

Village of Middlefield Planning & Zoning
Minutes
November 12, 2019

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. Scott Klein, Mr. Dennis Szymanski, Mr. Dietrich and Mr. Linberg.

Also present: Mr. John Boksansky-Zoning Inspector, Leslie McCoy-Village Administrator, Ms. Joyce Porozynski, Mr. Chuck Nichols-Poly Chem Dispersions, Mr. Charles Marshal, Ms. Kim Breyley, Mr. Sam Morrow and Ms. Kate Nelson-Greenleaf.

Agenda: No additions or deletions to the agenda.

Minutes from October 8, 2019 were presented for approval. *Mr. Linberg made a motion to approve the minutes as presented, motion seconded by Mr. Szymanski. All in favor: Yeas (5). Mr. Szymanski requested that a correction be made to the minutes to reflect that the Mayor stated that all village owned properties should be maintained to the highest standard.*

PUBLIC HEARING:

1. **16066 Industrial Parkway PPN 19-080942 Jobil/Polychem Industries Area Variance allowing for a 31' front yard setback where 60' front yard is required. Mr. Klein opened the public hearing at 7:03.** Mr. Boksansky stated that Polychem was in earlier this year. The Commission already granted a front yard setback variance and as the plans for the new construction of the office space evolved it was noted that with the proposed overhang, Polychem would need a slightly larger setback than first granted. No comment from those in attendance, Mr. Klein closed the public hearing at 7:04. *Mr. Klein made a motion to approve the additional front yard setback as requested, motion seconded by Mr. Linberg. Roll call: Yeas (5).*

OLD BUSINESS:

1. **Harrington Square 15551 W. High St. Shopping Center Easement Agreement between Harrington Family Limited Partnership (Grantor), and McDonald's Corporation (Grantee):** Mr. Boksansky stated that this was before the committee in April with the Lot Split. This is formalizing the proposed lot split. The easement involves the site utilities. This agreement allows access to the McDonalds due to the restaurant access being on a private drive and not having their own ingress and egress. *Mr. Linberg made a motion to approve the proposed easement as submitted, motion seconded by Mayor Garlich. Roll call: Yeas (5).*
2. **Greenleaf Processing and Cultivation 15335 Madison Road Fence Discussion regarding revisiting the slat option:** Mr. Boksansky stated that he reached out to Ms. Nelson regarding the other option. Ms. Nelson stated that they came before

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the commission to get a variance for the height of the fence. The material of the proposed fence changed and Greenleaf came back and got permission to install the current fence. To make the fencing look slightly more decorative was to have the fence coated in a black coating. The other option was to install horizontal slates at varying heights. Ms. Nelson stated that at the last meeting it was discussed that this could be revisited if the fencing was not to the commissions liking. Discussion regarding the black coating that is on the fence. It is a micro mesh, the slating will only be installed on the front of the fencing. The consensus is that the fencing looks like a prison. Looking for suggestion on how to improve the look. Mr. Klein wondered what Greenleaf thought about adding Arborvitaes to the outside of the fencing to add some Ms. Nelson stated that she will take it back to Greenleaf and see what they are willing to do. The processing plant should be online by January and the cultivation section by early spring. Ms. Nelson will be at the meeting in January to discuss the fencing further.

NEW BUSINESS:

1. **Rotary Bike Rack Program: Motion is needed from PC to support the project:** Ms. McCoy stated that the Rotary is looking for a motion of support. Discussion regarding the placement; cannot be placed directly on the sidewalks. They need to be installed closer to the storefronts. *Mr. Klein made a motion to support the Rotary Bike Rack Program, motion seconded by Mr. Linberg. Roll call: Yeas (5).*
2. **Planning Commission 2020 Appointment to COMMUNITY REINVESTMENT AREA HOUSINGCOUNCIL (tax incentive review committee):** Mayor Garlich nominated Ms. Joyce Porozynski to the open seat, motion seconded by Mr. Klein. All in favor: Yeas (5).

Current Members:

Mayor Appointment: Dennis Szymanski, Therese Feicht

Council Appointment: Nick Giardian, Scott Klein

Planning Commission Appointment: Open

ZONING INSPECTORS REPORT: Discussion regarding the last batch of violation letters that were sent out. Mr. Boksansky stated that he has heard from several and the violations will be tackled in the spring. Mayor Garlich stated that the thistles in the flower beds at the senior center are as high as the windows and the director is out there pulling them. Would like Mr. Boksansky to look closely at all the village properties and see what violation there are.

PENDING

1. **Centerra 16303 E. High Street (Placement of Fencing and Gates/Type to review fall 19)**
2. **Update Regarding the Airport Zoning.**

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No Planning Commission Meeting in December.

There being no further business before the Planning & Zoning Commission the meeting adjourned at 7:41 pm.

Leslie McCoy – Village Administrator

Scott Klein - Chairman

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