

Village of Middlefield Planning & Zoning Minutes

July 7, 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, Ms. Ann Wishart- Maple Leaf, Jacpul Janke, and Mr. Joseph Svete.

Agenda: No Additions/Deletions.

Minutes: The minutes of the June 9, 2026 meeting were presented for approval. **Mr. Dietrich made a motion to approve the minutes of June 9, 2026 as presented, motion seconded by Mr. Linberg. Roll Call. All in favor: Yeas (5).**

PUBLIC HEARING: NONE

NEW BUSINESS:

1. **Preliminary Phase II Heritage Pointe R-PUD Zoning Proposing 37 New Homes.** Mr. Svete is present and stated before Ryan Homes progresses with Phase 1 which is almost complete, they would like to get Phase II prepared and ready for the homes. Mr. Svete stated each lot will be the same size as the homes in Woodsong which allows for 20' between homes. Mr. Boksansky stated this is preliminary approval and it would go to Council for final approval. **Mr. Klein made a motion to approve the Phase II of Heritage Pointe contingent on approval by the Village engineer, motion seconded by Mr. Linberg. Roll Call. All in favor: Yeas (5).**
2. **CEI, Illuminating Company Easements per AFS ROW rep for Heritage Pointe. Easements Associated with supplying power to the Heritage Pointe project: 15' wide adjacent to Lake Ave across these addresses and parcels. Above ground easement is proposed.**
 - a. 15124 Lake Ave PP# 19-081126 Name: Detweiler, John A.L. & Mary F.
 - b. 15112 Lake Ave PP# 19-001100 Name: Kratochvil, Hunter L.
 - c. 15092 Lake Ave PP# 19-033950 Name: Medhurst, John C. and Scharlotte
 - d. 15086 Lake Ave PP# 19-023650 Name: Calahan, Michael Heiss**Other parcels that are in negotiations: 19-003820 VanCura, 19-001000 Guarniere, 19-070314 Meadowlakes Properties.**

Mr. Boksansky stated these will be underground and they need easements for these. Most of the poles that are currently there will be taken down. Mr. Boksansky stated this is just an acknowledgment of the easements by the Village. **Mr. Klein made a motion to acknowledge and agree to the easements as noted, motion seconded by Mr. Dietrich. Roll Call: All in favor: Yeas (5).**

OLD BUSINESS: NONE

PUBLIC DISCUSSION: Mr. Morrow is present and would like something done about the fence at the Mullins property since it needs to be updated and the fence is falling apart. Mr. Morrow is asking the committee if there is anything they can do about it. Mr. Boksansky stated he did reach out to them and they have not responded to him.

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July 7, 2026

ZONING INSPECTORS REPORT – Mr. Boksansky stated the report is included in the packet. Mr. Boksansky was able to issue 11 zoning permits for the month of June.

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 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.
- 13) Hartville Hardware variance for signage approved on June 9, 2026.

Mr. Dietrich made a motion to adjourn the Planning & Zoning Commission at 6:33pm, motion seconded by Mr. Linberg. Roll Call. All in favor: Yeas (4).

Next regular meeting is on Tuesday, August 11, 2026 at 6PM.

There being no further business before the Planning & Zoning Commission the meeting adjourned at 6:33 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

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