

**SIGN REVIEW BOARD
CITY OF WILLOUGHBY
APRIL 27, 2026
REGULAR MEETING
MINUTES**

PRESENT: Josephine Begin; Kate Minton; Tara Ward; Joseph Koskovics, Chairman

ABSENT: Nick Brown

OTHERS: Vicki Grinstead, Secretary

Chairman Koskovics called the regular in-person meeting to order at 6:00 p.m.

OLD BUSINESS

None

NEW BUSINESS

Somich & Associates

(1) Illuminated flat wall sign

38879 Mentor Ave.

(Rep.- Mark Branovic, Advanced Sign & Installation)

Mr. Branovic of Advanced Sign & Installation is representing the sign for Somich & Associates.

Chairman Koskovics said this is for (1) illuminated flat wall sign with raised channel letters on the former News Herald building. He suggested, if approved, the board add a stipulation to clean any stained areas and repair the front façade, as necessary.

Ms. Begin moved to approve (1) illuminated flat wall sign for Somich & Associates, 38879 Mentor Ave., Willoughby, OH 44094 as submitted but with the stipulation to clean any stained areas and repair the front façade as necessary and Ms. Ward seconded.

ROLL CALL: Yeas: J. Begin; K. Minton; T. Ward; J. Koskovics, Chairman
 Nays: None
 Absent: N. Brown

Motion Carried: Approved

All Is Vanity Hair & Nails

(1) Non-illuminated flat wall sign

38572 Lakeshore Blvd.

(Rep.- Kim Hoffman, FASTSIGNS)

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Ms. Hoffman of FASTSIGNS is representing the sign for All Is Vanity Hair & Nails.

Chairman Koskovics said this is for (1) non-illuminated flat wall sign. This has been a vacant building for quite some time. There were no questions from the board.

Ms. Ward moved to approve (1) non-illuminated flat wall sign for All Is Vanity Hair & Nails, 38572 Lakeshore Blvd., Willoughby, OH 44094 as submitted and Ms. Minton seconded.

ROLL CALL: Yeas: K. Minton; T. Ward; J. Begin; J. Koskovics, Chairman
 Nays: None
 Absent: N. Brown

Motion Carried: Approved

Chagrin River Dental
37241 Euclid Ave.
(Rep.- Marie Cipoletta, Signarama Cleveland)

**(1) Illuminated wall sign, (1) Ill.
ground sign, (1) Vinyl door sign**

There was no representative present to represent the sign package for All Is Vanity Hair & Nails. The meeting was suspended for approximately five minutes to allow the applicant time to appear but no one was present. Chairman Koskovics suggested the board vote on this as a package if there were no questions or concerns. Hearing none, the board voted to proceed.

Chairman Koskovics stated the application was for (1) illuminated wall sign, (1) illuminated ground sign, and (1) vinyl door sign, and that all applications appeared to be in good order. The wall sign consists of raised, backlit halo channel letters. The ground sign is a simple panel replacement with text on a white background, and the door sign includes white vinyl lettering showing the business name and phone number. There were no questions from the Board.

Ms. Ward moved to approve (1) illuminated wall sign, (1) illuminated ground sign and (1) vinyl door sign for Chagrin River Dental , 37241 Euclid Ave., Willoughby, OH 44094 as submitted but with the stipulation that any shadowing or residue left from the previous wall signage be repaired, cleaned and painted as necessary and the door be razored off and cleaned of the previous signage as well and Ms. Minton seconded.

ROLL CALL: Yeas: T. Ward; J. Begin; K. Minton; J. Koskovics, Chairman
 Nays: None
 Absent: N. Brown

Motion Carried: Approved

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MINUTES

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Ms. Begin moved to accept the Sign Review Board meeting minutes of April 13, 2026 as submitted and Ms. Minton seconded.

ROLL CALL: Yeas: J. Begin; K. Minton; T. Ward; J. Koskovics, Chairman
 Nays: None
 Absent: N. Brown

Motion Carried: Approved

There being no further business the regular meeting closed at 6:14 p.m.



Joe Koskovics, Chairman



Vicki Grinstead, Secretary