

**MINUTES
CITY OF WOOSTER PLANNING COMMISSION**

October 6, 2022

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, Mike Steiner, and Mark Weaver were present at the meeting. Vincent Marion, Planning and Zoning Manager, represented the City of Wooster.

II. APPROVAL OF THE MINUTES

Mike Steiner made a motion to approve the minutes of the September 1, 2022, meeting of the Planning Commission. Sheree Brownson seconded the motion. The motion carried unanimously 7-0.

III. APPLICATIONS

PC-22-22.

Christine Sampat requested approval for a Final Development Plan for constructing a 4,253 square foot dental office and 3,100 square foot medical office and parking on Enterprise Parkway with permanent parcel number 67-02030.000 in a C-3 (General Commercial) zoning district.

Lindsey Foster, LS Architects, 22082 Lorain Road, Fairview Park, stated that the proposal is a dental office with an additional auxiliary building for a future private medical office. Ms. Foster explained that the staff recommended a sidewalk on Merit Drive, which they added to the plans. Ms. Foster continued that outside, the building would have a hardy board vertical siding with a stone veneer below.

Mr. Marion stated that last month the preliminary development plan was approved. Mr. Marion explained that the zoning changed from I-2 to C-3.

Shawn Starlin made a motion to approve application PC-22-22 as presented with the following conditions:

1. The parking lot hedgerow is extended in front of parking spaces 26-31.
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 storm water guarantees.

Mike Steiner seconded the motion. The motion carried unanimously, 7-0.

PC-22-24.

John Long requested approval for a Final Development Plan for the construction of 30 apartments and parking on Noble Drive with permanent parcel number 67-02982.006 in a C-3 (General Commercial) zoning district.

John Long, 2477 Commerce Parkway, stated that the updated plans included a 6-foot fence on the property's western edge. Mr. Long explained that the proposal meets all of the conditions for the storm water control and engineering standards.

Sheree Brownson made a motion to approve application PC-22-24 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.
- Grant Mason seconded the motion. The motion carried unanimously, 7-0.

PC-22-25.

Chris Siart requested Final Development Plan approval for the addition of approximately 35,800 square foot office, cooling, packaging and processing facilities, and parking at 3049 Daisy Way (Daisy Brand) with parcel number 74-00003.001 in an I-2 (General Industrial) zoning district.

Chris Siart, Dennis Engineering Group, 1537 Main Street, Springfield, MS, stated the proposal for five new additions to the Daisy Brand facility. Mr. Siart explained that the additions were process additions for processing equipment and two-story office space for new employees that support the facility.

Mike Steiner made a motion to approve application PC-22-25 with the following conditions:

1. Parking lot trees detailed on the plans meet the requirements of 1123.05.
2. Lighting meets the requirements of 1117.03.
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.

Mark Weaver seconded the motion. The motion carried unanimously, 7-0.

PC-22-26.

Scott Morgan requested approval for a Preliminary Development Plan for the construction of 320 apartments, clubhouse, and parking on West Milltown Road with permanent parcel numbers 53-01518.000 and 53-01312.000 in an R-4 (Multi-Family Residential) zoning district.

Brian Young, Vision Development, 100 Northwoods Boulevard, Columbus, stated that a third of the property is used for agricultural purposes currently. The rest of the site has natural vegetation on the west side. Mr. Young explained that the development site would have 320 units of 3 building types. Mr. Young continued that along West Milltown Road, we have townhouse buildings, with each building having four residential units comprised of structures with smaller units with large front patios. Mr. Young stated that the clubhouse is centrally located with a leasing office, fitness building, outdoor kitchens, pools, and outdoor seating. Mr. Young explained that further north, located in the densest part of the site, 24-unit-style buildings surround the rest of the site. Mr. Young stated that the development would take advantage of the natural features of the 30 acres.

Mr. Marion stated that tonight's application is a technical review of the site plan, not a public hearing. Following questions regarding the zoning amendment process, Mr. Marion stated that individual notices for zoning amendments are not required when there are more than 10 lots/parcels. Mr. Marion stated that there was a public hearing scheduled at the July Planning Commission and a hearing at the City Council meeting where several residents were present. Mr. Marion explained that following the City Council hearing, the council adopted Planning Commission's recommendation. Mr. Marion stated that the development plans do not require public hearings. Following questions about the location of the project, Mr. Marion explained that the annexation would soon be finalized, and an address would be assigned. Mr. Marion

continued that if you look at the Staff Report, it identifies the parcels on the north side of West Milltown Road with permanent parcels numbers 53-01518.000 and 53-01312.000.

There was much discussion about the application.

Mr. Marion stated that in July, the Planning Commission reviewed and recommended to the City Council the zoning of 75.2 acres of land approved for annexation. Mr. Marion explained that the property addressed within this application consists of approximately 31 acres and was recommended for R-4 (Multi-Family) zoning. He said the Wooster City Council held a hearing in August and adopted that recommendation. There was a discussion regarding the lack of housing options within the City of Wooster, especially with the significant job growth we have seen. Mr. Marion stated that the traffic analysis, roadway, and access analysis review were performed under the established City of Wooster Engineering and ODOT design standards as part of the administrative review and approval process. Mr. Marion explained that the City Engineer and I decided that a traffic study was unnecessary for this proposed development. This was determined by findings of previous traffic studies that were provided in the immediate area that led to the proposed improvements for construction in 2024. Engineering is currently being designed for a round-a-bout at Oak Hill and Milltown, with a 3rd lane being added on Milltown between that round-a-bout at Oak Hill and Commerce. The improvements have been incorporated into the proposed traffic and the designs. Mr. Marion continued that concerning access, the proposed two access points into this development will be from Milltown. Inverness will not be extended. Mr. Marion stated that the Milltown improvements are a City of Wooster project in which the financing is through a TIF (Tax Increment Financing). Mr. Marion explained that funds generated from new development within the TIF district will pay for the improvements.

Jonathan Millea, Development Coordinator, 538 North Market, offered a statement in regards to tax increment financing in this particular area, and the other 11 sites that were annexed are a part of the economic development plan, which was adopted by the council earlier this year. Mr. Millea explained that the process works to establish a special tax district and not elevate the current taxes. They stay the same, but when new construction is developed, those tax revenues from the new construction are redirected to support public infrastructure, which would typically be paid for from the general fund or other taxpayer dollars. Mr. Millea continued that the community needs to establish round-a-bouts at Oldman Road and Oak Hill due to an earlier study which included two separate traffic studies in this vicinity with proposed retail development, which has a very high volume of traffic which showed intersection improvements at West Milltown and Oak Hill Roads as it existed at that time. Mr. Millea stated that with the study, we know that we needed improvements to these intersections and a need for housing as the housing has not kept up with the population. Mr. Millea explained that the TIF would effectively fund the reconstruction of West Milltown, the undersized portions of Oak Hill, and the installation of two round-a-bouts, a roughly 7.6 million dollar roadway infrastructure improvement. Mr. Millea continued that the improvements also redirect revenues for sewer construction, which will support residential development, the Wooster City School Districts current campus, and the proposed master plan. Mr. Millea stated that the development follows the economic development plan, which includes the school's campus targeting future private development funding for public infrastructure.

Grant Mason made a motion to table application PC-22-26 as presented based upon the audience's concerns for one month to allow the City of Wooster's legal counsel to review whether or not all property notices were provided and whether all proper procedures were followed. Mike Steiner seconded the motion. The motion carried unanimously, 7-0.

Scott Morgan, 3300 Riverside Drive, Columbus, stated that the start of the project depended upon the availability to tie into the sanitary sewer. Mr. Morgan explained that the project's beginning could occur sometime next year. Mr. Morgan continued that he typically builds the development all at once, not a phased project.

IV. INITIATION OF PLANNING AND ZONING CODE AMENDMENT

Mr. Marion stated that the zoning code could be amended only after City Council or the Planning Commission adopts a motion directing an amendment be prepared. Mr. Marion explained that he was recommending Planning Commission consider making a motion authorizing the preparation of a text amendment to allow multi-family in an R-5 zoning district. Mr. Marion stated that the R-5 district is a district where we have existing mobile homes. Marion noted that mobile homes could be replaced but not increased in number. There is vacant land within an R-5 zoning district appropriate for multi-family development. I am recommending that a motion be made authorizing an amendment to be prepared for review at the November meeting.

Mike Steiner made a motion to authorize the preparation of a text amendment. Grant Mason seconded the motion. The motion passed unanimously, 7-0.

V. 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