

Village of Middlefield Planning & Zoning Minutes

August 12, 2025

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

Also present: Leslie McCoy-Village Administrator, Mr. Luke McConville- Village Solicitor, Mr. John Boksansky-Zoning Inspector, Mr. Tom Cappello- Village Engineer, Ms. Ann Wishart- Maple Leaf, Ms. Sabine Weizer, Ms. Jennifer Filla, Mr. Justin Filla, and Ms. Tori Worthen.

Agenda: No Additions/Deletions.

Minutes: The minutes of the July 8, 2025 meeting were presented for approval. **Mr. Linberg made a motion to approve the minutes of July 8, 2025 as presented, motion seconded by Ms. Shaffer. Roll Call. All in favor: Yeas (5).**

PUBLIC HEARING:

Mr. Klein opened the Public Hearing at 6:01PM.

- 1) **14972 Linda Ave PPN 19-069900 Requests a dual variance for expansion of a nonconforming use per Ord. 1163.04 (a) and elimination of the garage requirement as prescribed in 1153.02 R-2, and R-1 Residential Districts.** Mr. Boksansky stated he would like to convert the existing garage into a living area. Mr. Boksansky stated the increase of livable space for properties is limited to 10% of the existing building ground floor area. The proposal is to expand the space 27.3% so a variance is required. Mr. Boksansky stated as a result of the proposed expansion of living space, the garage requirement would not be met. The garage requirement for an R-1 and R-2 Residential district is 400 SF attached or detached garage. If approved for livable space the property would not have a garage. Mr. Boksansky stated the property does have a pad beside the existing garage so future attached or detached garage may be accommodated and still meet the side yard requirement for the property. **Mr. Klein made a motion to approve the variance as written, motion seconded by Mr. Garlich. Roll Call. All in favor: Yeas (4) - Mr. Garlich, Mr. Linberg, Mr. Klein, Ms. Shaffer. No (1) – Mr. Dietrich.**

- 2) **15622 W High St Jennifer's Hair Obsession Conditional Use for the addition of a Body Art business to expand within existing salon workspace.** Mr. Boksansky stated a conditional use is required to permit body art business to operate within. The existing salon has been in operation at this address/location since January 13, 2021. The applicant, Jennifer Filla has made application seeking a conditional use in accord with the requirements of Section 1135 of the Village of Middlefield ordinance. **Mr. Dietrich made a motion to grant a conditional use permit contingent upon providing the State Board Cosmetology certification and the health department certification to our zoning inspector, motion seconded by Mr. Linberg. Roll Call. All in favor: Yeas (4) – Mr. Garlich, Mr. Linberg, Mr. Klein, Mr. Dietrich. No (1) – Ms. Shaffer.**

Mr. Klein closed the public hearing at 6:22PM.

NEW BUSINESS:

OLD BUSINESS:

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PUBLIC DISCUSSION: Mayor Garlich questioned the banner signs at the old Circle K gas station where it is now Mapco. Mr. Boksansky stated the banner signs need to be changed out to permanent signs and stated he will make sure to enforce the zoning codes on signs.

ZONING INSPECTORS REPORT – Mr. Boksansky stated the report is included in the packet. Mr. Boksansky was able to issue all permits applied for in the month of July.

PENDING

- 1) Smallwood Subdivision (23 homes) GSWCD Plan review input received, reviewed at 3/11/2025 PnZC Meeting. No update available.
- 2) Heritage Point (209 homes) Lake Avenue 39 in the first phase.
- 3) Proposed Lot Split regarding PPN 19-043400 (in que) application is pending. Involves Geauga County Airport.
- 4) 15885 West High Street Property Nuisance Property Update.
- 5) Noise issue in vicinity of S. State Ave/ Industrial Parkway/ Kenwood. (Periodic updates as available.

Discussion held on pending projects and where they are in terms of being completed or solved. See notes on each pending project.

Mr. Klein made a motion to adjourn the Planning & Zoning Commission at 6:41pm, motion seconded by Mr. Linberg. Roll Call. All in favor: Yeas (5).

Next regular meeting is on Tuesday, September 9, 2025 at 6 PM.

There being no further business before the Planning & Zoning Commission the meeting adjourned at 6:41 pm.

These Planning and Zoning Meeting Minutes are to be supplemented by any audio recording of the Meeting, to the extent any such audio recording exists and is kept by the Village.

Leslie McCoy – Village Administrator

Scott Klein-Chairman