



## Land Use Committee

### 1. Text Amendment, Zoning Code, Rooming and Boarding Houses

Bridget Susel has requested Committee time for Council to consider text amendments to Chapter 1122 of the Zoning Code that better clarify the definitions for guests, family and unrelated persons that are allowed in rooming and boarding houses. These modifications should improve the City's ability to monitor and enforce illegal rooming and boarding houses by eliminating a couple of potential loopholes in the City's current Code language. (attachment)

#### *Administration Recommendation*

The Planning Commission reviewed the changes, and the staff and I recommend Council's authorization of the Zoning text amendments as proposed.

#### *Council Action*

**Authorize the Zoning text amendments as presented.**

## Balloting for Vacancies

Council members will cast their votes to select the applicants that applied for vacant positions on City Boards and Commissions.

## Unauthorized Items

### 1. Donation from the American Legion Portage Post #496 (Draft #15 -72)

As a result of the new Kent Parks and Recreation Bingo Program operated by the American Legion Portage Post #496, the American Legion is donating last month's proceeds (\$1,304.56) raised from the bingo games to Kent Parks and Recreation.

#### *Administration Recommendation*

I recommend Council accept the donation.

#### *Council Action*

**Authorize acceptance of the donation.**

### 2. Authorization of Land Purchase for Kent Parks and Rec (Draft #15 -77)

John Idone has requested Council's authorization to approve the purchase of 5.926 acres of land for \$368,000 located on Middlebury Road across from Fred Fuller Park for use by the Kent Parks and Recreation Department. The land purchase agreement will be between the City of Kent and Bauer Hibbard Partners.

#### *Administration Recommendation*

I recommend Council authorize the land purchase for Kent Parks and Recreation.

#### *Council Action*

**Authorize the land purchase for Kent Parks and Recreation.**



## Unauthorized Items (continued)

### 3. Donation of "Boogie Boards" to Kent Police, (Draft #15 -75)

Chief Lee has requested Council's approval to accept a donation from Mr. and Mrs. Joe Kamer of 10 "Boogie Boards" (tablet-like product manufactured by Kent Displays) to the Kent Police. The Boogie Boards are valued at \$300. (attachment)

#### *Administration Recommendation*

I recommend Council accept the donation.

#### *Council Action*

**Authorize acceptance of the donation.**

### 4. Approval to Submit a Fire Department Grant Application (Draft #15 -81)

Chief Tosko has requested Council approval to submit a Fire Prevention & Safety Grant. The Chief is asking for a \$12,000 grant (with a 10% match from the City if approved) for the purchase of equipment that would enable building blue-prints to be converted from paper plan sets to a digitized format. The digital formats would be more useable in the event of an emergency response in the building. (attachment)

#### *Administration Recommendation*

The grant deadline is the end of April so Chief Tosko is asking for Council's permission to submit the \$12,000 grant as an unauthorized item and if the grant is approved Council would have an opportunity to formally accept or decline the grant later in committee; so there is no City obligation in approving this grant request at this time. We can come up with the \$1,200 local match in our current budget if the grant is approved and the technology upgrade would be valuable in fire response and fire safety so I recommend Council's support.

#### *Council Action*

**Authorize the submission of the fire safety grant application.**

### 5. Lease-Back Agreement for Maydak Properties (Drafts #15-82, #15-83)

Jim Silver has requested Council's authorization to approve a lease-back option for the 2 Maydak rental properties that the City purchased for the new Police building. Council had previously authorized the use of lease-back options (at a price of \$1) for landlords with tenants in the rental properties on College Street that were purchased to construct the new Police Station. The Maydak's had not originally executed a lease-back option but they have now requested the City's authorization to allow the existing tenants to remain in the properties until June 1, 2015.

#### *Administration Recommendation*

I recommend Council approve the lease back option for \$1 through June 1, 2015.

#### *Council Action*

**Authorize the lease back option for \$1 through June 1, 2015.**

### 6. Zoning Code, Chapters 1122 and 1103, Clarification (Draft #15 -74)

Bridget Susel has requested Council's authorization of the Zoning Code text changes recommended by the Planning Commission to clarify the definitions of rooming and boarding house guests, residents, family, caregiver, etc. These changes should improve the monitoring and enforcement of illegal rooming and boarding houses. (attachment)

#### *Administration Recommendation*

I recommend Council authorized the text amendments to the Zoning Code.

#### *Council Action*

**Authorize the modifications to the Zoning Code, Chapters 1122 and 1103.**



## Information Items

### 1. Fire Incident Report

Chief Tosko has provided a copy of the fire and emergency medical services report for February 2015. In 2015 calls for fire service are down 8% (11 calls); fire mutual aid assistance is up 3 events in 2015; and EMS responses are up 1% (2 calls). (attachment)

### 2. Monthly Permit and Zoning Reports

Bridget Susel has enclosed copies of the monthly zoning and permit violations reports for February and March 2015. Permit revenues were \$50,394 for the month of February with the most permits being issued for residential electrical (16 permits) and \$19,794 in March with the most permits being issued for commercial electrical (29 permits). There were 20 code enforcement items in February, and 26 items in March, most of which were related to unsheltered storage for both months. (attachment)

### 3. Health Board Meeting Minutes and Department Statistics

Jeff Neistadt has provided copies of the Health Board agenda for April 14<sup>th</sup> and the statistical report for March 2015. Health Department revenues are up 37% (\$32,787) and permits are down 3% (9 permits) in 2015 from 2014. (attachment)

### 4. Board of Zoning Appeals Meeting

Heather Phile from Community Development has provided a copy of the staff report for the Board of Zoning Appeals meeting scheduled for April 20<sup>th</sup>. There are three items on the agenda: 309 University Drive (Frank Smith), appeal of the Zoning Inspector's decision to deny non-conforming use certificate for front yard parking; 1175 Hudson Road (Kent City School District), variances for number of signs and size of signs; 345 South Depeyster Street (Newbrook/City Architecture), variances for frontage and setback. (attachment)

### 5. 2014 Code Compliance Report

Bridget Susel and Paul Bauer have updated the annual Code Compliance Report for 2014 and I have attached a copy for your review. This year the report format has been changed to work more easily from the new data collection system. For the seventh consecutive year, rental property citations surpassed owner occupied citations for the total number of citations issued – with property maintenance complaints remaining a significant problem for all property owners. This year there was a significant decrease of 22% in overgrown grass and weed violations which has not occurred in the past. (attachment)

### 6. Community Development Social Service Funding

Dan Morganti has provided a memorandum summarizing the 2015 social service funding recommendations. Dan reports that 8 different nonprofit organizations requested support for more than 11 different programs for a total of \$81,010. The Social Service funding budget was \$70,000 so none were fully funded, but all received some support. (attachment)

### 7. 2014 CRA and TIRC Annual Report

Each year businesses that receive tax exemptions through the Community Reinvestment Area (CRA) and Tax Incentive Review Council (TIRC) must be reviewed to ensure capital investment, payroll, and number of active employees comply with their agreements. There are 7 active CRA I agreements, 2 CRA II agreements, and 3 active TIRC projects including the TIF agreement. 1 The TIRC members are recommending continuing all 3 agreements. (attachment)