

**SIGN REVIEW BOARD  
CITY OF WILLOUGHBY  
MARCH 11, 2024  
REGULAR MEETING  
MINUTES**

**PRESENT:** Tara Ward; Sophia Jones; Joseph Koskovics, Chairman

**ABSENT:** William Palmer; George Phillips

**OTHERS:** Vicki Grinstead, Secretary

Chairman Koskovics called the regular in-person meeting to order at 6:01 p.m.

**OLD BUSINESS**

*This item remains tabled until a full board is present*

**Sign Review Board**

**Election – 2024**

**Chairman**

**Vice Chairman**

**Secretary**

**NEW BUSINESS**

**Raising Cane’s**

5051 SOM Center Rd.

(Rep.- Jenn Krack, OLIO Development Group)

**(3) Illuminated wall signs,**

**(2) Non-illuminated wall signs,**

**(4) Illuminated freestanding signs**

Mr. Jenn Krack of OLIO Development Group is representing the sign package for Raising Cane’s.

Ms. Krack said they are in the location of the former Steak n’ Shake and is new construction for Raising Cane’s. It will boast a dual drive thru, pick up and pay window and outdoor dining.

Chairman Koskovics suggested the board vote on this as a package. He also noted the approvals and corrections made through the Board of Zoning Appeals at their meeting on February 28, 2024 to remove Sign “D” with the non-illuminated Cane’s logo and replace it with the non-illuminated heart/dog/fish sign “D” on the west elevation that fits into the sign parameters, Sign “F” with the dog was removed altogether for the south elevation, and they approved the illuminated sign “A3” on the north elevation.

The board went through each sign in the packet. Chairman Koskovics said Sign “J” the freestanding ground sign will be required to have year round ground cover per the city ordinance and should be placed in the motion.

There were no other comments or questions for this sign package.

Ms. Ward moved to accept (3) illuminated walls, (2) non-illuminated wall sign and (4) illuminated freestanding signs for Raising Cane’s, 5051 SOM Center Rd., Willoughby, OH 44094 as submitted but with the stipulation that year round ground cover be installed around the ground sign “J” at the base of the sign and Mrs. Jones seconded.

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

**Motion Carried: Approved**

**Vape District**

**(1) Illuminated wall sign**

36301 Euclid Ave.  
(Rep.- Mohamed Dawud, Owner)

Mr. Dawud, Owner is representing the sign for Vape District.

Chairman Koskovics said this is for (1) illuminated wall sign. This sign will be approved contingent on the approval of the Board of Zoning Appeals (BZA) at their March 27, 2024 meeting for the size of the sign and will be included in the motion. He also noted that this sign has already be erected.

Chairman Koskovics asked if the letters are raised with a track behind it and Mr. Dawud said yes. Ms. Ward asked if the track matched the façade. Mr. Dawud said the contractor painted the back of it black and also told him he pulled permits. Ms. Ward asked if there is any shadowing from any prior signage and Mr. Dawud said no. Chairman Koskovics said if there are any openings, grill marks etc. it will have to be corrected and will be included in the motion as well as the contingency of the BZA's approval.

Ms. Ward moved to accept (1) illuminated wall sign for Vape District, 36301 Euclid Ave., Willoughby, OH 44094 contingent upon the approval of the Board of Zoning Appeals at their meeting on March 28, 2024 and with the stipulation that any shadowing etc. from the previous sign is repaired and the building is cleaned even though the signage is installed and Mrs. Jones seconded.

Ms. Ward told the applicant that in the future he needs to obtain approval from the city before any signage is installed. Chairman Koskovics agreed and that includes any changes to the sign such as the addition of a logo, modifications etc.

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

**Motion Carried: Approved**

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**Retro Vape**

37111 Euclid Ave.

(Rep.- Iliana Kazandzhev, Agile Sign & Lighting)

**(1) Illuminated wall sign,  
face replacement only**

Ms. Kazandzhev of Agile Sign & Lighting is representing the sign package Retro Vape.

Chairman Koskovic said this is for (1) illuminated wall sign with a face replacement and fits within the existing cabinet. He asked if the cabinet needed any servicing and Ms. Kazandzhev said no, they serviced it last year and is fully illuminated.

There were no questions or comments from the board.

Ms. Ward moved to accept (1) illuminated wall sign with face replacement only for Retro Vape, 37111 Euclid Ave., Willoughby, OH 44094 as submitted and Mrs. Jones seconded.

ROLL CALL:           Yeas:    S. Jones; T. Ward; J. Koskovic, Chairman  
                          Nays:   None  
                          Absent: W. Palmer; G. Phillips

**Motion Carried:    Approved**

**Willow Lodge**

35110 Maple Grove Rd.

(Rep.- Brad Petro, Cicogna Electric & Sign dba CESCO Imaging)

**(2) Illuminated pole signs,  
face replacements only**

Mr. Petro of Cicogna Electric & Sign is representing the sign for Willow Lodge.

Chairman Koskovic said this is for (2) illuminated pole signs for face replacement only. He asked if there are any cabinetry repair required or any heavy staining from rust. Mr. Petro said no, the only thing they will do is reassess the illumination and potentially retrofit them with LED.

Ms. Ward asked if the black rectangle at the bottom of the tall sign is a reader board. Mr. Petro said it is a small LED pricing board but it has not been working for a couple years because they lost the controllers.

Ms. Ward moved to accept (2) illuminated pole signs with face replacement only for Willow Lodge, 35110 Maple Grove Rd. Willoughby, OH 44094 as submitted but with the stipulation that any maintenance to the poles or similar needs to be matched and brought up to date and Mrs. Jones seconded.

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**ROLL CALL:** Yeas: T. Ward; S. Jones; J. Koskovics, Chairman  
Nays: None  
Absent: W. Palmer; G. Phillips

**Motion Carried: Approved**

**Cleveland Biomechanics**

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

38845 Mentor Ave.  
(Rep.- Heath Wenzel, Owner)

Mr. Wenzel, Owner is representing the sign for Cleveland Biomechanics.

Chairman Koskovics said this is for (1) non-illuminated wall sign. The illustrations are attached, including the location of the signage location on the façade.

Mr. Wenzel said the sign name and color have changed but will fit where the existing signage was. Chairman Koskovics said are there any sign of shadowing or rust and Mr. Wenzel said no the entire building was painted approximately a year ago.

Ms. Ward asked if they intended to use the orange or blue gear logo because both are shown but the one shown on the building is orange. Mr. Wenzel was out of town when these were submitted and they have changed the color of the sign because the building is so dark they decided to change it. The whole sign will be red with black lettering and the gear logo is outlined in red with black. He will email the corrected sign to Mrs. Grinstead for the record and she will forward to the board just for their information. Mr. Wenzel showed the board members a picture of the sign on his phone.

Ms. Ward moved to accept (1) non-illuminated wall sign for Cleveland Biomechanics, 38845 Mentor Ave., Willoughby, OH 44094 with the stipulation that the color rendering, indicating it is black and red, is submitted for record and Mrs. Jones seconded.

**ROLL CALL:** Yeas: S. Jones; T. Ward; J. Koskovics, Chairman  
Nays: None  
Absent: W. Palmer; G. Phillips

**Motion Carried: Approved**

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**Blue Falls Car Wash**

34201 Euclid Ave.

(Rep.- Jerry Archer, Archer Signs)

**(1) Illuminated freestanding sign (#1),  
(2) Illuminated wall signs (instr. #3&4),  
(1) Non-illuminated freestanding sign  
(business identification #5), (4 sets)  
Illuminated instructional/directional  
(6-1 thru 6-4), (1) Illuminated  
instructional only (3'x8', #7)**

Mr. Archer of Archer Signs is representing the sign package for Blue Falls Car Wash.

Chairman Koskovics suggested the board vote on this as a package. Mr. Archer said they made a typo on their application and the freestanding sign (business identification #5) is actually illuminated. Chairman Koskovics said they will include this correction into the motion.

Mr. Archer said this is new construction and are excited about moving into Willoughby. They did customize the sign package then what it is normally to comply with city regulations.

The board went through each sign in the packet. Ms. Ward asked if Sign "1" is a ground sign and the board determined it was and would require year round ground cover.

Chairman Koskovics said business identification sign #5 is noted for the record as illuminated. There were no other questions or concerns from the board.

Ms. Ward moved to accept the sign package as submitted but with the stipulation that Sign #5 is illuminated per the applicant and the ground sign #1 will require year round ground cover installed at the base for Blue Falls Car Wash, 34201 Euclid Ave., Willoughby, OH 44094 and Mrs. Jones seconded.

Mr. Archer said he has a rendering showing ground cover around the sign but does not specifically call it what type it is. Ms. Ward said as long as it is in the motion it is required.

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

**Motion Carried: Approved**

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**MINUTES**

**Regular Meeting Minutes**

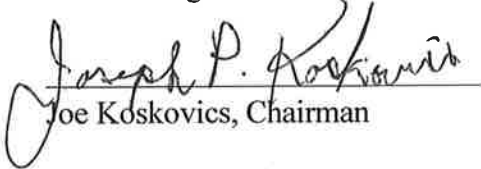
**February 26, 2024**

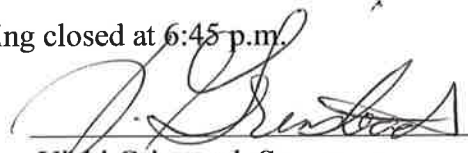
Mrs. Jones moved to accept the Sign Review Board meeting minutes of February 26, 2024 as submitted and Ms. Ward seconded.

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

**Motion Carried:    Approved**

There being no further business the regular meeting closed at 6:45 p.m.

  
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Joe Koskovics, Chairman

  
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Vicki Grinstead, Secretary