

Village of Middlefield Planning & Zoning Minutes

September 9, 2025

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

Also present: Ms. Cindy Naftzger- Administrative Assistant, Mr. Luke McConville- Village Solicitor, Mr. John Boksansky-Zoning Inspector, Ms. Sabine Weizer, Mr. Ken Zwolinski, Mr. Alex Duncan, Mr. Ryan Santha, and Mr. Lance Schamberg. Leslie McCoy-Village Administrator is excused.

Agenda: No Additions/Deletions.

Minutes: The minutes of the August 12, 2025 meeting were presented for approval. **Mr. Dietrich made a motion to approve the minutes of August 12, 2025 as presented, motion seconded by Mr. Linberg. Roll Call. All in favor: Yeas (4).**

PUBLIC HEARING:

Mr. Klein opened the Public Hearing at 6:02PM.

- 1) 16040 E High St, PPN 19-039200, located in a GC- General Commercial zoning district. Owner applicant of the property is seeking a variance to establish a short term rental (STR) use in a GC- General Commercial zoning district, where STR's are only permitted in a R-3 residential zoning district.** Mr. Boksansky stated this is for a short term rental application to establish use in a General Commercial District. It is directly across from an R-3 residential zoning district. Mr. Boksansky stated there are currently 1/3 short term rentals in the Village currently permitted. Mr. Santha spoke and stated he actually wants to convert his garage space into a short term rental. Mr. Boksansky stated he was not aware he wanted to use the garage space and was under the impression the main living space is what was applied for as a short term rental. Mr. Boksansky stated Mr. Santha needs plans in order to bring this to the Planning and Zoning Commission. Mr. Dietrich stated this would require a use variance and Mr. McConville agreed. Mr. McConville stated Mr. Santha would have to discuss these plans with the Geauga County Building Department and get approval and then bring plans back to the Planning and Zoning Commission to discuss. Mr. Klein stated if Mr. Santha would be converting the garage into a short term rental he could bring the plans in for them to review and discuss. Mr. McConville recommended tabling the public hearing. Mr. Lance Schamberg and Mr. Alex Duncan are both present as neighbors to Mr. Santha and are both in support of the short term rental if the Planning and Zoning Commission approves the plans. Mr. Schamberg stated it would be nice to have more available places to stay in the Village. **Mr. Klein made a motion to table the public hearing, motion seconded by Mr. Linberg. Roll Call. All in favor: Yeas (4).**

Mr. Klein closed the public hearing at 6:35PM.

NEW BUSINESS:

OLD BUSINESS:

PUBLIC DISCUSSION:

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ZONING INSPECTORS REPORT – Mr. Boksansky stated the report is included in the packet. Mr. Boksansky was able to issue 25/28 permits applied for in the month of August. Mr. Boksansky stated there was a lot of occupancy permits for Woodsong that were sent out in the month of August.

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 6:47pm, motion seconded by Mr. Linberg. Roll Call. All in favor: Yeas (4).

Next regular meeting is on Tuesday, October 7, 2025 at 6 PM.

There being no further business before the Planning & Zoning Commission the meeting adjourned at 6:47 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