



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.

AGENDA

1. **Call meeting to order**
2. **Roll call**
3. **Approval of minutes**
 1. 1. Plan Review Board Minutes - September 28th 2023
4. **New business**
 1. 1. Sew 4 Service - Located at 30515 Euclid Ave
 2. 2. Flagstar Bank - Located at 29950 Lakeshore Blvd.
 3. 3. Primoz Pizza - Located at 1225 E. 305th Street
5. **Public portion**
6. **Old business**
7. **Miscellaneous**
8. **Adjournment**



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PLAN REVIEW BOARD
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MINUTES

1. Call meeting to order

Chief Brennan called the September 28th, 2023, Plan Review Board meeting to order at 3:00pm.

Roll call

PRESENT

Chief Brennan

Chief Daubenmire

Chief Malovrh Jr.

Tim McLaughlin

Mike Lazor

ALSO PRESENT

Ken Pintar

Councilwoman Antosh

Approval of minutes

Plan Review Board Minutes - September 14th 2023

Motion made to approve the September 14th, 2023, Plan Review Board minutes by Tim McLaughlin, Seconded by Mike Lazor.

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

New business

Service Master - Located at 30510 Lakeland Blvd.

Chief Brennan advised that this is for Service Master - Located at 30510 Lakeland Blvd., wants to put an addition off the back of their building off Lakeland Boulevard, to be used as storage. Chief Brennan stated that he did some calculations on the parking, they are zoned industrial, so the parking is compliant for what they want to do in that area. The storage will be used for equipment and contents of fire damaged items for other people's property.

Motion made to approve Service Master - Located at 30510 Lakeland Blvd. by Mike Lazor, Seconded by Chief Brennan.

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

Public portion

Public portion was opened and closed at 3:02pm with no public present.

Old business

None.

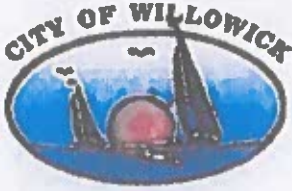
Miscellaneous

None.

Adjournment

Motion made to adjourn the September 28th, 2023, Plan Review Board meeting at 3:04pm by Tim McLaughlin, Seconded by Chief Brennan.

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



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

PERMIT FEE: \$60.00
DATE: 11-15-23

Location of Occupancy: 30515 Euclid Ave Business Name: Saw4 Service
(ADDRESS)

Business Owner's Name & Address: Lucy Kulbago 3147 Darien Ln

CITY/STATE/ZIP: Twinsburg OH 44087

Telephone Number: 216 513-6340 Fax Number: _____ Federal ID Number: 87-216 1163
Or Social Security Number

OWNER OF PROPERTY/NAME/ADDRESS/TELEPHONE NUMBER: 30509 Euclid LLC
34194 Aurora Rd #301 Solon OH 44139 216-952-4450

SUBMIT NEW DETAILED FLOOR PLAN: SQ. FT. HABITABLE FLOOR AREA FOR OCCUPANCY: 1000

Front Building Size: 15ft Total Number Of Employees: 1

Intended Number of Occupants: 10 Total Number of Seating: 10

Site Plan With Number of Paved Parking Spaces: 30 Hours Of Operation: Wed + Thurs 1-7pm
Fri + Sat 10-2pm

Letter of intent: Previous Use: workout gym Proposed Use: sawing studio and store

NAME OF PRINCIPAL OR CONTACT PERSON FOR NEW BUSINESS: Lucy Kulbago

Home Address/City/Zip: 3147 Darien Ln Telephone Number: 216-513-6340
Twinsburg OH 44087

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: Lucy Kulbago Date: 11-15-23

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: _____

CITY OF WILLOWICK-APPLICATION FOR COMMERCIAL ESTABLISHMENT LICENSE REQUIRED AFTER APPROVAL
Note* A separate permit is required for all new signs from the Willowick Building Department.



November 15, 2023

Letter of Intent for Sew4Service

Sew4Service receives donations of fabric, yarn and sewing supplies and volunteers use these supplies to make handmade items to donate to local charities. These donations are sorted and stored in this business location. We also have a studio space where we teach classes, rent sewing machines, and volunteers can sew handmade items for charity. Lastly, we sell some donated items at a discounted price to our customers.

Lucy Kulbago
Executive Director

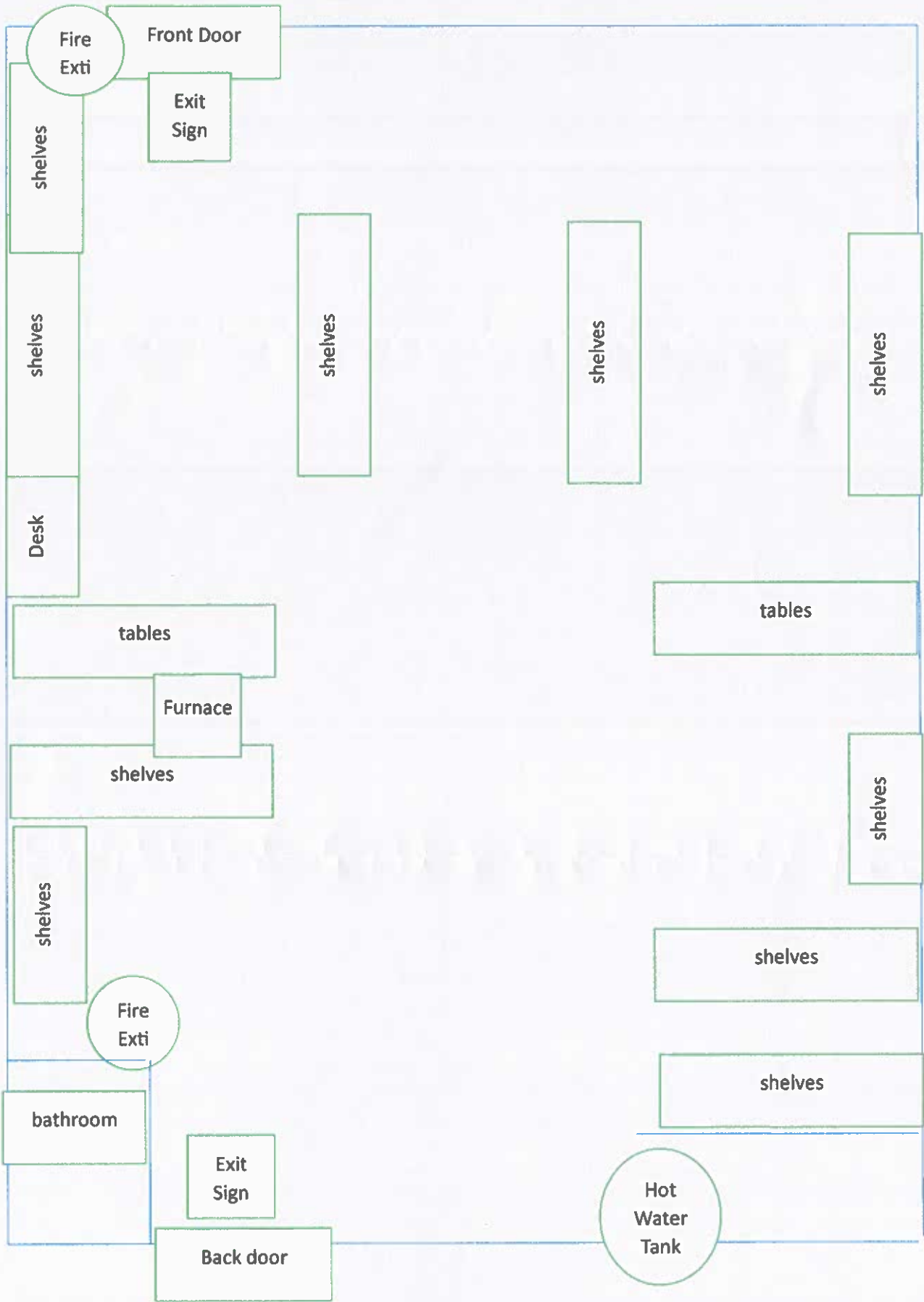
30515 Euclid Avenue, Wickliffe OH 44092 

Lucy.kulbago@sew4service.org 

www.sew4service.org 

@sew4service 

Floor Plan for Sew4Service 30515 Euclid Ave





At the Office Bar & Grill
Grill . S

30511

30509

Jackson Hewitt
Tax Service

Stage Pass Tavern

Euclid Ave

to ealer



CITY OF WILLOWICK PLAN REVIEW BOARD
APPLICATION FOR PERMIT TO OCCUPY FOR
BUSINESS, COMMERCIAL, INDUSTRIAL, ETC.
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440-516-3000

PERMIT FEE: \$60.00
DATE: 11/20/2023

Location of Occupancy: 29950 LAKESHORE BLVD. Business Name: Ohio Savings Bank / Flagstar Bank

(ADDRESS)
Business Owner's Name & Address: Flagstar Bank, 102 Duffy Avenue

CITY/STATE/ZIP: Hicksville, NY 11801

Telephone Number: 704-236-0737 Fax Number: n/a Federal ID Number: 38-2734984
Or Social Security Number

OWNER OF PROPERTY/NAME/ADDRESS/TELEPHONE NUMBER: Same as above

SUBMIT NEW DETAILED FLOOR PLAN : Attached SQ. FT. HABITABLE FLOOR AREA FOR OCCUPANCY: 4,300

Building Size: 4,500 Total Number Of Employees: 6

Intended Number of Occupants: 25 Total Number of Seating : 25

Site Plan With Number of Paved Parking Spaces: 40 Hours Of Operation : Mon-Thurs: 9a-4pm, Fri: 9a-6p
Sat: 9a-1p

Name Change
Letter of Intent: (see attached) Previous Use: Banking Proposed Use: Banking

NAME OF PRINCIPAL OR CONTACT PERSON FOR NEW BUSINESS: Thom Goeken

Home Address/City/Zip: 5151 Corporate Dr, Troy, MI 48098 Telephone Number: 704-236-0737

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: Thom Goeken Date: 11/20/2023

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 :

CITY OF WILLOWICK-APPLICATION FOR COMMERCIAL ESTABLISHMENT LICENSE REQUIRED AFTER APPROVAL.
Note* A separate permit is required for all new signs from the Willowick Building Department.

Flagstar | 602N | SHOREGATE
29950 LAKESHORE BLVD. WILLOWICK, OH 44095



GROSS INTERNAL AREA
FLOOR PLAN: 4,020 SQ. FT.
SIZES AND DIMENSIONS ARE APPROXIMATE. ACTUAL MAY VARY.



November 28, 2023

City of Willowick
Plan Review Board
31230 Vine Street
Willowick, OH 44095

Subject: Letter of Intent – Ohio Savings Bank Name Change to Flagstar Bank

Dear Members of the City of Willowick Review Board,

Ohio Savings Bank, located at 29950 Lakeshore Blvd, will be undergoing a name change to Flagstar Bank. This change is a result of a merger between Flagstar Bank and New York Community Bank and is not associated with any major structural alterations. The updates we'd like to implement are purely cosmetic in nature and are limited to paint and rebranding elements.

The scope of work primarily involves updating exterior and interior signage, including the bank's name and logo, to reflect the new branding as Flagstar Bank. Additionally, there will be some cosmetic changes such as repainting to align with Flagstar's new corporate color scheme. Please note there will be no changes to the existing structure, layout, or functionality of the building.

Should the City of Willowick have any questions or require additional information, please feel free to contact me at thom.goeken@flagstar.com or 704.236.0737.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink that reads "Thom Goeken".

Thom Goeken
Head of Physical Distribution
(704) 236-0737



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

PERMIT FEE: \$60.00

DATE: 12-5-23

Location of Occupancy: 1225 E 305 ST Business Name: Primo 2 Pizza
(ADDRESS)

Business Owner's Name & Address: Charles Franklin 195 plymouth rd

CITY/STATE/ZIP: Eastlake Ohio 44095

Telephone Number: 216-205-1134 Fax Number: _____ Federal ID Number: _____
Or Social Security Number

OWNER OF PROPERTY/NAME/ADDRESS/TELEPHONE NUMBER: EDWARDS 216-870-2461

SUBMIT NEW DETAILED FLOOR PLAN: SQ. FT. HABITABLE FLOOR AREA FOR OCCUPANCY: 1200

Building Size: 60x20 Total Number Of Employees: 6-8

Intended Number of Occupants: _____ Total Number of Seating:

Site Plan With Number of Paved Parking Spaces 6/yes Hours Of Operation: 11am - 10pm

Letter of Intent: yes Previous Use: None Proposed Use: Pizza take-out

NAME OF PRINCIPAL OR CONTACT PERSON FOR NEW BUSINESS: Charles Franklin

Home Address/City/Zip: 195 plymouth rd Eastlake Telephone Number: 216-205-1134

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: 12-5-23

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: _____

CITY OF WILLOWICK-APPLICATION FOR COMMERCIAL ESTABLISHMENT LICENSE REQUIRED AFTER APPROVAL
Note* A separate permit is required for all new signs from the Willowick Building Department.



12-06-23

Primoz Pizzeria

1225 E. 305 St

Willowick, Ohio 44095

Dear City of Willowick

Primoz Pizzeria would like to present this letter of intent which indicates our interest in leasing

A commercial space inside building East 305 plaza for the operation of our Pizzeria. We currently have 4 operating locations in Mentor, Mayfield, University Hts, and Lakewood. Would love to add another location Willowick.

We will be selling Pizza, Wings, Appetizers, Salads, and Desserts

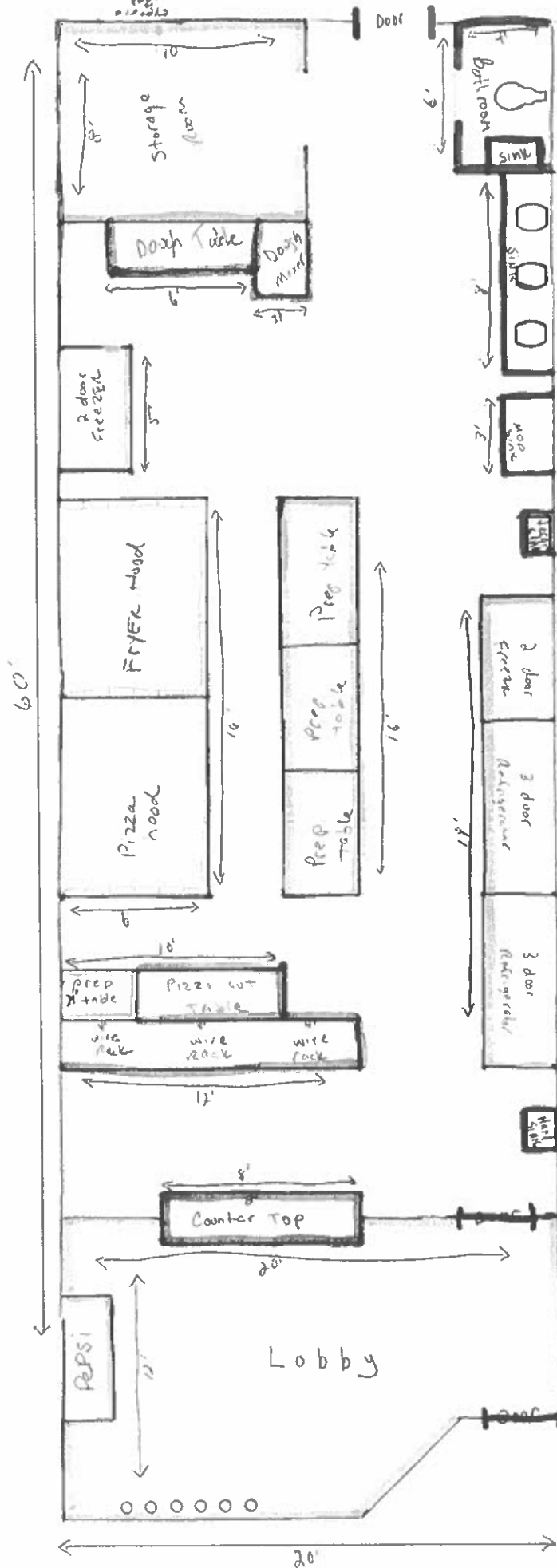
For any questions or concerns you can contact me at

Charles Franklin

Cell 1-216-205-1134

Office 1-440-832-9100

New Floor Plan Item #3.



1. New Equipment
2. New Pizza hoods
3. Refrigeration
4. Pizza & Fryer hoods
5. Sinks
6. Tables & Benches
7. Bathroom
8. Doors
9. Dough Mixer
10. Storage & Lobby

Primez Pizza

Primez of Willowick
 1215 East 305th St
 Willowick, Ohio 44095

Charles Franklin
Charles

drive.

1000 East 205
Wilburck, Ohio 44095
216-205-134
Charles Franklin
Clark

Site plan for parking.

Item #3.

EAST 305 ST

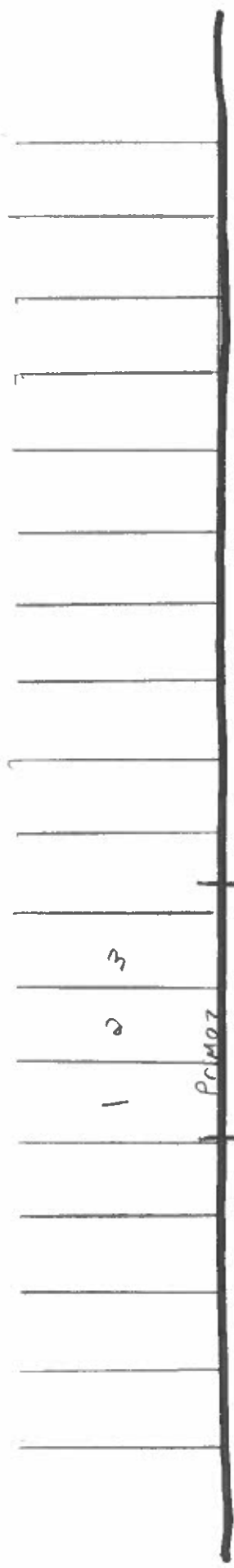
Primary

195'

6

6

x



Primoz

Primoz

XT

Office
1000
404-568-9911

Phone 440972

DATE: 11-18-2023

live.2000@gmail.com

live.2000@gmail.com

TORY

DATE

11-08-23
11-18-23

LETTERS ON RAIL

7" Vinyl Faces
See Plans to be 3/8" apart
Spaced, then centered

Formal Letter
to be 1/2" apart

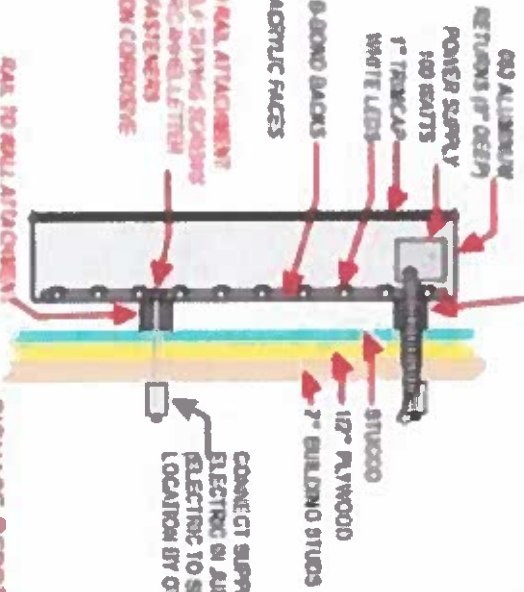
5 Part everything a sign
1 Spaced with this project

Out everything a sign
to be 1/2" apart



SIDE VIEW

11/2" RAILING SYSTEM
MOUNTED TO MATCH FACADE



SIGNAGE REPRESENTS 52.3' SQ. FT

MEASUREMENT SIGN

