City of Willowick
PLANNING COMMISSION

Monday, November 09, 2026 at 7:00 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.

AGENDA

1. **Call meeting to order**
2. **Pledge of Allegiance to the Flag**
3. **Roll Call**
4. **Approval of Minutes**
    1. Planning Commission Meeting Minutes - September 14th, 2026
5. **Development & Plan Review Committee**
6. **Rules Committee**
7. **City Engineer's Report – Mr. McLaughlin**
8. **Law Director's Report – Ms. Gwirtz**
9. **Architectural Review Board**
10. **Community Reinvestment Area – Mr. Carden**
11. **Public Hearings**
12. **Public Portion**
13. **Remarks – Old Business**
14. **Remarks – New Business**
    1. Primus Liquidation Outlet - Located at 32801 Vine Street unit A1 (U-Haul - Service Establishment)
15. **Adjournment**

City of Willowick
PLANNING COMMISSION

Monday, September 14, 2026 at 7:00 PM
City Council Chambers

ADA NOTICE

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MINUTES

Call meeting to order

Acting Chairman Foisel called the September 14th 2026, Planning Commission meeting to order at 7:00pm.

Pledge of Allegiance to the Flag

Roll Call

PRESENT
Acting Chairman Foisel
Mr. Fortney
Mr. Tomas
Mr. Downing

ABSENT
Chairman Mark Carden
Mr. Hren
Ms. Monaco

Approval of Minutes

Planning Commission Minutes - April 13th 2026

Motion made to approve the April 13th, 2026, Planning Commission meeting minutes by Mr. Downing, Seconded by Mr. Tomas.
Voting Yea: Acting Chairman Foisel, Mr. Fortney, Mr. Tomas, Mr. Downing

Development & Plan Review Committee

None.

Rules Committee

None.

City Engineer's Report – Mr. McLaughlin

None.

Law Director's Report – Ms. Gwirtz

None.

Architectural Review Board

None.

Community Reinvestment Area – Mr. Carden

None.

Public Hearings

None.

Public Portion

Public portion was open and closed at 7:10pm with no public present.

Remarks – Old Business

None.

Remarks – New Business

Stebal Drums - Located at 32612 Vine Street - 30th Anniversary

Mr. Roth was present on behalf of Stebal Drums - Located at 32612 Vine Street - 30th Anniversary. There was some discussion regarding the date of the event being September 27th, 2026, the type of event being a celebration of customers and any other people that would like to attend. The submitted plans were reviewed for the site plan (how the event will be set up), parking arrangements, the sales event inside the store, as well as the food truck and band set-ups. Acting Chairman Foisel asked what the hours would be for the event; Mr. Roth stated the hours would be 12pm to 5pm.

Motion made to approve Stebal Drums - Located at 32612 Vine Street - 30th Anniversary by Mr. Downing, Seconded by Mr. Tomas.
Voting Yea: Acting Chairman Foisel, Mr. Fortney, Mr. Tomas, Mr. Downing

Prior to the Planning Commission meeting Mr. Hren requested a print out of Ordinance(s) 905.12, 905.13 and 905.14 be presented to the board for a future review. The ordinance(s) were provided to the board members present Acting Chairman Foisel advised that since Mr. Hren is not in attendance, he is unable to provide details as to why the board was requested to review the existing ordinances.

Adjournment

Motion made to adjourn the September 14th, 2026, Planning Commission meeting at 7:11pm by Mr. Tomas, Seconded by Mr. Downing.
Voting Yea: Acting Chairman Foisel, Mr. Fortney, Mr. Tomas, Mr. Downing

_____

Acting Chairman Foisel

_____

Heather Boling – Secretary

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

PERMIT FEE: $60.00
DATE: _____

Location of Occupancy: 32801 Vine St A-1 (ADDRESS) **Business Name:** Primus Liquidation Outlet

Business Owner's Name & Address: Terrene Mowtry

CITY/STATE/ZIP: 7018 Sam Center

Telephone Number: 216-678-2965 **Fax Number:** _____ **Federal ID Number:** _____ Or Social Security Number

OWNER OF PROPERTY/NAME/ADDRESS/TELEPHONE NUMBER: Key off Willowick LLC
4100 Renaissance Parkway Warrensville Hts, Ohio 44128

SUBMIT NEW DETAILED FLOOR PLAN: _____ **SQ. FT. HABITABLE FLOOR AREA FOR OCCUPANCY:** 1700

Building Size: _____ **Total Number Of Employees:** 3 Independent Contractors and 2 owners

Intended Number of Occupants: 5 **Total Number of Seating:** 0

Site Plan With Number of Paved Parking Spaces: _____ **Hours Of Operation:** 9-5

Letter of Intent: _____ **Previous Use:** Gaming **Proposed Use:** Appliance Store

NAME OF PRINCIPAL OR CONTACT PERSON FOR NEW BUSINESS: Terrence Mowtry

Home Address/City/Zip: 7018 Sam Center Rd 44139 **Telephone Number:** 216-213-9173

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: T Mowtry **Date:** 9-15-26

Office use only:

Zoning District: Retail **Authorized Occupants:** Primus Liquidation Outlet

TEMPORARY APPROVED BY: _____ **Date:** _____ 10/23/26

Zoning Dept. Inspected by: Sean Brennan **DATE:** 10-14-26

Zoning Permit # 2026-01040 **Zoning Permit Fee $** 25.00 New Business

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.

PRIMUS LIQUIDATION OUTLET

Scratch & Dent • Overstock • Liquidation Appliances

LETTER OF INTENT - U-HAUL DEALER OPERATIONS

September 18, 2026

RE: Intent to Offer U-Haul Rental Services at Vine Street Location

To Whom It May Concern:

This letter serves as formal notice of the intent of **Primus Liquidation Outlet** to pursue authorization to operate as an independent **U-Haul dealer** from our new business location on **Vine Street, Ohio**.

In addition to our primary retail appliance operations, Primus Liquidation Outlet intends to offer U-Haul rental services from the property, subject to approval by U-Haul and compliance with all applicable local requirements.

The proposed U-Haul operation may include the rental and return of U-Haul trucks, vans, trailers, moving equipment, and other related products and services authorized by U-Haul. The property would also be used for the temporary parking and storage of U-Haul rental equipment associated with the operation, as permitted.

Adding U-Haul services would complement Primus Liquidation Outlet's existing business model by providing customers with convenient access to transportation and moving services, particularly customers purchasing appliances who may require transportation or other moving-related services.

Primus Liquidation Outlet intends to maintain the property in a professional manner and operate all U-Haul-related activities in accordance with applicable zoning, licensing, parking, signage, occupancy, and other regulatory requirements, as well as the requirements established by U-Haul.

This letter is intended to document our good-faith intention to establish U-Haul dealer operations at the Vine Street location upon receipt of the necessary approvals.

Sincerely,

Burgandy Moultry
Authorized Representative
Primus Liquidation Outlet

Signature: B Moultry

Date: 9-18-26

U-Haul Parking Plan

Grass

U-Haul

U-Haul

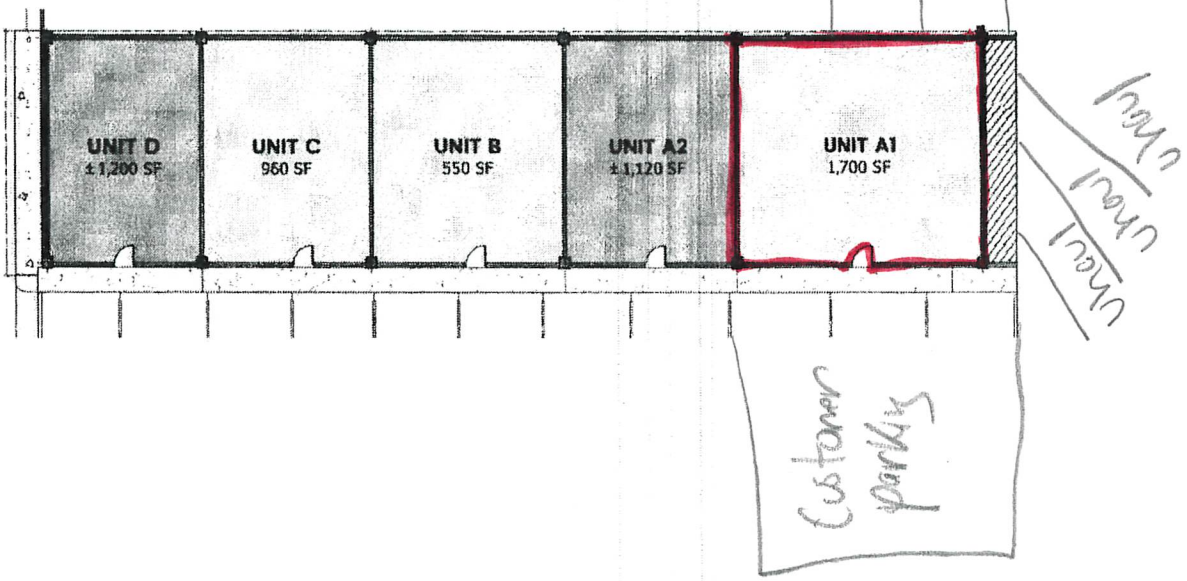
U-Haul

U-Haul

U-Haul

U-Haul

Exhibit "A"



Customer Parking

IM

DRAFT

City of Willowick
PLAN REVIEW BOARD

Thursday, October 08, 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 October 8th 2026, Plan Review Board meeting to order at 3:00pm.

Roll call
PRESENT
Chairman Brennan
Chief Daubenmire
Captain Okenden on behalf of Chief Malovrh
Mr. McLaughlin
Mr. Lazor

ABSENT
Chief Malovrh Jr.

Approval of minutes

Plan Review Board Minutes - June 25th 2026

Motion made to approve the June 25th, 2026, Plan Review Board meeting minutes by Mr. Lazor, Seconded by Mr. McLaughlin.
Voting Yea: Chairman Brennan, Chief Daubenmire, Captain Okenden, Mr. McLaughlin, Mr. Lazor

New business

RCM Flooring & Family LLC - Located at 1257 E. 305th Street

Per a phone call prior to the meeting, Ms. Bartone (the new owner of the establishment) stated that she was not going to be able to attend the meeting.

Chairman Brennan advised that this is for an ownership change, per their plans and letter of intent there are no alterations and business will remain the same.

Motion made to approve RCM Flooring & Family LLC - Located at 1257 E. 305th Street (ownership change) by Mr. McLaughlin, Seconded by Mr. Lazor.
Voting Yea: Chairman Brennan, Chief Daubenmire, Captain Okenden, Mr. McLaughlin, Mr. Lazor

Primus Liquidation Outlet - Located at 32801 Vine Street

Mr. and Ms. Moultry of Solon, Ohio were present representing Primus Liquidation Outlet - Located at 32801 Vine Street. Chairman Brennan stated that per their first submitted letter of intent and plans, they are looking to open a "scratch and dent" appliance store at this location. In addition they also provided a second letter of intent for an authorized U-Haul retailer at the same location. She advised that she spoke to U-Haul and they were looking at the spots to the rear of the building, to make that into the area where the trucks will be stored. She stated that the vehicles would not be viewable from Vine Street. She advised that they would only start off with two U-Haul vehicles for rent and then depending on the flow they would bring that in as part of their business model as it will help to bring in additional money to help with the appliance business as it does bring in quite a bit of profit. She also advised the board that there is not a U-Haul location in the area so she would like to bring that to the city. She stated that the U-Haul business is considered retail as they have to have their vendors license, they have to have space for U-Haul supplies such as moving blankets, tape, dolly's, boxes, etc., so they have to maintain a standard with the state of Ohio as a retailer for this part of the business, she included that this location would not be doing any of the storage aspect, she clarified that there are parts to U-Haul that they would not be doing because of the location. Chairman Brennan asked about the parking per the submitted site plan, what is the total number of parking affiliated with their unit, Ms. Moultry stated that they have 3 designated spots at the front of the location, 6 spots to the right of the building and 8 spots at the rear of the building. She advised that the building owner stated that all parking spaces can be used for any business in any unit but the three front parking spots are for her business but again she clarified that anyone going to any of the businesses can use those spots as well. Chairman Brennan circled back to the U-Haul portion of this submittal, he asked what kind of trucks are going to be on site, Ms. Moultry stated for this location, they will have to see but they will not have the big box trucks, she believes she will have vans and 20' and under trucks. She stated that 10' trucks are the trucks that retail the most and the fastest. The selection is based on what U-Haul determines is most effective in the area. Again, this will be in the rear of the property, with a sign stating U-Haul is in the rear, the area is bigger and easier to maneuver. She stated that it looks better for the trucks to be in the rear anyways, as trucks sitting in the front of a business does not look well. Chairman Brennan advised that as far as the U-Haul portion of the business, per our city ordinance, it is zoned a retail district, however that type of business has to go in front of Planning Commission and City Council because that is a service that is being provided. He stated to the board members, that he believes that the businesses should be separated with regards to submissions, one for the appliance store and one for the U-Haul retailer, for example the board can vote on the U-Haul submittal, and if approved Plan Review board can be contingent on the approval from Planning Commission and City Council. Chairman Brennan then went back to the appliance portion, he asked if this is all going to be appliances, like a scratch and dent, overstock liquidation? Ms. Moultry stated that is correct. In reviewing the submittal Chairman Brennan stated that the hours will be 9a-5p, Ms. Moultry stated that is correct. Chairman Brennan referencing back to the parking, he advised that if the board approves U-Haul pending approval from Planning Commission and City Council he would suggest submitting in a better parking plan with a further description where the U-Hauls will be parked. He just wants to make sure that there is a clear distinction between their parking lot and the church parking lot.

Motion made to approval Primus Liquidation Outlet unit A1 (retail) - Located at 32801 Vine Street by Mr. Lazor, Seconded by Mr. McLaughlin.
Voting Yea: Chairman Brennan, Chief Daubenmire, Captain Okenden, Mr. McLaughlin, Mr. Lazor

Motion made to approve Primus Liquidation Outlet - Located at 32801 Vine Street unit A1 (U-Haul Service Establishment) pending the approval by Planning Commission and City Council by Mr. McLaughlin, Seconded by Mr. Lazor.
Voting Yea: Chairman Brennan, Chief Daubenmire, Captain Okenden, Mr. McLaughlin, Mr. Lazor

Public portion

Public portion was open and closed at 3:15pm with no public present.

Old business

None.

Miscellaneous

None.

Adjournment

Motion made to adjourn the October 8th, 2026, Plan Review Board meeting at 3:16pm by Mr. McLaughlin, Seconded by Mr. Lazor.
Voting Yea: Chairman Brennan, Chief Daubenmire, Captain Okenden Mr. McLaughlin, Mr. Lazor

_____

Chairman Brennan

_____

Heather Boling – Secretary