

**MINUTES**  
**CITY OF WOOSTER PLANNING COMMISSION**  
**April 6, 2023**

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

Chuck Armbruster, Chairman, called the meeting to order. Commission members Kyle Adams, Sheree Brownson, Chuck Armbruster, Grant Mason, Shawn Starlin, and Mark Weaver were present at the meeting. Commission member Phil Apel was absent. Vincent Marion, Planning and Zoning Manager, represented the City of Wooster.

**II. APPROVAL OF THE MINUTES**

Grant Mason made a motion to approve the minutes of the March 2, 2023, meeting of the Planning Commission. Shawn Starlin seconded the motion. The motion carried unanimously 6-0.

**III. APPLICATIONS**

***PC-23-3.***

Patrick Lankey, on behalf of Wayne County, requested Final Development approval for a parking lot on the north side of W. Larwill Street between N. Grant Street and N. Walnut Street (Parcel numbers 64-01454.000 and 64-01454.001) in an R-T (Traditional Residential) zoning district.

Mark Weaver made a motion to untable application PC-23-3. Sheree Brownson seconded the motion. The motion carried unanimously, 6-0.

Patrick Lankey, Strollo Architects, 201 West Federal Street, Youngstown, stated that the proposed expansion at the existing Justice Center jail portion of the building offset into the parking lot. Mr. Lankey explained that the addition would take up about 14 parking spaces and accounted for in other county lots. Mr. Lankey continued considering this parking lot separate from the jail expansion. Mr. Lankey stated that the parking lot approval must advance before the expansion. Mr. Lankey explained that the building expansion plans were in the preliminary stages, and they planned to adhere to all of the zoning requirements and parking lot requirements. Mr. Lankey continued that construction for the parking lot would begin this year, and the project would be completed in two stages. Mr. Lankey stated that the first stage was for the new jail, and the second stage was renovating the existing jail with completion dates in 2025 and the renovations at the end of 2026.

Mr. Lankey stated that he spoke to both adjacent property owners to the northeast and northwest and has extended the fence down the property line at the owner's request. Mr. Lankey explained that they talked with the property owners on the west side, and they will adjust the fencing within the guidelines. Mr. Lankey continued that they continue to be good neighbors.

Mr. Marion stated that he was comfortable with the numbers justifying the need for the parking lot. Mr. Marion noted that the Board of Building and Zoning Appeals would be hearing two variances tonight because they tabled both pending additional information and working with the neighbors on a buffer.

Grant Mason made a motion to approve application PC-23-3 as presented with the following conditions:

1. Use variance is approved by the Board of Building and Zoning Appeals.
  2. Area variance is approved by the Board of Building and Zoning Appeals.
  3. Site development must comply with all provisions of the City's Site Development and Improvement Manual for Storm Water Management, current edition.
  4. Developer must use the current City of Wooster Engineering Standards.
  5. Developer to obtain all necessary Engineering Permits and storm water guarantees.
- Sheree Brownson seconded the motion. The motion carried unanimously, 6-0.

***PC-23-7.***

Greg Seifert requested Final Development approval for a vehicle washing establishment at the intersection of Smithville Western Road and Burbank Road (Portion of Parcel number 67-02990.005) in a C-3 (General Commercial) zoning district.

Brian Kruszewski, 3673 Massillon Road, Uniontown, stated that at last month's meeting, they received approval for the proposed preliminary development and reviewed the staff recommendations. Mr. Kruszewski explained that they would adhere to all of the staff recommendations. Mr. Kruszewski continued that the sign would be a separate submission. Mr. Kruszewski stated that the lights from the lighting plan would shine straight down with a full cutoff. Mr. Kruszewski explained that the building would muffle the sounds created by the vacuum. Mr. Kruszewski continued that the hours of operation were from 7 am to 9 pm daily and would fluctuate during the seasons.

Shawn Starlin made a motion to approve application PC-23-7 as presented with the following conditions:

1. Permit application for all signs.
  2. Sign locations and size must comply with code unless a variance is obtained.
  3. Site development must comply with all provisions of the City's Site Development and Improvement Manual for Storm Water management, current edition.
  4. Developer must use the current City of Wooster Engineering Standards.
  5. Developer to obtain all necessary Engineering Permits and Stormwater guarantees.
- Sheree Brownson seconded the motion. The motion carried unanimously, 6-0.

***PC-23-9.***

The City of Wooster requested a recommendation from the Planning Commission to City Council for Text Amendments to Chapter 1107.05 (Zoning Districts – District-Specific

Purpose Statements and Regulations) of the Planning and Zoning Code to establish development standards for manufactured home parks in an R-5 zoning district.

Mr. Marion stated that this is the City of Wooster's application for amendments to Chapter 1107.05. Mr. Marion explained that a few months ago Planning Commission reviewed an amendment to allow manufactured housing to expand in R-5 zoning districts. Mr. Marion continued that City Council held a hearing, acted on that proposed amendment, and adopted the proposed amendment. Mr. Marion stated that the process didn't consider specific development standards that we typically look at for residential developments. Mr. Marion explained that in 2018 an amendment was made to remove any expansion in R-5 manufactured home districts in the City of Wooster. Mr. Marion continued that when the amendment was removed, the standards were also removed. However, the recent amendment that allowed the expansion of manufactured housing did not address the standards. I am proposing the standards to address new manufactured housing within the R-5 district. Mr. Marion stated that the standards you have that are noted in red are the same standards that were in place in 2018 before the removal. Mr. Marion said that any existing manufactured home would not be subject to the standards submitted.

Mr. Armbruster opened the public hearing and asked if anyone from the public would like to address the Commission regarding the application. Mr. Armbruster closed the public hearing.

Mark Weaver made a motion to approve a recommendation to City Council for application PC-23-9 as presented. Sheree Brownson seconded the motion. The motion carried unanimously, 6-0.

#### IV. ADJOURNMENT

Sheree Brownson made a motion to adjourn. Shawn Starlin seconded the motion. The motion passed unanimously, 6-0.

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Chuck Armbruster, Chairman

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Carla Jessie, Administrative Assistant