

MINUTES
CITY OF WOOSTER PLANNING COMMISSION
July 11, 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, Grant Mason, Jacob Sheets, Shawn Starlin, and Mark Weaver were present at the meeting. 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 June 6, 2024, meeting of the Planning Commission. Sheree Brownson seconded the motion. The motion carried unanimously 7-0.

III. APPLICATIONS

PC-24-19.

Thomas Winkhart requested Final Development Plan approval for the construction of a mixed-use residential development consisting of single-family homes and two, four, and eight-unit multi-family buildings with a community center and a skilled nursing/personal care facility on parcel number 71-00250.000 (4677 Melrose Drive) in a PD (Planned Development) zoning district.

John Walsh, GBC Design, 565 White Pond Drive, Akron, stated that the change from the Preliminary Development Plan approval was the addition of the assisted living and memory care facility, which replaced the eight-unit apartments. Mr. Walsh explained that the single-family and attached single-family units stayed the same.

Mr. Marion stated that the City Engineer had reviewed the previously submitted site plan. It is anticipated that the revised proposed use will generate less traffic than the previous plan.

Mr. Armbruster stated that he wanted to suggest a fourth provision. Currently, we have three recommendations from the city. Mr. Armbruster explained that the City has heavily lobbied for this Planned Development, and with Wooster's housing situation, I think we have acted fairly and according to that. Mr. Armbruster continued that from his perspective, the Planning Commission needed to represent all Wooster citizens and, therefore, add a fourth recommendation to respect and enforce the emergency exit easement on the east side of the property not only now but during construction and post-construction. Mr. Armbruster stated that the exception would be when it's being improved. I don't feel that construction materials and labor force vehicles are going through the Mel Lane resident's development. Mr. Armbruster explained that he wanted to clarify that emergency access is only respected and not used every day for traffic during construction.

Mark Weaver made a motion to approve application PC-24-19 as presented with the following conditions:

1. Site development must comply with all provisions of the City's Site Development and Improvement Manual for Storm Water Management, current edition.
2. Developer must use the current City of Wooster Engineering Standards.
3. Developer to obtain all necessary Engineering Permits and storm water guarantees.
4. Required to respect and enforce the emergency access requirement during construction and post-construction.

Phil Apel seconded the motion. The motion passed unanimously, 7-0.

PC-24-20.

Robert Chordar, with TC Architects, on behalf of the Counseling Center of Wayne and Holmes Counties, requested Preliminary Development plan approval for an 11,938-square-foot facility located at 1785 Akron Road, parcel number 67-02670.001, in a C-3 (General Commercial) zoning district.

Robert Chordar, TC Architects, 430 Grant Street, Akron, stated that the proposal for the building needed to be pushed more towards the road, about 28 feet, because of the hillside, which affected the layout. Mr. Chordar explained that the building is about 11,938 square feet and connects the two parking lots to 2285 Benden Drive. Mr. Chordar continued that public parking was out toward the front of the property. Mr. Chordar stated there would be a retention pond out front with a picnic pavilion and walking paths around the pond with benches. Mr. Chordar explained that the building was one story and would comply with all setbacks, height, lot coverage, and parking requirements. Mr. Chordar continued that when we moved the building up, we reconfigured the picnic pavilion and the walking path, and the generator was concrete. Mr. Chordar stated that the lighting will have a direct cutoff and updated landscaping per staff recommendations.

Grant Mason made a motion to approve application PC-24-20 as presented with the following conditions:

1. Variance request is approved for accessory structure in front of the main structure.
2. The following is needed with the Final Development Plan submittal:
 - A. Dumpster enclosure specifications.
 - B. Lighting Plan.
 - C. Landscape Plan indicating the proper location of the street trees.
 - D. Correct building and parking setbacks from the rear property line of the property between Akron Road and proposed development. This is a front setback measurement.
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 passed unanimously, 7-0.

IV. ADJOURNMENT

Sheree Brownson made a motion to adjourn. Shawn Starlin seconded the motion. The motion passed unanimously, 7-0.

Chuck Armbruster, Chairman

Carla Jessie, Administrative Assistant