

**MINUTES  
CITY OF WOOSTER PLANNING COMMISSION**

November 15, 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, Grant Mason, Jackie Middleton, and Gil Ning were present at the meeting. Commission members Ron Rehm, Mike Steiner, and Mark Weaver were absent. Andrew Dutton, Planning and Zoning Manager, was present representing the City of Wooster.

**II. APPROVAL OF THE MINUTES**

Jackie Middleton moved to approve the minutes of September 27, 2017 meeting of the Planning Commission. Gil Ning seconded the motion. The motion carried unanimously, 5-0.

**III. APPLICATIONS**

***PC-17-24.***

Jason Miller of Randall, Miller and Associates requested an approval recommendation from the Planning Commission to City Council for a zoning map amendment to change the zoning of 9.175 acres at 50 Riffel Road from C-1 (Office/Institutional) to C-3 (Community Commercial).

Mr. Mason stated that application PC-17-24 would not be heard at the meeting as a quorum of Planning Commission members was not available at the meeting to vote on the application.

***PC-17-21.***

Robert Romanotto of the Wooster Country Club requested Conditional Use approval for the reconstruction of a cart barn associated with a golf course use to the rear of 1251 Oak Hill Road (Parcel Number 68-02490.000) in a CF (Community Facilities) District.

Chris Pycraft, 355 North Market Street, stated that he was present along with Robert Romanotto to speak for the application. Mr. Pycraft explained that the existing cart barn was in need of repair and needed to be torn down. Mr. Pycraft continued that the Wooster Country Club wanted to replace the existing structure with a new structure with a slightly larger footprint. Mr. Pycraft stated the proposed use was consistent with the historical use of the site.

Mr. Mason asked how long the existing structure was in place. Mr. Pycraft replied approximately 21 years. Mr. Pycraft stated that the building was wood sided and the roof was very weathered. He noted that the cart barn was starting to collapse.

Mr. Mason asked if anyone from the public would like to address the Board regarding the application.

Tom Graff, 811 Buchholz Drive, stated that the Wooster Country Club was not always a favorable neighbor. Mr. Graff explained that there were a lot of things that the County Club could do to suit

the neighborhood better. Mr. Graff stated that on multiple occasions, trucks would block the driveway to his home. He also noted noise from the Wooster Country Club property.

Mr. Pycraft stated that the application was for a replacement for an existing structure. Mr. Pycraft explained that the new structure would be an improvement to the club.

Gil Ning moved to approve the application as presented. Kyle Adams seconded the motion. The motion carried unanimously, 5-0.

***PC-17-22.***

Robert Romanotto of the Wooster County Club requested Final Development Plan approval for the reconstruction of a cart barn to the rear of 1251 Oak Hill Road (Parcel Number 68-02490.000) in a CF (Commercial Facilities) District.

Chris Pycraft stated that the closest structures to the cart barn were off of Beechwood Street. Mr. Pycraft explained that the closest neighbors supported the project. He continued that the cart barn was a necessary improvement to the Wooster Country Club. Mr. Pycraft stated that the proposed building would be setback 37 feet from the property and would be located down a hill from adjacent residents.

Jackie Middleton moved to approve the application as presented with the condition that the structure meet the setback requirements of Section 1131.04 or obtain a variance from the Board of Building and Zoning Appeals. Sheree Brownson seconded the motion. The motion carried unanimously, 5-0.

***PC-17-23.***

Brian Kraynak of MS Consultants requested Final Development Plan approval for an AEP service center located on the south side of Long Road (Parcel Number 56-01929.000) in a proposed M-2 (General Manufacturing) District.

Ian Aultman, 2221 Schrock Road, Columbus, stated that he worked closely with Brian Kraynak, who could not attend the meeting. Ashley Truffle, 800 Michigan Avenue, Columbus, stated that she was a representative of American Electric Power. Mr. Aultman explained that the proposed service center for America Electric Power would have a front parking area for employee parking. Mrs. Truffel stated that the building would be used to store vehicles, store equipment, and support the electrical distribution in the area. Mr. Aultman stated that the landscaping would meet the requirements of the City.

Gil Ning asked if the facility was replacing an existing site in the area. Mrs. Truffel answered that the facility would be replacing an existing facility. Mrs. Truffel stated that when the new site was up and running, the other site would be either sold or used for storage.

Mr. Aultman stated that a substantial stone area used for material storage would need a variance from the Board of Building and Zoning Appeals. He also indicated that trash collection areas would have screening and screening from the right of way would be added to the north and south of the building.

Mr. Mason asked for clarification concerning staff recommendations. Mr. Aultman explained that the gravel surface would need to go to the Board of Building and Zoning Appeals for a variance in December. Andrew Dutton noted that staff recommendations 2, 3, 4, and possibly 5 were no longer necessary due to plan revisions.

Kyle Adams moved to approve the application as presented contingent the following criteria:

1. Outdoor storage areas shall have asphalt or concrete surface and be screened from adjacent residential properties and the right of way per Section 1143.07.
2. The applicant shall receive a variance from the Board of Building and Zoning Appeals if any of the previously indicated conditions are not met.
3. Final Development Plan approval shall be contingent on the property's annexation into the City and attainment of an M-2 zoning designation. If the property fails to be annexed or does not attain an M-2 zoning, this Final Development Plan approval shall be void.

Sheree Brownson seconded the motion. The motion carried unanimously, 5-0.

#### IV. MISCELLANEOUS

Andrew Dutton went over proposed changes to the Planning and Zoning Code. He noted that revised chapters were proposed encompassing procedures (1101, 1103 and 1105), zoning districts (1107), principal uses (1109), and definitions (1135). He noted that Planning Commission terms were changed from 6 year to 3 year terms and the number of members was changed from 9 to 7. Mr. Dutton indicated that reapplication process language was also revised.

Mr. Dutton continued that a new Chapter 1111 for Planning and Development was also proposed.

#### V. ADJOURNMENT

Gil Ning made a motion to adjourn the meeting. Jackie Middleton seconded the motion. The motion carried 5-0.

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Grant Mason, Chairman

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Carla Jessie, Administrative Assistant