

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: 9/3/24

Location of Occupancy: 1257 E. 305 St.

Business Name: RCM Flooring + Family LLC

Business Owner's Name & Address: Neal + Jenn Bartone

CITY/STATE/ZIP: 1257 E. 305, Willowick, OH 44092

Telephone Number: 440-439-276

Fax Number: _____

Federal ID Number: 42-2242484

Or Social Security Number

OWNER OF PROPERTY/NAME/ADDRESS/TELEPHONE NUMBER: Ed Brkic - Owner Shopping Center

Remainers - Neal + Jenn Bartone 8590 Mansion Blvd, Mentor

SUBMIT NEW DETAILED FLOOR PLAN: Replace sign - New face

SQ. FT. HABITABLE FLOOR AREA FOR OCCUPANCY: 1834 sq

OH 44060

Building Size: 1834 sq ft - store

Total Number Of Employees: 1

Intended Number of Occupants: 4

Total Number of Seating: 4

Site Plan With Number of Paved Parking Spaces: 4

Hours Of Operation: M, T, TH 10-5

Letter of Intent: Attached

Previous Use: Retail

Proposed Use: Retail

NAME OF PRINCIPAL OR CONTACT PERSON FOR NEW BUSINESS: Neal + Jenn Bartone

Home Address/City/Zip: 8590 Mansion Blvd

Telephone Number: 440-223-4994

Mentor, OH 44060

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: Neal Bartone

Date: 9/3/24

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: _____

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.

rcmflooringfam@gmail.com



LETTER OF INTENT FOR OCCUPANCY APPROVAL

Re: Letter of Intent for Occupancy Approval — RCM Flooring & Family LLC

Dear City of Willowick Representative:

We, Neal Bartone and Jenn Bartone, are submitting this Letter of Intent on behalf of RCM Flooring & Family LLC for the purpose of obtaining occupancy approval to continue operating a flooring store at 1257 East 305 Street, Willowick, Ohio 44092.

Our intention is to continue running the location as a flooring store, no different than the previous flooring store that operated at this location. We are not looking to make any changes to the existing store or its use. There will be no demonstrations, construction, remodeling, or other changes to the premises. The only change we intend to make to the existing exterior is to place a new face plate over the existing business sign to update the name of the business to RCM Flooring & Family LLC.

The existing nature and use of the premises will remain the same.

Business Information:

Business Name: RCM Flooring & Family LLC

Business Type: Retail Flooring Store

Business Address: 1257 East 305 Street, Willowick, Ohio 44092

Owners: Neal Bartone and Jenn Bartone

Proposed Business Hours:

Monday: 10:00 AM – 5:00 PM

Tuesday: 10:00 AM – 5:00 PM

Wednesday: 10:00 AM – 6:00 PM

Thursday: 10:00 AM – 5:00 PM

Friday: 10:00 AM – 4:00 PM

Saturday: 9:00 AM – 12:00 PM, by appointment only

Sunday: Closed

Parking:

There are currently four parking spaces located directly outside the showroom for use in connection with the business. Of these spaces, one is designated as a handicap-accessible parking space and is marked with a handicap parking sign. There are also two RCM Flooring parking signs located on the front of the building identifying parking associated with the business.

RCM Flooring & Family LLC intends to continue the existing use of the premises and comply with all applicable City of Willowick requirements.

Because there are no changes proposed to the existing use or operation of the location, other than the change in business name and the updating of the existing sign face, we respectfully request the City's approval for continued occupancy under the new business name, RCM Flooring & Family LLC.

We appreciate the City of Willowick's consideration of this request and look forward to working with the City to complete the occupancy approval process.

Thank you for your time and consideration.

Sincerely,

Neal Bartone
Owner/Member
RCM Flooring & Family LLC

Jenn Bartone
Owner/Member
RCM Flooring & Family LLC

Business Phone: 440-943-9276
Cell: 440-223-4994
Email: RCMFlooringFam@gmail.com
Website: www.rcmflooringfamily.com

Back Door

Storage

Office

Restroom

Front Door

1834 sq ft

Retail
Hooking
Racks +
Products

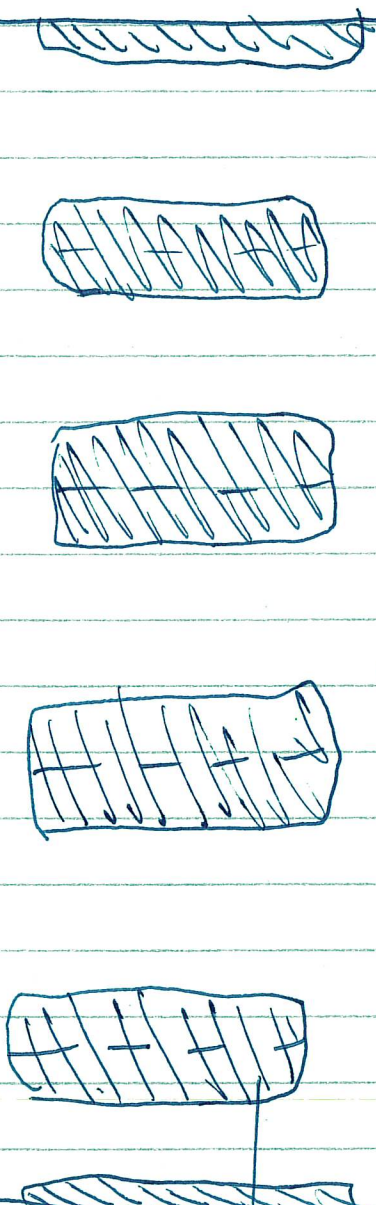
Parking
#1

#2

#3

#4

Handicap
Spot



Please see photos

#2

Back Exit
X

Front
Exit
X

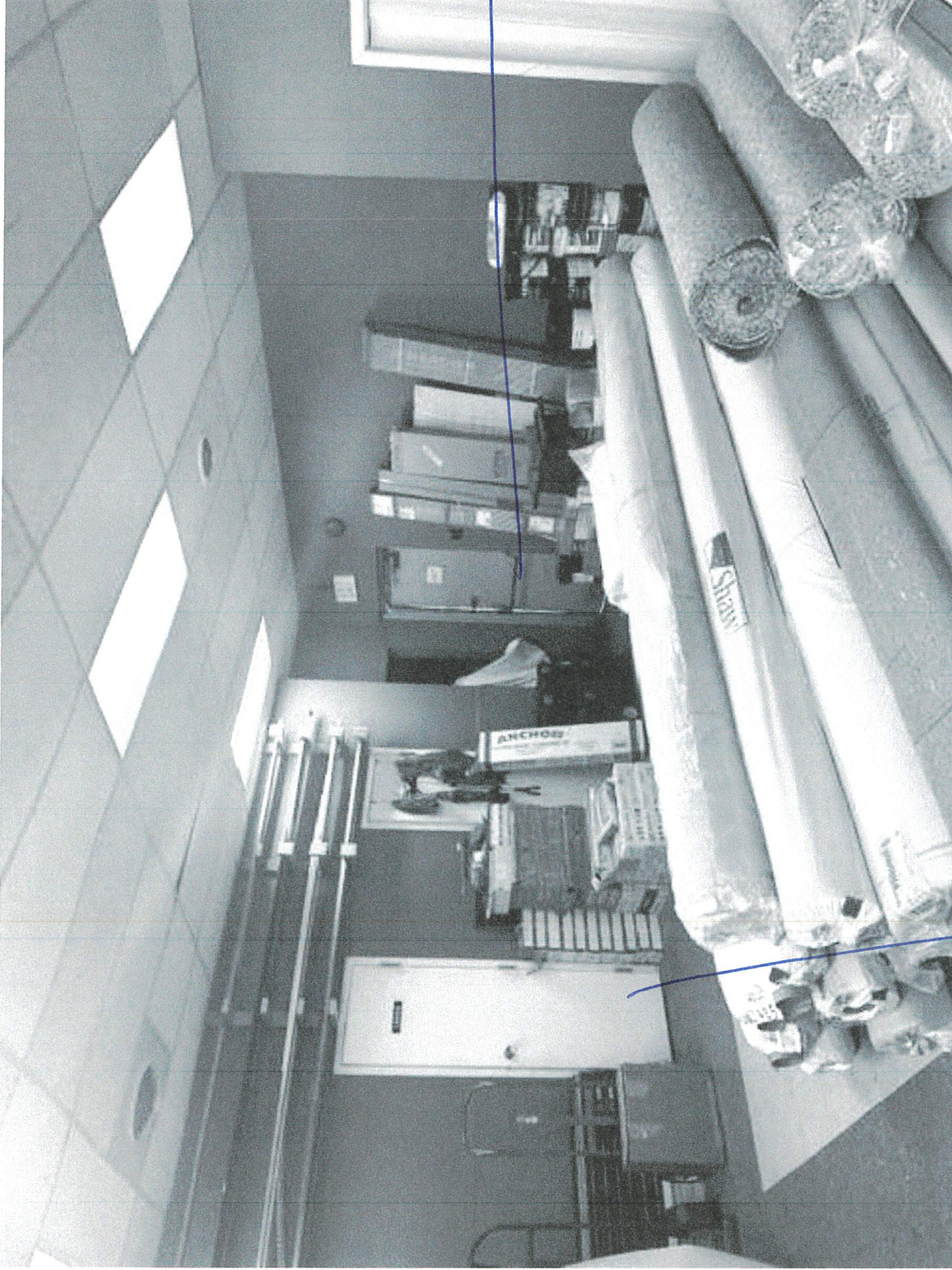
Family
Room
X

New Sign

Complete

#2

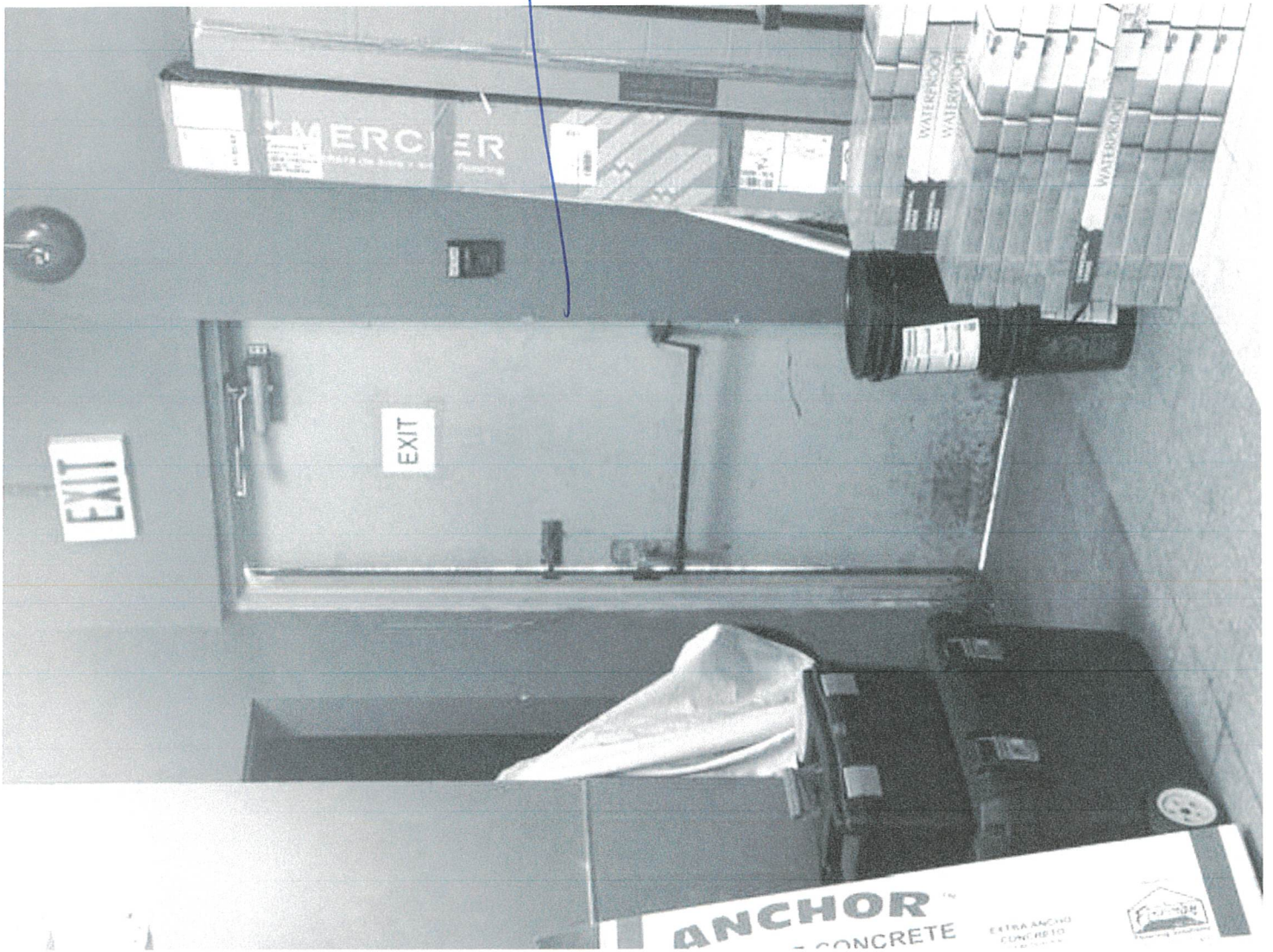
Back
Exit
Door



Restroom

#2

Back Door



#2



Front Door