

**SIGN REVIEW BOARD
CITY OF WILLOUGHBY
AUGUST 14, 2023
REGULAR MEETING
MINUTES**

PRESENT: William Palmer; Tara Ward; Joseph Koskovics, Chairman

ABSENT: George Phillips; Sophia Jones

OTHERS: Vicki Grinstead, Secretary

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

OLD BUSINESS

None

NEW BUSINESS

Visia Properties LLC

30847-30851 Euclid Ave.

(Rep.- Scott Thompson, Heritage Sign dba

YESCO Sign & Lighting)

**(1) Non-illuminated freestanding
ground sign**

Mr. Thompson of Heritage Sign dba YESCO Sign & Lighting is representing the sign for Visia Properties LLC.

Chairman Koskovics noted all items that were in the packet. He said this sign is replacing the existing pole sign. There were no questions or concerns from the board members. Chairman Koskovics said there is a requirement for year-round ground cover at the base of the sign which will be stipulated in the motion.

Ms. Ward moved to accept (1) non-illuminated freestanding ground sign for Visia Properties LLC, 30847-30851 Euclid Ave., Willoughby, OH 44094 as submitted but with the stipulation that year-round ground cover be installed at the base of the sign and Mr. Palmer seconded.

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

Nays: None

Absent: G. Phillips; S. Jones

Motion Carried: Approved

First Watch

36001 Euclid Ave.

(Rep.- Mark Branovic, Advanced Installation & Sign)

(1) Illuminated wall sign

**Sign Review Board
City of Willoughby
Regular Meeting Minutes
August 14, 2023**

Mr. Branovic of Advanced Installation & Sign is representing the sign for First Watch, 36001 Euclid Ave., Willoughby, OH 44094.

Chairman Koskovics let Mr. Branovic know that any of the tenants, including First Watch, must come back before the board for the individual tenant panels for the ground sign, which was not included in this package. This evening they are only voting on the illuminated wall sign. Ms. Ward said this includes any additional signage on the windows, doors etc.

Chairman Koskovics noted all items that were in the packet. Ms. Ward said there was a sign illustrated under the awning that says order “order ahead pickup” and asked if Mr. Branovic’s company is handling that as well. Mr. Branovic said he believes this is a conceptual rendering and was not included in the package from his client.

There were no other questions or concerns from the board members.

Ms. Ward moved to accept (1) illuminated wall sign only for First Watch, 36001 Euclid Ave., Willoughby, OH 44094 as submitted and Mr. Palmer seconded.

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

Motion Carried: Approved

Chairman Koskovics changed the order of the agenda to allow the applicant for Mentor Ventures more time to arrive for the meeting.

MINUTES

Regular Meeting Minutes

June 26, 2023

Chairman Koskovics said there was a typo on page 1 that has been corrected.

Mr. Palmer moved to accept the SRB meeting minutes of June 26, 2023 as amended and Ms. Ward seconded.

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

Motion Carried: Approved

**Sign Review Board
City of Willoughby
Regular Meeting Minutes
August 14, 2023**

Chairman Koskovics paused the meeting at 6:10 p.m. for Mrs. Grinstead to call the applicant for Mentor Ventures to see if the applicant is attending tonight's meeting. The applicant did not show up because they thought they could be present via Zoom, so the board decided to vote without the applicant being present. The meeting was resumed at 6:14 p.m.

Mentor Ventures, Inc.

36001 Euclid Ave.

(Rep.- James Briola, North Coast Sign & Lighting)

(1) Non-illuminated ground sign

Mr. Briola of North Coast Sign & Lighting is representing the ground sign for Mentor Ventures, Inc. , 36001 Euclid Ave., Willoughby, OH 44094.

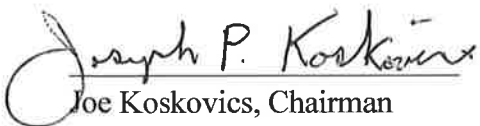
Chairman Koskovics noted all items that were in the packet. The applicant was made aware that the individual tenants must come before the board for the panel inserts for the ground sign. There were no questions or concerns from the board members.

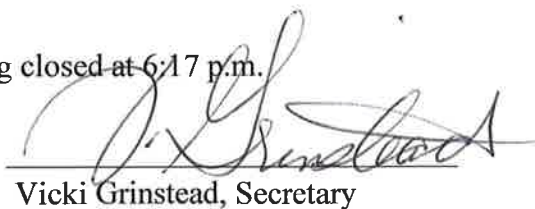
Ms. Ward moved to accept (1) non-illuminated multi-tenant ground sign for Mentor Ventures, Inc., 36001 Euclid Ave., Willoughby, OH 44094 as submitted but with the stipulation that year-round ground cover be installed at the base of the sign and that any tenants (1-5) must come before this board to obtain their individual panel sign approvals and Mr. Palmer seconded.

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

Motion Carried: Approved

There being no further business the regular meeting closed at 6:17 p.m.


Joe Koskovics, Chairman


Vicki Grinstead, Secretary