

**Village of Middlefield Planning & Zoning
Minutes
October 25, 2018**

The Village of Middlefield's Planning & Zoning meeting was called to order at 7:10 p.m. with the following members present: Mayor Garlich, Mr. Dave Dietrich and Mr. Klein and Mr. Dennis Szymanski. Mr. Linberg is excused.

Also present: Mr. John Boksansky, Mr. Tom Lee, and Leslie McCoy-Village Administrator, Ms. Joyce Porozynski, Mr. Bill Bullock, Mr. Chris McKenna, Mr. Kevin Oliver, Ms. Kate Nelson and Ms. Dianna Haskett-Design's by Dianna.

Agenda: No additions or deletions to the agenda.

Minutes from September 20, 2018 were presented for approval. Mayor Garlich made a motion to approve the minutes as submitted, motion seconded by Mr. Dietrich. Roll call: Yeas (4).

PUBLIC HEARING:

1. Middlefield Banking Company 15200 Madison Road (State Route 528) PPN 19-072804 The Middlefield Banking Company is requesting a variance from their permanent sign 1165.05(d) proposing to install a 12' high sign where a maximum height of 8' is allowed per Ordinance: Mr. Klein opened the public hearing at 7:11. Mr. Boksansky stated that MBC submitted plans to revamp the sign. It was originally installed in 2004 and then annexed into the village in 2012. Zoned General Commercial. The proposed sign will be 31 feet from the ROW. The proposed sign is 4 feet over what the village allows. The brick base is failing and MBC wanted to repair the existing sign and adding a branding sign. **Mr. Klein made a motion to approve the variance as requested, motion seconded by Mr. Szymanski. Roll call: Yeas (4)** Mr. Klein closed the public hearing at 7:19 pm.

OLD BUSINESS: Nothing before the commission

NEW BUSINESS:

1. **Centerra Co-Op 16003 East High Street additional racking and site closure gates. Centerra will also be asking Planning Commission to recommend legislation to Council a license to utilize the property:** Mr. Boksansky stated that the proposed racking will run right on the Village owned parcel along with gates. Would like to have the gates for safety reason. People cut through the property and cause a safety hazard. The overhang will be on Village property but know of the rafting structure will be placed on the village property. The Commission requested that the overhang does not go onto the property, however if it is absolutely necessary the commission will allow the overhand but keep in mind that in the future the village might need to use the property. Mr. Klein would like to see better fencing

other than chain link, something like what Tractor Supply. Looking at start of construction in late winter or early spring. Will be back in the future with architectural design.

2. **Green Leaf Processing Madison Road OH, Rt. 528 PPN 19- 072851 Site Plan.** A 7.88 acre site: Mr. Boksansky stated that this site was recently platted and approved by the commission and sold to Green Leaf to process with approximately 20,000 square feet facility. This facility also includes plans to expand this facility in the future. Ms. McCoy stated that this will be done in phases. They are here tonight to show the pad for the building and then will be back in the future for the Site Plan Review. Discussion regarding the parking requirement and fencing as required by the state. Ms. Kate Nelson from Green Leaf Therapy gave a lengthy overview of some of what the state is requiring for the processing plant and the security that is required. Looking at starting construction in November and open for operation in the beginning of next year. The processing plant will create approximately 20 jobs for phase one. They could also be approved for a cultivation license and that would create a need for an additional 32,000 square foot facility. Ms. Nelson gave the overview of the phasing process with all of the possible build outs based on what licenses will be issued by the state. If the second license is issued for the cultivation it will employ approximately 40 employees and Green Leaf will be looking at possibly purchasing more property. Discussion regarding the use of utilities. Mr. Kevin Oliver gave a brief overview of what the proposed building will look like and the security that is required also including a lengthy discussion regarding the security fence that is required by the state. Mr. Dietrich asked about the renewal of the licensing. Ms. Nelson stated that she believes that the license is renewable every two years and that all employees have to be pass an extensive background check and be licensed.

ZONING INSPECTORS REPORT: Ms. Boksansky stated that things are going well. Finally got some compliance from a property on West High; that was recently was purchased and is being rehabbed. Windshield surveys have continued throughout the month and most property owners are in compliance and those that aren't usually work hard to get into compliance. Discussion regarding the feather flags that have been popping up and how the committee would like to the zoning inspector to handle them. Per code the business is permitted to get a temporary sign and the cost is \$100.00 and it is good for 75 days. There are no signs allowed in the ROW at anytime.

There being no further business before the Planning & Zoning Commission the meeting adjourned at 8:16 pm. The next scheduled meeting is November 20th.

Leslie McCoy – Village Administrator

Scott Klein - Chairman