

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

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

**ABSENT:** J. Popelka

**OTHERS:** Vicki Grinstead, Secretary

Chairman Koskovics called the regular virtual ZOOM meeting to order at 5:59 p.m.

**OLD BUSINESS**

**None**

**NEW BUSINESS**

**Swenson's**

34725 Euclid Ave.

(Rep.- Tim Franta, Canton Sign LLC)

**Illuminated pole sign**

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

Mr. Franta said this is standard type pole sign for Swenson's. They will reuse the existing pole and will sleeve the sign over the top of the pole, so the 22' pole is the total height of the sign. The sign will not sit on top of the pole, but will sit down over the pole. There is also a reader board under the sign, that is changeable copy. The reader board is part of their marketing to promote their weekly specials. He said they appeared before the Board of Zoning Appeals (on March 10, 2021) and were approved to have the pole sign at this location. The sign is LED illuminated.

Chairman Koskovics said the portion of the sign with the changeable copy is non-LED and uses character letter sets. Mr. Franta said that is correct and they are individual zip letters that are installed in a track. He said this is not an electronic message center. This is an old-fashioned changeable letter sign standard to Swenson's.

Mr. Phillips asked when they plan to open. Ms. Klein of Swenson's said they anticipate opening early July of 2021.

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

**Sign Review Board  
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March 22, 2021**

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

**Motion Carried: Approved**

**Square One Nails & Spa**

**Illuminated wall sign**

36099 Euclid Ave.  
(Rep.- Adelle Wincek, Be Next Awnings & Graphics)

Ms. Wincek of Be Next Awnings & Graphics, is representing the sign application for Square One Nails & Spa.

Ms. Wincek said they are proposing new LED channel letters for Square One Nails & Spa. The logo will measure 22”h x 22”w and the letters will be 18” high. The entire sign will be mounted to a raceway and will be painted to match the sign band. It will have white acrylic faces with black trim cap.

Chairman Koskovics said since the wall will be painted there will be no signs of the previous sign and Ms. Wincek said that is correct.

Mr. Shannon moved to accept the sign application package as submitted for Square One Nails & Spa, 36099 Euclid Ave., Willoughby, OH 44094 and Ms. Ward seconded.

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

**Motion Carried: Approved**

**MINUTES**

**Regular Meeting Minutes**

**March 8, 2021**

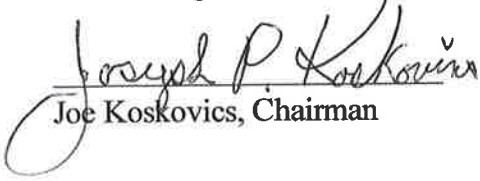
Mr. Phillips moved to accept the meeting minutes of March 8, 2021 as submitted and Mr. Shannon seconded.

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

**Motion Carried: Approved**

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There being no further business the regular meeting closed at 6:10 p.m.

  
Joe Koskovics, Chairman

  
Vicki Grinstead, Secretary