

PLANNING AND ZONING COMMISSION

Meeting Minutes

Mayfield Village

September 17, 2026

The Planning and Zoning Commission met in session on Monday, September 17, 2026 at the Mayfield Village Community Center at 6:00 p.m. Chairman Fikaris presided.

Roll Call

Present:

Mr. Paul Fikaris	Chairman
Dr. Sue McGrath	Chairman Pro Tem
Mr. Michael Girbino	Council Rep
Mr. Henry DeBaggis	
Mr. Randy Weltman	

Also Present:

Ms. Diane Calta	Law Director
Mr. Daniel Russell	Building Commissioner
Ms. Lisa Levine	Commission Secretary
Ms. Cripps	

Absent:

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

OATH OF OFFICE

- Callie Cripps was welcomed, sworn in by Ms. Weber, and appointed to the Planning and Zoning Commission.

PROPOSAL

1. Parking Lot Revision - Additional Parking
Progressive Insurance
6671 Beta Dr.
PPN:831-13-015
Environmental Design Group

OPEN PORTION

Chairman Fikaris stated, I would like to call to this September 17, 2026 workshop meeting of the Mayfield Village Planning and Zoning Commission to order.

The Commission recognized Jim Kless for his prior service and noted that a new Planning and Zoning representative must fill his seat on the BZA. Ms. Weber noted that Mayfield Village charter requires that one of the members of the BZA be a member of the Planning and Zoning Commission. A discussion was had to elect this person at the October 5th vote meeting.

Chairman Fikaris said, before starting with the first item on the agenda I would like to have Mr. Russell enter his memo into the record about the Hilton Garden Inn change in ownership.

Mr. Russell responded, Yeah, basically the Hilton Garden Inn changed ownership, which is a very good thing. These new owners seem very prompt in getting things done. It fell to the wayside with the last ownership, and they're bringing it back to life. So, as the new owner, they're going to be complying with all the conditions from the conditional use permit from years ago when it was built. Those conditions will have specifics once we go through everything. I'll be doing the inspection on all the conditional use permits this year, and reporting on those to you guys also at one of the planning commission meetings later in the year.

Chairman Fikaris said, okay, thank you.

Ms. Cripps asked, so, in terms of they're doing substantial renovation, and they're going to need to be in compliance with the previous-

Mr. Russell replied, yeah, renovation is really not part of the conditional use permit. The renovation is what's needed for Hilton. So, if they have the name Hilton, they have to bring it up to a different standard and it wasn't at that standard.

Dr. McGrath asked, are they keeping the name Hilton at all?

Mr. Russell replied, they're keeping it still. That's why they have to do the updates. They're putting quite a few million into the place. Interior is being heavily renovated. Exterior, they're going to do some painting and really do some work in the parking lot area.

Dr. McGrath stated, which they're already doing.

Mr. Russell replied, they're doing now, yeah.

Ms. Cripps said, good timing. While it's under construction, right.

Chairman Fikaris stated, yeah and as I recall, one of the unique situations with that property is they share their parking with a daytime tenant to the north, I think. So, that was part of the conditional use to get their number of spaces. That was just something that's probably unique to Mayfield Village at this point.

Mr. Russell replied, yeah- right now they take up space, but-

Chairman Fikaris said, because usually they're fairly mundane the conditionals, and that was just unique in that they shared that. There were issues a long time ago, right? A long time ago with that. So okay, there's no further questions on that matter. Thank you very much. We will enter into our only item on our agenda tonight. It's the parking lot revision proposal, additional parking for Progressive Insurance 6671 Beta Drive, be PPN 83113-015, and representing would be the Environmental Design Group. We have a representative from Progressive here.

Dave Dischinger replied, correct. Yeah. So, the engineer is not here. So, my name is David Dischinger.

Chairman Fikaris replied, Dave, first, let me ask Miss Weber. We are here to, we passed this in April, the parking lot revision, and then, as I understand, Progressive came back with some additional changes, mainly for access, walking access, ADA compliance, and things like that, and that's why we're here. We're gonna-

Ms. Weber replied, yes, so you guys approved a site plan as this body does. You approved the site plan approval for these improvements. Since they are now changing that, it is an amended site plan. So, they need to come back to this body in order to be able to have the amended site plan approved.

Chairman Fikaris replied, okay, so that's what our job is here to amend the existing site plan, and I will let you go ahead and explain to all of us.

Dave Dischinger replied, thank you all for having me here today. So really, like you said, the basis of this change to the plan is to provide safe access from our almost completed parking lot up on the top of the screen here to get people to the east entryway in the building. So, what we're proposing to do is to add a sidewalk down the east side of our current parking lot that runs parallel with the property line. That sidewalk will get people down to the east entryway across the drive line and get into the building. There'll be some lighting involved there too. So right now, the light levels aren't to our normal standards. We'd like to increase that so that people feel safe if you know when it starts getting dark like this. So, when they're using the building after hours, that they can just feel safe when they get to and from the car. And then we wanted to get them out of the driveway.

The purpose of the sidewalk is to get them to a place where they are not dealing with some of the people that drive a little more recklessly than others down that side of the building. That's really the basis of it. So, it's a five-foot sidewalk and curb. We're shrinking the driveway a little bit to accommodate that walk, but that drive lane is currently pretty wide over there. So, there's still plenty of space for vehicles to go both ways, two-way traffic. Then once you get to the side entrance, we are adding two ADA stalls, so that'll get us pretty much compliant around the building. We have ADA stalls on all four sides. As part of the interior building project, there were modifications to the stairs there that we have. There's a ramp that was also put in there too, so it'll be fully compliant for ADA purposes. But that's really the basis of the project. We're losing a few parking spaces because of the modifications to the ADA stall and the island kind of widening out on the south side there, but otherwise, I'd say fairly minimal to the usage of the parking lot. If there are any specific questions, feel free to ask. I can do my best to answer.

Ms. Cripps asked, what is this building used for? I didn't know.

Dave Dischinger replied, yeah, mostly now we use the building for I guess you call them large gatherings. So, it's usually if we have meetings there's a lot of people that would be coming from- Typically, there's not people assigned to this building, so they're coming from other cities, maybe other states. The large gathering space that we're working on inside the building now, concurrently with the work outside, could accommodate up to 300 people, depending on the layout of the seating inside there. So, there will be times where there'll be a heavy amount of people coming to the space here, which is why we did the extension of the parking lot. We were kind of thinking at the time; we weren't 100% sure how we thought people would move in and out of the building. We thought maybe we could direct them to the backside, but we think the flow of just normal use will go to the side entryway here. So, that side currently has no sidewalks along this area here. The only place we could really add it was east side of the lot because we have docks and stuff up against the side of the building there. So, it's really the only place we thought we could put it that really still everything functioned properly and it's right there.

Ms. Cripps asked, so typically traffic would enter like could you show like what the-

Dave Dischinger replied, yes, it's two-way traffic here. So, you can come in, we have two drive entrances from Beta Drive. You can pull in and you can go this direction or back out this way. It's two lanes. Typically, like I said, we have a dock here too. A lot of times, the trucks will come in from the west entrance, kind of loop around, and then back up and pull in there. So that was another concern too with the trucks and them kind of backing around there. We didn't want people walking through the road, so this gets them out of there and you know gives a little safer access to the building.

Ms. Cripps asked, is there any signage that was kind of planned to show people like from where they're parking to where you'd like them to go, so that they are utilizing the sidewalk versus cutting through your parking lot?

Dave Dischinger replied, there's no signage right now. I know we are working on a wayfinding project for our campus, so I think once we get that established there, it'll probably be more implemented throughout other buildings too. But right now, we don't have that. This could be used for either that large gathering space. We also have a studio in the back of the building too. So, we're anticipating people to use it for both, but the larger crowds will be going to that large gathering space in the interior middle part of the building. So, we think more of the flow will be going towards that east entryway. But we'll find out at that time. All we can do is put it in there, whether they use it or not. I mean, we'll try our best to get them to use it, but they take the path a lot of times.

Ms. Cripps replied, well it sounded like the impetus for it was that there are people that kind of speed through, and for safety reasons, like so, was there ever any thought of like where you want pedestrian like people to cross to the building, like are you striping it?

Dave Dischinger replied, we are. So, once they walk across there, there will be crosswalk striped in over here. So that would be.

Ms. Cripps asked, is it like in a hump or something?

Dave Dischinger replied, it's not a hump on that side. No, we do actually have a hump on the other side of the building, but that was also for ADA purposes to get the slopes correct. This one here, this slot is not designated ADA spot. The ADA spots would be over here. So, this part, going from these stalls to the building, will be ADA compliant.

Chairman Fikaris said, my thought would be that you would probably funnel you know through communication with your folks that needed that type of parking, to park there as opposed to because you know to the lower left is that still that massive parking lot, should you have 100 cars or you know over that lot limit would go-

Dave Dischinger replied, correct

Chairman Fikaris replied, yeah you know because that's kind of off your main like I said when you head in people are just going to go straight to the back, so yeah.

Dave Dischinger replied, yeah. It's

Chairman Fikaris said, some indication.

Dave Dischinger replied, I guess the parking for the building is I guess not ideal, and it's very spread out because it's a long building. So, it will. We do anticipate it to fill up quite a bit, which is why we really didn't have much other area to expand our parking except for looking at the neighbor's lot and purchasing that land that is there. A lot of times when we send the communications for these meetings, there's a site logistics plan provided to the people. So, it'll

show where the parking is and what your ideal route might be, whether they follow it or not. It's up to them, but that is part of the communications that go out. It's the amenities that we have and where you can park and where you know what might work better.

Chairman Fikaris asked, does anybody have any additional questions on this?

Ms. Cripps said, I assume all the lighting improvements that you're making-it's all LED.

Dave Dischinger replied, it is yes, and it is all LED. We do have a photometric that was done. It's actually-I don't know if we switched that or not. There was a photometric done because we were, like I said, the light levels on that side of the building weren't necessarily where we like them typically on our properties. So this will bring it up to that, you know, between one-and two-foot candles there to get people to see, and then we can also implement a camera on that side of the building too. So, our security inside of the building can oversee everything that's happening there and just watch for any trouble because there's woods and everything back there, so you never know what's happening. So, the extra camera, extra eyes to help, I guess, make our customers and employees feel safer when they're parking in that lot.

Ms. Cripps asked, is it fenced?

Dave Dischinger replied, it is not fenced.

Chairman Fikaris said, all right. As a note, I would like to, or if, well, for Mr. Capello, our Mayfield Village engineer entered a memo, a few of the items he would like to see. I think you, have you seen it?

Dave Dischinger replied, yeah, Dan gave me this, so I do have this now. These are all things we can very easily address. We'll make sure we take care of those.

Chairman Fikaris replied, okay. Then ahead of our meeting, our vote meeting is set for October five, correct? Monday. Usually, you guys will take care of that before October five.

Dave Dischinger replied, I would anticipate I will get these two in, and these are relatively minor changes we can have them in before the end of the week.

Ms. Cripps asked, so, from a process standpoint, do they resubmit information before vote, or how does it work?

Ms. Weber replied, yeah, so the way planning and zoning works is you always have two meetings. So, there's a workshop meeting, which is now, and then the voting meeting, which is usually on a Monday preceding council. So, if changes need to be made, they'll submit that to the building department. Then it'll be distributed to you once the building and engineering take a look at it and give it a thumbs up. Then it'll be submitted out to the commission prior to your voting meeting.

Mr. Girbino asked, I have a quick question. Do these comments that were provided by the engineer, do they have to be read into the record tonight?

Ms. Weber replied, no, they don't need to be read into the record tonight. The memo is part of the record.

Chairman Fikaris said, that's why I had asked before that. Like, does everything need to be? But it's included. I assume it's included as well. All right. So, if there's no other questions or comments, we will meet again on October five for our vote.

There were none.

ADJOURNMENT

Dr. McGrath, seconded by Ms. Cripps made a motion to adjourn the meeting.

ROLL CALL Ayes: All **Motion Carried**
Nays: None **Meeting adjourned at 6:20 p.m.**

Respectfully Submitted,
Lisa Levine, Executive Assistant, Building Department

enclosures: (1) Hilton Garden Inn Memo Ownership Change 9.11.26, (2) Progressive Memo from Tom Cappello, Village Engineer



MAYFIELD
VILLAGE

MAYOR BRENDA T. BODNAR
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BUILDING DEPARTMENT

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MEMO

To: Planning & Zoning Commission Members – Paul Fikaris, Chairman
From: Dan Russell, Building Commissioner
Date: September 11, 2026

Re: 700 Beta – Hilton Garden Inn – Change of Ownership

The transfer of ownership from Beta Drive Hotel Group to H4S4 Investments, LLC occurred on or about June 24, 2026. The new ownership will be following the original Conditional Use variances.

If you have any questions, feel free to contact me at 440-471-1043.

Daniel Russell
Building Commissioner
Mayfield Village
DR/ll



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September 17, 2026

Mayfield Village
6622 Wilson Mills Road
Mayfield Village, Ohio 44143
(Via Email)

Attention: Daniel Russell
Building Commissioner

**Re: PROGRESSIVE CASUALTY INSURANCE
COMPANY PARKING LOT EXPANSION
NEW SIDEWALK FROM NEW LOT TO BUILDING
PLAN REVIEW – REVIEW #1**

Dear Mr. Russell:

The Village Engineer has reviewed the *Progressive Casualty Insurance Company Parking Lot Expansion* plans dated 09/02/2026 proposing a 5 feet wide sidewalk with curb, along the east parking lot/drive, from the new parking lot to the buildings east entrance and has the following comments.

1. Provide a grading plan for the area of proposed work.
2. Provide a utility plan if any storm sewer work is to be performed.
3. Provide the associated details for the new concrete walk, curb, curb ramps, pavement, drainage structures and pipe bedding and backfill or any other applicable items.

Please feel free to call me if you have any questions.

Respectfully,

Thomas Cappello, P.E., P.S.
Mayfield Village Engineer