

VILLAGE OF KENT CITY
PLANNING COMMISSION

Regular Meeting Minutes

Thursday, February 1, 2018 7:00 PM

Kent City Village Office – Meeting Room

- I. Call to Order
Chairperson Rood Vaughan, called the meeting to order at 7:01 PM.
- II. Roll Call of Commissioners
Members Present: Greg Goss, Staci Bull, John Petruska, Rood Vaughan, Steve Bucker, Nate Snoap, Tom Sherwood, Mike Maksimchuk

Members Absent: Ed Lain

Others Present: Mary Portell, Sewer Administrator, Randy & Andrea Kirby, Dan Winell, Kent City Schools
- III. Approval of Agenda with the addition of item C. Parking Ordinance
Motion by Petruska, Second by Snoap to approve the agenda.
Vote: 8 Ayes, 0 Nays. **Motion** Passed
- IV. Approval of Minutes of January 4, 2018 Regular Meeting
Motion by Maksimchuk, Second by Buckner to approve the minutes.
Vote: 8 Ayes, 0 Nays. **Motion** Passed
- V. Public Time (5 minute limit)
Public Time was opened at 7:04 PM – No comments
Public Time was closed at 7:08 PM
- VI. Old Business
 - a. Review of the Final Draft- Sign Ordinance
 - a. Under (j) holiday decorations- Goss defined what holiday decorations are
 - b. Under (y) window sign add window or door, strike the last sentence under window sign
 - c. Petruska asked if (x) and (y) could be combined into one
Motion by Goss to approve the sign ordinance with the changes to window signs, Second by Petruska to approve the sign ordinance with the changes.
Vote: 8 Ayes, 0 Nays. **Motion** Passed

b. Q & A for Sign Ordinance

- a. Maksimchuk put together a sign ordinance common Q & A information sheet.
- b. Goss point out that the sentence, “Final decision will be based on the ordinance, not this guidance document, should be put in bold.
- c. Copies of the Q & A information sheet will be available after the sign ordinance is approved.
- d. Copies will be available in the village office and on the village website

c. Parking Ordinance

- a. Goss asked where are the problems that need to be addressed with regards to the parking ordinance
- b. Petruska stated one issue is seven cars parked in a yard at one household and other cars parked all over in different directions in a resident’s yard
- c. Goss pointed out that the parking ordinance should create boundaries that gives residents a little leeway to park in their yards
- d. Petruska mentioned that if a drive is not a properly installed driveway then it will cause the village money in maintenance and in up keep on the right of ways and on village property
- e. Goss stated that the parking ordinance tries to protect the streets and sidewalks and still provide for the village residents
- f. Petruska wondered about cars parked in the street right of way
- g. Goss pointed out that cars cannot be parked on pavement or within 3ft of pavement
- h. Vaughan mentioned that when the DPW plows they are very careful
- i. Goss made a point that in the winter residents must be responsible for where they park. If the plows come through they may get stuck because of where they are parked
- j. Buckner advised that gravel is adequate between the asphalt and driveway
- k. Maksimchuk asked if residents can park in the right of way and not on the sidewalk
- l. Petruska answered yes, as long as they are not on the road or on the sidewalk
- m. Maksimchuk asked if there is a time limit for parking. It was pointed out that the time limit is 10PM-6AM
- n. Goss mentioned that no parking signs could be posted on one side of the street
- o. Petruska stated that the parking ordinance has to be fully enforced throughout the village, not just on some streets
- p. Petruska asked Mary Portell if there was language added to the ordinance to call for parking on an approved surface
- q. Mary looked up the ordinance and said there was a drawing to show what a driveway should look like
- r. Goss pointed out that the zoning ordinance is pretty clear and that residents have to park on an approved surface besides R1 and R2

- s. Petruska asked if it was ok for residents to park on the right of way off of the pavement and on an approved surface
 - t. Goss stated that the parking ordinance should be written in a way so that the residents are safe and that it can be enforced
 - u. Maksimchuk asked if boats and trailers full of junk can be parked in driveways
 - v. Goss asked how do we make it so that the village does not look trashy and the ordinance is enforced
 - w. Buckner stated the village should be able to make Meadow Gardens enforce their parking rules
 - x. Buckner mentioned that he opposes anything being parked in the road right of way. He stated that further discussion should take place
 - y. Buckner asked about curbs
 - z. Maksimchuk said that the ordinance should state something about curbs.
 - aa. It was mentioned that Maksimchuk will rewrite section 16 of the parking ordinance
 - bb. Goss and Maksimchuk will write a summary of the current parking ordinance and bring it back to the planning commission
- Motion** by Goss to suspend the discussion until the April meeting, Second By Maksimchuk.
- Vote: 8 Ayes, 0 Nays. **Motion** Passed

VII. New Business

- a. Special Use Request 10 N. East Street (Rendel & Andrea Kirby)
 - a. Kirby's mentioned that they want to change their plans from a consignment shop into a 2 rental unit (an upper and lower rental unit) They stated that they did not have a parking lot so they could not have a consignment shop. Therefore, they pulled their special use request.
- b. Selection of Officers (Ordinance No. 2009-05.02)
 - a. Chairperson

Motion by Buckner to name Rood Vaughan as chairperson, Second by Petruska.

Vote: 8 Ayes, 0 Nays. **Motion** Passed
 - b. Vice-Chairperson

Motion by Buckner to name Mike Maksimchuk as Vice- Chairperson, Second by Goss.

Vote: 8 Ayes, 0 Nays. **Motion** Passed
 - c. Secretary

Motion by Goss to name Staci Bull as Secretary, Second by Petruska.

Vote: 8 Ayes, 0 Nays. **Motion** Passed

VIII. Commissioner Remarks- None

IX. Adjournment

Meeting was closed at 8:09 PM by Rood Vaughan, Chairperson
Motion by Goss to close the meeting, Second by Maksimchuk.
Vote: 8 Ayes, 0 Nays. **Motion** Passed

Respectfully submitted,

Staci Bull
Secretary