

**MINUTES**  
**CITY OF WOOSTER PLANNING COMMISSION**  
July 26, 2017

**I. MEETING CALLED TO ORDER AND ROLL CALL**

Grant Mason, Chairman of the Planning Commission, called the meeting to order. Commission members Kyle Adams, Sheree Brownson, Jackie Middleton, Grant Mason, Gil Ning, Ron Rehm, Mike Steiner, and Mark Weaver were present at the meeting. Andrew Dutton, Planning and Zoning Manager, was present representing the City of Wooster.

**II. APPROVAL OF THE MINUTES**

Mike Steiner moved to approve the minutes of July 12, 2017 special meeting of the Planning Commission. Ron Rehm seconded the motion. The motion carried unanimously, 8-0.

**III. APPLICATIONS**

***PC-17-18.***

John Long of Shaffer, Johnston, Lichtenwalter & Associates representing Pro Torch Automotive Detailing requested Final Development Plan approval for an accessory building and parking for an automotive detailing use at 4653 Cleveland Road in a C-5 (General Commercial) District.

John Long of Shaffer, Johnston, Lichtenwalter & Associates, stated that Timothy Enterprises was expanding their automotive detailing business and requested approval for a 3,600 sq. ft. storage building on the adjacent lot to the south. Mr. Long explained that the business recently purchased the vacant lot south of the business and additional properties further south. Mr. Long continued that the existing house may be removed in the future or could be converted into a different use.

Mr. Long stated that variances would be necessary to side parking setbacks and landscaping. Mr. Long briefly discussed with Mr. Dutton the landscaping calculations for street trees. Mr. Dutton stated that the revised plans met street tree and parking lot screening requirements from the right of way. Mr. Long indicated that 52 off street parking spaces were proposed for 7 for employees.

Mr. Dutton noted that, based on the revised plans, staff recommendations three and five were not necessary.

Jackie Middleton moved to approve the application as presented with the following conditions:

1. Lots shall be replatted to one single lot as shown on submitted plans.
2. Parking shall meet the side setbacks per Section 1141.06(a).
3. 30 total frontage shrubs shall be provided per Section 1165.05(a).
4. 6 ft. tall screening and buffering shall be specifically indicated along the entire width of the east side of the subject site per Section 1165.07.
5. Lighting information shall be submitted, including a photometric plan, in compliance with Chapter 1167.

6. The applicant shall receive a variance from the Board of Building and Zoning Appeals if any of the previously indicated conditions are not met.

Kyle Adams seconded the motion. The motion carried unanimously, 8-0.

***PC-17-19.***

A request for the Planning Commission to make an exemption to the minimum height of fences or walls surrounding pools when a lockable pool cover is also installed, per Section 1125.07(a)(6).

Andrew Dutton, Planning and Zoning Manager, stated that the request was to make an exception to the height of fences surrounding pools when a lockable pool cover was also installed. Mr. Dutton explained that there had been some conflicts where deed restrictions in subdivisions had maximum fence heights of 4 ft. Mr. Dutton stated that automatic pool covers typically provided comparable safety to a fence. Mr. Dutton explained that the building code had taken out the requirement for fencing around pools.

Mr. Mason asked if the request was a modification to the code. Mr. Dutton answered that request was not a modification to the code. He noted the code allowed acceptable alternatives to be considered.

Jackie Middleton asked if the Law Director did any research on finding any increased liability to the City for changing the code. Mr. Dutton answered that the Law Director had not done any research.

Mr. Fitz Gibbon questioned why the deed restrictions were 4 feet and not 6 feet and inquired if the deed restrictions could instead be changed. Mr. Dutton stated that he did not know the intent of the deed restrictions and noted that the deed restrictions were private agreements.

Gil Ning asked if a fence around the top of an above ground pool was considered a fence. Mr. Dutton stated that it was regarded as a 6 ft. fence.

Gil Ning made a motion to approve the exception to the minimum height of fences or walls surrounding pools, when a lockable pool cover was also installed. Mike Steiner seconded the motion. The motion carried, 7-1 with Ron Rehm voting no.

**IV. MISCELLANEOUS**

***Planning and Zoning Code Evaluation Report and Project Status.***

Mr. Dutton gave a brief status report and indicated that a steering committee was created and a public hearing had been held for the project. Mr. Dutton noted that the steering committee had recommended the reduction of the size of Planning Commission from 9 to 7 members and he indicated the rationale for the reduction. Planning Commission members did not voice concerns of a reduction of the size of the Planning Commission.

Mr. Dutton stated the first draft of chapters would be mostly procedural. Mr. Dutton noted that about 35 people from the public attended the recent public meeting and stated many were from

the R-T District. Mr. Dutton conveyed general topics of discussion from the public meeting to the Planning Commission.

Mr. Dutton indicated the makeup of the steering committee for the project. Mr. Dutton and the Commission discussed the transition from 9 Planning Commission members to 7.

V. **ADJOURNMENT**

Gil Ning made a motion to adjourn the meeting. Ron Rehm seconded the motion. The motion carried 8-0.

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Grant Mason, Chairman

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Carla Jessie, Administrative Assistant