



City of Willowick
PLAN REVIEW BOARD
Thursday, June 25, 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. Plan Review Board Minutes - May 28th 2026
4. **New business**
 1. Atavia's Cater 2 You - Located at 1237 E305th street
5. **Public portion**
6. **Old business**
7. **Miscellaneous**
8. **Adjournment**



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MINUTES

1. Call meeting to order

Chairman Brennan called the May 28th 2026, Plan Review Board meeting to order at 3:00pm.

Roll call

PRESENT

Chairman Brennan

Chief Daubenmire (arrived at 3:01pm)

Chief Malovrh Jr.

Tim McLaughlin

Mike Lazor

ALSO PRESENT

Ken Pintar

Approval of minutes

Plan Review Board Minutes - May 14th 2026

Motion made to approve the May 14th, 2026, Plan Review Board minutes by Mr. Lazor, Seconded by Mr. McLaughlin.

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

At this time Chief Daubenmire arrived.

New business

Collectibles and Gaming - Located at 32801 Vine Street (Ownership & Name Change)

There were not any representative's available for Collectibles and Gaming - Located at 32801 Vine Street (Ownership & Name Change). Chairman Brennan advised the board that this is an ownership and business name change for Electronics Flip. He stated that per their letter of intent, there will not be any alterations and the floor plan remains the same as current.

Motion made to approve Collectibles and Gaming - Located at 32801 Vine Street (Ownership & Name Change) by Mr. McLaughlin, Seconded by Mr. Lazor.

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

Public portion

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

Old business

None.

Miscellaneous

None.

Adjournment

Motion made to adjourn the May 28th, 2026, Plan Review Board meeting at 3:03pm by Chief Daubenmire, 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

PERMIT FEE: \$60.00

DATE: 6/10/26

Location of Occupancy: 1237 E. 305th Business Name: Atavia's Cater 2 400
(ADDRESS)

Business Owner's Name & Address: LATERRI REESE / 30425 BRIAR CT
WILLOWICK

CITY/STATE/ZIP: Wickliffe, OHIO, 44092.

Telephone Number: (216) 848-6572 Fax Number: _____ Federal ID Number: _____
Or Social Security Number

OWNER OF PROPERTY/NAME/ADDRESS/TELEPHONE NUMBER: Eddie Miles. (216) 870-2661

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

Building Size: 60ft deep 40 feet wide Total Number Of Employees: 8

Intended Number of Occupants: 16 Total Number of Seating: 16

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

* Letter of Intent: ✓ Previous Use: Restaurant Proposed Use: Restaurant

NAME OF PRINCIPAL OR CONTACT PERSON FOR NEW BUSINESS: LATERRI REESE

Home Address/City/Zip: 30425 Briar Ct. Wickliffe OH, 44092. Telephone Number: (216) 848-6572.

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: 6/10/26

* 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.

I Laterri Reese will be taking over Ela's Caribbean Grill at 1237 E. 305th Street. Everything inside the building will remain the same. All the equipment will remain in place as well. The only thing that will be changing is owner's and the name of the business. It will be a soul food & cuisine style of food. The name of the business will be " Atavia's Cater 2 You ".

Laterri Reese

A handwritten signature in black ink, appearing to read 'Laterri Reese', with a long horizontal flourish extending to the right.

6/10/2026

Kitchen area.

Exit door

door to kitchen

wall

small

Hallway

Door swings

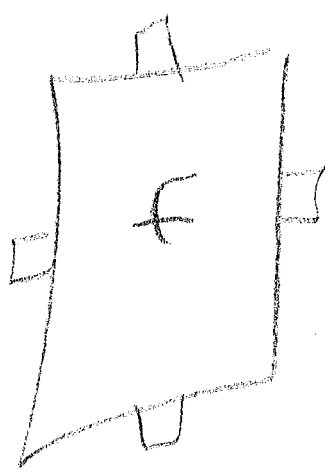
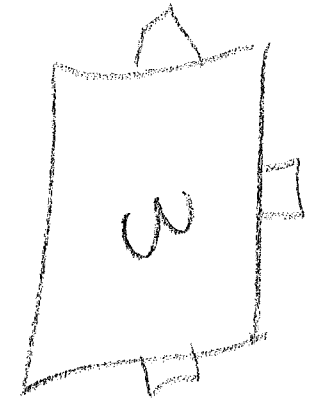
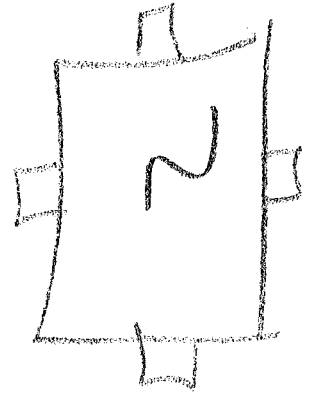
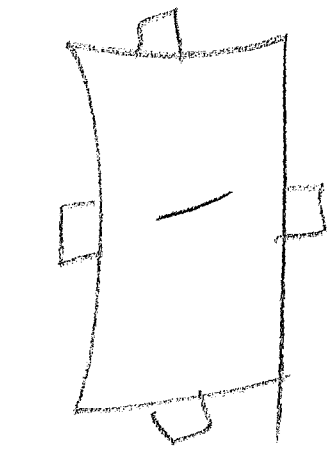
Front counter

Entrance

Wall fireplace

only if people would like to eat they can. However the tables are for sitting purposes while waiting for food.

(All food will be packed to-go)



Seats

16 people

stairs

stairs

Windows



Esri Community