" sign is the "hat" is shorter than the previous signage. The poles will be scraped and repainted.

Item #5 is an illuminated directional sign for the Drive Thru. The Board had no other questions on this sign.

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Mr. Popelka moved to accept the application package as submitted for Arby's, 34635 Euclid Ave., Willoughby, OH and Mrs. Ward seconded.

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

Motion Carried: APPROVED

MINUTES

Regular Meeting Minutes

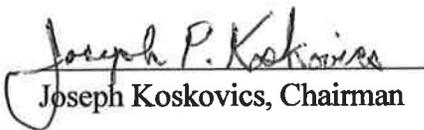
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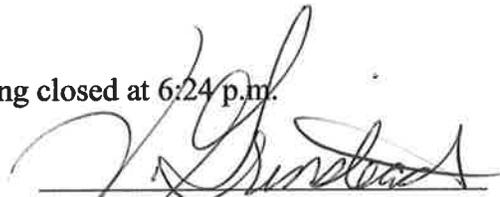
Mr. Popelka moved to approve the March 26, 2018 minutes as submitted and Mr. Phillips seconded.

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

Motion Carried: APPROVED

There being no further business the regular meeting closed at 6:24 p.m.


Joseph Koskovics, Chairman


Vicki Grinstead, Secretary