



City of Willowick
PLAN REVIEW BOARD
Thursday, August 28, 2025 at 3:00 PM
Willowick Building & Service Center

ADA NOTICE

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify the City of Willowick at 440-585-3700 at least three working days before the meeting.

MINUTES

1. Call meeting to order

Chairman Brennan called the August 28th, 2025, Plan Review Board meeting to order at 3:00pm.

Roll call

PRESENT

Chairman Brennan

Chief Daubenmire

Mr. Lazor

ALSO PRESENT

Mr. Pintar

ABSENT

Bill Malovrh Jr.

Tim McLaughlin

Approval of minutes

Plan Review Board minutes - August 14th, 2025

Motion made to approve the August 14th, 2025, Plan Review Board minutes by Mr. Lazor, Seconded by Chief Daubenmire.

Voting Yea: Chairman Brennan, Chief Daubenmire, Mr. Lazor

New business

Here We Grow Early Learning Center - Located at 31601 Vine Street Ste 101

Catrera Willis (Here We Grow Early Learning Center) and Jaclyn Watts (Itsy Bitsy Land of Discovery I & II) were present representing Here We Grow Early Learning Center - Located at 31601 Vine Street Ste 101. Chairman Brennan advised that this location was previously a hair salon, per their letter of intent they are looking to expand the daycare into the new location to have the ability to accept infants and toddlers. He stated that per the site plan, there is going to be approximately 12 people in this space. Chairman Brennan asked about the seating, Ms. Willis advised that they will not know that until licensing comes in to do the measurements. The hours of operation are 6:30am to 6pm. Chairman Brennan advised the board that the parking lot has not changed at this location, and the parking is

compliant. The seating was addressed based on the site plan as well as the exit door location towards the back of the building. Ms. Willis stated that as of October it will be 4 years in the City of Willowick operating the daycares. Ms. Willis advised that the reason for the submittal is that Here we grow down the street is a pre-school - school age program, they have done pretty well at the location, they have had full enrollment since they opened, they are a gold rated program in the community and they are just looking to expand in the city. Ms. Willis and Ms. Watts both stated they work well together and closely, they do events together, they are not in competition with one another, they work together to do what is best for the community often referring children to one daycare or another depending on the needs of the family and which daycare would be the best fit. Ms. Willis stated that she is staying with the same name of her current center and expanding to have the ability to take infants. Chairman Brennan asked if they have completed the requirements with the state yet, Ms. Willis stated that the city was the first step, with the approval from the city they will go through the process with the state and fire departments. Chairman Brennan advised the board that there are no alterations being made, Ms. Willis and Ms. Watts agreed, it is a very simple move in with no alterations needed.

Motion made to approve Here We Grow Early Learning Center - Located at 31601 Vine Street Ste 101 by Mr. Lazor, Seconded by Chief Daubenmire.

Voting Yea: Chairman Brennan, Chief Daubenmire, Mr. Lazor

Public portion

Public portion was open and closed at 3:09pm.

Old business

None.

Miscellaneous

Adjournment

Motion made to adjourn the August 28th, 2025, Plan Review Board meeting at 3:10pm by Mr. Lazor, Seconded by Chief Daubenmire.

Voting Yea: Chairman Brennan, Chief Daubenmire, Mr. Lazor

Chairman Brennan

Heather Boling – Secretary