

VILLAGE OF KENT CITY  
**PLANNING COMMISSION**

Regular Meeting Minutes

**Thursday, September 7, 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), Chris Kohane (Allen Edwin Homes)
- III. Approval of August Regular Meeting Minutes-  
**Motion** by Thomas, Second by Koetje to approve the August 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. Fence Ordinance under New Business.  
**Motion** by Bull, Second by Barber 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. Meadow Garden Site plan amendment review
    - a. Chris Kohane stated that they are asking for approval for an amendment to the Phase 3 site plan for Meadow Garden. He stated that they have increased the number of lots from 17 to 24. Therefore, they added 7 more lots to the site plan.
    - b. They have reconfigured the road, lost ½ acre of open space (there is still roughly 20 acres of open space left). They reconfigured the bigger lots and condensed them so that they could get more lots into Phase site plan.

c. Allen Edwin Homes is projected to start Phase 3 in 2024.

**Motion** by Koetje, Second by Thomas to approve the Meadow Garden site plan amendment.

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

B. Fence Ordinance

a. Kaminski stated that he would like to add 6 signatures on the zoning permit in case there are 3 property boundary lines. All property owners would have to agree and sign the permit. If the property owners cannot agree, then a property survey would have to be done.

b. Kaminski pointed out that a corner lot has two front yards. The side yard starts at the rear of the house.

C. October PC Meeting- October 5, 2023, at 6:00 PM

VIII. Old Business

IX. Commissioner Remarks- None

X. Adjournment

Meeting was closed at 6:22PM 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