

**SIGN REVIEW BOARD
CITY OF WILLOUGHBY
OCTOBER 28, 2024
REGULAR MEETING
MINUTES**

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

ABSENT: None

OTHERS: Vicki Grinstead, Secretary

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

OLD BUSINESS

None

NEW BUSINESS

H & R Block

(1) Illuminated wall sign

36385 Euclid Ave.

(Rep.- Beverly Barich, Cicogna Electric & Sign Co. dba Cesco Imaging)

Ms. Barich of Cicogna Electric & Sign Co. agent for H & R Block, 36385 Euclid Ave., Willoughby, OH 44094 is representing the sign package.

Chairman Koskovics said this application is for one illuminated wall sign. He asked if there was signage on the building from the previous tenant. Ms. Barich was unsure but said there would be electricity for them to hook the new sign up to.

Ms. Ward asked if there was another tenant next door. Ms. Barich said she believes Famous Footwear may occupy that space. Ms. Ward said she asked because it appears the new signage will be to the right of the door. Ms. Barich said that is because H & R Block is only taking over the half section.

Ms. Ward moved to accept (1) illuminated wall sign for H & R Block, 36385 Euclid Ave., Willoughby, OH 44094 as submitted but with the stipulation that any shadowing left from previous signage would be repaired and painted and Mr. Palmer seconded.

ROLL CALL: Yeas: S. Jones; W. Palmer; Ms. Ward; Koskovics, Chairman
 Nays: None
 Absent: None

Motion Carried: Approved

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Starbucks

36900 Vine St.
(Rep.-Mann Yousef, Allsigns & Designs)

**(3) Illuminated wall signs (A-1 north elev., A-2 east elev., A-3 west elev.),
(2) Illuminated wall signs (B-1 north elev. & B-2 west elev.),
(10) Illuminated freestanding ground signs (C)(D)(F)(G)(H)(I-x3) (J) & (K)**

Mr. Yousef of Allsigns & Designs agent for Starbucks, 36900 Vine St., Willoughby, OH 44094 is representing the sign package.

Chairman Koskovics suggested the board vote on these signs as a package. He went over each sign individually. Signs (A-1, A-2 & A-3) have the same logo on different elevations. Mr. Maan said B-1 and B-2 are for the drive thru for the north and west elevations and will be on the opposite sides of the building. Signs C and D are directional signs for Exit Only, Thank you and Drive Thru. Signs F, G & H are instructional signs (sign G does have a canopy over top). Signs I-x3 are post covers. Sign J is a welcome sign with the corporate logo. Sign K is a freestanding pole sign with face replacement only. This sign is black with white lettering and will stretch over the existing cabinet.

Chairman Koskovics noted the building is going through a substantial exterior renovation, so there will be no existing wall signage that will need repaired or painted.

Mr. Palmer moved to accept the sign package for Starbucks, 36900 Vine St., Willoughby, OH 44094 as submitted but with the stipulation that the large freestanding pole sign have year round ground cover at the base of the sign and any discoloration of the pole be repaired and painted and Ms. Ward seconded.

ROLL CALL: Yeas: W. Palmer; Ms. Ward; S. Jones; Koskovics, Chairman
 Nays: None
 Absent: None

Motion Carried: Approved

Sign Review Board

Cancel meeting of 12/23/24-holiday

Mr. Palmer moved to approve the cancellation of the Sign Review Board meeting of December 23, 2024 and Mrs. Jones seconded.

ROLL CALL: Yeas: Ms. Ward; S. Jones; W. Palmer; Koskovics, Chairman
 Nays: None
 Absent: None

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Motion Carried: Approved

MINUTES

Regular Meeting Minutes

September 23, 2024

Mr. Palmer moved to accept the Sign Review Board meeting minutes of September 23, 2024 as submitted and Mrs. Jones seconded.

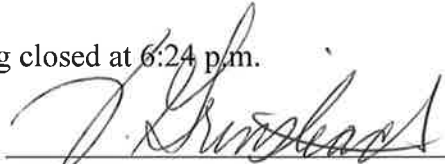
ROLL CALL: Yeas: S. Jones; W. Palmer; Koskovics, Chairman
 Nays: None
 Absent: None
 Abstain: T. Ward

Motion Carried: Approved

There being no further business the regular meeting closed at 6:24 p.m.



Joe Koskovics, Chairman



Vicki Grinstead, Secretary