

**BOARD OF ZONING APPEALS  
MEETING MINUTES  
Mayfield Village  
Feb 21, 2023**

The Board of Zoning Appeals met in regular meeting session on Tues, Feb 21, 2023 at 6:00 p.m. at the Mayfield Village Civic Center, Main Conference Room. Chairman DiFranco presided.

**ROLL CALL**

**Present:**

Mr. Stivo DiFranco	Chairman	Ms. Diane Calta	Law Director
Mr. John Michalko	Chairman Pro Tem	Mr. Daniel Russell	Bldg Commissioner
Mr. Jim Kless	P & Z Representative	Ms. Deborah Garbo	Secretary
Ms. Alexandra Jeanblanc			
Mr. Bob Haycox	Alternate (replacement for absent member Prcela)		

Mr. Bob Andrzejczyk Alternate (attendance requested)

**Absent:**

Mr. Joseph Prcela

**CONSIDERATION OF MEETING MINUTES:**                      **Nov 15, 2022**

Mr. Michalko, seconded by Ms. Jeanblanc made a motion to approve the minutes of Nov 15, 2022.

**ROLL CALL**

Ayes: Mr. DiFranco, Ms. Jeanblanc, Mr. Michalko, Mr. Kless, Mr. Haycox

Nays: None

**Motion Carried**

**Minutes Approved as Written.**

**WELCOME NEW ALTERNATE MEMBERS; ORD No. 2022-22**

- Mr. Bob Haycox
- Mr. Robert Andrzejczyk

**ORGANIZATIONAL MEETING 2023**

- Election of Chairman
- Election of Chairman Pro-Tem
- Election of Secretary
- Election of P & Z Representative to the B.Z.A. (Jim Kless)

**OPEN PORTION**

Chairman Pro Tem DiFranco called the meeting to order. This is a meeting of the Mayfield Village Board of Zoning Appeals, Tues, Feb 21, 2023, 6:00 p.m. This is an Organizational Meeting.

**WELCOME NEW ALTERNATE MEMBERS; ORD No. 2022-22**

- Mr. Bob Haycox
- Mr. Robert Andrzejczyk

Chairman Pro Tem DiFranco stated, I'd like to welcome the new alternate members to our Board here through Ordinance No. 2022-22. Both Bob Haycox and Robert Andrzejczyk are here. These are alternate members that have come in because of the new Ordinance. Diane, would you like to describe the new Ordinance and why we have alternate members here?

Ms. Calta stated, this came to my attention sometime in 2022. The Board has 5 members. You can often hear cases with just a quorum but it has to be unanimous. So in order to give applicants the best review and the ability to have the full compliment of the BZA voting on matters, you want to be able to have 5. With everything happening at the same time at home, it can be hard to make meetings. The question was posed to me if we could adopt an Ordinance to have alternate members to the BZA. We looked at the Charter, didn't see that it was a conflict, it didn't have anything that spoke to alternate members. So we did the Ordinance to appoint two alternates and they are available in the event that we don't have a full 5 member Board to review cases.

Chairman Pro Tem DiFranco asked, if we do have a full quorum, could they still attend the meetings at any time and participate and be a part of the voting body?

Ms. Calta replied, they do not vote, they can come. They're really not supposed to participate in the deliberations.

Mr. Haycox asked, can we ask questions?

Ms. Calta replied, you could ask questions, but I wouldn't do it during the time that you're taking a vote. Typically when you vote you want to say anything about why you're voting in a certain way. The alternates wouldn't participate in that.

Ms. Jeanblanc stated, but they would if they were serving.

Ms. Calta replied, if they were serving, right. Debbie, say you only need one person, you're going to alternate between the alternates as to who that would be?

Ms. Garbo replied, that's correct.

Ms. Calta stated, we could have a situation, I don't think this happens very often, it's not that someone is absent for the meeting, but they may have a conflict on an application. So we could

have that alternate fill in just for that. It seemed to make sense for everybody. I know when I'm on the other side and I bring in a client for a BZA meeting and we have only three members, considering typically what this Board does too, if you want to continue your case you can. But it's sometimes awkward to say I don't want to be heard by three, I'd rather be heard by five, and then you feel like you're kind of tainting the well.

Ms. Calta stated, it seemed to make a lot of sense and that's what we put together with some sample Ordinances and looked at how some other alternates in some other communities that I've worked in have functioned. It seemed to be a win-win for everybody.

Chairman Pro Tem DiFranco welcomed Mr. Haycox and Mr. Andrzejczyk to the BZA. We appreciate you guys both joining us.

Mr. Haycox thanked the Board

Mr. Andrzejczyk thanked the Board.

### **ORGANIZATIONAL MEETING 2023**

- Election of Chairman
- Election of Chairman Pro-Tem
- Election of Secretary
- Election of P & Z Representative to the B.Z.A. (Jim Kless)

Chairman Pro Tem DiFranco stated, Vetus had to depart because of another commitment. He is no longer the Chairman of the BZA. We'll need to elect a new Chairman, Chairman Pro Tem, Secretary and our new Planning & Zoning representative to the BZA.

Chairman Pro Tem DiFranco stated Jim, you serve as a representative to come here and help us understand if an appeal came through Planning & Zoning?

Mr. Kless replied, correct. Proposals that have come through and discussed in Planning & Zoning.

### **Chairman**

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

Ms. Jeanblanc, seconded by Mr. Michalko made the motion to nominate Stivo DiFranco as Chairman.

Chairman Pro Tem DiFranco asked, any discussion or any other nominations?

There was none. The nominations were closed.

### **Chairman Pro Tem**

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

Mr. DiFranco, seconded by Ms. Jeanblanc made the motion to nominate John Michalko as Chairman Pro Tem.

Chairman Pro Tem DiFranco asked, any discussion or any other nominations?

There was none. The nominations were closed.

### **Secretary**

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

Mr. Michalko, seconded by Ms. Jeanblanc made the motion to nominate Deborah Garbo as Secretary.

Chairman Pro Tem DiFranco asked, any discussion or any other nominations?

There was none. The nominations were closed.

### **Planning & Zoning Representative to the BZA**

Chairman Pro Tem DiFranco opened the floor to a motion for nominations for Planning & Zoning Representative to the BZA.

Ms. Jeanblanc, seconded by Mr. Haycox made the motion to nominate Jim Kless as Planning & Zoning Representative to the BZA.

Chairman Pro Tem DiFranco asked, any discussion or any other nominations?

There was none. The nominations were closed.

Ms. Jeanblanc, seconded by Mr. Michalko made a motion to approve the slate of nominations.

### **ROLL CALL:**

Ayes: Mr. DiFranco, Ms. Jeanblanc, Mr. Michalko, Mr. Kless, Mr. Haycox

Nays: None

#### **Motion Carried**

**Stivo DiFranco to serve as 2023 Chairman to the BZA**

**John Michalko to serve as 2023 Chairman Pro Tem to the BZA**

**Deborah Garbo to serve as 2023 Secretary to the BZA**

**Jim Kless to serve as 2023 P & Z Representative to the BZA**

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Chairman DiFranco stated, that concludes the agenda items. If there is no further discussion, I'd like to entertain a motion for adjournment.

**ADJOURNMENT**

Mr. Kless, seconded by Mr. Michalko made a motion to adjourn the meeting.

**ROLL CALL**

Ayes: All

Nays: None

**Motion Carried**

**Meeting adjourned at 6:15 p.m.**

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Chairman

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Secretary