

**SIGN REVIEW BOARD
CITY OF WILLOUGHBY
JUNE 10, 2024
REGULAR MEETING
MINUTES**

PRESENT: Sophia Jones; William Palmer; Tara Ward, Vice Chairperson

ABSENT: George Phillips; Joseph Koskovics, Chairman

OTHERS: Vicki Grinstead, Secretary

Chairman Koskovics called the regular in-person meeting to order at 5:59 p.m.

OLD BUSINESS

Sign Review Board

**Election – 2024
Chairman
Vice Chairman
Secretary**

NEW BUSINESS

Knock Offs Grub & Pub

38464 Lakeshore Blvd.

(Rep.- Len Merriman, Agent for Mark Cain, Owner)

**Illuminated wall/projecting
sign, face replacement only**

Mr. Merriman, agent for Mr. Cain, Owner is representing (1) illuminated wall/projecting sign with face replacement for Knock Offs Grub & Pub.

Vice Chairman Ward said this is an illuminated wall sign with face replacement only. She said the sign is navy blue, white and beige, and asked if the sign is two-sided and Mr. Merriman said yes, it is just a face replacement with a name change.

Mr. Palmer moved to accept (1) illuminated wall/projecting sign with face replacement only for Knock Offs Grub & Pub, 38464 Lakeshore Blvd., Willoughby, OH 44094 as submitted and Mrs. Jones seconded.

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

Motion Carried: Approved

**City of Willoughby
Sign Review Board
Agenda
June 10, 2024**

Sign Review Board Summer Session
City of Willoughby

**One meeting in July and
August, 2024**

Chairperson Ward asked the members of the board if they would like to hold only one meeting in July and August of 2024. The board agreed and decided to hold the fourth Monday meeting for July and August, 2024. The meetings will be still be conducted at 6:00 p.m.

Mr. Palmer moved to accept summers hours for one meeting (fourth Monday) in July and August, 2024 for the Sign Review Board of the City of Willoughby and Mrs. Jones seconded.

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

Motion Carried: Approved

MINUTES

Regular Meeting Minutes

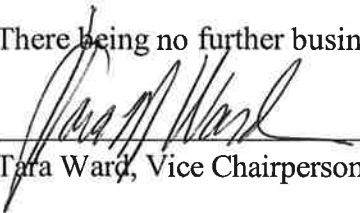
May 16, 2024

Mr. Palmer moved to accept the Sign Review Board meeting minutes of May 16, 2024 as submitted and Mrs. Jones seconded.

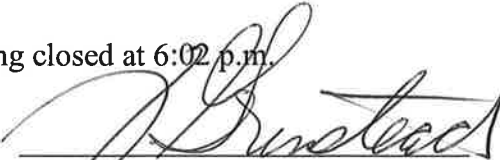
ROLL CALL: Yeas: S. Jones; W. Palmer; T. Ward, Vice Chairperson
 Nays: None
 Absent: G. Phillips; Koskovics, Chairman

Motion Carried: Approved

There being no further business the regular meeting closed at 6:02 p.m.



Tara Ward, Vice Chairperson



Vicki Grinstead, Secretary