



**City of Willowick**  
**PLAN REVIEW BOARD**  
Thursday, January 09, 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 - November 14th, 2024
4. **New business**
5. **Public portion**
6. **Old business**
  1. CLE Electric LLC - Located at 31222 Vine St. (previously tabled)
7. **Miscellaneous**
8. **Adjournment**



**City of Willowick**  
**PLAN REVIEW BOARD**

Thursday, November 14, 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 November 14th, 2024, Plan Review Board meeting to order at 3:00pm

**Roll call**

**PRESENT**

Chairman Brennan  
 Chief Daubenmire  
 Chief Malovrh Jr.  
 Tim McLaughlin  
 Mike Lazor

**ALSO PRESENT**

Mayor Vanni  
 Councilwoman Antosh  
 Ken Pintar

**Approval of minutes**

Plan Review Board Minutes - September 26th, 2024

Motion made to approve the September 26th, 2024, Plan Review Board minutes by Mike Lazor,  
 Seconded by Tim McLaughlin.

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

**New business**

CLE Electric LLC - Located at 31222 Vine Street

Joe Leben and Felix Shcherbakov were present representing CLE Electric LLC located at 31222 Vine Street. Chairman Brennan asked what type of business this is going to be. Mr. Labin advised that this is going to be an administrative office and storage space area in the back where supplies would be stored, such as electrical equipment. He advised that the front area would remain empty until they have a tenant to occupy the space. Mr. Leben advised that this is where employees will take calls, meet clients and go over blueprint drawings, the service manager will work out of the building, field employees will come

there once a week for meetings, service techs dispatch from home so there will be no vans parked on site. Chairman Brennan asked if this would be considered a service business, Mr. Leben stated that yes, it would be considered that. There was some discussion regarding the need for this business to go to Planning Commission and City Council for their approval due to this business being service based. Tim McLaughlin asked about the drainage for the parking plans, he advised there is nothing showing that on the submitted plans. There was some discussion regarding the requirements and the need to add the drainage to the plans. There was also discussion regarding the front tenant, the possible type of business and the need for additional parking.

Motion made to table CLE Electric LLC - Located at 31222 Vine Street pending approval from Planning Commission and City Council by Mike Lazor, Seconded by Tim McLaughlin.

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

### **Public portion**

Public portion was opened and closed at 3:13pm with no public present.

### **Old business**

None.

### **Miscellaneous**

None.

### **Adjournment**

None.



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.

RECEIVED  
 NOV 05 2024  
 By: HKB 11AM

PERMIT FEE: \$60.00  
 DATE: 10-25-24

Location of Occupancy: 31222 Vine St. Business Name: CLE Electric llc  
 (ADDRESS)

Business Owner's Name & Address: Aaron Leben 4730 Baldwin Rd

CITY/STATE/ZIP: Perry, OH 44081

Telephone Number: 440-223-6396 Fax Number: N/A Federal ID Number: 81-0989972  
 Or Social Security Number

OWNER OF PROPERTY/NAME/ADDRESS/TELEPHONE NUMBER: Vine Street Real Estate llc.  
31222 Vine St. Willowick, OH 440-223-6396

SUBMIT NEW DETAILED FLOOR PLAN: Yes SQ. FT. HABITABLE FLOOR AREA FOR OCCUPANCY: 3156 sq ft

Building Size: 8,154 sq ft Total Number Of Employees: 4

Intended Number of Occupants: 4 Total Number of Seating: 4

Site Plan With Number of Paved Parking Spaces: 32 Hours Of Operation: 8:00<sup>am</sup> - 4:30<sup>pm</sup>

Letter of Intent: Yes Previous Use: Hardware Store Proposed Use: Administrative Office  
Retail Lease

NAME OF PRINCIPAL OR CONTACT PERSON FOR NEW BUSINESS: Aaron Leben

Home Address/City/Zip: 4730 Baldwin Rd Perry, OH 44081 Telephone Number: 440-223-6396

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: 10-25-24

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: \_\_\_\_\_

CLE Electric LLC

Tel 216-302-7744

Email: [Info@CLEElectric.com](mailto:Info@CLEElectric.com)

Web: [www.CLEElectric.com](http://www.CLEElectric.com)

OH License # 47914



October 26, 2024

Mr. Sean Brennan  
City of Willowick  
31230 Vine Street  
Willowick, OH 44095

**RE: Letter of Intent for Certificate of Occupancy**

Dear Mr. Brennan,

This is our letter of intent for a Certificate of Occupancy for CLE Electric LLC for the building located at 31222 Vine Street, Willowick, OH 44095.

The Owners of this business are Aaron Joe Leben and Felix Shcherbakov.

We are requesting this Certificate of Occupancy for the purpose of Administrative Offices and other retail uses.

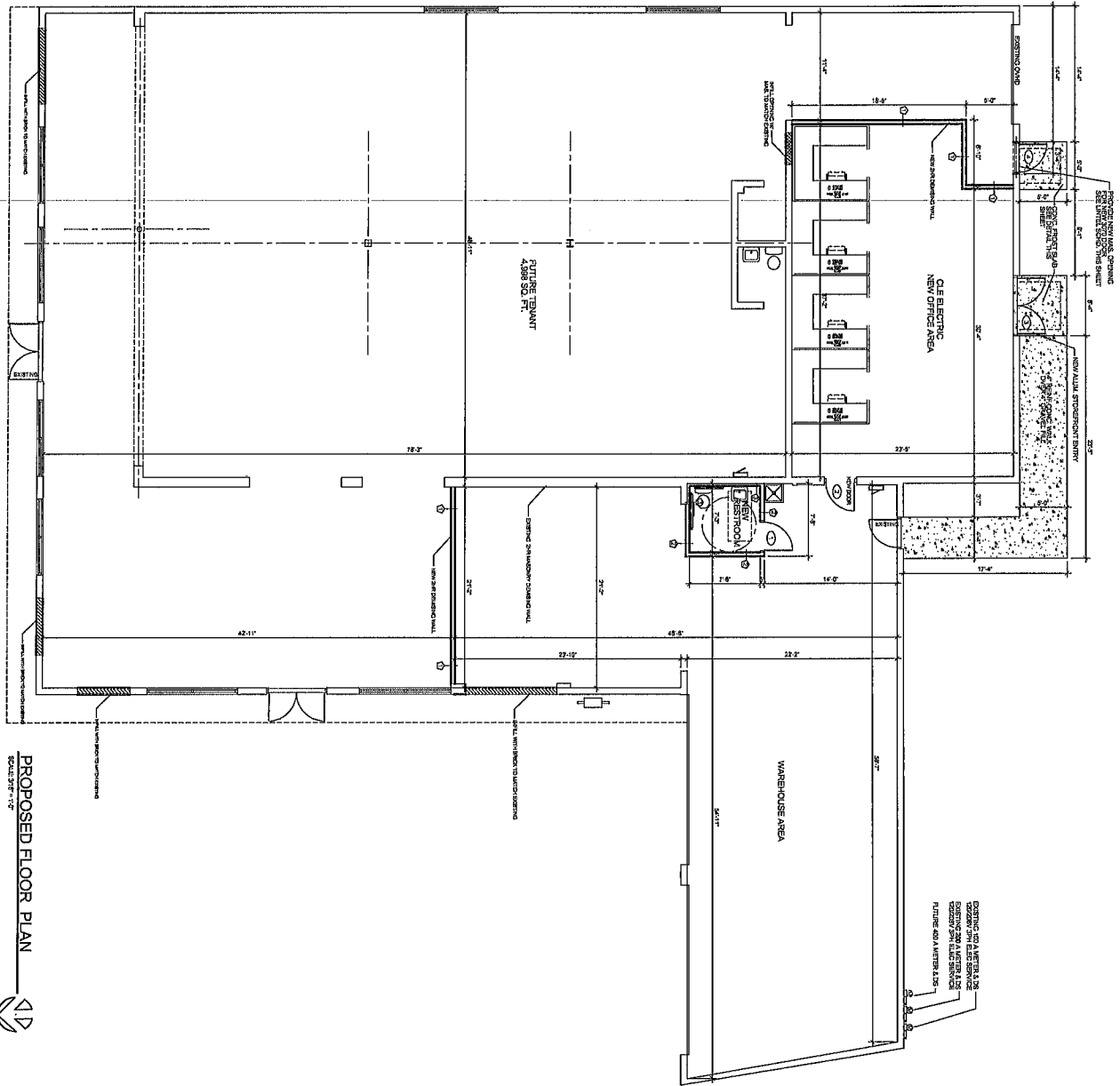
Please let me know if you need anything further.

Respectfully submitted,

---

Aaron J. Leben, CEO

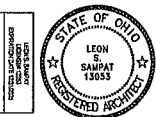
CLE Electric LLC



PROPOSED FLOOR PLAN  
 SCALE: 1/8" = 1'-0"  
 EXISTING BUILDING AREA: 8,194 SQ. FT.



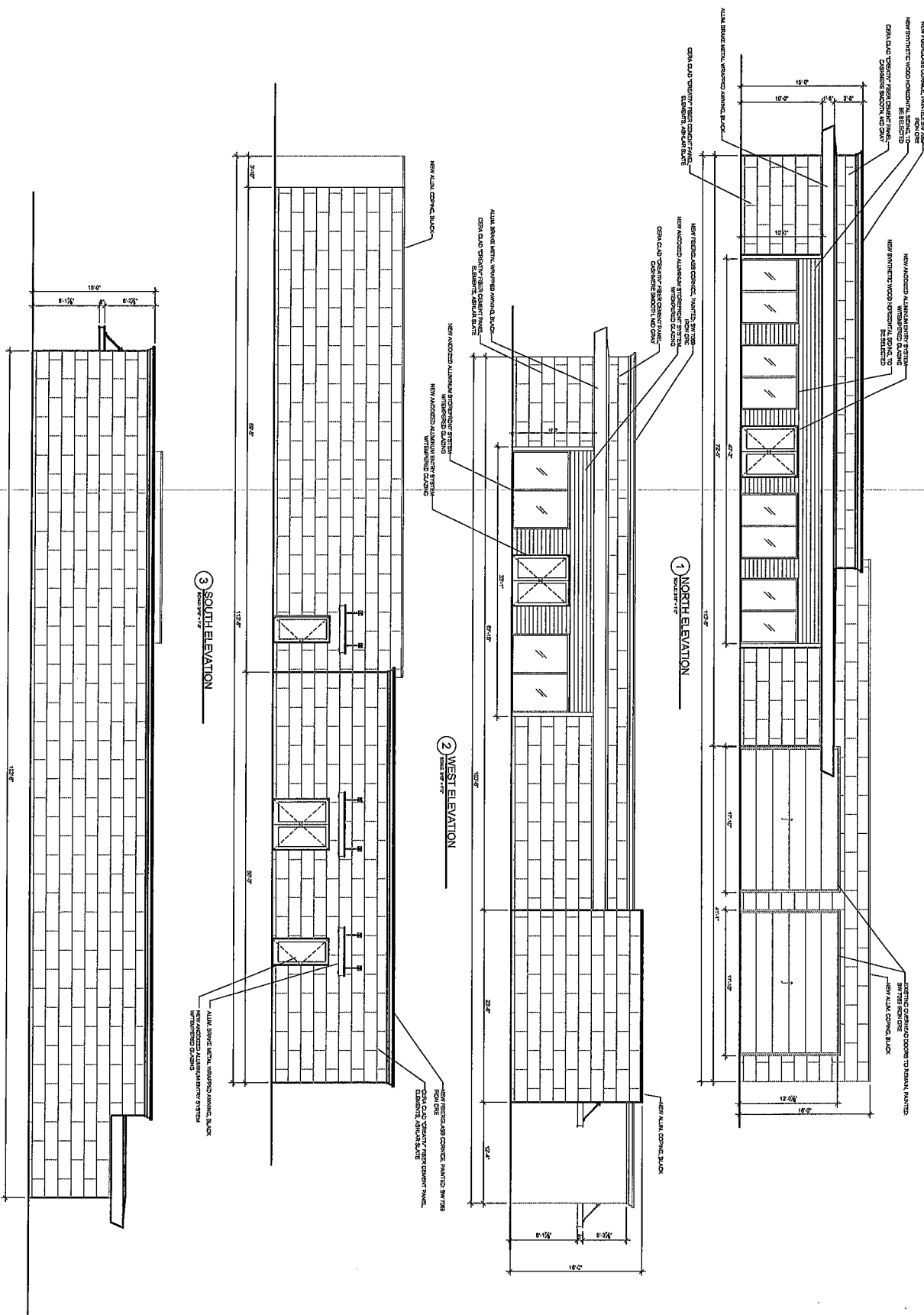
ALTERATIONS FOR:  
**CLE ELECTRIC**  
 31222 VINE ST.  
 WILLOWICK, OH



**ARCHITECTS**  
 22062 LORAN ROAD  
 FAIRVIEW PARK, OHIO 44126  
 PHONE 204-08-9904 FAX 440-76-8887

NO.	DATE	REVISION

DATE:	24-10
DATE:	1/18/24
ISSUE:	REVISED
SCALE:	
SHEET:	A1.1



DATE	3-1-10
ISSUE	REVISION
DESIGNER	
CHECKER	
DATE	3-1-10
ISSUE	REVISION
DESIGNER	
CHECKER	
DATE	3-1-10
ISSUE	REVISION
DESIGNER	
CHECKER	

ALTERATIONS FOR:  
**CLE ELECTRIC**  
 31222 VINE ST.  
 WILLOWICK, OH



**ARCHITECTS**  
 22082 LORAN ROAD  
 FAIRVIEW PARK, OHIO 44126  
 PHONE 224-408-0884 FAX 440-763-8837



REV	DATE

**L.S. ARCHITECTS**  
 2802 LORAIN ROAD  
 FAIRVIEW PARK, OH 44126  
 PHONE 204-403-0054  
 FAX 440-70-8887



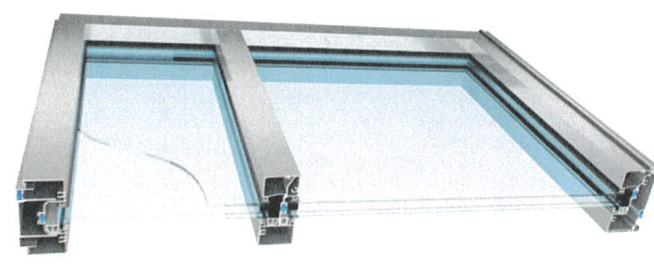
ALTERATIONS FOR  
**CLE ELECTRIC**  
 31222 VINE ST.  
 WILLOWICK, OH

JOB NO.	24-140
DATE	1/11/24
ISSUE	REVISION
SHEET	

**M 1**  
 Item #1.



NORTH ELEVATION



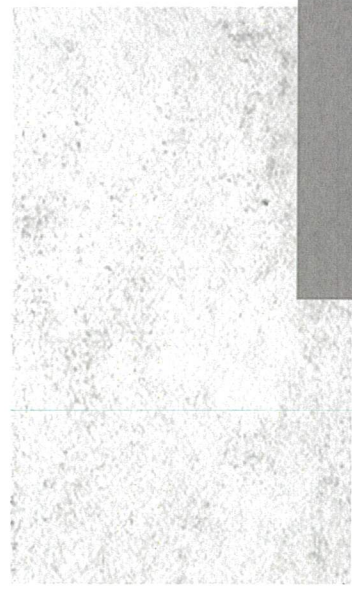
ALUMINUM STOREFRONT  
 GLAZED SYSTEM



SYNTHETIC WOOD SIDING,  
 TO BE SELECTED



SHERWIN WILLIAMS  
 "IRON ORE" SW 7069



CERA CLAD TRIPLE COATED  
 FIBERGLASS WALL PANEL,  
 ELEMENTS "ASHLAR SLATE"

CERA CLAD TRIPLE COATED  
 FIBERGLASS WALL PANEL, CASHMERE SMOOTH "MID GRAY"



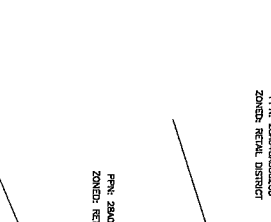
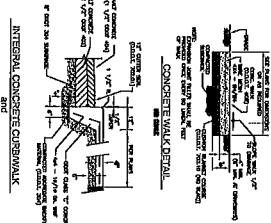
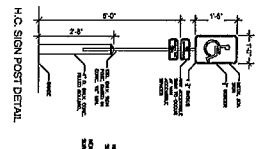
**ZONING REGULATIONS**

CITY OF WILLOWICK  
 LAKE COUNTY  
 CITY OF WILLOWICK HEIGHTS ZONING CODE  
 PRR: 280A04000400 (ZONED: RETAIL DISTRICT)  
 PERMITTED USE: PROFESSIONAL BUSINESS AND  
 SERVICE ESTABLISHMENTS  
 LOT AREA: 42,699 SQ. FT. (.98 ACRES)  
 EXISTING COMMERCIAL STRUCTURE:  
 BUILDING AREA: 8,154 SQ. FT.  
 PROPOSED LOT COVERAGE: 19%  
 MAX. BUILDING HEIGHT: 3 STOREYS OR 33'-0"  
 (WHICHEVER IS GREATER)  
 PARKING REQUIRED:  
 OFFICE USE 1/250 @ 3,156 SF = 126  
 13 SPACES REQUIRED  
 FUTURE TENANT (TIBD) USE @ 4,989 SF  
 19 SPACES PROVIDED  
 13 PARKING SPACES REQUIRED  
 32 PARKING SPACES PROPOSED

**LANDSCAPE SPECIFICATIONS**

1. CONTAINER TO BE 18" DEEP, 18" WIDE AND 18" HIGH. CONTAINER TO BE 18" DEEP, 18" WIDE AND 18" HIGH. CONTAINER TO BE 18" DEEP, 18" WIDE AND 18" HIGH.
2. PLANTING TO BE 18" DEEP, 18" WIDE AND 18" HIGH. PLANTING TO BE 18" DEEP, 18" WIDE AND 18" HIGH. PLANTING TO BE 18" DEEP, 18" WIDE AND 18" HIGH.
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NO.	DESCRIPTION	QUANTITY
1	18" DEEP, 18" WIDE AND 18" HIGH CONTAINER	1
2	18" DEEP, 18" WIDE AND 18" HIGH PLANTING	1
3	18" DEEP, 18" WIDE AND 18" HIGH PLANTING	1
4	18" DEEP, 18" WIDE AND 18" HIGH PLANTING	1
5	18" DEEP, 18" WIDE AND 18" HIGH PLANTING	1
6	18" DEEP, 18" WIDE AND 18" HIGH PLANTING	1
7	18" DEEP, 18" WIDE AND 18" HIGH PLANTING	1
8	18" DEEP, 18" WIDE AND 18" HIGH PLANTING	1
9	18" DEEP, 18" WIDE AND 18" HIGH PLANTING	1
10	18" DEEP, 18" WIDE AND 18" HIGH PLANTING	1



**LEGEND**

1. 18" DEEP, 18" WIDE AND 18" HIGH CONTAINER

2. 18" DEEP, 18" WIDE AND 18" HIGH PLANTING

3. 18" DEEP, 18" WIDE AND 18" HIGH PLANTING

4. 18" DEEP, 18" WIDE AND 18" HIGH PLANTING

5. 18" DEEP, 18" WIDE AND 18" HIGH PLANTING

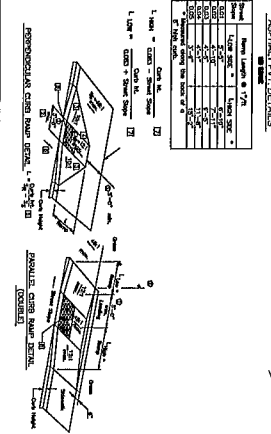
6. 18" DEEP, 18" WIDE AND 18" HIGH PLANTING

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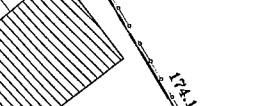


**ALTERATIONS FOR:**  
**CLE ELECTRIC**  
 31222 VINE ST.  
 WILLOWICK, OH

**SD1.1**

DATE: 24-140  
 TIME: 10:04  
 SCALE: REVIEW  
 SHEET: 1

25062 LORAN ROAD  
 FAIRVIEW PARK, OH 44126  
 PHONE: 216-403-8854 FAX: 440-765-8897



NO.	DESCRIPTION	DATE
1	18" DEEP, 18" WIDE AND 18" HIGH CONTAINER	18/14
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9	18" DEEP, 18" WIDE AND 18" HIGH PLANTING	18/14
10	18" DEEP, 18" WIDE AND 18" HIGH PLANTING	18/14

STATE OF OHIO  
 LEON  
 SAMPAT  
 13063  
 REGISTERED ARCHITECT