

Village of Middlefield Planning & Zoning Minutes

March 10, 2026

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, Ms. Sabine Weizer, Mr. Alex Duncan, Mr. William Hickox, Ms. Heather Kochy, Ms. Denise Thirion, and Mr. Brian Thirion.

Agenda: No Deletions. **Additions to New Business:** 2. Acknowledgement of easements between two private parties concerning parcels on Industrial Parkway, 3. Heritage Pointe development signage, 4. Bill Hickox- neighbor of Hartville Hardware present with concerns.

Minutes: The minutes of the February 10, 2026 meeting were presented for approval. **Mr. Linberg made a motion to approve the minutes of February 10, 2026 as presented, motion seconded by Ms. Shaffer. Roll Call. All in favor: Yeas (5).**

PUBLIC HEARING:

Mr. Klein opened the public hearing.

- 1. 15980 Button St Extension of a nonconforming use and a rear yard setback variance 13' setback where 30' is required for a proposed home addition and deck.** Mr. Boksansky stated the applicants have applied for an addition to the rear of the house, it is a family room and also a deck that will be added on to the addition. Mr. Boksansky stated this will need a 13' setback where 30' is required. Mr. Boksansky stated it is nonconforming due to the lot size. Mr. McConville stated talking about area variances it can be argued that the additions would fit into the essential character of the neighborhood. Mr. McConville stated it would not interfere with governmental services. **Mr. Dietrich made a motion to approve the area variance 13' setback where 30' is required; motion seconded by Mr. Linberg. Roll Call. All in favor: Yeas (5). Mr. Klein made a motion to approve a 528 square foot addition where 100 square feet is allowed, motion seconded by Mr. Dietrich. Roll Call. All in favor: Yeas (5).**

Mr. Klein closed the public hearing.

NEW BUSINESS:

- 1. Potential for access walking path to schools from North cul de sac of Hillcrest (Kortan Property):** Mr. Boksansky stated this is a proposed potential access point for school easement opportunity. Mr. Kortan is the owner of property 19-069566 known as 14745 Hillcrest Ave. There was previously discussion about this access approximately 20 years ago per Mr. Chris Kortan. Mr. Kortan would provide the easement and sharing of some of the costs associated with the project as he would like the access dedication to be named after his father and mother- James and Mary Ann Kortan. The potential access point could serve as access for students to the Jr and Sr High, as well as elementary to the North, and points south to homes and the library. Glen Valley has a similar access to school property off of Glen Valley Dr at the Palla property 14818 Glen Valley Dr that is a 25 ft easement. Mr. Klein recommended sending a notice to other residents on Hillcrest to make sure there are no objections. Mr. Boksansky stated the next step would be to

Village of Middlefield Planning & Zoning Minutes

March 10, 2026

reach out to the superintendent to see what their thoughts are on it. Mr. McConville stated it would be more appropriate for the school to hold the easement.

2. Acknowledgement of easements between two private parties concerning parcels on Industrial Parkway: Mr. Boksansky stated with a new company coming in this is just for the Village to acknowledge the easement. Mayor Garlich questioned why we would need to acknowledge an easement between two private property owners. Mr. McConville stated there is something in the Village ordinance that states the Village has to acknowledge any easements. **Mr. Klein made a motion to acknowledge the easement between the two private parties, motion seconded by Mr. Dietrich. Roll Call. All in favor: Yeas (5).**

3. Heritage Pointe development signage: Mr. Boksansky stated this is for the proposed entry way signage for the Heritage Pointe development that is going in off of Lake Ave. Mr. Boksansky stated it is at an angle and there will be one sign for the entrance. **Mr. Garlich made the motion to approve the signage for the Heritage Pointe Entrance, motion seconded by Mr. Klein. Roll Call. All in favor: Yeas (5).**

4. Bill Hickox- neighbor of Hartville Hardware present with concerns: Mr. Hickox is present and stated his sister Ms. Heather Kochy is also present. Mr. Hickox stated they are co-owners of the property that is neighbors to the new Hartville Hardware property. Mr. Hickox stated two concerns he has that he would like to discuss today are; 1. The total loss of privacy on their 30 acres of property, and 2. The trash problem. Mr. Hickox stated he has provided pictures to Ms. McCoy that will be shown to the committee. Mr. Hickox stated the way the driveway and parking lot is set up headlights shine on to the property into the home's windows. Mr. Hickox stated there are multiple incidents that happen on the property that disturb their privacy; a couple of those things being people walking dogs in the parking lot of Hartville, families riding bicycles in the parking lot of the property, and someone flying a drone that he stated flew over his own property as well. Mr. Hickox stated there have been many more incidents that have all been documented with police reports. Mr. Hickox stated all entrances to his house, barn, and garage are on the east side of the property so they are all exposed to the Hartville Hardware property. Mr. Hickox is present tonight to see what the Village can do to help and what his options are to maintain the property's privacy. Mayor Garlich stated there will be discussion with the property owner after the meeting to see what can be done to maintain privacy of the private property neighboring Hartville Property to the west.

OLD BUSINESS:

PUBLIC DISCUSSION:

ZONING INSPECTORS REPORT – Mr. Boksansky stated the report is included in the packet.

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. Grading and Infrastructure construction underway.
- 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. Incremental progress is being made regarding improvements.

Village of Middlefield Planning & Zoning Minutes

March 10, 2026

- 5) Noise issue in vicinity of S. State Ave/ Industrial Parkway/ Kenwood. (Periodic updates as available, remediation project in planning stages. Contract agreement has been prepared.)
- 6) 14958 S State Ave Coffee Roaster seeking conditional use (granted 1.6.2026) in a GC-General Commercial District space previously occupied by Middlefield Nutrition. Tenant was seeking the conditional use with approval by the property owner Robert Protocar. Occupancy Pending. A March opening is planned.
- 7) 1.6.2026: at Planning and Zoning discussed the open storage of materials and equipment, and any changes to the ordinance that might be contemplated for renewal on a biannual basis. Draft ordinance approved and is before Council, first reading completed, public hearing scheduled at Council 2/12/2026 @ 7:30PM. Second Reading Passed. Permit holders informed via mail and email.
- 8) 15511 W High St Middlefield Express, LLC future oil change business. Applicant is seeking final approval based on altered site plan. Approved pending final site plan review by zoning inspector. Plans being finalized for submittal.
- 9) 16515 E High St Circle K approved pending VE approval, GCSWCD approval. Plans being finalized for approval.

Mr. Klein made a motion to adjourn the Planning & Zoning Commission at 6:56pm, motion seconded by Mr. Linberg. Roll Call. All in favor: Yeas (5).

Next regular meeting is on Tuesday, April 7, 2026 at 6PM.

There being no further business before the Planning & Zoning Commission the meeting adjourned at 6:56 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