

**SIGN REVIEW BOARD
CITY OF WILLOUGHBY
JUNE 27, 2022
REGULAR MEETING
MINUTES**

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

ABSENT: None

OTHERS: Vicki Grinstead, Secretary

Chairman Koskovics called the regular in-person meeting to order at 6:58 p.m.

OLD BUSINESS

Brightview

38886 Mentor Ave.

(Rep.- Michelle Miller, Akers Signs)

(1) Non-illuminated wall sign

Ms. Ward moved to untable the sign application for (1) non-illuminated wall sign for Brightview, 38886 Mentor Ave., Willoughby, OH 44094 and Mr. Shannon seconded.

ROLL CALL: Yeas: G. Phillips; J. Shannon; T. Ward; J. Koskovics, Chairman

Nays: None

Absent: None

Motion Carried: Untabled

There was no one present to represent this application. Chairman Koskovics said the board will approve this without the representative present because it has already been installed, inspected by the city and is in compliance.

Mr. Shannon moved to accept the sign application as submitted for (1) non-illuminated wall sign for Brightview, 38886 Mentor Ave., Willoughby, OH 44094 and Mr. Phillips seconded.

ROLL CALL: Yeas: J. Shannon; T. Ward; G. Phillips; J. Koskovics, Chairman

Nays: None

Absent: None

Motion Carried: Approved

NEW BUSINESS

Jones Printing

4515 Glenbrook Rd.

(Rep.- James Jones, Jones Printing)

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

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Mr. Jones is representing the (1) non-illuminated freestanding ground sign for Jones Printing.

Mr. Jones said he filled out the application with the incorrect name of the road, the street is Glenbrook Road not Glenbrook Dr. Chairman Koskovics said this sign will require year-round ground cover and explained what options the applicant had for this requirement. Mr. Jones said he spoke to Mrs. Brooks to obtain the setback information.

Mrs. Ward asked what color the framing and posts would be because the renderings show one in white and one in black. Mr. Jones said it would be white. The board had no other questions for this applicant.

Ms. Ward moved to accept the sign application as submitted for (1) non-illuminated freestanding ground sign for Jones Printing, 4515 Glenbrook Rd., Willoughby, OH 44094 as submitted but with the stipulation that year-round ground cover be installed, and Mr. Shannon seconded.

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

Motion Carried: Approved

Applegate Recovery
35110 Euclid Ave.
(Rep.- Joe Campbell, PDQ, Inc.)

(1) Non-illuminated wall sign

Mr. Campbell of PDQ Inc. is representing (1) non-illuminated wall sign for Applegate Recovery.

Mr. Campbell said his client, Baymark hired them to install this sign and The Coleman Institute signage and is unsure if these are one entity but believes they are. Chairman Koskovics said since the board has these as two applications that is how they will handle them. He asked the applicant if there was previous signage on this building. Mr. Campbell said there was previous signage, but it has since been removed and the façade had already been repaired. There were no other questions from the board.

Mr. Phillips moved to accept the sign application as submitted for (1) non-illuminated wall sign for Applegate Recovery, 35110 Euclid Ave., Willoughby, OH 44094 and Mr. Shannon seconded.

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

Motion Carried: Approved

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The Coleman Institute
35110 Euclid Ave.
(Rep.- Joe Campbell, PDQ, Inc.)

(1) Non-illuminated wall sign

Mr. Campbell of PDQ Inc. is representing the (1) non-illuminated wall sign for The Coleman Institute.

There were no questions from the board.

Mr. Shannon moved to accept the sign application as submitted for (1) non-illuminated wall sign for The Coleman Institute, 35110 Euclid Ave., Willoughby, OH 44094 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

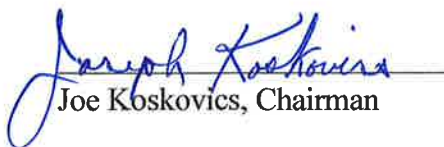
May 23, 2022

Ms. Ward moved to accept the SRB meeting minutes of May 23, 2022 as submitted, and Mr. Shannon seconded.

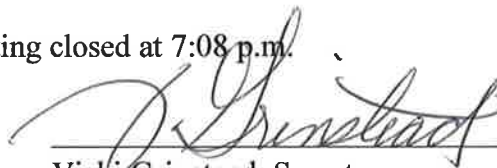
ROLL CALL: Yeas: T. Ward; G. Phillips; J. Shannon; J. Koskovics, Chairman
 Nays: None
 Absent: None

Motion Carried: Approved

There being no further business the regular meeting closed at 7:08 p.m.



Joe Koskovics, Chairman



Vicki Grinstead, Secretary