



**City of Willowick**  
**PLANNING COMMISSION**

Monday, February 12, 2024 at 7:30 PM  
City Council Chambers

**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**

Mayor Vanni swore in Tom Loncala and Joan Raymond to the Planning Commission Board.

**Call meeting to order**

Chairman Carden called the February 12th, 2024, Planning Commission meeting to order at 7:35pm.

**Pledge of Allegiance to the Flag**

**Roll Call**

PRESENT

Chairman Mark Carden

Ms. Raymond

Mr. Fortney

Mr. Loncala

ALSO PRESENT

Law Director Landgraf

Councilman Phares

ABSENT

Mr. Houry

Mr. Hren

Mr. Foisel

**Approval of Minutes**

Planning Commission Meeting Minutes - November 13, 2023

The November 13th, 2024, Planning Commission meeting minutes were tabled due to lack of quorum present to vote.

**Development & Plan Review Committee**

None.

**Rules Committee**

None.

**City Engineer's Report – Mr. McLaughlin**

None.

**Law Director's Report – Ms. Landgraf**

None.

**Architectural Review Board**

None.

**Community Reinvestment Area – Mr. Carden**

None.

**Public Hearings**

None.

**Public Portion**

Public portion was opened and closed at 7:37pm with no comments from the public.

**Remarks – Old Business**

None.

**Remarks – New Business**

Sew 4 Service - Located at 30515 Euclid Ave

Michelle Lutz (board member and volunteer) was present representing Sew 4 Service located at 30515 Euclid Avenue. She explained to the board that the business is a non-profit organization that receives donations of fabric, yarns, supplies. Volunteers then use those donations to create items such as quilts, they then bring the finished item back to the facility where Sew4Service will donate the items back to charity such as nursing homes or any other place that may be receiving them. The donations are sorted and stored at the business location, they have a studio space where they teach lessons such as sewing machine use and they also have volunteers there to put kits in order, sort through donations as there are items donated that they are unable to use. The unusable items are sold at a deep discount to the volunteers. Chairman Carden asked the previous use of this establishment, Ms. Lutz stated that it used to be a fitness center. Chairman Carden asked if primarily the sewing work is done at home and then brought to the location, Ms. Lutz stated that is correct outside of the classes that are offered onsite. Ms. Raymond asked Ms. Lutz if they ever get any items that can be recycled, Ms. Lutz said that the Director has a business connection that comes to pick up scrapes that cannot be used, a recycler then picks them up at a different location outside of the county as it is not a service Lake County offers. Law Director Landgraf advised Ms. Lutz that the next step will be the City Council meeting that will be held on Tuesday, February 20th.

Motion made to approve Sew 4 Service - Located at 30515 Euclid Ave pending approval from City Council by Mr. Fortney, Seconded by Ms. Raymond.

Voting Yea: Chairman Carden, Ms. Raymond, Mr. Fortney, Mr. Loncala

Salon Studio 723 - Located at 250 E 312th Street

Lawonna Minter was present representing Salon Studio 723 - Located at 250 E 312th Street. She stated that Salon Studio 723 specializes in all things hair and beauty, natural hair styles, coloring, relaxers as well as everything else hair. The types of services she provides is for all ages, she provides services for men, woman and children. She is trying to create a nice place for self-care and relaxation, while getting beautiful. Chairman Carden asked if this is a relocation of her business that is currently operating in Euclid, Ms. Minter stated that yes, she is relocating her business. There was some discussion regarding the new location. He asked if she will be keeping the location in Euclid, Ms. Minter advised that she is not staying in Euclid she is upgrading to Willowick as her current location in Euclid is only 800 square feet and the new location is 2000 square feet and her current location is very loud due to the types of establishments that surround her. She stated that she has been in business for about 3.5 years. Chairman Carden asked how many stylists she will have working with her, she advised that she has 2 stylists plus herself. Ms. Raymond asked if they are employees or if they rent their chairs, Ms. Minter said that they are independent contractors as opposed to employees. Law Director Landgraf asked about the hours listed from 9am to 5pm being every day of the week? Ms. Minter advised that yes it will be 7 days a week and the hours are more open, since they go off of appointments. She advised that most of the appointments are between 9am and 5pm however there are times where they will go in much earlier than that such as 6:30am or 7:00am or stay later than that for appointments and/or cleaning. Law Director Landgraf explained that the hours that she is approved for are the hours that she will be held to, so to make sure the hours are broadened to cover the times that she may be there. There was some further discussion on the hours and Ms. Minter stated that her hours will be broadened to make sure she is operating while she is approved. She said max time she will be operating would be 12 hours, so she stated from 8am to 11pm, not every day but she wants to make sure she is covered. Chairman Carden asked when she will be moving into the new business, she stated as soon as she is approved and allowed to move in and start operating as her current location lease is over, so right now she is month to month there. Law Director Landgraf advised Ms. Minter that the next step will be the City Council meeting that will be held on Tuesday, February 20th.

Motion made to approve Salon Studio 723 - Located at 250 E 312th Street pending approval from City Council by Mr. Fortney, Seconded by Mr. Loncala.

Voting Yea: Chairman Carden, Ms. Raymond, Mr. Fortney, Mr. Loncala

Prior to the adjournment of the meeting Councilman Phares advised the board that there will be some upcoming proposed ordinance changes for the board to review. There was some discussion regarding some of the possible ordinances to look at as some are old/outdated.

**Adjournment**

Motion made to adjourn the February 12th, 2024, Planning Commission at 8:03pm by Ms. Raymond, Seconded by Mr. Loncala.

Voting Yea: Chairman Carden, Ms. Raymond, Mr. Fortney, Mr. Loncala