

**MINUTES**  
**CITY OF WOOSTER PLANNING COMMISSION**  
**August 23, 2017**

**I. MEETING CALLED TO ORDER AND ROLL CALL**

Grant Mason, Chairman of the Planning Commission, called the meeting to order. Commission members Kyle Adams, Sheree Brownson, Jackie Middleton, Grant Mason, and Mark Weaver were present at the meeting. Gil Ning, Ron Rehm, and Mike Steiner were absent. Andrew Dutton, Planning and Zoning Manager, was present representing the City of Wooster.

**II. APPROVAL OF THE MINUTES**

Mark Weaver moved to approve the minutes of July 26, 2017 meeting of the Planning Commission. Kyle Adams seconded the motion. The motion carried unanimously, 5-0.

**III. APPLICATIONS**

***PC-17-20.***

Thomas Scanlon of Day Ketterer representing Ohio Power Company requested an approval recommendation from the Planning Commission to City Council for a zoning map amendment to designate 89.510 acres on the south side of Long Road with Parcel Number 56-01929.000 to an M-2 (General Manufacturing) zoning district upon annexation into the City of Wooster.

Thomas Scanlon introduced an Ohio Power Company representative, Nicole Burigana. Mr. Scanlon stated that the request was a recommendation from the Planning Commission to City Council for an M-2 zoning designation. He indicated the application would go before City Council in conjunction with an annexation request. Mr. Scanlon explained that Ohio Power Company acquired the property with the intention of constructing a service center in Wooster. Mr. Scanlon stated that properties to the north were zoned M-2, properties directly west were residential and properties further west were zoned M-2.

Mark Weaver asked what operations would take place at the service center. Mrs. Burigana stated that the service center would service the area and would have offices and garage area within the facility. Mrs. Burigana explained that the garages would be used to service vehicles and store maintenance materials and equipment.

Kyle Adams asked if anything stored on the site would have an environmental or health impact on the vicinity. Mrs. Burigana stated that there would not be anything of that nature stored on the site.

Jackie Middleton asked how many would be employed at the site. Mrs. Burigana answered that approximately 45 employees would be at the site with a possible increase to 60 employees. Mrs. Burigana added that the business would have regular business hours.

Grant Mason asked where the Ohio Power Company's Wooster facility was currently located. Mrs. Burigana stated that the service center was currently small and needed more space for vehicles and larger equipment.

Mr. Mason asked if anyone from the public would like to address the Commission regarding the application.

Walter Pinnicks, 729 N. Geyers Chapel Road, stated that he owned the property adjacent to the rear of the property. Mr. Pinnicks asked where the building and transformers would be located on the property.

Mrs. Burigana responded that the structure would sit on about an acre of property located 60 yards from the residential property line to the west. Mrs. Burigana continued that stormwater retention would be located about 15 feet behind the structure. Mrs. Burigana stated that the rest of the land would continue to be farmed and the existing substation would remain.

Paul Marshall, 3700 Canal Road, asked if the service center was for the dispatch of Ohio Power line employees and asked if there would be three shifts. Mrs. Burigana indicated that employees could be called in at any time during an emergency situation.

Jackie Middleton moved to approve the application as presented. Mark Weaver seconded the motion. The motion carried unanimously, 5-0.

#### IV. MISCELLANEOUS

##### *Planning and Zoning Code Update—Review of draft procedural chapters.*

Mr. Dutton gave a brief status report and indicated that the Commission was sent draft procedural chapters of Planning and Zoning Code. Mr. Dutton stated that many chapters were reorganized and condensed. Mr. Dutton and the Commission discussed the proposed reduction of the Planning Commission from nine members to seven members and the reduction of Planning Commission terms from six years to three years to be in line with other boards.

Mr. Dutton stated that submittal requirements were proposed to be removed from the code and placed in separate administrative documents to allow for more flexibility.

Mark Weaver indicated that he was a member of the steering committee and that he was asked if the Planning Commission had any opinions regarding the change of the appeals process. Mr. Weaver explained that the draft code sections directed appeals from the Planning Commission to the Board of Building and Zoning Appeals, rather than through the court system.

Mr. Mason stated that the change could result in more appeals as an applicant would not need an attorney. Mr. Mason also noted the merit of allowing these matters to go straight to the Board of Building and Zoning Appeals instead of the Court of Common Pleas.

V. ADJOURNMENT

Mark Weaver made a motion to adjourn the meeting. Jackie Middleton seconded the motion. The motion carried 5-0.

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Grant Mason, Chairman

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Carla Jessie, Administrative Assistant