

**SIGN REVIEW BOARD
CITY OF WILLOUGHBY
FEBRUARY 8, 2021
REGULAR MEETING
MINUTES**

PRESENT: John Popelka; Tara Ward; Jim Shannon; George Phillips; Joseph Koskovics, Chairman
ABSENT: None
OTHERS: Vicki Grinstead, Secretary

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

OLD BUSINESS

None

NEW BUSINESS

Sheetz, Inc.
4145 S.R. 306
(Rep.- Ryan Balko, Sheetz, Inc.)

**(1) Illuminated freestanding
ground sign**

Mr. Balko of Sheetz is representing his sign application.

Mr. Balko said this is the final sign for which they are seeking approval. They have been in front of this Board previously for the rest of the sign package. Mr. Balko shared his screen and showed the Board the signage map and explained the placement of the sign. They needed to obtain a variance from the Board of Zoning Appeals for this second freestanding sign, which they have received. He said they had a unique circumstance where the former Days Inn had a highway sign they proposed to repurpose and reuse, which was previously approved. As a result, the freestanding sign, they are proposing at their full-access curb cut on S.R. 306, required a variance.

Mr. Balko said this is a traditional gas sign. The sign includes the unleaded gas and diesel fuel prices, and has a brick façade and base with bronze metal cladding with the Sheetz head sign on the top. The sign meets all city code requirements.

Chairman Koskovics asked the Board if there were any questions and there were none.

Mrs. Ward moved to accept the sign application package as submitted with the stipulation that year-round ground cover is installed at the base of the sign for Sheetz, Inc., 4145 S.R. 306, Willoughby, OH 44094 and Mr. Phillips seconded.

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

Motion Carried: Approved

**Sign Review Board
City of Willoughby
Regular Meeting Minutes
February 8, 2021**

MINUTES

Mrs. Ward said the date at the very top of the minutes says 2020 and should be 2021. Mrs. Grinstead will change the date.

Regular Meeting Minutes

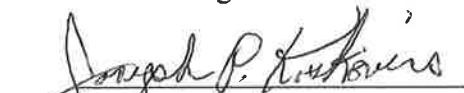
January 25, 2021

Mr. Popelka moved to accept the meeting minutes of January 25, 2021 as corrected and Mr. Shannon seconded.

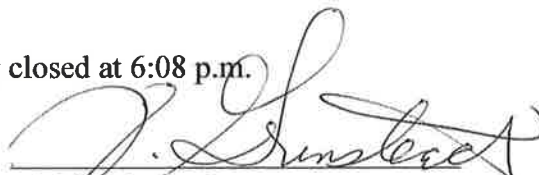
ROLL CALL: Yeas: J. Popelka; J. Shannon; T. Ward; G. Phillips; J. Koskovics, Chairman
 Nays: None
 Absent: None

Motion Carried: Approved

There being no further business the regular meeting closed at 6:08 p.m.



Joe Koskovics, Chairman



Vicki Grinstead, Secretary