

**Village of Middlefield Planning & Zoning
Meeting Minutes
May 26, 2016**

The Village of Middlefield's Planning & Zoning meeting was called to order at 7:01 p.m. with the following members present: Mayor Garlich, Mr. Jim Linberg, Mr. Dave Dietrich and Ms. Edna Davis. Mr. Scott Klein-excused

Also present: Ms. Leslie McCoy-Zoning Inspector, Mr. Dan Weir-Village Administrator, Ms. Latisha Stupka-Tax Administrator, Devon Hazen-Arby's Restaurant, Ann Wishart-Maple Leaf, George White, Sam Morrow Jerry Petersen and Jessica Ruff.

Mr. Dietrich made a motion to be chairman pro tempore for this meeting in Mr. Klein's absent. All in favor: Yeas (4)

Agenda: No additions or deletions.

Minutes from April 21, 2016 were presented for approval. *Ms. Davis made a motion to approve the minutes as presented, motion seconded by Mr. Linberg. Roll Call: Yeas (4).*

PUBLIC HEARING:

- a. **Arby's Sign – Variance Request:** Mr. Dietrich opened the public hearing at 7:04 pm. Ms. McCoy stated that pole signs are not a permitted use under the current sign regulations. Arby's is requesting to continue using a pole sign. The new pole sign will be 18' high and 9' wide. Mr. Hazen, Arby's store manager, stated that Arby's is lowering the signs and are making them wider. Even with the new signage Arby's is still under the allowable footage. Discussed a monument sign. Mr. Hazen stated that Arby's is currently trying to stay within budget. The most economical option for Arby's is to continue to use the current foundation for the pole sign. Mr. Dietrich closed the public hearing at 7:08 pm. *Mr. Linberg made a motion to approve the variance request submitted by Arby's, motion seconded by Ms. Davis. Roll call: Yeas (4)*

- b. **Countryside Properties LLC – Side and Rear Yard Setback Variance Request:** Mr. Dietrich opened the public hearing at 7:10 pm. Ms. McCoy stated that Mr. Williams had an emergency arise so he will not be able to attend this meeting. The variances are only needed if the rezoning is approved by Council. The plan is pretty straight forward, all corrections have been made as requested. Discussed the purchase agreement. Mr. Dietrich closed the public hearing at 7:16 pm. *Mayor Garlich made a motion to approve the variance as requested contingent upon the property being rezoned to General Commercial, motion seconded by Linberg. Roll call: Yeas (4).*

OLD BUSINESS:

- 1. 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:** Mr. Lee stated that this Ordinance was discussed at length at the last meeting. Mr. Lee also had a conference call with Ms. Shale of the GSWCD and she suggested some minor changes to the legislation. These changes have been included in this version. Lengthy discussion regarding how a permit is issued and how other communities handle the issuance of permits. *Mayor Garlich made a motion to recommend the revised Ordinance to council, motion seconded by Ms. Davis. Roll call: Yeas (4)*

NEW BUSINESS:

- 1. Cottonwood – Final Phase:** Mr. Petersen was present to discuss the Final Phase for Cottonwood. Ms. McCoy stated that the Original plans for Cottonwood included 29 more units to be built. Mr. Petersen is requesting that number be decreased to 24 units. 4 building with 6 units each and two single story units on the end and four two story units in the middle. Mr. Petersen is just looking to see if the committee would be in favor of these changes. The single story units would be handicap accessible. Cottonwood is zoned RPUD.

ZONING INSPECTORS REPORT: Ms. McCoy stated that there are only 3 violations outstanding. Discussion regarding a house on South State and the pending violations. Discussion regarding the Vondrasek house on West High.

There being no further business before the Planning & Zoning Commission Mayor Garlich made a motion to adjourn the meeting at 7:40 pm, seconded by Mr. Linberg. All in favor: Yeas (4).

Latisha Stupka-Tax Administrator

Dave Dietrich-Chairman Pro Tempore