

VILLAGE OF KENT CITY
PLANNING COMMISSION

Regular Meeting Minutes

Thursday, February 2, 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, Linda Poling

Others Present: Dennis Kaminski (Zoning Administrator)
- III. Approval of January Regular Meeting Minutes-
Motion by Thomas, Second by Poling 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 7:04PM, Closed at 7:05PM
- V. Approval of Agenda.
Motion by Bull, Second by Koetje to approve the agenda.
Vote: 5 Ayes, 0 Nays. **Motion** Passed
- VI. Public Comment on Agenda Items (2 minute limit)-
Opened at 7:06PM, Closed at 7:07PM
- VII. New Business
 - A. Eagle Ridge site plan review
 - a. **Motion** by Poling, Second by Thomas to approve site plan with building size change. Roll call vote was taken:

Poling	Aye
Koetje	Aye
Thomas	Aye
Bull	Aye
Crabtree	Aye

Vote: 5 Ayes, 0 Nays. Motion passed.
 - B. Keeping of Wild Animals Amendment- Public Hearing in March

C. Regulation of Food Truck Vendors

- a. Crabtree asked the commissioners if they wanted to require a permit for a food truck for all events and not just community events.
- b. Crabtree stated that a map and calendar for food trucks will be a resolution of the village council made yearly.
- c. Thomas asked if the permit fee would be once a year.
- d. Crabtree suggested adding under “Requirements” section that food trucks shall not operate within 50 feet of a brick-and-mortar restaurant that is open for business without the permission of the business owner.
- e. Crabtree mentioned that the hours of operation should be included with the yearly calendar.
- f. Crabtree indicated that vendors would have to go to the village office to sign up on the food truck calendar. First come, first serve for parking spots.
- g. Crabtree stated that under section M, the food truck vendors would need prior authorization from the village for using a power source/generator.
- h. Under the “Penalties” section, Crabtree mentioned charging a flat rate for a civil infraction. There would be a flat \$100 civil infraction fee.

D. March PC Meeting- March 2, 2023

VIII. Old Business

- A. Ordinance Codification update- It has been through the legal department, it is in the process of being finalized.

IX. Commissioner Remarks- None

X. Adjournment

Meeting was closed at 7:48PM by Glenn Crabtree, Chairperson
Motion by Thomas to adjourn the meeting, Second by Koetje.
Vote: 5 Ayes, 0 Nays. **Motion** Passed

Respectfully submitted,

Staci Bull
Secretary