



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.

AGENDA

1. **Call meeting to order**
2. **Roll call**
3. **Approval of minutes**
 1. Plan Review Board minutes - August 14th, 2025
4. **New business**
 1. Here We Grow Early Learning Center - Located at 31601 Vine Street Ste 101
5. **Public portion**
6. **Old business**
7. **Miscellaneous**
8. **Adjournment**



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MINUTES

1. Call meeting to order

Chairman Brennan called the August 14th, 2025, Plan Review Board meeting to order at 3:00pm.

Roll call

PRESENT

Chairman Sean Brennan

Tim McLaughlin

Mike Lazor

Captain Ockenden (representing the fire department in Chief Malovrh's absence)

ALSO Present

Councilwoman Antosh

ABSENT

Rob Daubenmire

Bill Malovrh Jr.

Approval of minutes

Plan Review Board Minutes - July 24th 2025

Motion made to approve the July 24th, 2025, Plan Review Board minutes by Mr. Lazor, Seconded by Mr. McLaughlin.

Voting Yea: Chairman Brennan, Mr. McLaughlin, Mr. Lazor, Captain Ockenden

New business

Alfredo's Italian Market - Located at 30575 Euclid Ave

Mr. Bajko (Architect) and Mr. Guerrieri (owner) were present representing Alfredo's Italian Market - Located at 30575 Euclid Avenue. Chairman Brennan advised that this is the old BillPro building on Euclid avenue, and that plans have been provided. This is a 6000 sq foot building, one story that will become an Italian market consisting of back of house kitchen bakery, front of house is an Italian grocery store, a deli with hot and cold prepared foods, dry goods, a bakery in the back corner, a check out area and some seating inside. The exterior will have a patio and there will be a front facade renovation to make a more Tuscan look. The rear of the building will remain the same consisting of a break room and

rest rooms. There were some details provided regarding the mechanical end of the renovation such as electrical, lighting, flooring and finishings. Chairman Brennan asked about the hours of the business, Mr. Guerrieri stated that they will be open 6 days a week, closed Mondays. Chairman Brennan advised that he has reviewed the plans for zoning and they do comply with parking and setbacks, the only question he has due to an ordinance change is the color of the building. Mr. Guerrieri stated that they will be in compliance with the ordinance as the color will be a shade of cream color which is a variation of the browns. Councilwoman Antosh asked when the business will be opening, Mr. Guerrieri stated early next year. He said he has about 40 employees ready to go.

Motion made to approve Alfredo's Italian Market - Located at 30575 Euclid Ave by Mr. McLaughlin, Seconded by Mr. Lazor.

Voting Yea: Chairman Brennan, Mr. McLaughlin, Mr. Lazor, Captain Ockenden

Lake County Sewer - Located at 32900 Lakeland - Addition

Mr. Zelko of Zelko Building Systems, Inc was present representing Lake County Sewer - Located at 32900 Lakeland boulevard. Chairman Brennan stated that this was for a submittal of an addition to the building to be used as a warehouse, he advised that he believes there will be some parking as well. Mr. Zelko stated there is existing parking that covers the square footage that is being added. Chairman Brennan advised the board that we have received the application, construction drawings and letter of intent. Chairman Brennan confirmed with Mr. Zelko that this will be used for storage, Mr. Zelko stated that is correct. Chairman Brennan referred to the plans and asked if the building will be 60x60 and 600 square feet with 2 overhead doors on one wall, one on the back wall and then a man door is being added as well. They will also be adding an overhead door to the existing building. Mr. Zelko advised that this addition will be storage of company vehicles, tools and anything that is used out in the field. Chairman Brennan advised that after reviewing the proposed site plan from Polaris, per our city ordinance, there is a condition of parking areas after a certain date, he stated that he knows that Lake County Sewer has had a gravel parking lot since he began operation however the new area that they are going to be extending out to on the parking lot since it was not before 1995, he stated that he wanted to bring it to Mr. Zelko's attention the city asks that the area for the parking lot and driveways to be paved either with concrete or asphalt. Chairman Brennan advised that they do have a right to appeal the parking lot. There was some discussion regarding drainage, Mr. McLaughlin discussed the final disturbance based off what he measured in under an acre however the disturbance limits will be above an acre, so there was some discussion regarding filing a NOI for the general perimeter for Ohio EPA storm water as well as quality control measures, there was some discussion regarding specifics between Mr. Zelko and Mr. McLaughlin, the discussion was referring to the site plan regarding sewers, where the tie in's will be, catch basins, storm lines, down spouts and drainage. Mr. Zelko advised that he will have Polaris contact Mr. McLaughlin regarding this portion of the submittal. There was some discussion regarding the asphalt/concrete parking lot vs gravel, a copy of the ordinance was provided to Mr. Zelko, Chairman Brennan advised the ordinance states after a certain date the requirements are now concrete/asphalt. Mr. Zelko advised that he will have to speak with Mr. Marucci, the owner of Lake County Sewer to determine what he would like to do with that regard, either complying with the ordinance or appealing it. There was some discussion regarding the appeal process and meeting. There was reference again to the ordinance and that in 2012 the ordinance was revised regarding the concrete/asphalt parking lot. There was also some further discussion regarding the discharge and runoff.

Motion made to approve Lake County Sewer - Located at 32900 Lakeland - Addition pending some further details regarding the parking lot / driveway and storm water and approval by Board of Zoning

Appeals and City Council by Mr. Lazor, Seconded by Mr. McLaughlin.

Voting Yea: Chairman Brennan, Mr. McLaughlin, Mr. Lazor, Captain Ockenden

Public portion

Public portion was open and closed at 3:32pm with no public present.

Old business

None.

Miscellaneous

None.

Adjournment

Motion made to adjourn the August 14th, 2025, Plan Review Board meeting at 3:32pm by Mr. McLaughlin, Seconded by Mr. Lazor.

Voting Yea: Chairman Brennan, Mr. McLaughlin, Mr. Lazor, Captain Ockenden



**CITY OF WILLOWICK PLAN REVIEW BOARD
APPLICATION FOR PERMIT TO OCCUPY FOR
BUSINESS, COMMERCIAL, INDUSTRIAL, ETC.
YOU MUST FILL OUT ENTIRE APPLICATION
440-310-3000**

PERMIT FEE: \$25.00

DATE: 8/8/25

Location of Occupancy: 31601 Suite 101 Vine street Business Name: Here We Grow Early Learning Center.
(ADDRESS)
Business Owner's Name & Address: Catreria Willis 969 E. 348th St Willowick OH, 44095
CITY/STATE/ZIP: Willowick Eastlake OH, 44095
Telephone Number: (216) 970-8478 Fax Number: _____ Federal ID Number: _____
Or Social Security Number: _____

OWNER OF PROPERTY/NAME/ADDRESS/TELEPHONE NUMBER:

9960 Mulberry Rd Chardon, OH 44024 Bridgette Real Estate Investments LLC
84059 ft 440-313-2790

SUBMIT NEW DETAILED FLOOR PLAN:

SQ. FT. HABITABLE FLOOR AREA FOR OCCUPANCY:

Building Size:

Total Number Of Employees: 3Intended Number of Occupants: 12

Total Number of Seating: _____

Site Plan With Number of Paved Parking Spaces

Hours Of Operation: Mon-Fri 6:30am-6pmLetter of Intent: ☒Previous Use: ☒Proposed Use: ☒

NAME OF PRINCIPAL OR CONTACT PERSON FOR NEW BUSINESS:

Catreria Willis
Home Address/City/Zip: SAME AS ABOVE Telephone Number: 216-970-8478

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) 310-3000 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: _____

Date: 8/8/25**OFFICIALS ONLY**

Zoning District: _____

Authorized Occupants: _____

TEMPORARY APPROVED BY: _____

Date: _____

Zoning Dept. Inspected by: _____

DATE: _____

Zoning Permit # _____

Zoning Permit Fee \$ _____

Fire Dept. Inspected By: _____

Date: _____

CITY OF WILLOWICK APPLICATION FOR COMMERCIAL ESTABLISHMENT LICENSES REQUIRED AFTER APPROVAL

Note: A separate permit is required for all new signs from the Willowick Building Department.

Sean Brennan

Hello. My name is Jaclyn Watts and I currently have two child care centers across the street, next to the license bureau on Vine Street in Willowick (Itsy Bitsy Land of Discovery- 31529 Vine Street and 31535 Vine Street). I'm reaching out about a new opportunity that has been presented to me in the same building. There used to be a salon at 31601 Vine Street Suite 101, I would like to move the infants and toddlers from their current room, into that space to provide more room for them to learn and grow. Also, to reduce the noise level in the building, being next door to the BMV and sharing space with preschoolers who are on completely different schedules. Having the additional space will level up our program tremendously, allowing us to have separate spaces for infants/toddlers, preschoolers, and schoolagers. The new space would also be shared with Catrera Willis, owner of Here We Grow, also on Vine Street, allowing her to expand her program that doesn't accept infants or toddlers. This space will allow us to work together, continuing to provide the best child care in the city. There are so many families in the area with new babies and they don't have care outside of the home to allow them to go back to work. Working with Catrera, we will be able to provide care for 12 infants and/or toddlers. Our current programs are doing great and we are forever grateful for the opportunity to serve the families in the area.

Thank you so much.

Jaclyn Watts

jaclyn_watts@yahoo.com

216-374-5030





