

VILLAGE OF KENT CITY
PLANNING COMMISSION

Regular Meeting Minutes

Thursday, April 6, 2023 6:00 PM

Kent City Village Office – Meeting Room

- I. Call to Order
Chairman, Glenn Crabtree called the meeting to order at 6:03PM.
- II. Roll Call of Commissioners
Members Present: Melanie Koetje, Staci Bull, Glenn Crabtree, Tom Thomas, Linda Poling

Others Present: Dennis Kaminski (Zoning Administrator), Don DeGroot (Exxel Engineering)
- III. Approval of March Regular Meeting Minutes-
Motion by Koetje, Second by Poling to approve the March meeting minutes.
Vote: 5 Ayes, 0 Nays. **Motion** Passed.
- IV. Public Time- other than agenda items (5 minute limit)
Opened at 6:04PM, Closed at 6:05PM
- V. Approval of Agenda with switching the order of items a and b under New Business.
Motion by Bull, Second by Thomas to approve the agenda.
Vote: 5 Ayes, 0 Nays. **Motion** Passed
- VI. Public Comment on Agenda Items (2 minute limit)-
Opened at 6:06PM, Closed at 6:07PM
- VII. New Business
 - A. Review of Site Plan for GreenMark Expansion
 - a. Dan DeGroot from Exxel Engineering stated that they would be expanding the parking area and there would be an 11,500 square foot expansion of the building.
 - b. DeGroot mentioned that he would advise the GreenMark people about replacing the dying trees around the perimeter of the property.
 - c. Thomas pointed out that the ditch along Fruit Ridge is holding a lot of water lately and it is not running off on the north side of GreenMark's property.
 - d. Poling stated that there is a drainage issue in the development off of Fruit Ridge.

- e. Crabtree suggested that the village look at the easement agreement to see who is responsible for maintaining it.
- f. Crabtree asked who would enforce the easement issues.

Motion by Thomas, Second by Poling to approve the sight plan pending drainage approval by the village engineer. Roll call vote was taken:

Poling	Aye
Koetje	Aye
Thomas	Aye
Bull	Aye
Crabtree	Aye

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

B. Regulation of Food Truck Vendors Update

- a. Crabtree stated that the village attorney made minor changes throughout the ordinance (i.e. change article to ordinance, change city council to Village Council).
- b. Crabtree pointed out that Section 8 under Penalties had the most changes. The attorney rewrote the whole section.
- c. Under Section 7, item I the commissioners set the hours of operation to 7am to 9pm.

C. May PC Meeting- May 4, 2023 at 6:00 PM

VIII. Old Business

IX. Commissioner Remarks- None

X. Adjournment

Meeting was closed at 6:47PM by Glenn Crabtree, Chairperson

Motion by Bull to adjourn the meeting, Second by Poling.

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

Respectfully submitted,

Staci Bull
Secretary