

**Village of Middlefield Planning & Zoning
Meeting Minutes
June 29, 2016**

The Village of Middlefield's Planning & Zoning meeting was called to order at 5:33 p.m. with the following members present: Mr. Scott Klein, Mr. Dave Dietrich and Ms. Edna Davis. Mayor Garlich and Mr. Jim Linberg are excused.

Also present: Ms. Leslie McCoy-Zoning Inspector, Ms. Latisha Stupka-Tax Administrator, Jerry Petersen-Cottonwood Condo, Mike Spellacy-Polaris Engineering and Leann McIntosh.

Agenda: No additions or deletions.

Minutes from May 26, 2016 were presented for approval. *Ms. Davis made a motion to approve the minutes as presented, motion seconded by Mr. Dietrich. Roll Call: Yeas (2).* Mr. Klein abstained due to being excused.

PUBLIC HEARING: None before the Commission

OLD BUSINESS:

1. **Cottonwood Condominium – Final Phase Approval:** Ms. McCoy stated that Mr. Petersen, the Cottonwood Developer, has submitted plans to revise the final phase. The original phase showed 29 units and the revised phase shows 24 units. Mr. Petersen stated that the revise phase will have one and two story units as that is what the market is in need of. The two units on the end of the proposed buildings will be single story units. *Mr. Dietrich made a motion to approve the revised site plan for Cottonwood, as submitted, and to recommend to Council for final approval, motion seconded by Ms. Davis. Roll call: Yeas (3)*

NEW BUSINESS:

1. **Woodsong P.U.D. Phase 6:** Mr. Mike Spellacy from Polaris Engineering was here to discuss the plans. The current Wildwood Condo Association would like to dissolve the Condominiums Association. There is still one empty lot available and the same kind of unit will be constructed on that lot. The association has supplied a document with all the owners' signatures and the lenders agreements. Discussion regarding the utilities. Discussion regarding the setbacks. *Mr. Dietrich made a motion based on the representation of the applicants, that approval will lawfully and validly unwind the condominium Association, to approve the Phase 6 of the Woodsong P.U.D., as submitted, including the conversion of condominium into single family units, with the conditional condition that the storm water be shown on the plat and to recommend it for final approval by Council, motion seconded by Ms. Davis. Roll call: Yeas (3)*

2. **Woodsong P.U.D. Phase 7:** The proposed changes show 7 more units of single family homes. The units will be built in groups. Discussion regarding the dedication of the road. *Mr. Dietrich made a motion to approve Phase 7 of Woodsong P.U.D. as corrected, and to recommend that amended plat for final approval by Council, motion seconded by Ms. Davis. Roll call: Yeas (3).*

ZONING INSPECTORS REPORT: Arby's has started the remodel, they are open during construction.

There being no further business before the Planning & Zoning Commission Mr. Dietrich made a motion to adjourn the meeting at 6:00 pm, seconded by Ms. Davis. All in favor: Yeas (3).

Latisha Stupka-Tax Administrator

Scott Klein - Chairman