

Village of Middlefield Planning & Zoning  
Meeting Minutes  
April 21, 2016

---

The Village of Middlefield's special Planning & Zoning meeting was called to order at 7:00 p.m. with the following members present: Mayor Garlich, Mr. Scott Klein, Mr. Jim Linberg, Mr. Dave Dietrich and Ms. Edna Davis.

Also present: Ms. Leslie McCoy-Zoning Inspector, Mr. Dan Weir-Village Administrator, Ms. Latisha Stupka-Tax Administrator, Dr. Bob Barker, Ms. Kim Breyley and Sam Morrow.

Agenda: No additions or deletions.

Minutes from February 10, 2016 were presented for approval. *Mayor Garlich made a motion to approve the minutes as presented, seconded by Mr. Klein. All in favor: Yeas (5).* The motion needs to be corrected.

**PUBLIC HEARING:** Nothing before the commission.

**OLD BUSINESS:** Nothing before the commission.

**NEW BUSINESS:**

1. **New Vet Clinic and Re-Zoning:** Ms. McCoy gave a brief overview of the proposed project. The parcel will need to be rezoned from an R-2 to a General Commercial. Dr. Bob Barker and Dr. Jeff Williams were present for the proposed vet clinic. Business has been growing steadily; have grown out of the space they are currently occupying. Proposed to construct a new vet clinic on South Springdale. The proposed building will be over 5,000 square feet. The lot is extremely shallow and will need variances for setbacks. Discussed the parking that will be needed. Discussed the curb cut and the ingress and egress options. *Mr. Klein made a motion to recommend the rezoning of the parcel to council as long as there is a purchase agreement and all application and fees are filed, and waive the right to a public hearing by the Planning Commission, motion seconded by Ms. Davis. Roll call: Yeas (5)*
2. **Walmart – Open Storage Permit:** Ms. McCoy stated that their previous permit expires this year. They are requesting a renewal of the permit for another 2 years. *Mr. Klein made a motion to approve the Open Storage Permit as requested, motion seconded by Mr. Linberg. Roll call: Yeas (5)*
3. **Giant Eagle Open Storage Permit Review:** Ms. McCoy stated that their permit expires this year. They are requesting a renewal of the permit for another 2 years. *Mayor Garlich made a motion to approve the Open Storage Permit as requested, motion seconded by Ms. Davis. Roll Call: Yeas (5)*

4. **An Ordinance Amending Chapter 1171 of the Codified Ordinances, Shifting Primary Responsibility for Water Management and Sediment Control for Village development to the Geauga Soil and Water Conservation District:** If the Village moves forward with this proposal then Carmella Shale the Director of GSWCD would be responsible for making the decisions. This legislation was adopted about 20 years ago. It's a matter of who will make the recommendation and the enforcement. Currently the Village Engineer is making the decision. This will be discussed further at additional meetings.
  
5. **An Ordinance Amending existing Section 1115.03 of the Codified Ordinances to Modify the Requirements for Public Street Frontage for Lot Splits of Parcels in an Industrial Zoning District:** Currently the ordinance reads that you cannot split a lot unless both lots comply with the restrictions and both lots have to have frontage on a public road. Several of the Industrial lots are in violation, especially on the private roads. Lengthy discussion regarding this proposed legislation. *Mr. Klein made a motion to recommend this legislation to council and waiving the commission's right to a hearing, motion seconded by Mr. Dietrich. Roll call: Yeas (5)*
  
6. **Housing Council Appointment:** Mr. Weir stated that the committee needs 7 members total. Need one appointment from this commission. Mr. Lee stated that the village has maxed out the amount of changes allowed to this area, so we cannot change the amount of members. *Mr. Klein motioned to have Latisha Stupka appointed to the Tax Abatement Housing Council, motion seconded by Mr. Linberg. Roll call: Yeas (5)*

**ZONING INSPECTORS REPORT:** Permit applications are picking up with the break in the weather. Arby's has submitted for a sign. CVS has completed their improvements. Discussion regarding the improvement to the fence on the Arby's property. Discussion regarding the Neat Streets Program. Discussion regarding properties that people are using the front yard for parking and the process that the village has to take.

There being no further business before the Planning & Zoning Commission Mr. Klein made a motion to adjourn the meeting at 8:13 pm, seconded by Mr. Linberg. All in favor: Yeas (5).

---

Latisha Stupka-Tax Administrator

---

Scott Klein-Chairman