

**SIGN REVIEW BOARD  
CITY OF WILLOUGHBY  
NOVEMBER 22, 2021  
REGULAR MEETING  
MINUTES**

**PRESENT:** George Phillips; Jim Shannon; Tara Ward; 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**

**Target PC Inc.**

4711 E. 355<sup>th</sup> St.

(Rep.- Tim Ruff, Heritage Sign & Lighting)

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

Mr. Ruff of Heritage Sign & Lighting is representing the sign application for Target PC Inc.

Chairman Koskovics said this is a new sign that is going into a relocated business. He informed the applicant that since this is a new ground sign it requires year-round ground cover and it will be included in the motion. Ms. Ward asked if it was a doubled-sided sign and Mr. Ruff said yes.

Mr. Ruff asked about what they considered year-round ground cover. Ms. Ward said anything that will remain green throughout the year. She said other plants may also be added.

Ms. Ward moved to accept the sign application for (1) non-illuminated freestanding sign for Target PC Inc., 4711 E. 355<sup>th</sup> St., Willoughby, OH 44094 as submitted with the stipulation that year-round ground cover is installed at the base of the sign and Mr. Shannon seconded.

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

**Motion Carried: Approved**

**Robeks Juice**

5874 SOM Center Rd.

(Rep.- Albert Haddad, Ellet Sign Co.)

**(1) Illuminated wall sign,  
(1) Illuminated freestanding ground  
sign**

**Sign Review Board  
City of Willoughby  
Regular Meeting Minutes  
November 22, 2021**

Mr. Haddad of Ellet Sign Co. is representing the sign application for Robeks Juice.

Chairman Koskovics suggested the board vote on the signs as a package. He said this is a brand-new installation so there will be no need for repairs or cleaning.

The board had no questions on the wall sign. Mr. Haddad said the ground sign is a double-sided insert with the Robeks graphics and is internally illuminated. The board had no questions on the ground sign.

Mr. Shannon moved to accept the sign application for (1) illuminated wall sign, (1) illuminated freestanding ground sign for Robeks Juice, 5874 SOM Center Rd., Willoughby, OH 44094 as submitted and Ms. Ward seconded.

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

**Motion Carried:    Approved**

**MINUTES**

**Regular Meeting Minutes**

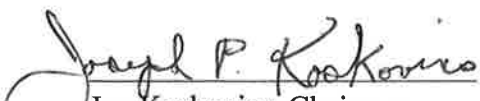
**November 8, 2021**

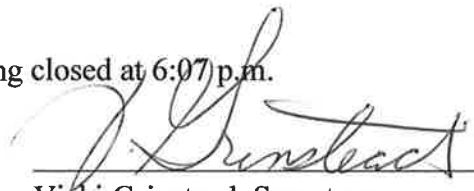
Mr. Phillips moved to accept the meeting minutes of November 8, 2021 as submitted and Mr. Shannon seconded.

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

**Motion Carried:    Approved**

There being no further business the regular meeting closed at 6:07 p.m.

  
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Joe Koskovics, Chairman

  
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Vicki Grinstead, Secretary