

MINUTES
CITY OF WOOSTER PLANNING COMMISSION
August 3, 2023

I. MEETING CALLED TO ORDER AND ROLL CALL

Chuck Armbruster, Chairman, called the meeting to order. Commission members Phil Apel, Sheree Brownson, Chuck Armbruster, Grant Mason, and Shawn Starlin were present at the meeting. Commission members Kyle Adams and Mark Weaver were 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 minutes of the July 6, 2023, meeting of the Planning Commission. Sheree Brownson seconded the motion. The motion carried unanimously 5-0.

III. APPLICATIONS

PC-23-17.

John Long requested Final Subdivision Plat approval for a lot split, resulting in a flag lot on parcel number 67-02865-001 with an address of 3934 Burbank Road in a C-3 (General Commercial) zoning district.

Alan Ratliff, 711 Winkler Drive, stated that he owned the property and was available for questions. Mr. Ratliff explained that tight development spots like this are challenging to get into, and no other out parcels in Wooster. They put the stormwater underground, and there is a unique design and design criteria. Mr. Ratliff continued that in the future, all the water has to go underground to develop the property so that it will be a stormwater retention basin until then. Mr. Ratliff stated that the City Engineer requested an easement that goes through forever, so we presented the application for review, and he liked what we had.

Shawn Starlin made a motion to approve application PC-23-17 with the following conditions:

1. Direct Access to Burbank from lot 9965 is prohibited.
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.

Sheree Brownson seconded the motion. The motion carried unanimously, 5-0.

PC-23-18.

John Long requested approval for a Conditional Use Permit and Preliminary Development approval for a multi-family development on the north side of Benden Drive and the west side of Eagle Pass with permanent parcel numbers 67-02690.009 and 67-02690.011 in a C-3 (General Commercial) zoning district.

John Long, 3477 Commerce Parkway, stated that the proposal for a 14-unit multi-family development. Mr. Long explained that the conditional use application also meets the Planning Department's criteria regarding the additional items for approval for Final Development. Mr. Long stated that the units were single-floor units with 2 or 3 bedrooms.

Mr. Armbruster opened the public hearing and asked if anyone from the public would like to address the Commission regarding the application.

Cathy Witmore, 2043 Eagle Pass, asked if the unit was single floor and how many bedrooms with two exits off both streets.

Mr. Armbruster closed the public hearing.

Sheree Brownson made a motion to approve the conditional use application PC-23-18 as presented. Phil Apel seconded the motion. The motion carried unanimously, 5-0.

Sheree Brownson made a motion to approve the Preliminary Development Plan application PC-23-18 with the additional information that will be required for the Final Development Plan, including:

1. Landscaping plan
2. Sign details
3. Specifications for the dumpster enclosure
4. Lighting Specifications
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 storm water guarantees.

Phil Apel seconded the motion. The motion carried unanimously, 5-0.

PC-23-19.

Louise Keating requested Final Subdivision Plat approval for a lot split on parcel number 64-02329.000 with an address of 621-637 College Avenue in a C-2 (Community Commercial) zoning district.

Louise Keating, 141 East Liberty Street, stated that the First Presbyterian Church owns a considerable lot but has been many separate parcels throughout the property's history. Ms. Keating explained that the church, office, and warehouse space for People to People are all part of the lot. Ms. Keating continued that the Frame residence at the northwest corner of the property was a separate lot with 50 feet of frontage on College Avenue, the same frontage we were proposing in the requested lot split. Ms. Keating stated that the residence was used for many years, but the way housing works for churches has changed a lot and has not had a demand or interest to be used. Ms. Keating explained that the church would like to allow the house to be returned to use as a residence joining four other properties that adjoined it to the north, which were frame residences of similar age. Ms. Keating said this would allow the church to focus those resources on its other core mission. Ms. Keating stated that the house has access to any parking space coming in through the main

entrance to the church on College Avenue. Ms. Keating noted that the property had no parking dedicated to the house. However, we seek approval for two spaces that adjoin the new southern boundary that abuts the church entrance that would be used exclusively for the residence. Ms. Keating stated that the church would grant a permanent nonexclusive easement for ingress and egress over the church property and then an easement for the parking spaces, which would be for the exclusive use of the house.

Grant Mason made a motion to approve application PC-23-19 a Final Subdivision Plat, with the following condition.

1. Approval of variance request for off-site parking.
2. Follow current engineering standards.

Phil Apel seconded the motion. The motion carried unanimously, 5-0.

PC-23-20.

Louise Keating requested an approval recommendation from the Planning Commission to City Council for a Zoning Map Amendment to change the zoning of .172 acres at 621-637 College Avenue with parcel number 64-02329.000 on the northeast corner of East Bowman and College Avenue from C-2 (Community Commercial) zoning district to R-2 (Single-Family Residential) zoning district.

Ms. Keating stated that the abutting house is in the R-2 (Single-Family Residential) zoning district, and the only reason the house was included in the C-2 zoning district is that other uses of the church building itself and People to People had so they didn't break it out separately. Ms. Keating noted that as it now exists as a separate parcel and the church wanted to ensure that the house has a residential use for the future, the change was needed.

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.

Mr. Marion stated that the property does not have a parcel number because the property is not formally split; I would like to point out that the property under consideration is .172 acres of the existing parcel, for clarification of the motion.

Grant Mason made a motion to approve a recommendation to City Council for a Zoning Map Amendment for application PC-23-20 as presented. Shawn Starlin seconded the motion. The motion carried unanimously, 5-0.

PC-23-21.

Alex Frazier requested Final Development approval for a multi-family development on the east side of Cleveland Road between Timber and Northgate with permanent parcel number 67-02539.000 in a C-3 (General Commercial) zoning district.

Alex Frazier, 1301 East Washington Street, Indianapolis, Indiana, stated that the proposal for a three-story, 42-unit multi-family project located on Cleveland Road. Mr. Frazier explained that the two and

three-bedroom units with one building and single-story proposed clubhouse on the site. Mr. Frazier continued that the development in a C-3 received conditional use approval for multi-family in January.

Mr. Marion stated that the Preliminary Development Plan approval indicated during the conditional use hearing indicated two separate buildings, and they have chosen a different layout for the final development with one three-story building.

Phil Apel made a motion to approve application PC-23-21 as presented with the following conditions:

- 1. Submittal of dumpster enclosure specifications
- 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
- 5. Please ensure the property meets fire department ladder truck dimension and fire lane requirements.

Shawn Starlin seconded the motion. The motion carried unanimously, 5-0.

IV. ADJOURNMENT

Shawn Starlin made a motion to adjourn. Sheree Brownson seconded the motion. The motion passed unanimously, 5-0.

Chuck Armbruster, Chairman

Carla Jessie, Administrative Assistant