CITY OF MANSFIELD, OHIO
PLANNING COMMISSION MEETING MINUTES

Meeting Date: August 25, 2026

1. CALL TO ORDER

Time: __3:34 pm_____

Chair: __Mayor Perry_

Commissioners: Present Absent

☒	☐	Mayor Jodie Perry
☒	☐	Dir. Keith Porch
☒	☐	Chad Owens
☐	☒	William Salas
☐	☒	Jeff Schultheis
☒	☐	Jotika Shetty
☐	☒	Matthew Stanfield
☒	☐	Lindsay Zimmer

Staff Present: __Marc Milliron, Adam Gongwer, Jason Ramirez

Other Attendees, sworn in during their agenda item: Robert Hicks, John Tharp, Caleb Mobley, Brier Thompson, Wayne Liwosz, David Looms, Ryan Matney.

2. APPROVAL OF AGENDA

☒ Approved

☐ Approved with Modifications

☐ Table Agenda

3. APPROVAL OF PREVIOUS MEETING MINUTES

Date of Previous Meeting: August 11, 2026

☒ Approved

☐ Approved with Corrections

4. NEW BUSINESS

Swearing in Adam Gongwer and Marc Milliron

Sign-in sheet for other speakers sworn in throughout the meeting is available in the Codes and Permitting Office.

ITEM 1:

Case Number / Project Name: Variance on parking in front yard (B-2 but using MF restrictions) / Robert Hicks

Property Address: 273 Orange St.

Current Zoning: B-2 General Business

Summary of Staff Report: Mr. Hicks is proposing 6 units (tri-plex), 2 buildings total with 12 total parking spots in the front yard due to demo site restrictions along Orange Street frontage and the inability to get parking to the rear of most westerly building from Hoffer Avenue. Ingress/Egress would be towards I-2 zoning across Orange Street.

Discussion / Comments: Mr. Gongwer indicated that the variance is being requested as this is a non-R-1 or R-2 and the request is to keep the drive on Orange Street with 2 drive entrances. Mr. Porch inquired on the dimensions of the lot to which Mr. Gongwer replied 61' x 36', which allows for enough parking. Mr. Hicks added that he isn't interested in parking in the back of building as kids play in that area. He also indicated that he spoke personally to 3 of the neighbors and there were no objections to his request. Ms. Shetty inquired about landscaping and beautifying the area and Mr. Hicks responded that he does have ideas and will not do it cheaply as he is from this area and he wants it to look nice. Mayor Perry suggested landscaping across the front that would block the sight of anything being built across the street in the future. Mr. Porch asked about lighting in the parking lot and Mr. Hicks advised there will be 6 individual lights on the front of each unit.

Motion: To grant the variance to extend parking lot into front under the condition that landscaping is provided.

Made by: Jotika Shetty

Second by: Lindsay Zimmer

☒ Approved

☐ Approved with Conditions

☐ Denied

☐ Table for Additional Information

Conditions (if applicable):

Vote Results:

Yea	Nay	Abstain	Absent	
☐	☐	☐	☐	Mayor Jodie Perry
☒	☐	☐	☐	Director Keith Porch
☒	☐	☐	☐	Jotika Shetty
☐	☐	☐	☒	Jeff Schultheis
☐	☐	☐	☒	Matthew Stanfield
☐	☐	☐	☒	William Salas
☒	☐	☐	☐	Chad Owens
☒	☐	☐	☐	Lindsay Zimmer

ITEM 2:

Case Number / Project Name: Variance for handicap ramp in front yard / John Tharp

Property Address: 68 State St.

Current Zoning: MF Multi Family

Summary of Staff Report: Mr. Gongwer indicated that Mr. and Mrs. Tharp need to build an ADA handicap ramp to the front door for their son who was in an accident and has a recovery timeline of 3-4 years.

Discussion/Comments: Ms. Shetty inquired if this will be a temporary ramp that won't stay long-term. Mr. Tharp approached the Commission and indicated that his son, Derek, had been severely injured in an accident and is due to be released Thursday, August 27. He

will have extended recovery time of, at the very least, a month minimum up to 2 plus years and hoping the ramp will be able to be removed, just no specific date when and stated the ramp meets ADA Standards but will bring plans into the Codes and Permitting office for Mr. Milliron. Mr. Porch offered his apologies to Mr. and Mrs. Tharp for what happened to their son and inquired if the plan would be to remove the ramp once the need is over. Mr. Tharp stated it would be removed once no longer needed.

Motion: To grant the variance for the handicap ramp in the front yard.

Made by: Keith Porch

Second by: Chad Owens

☒ Approved

☐ Approved with Conditions

☐ Denied

☐ Table for Additional Information

Conditions (if applicable):

Vote Results:

Yea	Nay	Abstain	Absent	
☐	☐	☐	☐	Mayor Jodie Perry
☒	☐	☐	☐	Director Keith Porch
☒	☐	☐	☐	Jotika Shetty
☐	☐	☐	☒	Jeff Schultheis
☐	☐	☐	☒	Matthew Stanfield
☐	☐	☐	☒	William Salas
☒	☐	☐	☐	Chad Owens
☒	☐	☐	☐	Lindsay Zimmer

ITEM 3:

Case Number / Project Name: Conditional Use Appeal / Owen's Electric (not present)

Property Address: 326 Newman St.

Current Zoning: R-2 Residential

Summary of Staff Report: After being tabled from the previous meeting, the Law Director's office issued a decision that the Commission does not have the authority to do a "use" variance and it is recommended a motion to uphold the Codes and Permits Office "Stop Work Order" on converting 326 Newman Street to a clerical office.

Discussion/Comments: Mayor Perry indicated to Commission of the Law Director's decision that as a Commission, they should deny the use as presented. Ms. Zimmer inquired if this decision would leave an empty building and Mr. Gongwer advised of all the different things that it could be used for. Mayor Perry stated that as a Commission, they are not allowed to grant this appeal but will work with everyone for a resolution.

Motion: To uphold the Codes and Permits Department staff's Stop Work Order.

Made by: Jotika Shetty

Second by: Keith Porch

☒ Approved

☐ Approved with Conditions

☐ Denied

☐ Table for Additional Information

Conditions (if applicable):

Vote Results:

Yea	Nay	Abstain	Absent	
☐	☐	☐	☐	Mayor Jodie Perry
☒	☐	☐	☐	Director Keith Porch
☒	☐	☐	☐	Jotika Shetty
☐	☐	☐	☒	Jeff Schultheis
☐	☐	☐	☒	Matthew Stanfield
☐	☐	☐	☒	William Salas
☒	☐	☐	☐	Chad Owens
☒	☐	☐	☐	Lindsay Zimmer

Item 4:

Case Number / Project Name: Demo appeal / Caleb Mobley

Property Address: 152 – 156 W. 3rd St.

Current Zoning: CB Central Business

Summary of Staff Report: Mr. Gongwer stated that Mr. Mobley has posted a $50,000 bond and verified that Bo Lacey Construction has been requested for contractual work, although none of that is in writing.

Discussion/Comments: Mr. Mobley stood before the Commission to apologize for the negativity surrounding this issue, but went on to say that he had provided a packet of information to the Commission members prior to the meeting that will outline all of the plans. Mr. Mobley stated he wants to complete the project so that he can live in the upper portion and rent the bottom but was just made aware of the zoning in that area and asked for a possible spot-zone. Mayor Perry indicated that this type of zoning, CB, allows for flexibility. Mr. Mobley went on to say that the fire damage is the largest problem and indicated the he met just today with Royalty Roofing about fixing the roof. Mr. Mobley also stated that he finds the foundation to have the largest issue and would like to meet with Codes and Permits to verify their standards; stated he will check framing once the walls are opened up and clean up the pest infestation per the Condemnation Orders. Mr. Mobley went on to state that with all of this information, the Commission should be able to remove the demo orders at this time to which Ms. Shetty advised that the demolition orders will only be removed once the Certificate of Occupancy is issued and Mayor Perry advised that if the appeal goes through, Mr. Mobley would be allowed to go into the structure to get the necessary work done. Ms. Zimmer then indicated that FHA loans that Mr. Mobley stated he is approved for will not be approved if the house is under demo orders. Mr. Mobley argued that he is already approved for $130,000 FHA 203(k) loan and again Ms. Zimmer stated that FHA loans can not be obtained if a home is under demo orders. Mayor Perry inquired of Mr. Ramirez as to why this home went from Condemnation to Demolition status to which Mr. Ramirez indicated that the previous owner(s) failed to fix per the Condemnation Repair Orders. Ms. Shetty suggested the Commission grant the appeal and then Mr. Mobley can take that information to the bank for a decision. The previous owner, Briar Thompson, came before the Commission to apologize to them as well as Mr. Mobley for going about the sale improperly. The Commission agreed this should be a 2-part vote; one for the sale of the property and one for the demolition appeal.

Motion – Part 1: To approve the sale of 152 – 156 W. 3rd St.

Made by: Jotika Shetty

Second by: Keith Porch

☒ Approved

☐ Approved with Conditions

☐ Denied

☐ Table for Additional Information

Conditions (if applicable):

Vote Results:

Yea	Nay	Abstain	Absent	
☐	☐	☐	☐	Mayor Jodie Perry
☒	☐	☐	☐	Director Keith Porch
☒	☐	☐	☐	Jotika Shetty
☐	☐	☐	☒	Jeff Schultheis
☐	☐	☐	☒	Matthew Stanfield
☐	☐	☐	☒	William Salas
☒	☐	☐	☐	Chad Owens
☒	☐	☐	☐	Lindsay Zimmer

Motion – Part 2: To grant the demo appeal with a 1-month check-in update on status of the loan and budget, with a 12-month time frame to complete the project.

Made by: Jotika Shetty

Second by: Chad Owens

☒ Approved

☐ Approved with Conditions

☐ Denied

☐ Table for Additional Information

Conditions (if applicable):

Vote Results:

Yea	Nay	Abstain	Absent	
☐	☐	☐	☐	Mayor Jodie Perry
☒	☐	☐	☐	Director Keith Porch
☒	☐	☐	☐	Jotika Shetty
☐	☐	☐	☒	Jeff Schultheis
☐	☐	☐	☒	Matthew Stanfield
☐	☐	☐	☒	William Salas
☒	☐	☐	☐	Chad Owens
☒	☐	☐	☐	Lindsay Zimmer

Item 5:

Case Number / Project Name: Demo appeal (follow-up) / Wayne Liwosz

Property Address: 494 Howard St.

Current Zoning: R-2 Residential

Summary of Staff Report: This is a status update from an 8-month extension.

Discussion/Comments: Mr. Liwosz indicated that he has been doing all of the work himself; all of the electrical is done and had requested power be restored, however he just found out that he needs an Ohio Edison Work Order Number so he is working on that. Mr. Liwosz went on to explain he did not pull any HVAC permits as this home has baseboard, electric heat; he is picking up flooring soon and is getting really close to completion, it is just taking longer than anticipated. Mayor Perry responded that he was awarded an 8-month extension in November and this is August; how much more time is needed? Mr. Liwosz stated he should be finished in 3 to 4 weeks. Ms. Shetty inquired about how much longer the bond is good for to which Mr. Liwosz indicated he paid in cash.

Motion: To grant a 3-month extension for completion, with a note (Mayor Perry) that states if Mr. Liwosz keeps in touch with Mr. Gongwer, and gets to a point where we could remove it from the demo list in order to get the cash back to him but would remain on Condemnation until completed.

Made by: Jotika Shetty

Second by: Keith Porch

☒ Approved

☐ Approved with Conditions

☐ Denied

☐ Table for Additional Information

Conditions (if applicable):

Vote Results:

Yea	Nay	Abstain	Absent	
☐	☐	☐	☐	Mayor Jodie Perry
☒	☐	☐	☐	Director Keith Porch
☒	☐	☐	☐	Jotika Shetty
☐	☐	☐	☒	Jeff Schultheis
☐	☐	☐	☒	Matthew Stanfield
☐	☐	☐	☒	William Salas
☒	☐	☐	☐	Chad Owens
☒	☐	☐	☐	Lindsay Zimmer

Item 6:

Case Number / Project Name: Demo appeal (follow up) / David Loomis

Property Address: 838 Danwood Rd.

Current Zoning: R-2 Residential

Summary of Staff Report: History of extensions, nuisance to the neighborhood.

Discussion/Comments: Mr. Loomis began by apologizing for the lack of work, but due to medical conditions, he has been unable to work on the project, however he has plans of someone else coming in to start working in September. Mayor Perry indicated to him that this has been going on since 2023 and we're well past the 6-month check in, which should have been in May and now it's August and still nothing is done. Ms. Zimmer asked Mr.

Loomis for the invoice, the estimates of what he has done or is doing to which he responded that he didn't bring anything, it was just a guess and an acquaintance is doing the work. Director Porch indicated that the last time Mr. Loomis was present, he asked for a 3-month completion date and the Commission gave him 6 and still nothing is complete. Mr. Milliron echoing this statement, stating permits were pulled 3 years ago, no inspections were done, no work has been done; 3 years ago, the estimate was $60,000 and now you're stating $7,000. At this time Mayor Perry opened the floor to public comment. Ms. Wisenberger came forward, sworn in and stated she sees the front of this home and up until 2014, was the best house in the neighborhood. She went on to say they have to contact Codes and Permits all the time about this property, seeing black mold and how the property values are deteriorating due to this location and questioning the Commission about how many extensions is Mr. Loomis allowed. Several other neighboring residents came forward, sworn in, and echoed Ms. Wisenberger regarding black mold, trash piled in a truck parked there that hasn't moved in 2 ½ years, animal feces and just the general eye sore of the neighborhood and how sick they are of continuing to have this property in their area and nothing is being done. Councilwoman Deborah Mount also came before the Commission, representing these citizens and after being sworn in, pleaded with the Commission to listen to the statements of these neighbors. Mr. Milliron then indicated to the Commission that if granted, today would be the 7th extension given to Mr. Loomis.

Motion: That the extension for the demo appeal for 838 Danwood Road be denied.

Made by: Jotika Shetty

Second by: Keith Porch

☒ Approved

☐ Approved with Conditions

☐ Denied

☐ Table for Additional Information

Conditions (if applicable):

Vote Results:

Yea	Nay	Abstain	Absent	
☐	☐	☐	☐	Mayor Jodie Perry
☒	☐	☐	☐	Director Keith Porch
☒	☐	☐	☐	Jotika Shetty
☐	☐	☐	☒	Jeff Schultheis
☐	☐	☐	☒	Matthew Stanfield
☐	☐	☐	☒	William Salas
☒	☐	☐	☐	Chad Owens
☒	☐	☐	☐	Lindsay Zimmer

Item 7:

Case Number / Project Name: Demo appeal (follow up) / Ryan Matney

Property Address: 125 Willow St.

Current Zoning: MF Multi-Family Residential

Summary of Staff Report: Was approved for 9-month completion, with a 4 month check in. Mr. Matney has applied for a permit and paid for it.

Discussion/Comments: Mr. Matney indicated that he had pulled the incorrect permits, but staff in Codes and Permits were able to correct that for him and they are currently under review. He also stated he has a registered (with the city) contractor ready to start and that he has been cleaning up the property in the meantime. Director Porch inquired if 5 months would be enough time to which Mr. Matney stated he is ready to start working today with approval and Mayor Perry asked if the repairs were more cosmetic than structural to which Mr. Milliron stated all of the windows were stolen, not broken but actually stolen from the house. Mayor Perry then indicated that no vote was needed at this time but that she appreciated the update and hopefully an approval for an extension, if needed, can happen in the future.

5. OTHER BUSINESS

No other business

6. ADJOURNMENT

Mayor Perry then asked for a motion to adjourn.

Vote Results:

Yea	Nay	Abstain	Absent	
☐	☐	☐	☐	Mayor Jodie Perry
☒	☐	☐	☐	Director Keith Porch
☒	☐	☐	☐	Jotika Shetty
☐	☐	☐	☒	Jeff Schultheis
☐	☐	☐	☒	Matthew Stanfield
☐	☐	☐	☒	William Salas
☒	☐	☐	☐	Chad Owens
☒	☐	☐	☐	Lindsay Zimmer

Time: 4:57 pm
Prepared by: Kathy King

Title: Codes and Permits Clerk

Date: 8/27/2026