

**SIGN REVIEW BOARD  
CITY OF WILLOUGHBY  
SEPTEMBER 28, 2020  
REGULAR MEETING  
MINUTES**

**PRESENT:** Tara Ward; George Phillips; Jim Shannon; John Popelka; Joseph Koskovics, Chairman

**ABSENT:** None

**OTHERS:** Vicki Grinstead, Secretary

**Chairman Koskovics called the regular virtual ZOOM meeting to order at 6:00 p.m.**

**OLD BUSINESS**

**Premier Bank**

35000 Kaiser Ct.

(Rep.- Lou Joseph, Premier Bank)

**(1) Illuminated ground sign,  
face replacement**

Mrs. Ward moved to untable the sign package for Premier Bank, 35000 Kaiser Ct., Willoughby, OH 44094 and Mr. Popelka seconded.

**ROLL CALL:** Yeas: G. Phillips; J. Popelka; J. Shannon; T. Ward; J. Koskovics, Chairman  
Nays: None  
Absent: None

**Motion Carried: UNTABLED**

**Premier Bank**

35000 Kaiser Ct.

(Rep.- Lori Bowser, Fastsigns of Boardman)

**(1) Illuminated ground sign,  
face replacement**

Ms. Bowser of Fastsigns of Boardman, agent for Premier Bank, is representing this sign application.

Ms. Bowser said the face replacement is made of poly carb. and they do a vinyl overlay and it slides into the monument sign.

Chairman Koskovics asked each Board member if they had any questions or concerns and there were none.

Mr. Popelka moved to accept the sign package as submitted for Premier Bank, 35000 Kaiser Ct., Willoughby, OH 44094 and Mr. Shannon seconded.

**ROLL CALL:** Yeas: J. Popelka; J. Shannon; T. Ward; G. Phillips; J. Koskovics, Chairman  
Nays: None  
Absent: None

**Motion Carried: APPROVED**

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**NEW BUSINESS**

**Pine Ridge Apartments**  
34200 Ridge Rd.  
(Rep.- Bob Kunzen, Brilliant Electric Signs)

**(2) Illuminated ground signs**

Mr. Phillips moved to table the sign package for Pine Ridge Apartments, 34200 Ridge Rd., Willoughby, OH 44094 until BZA approval is obtained for the height of the sign and Mr. Shannon seconded.

ROLL CALL:       Yeas: J. Shannon; T. Ward; G. Phillips; J. Popelka; J. Koskovics, Chairman  
                      Nays: None  
                      Absent: None

**Motion Carried:     TABLED**

**The Brook Townhomes**  
5164 SOM Center Rd.  
(Rep- Michael Beightol, Populus Design Studio)

**(1) Illuminated ground sign**

Mr. Beightol of Populus Design Studio, agent for The Brook Townhomes, is representing this application.

Mr. Beightol said he is presenting a simple entrance sign with the name of the development. The sign uses elements of the buildings; for example, the brick matches the buildings. The color of the brick is Savannah Gray. It is landscaped in the front and there are two up lights illuminating the sign. The sign is setback so it will not interfere with traffic sightlines.

Chairman Koskovics asked each Board member if they had any questions or concerns and there were none.

Mrs. Ward moved to accept the sign package as submitted for The Brook Townhomes, 5164 SOM Center Rd., Willoughby, OH 44094 with the stipulation that year round ground cover is installed as presented in the site plan and Mr. Popelka seconded.

ROLL CALL:       Yeas: T. Ward; G. Phillips; J. Popelka; J. Shannon; J. Koskovics, Chairman  
                      Nays: None  
                      Absent: None

**Motion Carried:     APPROVED**

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**MINUTES**

**Regular Meeting Minutes**

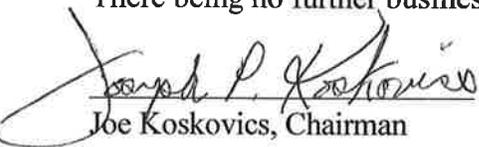
**September 14, 2020**

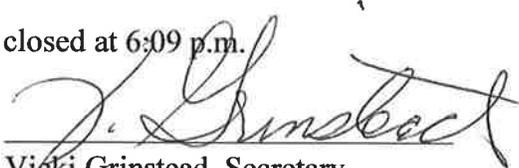
Mr. Shannon moved to accept the minutes of September 14, 2020 as submitted and Mr. Popelka seconded.

ROLL CALL:       Yeas: G. Phillips; J. Popelka; J. Shannon; T. Ward; J. Koskovics, Chairman  
                      Nays: None  
                      Absent: None

**Motion Carried:    Approved**

There being no further business the regular meeting closed at 6:09 p.m.

  
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Joe Koskovics, Chairman

  
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Vicki Grinstead, Secretary