

MINUTES
CITY OF WOOSTER PLANNING COMMISSION
March 7, 2024

I. MEETING CALLED TO ORDER AND ROLL CALL

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

II. APPROVAL OF THE MINUTES

Sheree Brownson made a motion to approve the minutes of the February 1, 2024, meeting of the Planning Commission. Shawn Starlin seconded the motion. The motion carried unanimously 4-0.

III. APPLICATIONS

PC-24-2.

Amy Welty, on behalf of the Wooster City School District, requested approval for a Conditional Use Permit for an Educational Institution (K-12) at 955 Oldman Road with permanent parcel number 73-00013.000 in an R-1 (Suburban Single-Family Residential) zoning district.

Brian Madigan, Assistant Superintendent, 955 Oldman Road, stated that the proposal for the home on the school's corner lot was to be used for educational purposes. Mr. Madigan explained that the house had previously been used for offices for the operations department and that the available space was used for transitional needs. Mr. Madigan continued that the building would be used for their special ed population, and living and life skills would be practiced using the kitchen. Mr. Madigan stated that some alterations to the building, such as making the doorways wider to make them feasible, such as ramp entrance ADA possibilities, are needed. Mr. Madigan noted that the main floor would only be used primarily.

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.

Shawn Starlin made a motion to approve application PC-24-2 as presented. Sheree Brownson seconded the motion. The motion carried unanimously, 4-0.

PC-21-16.

Nick Brenner requested a two-year extension of PC-21-16 Final Developmental Plan for a retail building, accessory building, and outdoor storage for property on the east side of Burbank Road in a C-3 (General Commercial) zoning district (Menards).

Mr. Marion stated that he granted an administrative six-month extension to the application, which will expire. The applicant has requested an additional two-year extension to the approved 2021 developmental plan. Mr. Marion noted that there have been no modifications to the site or to the zoning code that would cause a change in the review.

Phil Apel made a motion to approve the two-year extension as presented. Sheree Brownson seconded the motion. The motion passed unanimously, 4-0.

IV. ADJOURNMENT

Phil Apel made a motion to adjourn. Shawn Starlin seconded the motion. The motion passed unanimously, 4-0.

Chuck Armbruster, Chairman

Carla Jessie, Administrative Assistant