

**DESIGN REVIEW BOARD**  
**CITY OF WILLOUGHBY**  
**REGULAR MEETING**  
**SEPTEMBER 3, 2025 @7:00 p.m.**  
**AGENDA**

*This meeting of the Design Review Board will be conducted in-person and via ZOOM. It is recommended to use the Google Chrome browser and be sure to click join with audio. If you wish to listen or watch only, download the Zoom App on your Smart Phone or Computer and enter the meeting ID number or go to <https://zoom.us/join> and enter the meeting ID number 833 2268 0164. To listen only, please dial 1-312-626-6799 or 1-929-205-6099 and enter meeting ID number 833 2268 0164.*

**OLD BUSINESS**

None

**NEW BUSINESS**

**Jan Hundt**  
4320 River St.

**Replacing side deck flooring**

**Parlor Room**  
38091 Euclid Ave.  
(Rep.- Alexandria Teachout, Owner)

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

**Trinity Lutheran Church**  
37728 Euclid Ave.  
(Rep.-Jessica Ruff, Ruff Neon & Lighting)

**(1) Illuminated ground sign**

**Probuilt Homes**  
4287 Campus Lane/Sublot #6  
(Rep.- Bob Myers, Probuilt Homes)

**New single family residence**

**The Enclave at Literary Pointe, Ph. II**  
4317 Center St.  
(Rep.- Bob Myers, Probuilt Homes)

**Two 3-story duplex buildings**

**MINUTES**

**August 6, 2025**