

Village of Middlefield Planning & Zoning  
Minutes  
May 7, 2019

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

**Also present:** Mr. John Boksansky-Zoning Inspector, Mr. Tom Lee-Solicitor, Leslie McCoy-Village Administrator, Mr. Richard Sommers, GCMB LLC, Ms. Joyce Porozynski, Ms. Anne DeCapite, Mr., Clark DeCapite, Ms. Kate Nelson-Greenleaf, Mr. Jon Nelson-Greenleaf, Assistant Cultivator and Mr. Kevin Oliver-Oliver Architecture.

Agenda: No additions or deletions to the agenda.

Minutes from April 9, 2019 were presented for approval. *Mayor Garlich made a motion to approve the minutes as presented, motion seconded by Mr. Dietrich. All in favor: Yeas (5).*

**PUBLIC HEARING:**

1. **Mr. Clark DeCapite of Royal Oak Drive PPN (19-071273) request for a variance from 1153.09 to allow an accessory or incidental structure without a principal or primary structure being placed on the parcel:** Mr. Klein opened the public hearing at 7:02 pm. Mr. Boksansky stated that the proposed project is for a shed on the east property. The DeCapite own both parcels and are not interested in a lot consolidation due to the possibility of selling the east parcel in the future. No comments from the audience. Mr. Lee stated that this project changes the approved RPUD. The shed is not a permanent structure will be built on skids and gravel. Mr. Svete has given the approval on the project. *Mayor Garlich made a motion to approve the requested variance contingent upon the shed being moved should the parcel be sold in the future, motion seconded by Mr. Linberg. Roll call: Yeas (5). Mr. Klein closed the public hearing at 7:06 pm.*

**OLD BUSINESS: Nothing before the Commission.**

1. **Centerra 16303 E. High Street Placement of Racks for Material Storage:** Mr. Boksansky stated that Centerra has changed the proposed placement of the racking systems since the submittal in January. Brief description given of the locations and the design of the racking system. There is no encroachment on the village owned property. The height of the racking system will be the same height as the adjacent building. The lots have been consolidated per the request of the village and all deeds have been filed. Centerra will be returning to the Commission regarding the additional fencing and gates. Mr. Klein made a motion to approve the proposed racking locations as submitted, motion seconded by Mr. Linberg. Roll call: Yeas (5).

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2. **15335 Madison Road SR 528 Greenleaf Review Phase II Greenhouse Cultivation Building:** Mr. Oliver from Oliver Architecture stated that they are here with the proposal for the greenhouse proposal of the project. Gave a brief description of the exterior material of the greenhouse. The wall system will be opaque and will be a sealed greenhouse and will not be venting to the outside. Have specialized filtration system to mitigate any odor in the processing plant and the greenhouse(s). It is based on saltwater and it removes any humidity and odors and then is cycled back into the buildings. Lighting will be installed within the greenhouse and the facility will be using blackout shades so no light should be getting out. Mr. Lee asked if there are any facilities in the US using the same system. Ms. Nelson stated that she believes Florida has a facility. Mr. Lee asked for any Municipal records regarding any issues with the system from the Florida facility. Will check to see that the system is exactly the same. The processing building has the equipment that will be needed to support the greenhouse. The property will handle 75,000 square feet of buildings and greenhouse. Currently about a 12 to 14 week lead time for the greenhouse; hopefully operational by October. Discussion regarding the emergency management plan that is in place should the power go out. Discussion regarding the water usage and the recycling tanks and the amount of sewer that will be discharged will be very minimal. *Mr. Klein made a motion to approve the site plan as submitted contingent upon the system being closed and the light emissions is kept to a minimum, motion seconded by Mr. Linberg. Roll call: Yeas (5).*

NEW BUSINESS:

1. **Northview Drive and Meadowview Place Lot Split Request PPN 19-071463:** Mr. Boksansky stated that the property owner is requesting to split the lot into 2 parcels. The first parcel will be .4748 acres and the second parcel will be .3675 acres. Discussion regarding if the property is wet lands. Mr. Sommers of GCMB LLC stated that the property is currently mowed and dry. He has received approval from the county already. Mr. Dietrich stated that there are several changes from the original plat that the Commission received. Mr. Boksansky stated that a single family home will fit on the proposed lots. Discussion regarding the current zoning. This is the north east corner by the cul-da-sac that is used for overflow parking for the condos. Discussion regarding the repairs and paving with the road and with the agreement that the road will be deeded over to the HOA once the improvement have been completed. Mr. Boksansky stated that there will need to be some significant grading that will need to be done. Mr. Sommers stated that they are looking at doing a walk out basement. *Mr. Klein made a motion to approve the lot split contingent upon the completion of the road per the agreement, motion seconded by Mayor Garlich. Roll call: Yeas (5).*

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2. 15303 Royal Oak Drive PPN 19-071272 Mr. Clark DeCapite is seeking approval for a 22' driveway and sidewalk installation. Per 1157.02: Residential uses, driveways shall not be less than ten feet (10') nor more than eighteen feet (18') in width unless Planning Commission, for good cause, approves a greater or lesser width: Is looking for an additional 4 feet of driveway. The garage is 22 feet wide and when the vehicles are parked side by side, the cars will be bumping doors. *Mr. Klein made a motion to approve the extra 4 feet in the driveway, motion seconded by Mr. Szymanski. Roll call: Yeas (5).* The resident is the last property by the cul-da-sac and would like to end the sidewalk at the driveway instead of installation to the edge of the property as required by the ordinances. There is also a swale that would need to be addressed should the sidewalk be required to be installed to the edge of the property. Chief Tucholski has discussed this with the property owner and feels this is agreeable. *Mr. Klein made a motion to approve the sidewalk to the edge of the west edge of the driveway contingent upon the agreement that the sidewalk will be completed should the cul-da-sac being annexed and developed, motion seconded by Mr. Dietrich. Roll call: Yeas (5). Would like it documented on Mr. DeCapite site plan that has been submitted.*

**ZONING INSPECTORS REPORT:** Mr. Boksansky stated that he has been working with many property owners regarding violations. Some of the painting has taken place. Mr. Klein mentioned that he has noticed several property owners cleaning the green mossy material from the siding. Mr. Klein stated that he received several complaints from residents regarding grass being left on the sidewalks. Mr. Boksansky stated that he feels this is a service department issue due to having the grass down the system. Ms. McCoy stated that this is a violation for the Police Department. Discussion regarding the mowing ordinance. Ms. McCoy stated that she has notified the property owners that are currently in violation. Discussion regarding the Tractor Supply request for additional storage that was TABLED at the last meeting. Commission member are concerned regarding the aesthetic appearance of the front storage area. Concerns regarding the product protruding over the height of the fencing. Ms. Porozynski asked if the issue with the product being on the sidewalk was resolved. There is still space available in the plaza. The commission will TABLE this for another month for further investigation.

**PENDING**

There being no further business before the Planning & Zoning Commission the meeting adjourned at 8:14 pm.

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Leslie McCoy – Village Administrator

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Scott Klein - Chairman