

VILLAGE OF KENT CITY

**PLANNING COMMISSION**

Regular Meeting Minutes

**Thursday, February 6, 2020 7:00 PM**

Kent City Village Office – Meeting Room

I. Call to Order

Chairman, Glenn Crabtree called the meeting to order at 7:00 PM.

II. Roll Call of Commissioners

Members Present: Randy Clay, Ed Lain, Staci Bull, Glenn Crabtree, Sue Smalley

Others Present: Bert Rose- Village President, Mary Portell- Village Clerk, Dennis Kaminski- Zoning Administrator, Ben Oliver, Eric Foster- Banks & Company

III. Approval of January Regular Meeting Minutes-

**Motion** by Smalley, Second by Clay to approve the January meeting minutes.

Vote: 5 Ayes, 0 Nays. **Motion** Passed.

IV. Public Time- other than agenda items (5 minute limit)

Opened at 7:02PM, Closed at 7:04PM

A. Mary Portell stated the Master Plan needs to be updated.

B. Portell discussed the SAW Grant meeting that was held and that the village does not service outside of the village limits.

C. Portell mentioned that there will be a study done this spring on pipe size and how much is flowing through the pipes.

V. Approval of Agenda

**Motion** by Lain, Second by Bull to approve the agenda.

Vote: 5 Ayes, 0 Nays. **Motion** Passed

VI. Public Comment on Agenda items (2 minute limit)- Opened at 7:05PM, Closed at 7:06PM

VII. Old Business-

A. Crosswalk Ordinance

a. Crabtree stated that the ordinance was going to the Village Council for approval.

B. Revised Ordinance No. 18 Inoperable Motor Vehicles

- a. Crabtree mentioned that the ordinance was going to the Village Council for approval.

### C. Chicken Ownership

- a. Crabtree stated that the ordinance was sent to the village attorney to look over.

### D. Rezoning of C-1 District (Neighborhood Business) on the north side of M-46 between Galaxy Pizza and M-37 to a C-2 District (Highway Business).

- a. Crabtree mentioned that a public hearing will be scheduled for the March meeting.

## VIII. New Business

### A. Proposed Rental Property Ordinance

- a. Crabtree handed out the initial draft.
- b. Crabtree stated that the purpose of the rental property ordinance.
- c. Crabtree went section by section to go over and review the ordinance.
- d. Crabtree mentioned that the inspection checklist will be a safety checklist and not as in depth as a total building inspection.
- e. Crabtree asked the Planning Commission to go through the ordinance more closely to see if any changes need to be made. The Planning Commission will discuss it again at the March meeting.

### B. Update on Industrial Overlay District

- a. The Planning Commission was given an economic impact and value assessment packet emailed to them. Crabtree asked the Planning Commission to read it and it will be discussed further at the March meeting.
- b. Clay asked if the Planning Commission is at the point of approving the ordinance and sending it to the Village Council.
- c. Crabtree stated that the Planning Commission already sent the marijuana ordinance to the Village Council.
- d. Crabtree pointed out that the Planning Commission needs to rewrite the overlay and then it goes to the village attorney for approval. After that it goes to the Village Council for approval. Once the Village Council approves it then a public hearing is scheduled. The public hearing will most likely be in April or May.
- e. Banks asked if the information that they sent over was all correct. He wanted to make sure that the Planning Commission had all the information that they need.

### C. March PC Meeting- March 5, 2020 at 7:00PM.

## IX. Commissioner Remarks

- A. Kaminski stated there is a Planning Commission class on February 18, 2020 at 6:30PM if anyone is interested.

X. Adjournment

Meeting was closed at 7:43 PM by Glenn Crabtree, Chairperson **Motion**  
by Smalley to close the meeting, Second by Clay.

Vote: 5 Ayes, 0 Nays. **Motion** Passed

Respectfully submitted,

Staci Bull  
Secretary