

**SIGN REVIEW BOARD  
CITY OF WILLOUGHBY  
MAY 11, 2020  
REGULAR MEETING  
MINUTES**

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

**ABSENT:** Jim Shannon

**OTHERS:** Vicki Grinstead, Secretary

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

**OLD BUSINESS**

None

**NEW BUSINESS**

**Breakthrough Assembly**

38600 Lakeshore Blvd.

(Rep.- Bill Budziak, Signs n' Stuff)

**(1) Non-illuminated flat wall sign**

Mr. Budziak of Signs n' Stuff, is representing the application for Breakthrough Assembly.

Chairman Koskovics said this application is for one non-illuminated flat wall sign, which is 32 sq. ft. He said there was no sign in this location previously. He said there was a banner there, but no permanent signage. Chairman Koskovics asked each Board member if they had any questions or concerns and there were none.

Mr. Phillips moved to accept the sign package as submitted, for Breakthrough Assembly, 38600 Lakeshore Blvd., Willoughby, OH 44094 and Mr. Popelka seconded.

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

Nays: None

Absent: J. Shannon

**Motion Carried: APPROVED**

**Willo Wash**

5000 SOM Center Rd.

(Rep.- Ryan Krahe, Operations Manager)

**(1) Illuminated pole sign,  
face replacement**

Mr. Ryan Krahe and Mr. Rick Krahe are representing the application for Willo Wash.

Chairman Koskovics said this application is for one illuminated pole sign with face replacement only. Chairman Koskovics asked each Board member if they had any questions or concerns and there were none.

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Mr. Popelka moved to accept the sign package as submitted, for Willo Wash, 5000 SOM Center Rd., Willoughby, OH 44094 and Mrs. Ward seconded.

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

**Motion Carried:    APPROVED**

**Wing Stop**

35535 Euclid Ave.  
(Rep.- Dan Bertke, Archer Sign)

- (1) Illuminated wall sign,**
- (1) Non-illuminated freestanding sign,**
- face replacement,**
- (1) Non-illuminated window sign**

Mr. Bertke is representing the application for Wing Stop.

Chairman Koskovics said in this application there is one illuminated wall sign, one non-illuminated freestanding sign with face replacement and one non-illuminated window sign. He suggested the Board vote on this as a package.

Mrs. Ward asked if there was a previous sign. Mr. Bertke said there was but the building soffit was painted and the signs have already been installed. Chairman Koskovics asked the rest of the Board members if they had any questions or concerns and there were none.

Mr. Popelka moved to accept the sign package as submitted for Wing Stop, 35535 Euclid Ave., OH 44094 with the stipulation that if there were any remaining remnants or shadowing from the previous signage, that it is repaired and painted and Mr. Phillips seconded.

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

**Motion Carried:    APPROVED**

**Allstate**

4853 Robinhood Dr.  
(Rep.- Dave Detar, Sign Erectors, Inc.)

- (1) Illuminated wall sign,**
- (1) Non-illuminated window sign**

Mr. Detar is representing the application for Allstate.

Chairman Koskovics said in this application there is one illuminated wall sign and one non-illuminated window sign and suggested the Board vote on this as a package.

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Mrs. Ward said from the rendering it looks like there is currently no sign on the building and no shadowing from a previous sign. Chairman Koskovics asked the rest of the Board members if they had any questions or concerns and there were none.

Mrs. Ward moved to accept the sign package as submitted for Allstate, 4853 Robinhood Dr., OH 44094 and Mr. Popelka seconded.

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

**Motion Carried:    APPROVED**

**MINUTES**

**Regular Meeting Minutes**

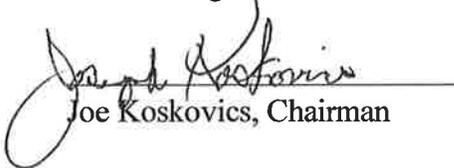
**March 9, 2020**

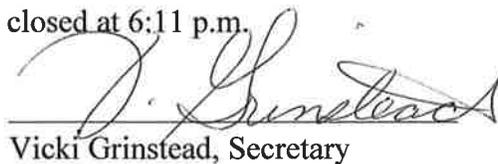
Mr. Popelka moved to approve the minutes of March 9, 2020 as submitted and Mrs. Ward seconded.

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

**Motion Carried:    APPROVED**

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

  
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Joe Koskovics, Chairman

  
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Vicki Grinstead, Secretary