

**ITEMS TO BE CONSIDERED
AT THE CAUCUS PRIOR TO THE COUNCIL MEETING
TO BE HELD ON TUESDAY, APRIL 16, 2024
7:00 P.M.**

I. ROLL CALL OF MEMBERS:

II. PLEDGE OF ALLEGIANCE:

III. DISCUSSION:

1. American Legal Internet renewal period May 2, 2024- May 2, 2025
\$550.00- PER COUNCIL PRESIDENT SALVATORE.
2. AN ORDINANCE APPROVING THE EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES; PROVIDING FOR THE ADOPTION OF NEW MATTER IN THE UPDATED AND REVISED CODIFIED ORDINANCES; PUBLISHING THE ENACTMENT OF SUCH NEW MATTER; REPEALING ORDINANCES AND RESOLUTIONS IN CONFLICT THEREWITH; AND DECLARING AN EMERGENCY. Introduced by Council As A Whole- PER COUNCIL PRESIDENT SALVATORE.
3. A RESOLUTION DECLARING APRIL 28, 2024 WORKERS MEMORIAL DAY IN BROOK PARK, OHIO, AND DECLARING AN EMERGENCY. Introduced by Councilman Dufour and Councilman Poindexter. - PER COUNCIL PRESIDENT SALVATORE.
4. A RESOLUTION AUTHORIZING THE MAYOR TO PARTICIPATE IN THE ODOT CONTRACT FOR ROAD SALT, AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt. - PER COUNCIL PRESIDENT SALVATORE.

IV. LEGISLATIVE COMMITTEE: CHAIRMAN SCOTT

1. AN ORDINANCE AMENDING ORDINANCE NO. 11326-2023, AUTHORIZING THE IMPLEMENTATION OF THE BROOK PARK HOME MAINTENANCE ASSISTANCE GRANT PROGRAM (HMAP), AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

V. PLANNING COMMITTEE: CHAIRMAN POINDEXTER

1. A RESOLUTION GRANTING A CONDITIONAL USE PERMIT TO OPERATE AN AUTO REPAIR FACILITY, LOCATED IN THE U5-A ZONING DISTRICT, AND DECLARING AN EMERGENCY. Introduced by COUNCIL AS A WHOLE.

VI. ADJOURNMENT:

CITY OF BROOK PARK, OHIO

ORDINANCE NO. _____

INTRODUCED BY *Council As A Whole*

AN ORDINANCE APPROVING THE EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES; PROVIDING FOR THE ADOPTION OF NEW MATTER IN THE UPDATED AND REVISED CODIFIED ORDINANCES; PUBLISHING THE ENACTMENT OF SUCH NEW MATTER; REPEALING ORDINANCES AND RESOLUTIONS IN CONFLICT THEREWITH; AND DECLARING AN EMERGENCY.

WHEREAS, American Legal Publishing has completed its annual updating and revision of the Codified Ordinances of the City; and

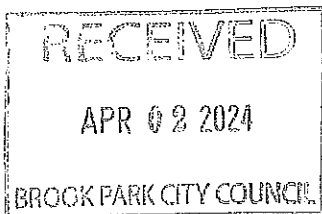
WHEREAS, various ordinances and a resolution of a general and permanent nature that have been passed by Council since the date of the last updating and revision of the Codified Ordinances (December 31, 2022) have been included in the Codified Ordinances of the City; and

WHEREAS, certain changes were made in the Codified Ordinances to bring City law into conformity with State law;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BROOK PARK, STATE OF OHIO, that:

Section 1. The editing, arrangement and numbering or renumbering of the following ordinances or resolutions are hereby approved as parts of the various component codes of the Codified Ordinances of the City, so as to conform to the classification and numbering system of the Codified Ordinances:

<u>Ord. No.</u>	<u>Date</u>	<u>C.O. Section</u>
11343-2023	8-22-23	1121.37
11359-2023	10-17-23	509.03
11361-2023	11-21-23	1122.01 to 1122.06, 1122.99
11364-2023	10-17-23	123.01
11373-2023	12-19-23	719.01 to 719.19, 719.99
11374-2023	12-5-23	1127.01 to 1127.08, 1127.99
11375-2023	12-12-23	1801.01, 1801.04, 1803.02, 1803.03, 1803.13, 1803.19, 1803.22, 1803.26, 1803.285, 1803.30, 1803.38, 1803.385, 1803.48, 1804.01, 1804.02, 1805.01, 1805.02, 1806.01 to 1806.04, 1807.01, 1808.03, 1808.04, 1809.01 to 1809.06, 1810.01, 1813.02, 1813.03, 1814.01, 1815.01, 1816.01, 1818.01, 1819.01, 1822.01, 1823.01, 1824.01, Repeals 1803.23, 1806.06



Section 2. The following sections are or contain new matter in the Codified Ordinances and are hereby approved, adopted and enacted:

101.02, 301.067, 301.35, 303.99, 331.35, 333.01, 333.03, 335.071, 335.09, 337.16, 337.22, 337.26, 339.01, 341.01, 341.03, 341.05, 351.04, 351.16, 351.19, 501.01, 501.06, 501.99, 505.29, 509.04, 509.06, 509.16, 513.01, 513.03, 513.04, 513.12, 517.092, 525.01, 525.05, 525.15, 525.19, 529.02, 529.07, 533.06, 533.08, 533.12, 537.03, 537.051, 537.06, 537.07, 537.16, 545.05, 549.02, 549.04, 549.14, 549.15

Section 3. All ordinances and resolutions or parts thereof which are in conflict or inconsistent with any provision of the new matter adopted in Section 2 of this ordinance are hereby repealed as of the effective date of this ordinance, except as follows:

- (a) The enactment of the 2024 Replacement Pages for the Codified Ordinances shall not be construed to affect a right or liability accrued or incurred under any legislative provision prior to the effective date of such enactment, or an action or proceeding for the enforcement of such right or liability. Such enactment shall not be construed to relieve any person from punishment for an act committed in violation of any such legislative provision, nor to affect an indictment or prosecution therefor. For such purposes, any legislative provision shall continue in full force notwithstanding its repeal for the purpose of revision and codification.
- (b) The repeal provided above shall not affect any legislation enacted subsequent to December 31, 2023.

Section 4. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal actions were in meetings open to the public, in compliance with all legal requirements, including R.C. § 121.22.

Section 5. Pursuant to R.C. § 731.23 and 731.25 and Section 123.01 of the Codified Ordinances, the Clerk of Council shall post a notice of the enactment of this ordinance, containing the title of this ordinance, together with a summary of the new matter contained in the 2024 Replacement Pages hereby approved, adopted and enacted, a copy of which Summary is attached hereto as Exhibit A, for a period of not less than fifteen days in the places provided in Section 123.01.

Section 6. This ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare of the City, and for the further reason that it is immediately necessary to have an up-to-date codification of the laws of the City, one which is consistent with current State law, where and as required by Article XVIII, Section 3, of the Ohio Constitution, with which to administer the affairs of the City, ensure law and order and avoid practical and legal entanglements; therefore this ordinance shall take effect and be in force immediately from and after its passage and approval by the Mayor.

PASSED: _____

PRESIDENT OF COUNCIL

ATTEST: _____

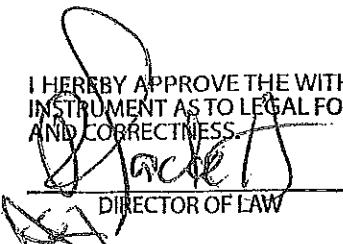
APPROVED: _____

CLERK OF COUNCIL

MAYOR

DATE: _____

I HEREBY APPROVE THE WITHIN
INSTRUMENT AS TO LEGAL FORM
AND CORRECTNESS.



DIRECTOR OF LAW

CITY OF BROOK PARK, OHIO

RESOLUTION NO. _____

INTRODUCED BY: COUNCILMAN DUFOUR AND COUNCILMAN POINDEXTER

A RESOLUTION
DECLARING APRIL 28, 2024 WORKERS MEMORIAL DAY IN BROOK PARK, OHIO,
AND DECLARING AN EMERGENCY

WHEREAS, on April 28, 1971, the Occupational Safety and Health Act went into effect, promising every worker the fundamental right to a safe job; and

WHEREAS, each year, thousands of workers are killed and many more suffer injury or illness because of their jobs; and

WHEREAS, each April we observe Workers' Memorial Day as a day to remember those who have been injured and died on the job; and

WHEREAS, Workers' Memorial Day is observed in nearly 100 countries; and

WHEREAS, the City of Brook Park has a strong blue collar tradition which values working people and their safety; and

WHEREAS, Workers' Memorial Day provides an opportunity to renew our commitment to workplace safety; and

WHEREAS, every worker in Brook Park and beyond deserves to return home safe and healthy at the end of each workday

NOW THEREFORE BE IT RESOLVED, by the Council of the City of Brook Park, State of Ohio that:

SECTION 1: The City of Brook Park's Council does hereby declare April 28, 2024 as Workers' Memorial Day in Brook Park.

SECTION 2: We encourage all Brook Park residents to remember those who have been injured and died on the job, and recommit ourselves to encouraging and fighting for safe workplaces.

SECTION 3: It is found and determined that all formal actions of this Council concerning and relating to this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that

resulted in such formal actions were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 4: This Resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare of said City, and for the further reason to declare April 28, 2024 Workers' Memorial Day in Brook Park; therefore, provided this Resolution receives the affirmative vote of at least five (5) members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, from and after the earliest period allowed by law.

PASSED: _____

PRESIDENT OF COUNCIL

ATTEST: _____
CLERK OF COUNCIL

APPROVED: _____
MAYOR

DATE

I HEREBY APPROVE THE WITHIN
INSTRUMENT AS TO LEGAL FORM
AND CORRECTNESS


DIRECTOR OF LAW

CITY OF BROOK PARK, OHIO

RESOLUTION NO. _____

INTRODUCED BY: MAYOR ORCUTT

A RESOLUTION
AUTHORIZING THE MAYOR
TO PARTICIPATE IN THE ODOT
CONTRACT FOR ROAD SALT,
AND DECLARING AN EMERGENCY.

WHEREAS, the City of Brook Park (hereinafter referred to as the "Political Subdivision") hereby submits this written agreement to participate in the Ohio Department of Transportation's (ODOT) annual road salt bid in accordance with Ohio Revised Code 5513.01(B) and hereby agrees to all of the following terms and conditions in its participation of the ODOT road salt contract:

a. The Political Subdivision hereby agrees to be bound by all terms and conditions established by ODOT in the road salt contract and acknowledges that upon award of the contract by the Director of ODOT it shall be bound by all such terms and conditions included in the contract; and

b. The Political Subdivision hereby acknowledges that upon the Director of ODOT's signing of the road salt contract, it shall effectively form a contract between the awarded salt supplier and the Political Subdivision; and

c. The Political Subdivision agrees to be solely responsible for resolving all claims or disputes arising out of its participation in the ODOT road salt contract and agrees to hold the Department of Transportation harmless for any claims, actions, expenses, or other damages arising out of the Political Subdivision's participation in the road salt contract; and

d. The Political Subdivision hereby requests through this participation agreement a total of 2,500 tons of Sodium

Chloride (Road Salt) of which the Political Subdivision agrees to purchase from its awarded salt supplier at the delivered bid price per ton awarded by the Director of ODOT; and

e. The Political Subdivision hereby agrees to purchase a minimum of 90% of its above-requested salt quantities from its awarded salt supplier during the contract's effective period; and

f. The Political Subdivision hereby agrees to place orders with and directly pay the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT salt contract; and

g. The Political Subdivision acknowledges that should it wish to rescind this participation agreement it will do so by written, emailed request no later than Wednesday, May 1, by 12:00 p.m. The written, emailed request to rescind this participation agreement must be received by the ODOT Office of Contract Sales, Purchasing Section email:

Contracts.Purchasing@dot.ohio.gov by the deadline. The Department, upon receipt, will respond that it has received the request and that it has effectively removed the Political Subdivision's participation request. Furthermore, it is the sole responsibility of the Political Subdivision to ensure ODOT has received this participation agreement as well as the receipt of any request to rescind this participation agreement. The Department shall not be held responsible or liable for failure to receive a Political Subdivision's participation agreement and/or a Political Subdivision's request to rescind its participation agreement.

NOW, THEREFORE, be it ordained by the following authorized person(s) that this participation agreement for the ODOT road salt contract is hereby approved, funding has been authorized, and the Political Subdivision agrees to the above terms and conditions regarding participation on the ODOT salt contract:

SECTION 1: The Mayor is hereby authorized to participate in the ODOT Road Salt Contract.

SECTION 2: That the funds for the purpose of the aforesaid expenditure have been appropriated or to be appropriated and shall be paid from the General Fund/Snow Removal Fund No. 432.

SECTION 3: It is found and determined that all formal actions of this Council concerning and relating to this

Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal actions were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 4: This Resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare of said City and to authorize the Mayor to participate in the ODOT Road Salt Contract; therefore provided this Resolution receives the affirmative vote of at least five (5) members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, from and after the earliest period allowed by law.

PASSED: _____

PRESIDENT OF COUNCIL

ATTEST: _____
CLERK OF COUNCIL

APPROVED: _____
MAYOR

DATE

HEREBY APPROVE THE WITHIN
INSTRUMENT AS TO LEGAL FORM
AND CORRECTNESS



DIRECTOR OF LAW

CITY OF BROOK PARK, OHIO

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1st R _____
2nd R _____
3rd R _____
B/C _____

ORDINANCE NO: _____

INTRODUCED BY: MAYOR ORCUTT

AN ORDINANCE AMENDING ORDINANCE NO. 11326-2023, AUTHORIZING THE IMPLEMENTATION OF THE BROOK PARK HOME MAINTENANCE ASSISTANCE GRANT PROGRAM (HMAP), AND DECLARING AN EMERGENCY

WHEREAS, in order to implement the Home Maintenance Assistance Program (HMAP), the Council authorizes the Mayor to approve and the Finance Director to issue grants, not to exceed \$50,000 from the Economic Development Fund #243, in order to implement the HMAP within the City;

WHEREAS, this Council desires to implement rules and regulations to facilitate the prompt and effective management of the HMAP program within the city;

WHEREAS, the City of Brook Park encourages the development and maintenance of real property located within the City, and specifically within the City's LMI (low/moderate-income) and Target Improvement Area zones; and

WHEREAS, financial assistance from the City of Brook Park is necessary to permit residents to effectuate the remediation and repairs to their residential properties and to protect the community from blight and deterioration; and

WHEREAS, the City of Brook Park, having the appropriate authority for the stated type of project, is desirous of providing its residents with assistance and incentives to protect their properties and to prevent the deterioration and decay of its residential neighborhoods consistent with the purposes of Section 13 of Article VIII of the Ohio Constitution to eradicate and mitigate blight within the City, and to improve the economic welfare of the people of the State; and

WHEREAS, the Council of the City of Brook Park has investigated the request of the Mayor for authority to implement a HMAP program and concurs that the requested administrative authority will greatly assist homeowners and city officials to remediate housing stock within the City, improve the living conditions of city residents and improve the economic climate of the City of Brook Park;

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JAN 02 2024

NOW THEREFORE, BE IT ORDAINED, by the Council of the City of Brook Park, State of Ohio, that:

SECTION 1: Notwithstanding any other codified ordinances the Mayor is authorized to approve, and the Finance Director is authorized to issue, Home Maintenance Assistance Program grants to residents of Brook Park in owner-occupied dwellings upon the following terms and conditions:

1. The City shall maintain complete records of all grants issued under the HMAP program;
2. All existing building code violations for the property in question shall be corrected as part of and as a condition precedent to the issuance of funds by the City under the HMAP program;
3. The City shall conduct due diligence of all HMAP grant applications to determine whether the applicant falls within the income assistance guidelines;
4. Brook Park residents in owner-occupied residential housing with documented income at or below the income assistance guidelines (Exhibit "A") shall be eligible for grant assistance up to \$5,000 in matching funds for documented repairs and improvements to owner-occupied residential exterior structures.
5. The use of funds shall be limited to exterior structural home and capital repairs limited to gutters, paint exteriors, roofs, windows, furnaces/boilers, driveways, the repair or replacement of siding, exterior doors and garage doors. Funds can not be used for landscaping, patios or sidewalks of a premise.
 - A. Upon completion of the desired improvements and inspection, approval and certification of the improvements by the Commissioner of Building and Housing, the Director of Finance shall issue payment to the registered contractor performing the work.
 - B. The proposed project must meet all applicable codes and be approved in advance by the Building Commissioner.
 - C. Applications will be taken on a first come first serve basis until annually appropriated funds are exhausted.
 - D. During the term of the grant, applicants must occupy said premises.
6. Once a grant has been awarded to a recipient that recipient is not eligible for another five years.
7. If the grantee sells or transfers the property within five years the grant shall be repaid to the City of Brook Park.
8. Property taxes must be current in order to qualify.

SECTION 2: The money needed for the aforesaid grants shall be paid by the City from funds appropriated for the Home Maintenance Assistance Program upon the completion of the aforesaid remediation and repair activities and said funds shall be exclusively applied to the costs, expenses and fees arising from and/or incurred by the homeowner in furtherance of the aforesaid home maintenance and improvements.

SECTION 3: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Sections 121.22 of the Ohio Revised Code.

SECTION 4: This Ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare of said City, and for the further reason implement the HMAP for 2024; provided this Ordinance receives the affirmative vote of at least five (5) members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, from and after the earliest period allowed by law.

PASSED: _____

PRESIDENT OF COUNCIL

ATTEST: _____
Clerk of Council

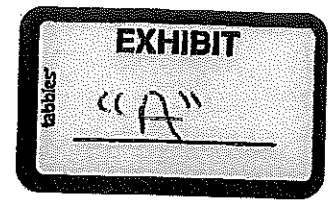
APPROVED: _____
MAYOR

DATE

I HEREBY APPROVE THE WITHIN
INSTRUMENT AS TO LEGAL FORM
AND CORRECTNESS.

[Signature]

DIRECTOR OF LAW
10/25/24



2024 HMAP Income Guidelines

Size of Household	Monthly Income	Annual Income
1	\$2,126.25	\$25,515
2	\$2,875.83	\$34,510
3	\$3,625.42	\$43,505
4 and above	\$4,375.00	\$52,500

*Source: Department of Development Home Energy Assistance Program (HEAP)

CITY OF BROOK PARK, OHIO

Resolution No. _____

Introduced By: COUNCIL AS A WHOLE

A RESOLUTION
GRANTING A CONDITIONAL USE PERMIT TO OPERATE
AN AUTO REPAIR FACILITY, LOCATED IN THE U5-A ZONING DISTRICT,
AND DECLARING AN EMERGENCY

WHEREAS, the conditional use requested is to operate an auto repair facility at 6410 Eastland Road, located in a U5-A Zoning District; and

WHEREAS, the request for a conditional use permit was presented at a public hearing on April 1, 2024 to the Brook Park Planning Commission, which referred this matter to Council for approval and recommended the waiver of requirements set forth in Section 1121.36(c) of the Brook Park Codified Ordinances.

NOW THEREFORE BE IT RESOLVED, by the Council of the City of Brook Park, State of Ohio that:

SECTION 1: The Council of the City of Brook Park finds that the proposed conditional use permit requested is appropriate in the location for which it is proposed and grants a conditional use permit to operate an auto repair facility to at 6410 Eastland Road, Brook Park, Ohio.

SECTION 2: It is found and determined that all formal actions of this Council concerning and relating to this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal actions were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 3: This Resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare of said City, and for the further purpose of granting a conditional use permit in a U5-A Zoning District to operate an auto repair facility; therefore, this Resolution shall take effect and be in force immediately from and after its passage and approval by the Mayor.

PASSED: _____

PRESIDENT OF COUNCIL

ATTEST: _____
Clerk of Council

APPROVED: _____
MAYOR

DATE

I HEREBY APPROVE THE WITHIN
INSTRUMENT AS TO LEGAL FORM
AND CORRECTNESS.

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Decker

DIRECTOR OF LAW

MEMO

TO:	Carol Johnson, Clerk of Council w/Enclosures
CC:	Mayor Orcutt Carol Horvath, Law Director brookparksalvatore@gmail.com troyerward1@att.net jamesmencini@yahoo.com sroberts@cityofbrookpark.com rscott@cityofbrookpark.com tdufour@cityofbrookpark.com bpoindexter@cityofbrookpark.com dmccorkle@cityofbrookpark.com w/out Enclosures
FROM:	Carol Dell, Secretary BZA & Planning Commission Secretary
DATE:	April 3, 2024
RE:	Planning Commission Recommendation

The Brook Park Planning Commission met on April 1, 2024, regarding approval for a Conditional Use Permit. By vote of 5-0, the Planning Commission voted to recommend approval of the proposed Conditional Use Permit, for the following:

- Request a Conditional Use Permit to operate an auto repair facility located at 6410 Eastland Road | Located in the U5-A Zoning District | Ordinance 1121.321
Planning Commission's recommendation for this project must be forwarded to City Council for final action

The Planning Commission herein submits its recommendation to City Council that they, by Resolution prepared and approved by the Law Department, Affirm or Deny the Vote of the Planning Commission at the next regularly scheduled meeting.

See Attached 2024 Planning Commission Application; Engineer's comments; and Building Commissioner's comments.

If additional information is required, please feel free to contact me.

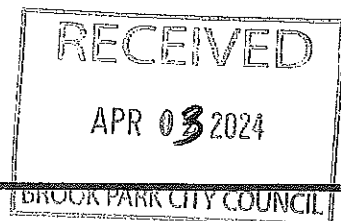
AGENT INFORMATION:

Aaron Woloszyn & Ahad Shamsi (aaron@wingmangarage.com)
148 Auble Street
Wadsworth, Ohio 44281

PROPERTY OWNER:

Jack Naiman (jacknaiman@me.com)
26060 Richmond Road – Suite C
Bedford Heights, Ohio 44146

Thank you,
Carol Dell
Secretary, City of Brook Park Planning Commission
Building Department 216/433-7412 (cdell@cityofbrookpark.com)



BROOK PARK PLANNING COMMISSION

The Brook Park Planning Commission met on April 1, 2024, regarding approval for a Conditional Use Permit. By a vote of 5-0, the Planning Commission voted to recommend approval of the proposed Conditional Use Permit for the following:

- Request a Conditional Use Permit to operate an auto repair facility located at 6410 Eastland Road | Located in the U5-A Zoning District | Ordinance 1121.321 |
Planning Commission's recommendation for this project must be forwarded to City Council for final action

The Planning Commission herein submits its recommendation to City Council that they, by resolution prepared and approved by the Law Department, Affirm or Deny the Vote of the Planning Commission at the next regularly scheduled meeting.


Secretary, Planning Commission

4-3-24
Date



CITY OF BROOK PARK

BUILDING DEPARTMENT | 5590 Smith Road | Brook Park | Ohio | 44142

RECEIVED

MAR 15 2024

| Email | buildingdept@cityofbrookpark.com

| Office | 216.433.7412

2024 PLANNING COMMISSION APPLICATION

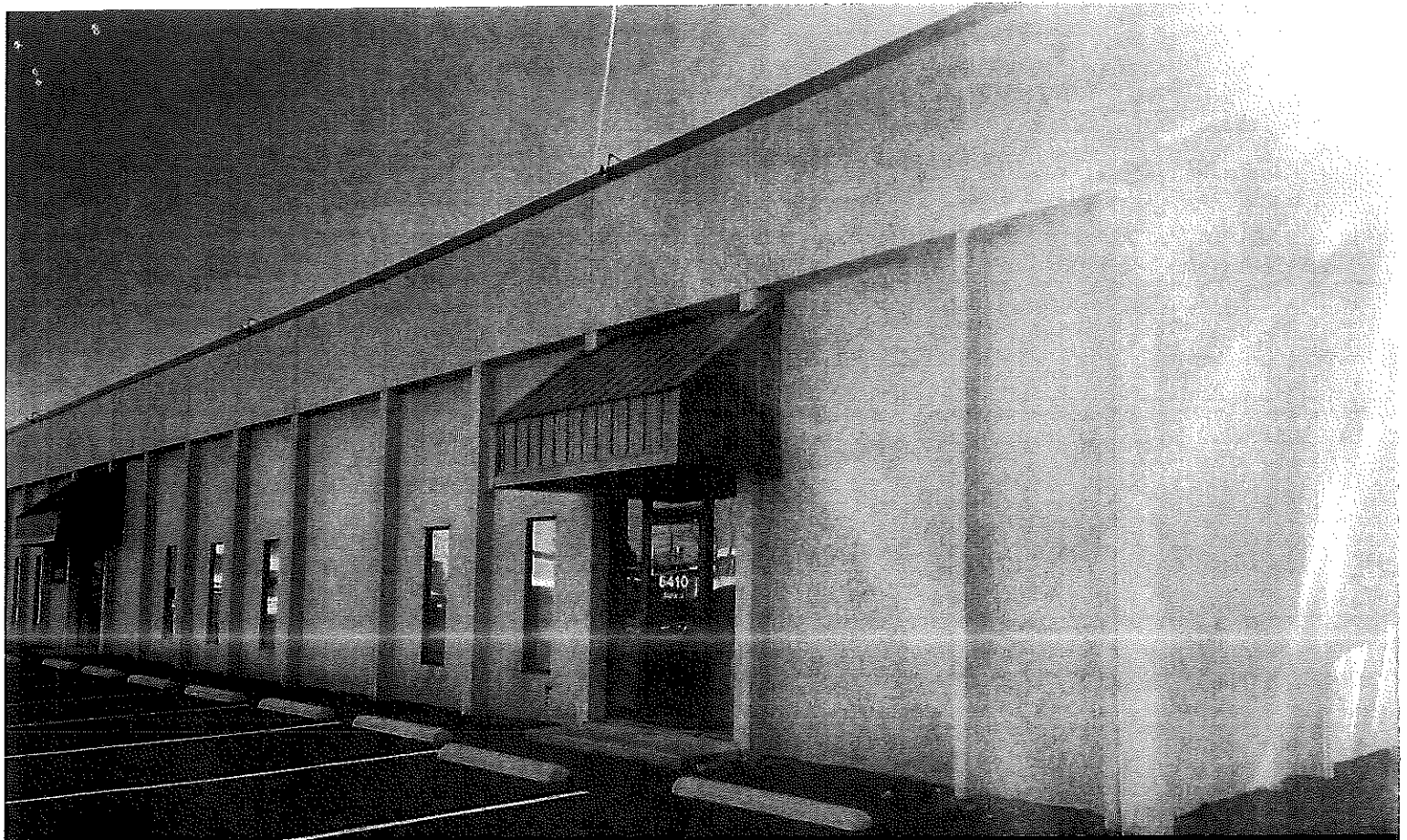
PROJECT ADDRESS	6410 Eastland Rd, Brook Park OH	<input type="checkbox"/> RESIDENTIAL	<input checked="" type="checkbox"/> COMMERCIAL	ZONE	U5 - A
PARCEL #	34215017	BUSINESS NAME (If Applicable)		Wingman Garage	

PROPERTY OWNER NAME(S)	Jack Naiman				<input checked="" type="checkbox"/> Will Attend Meeting
Phone #	619-804-1347	Email	jacknaiman@me.com		
Street Address	26050 Richmond Rd. Suite C	City	Bedford Heights	Zip	44146
AGENT/CONTACT PERSON NAME(S)	Aaron Woloszyn & Ahad Shamsi				<input checked="" type="checkbox"/> Will Attend Meeting
Phone #	330-336-7564	Email	aaron@wingmangarage.com		
Street Address	148 Auble Street	City	Wadsworth, OH	Zip	44281

APPROVAL(S) REQUESTED	<input type="checkbox"/> Aesthetic / Project ²	<input checked="" type="checkbox"/> Conditional Use Permit ²	
	<input type="checkbox"/> Front Porch	<input type="checkbox"/> Billboard ¹	<input type="checkbox"/> Telecommunication Tower ¹
	<input type="checkbox"/> Re-Zone ³	<input type="checkbox"/> Lot Split ^{3,4}	<input type="checkbox"/> Lot Consolidation ^{3,4}
	<input type="checkbox"/> Other:		
	¹ Provide Construction Drawings and/or Structural calculations ² Provide Detailed Business Plan per City Ordinance 1121.34 ³ Provide Legal Description ⁴ Provide Lot Split / Consolidation Plat and Mylar		

SUMMARY OF REQUEST	Wingman Garage is expanding its operations in Northeast Ohio and has identified Brook Park as a promising next city for that expansion. We have found a suitable building, however it is not currently zoned for Automotive Repair. Thus a Conditional Use Permit is needed.
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APPLICANT SIGNATURE		<input type="checkbox"/> Owner <input checked="" type="checkbox"/> Agent	DATE	3/11/2024
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Industrial Space For Lease

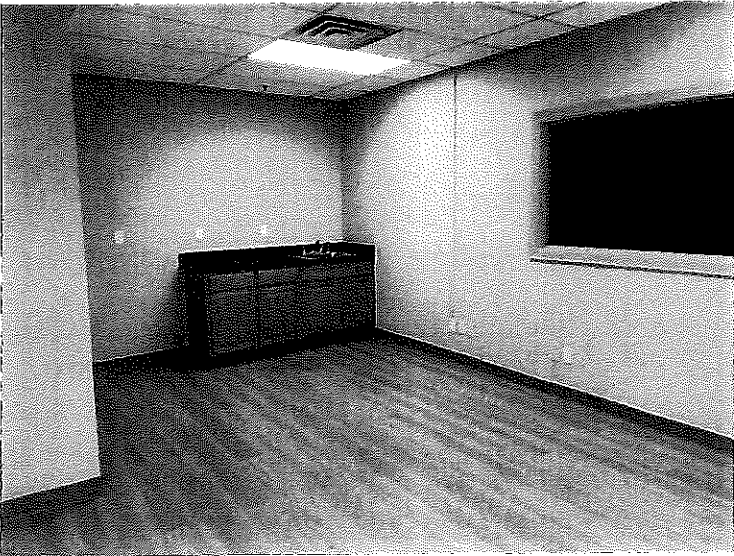
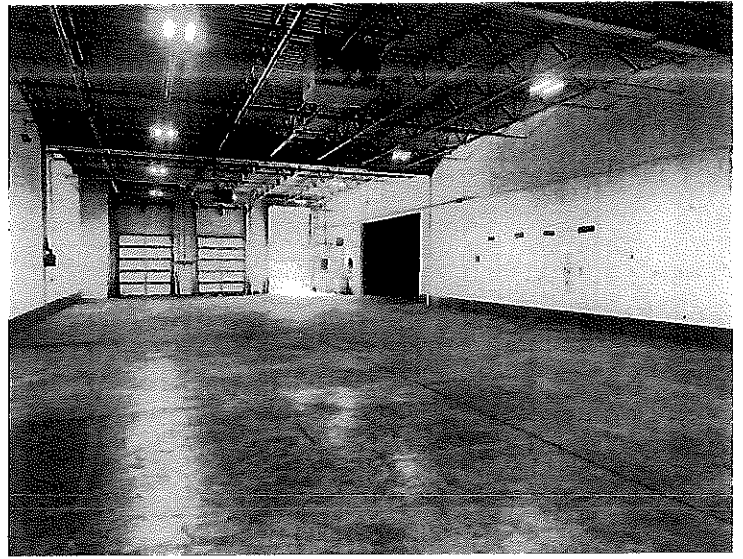
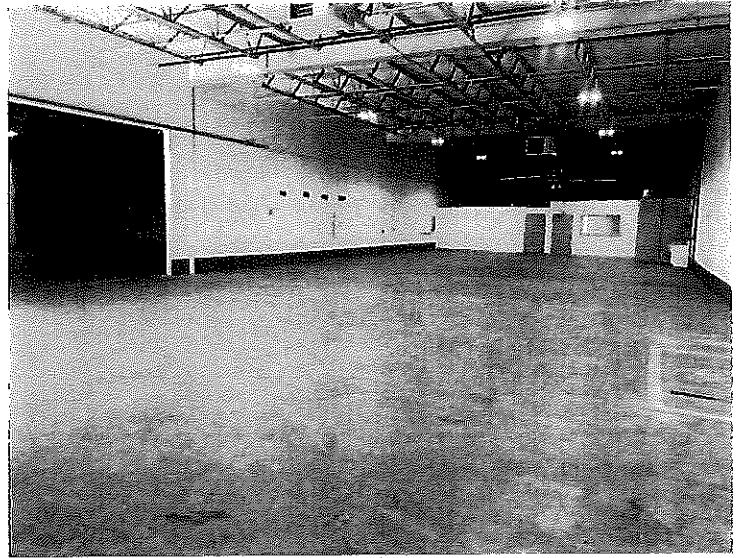
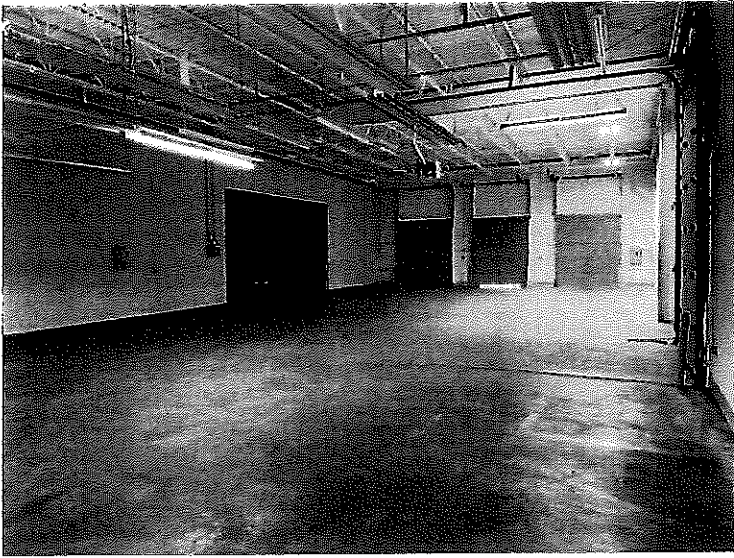
6410 Eastland Road
Brook Park, OH

- 9,912 square feet (end cap unit)
 - 8,232 square feet warehouse
 - 1,680 square feet office (newly refreshed)
 - Two private offices
 - Kitchenette
 - Two entries (vestibules)
- Six (6) docks (8'w x 10'h); four (4) with levelers
- One (1) drive in door (9.5'w x 14'h)
- 16' ceilings
- Reznor heaters
- 280v, 800amp, 3 phase, 4 wire
- LED lights throughout
- One wall (no columns)
- 15 parking spaces
- Easy access to I-480, I-71, and airport

For Lease: \$7.50/ sq ft NNN
Op Ex: \$1.50/sq ft

Kristy Hull
+1 216 937 4375
+1 440 226 1550 (m)
kristy.hull@jll.com

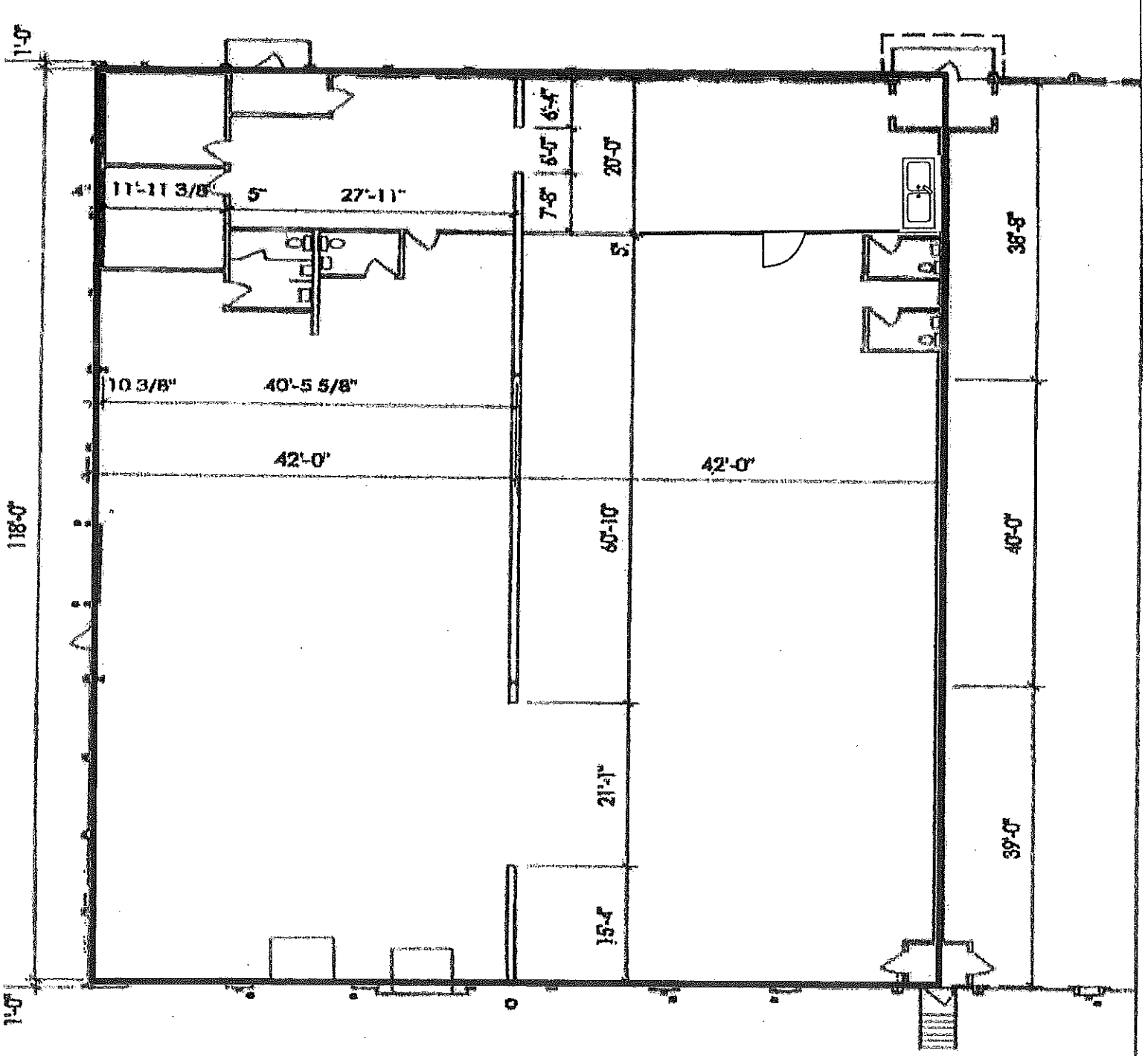


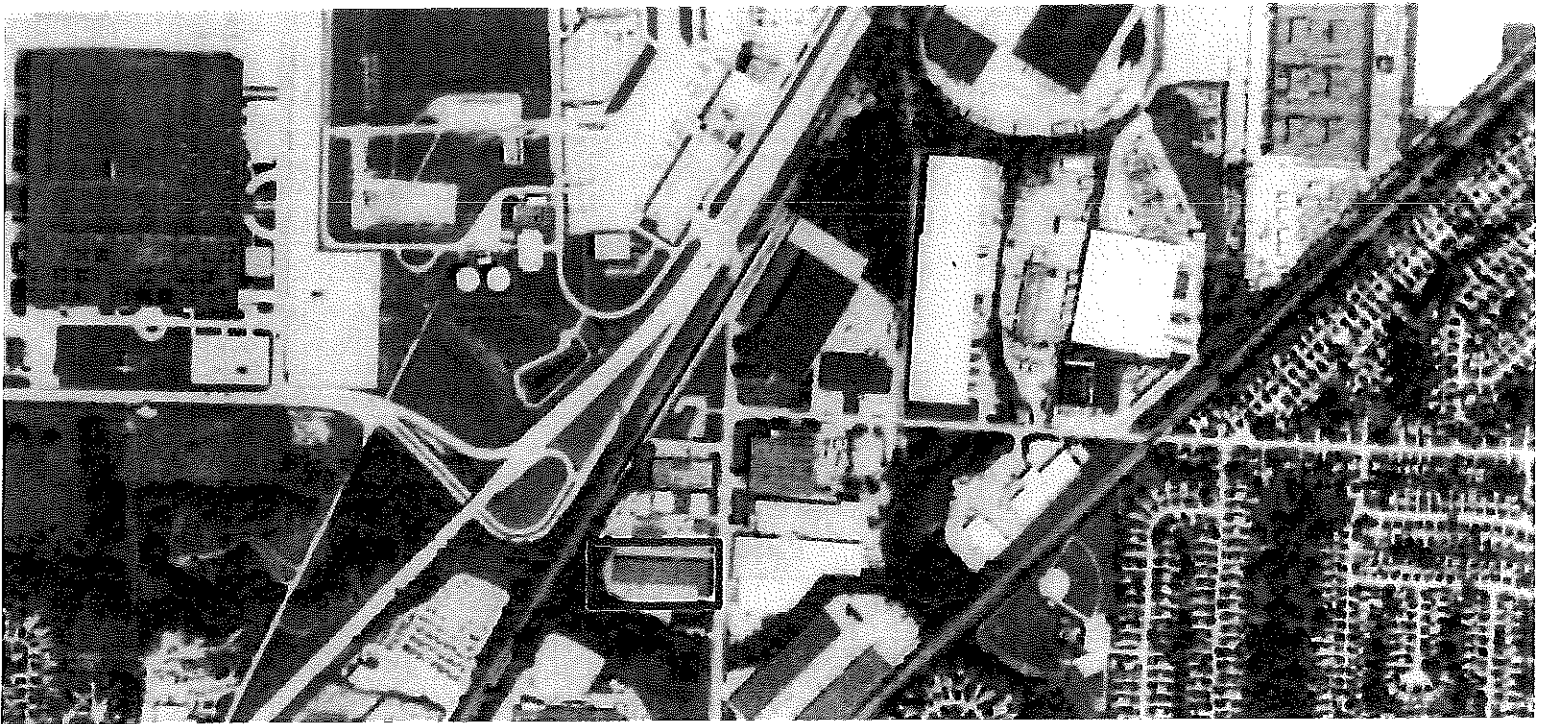
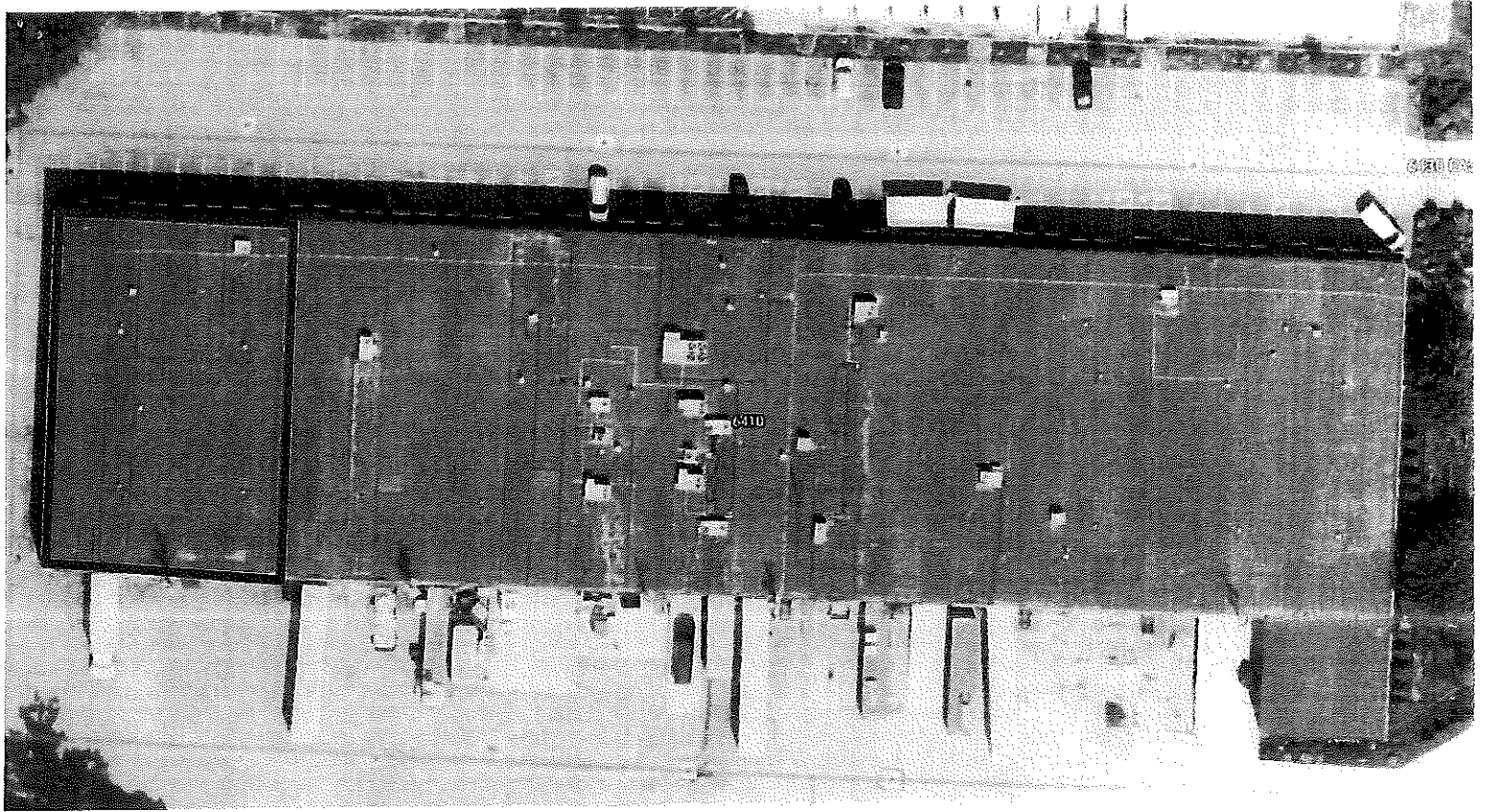


Unit J: 9,912 sq ft total

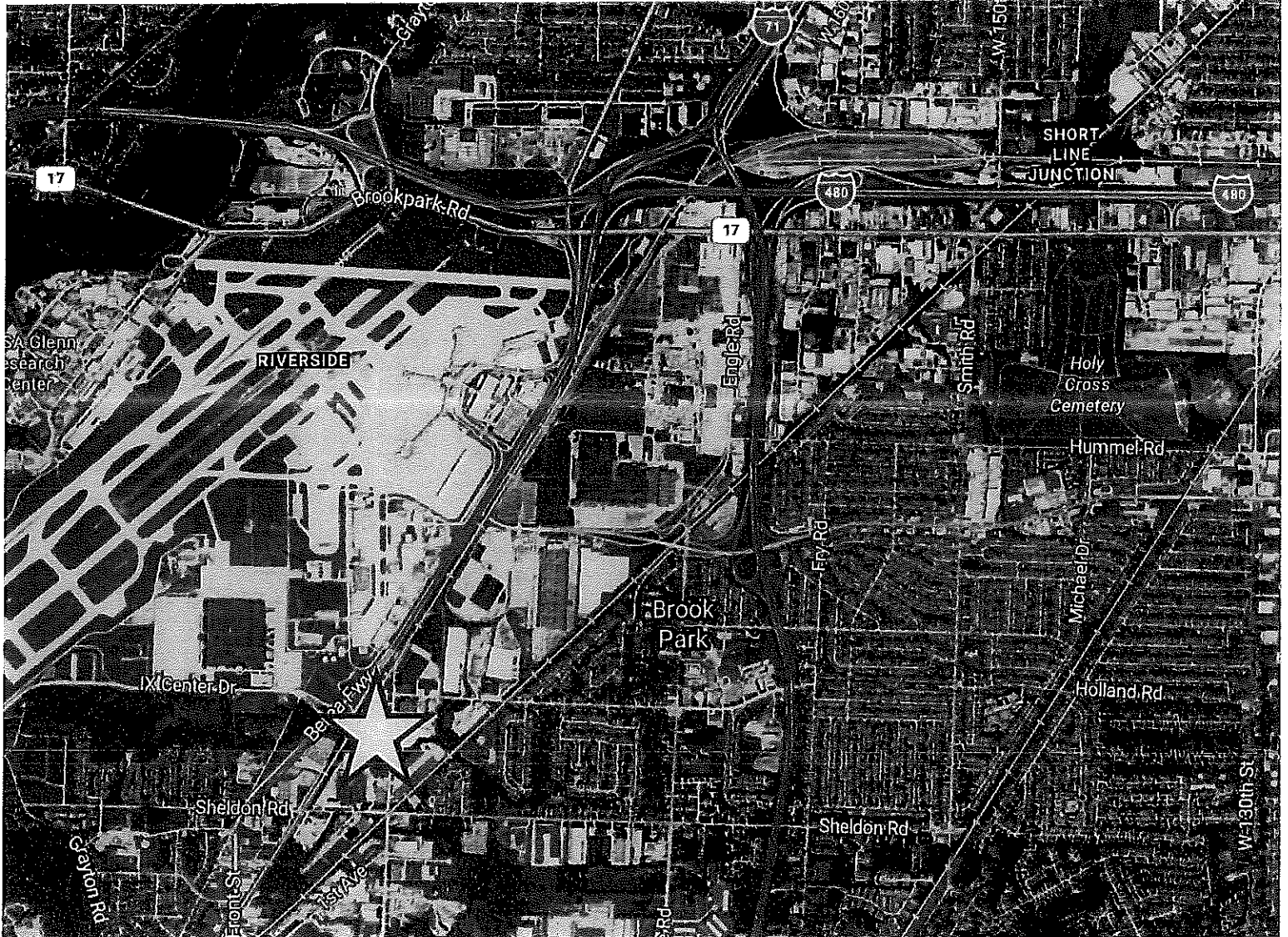
1,680 sq ft office

8,232 sq ft warehouse





Location



For more information, contact:

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Wingman Garage - DIY Auto Repair



Wingman Garage
wingmangarage.com
330-336-7564

Dear Brook Park Board of Zoning,

Since 2021 Wingman Garage has been delivering 5-Star experiences to customers all over the northeast Ohio area. Our business provides automotive enthusiasts the opportunity to rent a professional garage bay to perform maintenance or modifications on their vehicles. We have worked extremely hard to create an environment that's safe, clean and welcoming. The Wingman brand is flourishing and we have outgrown our current Wadsworth, OH building. In our search for another location, we have identified Brook Park as an extremely desirable area.

I am very much looking forward to answering any questions you may have about the business and its operations. Thank you again for your consideration for a Conditional Use Permit for my business's expansion into Brook Park.

Sincerely,

Aaron "Wingman" Woloszyn
Founder

Wingman Garage - DIY Auto Repair



1. Executive Summary

- **Business Name:** Wingman Garage - DIY Auto Repair
- **Industry:** Automotive Repair & Maintenance
- **Website:** wingmangarage.com

2. Business Description

- **Initial Services Offered:**
 - Do It Yourself professional bay rentals
 - Automotive classes
 - Tire Changing Services
 - Help from Staff
- **Location:** Northeast Ohio (with potential future locations in major US cities)
- **Target Market:**
 - Ages 25 to 65+
 - Primarily male (98% of current customers)
 - Income of \$55,000 or more.
 - Without access to tools or a personal garage.

3. Market Analysis

- **Industry Overview:** Automotive DIY repair and modification services.
- **Market Trends:** Growing demand for DIY automotive services due to rising interest in car culture and customization. Additionally rising costs for car repairs at both private and dealership (traditional) mechanics have pushed the DIY mentality to a new level. With sources like YouTube, forums and general online searches, one can easily find the information they need to learn and perform automotive repairs.

4. Marketing & Sales Strategy

- **Branding:** Build a strong brand image around safety, cleanliness, and a fun DIY experience.
- **Define Your Target Audience:** Automotive enthusiasts aged 25 -65+, primarily male, with an income of \$55,000 or more, who don't have access to tools or their own garage.
- **Unique Selling Proposition (USP):** Wingman will be unique in the way it delivers the customer experience. From a physical standpoint, it will be a clean, safe, organized, and fun DIY environment. The bays will be set up in a professional organized manner to ensure each appointment goes smoothly.
- **Online Presence:**
 - **Website:** It will be user-friendly, mobile-responsive, and optimized for a fast and easy experience.
 - **Social Media:** Engagement with our target customers with platforms like Instagram, Facebook, and YouTube. Additionally, we will share tutorials, customer testimonials, and behind-the-scenes content through those mediums.
 - **Email Marketing:** We send monthly newsletters with updates, promotions, and valuable content.

5. Local Advertising:

- **Google My Business:** Optimize business listings to appear in local searches.
- **Local SEO:** Target local keywords in your website content.
- **Local Partnerships:** Collaborate with auto parts stores, dealerships, and local car clubs for cross-promotion.
- **Word of Mouth:** Build the brand organically with word-of-mouth advertising from our customers.

6. Operations

- **Facility Management:** Employees will ensure the space is clean, well-maintained, and equipped with necessary tools and equipment.
- **Staffing:** We will hire experienced automotive enthusiasts, mechanics and technicians to assist customers as needed.
- **Training:** Hands on training at Wingman for employees on the equipment and an evaluation of how the employee interacts with customers to deliver that Wingman experience. Each employee will undergo 30 and 90 day evaluations.

7. Growth & Expansion

- **Expansion Goals:**
 - Expand to multiple locations across the USA.
- **Strategies:**
 - Identify potential cities for expansion based on market research and demand.
 - Secure funding or investment for new locations.
 - Develop a standardized operational model for scalability.

MEMO

TO: Jason Monaco – Building Commissioner

FROM: Edward R. Piatak, P.E., Consulting City Engineer

DATE: March 21, 2024

SUBJECT: 6410 Eastland Road (Conditional Use) – PC

CC:

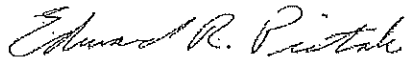
Mr. Monaco:

I have reviewed the Planning Commission Application (April Meeting) for the above referenced project located at 6410 Eastland Road and offer the following comments:

1. No comments regarding the Conditional Use.

Please advise me if you have any questions or require additional information.

EUTHENICS, INC.



Edward R. Piatak, P.E.

Consulting City Engineer

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Building Department Notes

Planning Commission meeting April 1, 2024

6410 Eastland Rd. – Summary of request – The applicant is requesting a conditional use permit to operate an auto repair facility in the U5-A district. **Ord. 1121.321** does not include auto repair under permitted uses.

1121.321 U-5A INDUSTRIAL DISTRICT.

(c) Permitted Uses. Buildings and land shall be used, and buildings shall be designed, erected, altered or maintained, in whole or in part, in a U-5A Industrial District only for the uses set forth in the following schedule and regulations:

- (1) Main buildings and uses permitted.
 - A. Veterinary hospitals.
 - B. Any industrial or manufacturing uses.