

VILLAGE OF KENT CITY  
**PLANNING COMMISSION**

Regular Meeting Minutes

**Thursday, August 3, 2023 6:00 PM**

Kent City Village Office – Meeting Room

- I. Call to Order  
Chairman, Glenn Crabtree called the meeting to order at 6:00PM.
- II. Roll Call of Commissioners  
Members Present: Melanie Koetje, Staci Bull, Glenn Crabtree, Tom Thomas, Matt Barber  
  
Others Present: Dennis Kaminski (Zoning Administrator), Dan Welch (Owner of Welch Tile), David Stebbins (Red Stone Land Dev LLC), Zach Vogt (Moore & Bruggink Engineers)
- III. Approval of July Regular Meeting Minutes-  
**Motion** by Koetje, Second by Thomas to approve the July meeting minutes.  
Vote: 5 Ayes, 0 Nays. **Motion** Passed.
- IV. Public Time- other than agenda items (5 minute limit)  
Opened at 6:01PM, Closed at 6:02PM
- V. Approval of Agenda with the addition of item b. David Stebbins, Red Stone Homes under New Business.  
**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 6:03PM, Closed at 6:04PM
- VII. New Business
  - A. Welch Tile property annexation
    - a. Crabtree asked if Welch Tile was doing an expansion for business purposes.
    - b. Kaminski stated that the property is currently owned by Sheryl Mortensen. The land is not within village limits, it is within the township.
    - c. Dan Welch pointed out that the land is zoned agriculture.
    - d. Kaminski mentioned that Welch wants to annex 13 acres into the village for sewer purposes.

- e. Crabtree stated that the Village Council would have to adopt a resolution and then bring it to the County Board of Commissioners. They would hold a public hearing and the county commissioners would make the decision.
  - f. Welch pointed out that the township was in support of the annexation of the 13 acres.
  - g. Crabtree pointed out that the township would then have to have a public hearing.
  - h. Welch stated he has a purchase agreement for the 13 acres.
  - i. Crabtree asked if Welch would want the 13 acres annexed into the DDA for grants for road improvements, sidewalks, and other improvements.
  - j. Welch said he would think about it. His focus was purchasing the 13 acres at this point.
- B. David Stebbins, Red Stone Homes
- a. Kaminski stated the Red Stone Homes is working with Dykema Builders and Moore & Bruggink Engineers.
  - b. Red Stone Homes will be talking to Fred Gilbert about buying his vacant property.
  - c. Crabtree asked if there was a sewer line through the street.
  - d. Kaminski stated yes.
  - e. Crabtree pointed out that the street has been moved over from where the original street was. He proposed that when they originally put the sewer in, they might have moved the street.
  - f. Kaminski said that the village engineer would look at the street.
- C. Small Animal Ordinance review
- a. Crabtree asked the commissioners to look through ordinance to see if there is anything we need to add to it.
- D. September PC Meeting- September 7, 2023, at 6:00 PM

## VIII. Old Business

### A. Accessory Building Setbacks

- a. Crabtree stated the reason for the setbacks for accessory buildings is for fire code. It is part of the federal building code.

## IX. Commissioner Remarks- None

## X. Adjournment

Meeting was closed at 6:48PM by Glenn Crabtree, Chairperson  
**Motion** by Bull to adjourn the meeting, Second by Thomas.  
Vote: 5 Ayes, 0 Nays. **Motion** Passed

Respectfully submitted,

Staci Bull  
Secretary