



**City of Willowick**  
**PLAN REVIEW BOARD**  
Thursday, May 28, 2026 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.

**AGENDA**

1. **Call meeting to order**
2. **Roll call**
3. **Approval of minutes**
  1. 1. Plan Review Board Minutes - May 14th 2026
4. **New business**
  1. 1. Collectibles and Gaming - Located at 32801 Vine Street (Ownership & Name Change)
5. **Public portion**
6. **Old business**
7. **Miscellaneous**
8. **Adjournment**



**City of Willowick**  
**PLAN REVIEW BOARD**  
 Thursday, May 14, 2026 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 May 14th, 2026, Plan Review Board meeting to order at 3:00pm.

**Roll call**

PRESENT

Chairman Brennan  
 Chief Daubenmire  
 Chief Malovrh Jr.  
 Mr. McLaughlin  
 Mr. Lazor

ALSO PRESENT

Mr. Pintar

**Approval of minutes**

Plan Review Board Minutes - April 9th 2026

Motion made to approve the April 9th, 2026, Plan Review Meeting minutes by Mr. Lazor, Seconded by Mr. McLaughlin.

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

**New business**

305 Quick Shop - Located at 1205 E. 305th Street

Mr. Awad of Medina was present representing 305 Quick Shop - Located at 1205 E. 305th Street. Chairman Brennan advised the board that this location is the former doggie spa. Mr. Awad stated that he has made some interior changes such as adding coolers, and shelving as this business will be a convenience store. Chairman Brennan referred to the provided floor plan asking if there is a rear exit door, Mr. Awad stated that the rear exit door belongs to the neighboring unit, there was an alteration to the establishment and the rear exit door is only to be used for an emergency for his unit. Chairman Brennan advised the board that this business is permitted in this district.

Motion made to approve 305 Quick Shop - Located at 1205 E. 305th Street by Mr. McLaughlin, Seconded by Mr. Lazor.

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

Burger King - Located at 31305 Vine Street (Remodel)

There was not a representative for Burger King - Located at 31305 Vine Street (Remodel). Chairman Brennan advised the board that this submittal is for interior and exterior alterations, drive through modifications, concrete updates, stripped service walk towards the street and signage. Chairman Brennan referred to the ordinance with regards to signage in a retail district. Per the ordinance based on the size of the business, they would only be allowed 147.5 sq feet of signage and theirs is currently a total 216 sq. for signage. They will need to either come into compliance or appeal the ordinance regarding the signage.

Motion made to approve Burger King - Located at 31305 Vine Street for the remodel by Mr. Lazor, Seconded by Mr. McLaughlin.

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

**Public portion**

Public portion was open and closed at 3:07p.m with no public present.

**Old business**

None.

**Miscellaneous**

None.

**Adjournment**

Motion made to adjourn the May 14th, 2026, Plan Review Board meeting at 3:08pm by Mr. McLaughlin, Seconded by Mr. Lazor.

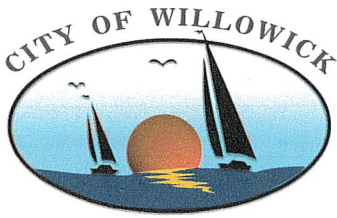
Voting Yea: Chairman Brennan, Chief Daubenmire, Chief Malovrh Jr., Mr. McLaughlin, Mr. Lazor

---

Chairman Brennan

---

Heather Boling – Secretary



**CITY OF WILLOWICK PLAN REVIEW BOARD  
APPLICATION FOR PERMIT TO OCCUPY FOR  
BUSINESS, COMMERCIAL, INDUSTRIAL, ETC.  
YOU MUST FILL OUT ENTIRE APPLICATION  
440-516-3000**

Item #1.

PERMIT FEE: \$60.00

DATE: 5-13-20

Location of Occupancy: 32801 Vine St Business Name: Collectibles and Gaming  
(ADDRESS)

Business Owner's Name & Address: Emad Rabah Awad

CITY/STATE/ZIP: 705 fair fax drive Medina OH 44256

Telephone Number: 440 554 8557 Fax Number: \_\_\_\_\_ Federal ID Number: \_\_\_\_\_  
Or Social Security Number

OWNER OF PROPERTY/NAME/ADDRESS/TELEPHONE NUMBER: PSA Eastside Properties LLC

18370 South Miles Rd Warrensville Hts OH 44128 (440)382 6511

SUBMIT NEW DETAILED FLOOR PLAN : \_\_\_\_\_ SQ. FT. HABITABLE FLOOR AREA FOR OCCUPANCY: 1,200

Building Size: 5,768 Total Number Of Employees: 1

Intended Number of Occupants: 1 Total Number of Seating : 0

Site Plan With Number of Paved Parking Spaces: Attached Hours Of Operation : 9am - 7pm

Letter of Intent:  Previous Use: Electronic flip Proposed Use: Game store

NAME OF PRINCIPAL OR CONTACT PERSON FOR NEW BUSINESS: Emad Awad

Home Address/City/Zip: 705 fair fax drive Medina OH 44256 Telephone Number: 440 554 8557

*I hereby certify that the above questions have been answered correctly by me and that the premises will be used for the purpose stated above. Any change in the purpose of occupancy will not be made without approval from Lake County Building, Willowick Fire & Willowick Zoning Department. A final approval by The Willowick Building Dept. (440)516-3000 or a representative thereof, must be complied with before opening of business. I do hereby further agree to maintain the above premises in compliance with the ordinances of the City of Willowick.*

Applicant's Signature: [Signature]

Date: 5-13-20

**Office use only:**

Zoning District: \_\_\_\_\_ Authorized Occupants: \_\_\_\_\_

TEMPORARY APPROVED BY: \_\_\_\_\_ Date: \_\_\_\_\_

Zoning Dept. Inspected by: \_\_\_\_\_ DATE: \_\_\_\_\_

Zoning Permit # \_\_\_\_\_ Zoning Permit Fee \$ \_\_\_\_\_

Fire Dept. Inspected By: \_\_\_\_\_ Date: \_\_\_\_\_

## Letter of intent

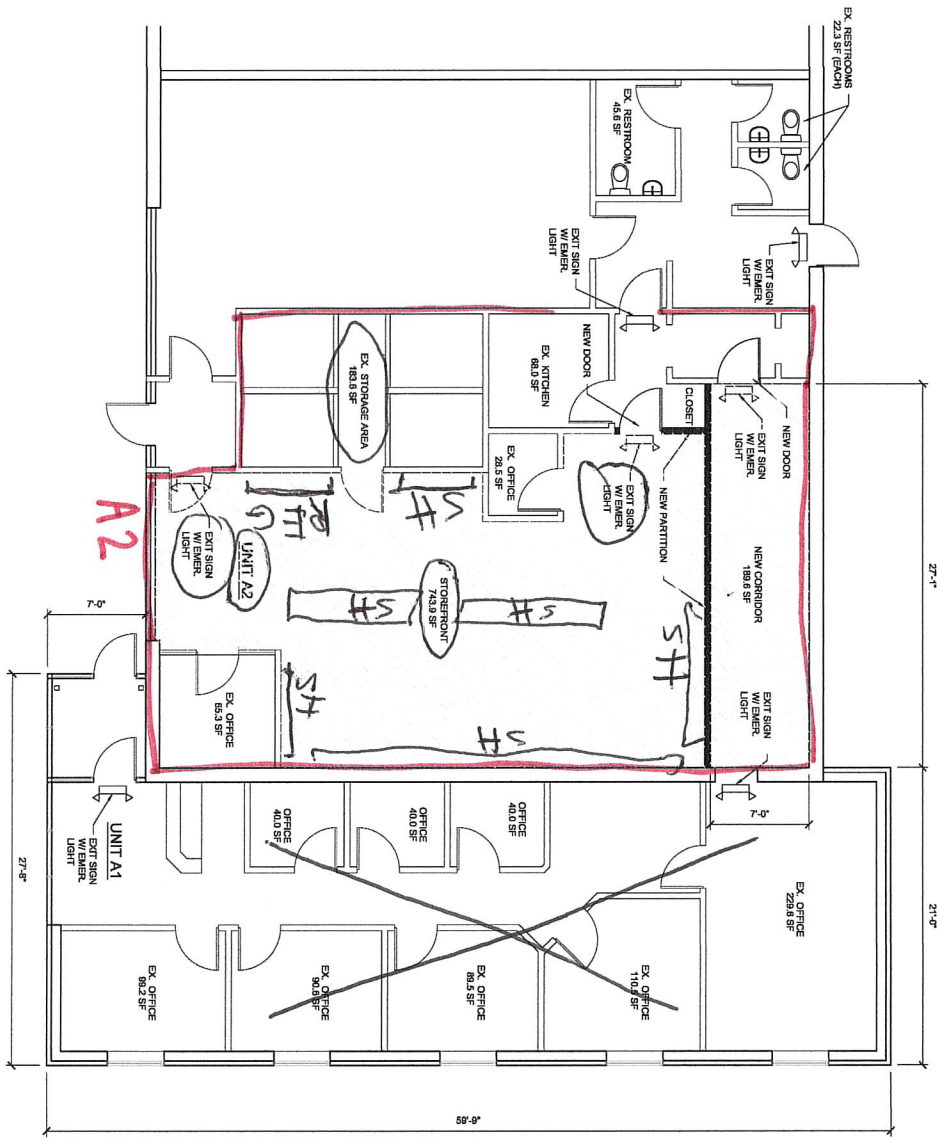
Hello my name is Emad Awad  
I am planning on taking over  
Electronic Flip located at (32801 Vine St  
Willowick, OH 44095)

The business will remain the same,  
with no changes to the interior or operations.  
I will continue operating the same type  
of business currently in place. The only  
change being made is the business name,  
which will be changed to "Collectibles &  
Gaming". The existing sign will remain  
in place and only the name will change.  
Simple face change to the name will be  
replaced.

The business will sell collectibles  
including playing cards, video games,  
and video game consoles.

Hours of operation will be  
9:00 AM - 7:00 PM  
Monday through Sunday





NEW FLOOR PLAN LAYOUT  
SCALE: 1/4"=1'-0"

**NOTES:**

- UNIT A2 IS ELECTRONICS RETAIL STORE WITH 2 OR 3 STAFF MEMBERS.
- GROSS SQUARE FOOTAGE APPROXIMATELY 1,140 sq. ft.
- EXIT SIGN WITH EMERGENCY LIGHTS.
- TWO LED ADJUSTABLE HEAD EMERGENCY EXIT LIGHT WITH BATTERY.
- HATCH AREA INDICATE NEW LAMINATE FLOOR.
- TWO NEW STANDARD INTERIOR DOOR 2'-0" x 6'-8" WITH LEVER HANDLES.
- ALL NEW WOOD STUD WALL PAIN BY TWO COATS OF PAIN. PERIMETER OF NEW FLOORING + WOOD BASE.

**CODE DATE:**

CODE ENFORCED: OHIO BASIC BUILDING CODE (O.B.B.C.)  
LATEST ISSUE

USE GROUP: "B" - BUSINESS

CONSTRUCTION: EXISTING BUILDING - TYPE 2C

CONSTRUCTION: UNPROTECTED.

ALUMINUM EAVE HEIGHT: 3 STORY, 47' 14.0085F.

MEANS OF EGRESS: 2 MEANS EGRESS PER TENANT SPACE

FIRE RESISTANCE RATING

LOAD BEARING EXTERIOR WALLS = 0 HOUR RATING

STRUCTURAL MEMBERS = 0 HOUR RATING

ROOF CONSTRUCTION = 0 HOUR RATING

MEANS OF EGRESS: 2 MEANS EGRESS PER TENANT SPACE

SH = Shelves  
Reg = Register

J. FARRON
04/06/2021
AS BROWN
30-0000001
A-2