

**Village of Middlefield Planning & Zoning
Meeting Minutes
October 27, 2016**

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

Also present: Mr. Dan Weir-Village Administrator, Ms. Leslie McCoy-Zoning Inspector, and Mr. Adam Surckla-Hess Engineering.

Agenda: No additions or deletions.

Minutes from September 22, 2016 were presented for approval. *Ms. Davis made a motion to approve the minutes as presented, motion seconded by Mr. Linberg. Roll Call: Yeas (3). Mr. Klein abstained due to not being at the last meeting.*

PUBLIC HEARING: Nothing before the Commission.

OLD BUSINESS: Nothing before the Commission

NEW BUSINESS:

1. **Lot Split – RJJ Properties, LLC:** Ms. McCoy stated that this is a Commercial Property. The items on the engineer's letter have been corrected. This is the property off of 528. They are splitting the lot to better market the property. Discussed the recording of the changes. *Mr. Linberg made a motion to accept the lot split as submitted, motion seconded by Ms. Davis. Roll call: Yeas (4)*
2. **TKD Property – Discussion:** Ms. McCoy stated that this was an informal question that is being submitted to the board. The property could be split into two lots. Mr. Linberg questioned if the middle parcel can be split equally. Ms. McCoy stated that it is dependent on the potential customer. This would include removal of the old building. The approval of the split would be contingent on this current potential customer coming in. Discussion regarding the importance of keeping this corner aesthetically pleasing. The committee is in agreement but only if the current potential customer is coming in.
3. **14806 Glen Valley – Shed Permit:** Ms. McCoy stated that this property is requesting a variance to place a shed 2 feet from the property line. The neighbors on both sides and the Board of Education have given approval for the installation of the shed and the current owner has received approval from the HOA. Ms. McCoy is requesting approval tonight and will have a formal hearing next month. *Mr. Klein made a motion to approve the variance as submitted, motion seconded by Mr. Linberg. Roll call: Yeas (4)*

ZONING INSPECTORS REPORT: The Ames building is still being negotiated on. Discussion regarding the new zoning inspector will be hired at the next council meeting. He will have Tuesday, Wednesday and Thursday hours and the 1st and 3rd Saturday of each month. Sprint will be moving into Harrington Square and a cupcake shop opened in Harrington Square also. The vet clinic is having the pre con meeting next week and should be breaking ground soon after. Discussed moving the Planning & Zoning Meeting to Tuesday November 22 at 6:00 pm due to the holiday. Discussed permanently moving the time of the meeting.

There being no further business before the Planning & Zoning Commission the meeting adjourned at 7:23 pm. All in favor: Yeas (4).

Daniel A. Weir, Administrator

Scott Klein