

KENT POLICE DEPARTMENT

319 SOUTH WATER STREET • KENT, OHIO 44240

330-673-7732

MICHELLE A. LEE
Chief of Police

TO: ✓ James Silver - Law Director
David Coffee - Director Budget & Finance

FROM: Chief Michelle Lee *ML*

SUBJECT: Private Donation

DATE: June 10, 2013

We have received a cash donation of \$25.00 from Mr. David Reith intended to benefit the Kent Police Department K-9 Program.

I am requesting the Law Department prepare an ordinance for City Council to accept the donation. Upon passing of the ordinance, I am requesting the donation be placed in the following line item accounts for K-9 expenditures:

001010510 01-42 - \$25.00

I have sent the cash donation to Mary Bryant for holding. Your assistance in this matter is appreciated. Please contact me if you have questions.



Kent Parks & Recreation Department

497 Middlebury Road Kent, Ohio 44240 (330) 673-8897 FAX: (330) 673-8898

TO: Dave Ruller, Jim Silver
FROM: John Idone
DATE: September 13, 2013
RE: Kent Parks & Recreation Donations

* M E S S A G E *

Kent Parks & Recreation Department has received the attached check in the amount of \$200.00 from Matt Clarke, 15357 Cortona Way, Naples FL for planting of a tree in Fred Fuller Park.

The check have been forwarded to Budget and Finance and will be held until Council formally accepts them. Please request the necessary authorization from City Council to accept this donation. Your attention to this matter is sincerely appreciated.

PC: Budget & Finance
Linda Copley, Clerk of Council
Kent Parks & Recreation Board



KENT FIRE DEPARTMENT MONTHLY INCIDENT REPORT JULY 2013

FIRE INCIDENT RESPONSE INFORMATION

Summary of Fire Incident Alarms

	CURRENT PERIOD			YEAR TO DATE		
	2013	2012	2011	2013	2012	2011
City of Kent	42	52	39	320	377	292
Kent State University	5	12	11	44	116	120
Franklin Township	5	16	18	67	114	85
Sugar Bush Knolls	0	1	1	3	1	1
Mutual Aid Given	6	6	2	36	30	27
Total Fire Incident Alarms	58	87	71	470	638	525

Summary of Mutual Aid Received by Location

City of Kent	0	1	1	5	10	3
Kent State University	0	0	0	1	2	0
Franklin Township	2	1	0	3	4	0
Sugar Bush Knolls	0	0	0	0	0	0
Total Mutual Aid	2	2	1	9	16	3

EMERGENCY MEDICAL SERVICE RESPONSE INFORMATION

Summary of Emergency Medical Service Responses

	CURRENT PERIOD			YEAR TO DATE		
	2013	2012	2011	2013	2012	2011
City of Kent	221	187	206	1346	1265	1372
Kent State University	11	9	12	160	209	164
Franklin Township	41	37	41	253	262	191
Sugar Bush Knolls	3	0	0	10	7	5
Mutual Aid Given	3	3	2	28	21	14
Total Emergency Medical Service Responses	279	236	261	1797	1764	1746

Summary of Mutual Aid Received by Location

City of Kent	0	0	2	17	7	9
Kent State University	0	0	0	0	2	2
Franklin Township	1	3	0	3	7	2
Sugar Bush Knolls	0	0	0	0	0	0
Total Mutual Aid	1	3	2	20	16	13

TOTAL FIRE AND EMERGENCY MEDICAL SERVICE RESPONSE INCIDENTS

337	323	332	2267	2402	2271
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**KENT CITY PLANNING COMMISSION
BUSINESS MEETING
OCTOBER 15, 2013
COUNCIL CHAMBERS
KENT CITY HALL
325 S. DEPEYSTER STREET
7:00 P.M.**

A G E N D A

I. CALL TO ORDER

II. ROLL CALL

III. READING OF PREAMBLE

IV. ADMINISTRATION OF OATH

V. CORRESPONDENCE

VI. OLD BUSINESS

- A. PC13-013 CITY OF KENT
Zoning Code Text Amendment
Proposed Chapter 1168**

**add The applicant is seeking review of the proposed language to
Chapter 1168 entitled Landscaping, Buffering and Screening to
the City of Kent Zoning Code.**

- 1) Public Hearing**
- 2) Planning Commission Discussion/Action**

VII. NEW BUSINESS

- A. PC13-016 COLLEGE TOWN KENT, LLC
215 & 295 S. Water Street, 100 E. Erie Street and
210 S. Depeyster Street
Comprehensive Sign Plan Amendment**

**The applicant is seeking review and approval of the
modifications to the Comprehensive Sign Plan for
Buildings A, B, and C. The subject property is zoned C-D:
Commercial Downtown District.**

- 1) Public Hearing**
- 2) Planning Commission Discussion/Action**

**B. PC13-017 GOLDEN POND LLC/NRP GROUP
Sunnybrook Road & S.R. 261
Park Fee Review**

The applicant is requesting approval of the fee in lieu of dedicating park land for the Maplebrook at Golden Pond Senior Housing facility in accordance with the regulations of Chapter 1191. The subject property is zoned N-C: Neighborhood Commercial District.

- 1) Public Comment**
- 2) Planning Commission Discussion/Action**

**VIII. MEETING MINUTES: August 6, 2013 - August 20, 2013
September 6, 2013**

IX. OTHER BUSINESS

- 1) The Planning Commission request for update of illegal activities related to new student housing facilities.**
- 2) Chair Anthony Catalano request to consider a support letter for the Police Station's proposed tax levy on the November ballot from the Planning Commission to City Council.**

X. ADJOURNMENT



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: October 3, 2013
TO: Kent City Planning Commission
FROM: Jennifer Barone, PE, Development Engineer
RE: Staff Report for the October 15, 2013 Planning Commission Meeting

The following items appear on the agenda for the October 15, 2013 Planning Commission meeting:

OLD BUSINESS

CASE NO: PC13-013
APPLICANT: CITY OF KENT
REQUESTED ACTION: The proposed Zoning Code Text Amendment is being forwarded to the Commission for review and comment.
APPLICABLE CODE SECTIONS: Proposed Chapter 1168 of the Kent Codified Ordinances.
ANALYSIS:

UPDATE for Sept. 17, 2013:

At the August 20, 2013 meeting, staff requested more time to amend the language for specific vegetative requirements. The buffer area language has been modified and a matrix added to specify where requirements have to be followed. Staff compared the new requirements with the existing and found the following:

Project

Art & Heart Tattoo

Existing - none

Proposed Code - none because no building expansion was proposed.

Provided - planter box around the pole sign,

Dunkin Donuts

Existing - none

Proposed Code

General Landscape

- 3 trees & either 6 high shrubs or 9 low shrubs plus ground cover

Buffer Yard

- side yard (Buffer A): 3 trees and a low level screen (shrubs, mound, fence)

- rear yard (Buffer B): 2 trees and a mound or 3' wall with vegetation or a fence that does not have an opening greater than 10' for the rear yard

Parking Lot Buffer

- up to 3' high shrubs without an opening greater than 10'

Provided - 1 tree and 67 shrubs

Hungry Howies

Existing - none

Proposed Code

General Landscape

- 4 trees & either 9 high shrubs or 13 low shrubs plus ground cover

Buffer Yard

- side yards (Buffer A): 4 trees and a low level screen (shrubs, mound, fence)

- rear yard (Buffer B): 2 trees and a mound or 3' wall with vegetation or a fence that does not have an opening greater than 10' for the rear yard

Parking Lot Buffer

- up to 3' high shrubs without an opening greater than 10'

Provided - none

UPDATE for Aug. 20, 2013:

At the July 16, 2013 meeting, the Commission requested staff to compare the impacts of the proposed code versus the existing code for a couple recent projects. The following comparisons were performed:

<u>Project</u>	<u>Existing Code</u>	<u>Proposed Code</u>	<u>What was approved</u>
Dunkin Donuts	None	10 trees	1 tree & 67 shrubs

During the comparison process we realized that vegetation other than trees is not specified as to where and/or quantity to install. Staff is asking this item be tabled in order to provide more time to address this.

PROJECT DESCRIPTION:

Kent Codified Ordinances (KCO) includes very little language dealing with landscaping. Staff is proposing Chapter 1168 - Landscaping, Buffering and Screening be added. This code refers to Chapter 169 - Trees. Chapter 169 refers to the Urban Forestry Management Plan (UFMP) which is a fluid document that can be updated and changed as needed. The UFMP covers the important aspects of planting and maintaining trees

including tree selection. Staff feels that referring to this fluid document is preferable to having to change the zoning code periodically.

RECOMMENDATION:

The Planning Commission may forward a favorable recommendation to Kent City Council that the proposed zoning code landscaping language. The following language may be used:

I move that in Case PC13-013, the Planning Commission recommends to Council to add Zoning Code Chapter 1168 LANDSCAPING, BUFFERING, AND SCREENING.

List of Enclosures for this Project:

1. Proposed code language.

NEW BUSINESS

<u>CASE NO:</u>	PC13-016
<u>APPLICANT:</u>	College Town Kent LLC
<u>SITE LOCATION:</u>	215 & 295 South Water Street, 100 East Erie Street and 210 South Depeyster Street
<u>STATUS OF APPLICANT:</u>	The applicant is the developer.
<u>REQUESTED ACTION:</u>	Comprehensive Sign Plan amendment for Buildings A, B & C
<u>ZONING:</u>	C-D: Commercial - Downtown
<u>TRAFFIC:</u>	The parcels are accessed from East Erie Street, South Water Street and South Depeyster Street.
<u>SURROUNDING LAND USES:</u>	The property is surrounded by commercial uses on all sides.
<u>APPLICABLE CODE SECTIONS:</u>	Chapters 1165 of the Kent Codified Ordinance.

ANALYSIS:

PROJECT DESCRIPTION:

The Planning Commission approved the Comprehensive Sign Plan on June 19, 2012. The applicant is requesting a modification to the comprehensive sign plan to include the Smithers Oasis signs on Building A and the signage for Building C. The Smithers Oasis

signs include the building sign which will be located under the Davey Tree sign in a similar fashion on the southwest corner, a building sign above the South Water Street entrance and frosted crystal vinyl window graphics under the building signs. The sign proposed for Building C includes a bracket sign for Bricco's Restaurant that will project at a 45 degree angle off the northeast corner, a sign above the lobby door indicating the entrance to the resident units. The projecting sign stating the building name has been eliminated.

The comprehensive sign plan purpose and standards are listed below.

Purpose - A Comprehensive Sign Plan is intended to integrate the design of the signs proposed for a development project with the design of the structures, into a unified architectural statement. A Comprehensive Sign Plan provides a means for defining common sign regulations for multi-tenant projects, to encourage maximum incentive and latitude in the design and display of multiple signs and to achieve, not circumvent, the intent of this Chapter.

Standards - A Comprehensive Sign Plan shall comply with the following standards:

- (1) The Planning Commission may allow signage which otherwise exceeds the number, type, size and placement as otherwise permitted in this Chapter when it determines that such additional signage is warranted due to the size, nature, number of tenants or other features of the site as they may exist.
- (2) The signs shall enhance the overall development, be in harmony with, and relate visually to other signs included in the comprehensive sign plan, to the structures and/or developments they identify, and to surrounding development;
- (3) The Plan shall accommodate future revisions that may be required because of changes in use or tenants; and
- (4) That the Plan is consistent with the Design Guidelines that may be applicable to a designated area as may be identified in Chapter 1121 of the Kent City Zoning Code. In areas of the City not governed by the Design Guidelines identified in Chapter 1121, the Plan, to the degree feasible, shall comply with the recommended Sign Design Guidelines set forth in Appendix B of the Zoning Code.

ARCHITECTURAL ADVISORY BOARD:

At the October 1, 2013 meeting, the Architectural Review Board approved a Certificate of Appropriateness for the Smithers Oasis signs and the Bricco sign, but requested additional information about the residential signage above the lobby entrance. There were no conditions associated with the Certificate of Appropriateness.

VARIANCES:

Should the Planning Commission approve the comprehensive sign plan, variances from the Board of Zoning Appeals would not be required.

RECOMMENDATION:

Staff is recommending approval with the conditions listed below.

The Planning Commission may approve, approve with conditions, or disapprove the application. Should Planning Commission wish to approve this project, the following language may be used:

I move that in Case PC13-016 Planning Commission approve the modifications to the Comprehensive Sign Plan for the Buildings A, B & C at 215 and 295 South Water Street, 100 East Erie Street and 210 South Depeyster Street subject to the following conditions.

1. Obtain a zoning permit within two years of Planning Commission approval.
2. Obtain a sign permit and submit the performance guarantee prior to installation of the signs.
3. Issuance of a Certificate of Appropriateness for the residential sign above the lobby entrance door.

List of Enclosures for this Project:

1. Plans received September 11, 2013.
2. Google Aerial and Zoning Map.

<u>CASE NO:</u>	PC13-017
<u>APPLICANT:</u>	Golden Pond LLC/NRP Group
<u>SITE LOCATION:</u>	Sunnybrook Road at SR 261
<u>STATUS OF APPLICANT:</u>	Golden Pond LLC is the owner working in conjunction with NRP Group as the developer.
<u>REQUESTED ACTION:</u>	Park Fee
<u>ZONING:</u>	N-C: Neighborhood Commercial District
<u>TRAFFIC:</u>	The parcel is accessed from Sunnybrook Road using a shared driveway with Kent Ridge.
<u>SURROUNDING LAND USES:</u>	The property is surrounded by industrial uses on the north, and residential uses on the east, west and south sides.
<u>APPLICABLE CODE SECTIONS:</u>	Chapter 1191 of the Kent Codified Ordinances.
<u>ANALYSIS:</u>	

PROJECT DESCRIPTION:

NRP Group is constructing a 68 unit (113 bed) senior housing facility to be located in the Golden Pond Project at Sunnybrook Road at SR 261. All residential development is subject to either dedicating park land, paying a fee in lieu, or some combination of land and fee. In accordance with Chapter 1191 of the Kent Codified Ordinances, the Planning Commission with the consent of the Parks and Recreation Board determines which option is utilized. The Parks & Recreation Department requires a minimum of 3 acres for a park. This project, Maplebrook at Golden Pond, is only required to provide 1.8 acres per the standard formula listed in Chapter 1191. Therefore, the fee in lieu option has been agreed upon by the Parks & Recreation Director and the developer as well as the fee amount of \$28,850.

RECOMMENDATION:

Staff is recommending approval.

The Planning Commission may approve, approve with conditions, or disapprove the application. Should Planning Commission wish to make a motion for this project the following language may be used:

I move that in Case PC13-017, the Planning Commission approve the park fee in lieu in the amount of \$28,850 for the senior housing facility at 5231 Sunnybrook Road

List of Enclosures for this Project:

1. E-mail from Joseph McCabe, NRP Group, dated August 26, 2013.
2. Memo from John Idone dated September 11, 2013.

OTHER BUSINESS

1. The Planning Commission had asked for an update on illegal activities related to the new student housing facilities. Enclosed is a memo from the Chief of Police, Michelle Lee, dated August 27, 2013 with the incident reports for The Province @ 609 S. Lincoln St., University Edge @ 5694 Rhodes Road and University Oaks @ Golden Oaks Drive (off Horning previously Silver Oaks).
2. Anthony Catalano wishes to discuss the possibility of sending a letter of support for the Police Station's proposed tax on the November ballot to Council.

CC: Bridget Susel, Community Development Director
Jim Bowling, City Engineer
Eric Fink, Assistant Law Director
John Idone, Parks & Recreation Director
Heather Phile, Development Planner
Applicant
PC Case File