



**City of Willowick**  
**PLAN REVIEW BOARD**

Thursday, December 14, 2023 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 December 14th, 2023, Plan Review Board meeting to order at 3:00pm.

**Roll call**

PRESENT

Chairman Brennan  
Chief Daubenmire  
Chief Malovrh Jr.  
Tim McLaughlin  
Mike Lazor

ALSO PRESENT

Ken Pintar

**Approval of minutes**

Plan Review Board Minutes - September 28th 2023

Motion made to approve the September 28th, 2023, Plan Review Board minutes by Tim McLaughlin, Seconded by Mike Lazor.

Voting Yea: Chairman Brennan, Chief Daubenmire, Chief Malovrh Jr., Tim McLaughlin, Mike Lazor

**New business**

Sew 4 Service - Located at 30515 Euclid Ave

Chairman Brennan advised the board that Sew 4 Service is looking to go into the space where there was previously a barbershop in that location. He stated that they provided a letter of intent. Lucy was present representing the business, she stated that Sew 4 Service is non-profit organization that accepts donations of fabric and yarn, volunteers that come in to help sort the donations and make kits for people to take home and make, they make blankets, teach individuals how to make blankets and other items at libraries as well.

Chairman Brennan advised that this location is a retail district and under uses of the ordinance, due to the type of business being an artesian business, the Plan Review Board can only approve the business

pending the approval from Planning Commission and City Council. Chairman Brennan advised the dates of those meetings and told Lucy that he would give her a call tomorrow to go over the next steps.

Motion made to approve Sew 4 Service pending the approval of the Planning Commission and City Council by Mike Lazor, Seconded by Tim McLaughlin.

Voting Yea: Chairman Brennan, Chief Daubenmire, Chief Malovrh Jr., Tim McLaughlin, Mike Lazor

Flagstar Bank - Located at 29950 Lakeshore Blvd.

Chairman Brennan advised the board that per their letter of intent this submission is for a name change from Ohio Savings Bank to Flagstar Bank. There was not a representative present for Flagstar Bank.

Motion made to approve the name change for Flagstar Bank - Located at 29950 Lakeshore Blvd by Mike Lazor, Seconded by Tim McLaughlin.

Voting Yea: Chairman Brennan, Chief Daubenmire, Chief Malovrh Jr., Tim McLaughlin, Mike Lazor

Primoz Pizza - Located at 1225 E. 305th Street

Chairman Brennan advised the board that this business is looking to move into the old Angel's Christian Book Store located at 1225 E. 305th Street. Mr. Franklin and one other representative were present representing Primoz Pizza. Mr. Franklin stated that they are a pizza take out establishment, that serves pizza, wings, salad and some desserts. He advised the board that he currently has two other Primoz Pizza establishments operating in Mayfield and Mentor. Chairman Brennan stated that it looks like there will be no indoor seating, Mr. Franklin said that is correct, this is strictly take out. Chairman Brennan asked if there will be any alterations taking place on the interior, as we know that the previous establishment caught on fire. Mr. Franklin said that it is currently empty, the owner has the dropped ceiling in and walls up however that will need to be changed to now accommodate the pizza take out establishment going into that location. Mr. Franklin stated that the property owner is the one that will be obtaining permits and completing the alterations. Chairman Brennan advised that this business is a permitted use in that district, the business meets the requirements for parking as there is no seating on the interior. Chairman Brennan stated that the plans will need to be submitted for the alterations. He advised that he would be in contact to complete a walkthrough of the establishment.

Motion made to approve Primoz Pizza - Located at 1225 E. 305th Street by Tim McLaughlin, Seconded by Mike Lazor.

Voting Yea: Chairman Brennan, Chief Daubenmire, Chief Malovrh Jr., Tim McLaughlin, Mike Lazor

**Public portion**

Public portion was opened and closed at 3:12pm with no public present.

**Old business**

Mike Lazor asked about the status of Willowick Cafe, Chairman Brennan advised that their permits have been issued however there is no other status update.

**Miscellaneous**

None.

**Adjournment**

Motion made to adjourn the December 14th, 2023, Plan Review Board meeting at 3:15pm by Mike Lazor, Seconded by Tim McLaughlin.

Voting Yea: Chairman Brennan, Chief Daubenmire, Chief Malovrh Jr., Tim McLaughlin, Mike Lazor