

Village of Middlefield Planning & Zoning Minutes

May 12, 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. Scott Klein, Mr. Linberg, 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, Ms. Ann Wishart- Maple Leaf, Mr. Andy Ohman, Mr. Anderson Ohman, and Mr. Christian Ohman.

Agenda: No Deletions. Additions: Briar Hill Cottages pavilion request in common area for residents.

Minutes: The minutes of the April 7, 2026 meeting were presented for approval. **Mr. Linberg made a motion to approve the minutes of April 7, 2026 as presented, motion seconded by Mr. Dietrich. Roll Call. All in favor: Yeas (5).**

PUBLIC HEARING: NONE

NEW BUSINESS:

- 1) **Briar Hill Cottages Pavilion Request in common area:** Mr. Boksansky stated he spoke to John Miller and stated it would be 15x13 and no higher than 11-12 feet. It will be built on a concrete pad in the common area by the cottages. Mr. Boksansky included photographs to show where it would be placed. Mr. Boksansky stated the gazebo meets all requirements. **Mayor Garlich made a motion to approve the use of an accessory structure, motion seconded by Mr. Klein. Roll Call. All in favor: Yeas (5).**

OLD BUSINESS:

- 1) **Ohio, State Sub. H.B. No. 646 As reported by the House Technology and Innovation Committee, to create the Data Center Study Commission. Review potential Ordinance for a Moratorium on such developments.** Mr. McConville stated he will make sure the ordinance reflects the regulations on the moratorium. **Mr. Klein made a motion to take to Council, motion seconded by Mr. Dietrich. Roll Call. All in favor: Yeas (5).**
- 2) **16011 Pierce St. PP# Briar Hill Project at the former Jordak Elementary School: Adaptive reuse of the former school building and a new structure for 75 - 88 Units of Senior assisted Living Apartments: Seeking a Rezone of the parcel From GC - General Commercial to R-PUD 1153.09 (3) Special Use permit for Senior Housing Uses. Additionally based on the planned density being an estimated 8 units per acre (ground floor), with an additional 6-8 units per acre on the upper floors. A variance will be needed as ordinance allows up to six (6) units per acre and parking requirement of up to 210 to 249 cars.** Mr. Boksansky stated approval will need to take place at a public hearing. Mr. Ohman stated eventually he would like to visit the possibility of putting in some car ports. Mr. Ohman stated they are fully committed to this project and already have a potential waiting list. Mr. Ohman stated the one bedroom apartments will be in the existing building and the 2 bedroom apartments will be in the new construction building. Mr. Ohman stated they will be keeping the gym and the cafeteria for common use area with a restaurant that will be open to the public. Mr. McConville stated the restaurant may require a use variance but stated he will look into it. **Mr. Klein made a motion to**

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recommend to Council and waive Planning & Zoning right to a public hearing, motion seconded by Mr. Linberg. Roll Call. All in favor: Yeas (5).

- 3) Easements for Tarkett Building 16077 Industrial Parkway:** The Johnsonite/Tarkett sale of 16077 Industrial Parkway to Secure Recycling requires an additional acknowledgement of easements regarding access drives and reciprocal stormwater easements. As of 3/31/26, no update drawings of legal descriptions have been sent by Tarkett, or the purchaser representative. Drawings were created with Legal Descriptions which were stamped and signed by Planning and Zoning Chairman Scott Klein with approval by Planning and upon presentation. **Mr. Klein made a motion to approve the easement, motion seconded by Mr. Dietrich. Roll Call. All in favor: yeas (5)**
- 4) 16515 E. High Street Circle K updates:** Based on Value Engineering, some changes to the site plan will be proceeding. Eliminating the west parking site (9 vehicles) and maintaining the buggy tie off is being proposed. The front parking is adequate with 18 spaces including 1 ADA parking space. An exterior grease trap will change to an interior trap. Mr. Boksansky provided pictures to show the amended plan.

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 mtg. No update available.
- 2)** Heritage Point (209 homes) Lake Avenue 38 homes 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.
- 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 South 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 Potocar. Occupancy pending. A March opening is planned.
- 7)** 1.6.2026: at PnZC Discussed the Open Storage of materials and equipment, and any changes to the ordinance that might be contemplated for renewal on a bi annual basis. Draft ordinance approved and is before council. Public hearing scheduled at Council 2/12/2026 @ 7:30 PM. Third reading approved and adopted 3/12/2026. Permit holders Were informed via mail and Email.
- 8)** 15511 West High Street 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)** Circle K approved pending VE approval, GCSWCD approval. Plans being finalized for approval.
- 10)** Potential for access walking path to Schools from North Cul De Sac of Hillcrest (Kortan Property 16515 E High Street. Email, discuss with Board Chair, Linda Smallwood.
- 11)** PP# 19-072865 Self Storage Business. Conditional Use required & Variance for Lot coverage: 65% lot coverage where 60% is required. Tare Creek access is also required to be approved, + make recommendation to council to approve. (permit pending)

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Mr. Dietrich 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, June 9, 2026 at 6PM.

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