

**SIGN REVIEW BOARD  
CITY OF WILLOUGHBY  
APRIL 12, 2021  
REGULAR MEETING  
MINUTES**

**PRESENT:** Jim Shannon; J. Popelka; George Phillips; Joseph Koskovics, Chairman

**ABSENT:** Tara Ward

**OTHERS:** Vicki Grinstead, Secretary

Chairman Koskovics called the regular virtual ZOOM meeting to order at 6:01p.m.

**OLD BUSINESS**

None

**NEW BUSINESS**

**Cast Nylons**

**(1) Illuminated freestanding sign**

4429 Hamann Pkwy.

(Rep.- Cione Belknap, Agile Sign & Lighting)

Ms. Belknap of Agile Sign & Lighting is representing the sign application for Cast Nylons.

Ms. Belknap said Cast Nylons does have another monument sign on another parcel of land they own. They would like this sign in the same location as the other sign but centered on the new building. They want it within the setback 23'-25' back and 38'-40' from the center of the road, which should be in compliance with the sign code. The cabinet is 5' in overall height with a 2' shirt and 5' wide. The panel is removable in case the sign requires any future service. The Cast Nylons name/logo is black with the "C" and "O" being green, and the address is also on the sign for this parcel.

Chairman Koskovics said the ground sign does require year-round ground cover that, such as shrubbery.

Mr. Shannon moved to accept the illuminated freestanding sign as submitted for Cast Nylons, 4429 Hamann Pkwy., Willoughby, OH 44094, but with the stipulation that year-round ground cover is required at the base of the sign, and Mr. Phillips seconded.

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

**Motion Carried: Approved**

**Sign Review Board  
City of Willoughby  
Regular Meeting Minutes  
April 12, 2021**

**Primary Care**

37121 Euclid Ave.  
(Rep.-Jessica Ruff, Ruff Neon & Lighting)

**(1) Illuminated wall sign (south elevation), (1) Illuminated wall sign (west elevation)**

Ms. Ruff of Ruff Neon & Lighting is representing the sign application for Premier Primary Care.

Mr. Ruff said she noticed the agenda said the wall sign (south elevation) says non-illuminated, but it is illuminated. Mrs. Grinstead stated the application says it was non-illuminated. Ms. Ruff said it was their mistake. Mrs. Grinstead said she will amend the application.

There were no questions from the Board members.

Mr. Phillips moved to accept the sign application as amended for Premier Primary Care, 37121 Euclid Ave., Willoughby, OH 44094 and Mr. Popelka seconded.

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

**Motion Carried:    Approved**

**MINUTES**

**Regular Meeting Minutes**

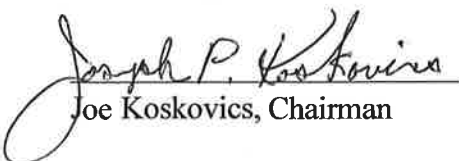
**March 22, 2021**

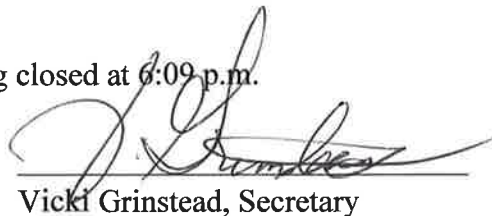
Mr. Phillips moved to accept the meeting minutes of March 22, 2021 as submitted and Mr. Shannon seconded.

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

**Motion Carried:    Approved**

There being no further business the regular meeting closed at 6:09 p.m.

  
Joe Koskovics, Chairman

  
Vicki Grinstead, Secretary