

**Village of Middlefield Planning & Zoning  
Meeting Minutes  
January 28, 2016**

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The Village of Middlefield's Planning & Zoning meeting was called to order at 7:00 p.m. with the following members present: Mayor Garlich, Mr. Scott Klein, Mr. Jim Linberg and Ms. Edna Davis.

Also present: Mr. Dan Weir-Administrator, Ms. Leslie McCoy, Ms. Latisha Stupka-Tax Administrator, Ms. Kim Breyley, Mr. Dave Dietrich, Mr. Dennis Szymanski, Mr. Devin Hazen, Mr. Andy Ohman, Mr. Lee Chester Turner-Turner Architecture, Mr. Tony Yeropoli and Ms. Ann Wishart-Maple Leaf.

Agenda: No additions or deletions.

Minutes from August 27, 2015 were presented for approval. *Mr. Klein made a motion to approve the minutes as presented, seconded by Mr. Linberg. All in favor: Yeas (3).*

**PUBLIC HEARING:**

1. **Briar Hill Nursing Home – Rezoning & Lot Consolidation:** Ms. Gambosi stated that Briar Hill would like to consolidate the two corner lots on North state and Tare Creek. The purpose of consolidating the lots is looking to get a curb cut and are proposing to install a parking lot. There is a large need for more independent living in Geauga County. Briar Hill submitted two proposed option. One is with the homes removed from the properties along North state and then showing the parking lot and the second is with the houses remaining and installing the parking lot behind. Discussed the zoning of the lots. Currently zoned R2 and is requesting that the lots be rezoned to GC.  
**(a)Mr. Klein made a motion to recommend that council adopt legislation rezoning the 6 parcels to General Commercial, seconded by Mayor Garlich. Roll call: Yeas (4).**  
**(b)Ms. Davis made a motion to approve the requested lot consolidation of lots #1, lot #2 and lot #3 upon transfer of ownership as long as the necessary paperwork is filed within the next 12 month, seconded by Mr. Linberg. Roll call: Yeas (4).**  
Briar Hill is also in need of a side yard setback variance along Button Street. The village required 50 feet and they will have approximately 38 feet. The proposed building will be a Y shape with a court yard in the middle. All the buildings will be connected. Hoping to start construction in May or June.  
**(c) Mr. Klein made a motion to approve the side yard setback variance request, seconded by Mr. Linberg. Roll call (4).**  
Briar Hill is proposing a parking lot for employees further east on Button Street that Briar Hill currently own; there are the 2 assisted living and Mr. Seller's property between. The employees would use the Button Street sidewalk and a sidewalk would tie in that would be used for employees to enter the back of the building. Requesting a conditional use for the parking lot in a residential area and

then will also need a variance to allow an accessory building on a lot with no main residence. Discussed changing parcels along Button Streets to General Commercial. Mr. Ohman is willing to install natural screening along the sides of the parking area. Discussed the temporary parking on the west side of 608 during construction. Would prefer the parking area on Button Street.

**(d) Mayor Garlich made a motion to allow for the requested variance of the lot for parking by a commercial structure that is located down the street and to allow the elimination of the existing building and to allow the construction of a garage, subject to the site plan review for the screening and the garage, seconded by Ms. Davis. Roll call: Yeas (4)**

#### OLD BUSINESS:

1. **Approval of Village Design Standards:** This is just a formal approval of all the changes that have been discussed and suggested. **Mr. Linberg made a motion to approve the amendments to the Design Standards, seconded by Mr. Klein. Roll call: Yeas (4)**

#### NEW BUSINESS:

1. **Applicant for Vacant Seat:** Four applicants have applied for this vacant seat. Mr. Dennis Szymanski, Mr. Devan Hazen, Mr. Dave Dietrich and Ms. Linda Smallwood. Ms. Smallwood has withdrawn her application. Mr. Szymanski gave an overview of his experience. Mr. Hazel gave an overview of his experience. Mr. Dietrich gave an overview of his experience.

**ZONING INSPECTORS REPORT:** Ms. Gambosi gave an overview of the zoning fees that were collection. There was more activity in 2015 than 2014. Discussed changing the cap on the Neat Street Program.

There being no further business before the Planning & Zoning Commission Mr. Klein made a motion to adjourn the meeting at 8:10 pm, seconded by Mr. Linberg. All in favor: Yeas (4).

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Latisha Stupka-Tax Administrator

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Scott Klein-Chairman