

VILLAGE OF KENT CITY  
**PLANNING COMMISSION**

Regular Meeting Minutes

**Thursday, January 5, 2023 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: Melanie Koetje, Staci Bull, Glenn Crabtree, Tom Thomas  
  
Members Absent: Linda Poling  
  
Others Present: Bert Rose (Village President)
- III. Approval of December Regular Meeting Minutes-  
**Motion** by Koetje, Second by Thomas to approve the December meeting minutes.  
Vote: 4 Ayes, 0 Nays. **Motion** Passed.
- IV. Public Time- other than agenda items (5 minute limit)  
Opened at 7:02PM, Closed at 7:03PM
- V. Approval of Agenda.  
**Motion** by Bull, Second by Koetje to approve the agenda.  
Vote: 4 Ayes, 0 Nays. **Motion** Passed
- VI. Public Comment on Agenda Items (2 minute limit)-  
Opened at 7:05PM, Closed at 7:06PM
- VII. New Business
  - A. Election of Officers
    - a. Koetje made a **Motion** to keep all officers in the same position, Second by Thomas.  
Vote: 4 Ayes, 0 Nays. Motion passed.  
Chair – Glen Crabtree  
Vice Chair – Tom Thomas  
Secretary – Staci Bull
  - B. Eagle Ridge site plan review
    - a. Discuss at the February meeting.

C. Regulation of Food Truck Vendors

- a. Koetje gave the commissioners copies of food truck ordinances from other municipalities.
- b. Crabtree suggested the village put a yearly map out of where the food trucks can park.
- c. Crabtree would like to have a food truck ordinance ready by February meeting so that there can be a public hearing scheduled for the March meeting.

D. Keeping of Wild Animals Amendment

- a. Crabtree added subsection G under section 4.24. Section G states: The keeping or boarding of wildlife, defined as undomesticated animal species from a natural environment, for the purposes of pets, breeding or rehabilitation is strictly prohibited within the Village limits.
- b. Crabtree stated there will be a public hearing scheduled at the February meeting.

E. February PC Meeting- February 2, 2023

VIII. Old Business

A. Ordinance Codification update

- a. Crabtree sent Municode the updates that he had on the ordinances.
- b. January 19 there is a conference call scheduled with the village and Municode to finalize everything,

IX. Commissioner Remarks- None

X. Adjournment

Meeting was closed at 7:37PM by Glenn Crabtree, Chairperson

**Motion** by Bull to adjourn the meeting, Second by Koetje.

Vote: 4 Ayes, 0 Nays. **Motion** Passed

Respectfully submitted,

Staci Bull  
Secretary