

**SIGN REVIEW BOARD
CITY OF WILLOUGHBY
APRIL 14, 2025
REGULAR MEETING
MINUTES**

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

ABSENT: Joseph Koskovics, Chairman

OTHERS: Vicki Grinstead, Secretary

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

OLD BUSINESS

None

NEW BUSINESS

WesBanco

35000 Kaiser Ct.

(Rep.- Kate Scheppler, Archer Corp.)

**(1) Non-illuminated ground sign
w/face replacement only**

Vice Chairman Palmer said at the last meeting of March 24, 2025 this applicant showed up but the board did not have a quorum, so the board will approve this application without the applicant being present.

The board members reviewed the application and had no questions.

Ms. Begin moved to accept (1) non-illuminated ground sign with face replacement only for WesBanco, 35000 Kaiser Ct., Willoughby, OH 44094 as submitted and Ms. Ward seconded.

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

Nays: None

Absent: J. Koskovics, Chairman

Motion Carried: Approved

Brightview

38882 Mentor Ave.

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

**(1) Non-illuminated ground sign
w/face replacements only**

Ms. Kazandziev said they are proposing two new flat face replacements for the non-illuminated ground sign for Brightview, 38882 Mentor Avenue.

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Vice Chairman Palmer asked the board to include, in the motion, that year-round cover be installed and maintained for this ground sign.

Ms. Ward moved to accept (1) non-illuminated freestanding ground sign with face replacements only for Brightview, 38882 Mentor Ave., Willoughby, OH 44094 as submitted but with the stipulation that year-round ground cover be installed at the base of the sign and maintained and Ms. Begin seconded.

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

Motion Carried: Approved

Atrium Medical Group Holdings
35717 Euclid Ave.
(Rep.- Kathy Clarke, Ace Lighting Services)

**(1) Illuminated pole sign with face
replacements only,
(1) Non-illuminated wall sign**

Ms. Clarke said the pole sign with have a double face replacement and the aluminum cladding will cover up the rusty inside and the cabinet will be repainted. The wall sign (plaque) is near the door and is approximately three square feet.

Ms. Ward asked if the signs were the same colors because it looks like they are different colors in the rendering. Ms. Clarke said it may just be the print but they will be the same colors.

Ms. Begin moved to accept (1) non-illuminated pole sign with face replacements only and (1) non-illuminated wall sign for Atrium Medical Group Holdings, 35717 Euclid Ave., Willoughby, OH 44094 as submitted and Ms. Ward seconded.

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

Motion Carried: Approved

MINUTES

Regular Meeting Minutes

March 10, 2024

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

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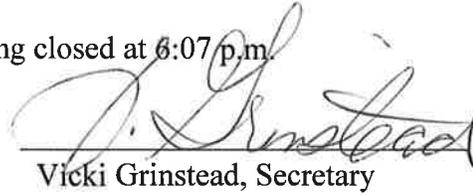
ROLL CALL: Yeas: T. Ward; J. Begin; W. Palmer, Vice Chairman
 Nays: None
 Absent: J. Koskovics, Chairman

Motion Carried: Approved

There being no further business the regular meeting closed at 6:07 p.m.



William Palmer, Vice Chairman



Vicki Grinstead, Secretary