DRAFT

City of Willowick
PLAN REVIEW BOARD

Thursday, October 08, 2026 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.

MINUTES

1. **Call meeting to order**

   Chairman Brennan called the October 8th 2026, Plan Review Board meeting to order at 3:00pm.

Roll call
PRESENT
Chairman Brennan
Chief Daubenmire
Captain Okenden on behalf of Chief Malovrh
Mr. McLaughlin
Mr. Lazor

ABSENT
Chief Malovrh Jr.

Approval of minutes

Plan Review Board Minutes - June 25th 2026

Motion made to approve the June 25th, 2026, Plan Review Board meeting minutes by Mr. Lazor, Seconded by Mr. McLaughlin.
Voting Yea: Chairman Brennan, Chief Daubenmire, Captain Okenden, Mr. McLaughlin, Mr. Lazor

New business

RCM Flooring & Family LLC - Located at 1257 E. 305th Street

Per a phone call prior to the meeting, Ms. Bartone (the new owner of the establishment) stated that she was not going to be able to attend the meeting.

Chairman Brennan advised that this is for an ownership change, per their plans and letter of intent there are no alterations and business will remain the same.

Motion made to approve RCM Flooring & Family LLC - Located at 1257 E. 305th Street (ownership change) by Mr. McLaughlin, Seconded by Mr. Lazor.
Voting Yea: Chairman Brennan, Chief Daubenmire, Captain Okenden, Mr. McLaughlin, Mr. Lazor

Primus Liquidation Outlet - Located at 32801 Vine Street

Mr. and Ms. Moultry of Solon, Ohio were present representing Primus Liquidation Outlet - Located at 32801 Vine Street. Chairman Brennan stated that per their first submitted letter of intent and plans, they are looking to open a "scratch and dent" appliance store at this location. In addition they also provided a second letter of intent for an authorized U-Haul retailer at the same location. She advised that she spoke to U-Haul and they were looking at the spots to the rear of the building, to make that into the area where the trucks will be stored. She stated that the vehicles would not be viewable from Vine Street. She advised that they would only start off with two U-Haul vehicles for rent and then depending on the flow they would bring that in as part of their business model as it will help to bring in additional money to help with the appliance business as it does bring in quite a bit of profit. She also advised the board that there is not a U-Haul location in the area so she would like to bring that to the city. She stated that the U-Haul business is considered retail as they have to have their vendors license, they have to have space for U-Haul supplies such as moving blankets, tape, dolly's, boxes, etc., so they have to maintain a standard with the state of Ohio as a retailer for this part of the business, she included that this location would not be doing any of the storage aspect, she clarified that there are parts to U-Haul that they would not be doing because of the location. Chairman Brennan asked about the parking per the submitted site plan, what is the total number of parking affiliated with their unit, Ms. Moultry stated that they have 3 designated spots at the front of the location, 6 spots to the right of the building and 8 spots at the rear of the building. She advised that the building owner stated that all parking spaces can be used for any business in any unit but the three front parking spots are for her business but again she clarified that anyone going to any of the businesses can use those spots as well. Chairman Brennan circled back to the U-Haul portion of this submittal, he asked what kind of trucks are going to be on site, Ms. Moultry stated for this location, they will have to see but they will not have the big box trucks, she believes she will have vans and 20' and under trucks. She stated that 10' trucks are the trucks that retail the most and the fastest. The selection is based on what U-Haul determines is most effective in the area. Again, this will be in the rear of the property, with a sign stating U-Haul is in the rear, the area is bigger and easier to maneuver. She stated that it looks better for the trucks to be in the rear anyways, as trucks sitting in the front of a business does not look well. Chairman Brennan advised that as far as the U-Haul portion of the business, per our city ordinance, it is zoned a retail district, however that type of business has to go in front of Planning Commission and City Council because that is a service that is being provided. He stated to the board members, that he believes that the businesses should be separated with regards to submissions, one for the appliance store and one for the U-Haul retailer, for example the board can vote on the U-Haul submittal, and if approved Plan Review board can be contingent on the approval from Planning Commission and City Council. Chairman Brennan then went back to the appliance portion, he asked if this is all going to be appliances, like a scratch and dent, overstock liquidation? Ms. Moultry stated that is correct. In reviewing the submittal Chairman Brennan stated that the hours will be 9a-5p, Ms. Moultry stated that is correct. Chairman Brennan referencing back to the parking, he advised that if the board approves U-Haul pending approval from Planning Commission and City Council he would suggest submitting in a better parking plan with a further description where the U-Hauls will be parked. He just wants to make sure that there is a clear distinction between their parking lot and the church parking lot.

Motion made to approval Primus Liquidation Outlet unit A1 (retail) - Located at 32801 Vine Street by Mr. Lazor, Seconded by Mr. McLaughlin.
Voting Yea: Chairman Brennan, Chief Daubenmire, Captain Okenden, Mr. McLaughlin, Mr. Lazor

Motion made to approve Primus Liquidation Outlet - Located at 32801 Vine Street unit A1 (U-Haul Service Establishment) pending the approval by Planning Commission and City Council by Mr. McLaughlin, Seconded by Mr. Lazor.
Voting Yea: Chairman Brennan, Chief Daubenmire, Captain Okenden, Mr. McLaughlin, Mr. Lazor

Public portion

Public portion was open and closed at 3:15pm with no public present.

Old business

None.

Miscellaneous

None.

Adjournment

Motion made to adjourn the October 8th, 2026, Plan Review Board meeting at 3:16pm by Mr. McLaughlin, Seconded by Mr. Lazor.
Voting Yea: Chairman Brennan, Chief Daubenmire, Captain Okenden Mr. McLaughlin, Mr. Lazor

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Chairman Brennan

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Heather Boling – Secretary