

**DESIGN REVIEW BOARD
CITY OF WILLOUGHBY
REGULAR MEETING MINUTES
DECEMBER 1, 2021 @7:00 p.m.**

PRESENT: Adam Brown; Dan Volpe; Bill Henrich; John Perkovich, Chairman
ABSENT: Paul Garcia
OTHERS: Vicki Grinstead, Secretary

Chairman Perkovich called the meeting to order at 7:00 p.m.

OLD BUSINESS

None

NEW BUSINESS

Reboot Cycle & Sculpt Studio
4041 Erie St.
(Rep.- Lacey Latkovic, Owner)

**(5) Non-illuminated
window signs**

Ms. Latkovic, Owner of Reboot Cycle & Sculpt Studio is representing this application for signage.

Ms. Latkovic said she has been in business approximately three months. She apologized for not coming before the board for approval first because she was unaware of the city procedures. Her signs are already installed on her windows. She said she will pull off two lower decals and add a similar Reboot Cycle & Sculpt sign to fit within the required perimeters of 25% for each front facing window. She said her understanding is the flag decal on the window is not a part of this submittal and the door decals were not an issue as far as size. The large Reboot “stamp” that is spanning the three windows will be removed and replaced with a smaller version.

Chairman Perkovich said he drove by, and he likes the signage and said it will look nice once it is reduced.

Ms. Latkovic said the sign will remain white and there is a black film that goes underneath it to secure the signage to the glass. She is hoping to repurpose the existing window sign somewhere inside the building.

Mr. Henrich moved to approve (5) non-illuminated window signs for Reboot Cycle & Sculpt Studio, 4041 Erie St., Willoughby, OH 44094 as submitted and Mr. Brown seconded.

ROLL CALL: Yeas: Mr. Henrich; Mr. Brown; Mr. Volpe; Chairman Perkovich
Nays: None
Absent: Mr. Garcia

Motion Carried: Approved

**Design Review Board
City of Willoughby
Regular Meeting Minutes
December 1, 2021**

There was no one present to represent this application.

The board agreed this was a nice presentation and hopes more applicants will present more thorough submissions. Mr. Henrich asked if this project had to go through other boards. Mrs. Grinstead said yes, they must obtain Board of Zoning Appeal and Planning Commission approvals before they can proceed to this board.

Social Tavern DTW
4027 Erie St.
(Rep.- Joseph Hanna, Architect)

**Storefront and rear patio
renovations**

Mr. Brown moved to table the application for Social Tavern DTW, 4027 Erie St., Willoughby, OH and Mr. Henrich seconded.

ROLL CALL: Yeas: Mr. Brown; Mr. Volpe; Mr. Henrich; Chairman Perkovich
Nays: None
Absent: Mr. Garcia

Motion Carried: Tabled

MINUTES

November 3, 2021

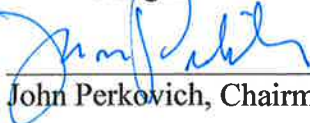
Chairman Perkovich said there was a typo on the first page that would be corrected.

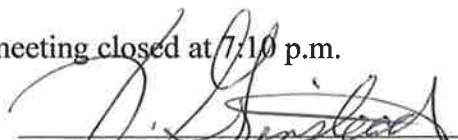
Mr. Volpe moved to approve the Design Review Board meeting minutes as amended for November 3, 2021 and Mr. Henrich seconded.

ROLL CALL: Yeas: Mr. Volpe; Mr. Henrich; Chairman Perkovich
Nays: None
Absent: Mr. Garcia
Abstain: Mr. Brown

Motion Carried: Approved

There being no further business the regular meeting closed at 7:10 p.m.


John Perkovich, Chairman


Vicki Grinstead, Secretary