

Village of Middlefield Planning & Zoning Minutes

June 9, 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, and Mr. Scott Rives-Hartville Hardware.

Agenda: No Additions/Deletions.

Minutes: The minutes of the May 12, 2026 meeting were presented for approval. **Mr. Dietrich made a motion to approve the minutes of May 12, 2026 as presented, motion seconded by Mr. Linberg. Roll Call. All in favor: Yeas (5).**

PUBLIC HEARING:

Mr. Klein opened the public hearing.

- 1) **15260 W High St Hartville Signage application and variance monument sign with reader board. Applicant is applying for a height as well as an amount of square footage variance, and electronic reader board associated with a pole, or tall monument sign, where electronic reader boards shall be permitted as a ground sign.** Mr. Boksansky stated he wants to make the sign taller and add a reader board. Mr. Klein stated they included pictures of the proposed sign and everything looks great. Mr. Rives is present for Hartville Hardware and stated the business sits back pretty far so they would like to put up some signage for the business to allow for appropriate visibility and readability. Mr. Klein stated there have been no objections from any neighbors or anyone from the public. **Mr. Klein made a motion to approve the height and square footage variance as well as the reader board, motion seconded by Mr. Linberg. Roll Call. All in favor: Yeas (4).**

Mr. Klein closed the public hearing.

NEW BUSINESS: NONE

OLD BUSINESS:

- 1) **16515 E High St Circle K- Electric Easement:** Mr. Boksansky stated this easement is located on private property but there is a requirement for it to be acknowledged. **Mr. Klein made a motion to approve the electric easement for 16515 E High St, motion seconded by Ms. Shaffer. Roll Call. All in favor: Yeas (4).**

PUBLIC DISCUSSION:

ZONING INSPECTORS REPORT – Mr. Boksansky stated the report is included in the packet. Mr. Boksansky was able to issue 10 zoning permits for the month of May.

PENDING

- 1) Smallwood Subdivision (23 homes). GSWCD Plan review input received, reviewed at 3/11/2025 PnZC mtg. No update available.

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- 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 approval.
- 9) Circle K approved pending VE approval, GCSWCD approval. Plans being finalized for approval.
- 10) 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)
- 11) Data Center moratorium established.
- 12) Briar Hill rezone process began for 16011 Pierce St.

Mr. Dietrich made a motion to adjourn the Planning & Zoning Commission at 6:38pm, motion seconded by Mr. Linberg. Roll Call. All in favor: Yeas (4).

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

There being no further business before the Planning & Zoning Commission the meeting adjourned at 6:38 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