

**DESIGN REVIEW BOARD
CITY OF WILLOUGHBY
REGULAR MEETING MINUTES
JANUARY 7, 2026 @7:00 p.m.**

PRESENT: Amy Bell; Adam Brown; Nicole Parker; Paul Garcia; John Perkovich, Chairman

ABSENT: None

OTHERS: Vicki Grinstead, Secretary

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

OLD BUSINESS

None

NEW BUSINESS

Grosel Industrial Sales, Inc.

38030 Second St.

(Rep.- Dean Grosel, Owner)

(1) Non-illuminated wall sign

Mr. Grosel proposed installing a 2'x2' non-illuminated sign on the exterior of their building.

Chairman Perkovich noted the sign is constructed of ½-inch wood with a printed face and double border and expressed no objections. Mr. Garcia suggested a frame but, given the sign's size, raised no concerns. No further comments were offered by the board.

Mr. Brown moved to approve an (1) non-illuminated wall sign for the Grosel Industrial Sales, Inc., 38030 Second St., Willoughby, OH 44094 as submitted and Mrs. Bell seconded.

ROLL CALL: Yeas: Mrs. Bell; Mr. Garcia; Mr. Brown; Ms. Parker; Chairman Perkovich
 Nays: None
 Absent: None

Motion Carried: APPROVED

Design Review Board

**Election – 2026
Chairman
Vice Chairman
Secretary**

**City of Willoughby
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Mr. Garcia moved to nominate Mr. Perkovich as Chairman of the Design Review Board for year 2026 and Ms. Parker seconded. There were no other nominations.

ROLL CALL: Yeas: Mr. Garcia; Mr. Brown; Ms. Parker; Mrs. Bell; Chairman Perkovich
 Nays: None
 Absent: None

Motion Carried: APPROVED

Mr. Garcia moved to elect Mr. Perkovich for Chairman of the Design Review Board for year 2026 and Ms. Parker seconded.

ROLL CALL: Yeas: Mr. Brown; Ms. Parker; Mrs. Bell; Mr. Garcia; Chairman Perkovich
 Nays: None
 Absent: None

Motion Carried: APPROVED

Mr. Brown moved to nominate Mr. Garcia as Vice Chairman of the Design Review Board for year 2026 and Ms. Parker seconded. There were no other nominations.

ROLL CALL: Yeas: Ms. Parker; Mrs. Bell; Mr. Garcia; Mr. Brown; Chairman Perkovich
 Nays: None
 Absent: None

Motion Carried: APPROVED

Mr. Brown moved to elect Mr. Garcia for Vice Chairman of the Design Review Board for year 2026 and Ms. Parker seconded.

ROLL CALL: Yeas: Mrs. Bell; Mr. Garcia; Mr. Brown; Ms. Parker; Chairman Perkovich
 Nays: None
 Absent: None

Motion Carried: APPROVED

Ms. Parker moved to nominate Mrs. Grinstead as Secretary of the Design Review Board for year 2026 and Mrs. Bell seconded. There were no other nominations.

ROLL CALL: Yeas: Mr. Garcia; Mr. Brown; Ms. Parker; Mrs. Bell; Chairman Perkovich
 Nays: None

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Absent: None

Motion Carried: APPROVED

Mr. Garcia moved to elect Mrs. Grinstead for Secretary of the Design Review Board for year 2026 and Ms. Parker seconded.

ROLL CALL: Yeas: Mr. Brown; Ms. Parker; Mrs. Bell; Mr. Garcia; Chairman Perkovich
Nays: None
Absent: None

Motion Carried: APPROVED

MINUTES

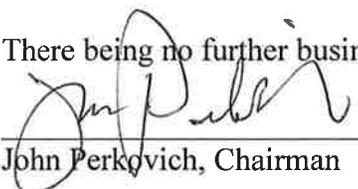
December 3, 2025

Mr. Garcia moved to approve the Design Review Board minutes for December 3, 2025 as submitted and Mr. Brown seconded.

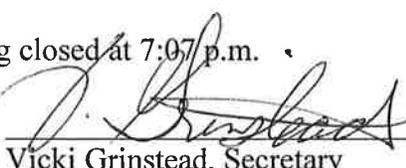
ROLL CALL: Yeas: Ms. Parker; Mrs. Bell; Mr. Garcia; Mr. Brown; Chairman Perkovich
Nays: None
Absent: None

Motion Carried: APPROVED

There being no further business the regular meeting closed at 7:07 p.m. •



John Perkovich, Chairman



Vicki Grinstead, Secretary