

MINUTES
CITY OF WOOSTER PLANNING COMMISSION
February 1, 2024

I. MEETING CALLED TO ORDER AND ROLL CALL

Shawn Starlin, Vice Chairman, called the meeting to order. Commission members Phil Apel, Sheree Brownson, Grant Mason, Shawn Starlin, and Mark Weaver were present at the meeting. Commission member Chuck Armbruster was absent. Vincent Marion, Planning and Zoning Manager represented the City of Wooster.

II. APPROVAL OF THE MINUTES

Sheree Brownson made a motion to approve the minutes of the January 4, 2024, meeting of the Planning Commission. Phil Apel seconded the motion. The motion carried unanimously 5-0.

III. APPLICATIONS

PC-24-1.

John Long requesting Final 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, Shaffer, Johnston, Lichtenwalter & Associates, 3477 Commerce Parkway, stated that the proposal has 13 multi-family residential units and no dumpster enclosure. Mr. Long noted that each unit would have roll-away trash cans. Mr. Long explained that the two end units on the easternmost side of the garages would be rotated to the west due to grading. Mr. Long continued that the Engineering Department approved the engineering construction plans and the extension of the utilities and EPA. Mr. Long said they would submit the landscape plan with the tree specifications. Mr. Long explained that they would comply with the rest of the staff's recommendations. Mr. Long continued that Phase One would begin after approval and Phase Two in Spring 2025.

Grant Mason made a motion to approve application PC-24-1 with the following conditions:

1. Submittal of a revised landscaping plan indicating additional trees and species.
2. Submittal of lighting details.
3. Specifications for the dumpster enclosure.
4. Site development must comply with all provisions of the City's Site Development and Improvement Manual for Storm Water Management, current edition.
5. Developer must use the current City of Wooster Engineering Standards.
6. Developer to obtain all necessary Engineering Permits and stormwater guarantees.

Mark Weaver seconded the motion. The motion carried unanimously, 5-0.

IV. REVIEW AND RECOMMENDATION OF THE 2024 COMPREHENSIVE PLAN

Mr. Marion gave a brief presentation and background about the Comprehensive Plan. He stated that Shawn Starlin, Chuck Armbruster, and Kyle Adams, represented the Planning Commission on the steering committee. Mr. Marion noted that the document guides elements the city will operate on for the next ten years. Mr. Marion stated that the Comprehensive Plan identifies critical next steps to drive growth and development and create strategies to reach those goals. Mr. Marion explained that significant community engagement was utilized through the use of surveys, focus groups, and open houses.

Mr. Starlin stated that outside experts and city personnel led the year-long process, and the focused hotspots targeted for intentional improvements such as the Arts District, several Beall Avenue upgrades, and more needed housing. A communication received from Mr. Armbruster was read into the record.

Mark Weaver made a motion to recommend that the Comprehensive Plan be adopted and presented to the City Council. Phil Apel seconded the motion. The motion passed unanimously, 5-0.

V. ADJOURNMENT

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

Shawn Starlin, Vice Chairman

Carla Jessie, Administrative Assistant