

MINUTES
CITY OF WOOSTER PLANNING COMMISSION

August 28, 2019

I. MEETING CALLED TO ORDER AND ROLL CALL

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

Mr. Ning stated that the Commission had received communication from residents of Mel Lane regarding a proposed subdivision by Jerry Baker.

II. APPROVAL OF THE MINUTES

Chuck Armbruster made a motion to approve the minutes of July 24, 2019 meeting of the Planning Commission. Mike Steiner seconded the motion. The motion carried unanimously, 7-0.

III. APPLICATIONS

PC-19-19.

Brandon Willkins requested Final Development Plan approval for a building addition at 3350 Long Road in an I-2 (General Industrial) District.

Mark Holly, Simonson Construction, 2112 Troy Road, Ashland, Ohio stated that the proposal was for a 50 ft. by 300 ft. addition to the existing facility. Mr. Holly explained that the proposed 17,500 sq. ft. addition would be added to the facility to accommodate design capabilities. He continued that the original building was built in 1998 and anticipated the proposed addition. Mr. Holly stated that the existing parking lot and landscaping would not be disrupted and would stay the same. Mr. Holly explained that the addition would be the same width and height as the existing building.

Mike Steiner made a motion to approve the application as presented with the following conditions:

1. Screening of the proposed loading area shall be provided per the requirements of Section 1123.07.
2. Species of all proposed landscaping shall be indicated.
3. Per section 1117.03, light fixtures shall be full cut-off and shine straight down.

Grant Mason seconded the motion. The motion carried unanimously, 7-0.

PC-19-20.

The City of Wooster requested an approval recommendation from the Planning Commission to City Council for Planning and Zoning Code Text amendments to Chapters 1103 (Administration and Decision-Making Authorities), 1105 (Review Procedures), 1109 (Principal Use Regulations), 1113 (Accessory and Temporary Use Regulations), 1115 (Site Development Standards), 1117 (General Development Standards), 1121 (Open Space Standards), 1123 (Landscaping and Buffering), 1125 (Parking, Access, and Mobility), 1127 (Signage), and 1135 (Definitions).

Andrew Dutton stated that a complete update to the Planning and Zoning Code was conducted in 2018. Mr. Dutton explained that after using the code for over a year, there were areas that needed corrections. He continued that the proposed amendment application was initiated by the Planning Commission in July. Mr. Dutton stated that there were about 17 pages of corrections and changes. Mr. Dutton gave a brief review of the substantive changes to the Planning and Zoning Code as outlined in Commission's packet.

Grant Mason made a motion to recommend approval of the application to the City Council as presented and as outlined in the packet. Chuck Armbruster seconded the motion. The motion carried unanimously, 7-0.

IV. ADJOURNMENT

Chuck Armbruster made a motion to adjourn the meeting. Mark Weaver seconded the motion. The motion carried unanimously, 7-0.

Gil Ning, Commission Chairman

Carla Jessie, Administrative Assistant