

**SIGN REVIEW BOARD
CITY OF WILLOUGHBY
MAY 22, 2023
REGULAR MEETING
MINUTES**

PRESENT: Sophia Jones; Tara Ward; William Palmer; Joseph Koskovics, Chairman

ABSENT: George Phillips

OTHERS: Vicki Grinstead, Secretary

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

OLD BUSINESS

None

NEW BUSINESS

Chairman Koskovics changed the order of the agenda because no one was present to represent Finnegans.

(Eagles) AERIE 2300

(1) Illuminated freestanding sign

37299 Euclid Ave.

(Rep.- Jessica Ruff, Ruff Neon & Lighting)

Ms. Ruff of Ruff Neon & Lighting is representing the sign for (Eagles) AERIE 2300.

Ms. Ruff said they are proposing to replace the existing pole sign. This sign was hit by a car and is currently lying in the parking lot. The existing sign was 16'5" overall and the new sign will be 8' overall. The EMC board will be slightly smaller but the same width (5'1/4"). The top portion of the sign that reads "AERIE 2300" will be internally illuminated with digitally printed graphics and the bottom will be the EMC (digital) board.

The board had no questions or concerns.

Ms. Ward moved to accept (1) illuminated freestanding sign for (Eagles) AERIE 2300, 37299 Euclid Ave., Willoughby, OH 44094 as submitted and Mr. Palmer seconded.

ROLL CALL: Yeas: S. Jones; W. Palmer; T. Ward; J. Koskovics, Chairman

Nays: None

Absent: G. Phillips

Motion Carried: Approved

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Chairman Koskovics said since no one else is present to represent these applications he asked the board if they wished to proceed in reviewing the sign applications or to table them until the next meeting. The board agreed to review the applications.

Finnegan's
38464 Lakeshore Blvd.
(Rep.-Lisa Hartman)

**(1) Illuminated wall sign,
(4) Non-illuminated window signs**

There was no one present to represent the sign package for Finnegan's.

Chairman Koskovics noted for the board and for the record the Finnegan's wall sign has already been installed and prior to approval is not in compliance.

Chairman Koskovics said this is an illuminated sign utilizing the existing electrical panel. The sign is 5'w x 2' h. Also included in the packet are (4) non-illuminated window signs on the front elevation for the 48" x 48" windows. He suggested the board vote on this application as a package. Ms. Ward asked if the 3 window signs that read "food, beer and spirits" on the right hand side are existing. Chairman Koskovics said those were there from the previous business.

Ms. Ward wanted to know if the sign was green and gold and not black and gold and it was confirmed it was green and gold. There were no other questions from the board.

Mr. Palmer moved to accept (1) illuminated wall sign and (4) non-illuminated window signs for Finnegan's, 38464 Lakeshore Blvd., Willoughby, OH 44094 as submitted but with a reminder to the applicant that signage should not be installed prior to approval and Ms. Ward seconded.

ROLL CALL: Yeas: W. Palmer; T. Ward; S. Jones; J. Koskovics, Chairman
Nays: None
Absent: G. Phillips

Motion Carried: Approved

There was no one present to represent the sign package for University Hospitals/Urgent Care.

University Hospitals/Urgent Care
36001 Euclid Ave.
(Rep.- Damiane Handa, Expedite the Diehl)

**(1) Illuminated wall sign,
(1) Non-illuminated window sign**

Chairman Koskovics noted there was a letter from the management firm that is coordinating the installations. There was supposed to be a local representative present for this meeting, but no one was present, and the board will move forward and review this application.

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Chairman Koskovics said the primary wall sign is raised lettering on a raceway with the standard U.H. logo and text formatting. The door signs are vinyl with the University Hospital Urgent Care logo and text. The board had no questions on the sign package.

Chairman Koskovics said if a motion is to come forward it is recommended to add the stipulation that the building be cleaned and repaired as to not show any signs of shadowing from previous signage on the facade. There were no questions from the board.

Ms. Ward moved to accept (1) illuminated wall sign and (1) non-illuminated window sign for University Hospitals/Urgent Care, 36001 Euclid Ave., Willoughby, OH 44094 as submitted but with the stipulation that any shadowing from any previous signage be cleaned and repaired before installation of new signage and Mr. Palmer seconded.

ROLL CALL: Yeas: T. Ward; S. Jones; W. Palmer; J. Koskovics, Chairman
 Nays: None
 Absent: G. Phillips

Motion Carried: Approved

There was no one present to represent the sign package for Chipotle Mexican Grill.

Chipotle Mexican Grill
36200 Euclid Ave.
(Rep.- Kathy Clarke, Ace Lighting Services)

(2) Illuminated wall signs (north & west elevations), (1) Illuminated freestanding ground sign (face replacement only)

Chairman Koskovics said the signs are being replaced with new graphics. There are two illuminated wall signs on the north and west elevations with LED illumination. He said the new signage will be installed on the brick which are in different locations than the previous wall signs. He suggested adding to the motion the stipulation that the building façade be cleaned and repaired so as to not show any shadowing from the previous signage.

Chairman Koskovics said the illuminated freestanding ground sign is only a face replacement on the plaza's monument sign.

Ms. Ward moved to accept (2) illuminated wall signs (north and west elevations) and (1) illuminated freestanding ground sign, face replacement for Chipotle Mexican Grill, 36200 Euclid Ave., Willoughby, OH 44094 as submitted but with the stipulation that any shadowing from the previous wall sign be cleaned and repaired and Mr. Palmer seconded.

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ROLL CALL: Yeas: S. Jones; W. Palmer; T. Ward; J. Koskovics, Chairman
Nays: None
Absent: G. Phillips

Motion Carried: Approved

MINUTES

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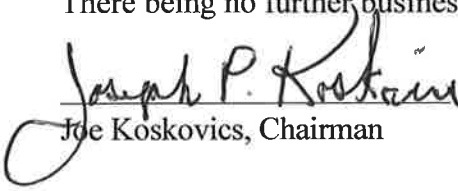
April 24, 2023

Ms. Jones moved to accept the SRB meeting minutes of April 24, 2023 as submitted and Mr. Palmer seconded.

ROLL CALL: Yeas: W. Palmer; S. Jones; J. Koskovics, Chairman
Nays: None
Absent: G. Phillips
Abstain: T. Ward

Motion Carried: Approved

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



Joe Koskovics, Chairman



Vicki Grinstead, Secretary