

**SIGN REVIEW BOARD
CITY OF WILLOUGHBY
JANUARY 9, 2023
REGULAR MEETING
MINUTES**

PRESENT: Tara Ward; George Phillips; Sophia Jones; 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

Marous Management Services

38119 Stevens Blvd.

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

(1) Illuminated wall sign

Ms. Belknap of Agile Sign & Lighting is representing the sign package for Marous Management Services.

Ms. Belknap said the sign has pin mounted channel letters that will be that will be put into the mortar joints at the property owner's request. The other two signs have the same mounting system. She said they did receive approval from the Board of Zoning Appeals on December 28, 2022 for an excess of 5.7 sq. ft. over the allowable square footage.

Ms. Ward moved to accept (1) illuminated wall sign for Marous Management Service, 38119 Stevens Blvd., Willoughby, OH 44094 as submitted and Mrs. Jones seconded.

ROLL CALL: Yeas: G. Phillips; S. Jones; T. Ward; Koskovics, Chairman

Nays: None

Absent: None

Motion Carried: Approved

Sign Review Board

Election – 2023

Chairman

Vice Chairman

Secretary

**Sign Review Board
City of Willoughby
Regular Meeting Minutes
January 9, 2023**

Ms. Ward moved to nominate Joe Koskovics for Chairman of the Sign Review Board for the year 2023 and Mr. Phillips seconded. There were no other nominations.

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

Motion Carried: APPROVED

Mr. Phillips moved to elect Joe Koskovics for Chairman of the Sign Review Board for the year 2023 and Mrs. Ward seconded.

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

Motion Carried: APPROVED

Chairman Koskovics moved to nominate Tara Ward for Vice Chairperson of the Sign Review Board for the year 2023 and Mr. Phillips seconded. There were no other nominations.

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

Motion Carried: APPROVED

Mr. Phillips moved to elect Tara Ward for Vice Chairperson of the Sign Review Board for the year 2023 and Mrs. Ward seconded.

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

Motion Carried: APPROVED

Ms. Ward moved to nominate Vicki Grinstead for Secretary of the Sign Review Board for the year 2023 and Chairman Koskovics seconded. There were no other nominations.

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

**Sign Review Board
City of Willoughby
Regular Meeting Minutes
January 9, 2023**

Motion Carried: APPROVED

Ms. Ward moved to elect Vicki Grinstead for Secretary of the Sign Review Board for the year 2023 and Mr. Phillips seconded.

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

Motion Carried: APPROVED

There was a brief discussion regarding changing the time of the Sign Review Board meeting from 6:00 p.m. to 6:30 p.m. and the Chairman requested it be put on the agenda under New Business and put to a vote at the next meeting.

MINUTES

Regular Meeting Minutes

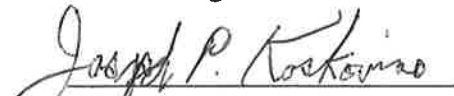
November 14, 2022

Mr. Phillips moved to accept the SRB meeting minutes of November 14, 2022 as submitted, and Mrs. Ward seconded.

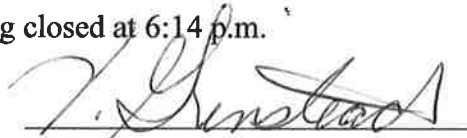
ROLL CALL: Yeas: T. Ward; G. Phillips; Koskovics, Chairman
Nays: None
Absent: None
Abstain: S. Jones

Motion Carried: Approved

There being no further business the regular meeting closed at 6:14 p.m.



Joe Koskovics, Chairman



Vicki Grinstead, Secretary