

Village of Middlefield Planning & Zoning
Minute - Teleconference
January 12, 2021

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. Klein and Mr. Dietrich. Mr. Linberg and Ms. Shaffer were on the Zoom call.

Also present: Mr. John Boksansky-Zoning Inspector, Leslie McCoy-Village Administrator, Mr. Thomas Lee, Village Solicitor, and Mr. Andy Ohman.

Agenda: No additions or deletions to the agenda.

Minutes: The minutes of the December 8, 2020 meeting were presented for approval. *Mayor Garlich made a motion to approve the minutes as presented, motion seconded by Mr. Klein. All in favor: Yea (4). Mr. Dietrich abstained he was not in attendance.*

PUBLIC HEARING: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

1. Proposed Lot Consolidation for Briar Hill, an Approximate 4.2 Acre Site at 14800-14820 N. State Avenue Comprised of Parcels:

- PPN 19-055200
- PPN 19-055000
- PPN 19-055400 and
- PPN 19-012500

Mr. Boksansky stated that he has been working very closely with Mr. Ohman for a new addition on the west side of North state Avenue. Mr. Ohman is requesting to consolidate the properties to start the proposed improvements. Mr. Ohman stated that they are proposing to build a cluster of cottages and a memory care unit in the rear of the property. Will be renovating the three current homes and will be re-facing them. They will be used for independent living cottages. Will be bringing forward a site plan in the near future. The cottages will be a duplex ranch style with an attached garage. Looking at two bedrooms and kitchenette. Mayor Garlich asked what the zoning in on the properties. Mr. Boksansky stated that it is General Commercial. Mr. Lee stated that the property will need to be rezoned. Mr. Ohman stated that they are proposing 16 units total. Mr. Dietrich stated that making the property a PUD, may be proper. Lengthy discussion regarding the zoning and re-zoning of the properties and the need for a public hearing once council has been included. Discussion regarding an entrance off of Tare Creek Parkway. *Mr. Klein made a motion to approve the submitted consolidation of the 4 lots, motion seconded by Mayor Garlich. Roll call: Yeas (4).*

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2. **Chuck White Plaza-Relocation of Jennifers Hair Obsession and Offices:** Mayor Garlich asked for clarification regarding current business moving from one location in the village to another location in the village permit fees. Concerned with charging every space with an occupancy permit each time a business moves in and out. Ms. McCoy stated that other communities use what is called a “Cube Space” and only charge an occupancy permit fee if the use changes. Discussion regarding the signage issues with this location.

ZONING INSPECTORS REPORT: Mr. Boksansky stated that there are some outstanding occupancy permit for new home construction, just waiting for the village engineer to sign off on the grading. Received a new application for a new home in Woodsong, will be getting the permit out tomorrow. Discussion regarding the violations that will be transferred from 2020 to 2021 due to weather. Discussion regarding the Fritinger Property on West High Street and the fact that they have fallen out of compliance again. They will be receiving a letter from the prosecutor.

PENDING

Next meeting is on February 9, 2021 at 7 pm.

There being no further business before the Planning & Zoning Commission the meeting adjourned at 7:31 pm.

Leslie McCoy – Village Administrator

Scott Klein-Chairman