



**SEAN BRENNAN**  
Chief Housing and Zoning Inspector

## City of Willowick

31230 VINE STREET  
WILLOWICK, OHIO 44095

BUILDING DEPARTMENT  
Phone: 440-516-3000  
Fax: 440-585-3776  
Email: [sbrennan@cityofwillowick.com](mailto:sbrennan@cityofwillowick.com)

April 17, 2023

RE: Luxury Brand Party Co. / Top Designer Landscaping – Located at 30509 Euclid Ave.

Dear City Council,

On Monday, April 10<sup>th</sup> 2023 Luxury Brand Party Co. / Top Designer Landscaping was approved by the Planning Commission members. We are recommending to City Council that this business be approved. The board reviewed this as a service establishment under (Retail District) codified ordinance 1145.03 (a) (3). Per the requirements from this code section this was formally submitted to Planning Commission.

Please see the attached documents regarding the type of business, their letter of intent and a floor plan.

**Please note we have included the Planning Commission minutes for your review, they have not yet been approved by the Planning Commission members.**

If you have any questions please contact me at your convenience.

Thank you,

**Mark Carden**

Planning Commission Chairman



CITY OF WILLOWICK PLAN REVIEW BOARD  
 APPLICATION FOR PERMIT TO OCCUPY FOR  
 BUSINESS, COMMERCIAL, INDUSTRIAL, ETC.  
 YOU MUST FILL OUT ENTIRE APPLICATION  
 440-316-3000



Item #1

Item #2

PERMIT FEE: \$60.00  
 DATE: 1/29/23

Location of Occupancy: 30509 Euclid Ave Business Name: Webster & Webster Inc / Top Designer Landscaping  
 (ADDRESS)  
 Business Owner's Name & Address: Riva Webster  
 CITY/STATE/ZIP: Willowick, OH 44095  
 Telephone Number: 216-990-4029 Fax Number: \_\_\_\_\_ Federal ID Number: 46-3957280  
 Or Social Security Number

OWNER OF PROPERTY/NAME/ADDRESS/TELEPHONE NUMBER: DAVID GUANAY (30509 Euclid)  
30509 Euclid Ave Willowick, Ohio 44095 (216-438-8888)

SUBMIT NEW DETAILED FLOOR PLAN:  SQ. FT. HABITABLE FLOOR AREA FOR OCCUPANCY: \_\_\_\_\_

Building Size: \_\_\_\_\_ Total Number Of Employees: 3+4

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

Site Plan With Number of Paved Parking Spaces: \_\_\_\_\_ Hours Of Operation: 9-5pm

Letter of Intent:  Previous Use: \_\_\_\_\_ Proposed Use: \_\_\_\_\_

NAME OF PRINCIPAL OR CONTACT PERSON FOR NEW BUSINESS: Riva Webster

Home Address/City/Zip: 332 E. 3301<sup>st</sup> Willowick, OH Telephone Number: 216-990-4029

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: Riva Webster Date: 1/30/23

**OFFICER 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.

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Item #1

Item #2

Letter of Intent for 30509 Euclid Wickliffe Ohio 44092

The Luxury Brand Party Co and Top Designer Landscape

Sharing a co warehousing space

The front office space is for rental supply items to display. The rear space will be used for shared storage.

The Luxury Brand Party Co will occupy the front office space and use it as a showroom for rental supply items such as tables and chairs so that customers can view the inventory that we have for rent. Supplies will also be stored in the rear of the space to fulfill orders placed by customers. There will be two dedicated parking spaces on the side of the building for party supply customers. This space will not be used for hosting any types of events. We simply rent supplies and furniture to customers for their events.

[www.theluxurybrandpartyco.com](http://www.theluxurybrandpartyco.com)

Top Designer Landscaping will occupy an office in the rear of the space with an admin office and storage for items such as rakes, brooms, shovels and trash bags.

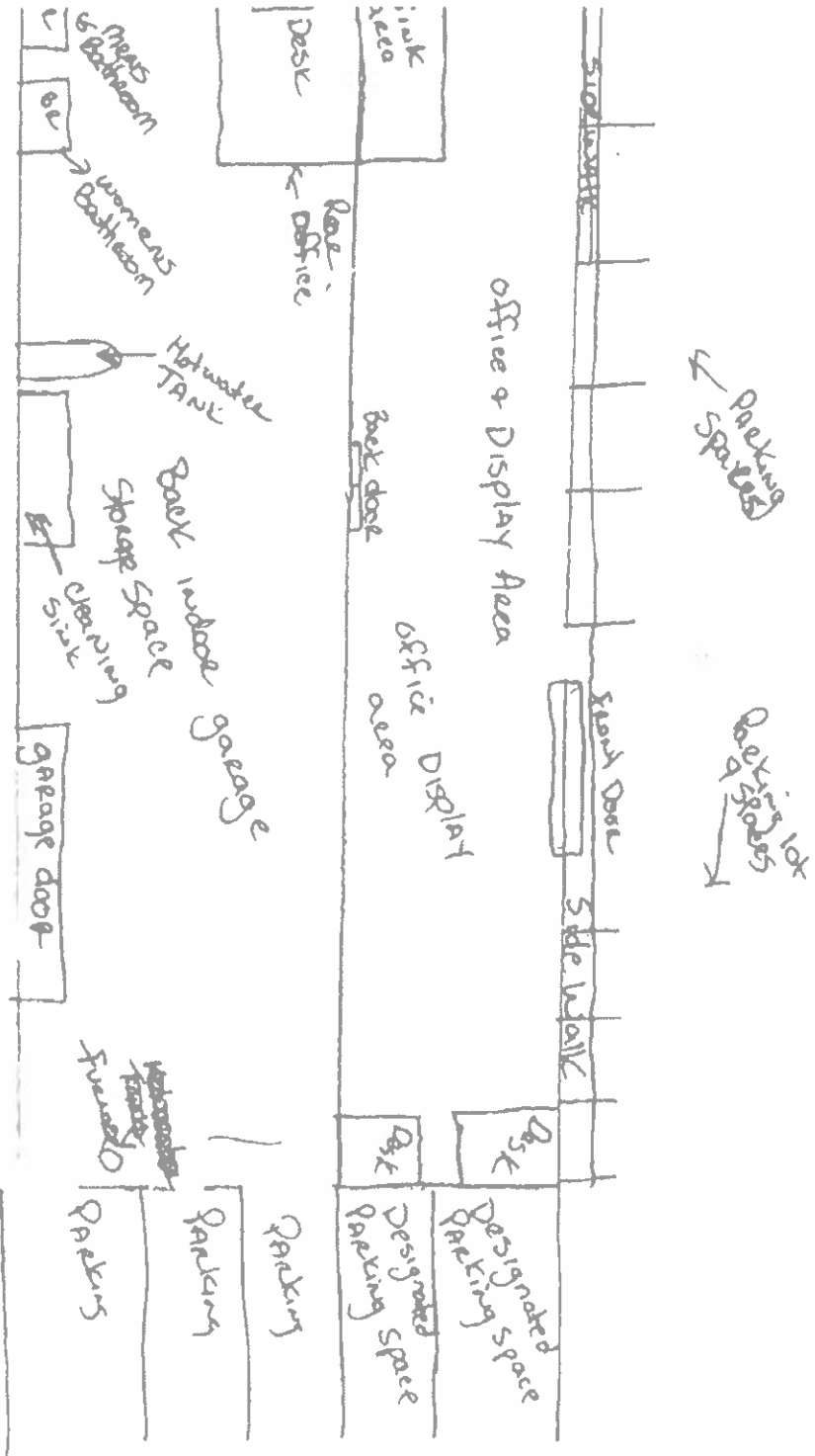
Vehicles for the landscaping business will be parked in the rear of the building.

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Evelio Ave

Evelio Ave



Gravel Parking in the rear of  
the Building

Top  
Design  
Landscape  
Vehicle Parking