

**PLANNING AND ZONING COMMISSION
MEETING MINUTES
Mayfield Village
Jan 9, 2023**

The Planning & Zoning Commission met in regular session on Mon, Jan 9, 2023 at 6:05 p.m. at the Mayfield Village Civic Center, Civic Hall. Chairman Pro Tem McGrath presided.

Roll Call

Present: Mr. Paul Fikaris Chairman
Dr. Sue McGrath Chairman Pro Tem
Mr. Allen Meyers Council Rep
Mr. Jim Kless
Mr. Henry DeBaggis

Also Present: Ms. Diane Calta Law Director
Mr. Daniel Russell Building Commissioner
Ms. Deborah Garbo Commission Secretary

Absent: Mayor Bodnar
Mr. John Marquart Economic Dev Manager
Mr. Tom Cappello Village Engineer
Ms. Jennifer Jurcisek Council Alternate

Consideration of Meeting Minutes: Dec 5, 2022

Mr. Kless, seconded by Mr. Meyers made a motion to approve the minutes of Dec 5, 2022.

ROLL CALL

Ayes: Dr. McGrath, Mr. Meyers, Mr. Fikaris, Mr. Kless, Mr. DeBaggis

Nays: None

Motion Carried

Minutes Approved as Written

ORGANIZATIONAL 2023

- Election of Chairman
- Election of Chairman Pro Tem
- Election of Secretary
- Election of P & Z Rep to the Board of Zoning Appeals

PROPOSAL

1. Conditional Use Permit Renewals

New Expiration Date: Dec 2026

(ORD 2022-10 passed 8/15/22 Repealing & Replacing Section 1149.02
Relating to Conditional Use Permits)

OPEN PORTION

Chairman Pro Tem McGrath called the meeting to order. This is a regular meeting of the Planning & Zoning Commission, Mon Jan 9th, 2023.

ORGANIZATIONAL 2023

- Election of Chairman
- Election of Chairman Pro Tem
- Election of Secretary
- Election of P & Z Rep to the Board of Zoning Appeals

Chairman Pro Tem McGrath stated, let's move on to our Organizational Meeting. We're in need of a new Chairman because our wonderful Chairman Vetus Syracuse has stepped down. Everybody knows the reason, something very positive in his career and we're all very proud of him, but sad that he's not with us anymore.

We need to elect a Chairman, Chairman Pro Tem, Secretary and a P & Z Representative from this Commission to the BZA.

Chairman

Chairman Pro Tem McGrath opened the floor to a motion for nominations for Chairman.

Mr. DeBaggis, seconded by Mr. Kless made the motion to nominate Paul Fikaris as Chairman.

Chairman Pro Tem McGrath asked, any discussion or any other nominations? There was none.

Mr. DeBaggis, seconded by Mr. Kless made a motion to close the nominations.

ROLL CALL:

Ayes: Dr. McGrath, Mr. Meyers, Mr. Fikaris, Mr. Kless, Mr. DeBaggis

Nays: None

Motion Carried

Nominations Closed

Chairman Pro Tem McGrath asked for a Roll Call on the nomination.

ROLL CALL:

Ayes: Dr. McGrath, Mr. Meyers, Mr. Fikaris, Mr. Kless, Mr. DeBaggis

Nays: None

Motion Carried

Paul Fikaris to serve as 2023 Chairman

Chairman Pro Tem

Chairman Pro Tem McGrath opened the floor to a motion for nominations for Chairman Pro Tem.

Mr. Meyers, seconded by Mr. Fikaris made the motion to nominate Dr. Sue McGrath as Chairman Pro Tem.

Chairman Pro Tem McGrath asked, any discussion or any other nominations? There was none.

Mr. DeBaggis, seconded by Mr. Meyers made a motion to close the nominations.

ROLL CALL:

Ayes: Dr. McGrath, Mr. Meyers, Mr. Fikaris, Mr. Kless, Mr. DeBaggis

Nays: None **Motion Carried**
 Nominations Closed

Chairman Pro Tem McGrath asked for a Roll Call on the nomination.

ROLL CALL:

Ayes: Dr. McGrath, Mr. Meyers, Mr. Fikaris, Mr. Kless, Mr. DeBaggis

Nays: None **Motion Carried**
 Dr. Sue McGrath to serve as 2023 Chairman Pro Tem

Secretary

Chairman Pro Tem McGrath opened the floor to a motion for nominations for Secretary.

Mr. Fikaris, seconded by Mr. Kless made the motion to nominate Deborah Garbo for Secretary.

Chairman Pro Tem McGrath asked, any discussion or any other nominations? There was none.

Mr. DeBaggis, seconded by Mr. Meyers made a motion to close the nominations.

ROLL CALL:

Ayes: Dr. McGrath, Mr. Meyers, Mr. Fikaris, Mr. Kless, Mr. DeBaggis

Nays: None **Motion Carried**
 Nominations Closed

Chairman Pro Tem McGrath asked for a Roll Call on the nomination.

ROLL CALL:

Ayes: Dr. McGrath, Mr. Meyers, Mr. Fikaris, Mr. Kless, Mr. DeBaggis

Nays: None **Motion Carried**
 Deborah Garbo to serve as 2023 Secretary

P & Z Representative to the Board of Zoning Appeals

Chairman Pro Tem McGrath opened the floor to a motion for nominations for P & Z Rep to the BZA.

Mr. DeBaggis asked, is it one of the Chairman's duties?

Ms. Calta replied, it's not one of the Chairman's duties, I think that's just how it worked out in the past.

Chairman Pro Tem McGrath stated, Vetus did a lot.

Mr. Fikaris stated, when I was on the BZA with Vetus, one of us had to step down because we were both on that Board and this Commission, I left. So I've had experience on that, but I would rather have somebody else. I think that's why we spread it around. I don't know if it's too much for the new individual coming on.

Mr. Meyers asked, could it be me?

Ms. Calta referred to the Charter.

Mr. Meyers stated, right now there are no Council Members at the BZA, it's just the Members of the Board, and when Members weren't showing up, I brought up that we need Alternates. I would have no problem doing it.

Chairman Pro Tem McGrath stated, that would be great. I would hate to hand it off to the new Member who is just stepping into this. Let's hold here a minute while Diane checks if Al can serve on BZA as our P & Z Rep.

Ms. Calta cited **Charter Section 11. (A); Planning & Zoning Commission.**

"There is hereby created a Planning and Zoning Commission which shall consist of the Mayor, one member of Council selected by the Council annually, and five (5) electors of the Municipality, not holding other municipal office or appointment in this Municipality."

Ms. Calta cited **Charter Section 12. (B); Board of Zoning Appeals.**

"The fifth member of the Board of Zoning Appeals shall be one of the five appointed elector members of the Planning and Zoning Commission."

Ms. Calta stated, so that means not you Al.

Mr. Meyers replied, I didn't think I could be, I just wanted to get it clarified.

Mr. DeBaggis asked, every time the BZA meets, that person would need to be there?

Ms. Calta replied, that's correct. That person will serve essentially as the fifth member of the Board of Zoning Appeals.

Mr. Meyers stated, there're very few meetings of the BZA. I think there were 5 meetings this past year.

Ms. Garbo, following meeting clarified total of (7) BZA meetings held in 2022.

Chairman Pro Tem McGrath asked, when does BZA meet?

Ms. Garbo replied, the 3rd Tues of the month at 6:00 p.m.

Mr. Kless suggested to table until the new member of the P & Z is appointed.

Ms. Calta replied, we can table this until the next Planning Commission regular meeting, Mon Feb 6th.

DECISION

Dr. McGrath entertained a motion to table the Election of the P & Z Rep to the Board of Zoning Appeals to the next Planning Commission voting meeting, Mon Feb 6th at 6:00 p.m.

Mr. Meyers, seconded by Mr. Kless made a motion to table the Election of the P & Z Rep to the Board of Zoning Appeals.

ROLL CALL:

Ayes: Dr. McGrath, Mr. Meyers, Mr. Fikaris, Mr. Kless, Mr. DeBaggis

Nays: None **Motion Carried**
 TABLED

Conditional Use Permit Renewals
New Expiration Date: Dec 2026

Chairman Pro Tem McGrath stated, our third item on the agenda is the renewal of Conditional Use Permits. We've received a lot of information on that. Typically we do all of these at one time. Is there any discussion on any of these Conditional Use Permits?

Ms. Calta stated, I believe we have a letter from Dan and the Fire Chief on the status of the permits.

Chairman Pro Tem McGrath stated, my understanding is that all of these CUP's are in compliance. Did the shed get taken down (Tuff Shed), so we're back down to 6 sheds instead of 7, I think that was a concern? I'm going to suggest we consider #1 on the list separately because we have a member of this Commission who is involved with that particular applicant.

DECISION

#1 Ken's Auto Body

Mr. Kless, seconded by Mr. DeBaggis made a motion to approve the renewal of the Conditional Use Permit for Ken's Auto Body, 744 SOM Center Rd with new expiration date of December 2026.

ROLL CALL

Ayes: Dr. McGrath, Mr. Fikaris, Mr. Kless, Mr. DeBaggis

Abstain: Mr. Meyers

Nays: None

Motion Carried
Recommendation to Council

Chairman Pro Tem McGrath stated, that leaves us with the 29 others.

Mr. Fikaris stated, there were a couple on the list that were leaning towards renewal; Suzanne Seaman, 6449 Wilson Mills Rd and Allison Seltzer, 6449 Wilson Mills Rd.

Ms. Garbo stated, they remain on the list.

Ms. Calta stated, the only one we will not be considering is Hattie Larlham, 700 Beta who has vacated their space.

Chairman Pro Tem McGrath confirmed, Hattie Larlham has been removed from the list.

Chairman Pro Tem McGrath asked, any further discussion?

There was none.

DECISION

CUP Applicants #2 through #30

Mr. DeBaggis, seconded by Mr. Kless made a motion to approve the remaining applicants on the Conditional Use Permit List updated Jan 4, 2023 with new expiration date of December 2026.

ROLL CALL

Ayes: Dr. McGrath, Mr. Meyers, Mr. Fikaris, Mr. Kless, Mr. DeBaggis

Nays: None

Motion Carried
Recommendation to Council

Chairman Pro Tem McGrath stated, if there is no further discussion, I'd entertain a motion to adjourn.

ADJOURNMENT

Mr. DeBaggis, seconded by Mr. Meyers made a motion to adjourn the meeting.

ROLL CALL

Ayes: All

Nays: None

Motion Carried
Meeting adjourned at 6:20 p.m.

Chairman

Secretary