



City of Willowick
PLANNING COMMISSION

Monday, May 08, 2023 at 7:30 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 Minutes - April 10th, 2023
- 5. Development & Plan Review Committee**
- 6. Rules Committee**
- 7. City Engineer's Report – Mr. McLaughlin**
- 8. Law Director's Report – Ms. Landgraf**
- 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.](#) St. Mary Magdalene - 31st Annual Homecoming Festival
- 15. Adjournment**



**City of Willowick
PLANNING COMMISSION**

Monday, April 10, 2023 at 7:30 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.

MINUTES

Call meeting to order

The April 10th, 2023, meeting was called to order at 7:30pm.

Pledge of Allegiance to the Flag

At this time Mayor Vanni swore in the new Planning Commission member: Adam Fortney.

Roll Call

PRESENT

Mark Carden

Robert Houry

Jef Hren

Eric Foisel

Joan Raymond

John Urwin

Adam Fortney

ALSO PRESENT

Chief Brennan

ABSENT:

Law Director Landgraf

Approval of Minutes

Planning Commission Minutes - February 13th, 2023

Motion made to approve the February 13th, 2023, Planning Commission meeting minutes made by Mr. Foisel, Seconded by Mr. Urwin.

Voting Yea: Mr. Carden, Mr. Houry, Mr. Hren, Mr. Foisel, Ms. Raymond, Mr. Urwin

Voting Abstaining: Mr. Fortney

Development & Plan Review Committee

No report.

Rules Committee

No report.

City Engineer's Report – Mr. McLaughlin

No report.

Law Director's Report – Ms. Landgraf

No report.

Architectural Review Board

No report.

Community Reinvestment Area – Mr. Carden

No report.

Public Hearings**Public Portion**

Public portion was opened and closed at 7:34 with no public present.

Remarks – Old Business

No discussion.

Remarks – New Business**Luxury Brand Party Co. / Top Designer Landscaping - Located at 30509 Euclid Ave.**

Mrs. Jones was present representing Luxury Brand Party Co. and Rico Webster and was present representing Top Designer Landscaping located at 30509 Euclid Avenue. Mrs. Jones, stated that Luxury Brand Party Co is a party supply rental establishment where people will be able to come in and rent the party supplies that she has such as tables, chairs and/or all of the "pretty items" you see at events such as graduations. The front of this establishment will be used for people to come in and set up the rentals, sign contracts etc. she advised that she also has a website where you can rent the items online, the storage of these items will be in an off-site storage facility as she needs the height space. Mrs. Jones advised the board that this space will be shared with Rico Webster's business Top Designer Landscaping. Mr. Webster stated that he has been in business for about 12 years, company is Veteran owned, and he is a retired police officer. He advised the board that he has contracts with RTA, Cleveland Schools and additional projects. He advised that the back portion of this establishment will be used for his business for storage of items, there will be no gas, no chemicals as most of the equipment will be stored in trailers at the back of the building in the parking lot. There was some discussion of the location of the building on Euclid Avenue, it was stated that this establishment used to be a contracting company, there is an office portion up front and a storage space in the back, there is plenty of parking space and about an acre of land behind the building. Mr. Carden clarified to Mrs. Jones regarding Luxury Brand Party Co. that this is not an event space, she responded stating that this is not an event space, just rental of party supplies. Mr. Foisel wanted to clarify to Mr. Webster regarding Top Designer Landscaping that the trucks and trailers will not be visible from Euclid Avenue, Mr. Webster stated that they are behind the building, where there is a fenced in area. The waste from the landscaping business will be dumped at a dump, this location is a home base essentially to come in load trucks and head out for the workday. It was asked of Chief Brennan, if he has been inside this establishment, Chief Brennan stated that based on the floor plan submitted it does not look like any interior construction will

be taking place, Mr. Webster stated that, that is correct. There was some discussion regarding ordinance 1143.03, the recommendation to City Council and inspections once/if approved. There was also some discussion regarding the 2011 zoning changes and making this area retail whereas it was previously industrial.

Motion made to recommend Luxury Brand Party Co. / Top Designer Landscaping - Located at 30509 Euclid Ave. to City Council made by Mr. Hren, Seconded by Mr. Houry.

Voting Yea: Mr. Carden, Mr. Houry, Mr. Hren, Mr. Foisel, Ms. Raymond, Mr. Urwin, Mr. Fortney

Modern Suds Laundromat - Located at 30437 Euclid Ave

Vincent Frascchetti was present with Sam (who is assisting him with the equipment and layout) representing Modern Suds Laundromat - Located at 30437 Euclid Avenue, he advised that the new establishment would consume both units. The machines and equipment are all brand new, touch screen technology that has never been seen before. He advised that payment methods are going to be through an app or laundry card, in attempt to have this a cashless business. The only thing that will accept cash would be the payment center to purchase the laundry card or payment through a phone app. He stated that the idea is to start off as a full self-service laundromat, with the option to do a wash, dry, fold service in the future and at that point there would be one or two employees on site. If there are any issues with machines, they can call a phone number (that will be listed) and be advised to switch to another washer/dryer for a free charge, everything is literally the touch of a button, very user friendly, customers will also be able to go onto the app to see what machines are in use and what machines are not being used so you are not waiting in line, they will be able to see the time left on the machine they are using machine to know when their laundry is complete. Mr. Houry asked if there will be any security and Mr. Frascchetti stated that yes there will be cameras 24 hours, utilizing his app he will be able to lock and unlock the establishment and monitor at all times remotely. He advised that he is about 30 minutes from this location and will be in and out on a daily business. It was asked if customers will need the app to enter the establishment during regular business hours, Mr. Frascchetti stated that while they thought about doing so, he doesn't want to limit customers so they will not be doing that. There was some discussion regarding different laundromats in the area. Mr. Foisel stated that his only concern would be people congregating at the laundromat, since there will not be employees onsite. Mr. Frascchetti responded stating that is one of the reasons he wanted to go cashless, there will not be anything at the establishment that will encourage people to hang around if they are not doing their laundry and again there are cameras always running and being monitored so if something suspicious is taking place, Mr. Frascchetti can call the authorities and make the commute there. Mr. Houry asked what the hours of operation would be and Mr. Frascchetti stated 5am to 10pm, not 24 hours. It was asked how a situation would be handled if it is after closing time and there is someone still present in the establishment, Mr. Frascchetti stated that if it is after 10pm, he will drive to the location to handle the situation. Mr. Frascchetti stated that in the future he does plan to have an employee or two onsite for a wash dry fold service, he stated that the reason that they have not decided to do that service to start is because they want to get the business established. There was discussion regarding what sets Modern Suds aside from standard laundromats and the maintenance service of the machines. It was asked if they plan to have a monitoring system if water lines break or leaks of any kind, Mr. Frascchetti responded stating that they will have pressure sensors and they are monitored with an alarm system. Councilwoman Antosh asked Chief Brennan if there is enough parking spaces between the tattoo place and Giuseppe's, Chief Brennan stated that when the addition was approved for Giuseppe's all of the parking was figured in at that time, under 1145 restaurants are more stringent with regards to parking so as far as the parking goes and what the establishment is now being used for, there is enough parking.

Motion made to recommend to City Council Modern Suds Laundromat - Located at 30437 Euclid Ave by Mr. Hren, Seconded by Mr. Carden.

Voting Yea: Mr. Carden, Mr. Houry, Mr. Hren, Mr. Foisel, Ms. Raymond, Mr. Urwin, Mr. Fortney

Adjournment

Motion to adjourn the April 10th, 2023, Planning Commission meeting at 8:12pm made by Mr. Hren, Seconded by Mr. Urwin.

Voting Yea: Mr. Carden, Mr. Houry, Mr. Hren, Mr. Foisel, Ms. Raymond, Mr. Urwin, Mr. Fortney



Willowick Building Department

440-516-3000

Item #1.

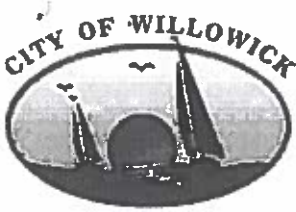
Special Event Permit Application

Ordinance 705.05

Applicant Information			
Name	St. Mary Magdalene Church		
Street Address	32114 Vine Street		
City, State, ZIP Code	Willowick, Oh 44095		
Primary Phone	440-943-2133	Alternate Phone	
Email Address	rsister@smmwillowick.org		
Organization Name	31 st Annual Homecoming Festival		
Responsible Party for Event Conduct	Rev. Steven H. Breck, Pastor Aff. Rosemarie Sister Co-Chair		
Street Address	32010 Vine Street		
City, State, ZIP Code	Willowick, Ohio 44095		
Primary Phone	440-943-2133	Alternate Phone	Rosemarie Sister 440-854-6001
Email Address	Fr.Breck@smmwillowick.org rsister@smmwillowick.org		

Event Information			
Event Name	31 st Annual Homecoming Festival		
Set-Up Date	Start: May 25, 2023	End:	June 1, 2023
Event Date	From: June 1, 2023	To:	June 4, 2023
Event Hours	Start Time: 6 pm	End Time:	10 pm
Breakdown Date	Start: June 5, 2023	End:	June 7, 2023
Estimated number of persons to participate in the Special Event:		350 Volunteers 8,000 attendees	
Event Description (briefly explain event and planned activities):			
<p>Smm's 31st Annual Homecoming Festival that will be family oriented and consists of games, refreshments + other games of chance. Smm will be holding raffles and will sell beer and wine. 50/50. Inside Chinese Auction Monte Carlo inside Multi-Purpose Room</p> <p>*Bate's will not return in 2023</p>			

June 2, 2023 6 pm - 11 pm
 June 3, 2023 10 am - 11 pm
 June 4, 2023 12 noon - 9 pm



Willowick Building Department

440-516-3000

Item #1.

Special Event Permit Application

Ordinance 705.05

Application must be submitted seventy days prior to event

Provisions for Parking (designate where "No Parking" signs will be used):

140 spaces for parking located in the church parking lot on Vine St.
Shuttle bus service provided from Dudley Park on Friday & Saturday.

Please specify details of how security and traffic control will be provided:

Willowick off duty police cover festival hours. The number of personnel is determined by Officer Keith Lawrence. And reviewed with the festival committee. Signs are posted to make 32nd one way traffic during festival hours.

Please list the location and time of any requested street closings:

Street: 32nd Street

Time of Closure: during festival hours

Street:

Time of Closure:

Street:

Time of Closure:

Will merchandise be sold at the Special Event? If yes, please describe and list any vendors being used:

no

Will food or alcoholic beverages be sold? If so, please describe and list any vendors being used:

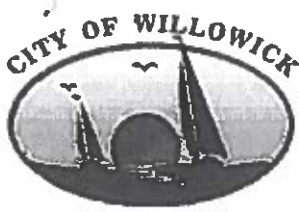
Parish Food, Regovich Catering, Carbos, Gary's Food, Cirino's elephant ears, Weber's Ice Cream, Bucky Concessions Beer + Wine sold by the Parish

Will any animals be used at the Special Event? If yes, please describe:

no

Please provide details of how the area of the Special Event will be cleaned up (if on public property):

N/A not on Public Property, however,
- Trash Containers will be placed around the perimeter of the festival so that those coming or going will have a location to place refuse



Willowick Building Department

440-516-3000

Item #1.

Special Event Permit Application

Ordinance 705.05

All Church parking areas as well the festival grounds will be cleaned daily.
All grounds + surrounding areas will be completely cleaned up within three days of the event closing.

Additional Required Information

Provide proof that applicant possesses or is able to obtain any licenses or permits required by Codified Ordinances, other City Ordinances, or State Law for the conduct of the Special Event:

Smm meets the requirements of law for a charitable institution to operate a Monte Carlo + Instant Bingo under specified conditions. Ohio Bingo license pending
Smm will obtain a liquor permit from the state of Ohio
Smm has a yearly food license. Tents by Aladdin Tents Electrical by Tony Petr

Please provide a sketch showing the area to be used for the Special Event together with proposed structures, tents, fences, barricades, signs, banners, and restroom facilities:

Attached

Indemnification

An application for a special event permit must execute a written agreement to indemnify the city, officers and employees or secure general liability insurance policy with the coverage of not less than a one million dollars naming the city of Willowick as an insured.

Smm is insured through the Town of Cleveland. The festival operates solely on private property

Agreement and Signature

I agree to abide by all the conditions herein contained and to comply with all laws and ordinances of the City Of Willowick and laws of the State Of Ohio if applicable and said agreement is a condition of said permit.

Name (printed): REV. STEVEN H BRECK

Signature: Rev Steven H Breck

Date: 4-11-2023

Payment Information

* Application Fee \$150.00

* Permit Fee After Approval \$30.00

All temporary tents / canopies / structures, electrical, building, plumbing, gas piping and H.V.A.C. permits are to be obtained from the Lake County Building Department, 105 Main St., B Building Second Floor, Painesville, OH 44077. Phone #440-350-2636.

All temporary food service licenses are to be obtained from the Lake County Health Department, 5966 Heisley Rd., Mentor, OH 44060. Phone #440-350-2543.

Office Use Only

____ Approved Date: _____

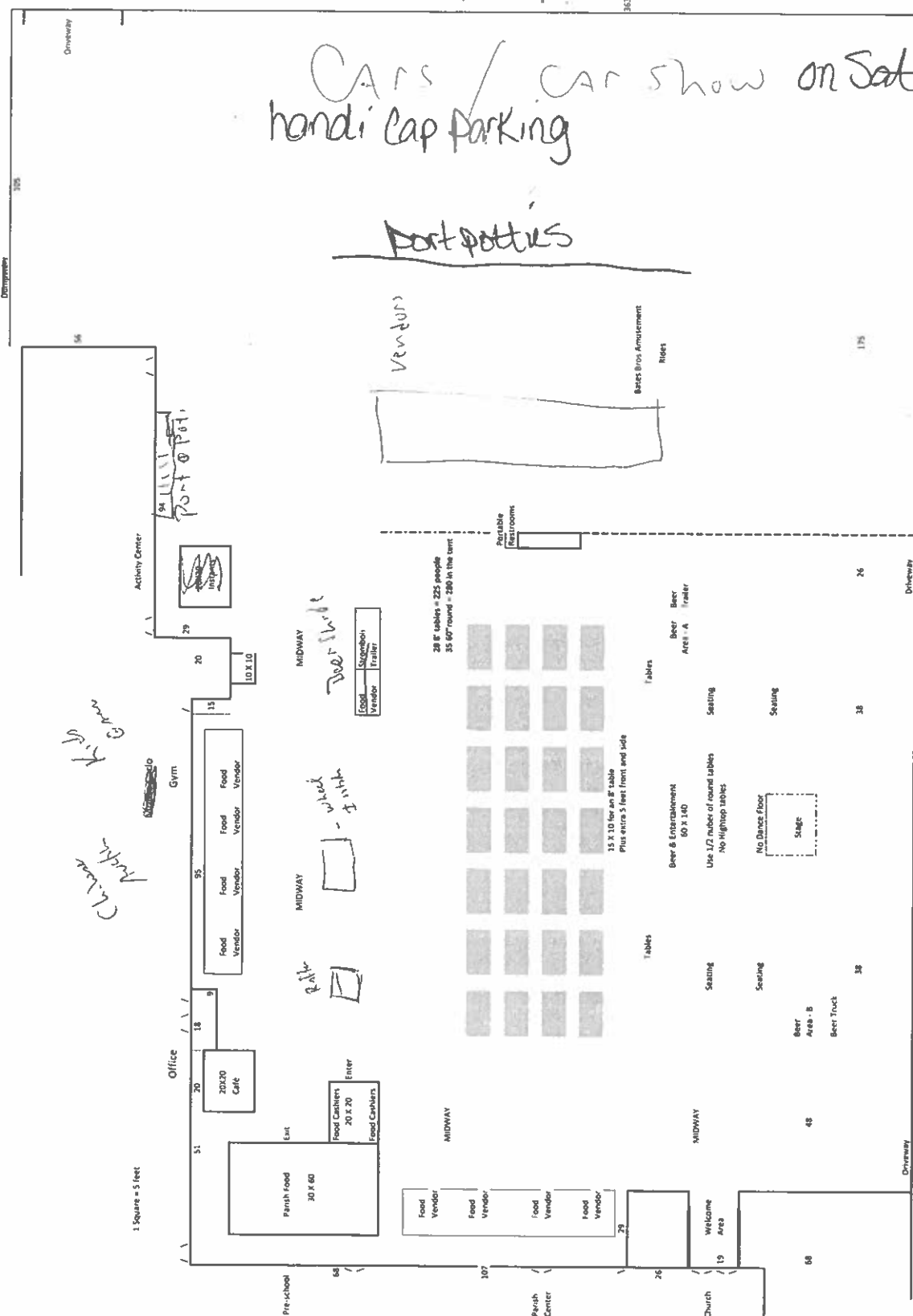
____ Denied Reason: _____

____ Variance Needed Reason: _____

____ Willowick Police Dept. Approved Date: _____

entrance only

exit only





SEAN BRENNAN

Chief Housing and Zoning Inspector

City of Willowick

31230 VINE STREET
WILLOWICK, OHIO 44095

Item #1.

BUILDING DEPARTMENT

Phone: 440-516-3000

Fax: 440-585-3776

Email: sbrennan@cityofwillowick.com

TO:

Police Chief Turner

Fire Chief Malovrh

Chief Housing and Zoning Inspector Brennan

Service Director Shannon

FROM:

Chief Housing and Zoning Inspector Brennan

DATE: April 14, 2023

RE: St. Mary Magdalene (SMM) Church – 31st Annual Homecoming Festival – 32114 Vine Street

Church's 31st Annual Homecoming Festival that will be family oriented and consists of games, food, car show and other games of chance. SMM will be holding raffles and will be selling beer and wine.

Attached in the information that the Building Department received for this upcoming event.

Please review the submitted set of paperwork and return any comments and/or concerns to the Planning commission secretary, Heather Boling within ten (10) working days of receipt.

Thank you in advance for your attention in this matter.

Chief Housing and Zoning Inspector Brennan / hkb

CC: PC Members

Mayor Vanni

Law Director Landgraf



SEAN BRENNAN

Chief Housing and Zoning Inspector

City of Willowick

31230 VINE STREET
WILLOWICK, OHIO 44095

Item #1.

BUILDING DEPARTMENT

Phone: 440-516-3000

Fax: 440-585-3776

Email: sbrennan@cityofwillowick.com

TO: Chairman Carden
Planning Commission

FROM: Sean Brennan
Chief Housing & Zoning Inspector

Date: April 17, 2023

RE: St. Mary Magdalene Homecoming Festival
32114 Vine Street
June 1st, 2023 – June 4th, 2023

They may have to obtain permits from the Lake County Building Department for temporary tents and electrical and the Health Department for their temporary food, mobile food and licenses after their approval from the Planning Commission.

Sean Brennan
Chief Housing & Zoning Inspector

CC: Mayor Vanni
Planning Commission Members
Law Director Landgraf
Chief Turner
Chief Malovrh
Service Director Shannon

Heather Boling

From: Brian Turner
Sent: Friday, April 14, 2023 1:46 PM
To: Heather Boling
Subject: RE: Special Event - St. Mary Magdalene - 31st Annual Homecoming Festival

Police Department has no objections.

Brian C. Turner, Chief of Police
 30435 Lakeshore Blvd.
 Willowick OH 44095
 P - 440-585-1234
 F - 440-585-3770

From: Heather Boling <hboling@cityofwillowick.com>
Sent: Friday, April 14, 2023 12:01 PM
To: Brian Turner <bturner@cityofwillowick.com>; Sean Brennan <SBrennan@cityofwillowick.com>; Todd Shannon <tshannon@cityofwillowick.com>; Don Lynn <dlynn@cityofwillowick.com>; Bill Malovrh Jr. <bmalovrh@cityofwillowick.com>
Cc: Michael Vanni <mvanni@cityofwillowick.com>
Subject: Special Event - St. Mary Magdalene - 31st Annual Homecoming Festival
Importance: High

Good afternoon,

Please see the attached information that the Building Department received for this upcoming event.

Please review the submitted set of paperwork and return any comments and/or concerns to the Planning commission secretary, Heather Boling within ten (10) working days of receipt.

Thanks!

Heather Boling
 Building Department Secretary
 City of Willowick
 31230 Vine Street
 Willowick, Oh 44095
 P: 440-516-3000 X: 329
 F: 440-585-3776
hboling@cityofwillowick.com

Heather Boling

From: Todd Shannon
Sent: Tuesday, April 25, 2023 10:37 AM
To: Heather Boling
Subject: RE: Special Event - St. Mary Magdalene - 31st Annual Homecoming Festival

Looks good to me

From: Heather Boling
Sent: Friday, April 14, 2023 12:01 PM
To: Brian Turner <bturner@cityofwillowick.com>; Sean Brennan <SBrennan@cityofwillowick.com>; Todd Shannon <tshannon@cityofwillowick.com>; Don Lynn <dlynn@cityofwillowick.com>; Bill Malovrh Jr. <bmalovrh@cityofwillowick.com>
Cc: Michael Vanni <mvanni@cityofwillowick.com>
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F: 440-585-3776
hboling@cityofwillowick.com

Heather Boling

From: Michael Vanni
Sent: Thursday, April 27, 2023 10:08 AM
To: Heather Boling; Brian Turner; Sean Brennan; Todd Shannon; Don Lynn; Bill Malovrh Jr.
Subject: RE: Special Event - St. Mary Magdalene - 31st Annual Homecoming Festival
Importance: High

Good morning All,

I noticed that Knobel was not listed as being closed during the festival hours like we had discussed.

Can we please make sure that this street gets closed as well?

Mike

Michael J. Vanni
 Mayor / Safety Director
 City of Willowick
 30435 Lakeshore Blvd.
 Willowick, Ohio 44095
 440-585-3700

From: Heather Boling
Sent: Friday, April 14, 2023 12:01 PM
To: Brian Turner <bturner@cityofwillowick.com>; Sean Brennan <SBrennan@cityofwillowick.com>; Todd Shannon <tshannon@cityofwillowick.com>; Don Lynn <dlynn@cityofwillowick.com>; Bill Malovrh Jr. <bmalovrh@cityofwillowick.com>
Cc: Michael Vanni <mvanni@cityofwillowick.com>
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Importance: High

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Heather Boling
 Building Department Secretary
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 31230 Vine Street
 Willowick, Oh 44095