

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: 4/1/2026

Location of Occupancy: 1221 East 305th St Business Name: Moore Fitness Studio  
(ADDRESS)

Business Owner's Name & Address: Nicole Carpenter-Moore 1911 Brookview Blvd

CITY/STATE/ZIP: Parma, OH 44134

Telephone Number: 216-400-0776 Fax Number: \_\_\_\_\_ Federal ID Number: \_\_\_\_\_

OWNER OF PROPERTY/NAME/ADDRESS/TELEPHONE NUMBER: Mile Edward Brkic

(216) 870-2661 30501 Euclid Ave. Wickliffe, OH 44092

SUBMIT NEW DETAILED FLOOR PLAN : \_\_\_\_\_ SQ. FT. HABITABLE FLOOR AREA FOR OCCUPANCY: 2200

Building Size: 2200 SQ FT. Total Number Of Employees: 3

Intended Number of Occupants: 20 Total Number of Seating : 20

Site Plan With Number of Paved Parking Spaces: 30 Hours Of Operation : M-F 5A-9P S/S-7A-12P

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

NAME OF PRINCIPAL OR CONTACT PERSON FOR NEW BUSINESS: Nicole Carpenter Moore

Home Address/City/Zip: 1911 Brookview Blvd. Parma, OH 44134 Telephone Number: 216-543-8024

*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: Nicole Carpenter Moore Date: 4/1/2026

**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: \_\_\_\_\_

# Letter of Intent

Nicole Carpenter-Moore  
1911 Brookview Blvd.  
Parma, OH 44134


April 1, 2026

City of Willowick – Building Department  
31230 Vine Street  
Willowick, Ohio 44095

To Whom it May Concern:

The purpose of this letter is to formally express my intent to occupy the commercial space located at 1221 East 305th Street Willowick, Ohio 44092. I, Nicole Carpenter-Moore, am the sole proprietor of Moore Fitness Studio which provides supplement retail sales as wellness services such as personal training and group fitness classes. The business was established in 2014 and currently has 2 contracted employees with intentions to expand to a maximum of 3-5 part-time contractors. Moore Fitness Studio hours of operation will be Monday through Friday 05:00AM to 09:00PM and Saturday/Sunday 07:00AM to 12:00PM.

Respectfully submitted,



Nicole Carpenter-Moore

# **Previous Usage**

**Commercial Retail Location:**

**1221 East 305th Street**

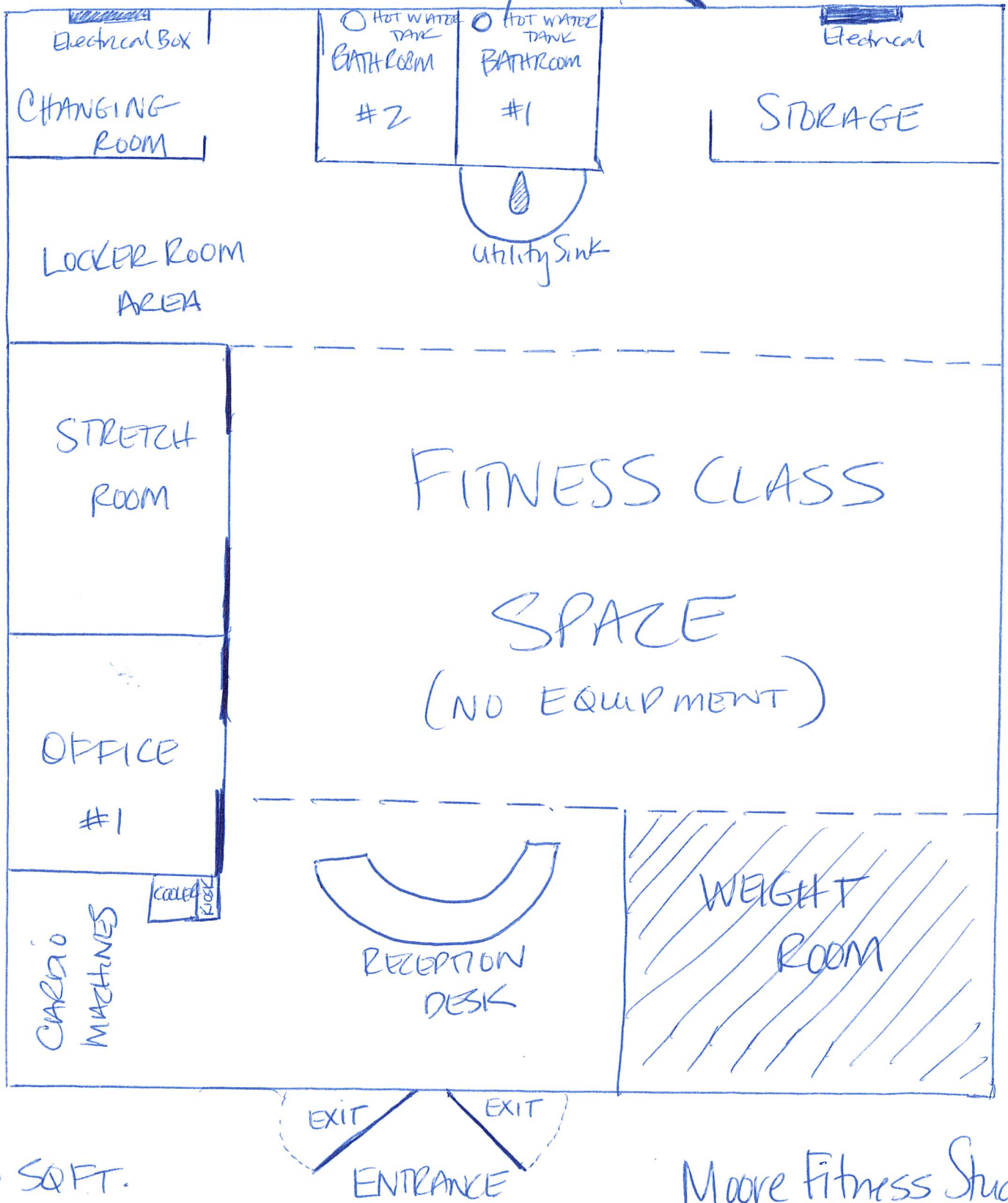
**Willowick, Ohio 44092**

**The commercial unit was previously utilized for Immaculate Cleaning Inc as an office space for their commercial cleaning business.**

**Mile Edward Brkic, property owner, can provide more detailed information regarding the previous tenants upon request.**

**Phone: 216-870-2661**

# REAR ALLEY



2200 SQFT.

Moore Fitness Studio  
1221 East 305th St  
Willowick, OH  
44092

PARKING LOT