

Village of Middlefield Planning & Zoning  
Minutes  
September 12, 2023

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The Village of Middlefield's Planning & Zoning meeting was called to order at 6:00 p.m. with the following members present: Mayor Ben Garlich, Mr. Scott Klein, Ms. Carissa Shaffer, and Mr. David Dietrich. Mr. Linberg is excused.

**Also present:** Mr. Luke McConville- Village Solicitor, Mr. John Boksansky-Zoning Inspector, Mr. Tom Cappello- Village Engineer, Ms. Ann Wichert-Maple Leaf, Mr. Mark Dolezal, and Ms. Karen Hart. Leslie McCoy-Village Administrator is excused.

**Agenda:** Additions/Deletions. Addition: New Business #4 driveway width issues on Steeplechase and Glen Valley.

**Minutes:** The minutes of the August 8, 2023 meeting were presented for approval. **Mr. Klein made a motion to approve the minutes as presented, motion seconded by Mr. Dietrich. All in favor: Yeas (4).**

**PUBLIC HEARING:**

**Mr. Klein opened Public Hearing.**

- 1. 14957 Lake Ave Side yard and Lot coverage Variance as Needed to Provide for Parcel Consolidation. Proposed Consolidation of Three Lots PPN 19-052760, 19-052861, and 19-052762.:** Mr. Boksansky stated Mark Dolezal requested a lot consolidation and upon review some variances will be required. There is a 3.3' side yard from an accessory garage structure on the south property line where 8' is required, as well as 29% lot coverage where 25% is permitted as part of the consolidation request. **Mr. Klein made a motion to approve the requested variances, motion seconded by Ms. Shaffer. All in favor: Yeas (4).**  
**Mr. Klein made a motion to approve the lot consolidation request, motion seconded by Mr. Dietrich. All in favor: Yeas (4).**

**Public Hearing closed by Mr. Klein.**

**NEW BUSINESS:**

- 1. Butterfly and Rain Garden Location for Discussion:** Mayor Garlich stated he does not have an issue with butterfly and rain gardens if they are being maintained. Mayor Garlich would like to adopt an ordinance stating where a butterfly and rain garden can be located on the property. Mayor Garlich wants an ordinance stating they have to be in the backyard of the property.
- 2. TSC Tractor Supply Company 15424 W High Street Open Storage and Display of Material & Equipment- Two year permit application. 2021-2023 previously issued:** Mr. Klein stated this is just a repeat of what Tractor Supply has had. Mr. Klein stated Tractor Supply has always followed the rules and the property looks nice so he recommends they issue the permit to Tractor Supply since they are not changing anything.  
**Mr. Klein made a motion to approve a 2 year permit for Tractor Supply, motion seconded by Ms. Shaffer. All in favor: Yeas (4).**
- 3. Ingress/ Egress Discussion re: Hartville/Sherpa Properties, and Chuck White Property shared access at Tare Creek Parkway:** There is a need for interim access to benefit Mr. White, previous to formal installation by Hartville. Mayor Garlich stated if

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Hartville does not grant Mr. White access then Mr. White should get a curb cut and Hartville should not.

- 4. Driveway width issues on 14702 Steeplechase Dr:** Mr. Boksansky stated there is no variance. The new home build proposal has a three (3) car garage. **Mr. Klein made a motion to approve a 30' driveway at 14702 Steeplechase Dr, motion seconded by Mr. Dietrich. All in favor: Yeas (4).**  
**Mr. Klein made a motion to approve a 27' wide driveway to accommodate a parking pad south of the approved driveway, motion seconded by Mr. Dietrich. All in favor: Yeas (4).**

**OLD BUSINESS:**

- 1. 15421 Old State Rd. Geauga County Airport Consolidation of Parcels:** Mr. Boksansky stated the surveyor and the planner from M. Baker & Associates will work on preparing separate plats. Mr. Luke McConville will work on an associated plat approval language for the Village of Middlefield. Mr. McConville stated he would not pass this until the final drawings are presented to the Planning and Zoning Commission. Mr. Klein stated this will be tabled until the next Planning and Zoning Meeting.
- 2. Adding Airports to I-Industrial District Ord. 23-132:** Planning and Zoning Commission discussed taking a look at the Airport land currently located in an I-Industrial and R-1 Single Family Residential and making adjustments as needed so it is more in tune to current and future use.
- 3. Rezone of Airport. (recommend to Council) Ord. 23-133:** Once the proper drawings are received by the Village Planning and Zoning can move forward in rezoning the airport to I-Industrial.
- 4. Zoning Review- Changing**
  - **R-3 Area to R-PUD (proposed ordinance)**
  - **R-2 District Zoning Update (proposed ordinance)**
  - **An ordinance amending the short term rental ordinance to limit issuance of short term rental licenses to properties located in the R-3 zone.**Proposed ordinances R-3 area to R-PUD and the R-2 District Zoning update, including amendment of Short Term Rental locations to be located only in an R-3 district.

**Mr. Klein made a motion to recommend R-3 area to R-PUD to Council, motion seconded by Ms. Shaffer. All in favor: Yeas (4).**

**Mr. Klein made a motion to take R-2 district zoning update to Council, motion seconded by Mr. Dietrich. All in favor: Yeas (4).**

**Mr. Klein made a motion to take amending the short term rental ordinance to Council, motion seconded by Ms. Shaffer. All in favor: Yeas (4)**

**PUBLIC DISCUSSION:**

**ZONING INSPECTORS REPORT** – Mr. Boksansky stated the report is included in the packet. Mr. Boksansky stated 19 out of 23 permits were approve in the month of August.

**PENDING**

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**Mr. Klein made a motion to adjourn the Planning & Zoning Commission at 6:48 pm, motion seconded by Mr. Dietrich. All in favor: Yeas (4).**

**Next meeting is on Tuesday, October 10, 2023 at 6 PM.**

There being no further business before the Planning & Zoning Commission the meeting adjourned at 6:48 pm.

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Leslie McCoy – Village Administrator

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Scott Klein-Chairman

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