

**DESIGN REVIEW BOARD
CITY OF WILLOUGHBY
REGULAR MEETING MINUTES
JULY 3, 2024 @7:00 p.m.**

PRESENT: Adam Brown; Bill Henrich; Paul Garcia, Vice Chairman

ABSENT: John Perkovich, Chairman

OTHERS: Vicki Grinstead, Secretary

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

OLD BUSINESS

This item remains tabled

38295 Prospect St.

(Rep.- Larry Puskas, City of Willoughby)

**Update on progress
of dilapidated home
(Barringer residence)**

This item remains tabled

Fungry

38126 Third St.

(Rep.- John Vunovich)

Wall sign

NEW BUSINESS

Then Design Architecture (TDA)

4230 River St.

(Rep.- Jeff Henderson, TDA)

**Outdoor patio improvements,
knee wall & landscaping**

Mr. Henderson of TDA is representing the application for outdoor patio improvements, knee wall and landscaping for Then Design Architecture (TDA), 4230 River St., Willoughby, OH 44094.

Mr. Henderson said this is an enhancement of their outdoor patio on the backside of the building. They wanted to create a finished edge to allow for some landscaping. There are townhomes going up adjacent to this patio, but screening is not their total goal. He said they have not determined all of the landscape material but the renderings show lower plant material and their intention is not to install a screen wall but is more for the employees to enjoy. They may also install some annuals.

Vice Chairman Garcia has no issues with this design and said they always do a nice job and if it is anything like the rendering then it will be nice. Mr. Henrich agreed and said it will be visible to the future neighbors, so they will appreciate it. Mr. Henderson clarified that the wall will be 3' in height and 6' long.

Vice Chairman Garcia informed Mr. Henderson that this is normally a five person board but one member is no longer with the board and one member is absent this evening and he would need all three votes in favor to pass their proposal and asked Mr. Henderson if he wished to proceed and he said yes.

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Mr. Henrich moved to approve outdoor patio improvements, knee wall and landscaping for Then Design Architecture, 4230 River St., Willoughby, OH 44094 as submitted and Mr. Brown seconded.

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

Motion Carried: APPROVED

Willogrove LLC

37411 Grove Ave.

(Rep.- James Vacey-Signature Sign)

Illuminated ground sign

Mr. Vacey of Signature Sign is representing the application for an illuminated ground sign for Willogrove LLC, 37411 Grove Ave., Willoughby, OH 44094.

Mr. Vacey said the sign has a masonry foundation and the sign is on top of that. The cabinet is 9'6" width and 26" tall and is comprised of fabricated aluminum and is doubled-sided. There are 3" letters that are backlit and they chose a lower Kelvin LED bulb, which is 3,500 Kelvins so it is a warm color. On other signs you would typically see 6,500 or 7,100k which is a bluer bright light. They wanted a warm glowing light that does not shine out and is all backlit. He referred to the rendering that shows what the sign would look like lit up at night with the softer LED. He said the site plan, included in the package, shows the setback of the sign, and they have followed the setback requirements.

Vice Chairman Garcia said it is a nicely done project and he has no issues. Mr. Henrich said they usually ask for a dimmer switch. Vice Chairman Garcia said since this sign has a lower lumen bulb then he does not have an issue with it, however they have asked for it for larger signs, in case there are illumination issues. Mr. Vacey said he does not believe it is needed but agreed to install it even though it would add an extra cost to the sign.

Mr. Henrich said year-round cover is a city ordinance requirement for all ground signs and these can be shrubs or something green all year-round; this does not include grass or mulch. Mr. Henrich said it is a beautiful sign.

Mr. Henrich moved to approve an illuminated ground sign for Willogrove LLC, 37411 Grove Ave., Willoughby, OH 44094 as submitted but with the stipulation that year-round ground cover is installed at the base of the sign and a dimmer switch is added and Mr. Brown seconded.

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

Motion Carried: APPROVED

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MINUTES

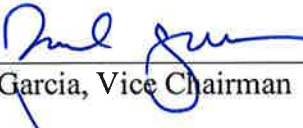
June 5, 2024

Mr. Brown moved to approve the Design Review Board minutes for June 5, 2024 as submitted and Mr. Henrich seconded.

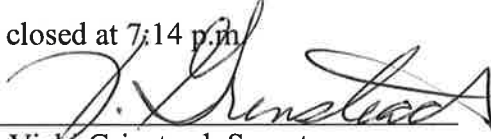
ROLL CALL: Yeas: Mr. Henrich; Mr. Brown; Mr. Garcia, Vice Chairman
 Nays: None
 Absent: Chairman Perkovich

Motion Carried: APPROVED

There being no further business the regular meeting closed at 7:14 p.m.



Paul Garcia, Vice Chairman



Vicki Grinstead, Secretary