

PLANNING AND ZONING COMMISSION
Workshop Meeting Minutes
Mayfield Village
Aug 21, 2025

The Planning and Zoning Commission met in workshop session on Thurs, Aug 21, 2025 at 6:00 p.m. at the Mayfield Village Civic Center, Main Conference Room. Chairman Fikaris presided.

Roll Call

<u>Present:</u>	Mr. Paul Fikaris	Chairman
	Dr. Sue McGrath	Chairman Pro Tem
	Mr. Allen Meyers	Council Rep
	Mr. Jim Kless	
	Mr. Henry DeBaggis	
	Mr. Randy Weltman	

<u>Also Present:</u>	Ms. Kathryn Weber	Law Department
	Mr. John Marquart	Economic Development Manager
	Ms. Deborah Garbo	Commission Secretary

<u>Absent:</u>	Mayor Bodnar	
	Mr. Tom Cappello	Village Engineer
	Mr. Daniel Russell	Building Commissioner
	Ms. Jennifer Jurcisek	Council Alternate

PROPOSAL

1. **Facility Expansion**
Site Plan Changes
Mayfran International
6650 Beta Dr.
Harlan & Associates
Payto Architects

OPEN PORTION

Chairman Fikaris called the meeting to order. Our only item on the agenda this evening is a Conditional Use Permit for Mayfran International. However, I'd like to make a motion to amend the Agenda to withdraw the Conditional Use Permit and replace it with Site Plan Changes.

Motion to Amend Agenda

Mr. Kless, seconded by Dr. McGrath made a motion to amend the Agenda to withdraw the Conditional Use Permit proposal and replace it with Site Plan Changes.

ROLL CALL

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

Nays: None

Motion Carried

Agenda Amended to reflect Site Plan Changes

Chairman Fikaris stated, so this will be site plan changes and review for Mayfran International, 6650 Beta Dr. for a 40,000+ sq ft facility expansion represented by Harlan & Associates and Payto Architects. I would only ask that anyone presenting tonight state their name for the record.

Chairman Fikaris said, at this time I'd like to ask Katie to outline what our job here is tonight for the site plan review & changes.

Ms. Weber replied, absolutely. We noticed that the application was for a Conditional Use Permit, mainly because we don't necessarily just have a site plan review application in our set of applications, but we'll add that one to it. For any commercial building that is either constructed or an addition is put on, that requires site plan review and approval by this Commission. That is why Mayfran is coming in today, they're putting in a new 40,000 sq ft addition. If you take a look at the memo that Dan Russell our Building Commissioner put together, he outlined a little bit what it is you guys are looking for. Really what the Zoning Code requires is that you're making sure that this complies with Chapter 1173 which is the Chapter on Production-Distribution and it's upholding the spirit and intent of the Zoning Code. The staff members both Dan and Tom Cappello will be making sure that this complies with all of the Building Code regulations. I know that they had some comments as well. I think there were some initial plans that were submitted and there will probably be some updates and changes, but we can present.

Chairman Fikaris invited the applicant to present at this time and introduce the Team.

Harlan & Associates

Eric Greenberg, Harlan & Associates

Drew Piatek, Harlan & Associates

Mayfran International

Steve Carlson, President

Todd Schoener, V.P. Operations

Bailey Knight, Finance

Kolleen Ransom, Finance

Presentation by Eric Greenberg, Harlan & Associates

Eric Greenberg stated, Payto Architects will not be joining us tonight. They were the design criteria Architects that helped us with all the plans to this point. Our goal is we'll be hiring a design build contractor that will actually submit the final construction drawings for the Building Dept.

I don't know what exactly the Board is looking for in terms of what detail from a zoning standpoint, really I would just go straight to the site plan and we can talk about setbacks and zoning.

This is the existing site, the office building that you see off 271, then the manufacturing facility behind it.

Next page is the existing layout with the parking. The residential development that went in is over here. Mayfran still retains control of the property that's over here which is mainly a wetlands property.

Here's an aerial view from the sky. The addition that we're looking to build will come off the east end, come out towards the parking lot and encompass that. Basically it's simulating what is 2 bays here, bringing another 2 bays to the production line to the east end.

We can get to the details inside the building but I don't think that's anything this body is really interested in.

So, the proposed addition will be over here, we're going to maintain the main entrance. The parking right now, we actually have more parking than what's required. When we lose, we're going to lose a row of parking, we'll still wind up with more parking than what's required per the code. We'll be able to modify some of the parking and then a new entrance here. There's going to be 2 truck bays that can pull in here so they can get loaded inside the building and then pull out and then there will also be an additional truck bay over here. There'll be some as they exist right now, some of the support services, the oxygen tank that runs the welding stations and some of that. There's a hazardous containment container that gets picked up and it's regulated, waste disposal.

Mr. DeBaggis asked, where are the truck bays right now?

Eric Greenberg replied, there are additional truck bays that are in the existing facility. Because we're adding on, it's a new production line, so there's the additional need, once that is through that area of the production, it'll get picked up and shipped off.

Mr. DeBaggis asked, what's the additional production line for?

Steve Carlson, President Mayfran International replied, we make conveyors for scrap metal mostly in two segments for machine tools, CNC machines that will carry out the chips, we clean the

coolant and it goes back into the CNC machine. The other piece of what we do and this is what we're currently outsourcing to external fabricators and bringing this production in house. It's for large scrap lines for automotive stamping plants. So these are longer sections, bigger sections that will get shipped out of that gray shaded area of the new part of the plant.

Eric Greenberg continued, with the addition obviously we'll be half the parking, the utilities there are some minor modifications but actually has a decent amount of fall over there. That's kind of the extent of the project from a zoning standpoint. We're meeting all the setbacks. There are some conversations between the Civil Engineer and in the Village asking about some of the setbacks and the lot coverage and we provided all the data of what's required for the Zoning Code here and we meet all the criteria. I'd be happy to answer any questions.

OPEN DISCUSSION

Chairman Fikaris asked, these questions that Dan Russell asked in his memo, do we necessarily have to detail those or is that something that Tom Cappello will deal with?

Mr. Marquart replied, Tom was saying that most of Dan's and Tom's comments are going to be handled as part of the building plan review, so the Plans Examiner will verify that these items are met. One question we did kind of have, the northeast corner of the expansion looked like it got awfully close to that curb line and drive aisle. We just want to make sure there's adequate room for two way travel there. The other question we had was with the new drive apron into the south side of the expansion, it looks like it's much much wider than the two docks and we just had a question why there was so much concrete there.

Eric Greenberg replied, it's interesting, we did start off more similar to that, what happened was as we were doing site visits and talking to the guys that run the facility and the truck drivers that come in and out, this is a really big pinch point, even though there's actually more depth here than there would be there. The way the trucks pull out, they get really really close to the curb that's over there, so by providing that extra width, they are able to make the maneuver to get into the docks. I get it, there's a little bit of green space here that we're removing. More than likely as we get to the contractor and do the final design, more than likely what we have is the underground retention, this is all green space too, so we'll be able to put it underneath the green space and filter all the stormwater into the retention before it heads back out onto Beta.

Chairman Fikaris stated, it looks like lot of the activity is going to be on that south side and not on the north side which is where the residential is, is that correct, that would be on the left hand side?

Eric Greenberg replied, the residential property is actually right here.

Chairman Fikaris stated, this all looks like very encouraging news.

Dr. McGrath said, I just have a logistics question. How will your employees get into work while that's under construction?

Eric Greenberg replied, we're going to carve out a section. What our plan is right now from a logistics standpoint, the employees can still come in this way, they'll still have access this way. We'll carve out this part here for the construction staging area and the trailers and then the remainder here, like I said, we're overparked. Realistically they don't need much more than that, and then there's the whole parking lot here for the office. The plant workers all park here and they can park in the front and enter the manufacturing facility from the side. So construction traffic can come in this way, employee traffic will still come this way and there's parking down here and here and there. So there's plenty of ways to get them in safely.

Chairman Fikaris asked, you said there's going to be some redesign of that parking lot?

Eric Greenberg replied, quite honestly I think the redesign is that this parking goes away. Where we do get close, we'll address that and provide the proper clearances. However we have to massage that to keep the number of spaces required but still make sure the building is protected, we don't want someone hitting the corner of that building.

Chairman Fikaris asked, how many people do you have in there on an average day, I'm just curious.

Steve Carlson replied, we're about 200 people right now and the addition will add another 15 – 20, mainly welders.

Chairman Fikaris asked, any further questions or concerns?

There were none.

NEXT STEP

Chairman Fikaris said, our vote meeting will be on Mon, Sept 8th at 6:00 p.m. We thank you for your presentation tonight.

ADJOURNMENT

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

ROLL CALL

Ayes: All

Motion Carried

Nays: None

Meeting adjourned at 6:15 p.m.

Respectfully Submitted,

Deborah Garbo

Executive Assistant, Building Department