

**KENT PLANNING COMMISSION  
BUSINESS MEETING  
JUNE 22, 2021**

**MEMBERS PRESENT:**                   **Chris Clevenger-Morris  
Jeff Clapper  
Amanda Edwards  
Nickolas Bellas  
Michael Bruder**

**STAFF PRESENT:**                   **Eric Fink, Asst. Law Director  
Bridget Susel, Community Development Director  
Tim Sahr, Development Engineer**

**I.     Call to Order**

Mr. Morris called the meeting to order at 7:01 p.m.

**II.    Roll Call:**

Mr. Morris, Ms. Edwards, Mr. Bellas, Mr. Bruder, and Mr. Clapper were present.

**III.   Reading of Preamble**

Mr. Morris read the Preamble, which describes the purpose and procedures of the Planning Commission as well as the applicant's right to an appeal.

**IV.    Administration of Oath**

Mr. Fink instructed those members of the audience wishing to be heard on any of the cases presented at this meeting to rise and raise their right hand. Mr. Fink administered the Oath, "Do you solemnly swear or affirm that the testimony that you are about to give this evening is the truth, the whole truth, and nothing but the truth, so help you God? Please say "I do." The participants responded, "I do."

**V.     Correspondence**

None

**VI.    Old Business**

None

**VII.   New Business**

**A.     PC21-012     City Hall  
                          319 S. Water St.  
                          Site Plan Review**

**The applicant is requesting a Site Plan Review and Approval to construct a new city administration building. The subject property is zoned C-D: Commercial-Downtown Zoning District.**

Mr. Sahr introduced the project as presented in the staff report. Mr. Sahr explained that the property is abutted by commercial uses on the north, south, and west sides with a fire department to the east. He stated that the applicant has proposed to demolish the existing police building at 319 S. Water St. to construct a new City Administration Building with parking provided in the rear of the new building. He stated that municipal buildings are permitted in the C-D: Commercial-Downtown District. He explained that uses in the C-D District are not required to comply with the off-street parking requirements but must comply with the parking requirement if a parking lot is installed. He stated that a parking lot has been proposed and the design meets the requirements; a total of 34 total parking spaces including 2 vehicle charging stations. He stated that bicycle parking for 6 is provided in the front of the building along Haymaker Pkwy. He stated that a new sanitary sewer and water connection will be installed. He stated that the storm water for the new parking lot will drain to catch basins and route via a new lateral to an existing manhole on Day St. and the roof drains for the back of the building will drain via a new lateral to an existing manhole on Day St. He added that the roof drains along the front of the building and catch basins in the front plaza will collect and drain to existing basins on S. Water St. and Haymaker Pkwy. He stated that the new proposed signs have received a variance to allow a total square footage of 76. He stated that a photometric plan shows no light leaking beyond the property lines. He stated that new landscaping has been proposed throughout the site including 26 trees, 104 high shrubs, and 129 low shrubs, which exceeds the requirements of the Landscape Chapter Section 1168.03. He stated that a new dumpster enclosure is proposed as an expansion to the existing generator enclosure servicing Fire Station 1. He stated that the comments from the courtesy review from the Architectural Review Board have been provided to the Board. He stated that four variances regarding frontage and setbacks were approved by the Board of Zoning Appeals.

Nancy Nozik, architect, shared the most current version of the drawings via Zoom and described the elevations and site plan details as described by Mr. Sahr. She stated that the total for both revised signs will now be less than 76 square feet.

### **Public Comment**

None

### **Planning Commission Discussion**

Ms. Edwards stated that she feels that the building looks wonderful and complements the rest of the downtown area. She stated that she is very pleased with the landscaping, bike racks, parking, and the implementation of the grant for the electrical vehicle chargers in the parking lot. She concluded that she didn't have any negative comments for this project.

Mr. Bruder echoed Ms. Edwards's comments. He feels that it is very well thought out and a great addition to the downtown plan. He stated that he is particularly pleased with the broad sidewalk at the intersection of Haymaker and Water. He commended the City and the design team on the project.

Mr. Bellas agreed with the other Commissioners and stated that it is well developed and looks forward to it being built.

Mr. Clapper stated that it is a great looking building and any issues that he has with the project are out of the reach of the Planning Commission. He stated that the site plan presented works well for the site that it is on.

Mr. Morris agreed and stated that it is a well thought out and designed project and will be very good for the downtown. He thanked the applicants for their hard work.

**MOTION:** *In the case of PC21-012, City Hall, 319 S. Water St., Ms. Edwards moved that the Planning Commission approve the Site Plan subject to the following condition:*

*1. Technical Plan Review.*

*Mr. Bruder seconded the motion. The motion carried 5-0.*

**VIII. Minutes**

**MOTION:** *Ms. Edwards moved to approve the June 1, 2021 Planning Commission minutes as corrected. Mr. Clapper seconded the motion. The vote carried 4-0-1. Mr. Bruder abstained.*

**IX. Other Business**

Ms. Susel announced that the revised Zoning Code was approved last week. She stated that the Architectural Review Board will no longer be reviewing public art. She stated that it will now be reviewed by Public Arts Advisory Committee under Main Street Kent and verified by Staff to ensure that it complies with the Zoning Code. She stated that the ARB will also no longer be making recommendations outside of the Overlay District; only reviewing projects within the Overlay District for Certificates of Appropriateness. She stated that once the code is finalized electronically, new hard copies will be distributed and it will also be available electronically. Ms. Susel added that meetings will be held in person starting July 2021.

**X. Adjournment**

**MOTION:** *Mr. Bruder moved to adjourn. The motion was seconded by Mr. Clapper. The motion carried 5-0. The meeting adjourned at 7:23 p.m.*