

CITY OF WILLOWICK, LAKE COUNTY
MINUTES AND PROCEEDINGS OF THE
WILLOWICK PLAN REVIEW BOARD

Date: October 28, 2021

Place: Willowick Building and Service Center

Chairman: Chief Brennan called the meeting to order at 3:00 p.m.

PRESENT: Chief Brennan, Chief Turner, Tim McLaughlin, Mike Lazor, Ken Pintar Natalie Antosh, Monica Drake and Chief Tennyson arrived late

Also Present: Elizabeth and Benjamin Veres representing Be Smoothie, LLC and Tanesha Reese representing Aliah Creations and Event, LLC

Approval of Minutes

Motion by Mike Lazor, seconded by Tim McLaughlin to approve the October 14th 2021 Plan Review Board minutes. Discussion: none Vote: All Ayes motion carried

Pure Pink – 31535 Vine Street

Motion by Chief Turner, Seconded by Mike Lazor to approve Pure Pink.

Discussion: none

Vote: All Ayes motion carried

At this time Chief Tennyson arrived at the Plan Review Meeting.

Be Smoothie, LLC – 30482 Lakeshore Blvd. Unit F

Motion by Chief Turner, Seconded by Tim McLaughlin to approve preliminary plans for Be Smoothie, LLC.

Discussion: This establishment is located next to the Chipotle in the new building. Natalie Antosh asked if this is the smoothie company that wanted to open in the old bank and Chief Brennan advised that it is. Chief Brennan advised that the plans that were submitted are preliminary plans for now and he was made aware that they are going to be getting the final plans submitted soon. Elizabeth and Benjamin Veres were brought in to answer questions. Chief Brennan asked when the final plans were going to be submitted. Elizabeth stated that as soon as the plans are needed she can get them submitted, she indicated that there is not a lot of fine tuning that needs done as the space is not very big so there is not a whole lot of room for any add-ons.

Vote: All Ayes motion carried

Chief Brennan advised Elizabeth that her preliminary plans have been approved and as soon as she gets her final plans submit it back to the Building Department to be put on the agenda.

Aliah Creations and Events, LLC– 30510 Lakeshore Blvd.

Motion by Chief Turner, Seconded by Mike Lazor to table this matter for Aliah Creations and Events, LLC until further details are submitted.

Discussion: Chief Brennan indicated that this was the old video store, "Video for All", they would like to put a party venue in this space. A letter of intent and a floor plan is included. Chief Brennan stated that the previous property owner for this space came to Plan Review Board and did a white box. They relocated the two bathrooms in the back and made it a white box. Chief Brennan asked if there was any discussion with regards to this item. Chief Turner wanted to let the record show that while he understands what the purpose of the Plan Review Board is, his intent is to vote no on this business for the fact that the city has had a similar business like this in the city that posed issues related to alcohol. Previously, during the Plan Review Board meeting when the East 305 business was in the process for review, Natalie Antosh asked that business owner if there would be alcohol brought in and he stated that there would not be, however it was discovered that there was. The Willowick Police Department was there 3 times for problems and the third time was due to shots being fired in the parking lot, he sees that this new proposed business is a carbon copy of that establishment. He would also allude to VibeZ in Eastlake across from Timberlake that was a very similar business in nature, which culminated in multiple shots being fired into the doorway area of the building. He indicated that he thought that this is something that the city should get on board with like they did for the gambling places in the city to try to put a limit on these types of establishments allowed in the city as he does not see anything good coming from them. He indicated that his thoughts are not due to race or where the people are from, this is his opinion based on experience and based on two very close locations that resulted in these types of incidents. The business on East 305 was in the process of being closed by the city, however the city received a letter from the business owners indicating they were relocating. Natalie Antosh advised that we already have one of these event based businesses in North shore that the board approved, Chief Brennan indicated that is correct. Natalie indicated that it is an accounting firm and events place. Chief Turner asked if that was the wine place and Monica Drake stated that it could be used for a wine and dine event. Chief Turner stated that we would need to look at the type of events that will be taking place. He stated at the risk of sounding biased but this establishment will be hosting Quinceanera's. He stated that he spoke to both Julie Kless (Recreation Director) and Maureen Brennan (Recreation Administrative Assistant) multiple times regarding limiting these events in city buildings due to major issues with these types of events involving police matters as well as destroying the facility the event is taking place at. He stated that seeing that type of event raises a red flag for him. He again wanted to let the record show that he will be voting no. Mike Lazor asked if this is something that the Plan Review board could table and address it at council. Chief Brennan asked for clarification on that statement "to address at council", Mike Lazor indicated that addressing with council as far as limiting the amount of these establishments allowed in the city. Chief Brennan said that we do not currently have anything in our ordinances limiting these types' establishments. Chief Turner stated that we can ask the business owner if she will be serving alcohol. Chief Brennan indicated that Tanesha is present for questions. Under ordinance 1145 it is zoned retail district and these are the types of things (party centers) that are permitted in that district. Mike Lazor stated that his concern is that we cannot legally stop it with a vote then can we table it for additional information or further research, he stated that he would hate to give approval right away then we get a problem. The last event center that we approved Chief Brennan called the state with regards to the alcohol use at the center as did an officer and as long as they are not serving it there is no liquor license needed. Chief Brennan referred the establishment to the state regarding alcohol. Mike Lazor asked if a permit is needed for people bringing alcohol to the establishment and Monica Drake as well as Chief Brennan advised that a permit is not needed. Monica Drake asked what the intent of the Plan Review Board was, if it was for zoning, ordinances and vote if it conforms to the city zoning requirements or if it does not. Chief Brennan advised the purpose of the board under ordinance chapter 177 has our duties listed as far as what the board can approve. Chief Brennan read those duties from the ordinance. Chief Brennan again advised that Tanesha Reese was present for questions, she was brought in for questions regarding alcohol sales and/or use. Mike Lazor

stated that there is the possibility that they (customers renting the space) could bring in their own alcohol. Chief Turner stated that he would like Tanesha to have the opportunity to speak on record regarding alcohol sales/use. Chief Turner stated his recommendation is to bring her in, on record and in front of everyone and ask "are you going to allow those who are reserving your facility to bring in alcohol and what steps do you have to maintain order if so" he stated to make it clear that if she says no then she is on record saying no and then problems will be dealt with if/when they come up but if she says yes he wants to see what the plans are if any to again maintain order. He stated that if there are any problems it's going to be a very short leash on allowing to be open because of past experiences with similar businesses. He stated that he does not want to wait until shot are fired. Chief Brennan stated that if we need additional information this item can be tabled until we have the information submitted that we are requesting. Tanesha Reese was brought in. Chief Brennan advised that the board is reviewing her letter of intent and we do have a couple of questions in regards to alcohol being brought in to the establishment. Tanesha stated that it is not her intention to provide or serve any alcohol, she doesn't know what the stipulation would be if the people renting the establishment were to bring in their own alcohol and that she does not know what the city would allow. If it was something that the city would allow for the party to bring in their own alcohol they (the clients of the event space) would have to provide armed security for that event. Chief Brennan asked if that is included in her guidelines or contract. She indicated that yes that would be included in the contract that they would have to pay for armed security. Chief Turner asked where she would obtain the armed security from if it would be the local police department or a private security firm. Tanesha stated that it would be something that she would handle and schedule. She said that she is familiar with some private firms that have worked with a couple of her friends that have similar venues. She stated that she is unsure as to what the board would want. Chief Turner explained that the concern is that there was a facility that opened in the city last year and the person that came before the board stated that there would be no alcohol allowed and there were three instances not only with alcohol but also with shots fired. The concern is, is this going to be a repeat of the type of establishment on 305 where we were told no alcohol was allowed but there was nobody checking or enforcing that or if you say there is alcohol being allowed then the fact that you are going to mandate security as part of the terms of the rental. We would request to see a copy of the contract stating that. Chief Turner would just wonder with regards to security, if this is something where people reserving the establishment would be reaching out to the police department for an officer or going private firm. Tanesha advised that she would be the one coordinating that if they choose to bring alcohol, she would be the one reaching out to the police department or if the board would want her to go to a private firm she would go through a private firm. Chief Turner advised that he is not trying to drum up business for his officers he is just curious if that was her intent or if she has something in place if the customer is having alcohol. She stated that she also has private firms that she could contact as well. Chief Turner indicated a private firm is not a conflict, he would just want to see the contract and verbiage. Monica Drake asked if Tanesha gives a little bit of background on her business and the fact that she has been in business for 5 years. Chief Brennan indicated that was going to be a question that he had planned to ask as well as asking about the business name as the application submitted states Aliah Creations and events LLC and her letter of intent states The Diamond Event Center. Tanesha indicated that the business name is Aliah Creations and Events LLC doing business as The Diamond Event Center. Chief Brennan asked if she has any other places like this. Tanesha stated that she does not currently have any other places like this, she stated that she was in a contract in Cleveland where she was doing a party center in Cleveland, she went to the board of zonings and was approved however when she got to the leasing part of the contract with the landlord her lawyer advised her not to sign the lease with that particular landlord because the stipulations in the lease were not correct. That is how she ended up moving to this area to find a space. She stated she has been in business for almost 6 years doing events, which is not her full time job. She advised that her full time job is at the VA Hospital as a

contracting specialist from 8:00am to 4:30pm, Monday through Friday. She explained she decorates parties on Fridays, Saturdays and Sundays. Typically the hall would not be in service during the hours she is working unless it was a repass where her mother would let them in for their event. Chief Brennan asked if there are going to be employees that are going to be present during the event, Tanesha stated that she will have employees there. She stated this is going to be her first actual hall as she is a traveling decorator, in the past she has went to different party centers where she designs and sets up the parties, to which she would leave when completed and whomever works at the hall would facilitate and be present for the remainder of the event. Chief Brennan again asked if there would be an employee present for the events in her proposed hall, Tanesha stated that yes she would have an employee present if someone needs something during their party. Monica Drake speaking to Tanesha told her to advise the board that she has done parties at Willowick's Community Center to which Tanesha responded stating that yes she recently completed the décor for a baby shower held at the Willowick Community Center as well as other cities community centers. Chief Turner asked that when she completed the party at the Willowick community center what does that mean, did that entail preparing or bringing in food items. She stated that she does décor, she does balloons, everything from napkins to cups/glasses, full décor. She stated at that event they brought in their own caterers, as she does not do anything with food. Chief Turner asked that in her almost 6 years of experience has she had any events that culminated in problems such as violence or disorderly issues. Tanesha stated that she provides services to a more upscale clientele and she has not experienced any issues, however since she did not run the event center she is not sure what takes place after she leaves the event. Chief Turner again stated that he would like to see the contract and its wording on the alcohol and the mandate for security before he would approve. Chief Brennan asked Tanesha if she happens to have a copy of her contract available. Tanesha stated that she could probably get a mock contract but as far as a contract with her letter head that has not been provided because she has not had an event space before. She stated that she can get a template of what it would need to say and then the board could tell her if the verbiage would be appropriate. Chief Brennan indicated that the board is not going to provide the verbiage for the contract, the board just needs to see what she plans to use and put in place. She responded stating that since this is her first time being asked for this so she is not prepared with one. Monica Drake asked Tanesha how soon she would be able to provide that to the board, if it would be a couple weeks or months. Tanesha responded stated a couple weeks. Chief Brennan indicated our next Plan Review Board meeting would be Wednesday, November 10th as we are not open on the originally scheduled November 11th meeting. Tanesha asked that if it is possible to get it to the board in the next couple of days or do we need a mock up to speed things up because she can one of her counter parts who has a party center to send over her contract if that would help. She stated she was hoping to look into starting construction soon, Monica Drake also stated that she is going into party season. Natalie Antosh asked when the next meeting was and Chief Brennan advised that it will be on November 10th since we will not be in on the 11th to hold the meeting due to Veterans Day. Tanesha asked again if she could get the board a copy of her friend's contract. Chief Brennan stated that if she can get the information to the board when she has it completed, he would make a motion to table this matter until the board receives additional information for clarification. She asked if she could step out to contact her friend to see about getting her contract. Natalie stated that she thought the board is looking for her (Tanesha's) contract and Chief Brennan agreed. Tanesha advised that she would be drawing it up but basically if the board is accepting of the verbiage, she would use that verbiage in her contract. Chief Turner asked that if we review her friend's contract and it meets approval then Tanesha would draw up her own contract with that verbiage. Monica Drake indicated that sometimes with attorneys even though the intent is to get it back in a timely fashion that is not always the case. So if you're (the board) is saying "this" is the language we would like (and require) in the contract and it is required to before you open the event center. While she understands that if she has the verbiage already approved by the

board she can get that to her attorney for approval right away because sometimes getting attorneys to move could be weeks. Chief Brennan stated that if Tanesha could get some info to us in regards to the contract verbiage we would be more than happy to put the establishment back on the agenda for the meeting on the 10th of November. Monica Drake told Tanesha she should email the contract. Tanesha stated that she would get it to the board as soon as she can.

Vote: All Ayes motion carried

Tanesha asked for clarity regarding what is needed to move forward, is it that the board just needs to see the verbiage stating that there needs to be security and asked if it is the board's preference for the security to be armed. Chief Brennan responded stating that the board just needs to see the contract with what her plans are regarding safety when there is alcohol present. Monica Drake to Chief Turner "since this is something that is very important to you, what are your preferences regarding the contract verbiage". Chief Turner responded that he is reluctant to say armed security because that could be misconstrued as drumming up business / side jobs for his officers, he said that he does not know what kind of armed security options are out there in the private field, however yes armed is more preferable instead of someone there in a polo with patches however he stated he is not looking to make this difficult or impossible for Tanesha or make the cost of the event out of reach for someone that wants to rent the facility because they want to bring in beer and wine and need to pay an hourly rate, he is just looking to avoid future problems. He stated that he cannot tell her how to word her contract but the concern is that if she is going to allow people to bring alcohol in the event center there is some security that is going to be brought in and if she cannot find any then refer to the police department to have an officer there. Mike Lazor interjected saying that while he does not remember the specific ordinance there is a section in there regarding private security. If he remembers correctly for example if Giant Eagle has their own security, they are employees of Giant Eagle there is no requirement to register with the police department. However if they were to hire out to like a private security firm they are required to register with the police department so that the police department is aware that there is an outside private security in the city. There is no a payment required just a matter for informational purposes. Tanesha asked if the police department provides security. Chief Turner stated that if she wanted to hire a police officer yes if one is available it would be listed as an outside detail and the rate currently is \$35.00 per hour, the officer would show up in uniform and be working a side job. Tanesha asked if the police department would provide an officer if requested, Chief Turner indicated that if requested, it's all on a voluntary basis so as long as an officer is available and willing to provide the service then they would do so. He indicated that an officer cannot be made to work the job because then at that point it becomes a part of their city duties and would need paid through the department which is not something that we provide. Chief Turner did indicate that he does allow the officers to work side jobs. Natalie Antosh provided an example: she has an event for charity in Willowick so she hired a police officer on their own time to come and be security during the event. Chief Turner stated yes and then their organization will pay the officer working the event directly. Tanesha asked how she would find these officers and Natalie indicated she would just need to call the department directly. Chief Brennan stated that basically we just need to see something in place with regards to alcohol and security at the events. Tanesha asked if she has it drawn up in the next couple of days she can just email it in. Chief Brennan stated that yes email it and then the establishment will be put on the next agenda for Plan Review Board on November 10th. Tanesha asked after that what the next steps would be, if she then would be able to go in and start construction. Chief Brennan stated that her plans did not indicate any construction work, she stated that she is putting a floor down. He advised that painting, flooring, wallpapering is acceptable once approved. Tanesha asked if she could go ahead and start, Chief Brennan advised that she could not start until approved. He stated that if the board receives and reviews what they have requested then it will be voted on during the next meeting. Monica Drake then asked that following that process does she then need a zoning permit to lay a floor down. Chief Brennan stated that the next process after that is to

schedule a walk through at the establishment with Chief Brennan to make sure the plans submitted match what is being done. Then after that she would be provided with a new business zoning permit to take to the Lake County Building Department then she would need to get occupancy permit through the Lake County Building Department then bring come back to us with the commercial Establishment application with all information needed to include the police and fire information form and the fee to obtain a Commercial Establishment License. Chief Brennan advised that with regards to signage she would need to obtain the permits for signage. It was asked if the police and fire department need to do a walk through and Chief Tennyson indicated that yes a fire inspection will need completed. Chief Tennyson stated just to make sure that emergency lighting is all up to date and functioning. Chief Turner indicated that the department's use of the form is for contact information purposes for alarms/break-ins. Monica Drake asked Tanesha if she is still planning on doing plumbing and the sink or anything like that. Tanesha stated that she is just adding a sink. Monica Drake advised her that Chief Brennan would need to know, Chief Brennan stated that if she is just putting in a sink that contractor would need to be registered to work in the city and obtain a permit from the Lake County Building Department.

Shoregate Landlord Improvements for Starbucks – 30480 Lakeshore Blvd. Suite E

Motion by Chief Brennan (due to the correction to the agenda), Seconded by Chief Turner to approve Future Tenant Improvement plans for Starbucks.

Discussion: Chief Brennan indicated that this was originally on the agenda as LL TI Starbucks however this is the owner Shoregate Station LLC that is submitting for future tenant improvements. The landlord submitting to make the modifications. Chief Brennan stated the he spoke with Quinn, if there are any questions he is available by phone. Chief Brennan asked Quinn when Starbucks will be submitting, he stated that he does not know yet. Chief Brennan reviewed the plans and touched base on them. There is a service walk in the back of the building and they want to put a 6ft fence at the back of the property, Chief Brennan spoke to the Fire Chief to see if there is any issues in regards to the fencing and it meets our ordinance regarding fencing however Chief Brennan wanted to be clear about possible problems with the egress or ingress. Also in the front of the building they are going to be putting in a 2ft high curb going around where there is going to be seating up in the front and also some other interior and exterior alterations for future signage. Also in the plan there are already enclosed dumpsters they want to alter the previous constructed dumpster area and put in a man door. Ken Pintar asked if the enclosed dumpster area is only for Starbucks or if it is for other tenants too, Chief Brennan stated for other tenants as well. There are two areas back there for dumpsters per the site plan, one of them is going to be altered. Natalie Antosh asked if the patio in the front is going to take up parking spaces and Chief Brennan advised that it is not as it is already there.

Vote: All Ayes motion carried

Public Portion: Monica Drake asked if she should speak during public portion or miscellaneous. She advised she would like to make a recommendation. That while the concerns of the board are ligament regarding these types of establishments (event centers), if there is any way that we could let people know that are coming before the plan review board that may plan to have alcohol present to please bring in their contract on how they will address how security is being provided or if security is being provided or something to that effect. She thinks it was a good observation and discussion however what happen was that the business owner was not prepared for it and now it has put her off two weeks. She stated that this is something to be proactive and helpful. Chief Turner stated that if she gets the contract in for review he would not be opposed to meeting prior to the next scheduled meeting. Chief Brennan indicated he would have to go to the law director and ask for that because we would have to do a special meeting and get it posted in the paper. Monica Drake again advised that if we were able to be

proactive with this so Tanesha could have been prepared. Chief Brennan indicated that we did not know that this was going to take place or that it was something that the board would need.

Old Business: None

Miscellaneous: None

Adjournment:

Motion by Chief Tennyson, Seconded by Tim McLaughlin to adjourn the meeting. Discussion: None.
Vote: All ayes. Motion carried.

The meeting adjourned at 3:43 p.m.



Chief Sean Brennan, Chairman



Heather Boling, Secretary