

**Village of Middlefield Planning & Zoning
Meeting Minutes
August 25, 2016**

The Village of Middlefield's Planning & Zoning meeting was called to order at 7:02 p.m. with the following members present: Mr. Scott Klein, Mr. Dave Dietrich and Ms. Edna Davis (arrived 7:13 pm), Mayor Garlich and Mr. Jim Linberg.

Also present: Mr. Tom Lee-Solicitor, Mr. Dan Weir-Village Administrator, Ms. Leslie McCoy-Zoning Inspector, Ms. Latisha Stupka-Tax Administrator, George Davis-ProBUILT, Diane Ryder-Maple Leaf, Roger Hanna, Chris McKenna-Western Reserve, Carl Hornung, Ron Wiech, Joe Svete, Daniel Gallagher and Joan Czuchra.

Agenda: No additions or deletions.

Minutes from July 28, 2016 were presented for approval. ***Mr. Linberg made a motion to approve the minutes as presented, motion seconded by Mr. Dietrich. Roll Call: Yeas (4).***

PUBLIC HEARING:

1. **Bill Poole – 15551 West High Street – Pole Sign:** Ms. McCoy stated that there is an existing pole sign on the property, however pole signs are no longer allowed in the village. The proposal is to cut the pole to 10 feet so the pole sign would be shorter, the sign would be 6 feet by 4 feet. The sign is by the driveway in Harrington Square Mall. Mr. Klein stated that he does not have any issues with this and is happy to see the location being filled. ***Mr. Linberg made a motion to approve the sign application as submitted, motion seconded by Mr. Klein. Roll call: (4)***
2. **Daniel Gallagher – 15837 Grove Street – Accessory Building:** Ms. McCoy stated that the Gallagher's have proposed an accessory building that is over the allowed height and a second accessory building that is not currently allowed. Will be used for storage; will not have any livestock. ***Mr. Klein made a motion to approve the variance request for the height and the second accessory building, motion seconded by Mr. Klein. Roll call: Yeas (4)***
3. **ProBUILT Sign – Woodsong:** Ms. McCoy stated that Probuilt is looking to install an advertising sign at the entrance to Woodsong and also having flags along the road way advertising the model home. Mr. George Davis apologized for not being at the last meeting. Looking at getting more traffic into the subdivision. Reduced the original sign submittal from 4x8 to a 3x6 foot signage. Mr. Linberg asked where most traffic comes from, whether it is drive by or web based. Mr. Davis stated that about 50% is drive by.

Roger Hanna – Woodsong Drive: Mr. Hanna stated that he opposes the sign. He is concerned about how many people walk the sidewalks and travel that intersection and is concerned about accidents. Also concerned about increased traffic with only one ingress and one egress. Suggested putting the advertisement out in the township on one of the billboards.

Carl Hornung – Sawgrass Lane: Mr. Hornung stated that he feels the sign would be better on the east side of the entrance. Feels it would be more visible.

Ron Wiech – Grove Street: Mr. Wiech stated that he feels it would be best on the east side also due to the retaining wall and the sign not being visible from the street for cars traveling east. Also all the current signs are along the east side of the entrance.

Mr. Davis stated that they are trying to get the West High Street traffic and also requesting the flags along Woodsong Drive and any flags that are damaged will be replaced immediately.

Mr. Klein stated that he is good with this size of sign. ProBuilt has cut the size in half and the building in the village needs a jump start. Discussed installing the flags on the east side of the entrance so that they are also, on private property.

Mr. Svete – Woodsong Developer: Mr. Svete stated that the sign needs to advertise to make the area more visible, need some presence on West High Street. Feels that this is good for all of the subdivision as ProBuilt will be building higher end homes and that should increase the value of all the homes in the subdivision.

Mr. Hanna – Woodsong Drive: Mr. Hanna stated that he will once again state that he is concerned about the safety of that intersection.

Mr. Klein made a motion to approve the 3X6 sign installed on the eastern side of the entrance provided that the sign does not obstruct the view of existing traffic, motion seconded by Mr. Dietrich. Roll call: Yeas (5)

OLD BUSINESS: Nothing before the committee

NEW BUSINESS:

1. **Western Reserve Farm Cooperative:** Ms. McCoy stated that Western Reserve is looking to do Phase 2 of the extended racking. Will extend the concrete and the new racking with match the already installed racking. *Mr. Linberg made a motion to approve phase 2 of the extended racking as submitted, motion seconded by Ms. Davis. Roll call: Yeas (5)*

2. **Chem Tech –Impact Fee:** Ms. McCoy stated the Chem tech has requested a reduction in the Impact Fee for Phase 1. The original request is \$11,000.00 in impact fee. Which is must higher than what they are currently using. Ms. McCoy calculated it to \$3,240.72. The committee can do a look back in two years on the variance and change the charges as necessary.

Ron Wiech – Grove Street: Mr. Wiech stated that Council recently approved an increase to the water and sewer rates by 3% to pay for infrastructure improvement. He feels that the Village cannot afford to reduce the impact fee.

Mayor Garlich stated that phase 2 is on hold due to not needing it at this time.

Mr. Lee stated that the impact fee is calculated based on a chart submitted by the EPA and they tend to be excessive charges especially on commercial and industrial. The look back in two years can either be in the favor of the business by the calculation being correct based on current usage and they do not owe any additional fees or they can increase the usage and the business would have to pay the difference. Discussion regarding that the fee must be paid in the next 30 days from today.

Mr. Klein made a motion to approve a variance under section 913.12 to allow a temporary two year variance of \$3, 240.72 subject to approval by Council, motion seconded by Mayor Garlich. Roll call: Yeas (5)

3. **Exemption of Small Yard Shed under Certain Square Footage:** Ms. McCoy stated that a situation came up that a person has a very small plastic storage shed that is under 100 square feet and cost the resident \$60.00 and under current zoning the resident would need a permit at a cost of \$100.00. Discussing this further it seems ridiculous to charge the resident. Mr. Lee stated that the Ordinances will need to be amended with the proposed specs that Ms. McCoy has suggested. The proposed suggestion would still only allow one per property. The proposed structure would need to be under 60 square feet. ***Mr. Klein made a motion to waive the required fee for this temporary shed application, motion seconded by Mr. Linberg.***

ZONING INSPECTORS REPORT: The fence along the Arby's Property will be removed before the end of the month. Discussion regarding the permits issued. The violations are making progress. El Patron will be moving the shed and enclosing the dumpster area by the end of September. Lengthy discussion regarding a violation on West High.

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There being no further business before the Planning & Zoning Commission Mr. Linberg made a motion to adjourn the meeting at 7:55 pm, seconded by Mr. Klein. All in favor: Yeas (5).

Latisha Stupka-Tax Administrator

Scott Klein - Chairman