

**KENT PLANNING COMMISSION  
REGULAR BUSINESS MEETING  
January 20, 2009**

**MEMBERS PRESENT:**     **Sean Kaine  
Dave Wise  
John Thomas**

**STAFF PRESENT:**         **Jennifer Barone, Development Engineer  
Sheila Uzl, Transcriptionist**

**I.     Call To Order**

The meeting was called to order at 7:05 p.m.

**II.    Roll Call:**

Mr. Thomas, Mr. Wise, and Mr. Kaine were present.

**III.   Reading of the Preamble**

The Planning Commission operates in accordance with the provisions of the Kent City Charter, the Kent Zoning Code and Subdivision Regulations, all of which establish the powers and duties of the Commission. Members of the Planning commission are appointed by Kent City Council and serve without compensation. Certain cases such as Conditional Zoning Certificates, Special Zoning Permits, Overlay District Projects and Zoning Amendment require Public Hearings before the Planning Commission. During the Public Hearing, any person wishing to address their concerns to the Commission will be provided the opportunity. Once the Public Hearing is closed, it shall be the discretion of the Chair whether to allow any additional public comment. Cases such as Site Plan Reviews and Subdivision Projects do not require a Public Hearing. However, the Chair will allow public comment on each case as it is taken on the agenda. In each instance where the Commission receives public comments or conducts a Public Hearing, those persons wishing to address their concerns to the Commission will be required to do so under oath or positive affirmation. The oath or affirmation shall be administered to all who wish to speak at the beginning of the Planning Commission Meeting. Once a decision has been made the by the Planning Commission on a case, the Case is closed for the Commission, as there is no provision to reopen a case. With the exception of cases falling under the Subdivision Code, any decision of the Planning Commission may be appealed to the

City's Board of Zoning Appeals in accordance with the Chapter 1115 of the Zoning Code. Anyone interested in appealing a decision of the Planning Commission is advised to seek private legal counsel.

**IV. Administration of Oath**

No Oath Given

**V. Correspondence**

The Planning Commission received a letter from Keith Levan for the Whitehall project requesting that the case be postponed.

**VI. Old Business**

- A. PC08-0115 Whitehall East Townhomes Alternations  
1521 Whitehall Blvd.  
Conditional Zoning Certificate & Site Plan Review**

**The applicant is seeking Conditional Zoning Certificate and Site Plan Review and Approval for the conversion of the "Party Room" building into a residential unit with the rooming/boarded house designation for up to 4 unrelated persons. The subject property is zoned R-4: Multifamily Residential.**

This case will be continued to the February 3, 2009 meeting of the Planning Commission.

**VII. New Business**

**None**

**VIII. OTHER BUSINESS**

- A. Discussion of Proposed Zoning/Codified Ordinances Amendment submitted by Commissioner John Thomas.**

Mr. Thomas stated that the ordinance he had submitted dated January 15, 2009 paraphrases the section of the City of Charter that deals with charter review. He said he customized it for the specific purposes of the zoning code review.

He said it will commence in 2009, the bench mark year, “and each ten years thereafter shall study, appraise and evaluate the Kent City Zoning Code and its supporting documents and recommend to Kent City Council amendments, if any, to said Zoning code which the Planning Commission deems necessary. The Council shall meet to consider recommendations of the Commission and after due deliberation and consideration thereof, the Council shall determine which amendments, if any, are to be adopted by ordinance.” He said it is basically the same process as the charter review process. He said in 2019 the staff and whoever is sitting on the commission will go through the review process. He said recommended changes can be sent to Council or if there are no recommendations they can tell Council that also.

**MOTION:** *Mr. Thomas moved to have staff review the Proposed Zoning Code Amendment. Mr. Wise seconded the motion. The motion passed 3 – 0.*

This issue will be put on the agenda for the Planning Commission's meeting on February 3, 2009

**B. Appointment of Planning Commission member to the Community Reinvestment Housing Council (CRA)**

Ms. Barone said John Gargan was the last commissioner to serve on the Community Reinvestment Housing Council so she asked him to explain what it was.

John Gargan, 1410 Loop Road – Kent, Ohio – stated once a year the CRA Committee has to review about ten or eleven properties under the CRA designation to make sure the properties are in good condition. The inspection usually takes place in March, April or May. He said if he is re-appointed to the Planning Commission, he volunteered to serve on this committee.

Mr. Turner asked what “good condition” was.

Mr. Gargan stated the council would determine that there was nothing fallen off the building and there was no garbage strewn about and that the building was in good condition.

Mr. Turner was concerned about the vagueness of what the council did.

It was decided to postpone the appointment until the next meeting.

Mr. Thomas stated that he presumed that there was an inspection before CRA money was granted.

Councilman Wilson explained that money was not granted to the properties. This is a tax abatement program.

**MOTION:** *Mr. Thomas moved to postpone the appointment until the February 3, 2009 meeting. Mr. Wise seconded the motion. The motion passed 3 – 0.*

**IX. ADJOURNMENT**

**MOTION:** **Mr. Wise moved to adjourn. Mr. Thomas seconded the motion. The motion passed 3 – 0.**

The meeting adjourned at 7:25 p.m.

