

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

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

None

**NEW BUSINESS**

**Swenson's**  
34725 Euclid Ave.  
(Rep.- Timothy Franta, Canton Sign LLC)

**(1) Illum. business id sign (1A),  
(1) Illum. business id sign (1B),  
(1) Non-illum. instructional sign (south elev. 2), (1) Non-illum. business id sign (east elev. 3A),  
(1) Non-illum. business id sign (north elev. 3B), (1) Non-illum. business id sign (west elev. 3C), (1) Non-illum. business id sign (south elev. 3D),  
(1) Non-illum. instructional sign (south elev. 4), (1) Non-illum. instructional sign (left/east elev. 5A), (1) Non-illum. Instructional sign (right/east elev. 5B), (1) Non-illum. instructional sign (left/west elev. 5C), (1) Non-illum. sign (right/west elev. 5D), (1) Non-illum. instructional sign (north elev. 5E), (1) Non-illum. instructional sign (east elev. 6A), (1) Non-illum. instructional sign (west elev. 6B), (1) Non-illum. instructional sign (east elev. 8A), (1) Non-illum. instructional sign (west elev. 8B), (1) Non-illum. entrance sign (9)**

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Mr. Franta of Canton Sign LLC is representing the sign application for Swenson's.

Chairman Koskovics suggested the Board vote on this application as a package.

Mr. Franta gave some background on the Swenson's restaurant. Mr. Franta went through the sign package one by one. Signs 1A & B are on the south and west elevations of the building and are LED illuminated. Sign 2 on the south elevation is non-illuminated with individual flat letters. Signs 3A, B, C & D, are little vertical, double sided, non-illuminated projecting signs on each corner of the building. Sign 4 is a non-illuminated flat wall sign. Signs 5A, B, C, D & E are non-illuminated instructional signs with flat letters mounted on the wall. These signs are on all four sides of the building, and on the north center wall. Signs 6A & B are non-illuminated signs on the east and west walls of the building above the menu board.

Mrs. Ward asked if the building was illuminated, so the signs are able to be seen. Mr. Franta said yes, the building has lights under the overhead roof that shine down.

Mr. Franta said Sign 7 is a pole sign which they are trying to obtain a variance for and is not before the Board this evening. Signs 8A & B are menu boards that are on two sides of the building. They are illuminated with flood lighting from above. Sign 9 was an existing small pole sign that is for enter/exit (18"x36"). He said they are also adding vinyl graphics to the restroom doors on the north wall. These signs were approved by Mrs. Brooks in the Building Department. He said there are also four frames for printed posters which will be changed periodically.

Mrs. Ward asked if the small pole sign will be painted and/or repaired. Mr. Franta said yes it will be sanded down and repainted. He said the previous sign was illuminated but they will cap the electrical and it will be non-illuminated.

Chairman Koskovics asked the Board if there were any questions and there were none.

Mr. Popelka moved to accept the sign application package as submitted for Swenson's, 34725 Euclid Ave., Willoughby, OH 44094 and Mr. Phillips seconded.

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

**Motion Carried:    Approved**

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**MINUTES**

**Regular Meeting Minutes**

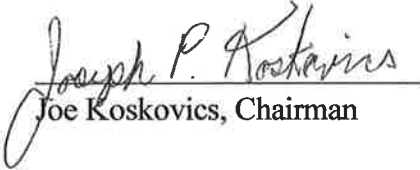
**February 8, 2021**

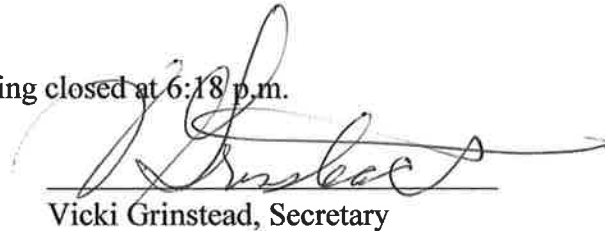
Mr. Shannon moved to accept the meeting minutes of February 8, 2021 as submitted and Mrs. Ward seconded.

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

**Motion Carried:    Approved**

There being no further business the regular meeting closed at 6:18 p.m.

  
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Joe Koskovics, Chairman

  
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Vicki Grinstead, Secretary