

**SIGN REVIEW BOARD
CITY OF WILLOUGHBY
APRIL 13, 2026
REGULAR MEETING
MINUTES**

PRESENT: Josephine Begin; Kate Minton; Nick Brown; Tara Ward; Joseph Koskovics, Chairman

ABSENT: None

OTHERS: Vicki Grinstead, Secretary

Chairman Koskovics called the regular in-person meeting to order at 6:00 p.m.

OLD BUSINESS

None

NEW BUSINESS

Jimmy John's

36099 Euclid Ave.

(Rep.- Heather English, Allen Industries, Inc.)

(1) Illuminated pole sign

(1) Illuminated wall sign

Ms. English of Allen Industries, Inc. could not be present this evening. Chairman Koskovics stated the board could approve this sign without the applicant being present if there are no objections, questions or issues and the board agreed.

Chairman Koskovics noted the request includes an illuminated pole sign and an illuminated wall sign and suggested voting on these as a package. The business will occupy the former T-Mobile site, with façade resurfacing, painting, and installation of Jimmy John's signage and logo. The wall sign consists of raised LED panels, and the existing pole sign involves panel replacement. There were no questions from the board.

Ms. Begin moved to approve (1) illuminated wall sign and (1) illuminated pole sign for Jimmy John's, 36099 Euclid Ave., Willoughby, OH 44094 as submitted and Mr. Brown seconded.

ROLL CALL: Yeas: J. Begin; K. Minton; N. Brown T. Ward; J. Koskovics, Chairman

Nays: None

Absent: None

Motion Carried: Approved

**Sign Review Board
City of Willoughby
Regular Meeting Minutes
April 13, 2026**

MINUTES

Regular Meeting Minutes


March 23, 2026

Ms. Ward moved to accept the Sign Review Board meeting minutes of March 23, 2026 as submitted and Ms. Minton seconded.

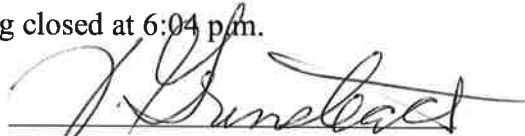
ROLL CALL: Yeas: K. Minton; T. Ward; J. Begin; J. Koskovics, Chairman
 Nays: None
 Absent: None
 Abstain: N. Brown

Motion Carried: Approved

There being no further business the regular meeting closed at 6:04 p.m.



Joe Koskovics, Chairman



Vicki Grinstead, Secretary