TO: Members of Council

FROM: Mark Carden Chairman
Planning Commission

DATE: March 10, 2026

RE: Planning Commission Motion from the
Planning Commission Meeting of March 9th, 2026

Please be advised that at the above-mentioned meeting of the Planning Commission, a motion was made regarding the review and recommendation for the approval of a new business for College Tree Removal - Located at P#28A0230000450.

The motion is as follows:

Motion made to recommend the approval from City Council for College Tree Removal - Located at P#28A0230000450 by Mr. Hren, Seconded by Ms. Monaco
Voting Yea: Chairman Carden, Mr. Hren, Mr. Fortney, Mr. Downing, Ms. Monaco

If you have any questions, please call.

Sincerely,
Mark Carden Chairman
Planning Commission

MC/hkb

cc: Mayor Vanni
Planning Commission Members
Law Director Gwirtz
Council Clerk Moran

CITY OF WILLOWICK PLAN REVIEW BOARD
APPLICATION FOR PERMIT TO OCCUPY FOR
BUSINESS, COMMERCIAL, INDUSTRIAL, ETC.
YOU MUST FILL OUT ENTIRE APPLICATON
440-516-3000

P.# 28A 023 000450

PERMIT FEE: $60.00
DATE: 1-15-26

Location of Occupancy: Euclid Ave (ADDRESS) Business Name: College Tree Removal

Business Owner's Name & Address: Justin M Hollis

CITY/STATE/ZIP: 7070 South Lane Willoughby OH 44094

Telephone Number: 440-785-9310 Fax Number: ______ Federal ID Number: ______ Or Social Security Number

OWNER OF PROPERTY/NAME/ADDRESS/TELEPHONE NUMBER: Willowick Campus - Jamie Pilla
Michael Hirsh

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

Building Size: 2 @ 75 x 100 Total Number Of Employees: 6

Intended Number of Occupants: 7 Total Number of Seating: 5

Site Plan With Number of Paved Parking Spaces 25 Hours Of Operation: 7-5pm

Letter of Intent: ✓ Previous Use: Vacant Proposed Use: Retail

NAME OF PRINCIPAL OR CONTACT PERSON FOR NEW BUSINESS: Justin Hollis

Home Address/City/Zip: 12815 Kingsway Dr. Chesterland OH 44026 Telephone Number: 440-785-9310

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: [signature] Date: 1-26-26

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.

Proposed Buildings at 30555 Euclid Ave.

For

College Tree Removal

CTR is looking to open a retail location to sell wood chips, mulch, gravel, and firewood.

We are building two K-Style Buildings approx.. 100'X75".

The front building will have 250' comprised of 2 10X10 offices and a bathroom. This will allow us to fulfill orders for materials above. The drive will go completely around both buildings.

The building will be a grey earthtone color.

The second building will be strictly for the storage of equipment.

The driveway entrance and front parking area will be paved with asphalt. The remaining driveway and back section, where the pickup of materials will be a compressed stone/gravel material.

The storage bins towards the back will be used for storage of various mulch, stone, and firewood.

The front car park section will accommodate 12 spots, and the back parking section for the employees will have 10.

Pictures, materials, structural notes, and heights are also attached.

The color in the picture is not the actual color.

John Hollrs

216-952-3858

1145

PLAT OF SURVEY & SITE PLAN

FOR

COLLEGE TREE REMOVAL, LLC

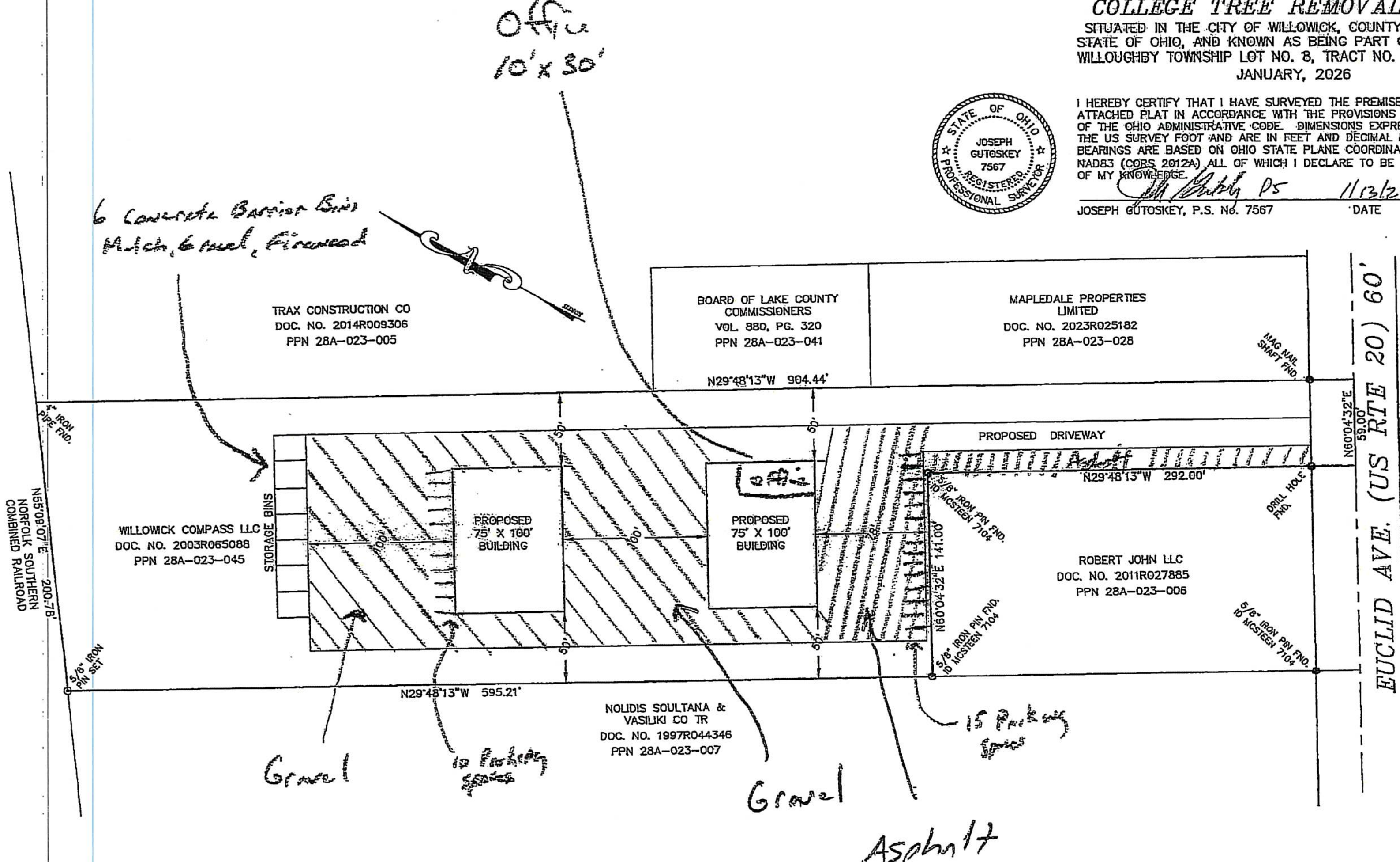
SITUATED IN THE CITY OF WILLOWICK, COUNTY OF LAKE, AND STATE OF OHIO, AND KNOWN AS BEING PART OF ORIGINAL WILLOUGHBY TOWNSHIP LOT NO. 8, TRACT NO. 11.
JANUARY, 2026

STATE OF OHIO
JOSEPH GUTOSKEY 7567
REGISTERED PROFESSIONAL SURVEYOR

I HEREBY CERTIFY THAT I HAVE SURVEYED THE PREMISES AND PREPARED THE ATTACHED PLAT IN ACCORDANCE WITH THE PROVISIONS OF CHAPTER 4733.37 OF THE OHIO ADMINISTRATIVE CODE. DIMENSIONS EXPRESSED ARE BASED ON THE US SURVEY FOOT AND ARE IN FEET AND DECIMAL PARTS THEREOF. BEARINGS ARE BASED ON OHIO STATE PLANE COORDINATES, NORTH ZONE 3401, NAD83 (CORS 2012A) ALL OF WHICH I DECLARE TO BE CORRECT TO THE BEST OF MY KNOWLEDGE.

PS 1/13/26

JOSEPH GUTOSKEY, P.S. No. 7567 DATE



GRAPHIC SCALE

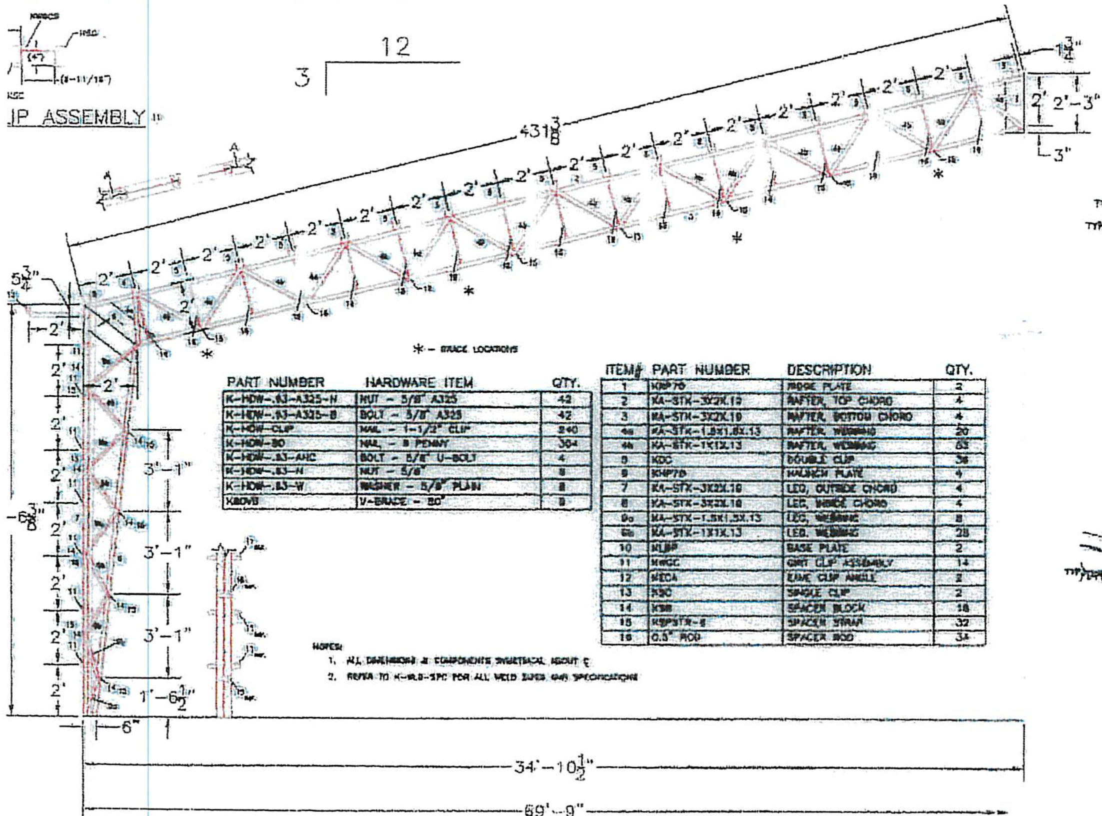
50 0 25 50 100 200

(IN FEET)
1 inch = 50 ft.

LEGEND
- ⊙ 5/8" DIA. BY 30" LONG YELLOW CAPPED IRON PIN SET I.D. GUTOSKEY PS 7567
- o IRON PIN/PIPE/MON. FOUND (AS NOTED)
- [M] MONUMENT BOX (AS NOTED)

GUTOSKEY & ASSOCIATES INC.
Civil Engineers, Surveyors and Land Planners
10135 GOTTSCHALK PARKWAY SUITE 4
CHAGRIN FALLS, OHIO 44023
Tel (440) 543-6900
JOEGUTOSKEY@GUTOSKEY.COM

CONTRACT No.
25-4295

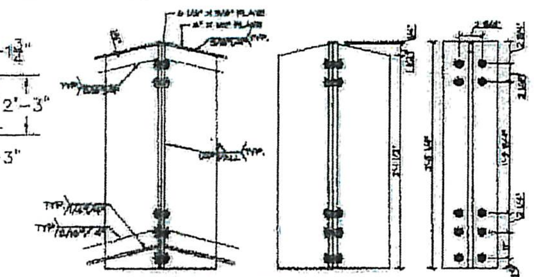


*– BRACE LOCATIONS

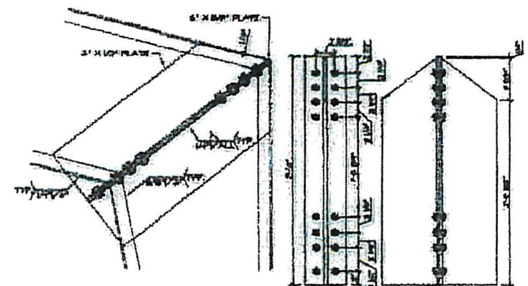
PART NUMBER	HARDWARE ITEM	QTY.
K-HDW-.63-A325-N	NUT – 5/8" A325	42
K-HDW-.63-A325-B	BOLT – 5/8" A325	42
K-HDW-CLIP	NAIL – 1-1/2" CLIP	240
K-HDW-8D	NAIL – 8 PENNY	304
K-HDW-.63-AHC	BOLT – 5/8" U-BOLT	4
K-HDW-.63-N	NUT – 5/8"	8
K-HDW-.63-W	WASHER – 5/8" PLAIN	8
KBDVB	V-BRACE – 80"	8

ITEM#	PART NUMBER	DESCRIPTION	QTY.
1	KRP70	RIDGE PLATE	2
2	KA-STK-3X2X.13	RAFTER, TOP CHORD	4
3	KA-STK-3X2X.10	RAFTER, BOTTOM CHORD	4
4a	KA-STK-1.8X1.8X.13	RAFTER, WEBBING	20
4b	KA-STK-1X1X.13	RAFTER, WEBBING	63
5	KDC	DOUBLE CLIP	36
6	KHP70	HAUNCH PLATE	4
7	KA-STK-3X2X.10	LEG, OUTSIDE CHORD	4
8	KA-STK-3X2X.10	LEG, INSIDE CHORD	4
9a	KA-STK-1.5X1.5X.13	LEG, WEBBING	8
9b	KA-STK-1X1X.13	LEG, WEBBING	28
10	KLBP	BASE PLATE	2
11	KWGC	GIRT CLIP ASSEMBLY	14
12	KECA	EAVE CLIP ANGLE	2
13	KSC	SINGLE CLIP	2
14	KSB	SPACER BLOCK	18
15	KSPSTR-8	SPACER STRAP	32
16	0.5" ROD	SPACER ROD	34

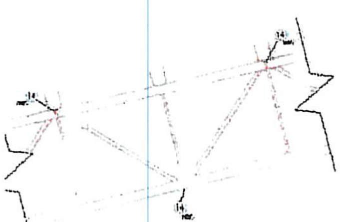
NOTES:
1. ALL DIMENSIONS & COMPONENTS SYMETRICAL ABOUT ℄
2. REFER TO K-WLD-SPC FOR ALL WELD SIZES AND SPECIFICATIONS



RIDGE CONNECTION



HAUNCH CONNECTION

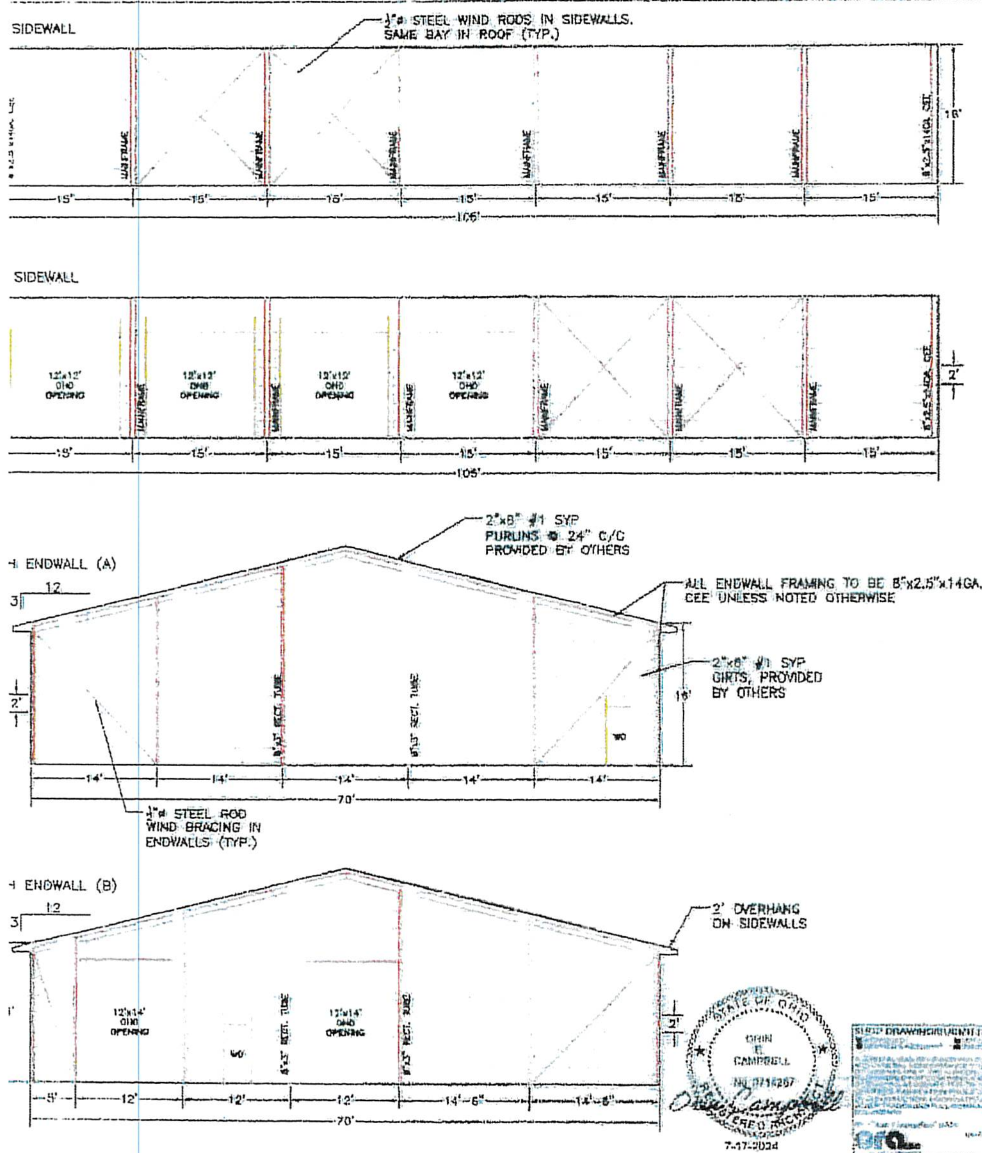


SECTION A–A
SCALE: NTS

STATE OF OHIO
ORIN E. CAMPBELL
REGISTERED ARCHITECT
7-17-2024

SHEET 3 OF 4

MAST / VILLAGE OUTDOORS 7910 EUCLID CHARDON RD KIRTLAND, OH 44094			
FRAME 70'x105'x16'			
DATE:	7/5/24	SCALE:	NTS
ELGIN SERVICE CENTER			
DRAWING NUMBER: 16936F FRAME		DWG. BY:	DCW



DELIVERY DATE
BUILDING COMPLETE
RAFTERS COMPLETE
LEGS COMPLETE
ENDWALL COMPLETE
MISC. COMPLETE

30# GSL

COMMERCIAL

STRUCTURE ONLY

STATE OF OHIO
ORIN E. CAMPBELL
NO. 9714267
REGISTERED ARCHITECT
7-17-2024

SHEET 2 OF 4

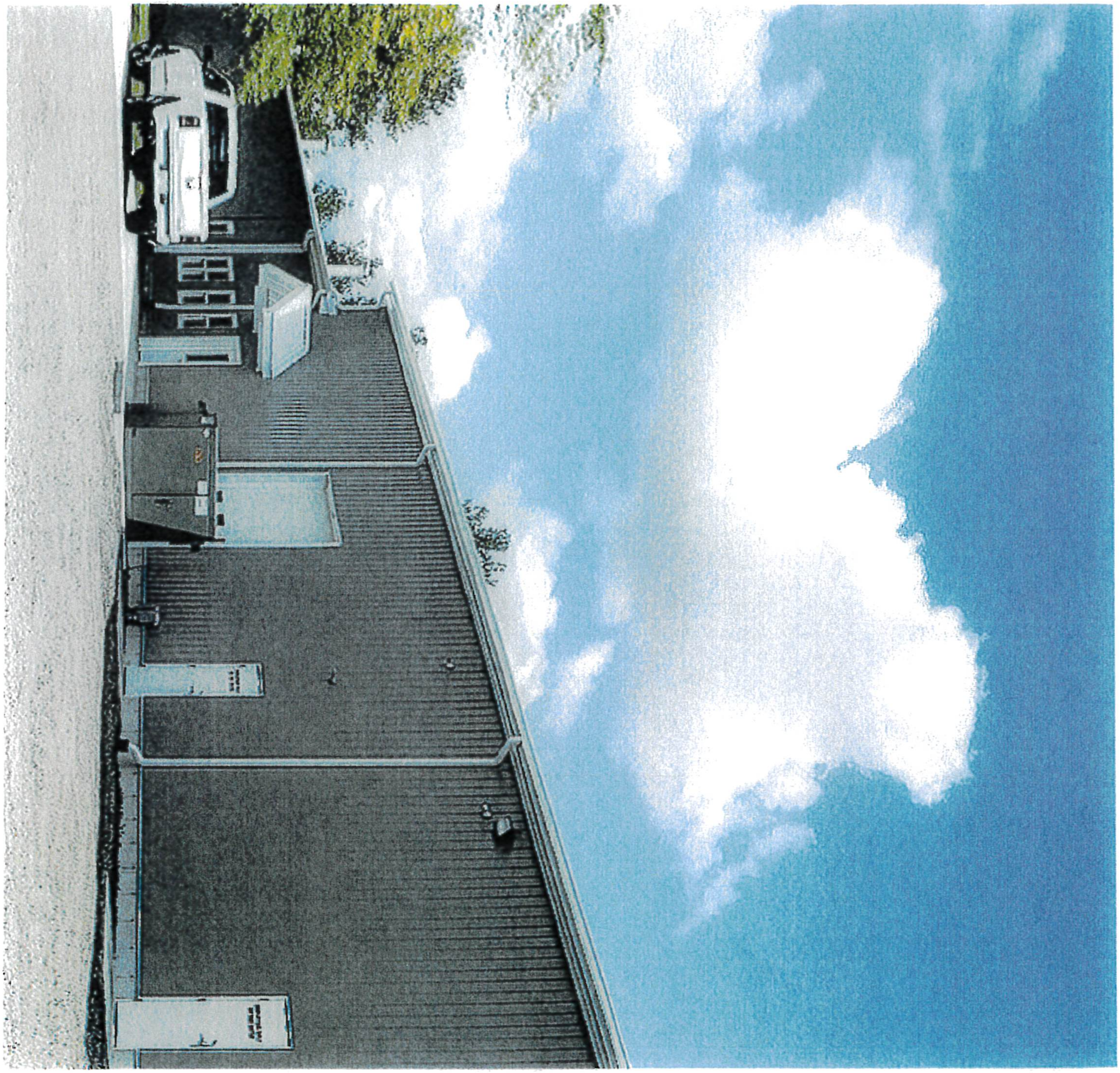
MAST / VILLAGE OUTDOORS
7910 EUCLID CHARDON RD KIRTLAND, OH 44094

WALL FRAMING PLAN
70'x105'x16'

DATE: 6/28/24 SCALE: NTS

ELGIN SERVICE CENTER

DRAWING NUMBER: 16936F WALL DWG. BY: DCW



John Hollis (HFS)

From: Mark . <mark@markangebuilders.com>
Sent: Friday, January 9, 2026 12:05 PM
To: John Hollis (HFS)
Subject: K Building examples

Thank you,

Mark Ange

President & CEO of Mark Ange Builders
Phone: 440-423-1243
Mobile: 216-403-1616
Web: markangebuilders.com
Email: mark@markangebuilders.com

MARK ANGE
BUILDERS

City of Willowick

PLANNING COMMISSION - DRAFT

Monday, March 09, 2026 at 7:00 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

Chairman Carden called the March 9th, 2026, Planning Commission meeting to order at 7:00pm.

Pledge of Allegiance to the Flag

Roll Call
PRESENT
Chairman Carden
Mr. Hren
Mr. Fortney
Mr. Downing
Ms. Monaco

ABSENT
Mr. Foisel
Mr. Tomas

Approval of Minutes

Planning Commission Minutes - May 12th 2025

Motion made to approve the May 12th, 2025 Planning Commission meeting by Mr. Fortney, Seconded by Ms. Monaco.
Voting Yea: Chairman Carden, Mr. Hren, Mr. Fortney, Mr. Downing, Ms. Monaco

Development & Plan Review Committee

None.

Rules Committee

None.

City Engineer's Report – Mr. McLaughlin

None.

Law Director's Report – Ms. Gwirtz

None.

Architectural Review Board

None.

Community Reinvestment Area – Mr. Carden

None.

Public Hearings

None.

Public Portion

Public portion was open and closed at 7:06pm with no public present.

Remarks – Old Business

None.

Remarks – New Business

Bombshell Beauty & Spa LLC - Located at 28902 Lakeshore Blvd

Jennifer Worden was present representing Bombshell Beauty & Spa LLC - Located at 28902 Lakeshore Boulevard. She stated that she has been in business for 12 years, has had a brick and mortar store in Euclid for 10 years and she has been in the industry for over 20 years. She advised that her business is a spa, including hair/makeup for special events such as weddings, prom and homecomings. She advised that she does travel to her clients however; this location is going to be primarily an onsite location so clients and their wedding party can go to her for services. She advised that previously this space was an unoccupied office space. Chairman Carden asked how many people (clients) would be onsite standardly for a wedding party, she advised that Northeast Ohio wedding parties are pretty substantial as it is a huge industry, it could be as small as four or as large as ten or twelve, it just really depends. It was asked why she is now looking to move into Willowick, she stated that her 10-year lease is up in Euclid and she has a good reputation in this area. She advised that times are difficult in the area she is at now, in addition, the neighboring bar was burnt down and the renovations are substantial, it has affected her business a lot. She stated that most of her clients are from Lake County and that is where she would like to be, she has lost clients due to her location in Euclid. It was asked if she has employees now that will be making the move with her, Ms. Worden advised that when the fire happened 3 years ago she lost her staff, it was not a safe place to work in. She advised that unfortunately did not have the means to renovate and shut down, although it was only smoke damage at her location she still lost her staff, she made it work for a bit but its just not working out anymore. She stated that she does have one girl that works with her, she does hair and travels to onsite locations, then she also has a woman that rents a chair from her who has been in business 50 years. They will make the move with her. There was some discussion regarding parking, Chairman Carden stated that after looking it over, he does not believe parking would be an issue based on the site plan. There was some discussion regarding the crime and street parking at her location in Euclid. There was some reference to the Plan Review Board minutes regarding the sinks, Mr. Fortney asked about plumbing, Ms. Worden advised that there was a sink in the back area, an office type sink so there is plumbing back there, if they decide to do anything they would not have to run new plumbing as they would use the existing. Mr. Hren asked what skilled laborers she is looking bring in. She advised in the future she may bring in a hair stylist but this space is a space that she can do on her own and no need to hire. However once and if she decides to bring another girl on, she will look to get someone from Brown Aveda Institute. Mr. Hren referred back to the site plan, he asked about hiring hair stylists because there are four mirrors, so he was not sure if that was going to be four individual work stations. She advised that she keeps the extra work stations because she really doesn't know how many clients she would be having onsite at one time. There was some discussion regarding the hours of operation and the days she is not open. She stated that every Friday she has "happy hour" which is discounted easy 15 minute services, come in and quickly get glammed up for the weekend, such as a blow dry, eye brow wax, a spray tan, quick services. Mr. Hren asked if she will be putting in a booth for the spray tan service, she advised that the spray tan is a tent with an exhaust fan with a filter on the back that gets changed weekly so there is no overspray. There was some discussion regarding the massage services and if there is a requitement of any type of walls or curtains, Ms. Worden stated that there is not a requirement, most nice salons use curtain walls. However, as she just had surgery on her arm she will not be doing massage services for a while. She said once she is able to resume, she has had her clients for over a decade.

Motion made to recommend the approval from City Council for Bombshell Beauty & Spa LLC - Located at 28902 Lakeshore Blvd by Mr. Hren, Seconded by Mr. Fortney.
Voting Yea: Chairman Carden, Mr. Hren, Mr. Fortney, Mr. Downing, Ms. Monaco

College Tree Removal - Located at P#28A0230000450

Mr. John Hollis was present representing College Tree Removal - Located at P#28A0230000450. He stated that him and his son own a tree business called College Tree Removal that has been operating for about 8 years, they are looking to purchase this land off of East 305th street. He advised the board that the business went in front of the Plan Review Board and was tabled because in addition to selling firewood, mulch and stone, the tree service will also be ran out of this location as some of the materials being sold are produced from the trees being cut down. He stated that he knows that it is zoned for retail which they check the box there because of selling materials however because of the tree business they are providing a service. He also advised that they are looking to build a couple buildings at this location for storage of equipment. Mr. Hollis stated that he believes this is a duel business both retail and service. Chairman Carden stated that he is not clear based on the diagram where the location of the business is going to be, there was some discussion regarding the location and the access. There was also some discussion regarding the businesses near this location and parking, if the restaurant is busy and fills up the parking lot. Chairman Carden asked if its going to be busy location with trucks coming and going, Mr. Hollis stated that yes trucks will be going out empty and coming back full. There was some further discussion regarding the location and a clarification regarding parking. Mr. Carden asked if there is a paved driveway/road back in the area, Mr. Hollis stated that there is not yet. There was further review of the site plan. There was some discussion as to how Mr. Hollis found this location. Chairman Carden then clarified that this location is zoned retail and there was some discussion regarding the previous zoning of this location. Chairman Carden asked about what the access looks like to get back there, is it a dirt road/gravel, Mr. Hollis stated that right now there is a paved lot that goes around the building. They then circled back to how many trucks will be going in and out throughout the day, Mr. Hollis advised on average about 4 to 5 trucks in the morning and the same for the afternoon around 5pm. It was asked if there is going to be any processing there, Mr. Hollis stated that there will not be any processing completed at this location, for instance if they cut down a tree at a customers house, the tree is ran through a wood chipper at that point and then brought back to this location to sell. He advised that if they have an order for wood chips sometimes they will take the woodchips directly from the location they cut the tree down to the location purchasing the woodchips. Mr. Hollis stated there is going to be one building to start and then add the second building in the future but ultimately drive to the back and around the two buildings (once built) for materials and then the front small area will be an office space.

There was some discussion regarding the potential for a lot of noise if there was going to be processing however since there will not be any processing then there will not be noise from processing. Mr. Hollis asked if the board was familiar with the guy next to this location, who does landscape material. Chairman Carden asked about the storage, if the storage will be inside or outside, Mr. Hollis stated that the storage will be outdoors as the bins are made out of concrete. Ms. Monaco asked about the determination of the gravel lot, Mr. Hollis stated that Chief Brennan advised that this is step one for the approval of the business, then go the route of the gravel lot. Mr. Hren stated that he is all for bringing in more businesses into the city and building new buildings is great for the city. There was some discussion regarding the need for tree businesses as well.

Motion made to recommend the approval from City Council for College Tree Removal - Located at P#28A0230000450 by Mr. Hren, Seconded by Ms. Monaco
Voting Yea: Chairman Carden, Mr. Hren, Mr. Fortney, Mr. Downing, Ms. Monaco

Adjournment

Motion made to adjourn the March 9th, 2026, Planning Commission meeting at 7:36pm by Mr. Fortney, Seconded by Mr. Downing.
Voting Yea: Chairman Carden, Mr. Hren, Mr. Fortney, Mr. Downing, Ms. Monaco

____

Chairman Carden

____

Heather Boling – Secretary

City of Willowick
PLAN REVIEW BOARD – DRAFT

Thursday, February 26, 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 February 26th, 2026, Plan Review Board meeting to order at 3:00 pm.

Roll call

PRESENT
Chairman Brennan
Chief Malovrh Jr.
Tim McLaughlin
Mike Lazor

ALSO PRESENT

Councilwoman Antosh

ABSENT
Chief Daubenmire

Approval of minutes

Plan Review Board Minutes - February 12th, 2026

Motion made to approve the February 12th, 2026, Plan Review Board minutes by Mr. Lazor, Seconded by Mr. McLaughlin.
Voting Yea: Chairman Brennan, Chief Malovrh Jr., Mr. McLaughlin, Mr. Lazor

New business

Bombshell Beauty & Spa LLC - Located at 28902 Lakeshore Blvd.

Ms. Worden of Wickliffe was present representing Bombshell Beauty & Spa LLC - Located at 28902 Lakeshore Boulevard. Chairman Brennan asked Ms. Worden if she would like to provide some details regarding her business. Ms. Worden stated that her business is currently located in Euclid, where she has been for about 10 years, her lease is up and she is looking for a location that is a better safer environment for her clients, family and friends. She advised that she started this type of work in Mentor, with a business partner where she was for about 5 years before deciding to open her own location independently. She stated that she frequently travels through Willowick and noticed all of the new businesses opening and a location that has lease space available, she

decided that Willowick would be a good city to move her business to. She advised that she has been a licensed esthetician and make up artist for over 20 years and briefly spoke about her large clientele base. Chairman Brennan advised that this location is the old Shoregate Optical and per Ms. Worden's letter of intent, she will be providing massage services and asked her to be specific as to those type of services. She advised that she does not currently take on any new clients but she specializes in relaxation massage services and hot stone massages, she stated that she does not do deep tissue massages or any sports type of massages. Chairman Brennan asked if the state requires a license for those types of massage services, Ms. Worden advised that she is already in process, set up and approved for a license for this new location and once approved with the city she will move forward with that. Chairman Brennan stated that he is aware that for facials and such, she does not need a license because that falls under her barber's license. She stated that is correct. She said as a state license esthetician it also covers these types of relaxation massages and some other specialty services that fall under that as well. Chairman Brennan referred to her submitted proposed floor plan, stated that he does not see any sinks or chairs. Ms. Worden stated that a large part of her business is specializing in special occasion hair and make up for weddings, which she travels to those locations, however with this location she would like to have a space where woman can go to her physical location, work with her and her staff and get their hair and make up done and then go to their party centers/venues. Chairman Brennan circled back to not having any sinks at the location currently, she advised that not at the moment, he asked if she plans to put one or more in to the location and run plumbing at a later date or would she just be leaving it as an open floor. Ms. Worden stated that there is a bathroom in the back of the building, there was a sink there and there is existing plumbing so that is an option down the road. This space being so open is what is appealing and what she is looking for. There was some explanation on previous uses. Chairman Brennan advised that per our city ordinance, since this location is zoned retail, any time a professional service establishment comes into the city, that establishment is required to go to both Planning Commission and City Council for approval, which is why he also wanted clarification on the types of massages services because the city has a separate ordinance for massage parlors however this type of business does not fall under that ordinance because of her esthetician license but it does fall under a service establishment.

Motion made to recommend the approval of Bombshell Beauty & Spa LLC - Located at 28902 Lakeshore Blvd. from Planning Commission and City Council by Mr. McLaughlin, Seconded by Mr. Lazor.
Voting Yea: Chairman Brennan, Chief Malovrh Jr., Mr. McLaughlin, Mr. Lazor

College Tree Removal - Located at p#28A0230000450 (Euclid Ave)

College Tree Removal - Located at p#28A0230000450 (Euclid Ave) was previously tabled and was not correctly notated on the agenda.

Motion made to bring College Tree Removal - Located at p#28A0230000450 (Euclid Ave) back to the table by Mr. Lazor, Seconded by Mr. McLaughlin.
Voting Yea: Chairman Brennan, Chief Malovrh Jr., Mr. McLaughlin, Mr. Lazor

Chairman Brennan advised that this is the lot behind the car wash on Euclid avenue, he advised there are a couple of items the board will be reviewing for this business. John Hollis and Justin Hollis were present representing College Tree Removal - Located at p#28A0230000450 (Euclid Ave). Chairman Brennan advised that the board has read their letter of intent on what they are proposing to do, he advised the board that it is zoned retail. He asked if they would like to provide some details as to what they are looking to do, Chairman Brennan stated that per the plans there

will be two buildings being built and a retail business, he asks that we start with the business then the board will move to the buildings. Justin Hollis stated that there will be a small retail window where people will pull up, order the materials needed (mulch, gravel, etc.); the customer then pulls to the back, where they are loaded by a loader. He advised the buildings will be for storage of equipment needed for the business, such as trucks that would be used to deliver the materials. John Hollis circled back to Chairman Brennan's original question of the business, Mr. Hollis stated that Justin has been in the tree business for 8 years, starting when he was in high school and progressed from there. There was some further explanation of how the business started and why. Chairman Brennan asked if they are doing the tree service from this proposed Willowick location, Mr. Hollis stated that it will be for the storage of the equipment used for the tree service business, Chairman Brennan asked where the office is located for the tree service, Mr. John Hollis stated that the offices are ran out of his residence, where his wife works as the Secretary and handles the calls, there's not a traditional office space right now. Chairman Brennan asked if they are proposing to have the office at this Willowick location, he clarified the reason he is asking and wants to make sure the board is clear as to what business or businesses are going to be at this location. Chairman Brennan asked if they are going to be running the tree service business from this location or is it just the retail business selling mulch, gravel and other materials. Mr. John Hollis asked for clarification to "run", he asked if that means parking the equipment there, is that considered running the business from there because the tree business is ran out of his home. Mr. Hollis stated that the tree service would continue to stay how it is, they currently rent a yard, nothing goes to the yard as far as mail, everything goes to his home which will remain the same, his wife (Secretary for the tree service) is not going to go to the proposed Willowick location to work. There were some details provided regarding the future LLC. Chairman Brennan asked for clarification regarding the statement "parking the equipment there", what is going to be parked there, the tree trimming equipment, Justin Hollis stated that the equipment is all one in the same as the same equipment used for the tree service is also the equipment used for getting mulch to someone's house same with the loaders and some other equipment as well. Chairman Brennan stated that the reason why he is looking for clarification is because there is a section in the ordinance, that's states if you are a retail business selling items and/or materials that's permitted as a retail business however if you are also cutting trees, attending to service calls, running a service out of the location the ordinance 1145, requires a service establishment to go for approval from Planning Commission and City Council, so he is trying to clarify exactly what business is being conducted at this location. Mr. Hollis stated that he believes this is a unique business as the equipment is all the same for the retail business as well as the tree service business, those trucks/equipment wouldn't be parked somewhere else and be brought in every day. Chairman Brennan stated that for the retail, if you are saying you are selling mulch of course you will have loaders, trucks and other equipment for the retail business, your going to be delivering, people are going to be coming in to purchase and load which is what is being sold out of that location. Mr. Hollis stated with the tree service business no one is bringing their trees to this location to have them cut, Chairman Brennan stated no, but they are going out to cut the trees and provide the service which is what he is trying to clarify. Councilwoman Antosh tried to ask in a way to obtain clarification for the board stating basically she calls to have a tree cut, she calls your home, talks to the secretary (your wife), schedules the service then you come to the house, cut down the tree and then where is the tree going, Mr. Hollis stated that if it is clean wood chips or sellable firewood they are going to the proposed location in Willowick, Councilwoman Antosh asked if the tree is cut at the customers home or if the full tree is taken back to the proposed Willowick location and cut there. He stated it would be at the location. She asked, and then someone can

come to this location purchase wood chips or fire wood from the tree that was just brought back and processed. Mr. Hollis stated that is correct. Chairman Brennan stated that based on all of this information, this business would fall under a service establishment. Mr. Hollis stated that they also purchase materials to sell and not all of the materials being sold are processed materials coming from the tree service, just as stone, stone is bought to be sold, not processed, he compared it to a small Petitti's Garden. There was some discussion regarding the lot size, elevations and cost of the soil samples so a good base can be put in. Chairman Brennan circled back to the type of business being conducted at this location and asked if the workers are going to be on site at this location for the tree service, do they meet there in the morning and head out for the day, Mr. Hollis advised that yes they will go to this location to get their trucks. Chairman Brennan advised that the tree service business would fall under a service establishment; there is a retail part and a service part. Mr. Hollis asked what that means moving forward, Chairman Brennan advised based on what is permitted (being retail establishments) the tree service portion of the business needs to obtain approval from the Planning Commission and City Council.

Motion made to recommend approval of College Tree Removal - Located at p#28A0230000450 (Euclid Ave) from Planning Commission and City Council by Mr. McLaughlin, Seconded by Mr. Lazor.
Voting Yea: Chairman Brennan, Chief Malovrh Jr., Mr. McLaughlin, Mr. Lazor

At this time, the board moved on to the second portion of this submittal, which is for the construction of two buildings located at p#28A0230000450 (Euclid Ave). These buildings will both be 100x75 foot buildings. Chairman Brennan stated that he has reviewed the plans and advised that this is a preliminary plan that has been submitted. Mr. Hollis stated that the idea is to put the first building up right away, and the second one about 6 months to a year later pending success with the first building and the business, so they wanted to go through this process once and submit the full proposal for both buildings. He stated that they would like to have a complete circle around both buildings for easy entry, loading and exiting, there was some discussion regarding the layout referring to the plans submitted as well as the front face of the building and a tiny office for orders to be placed, he advised there will be parking in front for customers and parking in the rear for their employees. He advised they were hoping, referring to the driveway all the way to the front of the first building, would be asphalt and then maintain the gravel going back. He stated that you cannot have loaders and giant trucks constantly scooping debris off asphalt or they would be redoing it every year, they are hoping to have gravel for the back. Chairman Brennan advised that he has looked at the ordinances for a couple of items, per our ordinance it talks about parking spaces per square footage of each building so based on the math basing it off of a retail space, would require 60 parking spaces for the square footage of both buildings, and also referring to a discussion with the business owner about paved areas, driveways, parking areas, having to be asphalt or concrete. Chairman Brennan advised the board that this portion is just a preliminary plan, the reason why they came to the board is because they wanted the approval for the business to make sure it is permitted and then to look into the construction. Chairman Brennan circled back to the parking spaces and the gravel lot, advising them that they do have the right to appeal any ordinances. He stated that being that this is a preliminary plan it would be up to them to go through the appeal process to determine if they can be approved for what they are looking to do regarding the parking and having a gravel lot. There was some discussion regarding the process of appealing, the time line of how this would work, construction deposits, additional potential costs could be, utilities, etc. He advised that realistically is could be a few months. Mr. McLaughlin stated regarding the parking, if it was all concrete and they didn't go through the variance for gravel, he would need to see what the disturbance would be, it could trigger some work quality and run off issues that the County and himself have to approve which would cost more money and require more disturbance than what is already there. Chairman Brennan and Mr. McLaughlin referred back to the plans, advised that these are preliminary and do not include storm drains, no sewers brough back there or water. There was some discussion, starting with one building which would only require 30 parking spots, which Mr. Hollis stated he believes they would be able to accomplish however if they would have to put concrete that might shut down the whole thing, so that would need to be figured out first. There was some further explanation of the ordinance and appeal process. Mr. Hollis asked for some guidance on how to move forward without spending thousands and thousands of dollars and the potential of not being able to have a gravel lot. Chairman Brennan stated that he is looking at what is submitted and the basic items with regards to zoning, parking spaces and gravel parking lot / driveway would have to be appealed through Board of Zoning Appeals and City Council. He cannot speak for the Board of Zoning Appeals or City Council on what their decisions would be. There was some discussion about the reason for the gravel lots.

Chairman Brennan provided Planning Commission and City Council dates for the service establishment portion of this submittal and the Board of Zoning Appeals and City Council dates for the parking spaces and gravel parking / driveway.

Motion made to table College Tree Removal - Located at p#28A0230000450 (Euclid Ave) pending approval from Board of Zoning Appeals and City Council by Mr. Lazor, Seconded by Mr. McLaughlin.
Voting Yea: Chairman Brennan, Chief Malovrh Jr., Mr. McLaughlin, Mr. Lazor

Public portion

Public portion was open and closed at 3:36 pm with no public present.

Old business

None.

Miscellaneous

None.

Adjournment

Motion made to adjourn the February 26th, 2026, Plan Review Board meeting at 3:37 pm by Mr. Lazor, Seconded by Mr. McLaughlin.
Voting Yea: Chairman Brennan, Chief Malovrh Jr., Mr. McLaughlin, Mr. Lazor

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Chairman Brennan

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Heather Boling – Secretary