

**SIGN REVIEW BOARD
CITY OF WILLOUGHBY
MARCH 10, 2025
REGULAR MEETING
MINUTES**

PRESENT: Josephine Begin; Tara Ward; William Palmer, Vice Chairman

ABSENT: Sophia Jones; Joseph Koskovics, Chairman

OTHERS: Vicki Grinstead, Secretary

Vice Chairman Palmer called the regular in-person meeting to order at 5:58 p.m.

OLD BUSINESS

None

NEW BUSINESS

Chagrin River Walk III

38501 Mentor Ave.

(Rep.- Iliana Kazandziev, Agile Sign & Light Maintenance)

**(1) Non-illuminated freestanding
ground sign**

There was no one present to represent this sign. Chairman Koskovics authorized the board to proceed without the applicant present as long as there were no issues. Vice Chairman Palmer asked the board to review the project and asked if there were any questions. The board had no questions on this sign.

Ms. Ward moved to accept (1) non-illuminated freestanding ground sign for Chagrin River Walk III, 38501 Mentor Ave., Willoughby, OH 44094 as submitted but with the stipulation that year-round ground cover is installed at the base of the sign and Ms. Begin seconded.

ROLL CALL: Yeas: J. Begin; T. Ward; W. Palmer, Vice Chairman

Nays: None

Absent: S. Jones; J. Koskovics, Chairman

Motion Carried: Approved

MINUTES

Regular Meeting Minutes

February 10, 2024

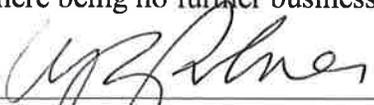
Ms. Begin moved to accept the Sign Review Board meeting minutes of February 10, 2024 as submitted and Ms. Ward seconded.

**Sign Review Board
City of Willoughby
Regular Meeting Minutes
March 10, 2025**

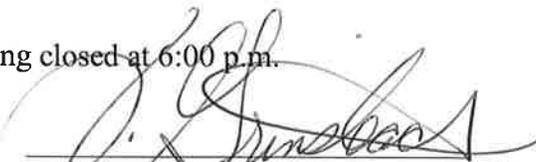
ROLL CALL: Yeas: T. Ward; J. Begin; W. Palmer, Vice Chairman
 Nays: None
 Absent: S. Jones; J. Koskovics, Chairman

Motion Carried: Approved

There being no further business the regular meeting closed at 6:00 p.m.



William Palmer, Vice Chairman



Vicki Grinstead, Secretary