

**MINUTES
PLANNING COMMISSION**

February 24, 2016

MEMBERS PRESENT: Kyle Adams, Sheree Brownson, Grant Mason, Jackie Middleton, Gil Ning, Ronald Rehm, Jean Roberts, and Fred Selig

MEMBERS ABSENT: Mark Weaver

STAFF PRESENT: Andrew Dutton

I. MINUTES

Jackie Middleton moved to approve the Minutes of the January 27, 2016 regular meeting. Fred Selig seconded the motion. Motion carried 8-0.

II. DEVELOPMENT PLAN APPLICATION

#SP-598 Matthew Long of Critchfield, Critchfield and Johnston, Ltd representing Timothy Enterprises LLC, requested Final Development Plan approval for an addition to the existing building, demolition of a an existing structure and the construction of a parking area at 4653 Cleveland Road in a C-5 (General Commercial) District.

Mr. Rehm stated that the board received an email from Matthew Long requesting that the application be tabled.

Jean Roberts moved to table the application. Grant Mason seconded the motion. Motion carried 8-0.

#SP-600 Joel Montgomery of The City of Wooster requested Final Development Plan approval for a safety center facility at 3319 Burbank Road in a CF (Community Facilities) District.

Mr. Rehm noted that the application was not a public hearing.

Joel Montgomery gave a brief history of the project. He stated that the planning of this project started back in 2007. Mr. Montgomery continued that an initial study of the fire system for the city and a fire plan was done in 2007 and the findings of the study found that the city needed 3 fire stations in order to service the city. Mr. Montgomery stated that a police station was not as location specific as a fire station. He continued that the Wooster Police currently need about 27,000 square feet to adequately support their staff.

Mr. Montgomery stated that the city discussed expansion of the current police facility with the county, however, an agreement was not reached. He also noted that it would be more difficult to add on to the current location than constructing the proposed safety center. Mr. Montgomery stated that the location of the proposed facility was within 68% of the student population of Wooster City Schools. Mr. Montgomery also noted that the site was unique in that it had access on 2 sides to 2 different streets.

Nathaniel Myers 3360 Burbank Road, Wooster asked what the building plan was, if the application was being presented to the public and wanted to know the changes that had been made to the plan.

Mr. Montgomery stated that the building plan was predominately the same as the previously plan, though the building shape was a little different and moved a little. He continued that the site still had access to both roads and parking was similar.

Gil Ning asked about the availability of a fitness room. Matt Fisher responded that the fire and police would share a training room and it would serve multiple purposes. Mr. Ning also asked about communications towers on the site. Matt Fisher responded that there would be a couple of antennas that would be mounted on the outside of the building for video cameras. Mr. Ning also inquired as to what design changes had been made.

Anthony Valencic and Ken Chow, JGJ, discussed the site plan and building design. Anthony Valencic stated that the building was closer to Friendsville Road and the building was moved up to the other corner of the site because it was the higher side of the site. Anthony Valencic continued that fire trucks would exit out to Friendsville and enter off of Burbank.

Barry Saley, Fire Chief responded to fire access questions. He stated that fire trucks would exit out to Friendsville Road because it would provide the best access to the connecting roads. Mr. Saley also noted the he felt the traffic flow would be fine as a result of the proposed plan.

Joel Montgomery stated that construction would start in May 2016 and be completed in May 2017.

Mr. Rehm asked about the staff recommendations involving the trash receptacle enclosure, the light fixture detail and the variances that would need to be obtained through the Board of Building and Zoning Appeals.

Jim Spires asked about the relocation of mailboxes from the safety center side of the road to the other side of the road. Joel Montgomery stated that will be taken care of by the city.

Fred Seling moved to approve the application subject to the staff recommendations. Jean Roberts seconded the motion. Motion carried 8-0.

III. ADJOURMENT

Grant Mason moved to adjourn the meeting. Jackie Middleton seconded the motion. Motion carried 8-0.

Meeting adjourned at 6:15 p.m.

Ronald Rehm, Chairman

Carla Jessie, Administrative Assistant