



City of Willowick
PLAN REVIEW BOARD
Thursday, September 26, 2024 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 - September 12th, 2024](#)
4. **New business**
 1. [Smoker's Glass Boutique - Located at 1213 E 305th Street](#)
5. **Public portion**
6. **Old business**
7. **Miscellaneous**
8. **Adjournment**



City of Willowick
PLAN REVIEW BOARD
Thursday, September 12, 2024 at 3:00 PM
Willowick Building & Service Center

ADA NOTICE

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MINUTES

1. Call meeting to order

Chairman Brennan called the September 12th, 2024, Plan Review Board meeting to order at 3pm.

Roll call

PRESENT

Chairman Brennan
Chief Daubenmire
Mr. McLaughlin
Mr. Lazor

ALSO PRESENT

Don Lynn Fire Prevention
Ken Pintar

ABSENT

Chief Malovrh Jr.

Approval of minutes

Plan Review Board Minutes - August 22nd, 2024

Motion made to approve the August 22nd, 2024, Plan Review Board minutes by Mr. Lazor, Seconded by Mr. McLaughlin.

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

New business

None.

Public portion

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

Old business

Amazing Minds Learning Center - Located at 31809 Vine Street (previously tabled) parking revision

Motion made to bring Amazing Minds Learning Center - Located at 31809 Vine Street back to the table by Mr. McLaughlin, Seconded by Mr. Lazor.

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

Angelita and Geoff Bennett were present representing Amazing Minds Learning Center. Chairman Brennan advised the board that there has been a revised parking space plan submitted as well as new hours on operation. He stated that the plan now shows 44 parking spaces and asked the Bennett's to have the spaces striped. They said they will be doing so. Also submitted were new hours of operation of 5am to 1am. Chief Brennan referred to the submitted second floor, floor plan. He advised the board that the initial second floor, floor plan had inadvertently missed some of the rooms however they are now there. There was some discussion regarding the rooms, the hallway as well as the windows. Chief Brennan let the Bennett's know that he will be calling them this afternoon to schedule a walk through.

Motion made to approve Amazing Minds Learning Center - Located at 31809 Vine Street by Mr. McLaughlin, Seconded by Mr. Lazor.

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

Miscellaneous

Mr. Lazor asked about Ruth's Soul food and whether or not they have a Commercial Establishment License. Chief Brennan advised they do not.

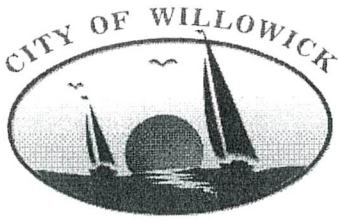
Adjournment

Motion made to adjourn the September 12th, 2024, Plan Review Board meeting at 3:09pm by Mr. McLaughlin, Seconded by Mr. Lazor.

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

Chairman Brennan

Plan Review Board Secretary – Heather Boling



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: 9/11/2024

SMOKER'S

Location of Occupancy: 1213 E. 305th st. Business Name: KOTE Glass boutique
 (ADDRESS)

Business Owner's Name & Address: Tony Nguyen, 34 Autumn wood

CITY/STATE/ZIP: Rochester / NY / 14624

Telephone Number: (585) 957-1271 Fax Number: _____ Federal ID Number: 572-79-5859
 Or Social Security Number

OWNER OF PROPERTY/NAME/ADDRESS/TELEPHONE NUMBER: _____

Mile E Brkil 216-870-2661 30501 Euclid Ave Wickliffe OH 44092

SUBMIT NEW DETAILED FLOOR PLAN: 920 SQ. FT. HABITABLE FLOOR AREA FOR OCCUPANCY: 960 sf

Building Size: 14 units Total Number Of Employees: 1-3

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

Site Plan With Number of Paved Parking Spaces: 40 Hours Of Operation: 10am - 8pm

Letter of Intent: ATTACHED Previous Use: Retail - Herbs Proposed Use: RETAIL

NAME OF PRINCIPAL OR CONTACT PERSON FOR NEW BUSINESS: Tony Nguyen, 34 Autumn wood

Home Address/City/Zip: 34 Autumn wood Rochester NY 14624 Telephone Number: (585) 957-1271

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: 9/5/2024

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 to Open Retail Business

Item #1.

Tony Nguyen
34 Autumn Wood
Rochester, NY 14624
Txn5473@gmail.com
585-957-1271

September, 10 2024

Sean Brennan
Chief Housing and Zoning Inspector
City of Willowick
31230 Vine Street
Willowick, Ohio 44095

Dear Mr. Sean Brennan,

I hope this letter finds you well. I am writing to formally express my intent to open a retail business that will specialize in selling a variety of smoking glassware, accessories, and wraps. The business will operate during regular business hours, and I plan to ensure that it aligns with all local, state, and federal regulations regarding the sale of these products.

Business Concept:

The retail store will cater to adult customers looking for high-quality smoking accessories, including glassware such as pipes and bongs, as well as paper wraps, electronic batteries for devices, and related products. Our goal is to provide a professional, accessible shopping experience where customers can confidently find quality products they need.

Operational Details:

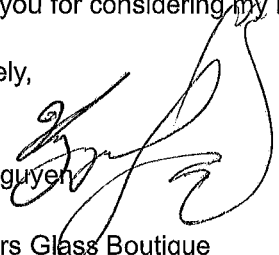
- **Location:** 1213 E 305th St, Willowick, OH 44092
- **Business Hours:** Monday-Saturday, 10AM to 8PM; Sunday, 12PM to 6PM
- **Compliance:** We will strictly adhere to all regulations concerning the sale of smoking accessories, and age-restricted products. Employees will be trained to verify the age of customers and ensure legal compliance.
- **Products:** We will carry a variety of smoking glassware, electronic batteries for vaping devices, and different types of paper wraps, all intended for responsible, adult use.
- **Target Audience:** Our products will only be sold to customers of legal age, and all purchases will be conducted in accordance with applicable age-verification protocols and legal requirements.

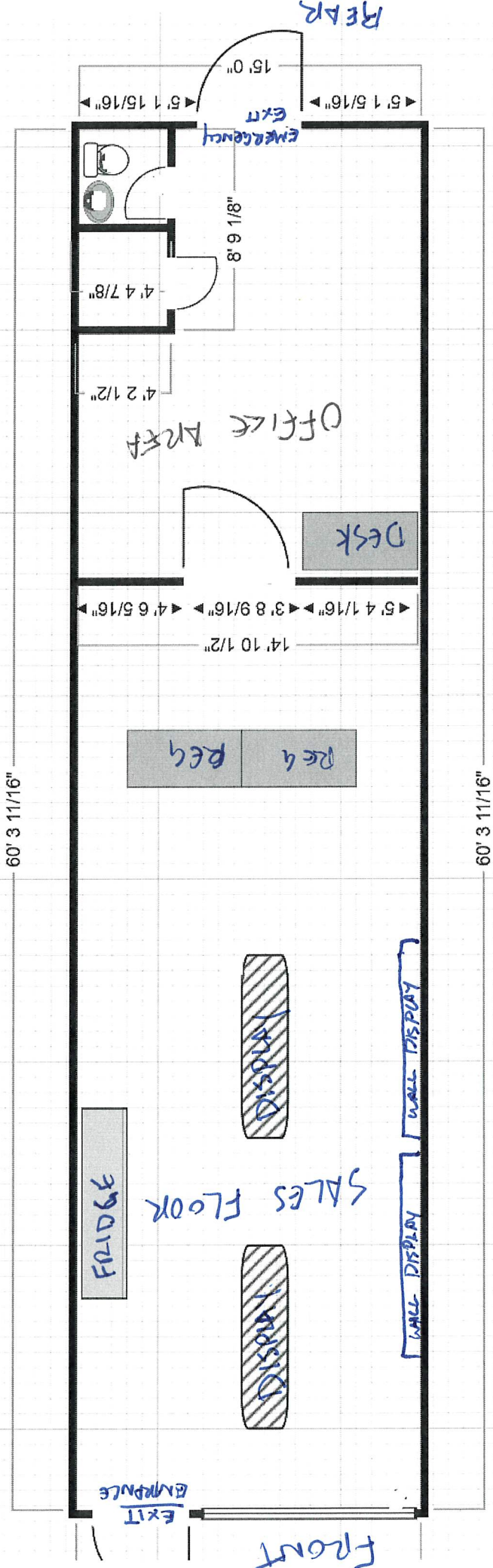
I am committed to creating a safe, reputable, and successful business, and I look forward to the opportunity to work with the community and local authorities to make this a reality. If you require any additional information or documents, please do not hesitate to contact me.

Thank you for considering my intent to open this business, and I look forward to your feedback.

Sincerely,

Tony Nguyen
Owner
Smokers Glass Boutique





1213 E. 305th ST
WILLOWICK, 44092

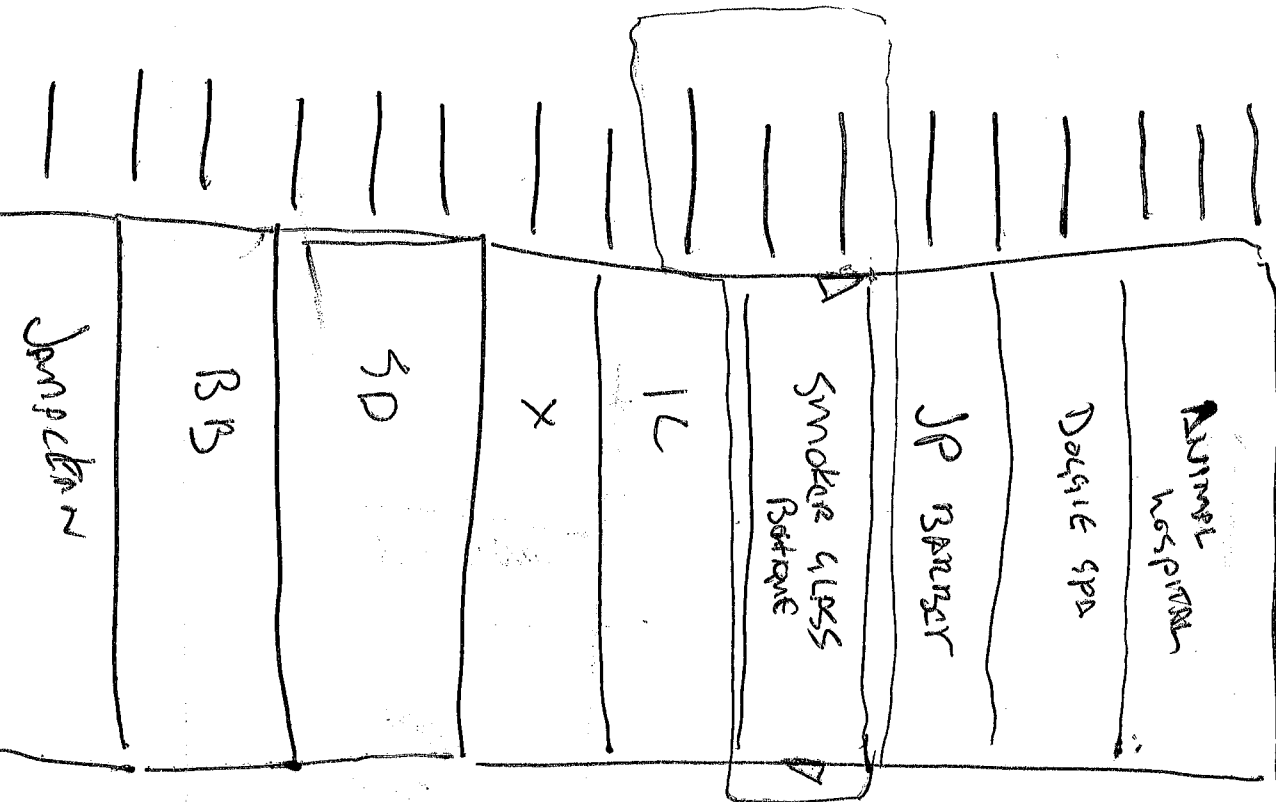
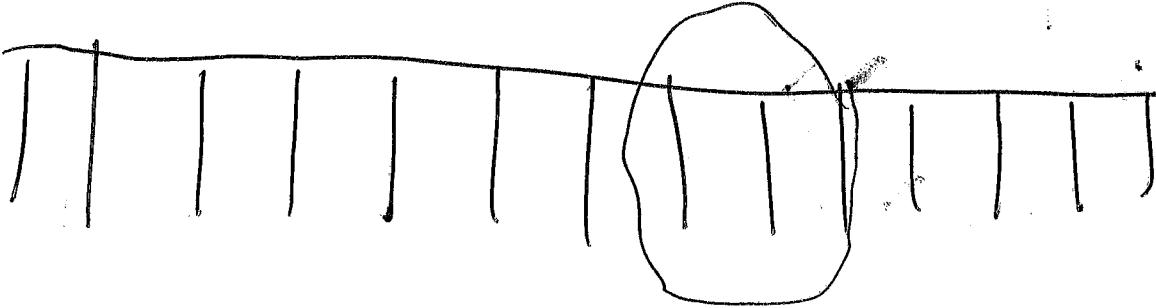
SMOKERS GLASS
BOUTIQUE

305th ST.

Smoker's Glass
1213 E. 305th St.

BOUFIOMK
SITE PLAN

9/11/2024



1213 E. 305th St