

**VILLAGE OF KENT CITY
PLANNING COMMISSION MEETING
March 6, 2008
83 Spring St., Kent City, MI**

1. The meeting was called to order at 7:03 p.m. by Chairperson John Petruska.

Members present: Charlie Portell, Hillary Hillbrand, Steve Buckner, Ed Lain, Darrell Rotier and John Petruska

Members absent: Richard Merdzinski.

Staff present: Tom Knauf, Zoning Administrator.

Others present: Ken VanderWest-Kent City Baptist Church, Kris Lesley and Dan Mushlock.

2. **Motion** by Portell, 2nd by Hillbrand to approve the December 6, 2007 minutes as written.

Vote: 6 Ayes; 0 Nays.

Motion CARRIED

3. **Motion** by, Buckner 2nd by Portell to approve the revised agenda as written

Vote: 4 Ayes; 0 Nays.

Motion CARRIED

4. Design change for previously approved exterior sign. Kent City Baptist Church 400 W. Muskegon St. Parcel # 41-01-32-201-018.

Mr. Ken VanderWest presented review of proposed change from a ground sign to a freestanding sign. The ground was discovered to have a limited sight line because of a utility box in the vicinity. The proposed sign will be approximately 12 feet high and 24 square feet in size (75"x42"). Will be placed in the same location as the ground sign. The sign may be illuminated in the future with solar power. A brief discussion by Commission members followed.

Motion by E. Lain, 2nd by C. Portell to approve the applicants request to alter the design of the previously approved ground entrance sign to be located on W.

Muskegon St. to a freestanding sign. The sign will be approximately 12 feet high and approximately 24 square feet in size as per drawing #137, 644-2.

Vote: 5 Ayes; 0 Nay, 1 Abstain (Buckner).

Motion CARRIED

5. Zoning Administrator Report was reviewed by Commission members. Question was raised concerning trash bin at rear of Family Dollar.
6. Public Comment was presented by Mr. Kris Lesley. He is leasing an office behind Matthews Accounting building at S. 57 Main St. for a new investment business. He reviewed his concern relating to proposed signage (number of signs and location) for the new business and asked for review consideration by the Planning Commission.
7. New Business:
Chairperson John Petruska presented update of progress of the downtown streetscape project. Jim Hagerty from Prein & Newhof has stated that there is a possibility of obtaining public grants for the project. To qualify, the Village will need to expand the quality of the plan by adding benches, street lights and trees along Main St. Funding by grants could bring the project total funding from \$240,000.00 to \$400,000.00 Mr.

- Petruska gave a brief overview of the streetscape project, the upcoming public hearing and he also stated that Kent County will most likely opt out of the proposed expansion of the DDA district.
8. Old Business
Tom Knauf presented a copy of a letter sent to Mr. John Denton concerning ordinance requirements for accessory buildings in the Village.
Commission members discussed potential changes to the Village sign ordinance relating to multiple business structures and strip malls. Different options were discussed that might be possible in resolving future problems in the commercial zones. Issues such as size of freestanding multiple business signs and of number of signs per parcel were included in the discussion. The consensus was that the Commission would not act to make changes at this time.
 9. Term expirations for Commission members were discussed. Charlie Portell stated that he would not return as a member after the April 2008 meeting. Mr. Rotier and Mr. Lain agreed that they will stay on as Planning Commission members and wished to be reappointed.
 10. Election of Planning Commission Officers and Appointments to be effective as of the May 2008 meeting:

Motion by, S. Buckner, 2nd by D. Rotier to appoint Hillary Hillbrand to Planning Commission Secretary position.
Vote: 6 Ayes; 0 Nays. Motion CARRIED

Motion by S. Buckner, 2nd by H. Hillbrand to appoint John Petruska to Planning Commission Chairperson position.
Vote: 6 Ayes; 0 Nays. Motion CARRIED

The election of Vice-Chairperson will be tabled until the April 2008 meeting
 11. Remarks. ZA Tom Knauf stated that he was planning on presenting a Planning/Zoning Board training session for any interested members on April 15, 2008.
 12. Adjournment: Chairperson Petruska adjourned meeting at 8:42 PM.

Respectfully submitted,

Darrell Rotier, Acting Secretary
Planning Commission