

MINUTES
CITY OF WOOSTER PLANNING COMMISSION

September 7, 2023

I. MEETING CALLED TO ORDER AND ROLL CALL

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

II. APPROVAL OF THE MINUTES

Phil Apel made a motion to approve the August 3, 2023, meeting minutes of the Planning Commission. Grant Mason seconded the motion. The motion carried unanimously 6-0.

III. APPLICATIONS

PC-23-22.

Kathryn Weber requested Final Subdivision Plat approval for a lot split and consolidation of lots resulting in a flag lot on parcel number 71-00197.000 with an address of 4400 Melrose Drive in an R-5 (Manufactured Home Park) zoning district and parcel numbers 71-00197.001 and 71-00197.002 with addresses 4441 and 4485 Cleveland Road in a C-3 (General Commercial) zoning district.

John Monroe, 1001 Lakeside Avenue, Cleveland, stated that two different manufactured home communities are seeking final approval of the proposed lot split and consolidation plat. Mr. Monroe explained that the intent was to split six parcels into three parcels. Mr. Monroe continued that parcel A is Melrose West, a 55 and older manufactured home community. Mr. Monroe stated that parcel B is Melrose Village, an all-ages community. Mr. Monroe explained that the purpose of the split is to recognize the two different businesses that exist and also to allow specific refinancing for parcel B due to the lender's objection to the old oil and gas well that exists on parcel A. Mr. Monroe continued that there was no change in the access, the operation of the parks, or ownership.

Jeremy Mitchell, 3560 Taberidge Road, NE, Mineral City, Property Manager, Melrose Village, was also present for questions.

Shawn Starlin made a motion to approve application PC-23-22 as presented. Phil Apel seconded the motion. The motion carried unanimously 6-0.

PC-23-23.

Joseph Toman requested Final Development approval for additions to an existing structure at 4500 Cleveland Road with permanent parcel numbers 71-00164.001 and 71-00168.000 in a C-3 (General Commercial) zoning district.

Joseph Toman, K4 Architecture, 555 Guest Street, Cincinnati, and Leo Miller, 1201 Greenhaven Lane, Wadsworth, President and CEO of Apple Creek Banking, were present for questions about the application.

Mr. Marion stated that the code allows the zoning manager to grant an administrative waiver for items below a certain threshold of 10 percent of what is permitted; in this case, it was the front setback. Mr. Marion explained that the corner of the building encroaches into the front setback by two feet.

Mark Weaver made a motion to approve application PC-23-23 as presented with the following conditions:

1. Permit application for all signs.
2. Submittal of a landscape plan.
3. Submittal of exterior lighting specifications that meet the standards of Chapter 1117.03.
4. Site development must comply with all provisions of the City's Site Development and improvement Manual for Storm Water Management, current edition.
5. Developer must use the current City of Wooster Engineering Standards.
6. Developer to obtain all necessary Engineering Permits and Stormwater guarantees.

Grant Mason seconded the motion. The motion carried unanimously 6-0.

PC-23-24.

Chris Artman requested Final Development plan approval for a restaurant with a drive-through and outdoor dining on property located on the southeast corner of Beall Avenue and East North Street with parcel numbers 64-01473.000, 64-01471.000, and 64-01036.000 (517/519 E. North) in the C-4 (Central Business) zoning district.

Chris Artman, 13710 Cleveland Avenue NW, Uniontown, stated that he represented Cardinal Reality, the developer of a Chipotle Restaurant proposing a 2 325 sq. ft. restaurant with a pick-up window. Mr. Artman explained that there was minimal outdoor dining and 26 parking spaces on the southeast corner of Beall Avenue and North Street. Mr. Artman continued that the project would utilize the existing drive aprons to Beall Avenue and North Street. Mr. Artman stated that there would be full access on both roadways, with a majority off Beall Avenue.

James Sabatine Jr., Cardinal Reality, 1305 Boardman Canfield Road, Boardman, stated that this project has more parking spaces than some more extensive markets and foot traffic with cross-access. Mr. Sabatine explained that 26 parking spaces were definitely in the proposed criteria.

Phil Apel made a motion to approve application PC-23-24 as presented with the following conditions:

1. Sign will require a sign permit application.
2. Site development must comply with all provisions of the City's Site Development and Improvement Manual for Storm Water management, current edition.
3. Developer must use the current City of Wooster Engineering Standards.
4. Developer to obtain all necessary Engineering Permits and Stormwater guarantees.

Mark Weaver seconded the motion. The motion carried unanimously 6-0.

PC-23-25.

John Long requested Final Development plan approval for parking and the relocation of a helicopter pad on property with an address of 1761 Beall Avenue (Wooster Community Hospital) to include property fronting on Winter Street, Barbara Drive, and Gasche Street with parcel numbers 67-02562.000, 67-02551.000, 67-02550.000, 67-01599.000 in the CF (Community Facilities) and an R-1 (Suburban Single-Family Residential) zoning district.

Bill Whyte, Shaffer, Johnston, Lichtenwalter & Associates, 3477 Commerce Parkway, stated that the hospital proposed relocating the helicopter pad for an upcoming emergency room addition. Mr. Whyte explained that the helipad was designed per the FAA regulations but is exempt and not required to be FAA-certified or permitted. Mr. Whyte continued that the design was approved. Mr. Whyte stated that variances were needed for setbacks along Barbara Street and the residential property to the south and a use variance for a parking lot within the R1 residential zoning. Mr. Whyte noted that the lighting plan must be revised and adjusted to comply with the current code. Mr. Whyte stated that the current site has some small trees.

Mr. Marion stated that the parking has a continuous hedge row to buffer the parking and headlights. Mr. Marion explained that a public hearing in front of the BZA is rescheduled for October 5, 2023, for the necessary variances for the parking lot on the project's south side. Mr. Marion noted that the north parking lot, helipad, and revised landscaping plan fully comply with the zoning code.

Kyle Adams recused himself from the application.

Grant Mason made a motion to approve application PC-23-25 as presented with the following conditions:

1. Approval of a use variance to permit a parking lot in an R-1 district
2. Approval of area variances reducing the setbacks from the right-of-way, property line abutting an R-1 district, and interior parking lot landscaping.
3. Submittal of a revised lighting plan and photometric study.
4. Compliance with FAA regulations or other air medical providers.

5. Site development must comply with all provisions of the City's Site Development and Improvement Manual for Storm Water Management, current edition.
6. Developer must use the current City of Wooster Engineering Standards.
7. Developer to obtain all necessary Engineering Permits and Stormwater guarantees.

Phil Apel seconded the motion. The motion carried 4-1. Mark Weaver voted no.

PC-23-26.

John Long requested approval for a Final Development Plan for the construction of a 10,915-square-foot addition at 1034 Nold Avenue with permanent parcel number 65-02096.000 in an I-3 (Urban Industrial) zoning district.

Bill Whyte, Shaffer, Johnston, Lichtenwalter & Associates, 3477 Commerce Parkway, stated that this proposal is an addition to the existing warehousing facility for Goodwill Industries. Mr. Whyte explained that this will be used for sorting and shipment of donated goods. Mr. Whyte continued that the variance for the building setback will be heard in October, which faces a residential zoning district. Mr. Whyte stated that lights will be located on the south and east of the building and will comply with the review criteria.

Kyle Adams recused himself from the application.

Shawn Starlin made a motion to approve application PC-23-26 as presented with the following conditions:

1. Approval of variance requests, reducing the setbacks from a residential zoning district and reducing the required buffer.
2. Submittal of wall lighting fixture specifications.
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.

Mark Weaver seconded the motion. The motion carried unanimously 5-0.

IV. ADJOURNMENT

Mr. Armbruster adjourned the meeting.

Chuck Armbruster, Chairman

Carla Jessie, Administrative Assistant