

# Kent Police Department

## MEMORANDUM

**To:** Dave Ruller, City Manager  
Linda Jordan, Clerk of Council  
**From:** Chief Michelle A. Lee  
**Date:** February 26, 2016  
**Subject:** Parking restrictions discussed

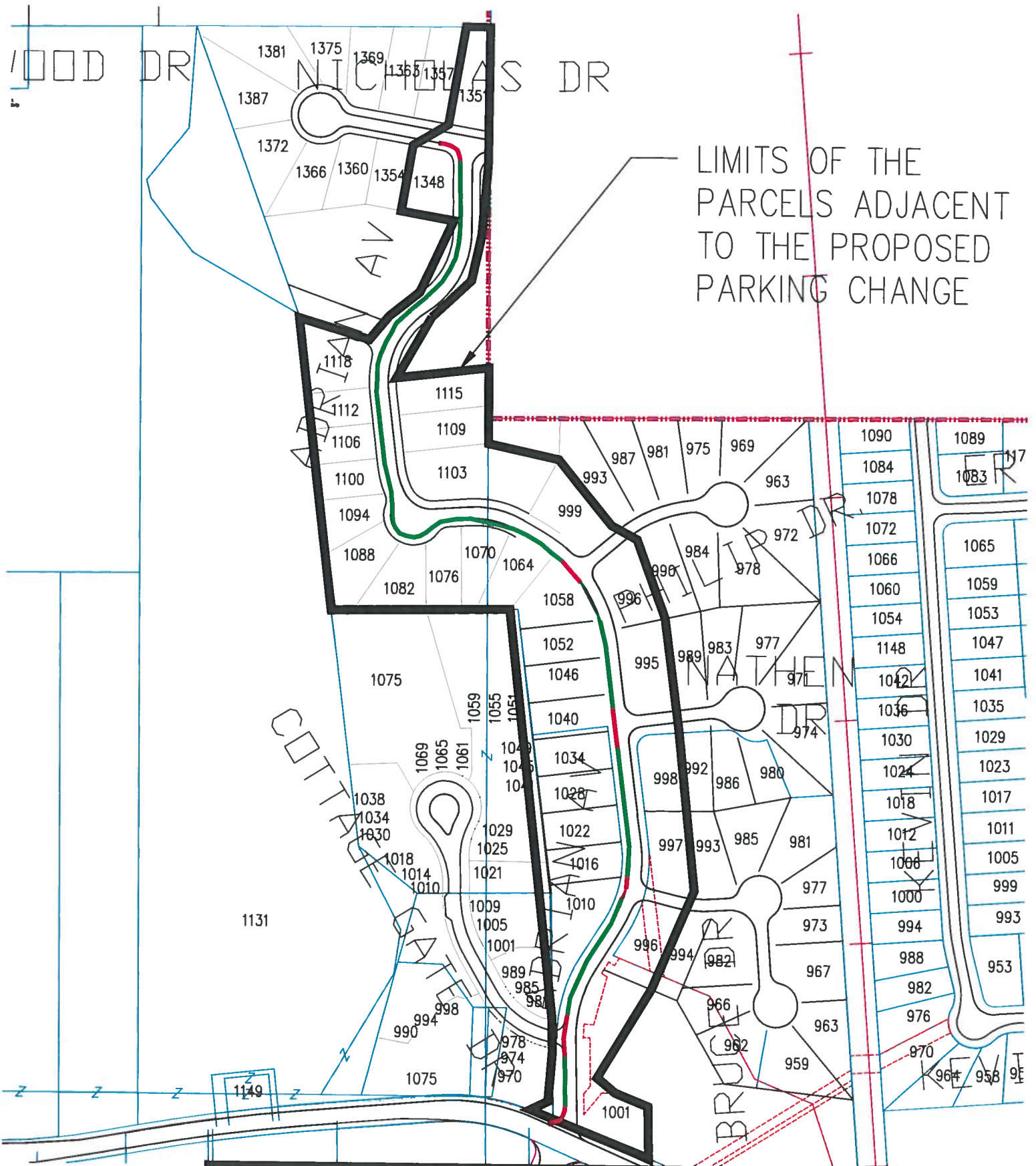
The TE&S Committee discussed the request, by Mr. Jim Rubish of 1046 Adrian Ave., to allow parking on the West side only of Adrian Ave. Parking on the West side is allowable but not on the East due to fire hydrants. The current ordinance reads:

Adrian Ave. - NO PARKING BOTH SIDES

The TE&S committee could not find fault with the petition and signatures as submitted which reflects favorably on the change by 77% of affected residents. However we do see issues arising by parking on the West side where mailboxes are located. Should council decide to grant the request the ordinance should read:

Adrian Ave. - NO PARKING EAST SIDE

The attached map indicates the proposed allowable parking on the West side of Adrian Ave. (Except within the intersections of Bruce, Nathan, Phillip and Nicholas 351.04c "Prohibited parking Places" indicated in red)



LIMITS OF THE  
PARCELS ADJACENT  
TO THE PROPOSED  
PARKING CHANGE

REQUEST FOR PARKING ARRANGEMENT  
CHANGE

LOCATION: ADRIAN AV.  
DECEMBER 2015

CITY OF KENT  
DEPARTMENT OF PUBLIC SERVICE  
DIVISION OF ENGINEERING

MEMO

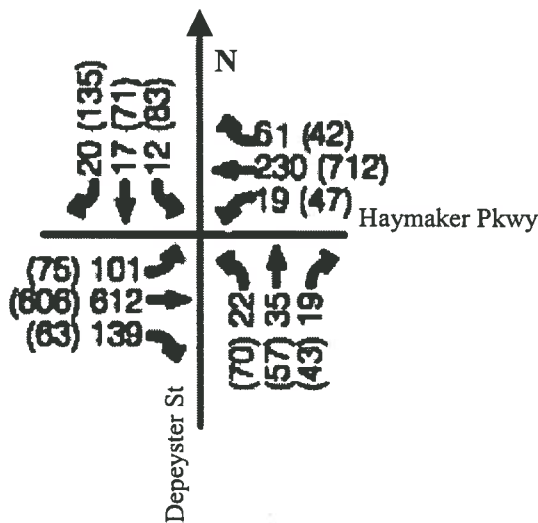
TO: Dave Ruller  
 FROM: Jim Bowling *JB*  
 DATE: February 22, 2016  
 RE: Depeyster/SR 59 Intersection

The engineering division has investigated the potential to have a northbound right turn only lane on Depeyster at Haymaker Parkway. This investigation included analyzing traffic volumes, congestion and intersection geometrics. The results of the investigation indicate that while it is possible to restripe the northbound lanes to include a through-left and right turn only lane, it is not recommended. Also, the addition of a separate right turn lane is not recommended based on the minimal benefits provided, costs to add the right turn lane, negative impact on pedestrians crossing Depeyster Street and its conflict with the proposed police facility.

*Traffic Volumes:*

A previous traffic study by AECOM performed as part of the Flats 345 project indicates the following traffic volumes at the intersection after the development of the Flats 345 and new police building are completed.

**Peak Hour Traffic Volumes**



(XX) : PM Peak Hour Volume  
 XX : AM Peak Hour Volume

As can be seen in the above figure, **there is 63% more traffic turning left (70 vehicles) than turning right (43)** going northbound during the PM peak hour. Typical intersection lane design would give the exclusive lane movement to the left turning movement to prevent delays to the through movement, especially when the left turn and through volumes are greater than the right turn volume.

*Traffic Congestion:*

Using the above traffic volumes, staff analyzed the average delay and Level of Service (LOS) during the PM peak hour for the existing lane configuration and a lane configuration that included a northbound right turn only lane and a northbound through-left lane. The results are indicated in the following table:

|                               | <b>Existing Conditions<br/>LOS (delay)</b> | <b>Alternate Conditions<br/>LOS (delay)</b> | <b>Change</b> |
|-------------------------------|--|---|---------------|
| Intersection Level of Service | B (16.8 sec)                               | B (17.0 sec)                                | + .2 sec      |
| Northbound Level of Service   | D (35.1 sec)                               | D (37.3 sec)                                | + 2.2 sec     |

As seen in the above table, **there is only a minor increase in congestion with the alternate lane configuration.** In addition, there will be a minor increase in conflicts between pedestrians crossing Depeyster and vehicles turning right on red.

A potential use for Depeyster being four lanes is to divert westbound traffic from the Summit Street/Water Street intersection. This is possible for westbound Summit Street traffic that wants to travel northbound on SR 43 out of town. Depeyster Street provides those travelers an alternate route with a dedicated northbound left turn lane at the Depeyster/Haymaker intersection. This secondary route is valuable in helping to reduce traffic congestion at the SR 43/Summit Street intersection.

*Intersection Geometrics:*

Currently there is a minor horizontal shift in the centerline of Depeyster Street in the Haymaker Parkway intersection. Currently the northbound left turn lane partially (appx. 1 to 2 ft) oppose the southbound through/left lane. **If the striping were modified then the two through movements would partially oppose each other** due to the centerline shift in the intersection. Therefore, for safety reasons we do not recommend moving the northbound through movement.

In summary, the current northbound lane configurations provide; 1) the movement with the greatest traffic volume a dedicated lane; 2) the most efficient lane configuration to reduce vehicular delays; and 3) is safer because of the centerline shift on Depeyster Street. Based on the above the engineering division does not recommend changing the existing lane designations.

c: Gene Roberts  
Jon Giaquinto  
file



# CITY OF KENT, OHIO

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## DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: March 16, 2016

TO: Dave Ruller, City Manager

FROM: Bridget Susel, Community Development Director *B.S.*

RE: Amendments to Title Seven – Environmental Health and Housing Maintenance Code  
(Rental Licensing)

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In August 2015, Kent City Council approved the expansion of the City's residential rental licensing regulations to include smaller residential rental units in the City, which currently are not inspected and licensed through the City's Health Department.

Staff from the City's Community Development and Health Departments have been working with the Assistant Law Director to identify the needed amendments to "Title Seven – Environmental Health and Housing Maintenance Code" to allow for the inspection and licensing of smaller residential rental units by the Community Development Department, while still maintaining the existing inspection and licensing authority currently utilized by the Health Department.

I am respectfully requesting time at the April 6, 2016 Committee session to discuss the proposed amendments to Title Seven in greater detail and to request Council authorization of the amendments, with emergency, in order to allow the Community Development Department to begin implementation of the new provisions of the rental licensing program.

Thank you for your consideration of this request. If you need any additional information in order to add this item to the agenda, please let me know.

Cc: Jim Silver, Law Director  
Eric Fink, Assistant Law Director  
Jeff Neistadt, Health Commissioner  
Linda Jordan, Clerk of Council

**TITLE SEVEN – Environmental Health and Housing Maintenance Code**

- Chap. 1361. General Provisions.
- Chap. 1363. Definitions.
- Chap. 1365. Minimum Standards and Requirements.
- Chap. 1367. Licensing Requirements.
- Chap. 1369. Owner and Occupant Responsibilities.
- Chap. 1371. Enforcement and Penalty.
- Chap. 1373. Repairs and Demolition.
- Chap. 1375. Appeals.

CHAPTER 1361  
General Provisions

- 1361.01 Legislative findings; purpose.
- 1361.02 Conflict and invalidity.

CROSS REFERENCE  
Rules of construction - see ADM. 101. 03 et seq.

**1361.01 LEGISLATIVE FINDINGS; PURPOSE.**

(a) Chapters 1361 through Chapter 1375 shall be formally known as the Environmental Health and Housing Maintenance Code but may also be referred to as the "Housing Code".

(a) (b) There hereby exists and may in the future exist, within the City residential rental units which, multiple use structures, premises, dwellings, dwelling units, rooming units or parts thereof, which, by reason of their structure, equipment, sanitation, maintenance, use or occupancy, affect or are likely to affect adversely the public health, including the physical, mental and social well-being of persons and families, safety and general welfare. To correct and prevent the existence of such adverse conditions and to provide safe, decent and sanitary living conditions for residents living in residential rental units to achieve and maintain such levels of residential environmental quality as will protect and promote public health, safety and general welfare, the establishment and enforcement of zoning code and minimum housing standards are required necessary for all rental residential rental units dwellings.

(b) (c) It is hereby declared that the purpose of this Housing Code is to protect the health and safety of the public, to ensure compliance with state and local health codes, to prevent and control the incidence of communicable disease and to regulate all publicly and privately owned residential rental units multiple use structures for the purpose of maintaining adequate sanitation and public health. The provisions of this Housing Code are applicable to residential rental units multiple use structures only. (Ord. 1979-219. Passed 12-5-79.)

**1361.02. CONFLICT AND INVALIDITY.**

In any case where a provision of this Housing Code is found to be in conflict with a provision of any zoning, building, fire, safety or health ordinance or code of the City existing on the effective date of this section, the provision which establishes the higher standard for the promotion and protection of the health and safety of the people shall prevail. In any case where a provision of this Housing Code is found to be in conflict with a provision of any other ordinance or code of the City existing on the effective date of this section which establishes a lower standard for the promotion and protection of the health and safety of the people, the provisions of this Housing Code shall be deemed to prevail and such other ordinances or codes are declared to be repealed to the extent that they may be found in conflict with this Housing Code. (Ord. 1979-219. Passed 12-5-79.)



**CHAPTER 1363**  
Definitions

1363.01 Definitions and Regulations.

CROSS REFERENCE  
General definitions - see ADM. 101.02  
City of Kent Zoning Code definitions – see Chapter 1103  
City of Kent Zoning Code Rooming and Boarding Houses – see Chapter 1122

**1363.01 DEFINITIONS AND REGULATIONS.**

- A. This Chapter incorporates all definitions found in Part 11 of the City of Kent Ordinances.
- B. Should there be any conflict between definitions in this Chapter and Part 11, the definition in this Chapter controls for this Chapter only.
- C. Definitions

- (1) "Approved manner" means a manner which is in accordance with the existing minimum standards of the City Building Code.
- (2) "Basement" means a portion of the building located underground, but having less than half its clear floor to ceiling height below the average grade of the adjoining ground.
- (3) "Cellar" means a portion of a building located partly or wholly underground and having half or more than half of its clear floor to ceiling height below the average grade of the adjoining ground.
- (4) "~~Dwelling" shall include any dwelling unit, building, structure, rooming house, rooming unit or other living quarters used or intended to be used in whole or in part for living or sleeping by human occupants.~~ means any building, or portion thereof, which is designed or used primarily for residence purposes, including a single family, a household unit as that term is defined in this Chapter, a rooming house, a boarding house, a two-family dwelling, and a multifamily dwelling but not including hotels, motels, ~~boarding/rooming houses, lodging houses and tourist dwellings~~ bed and breakfasts.
- (5) "Dwelling unit" means any room or group of rooms located within a dwelling and forming a ~~single habitable unit with facilities that are used or intended to be used for living, sleeping, cooking and~~ residence with facilities that are used or intended to be used for living, sleeping, cooking and eating, with a restroom(s) and bathing facility(ies) to be utilized by a family, a household unit as that term is defined in this Chapter, or three or more unrelated individuals.
- (6) "Dwelling, Two Family" A building consisting of two (2) dwelling units which may be either attached side by side or one above the other, and each unit having a separate or combined entrance or entrances.
- (7) "Dwelling, Multifamily" A building consisting of three (3) or more dwelling units, including condominiums, with varying arrangements of entrances and parting walls.
- (8) "Extermination" means the control and elimination of insects, rodents or other pests by eliminating their harborage places by removing or making inaccessible materials that may serve as their food; by poisoning, fumigating, spraying, trapping; or by any other recognized legal pest elimination methods approved by the Department of Health.
- (9) "~~Family" means one or more persons related by blood, adoption or marriage, living together as a single housekeeping unit, exclusive of household servants; a number of persons but not exceeding two, living together as a single housekeeping unit though not related by blood, adoption or marriage.~~ Individuals who are related by marriage, legally recognized civil union, adoption, or who are within three (3) degrees (or fewer) of consanguinity. See Table of Consanguinity found in Chapter 11.
- (10) "Garbage" means all discarded putrescible materials including, but not limited to, animal, vegetable or fruit wastes resulting from the handling, storage, preparation or eating of food and handling and disposal of small dead animals. (Ord. 1991-10. Passed 3-6-91.)



- (11) **Guest:** A person, who does not meet the definition of a resident, temporarily staying in a dwelling unit with the consent of a member of the household, who has express or implied authority to so consent.
- (12) **"Habitable room"** means a room or enclosed floor space used or intended to be used for living, sleeping, cooking or eating purposes excluding bathrooms, water closet compartments, laundries, pantries, foyers or communication corridors, closets and storage spaces.
- (13) **"Health Commissioner"** means that individual as defined by Ohio R.C. 3709.14 or his/her authorized representative.
- (14) **Household Unit:** Is defined in KCO 1122 as a family, a family and one unrelated person, a single person, two unrelated persons, or any of these four designations and a caregiver(s) (as these terms are defined by the City of Kent Zoning Ordinance) residing in a dwelling unit. Persons residing in a rooming house, boarding house hotel, group dwelling, fraternity, or sorority house, together, do not constitute a household unit.
- (15) **"Housing Code" or "this Code"** means the Environmental Health and Housing Maintenance Code adopted by Ordinance 1979-219, passed December 5, 1979, as amended, which is codified as Title Seven of this Building Code.
- (16) **"Infestation"** means the presence within or around a dwelling of any insects, rodents or other pests. (Ord. 1979-219. Passed 12-5-79.)
- ~~"Multiple use structure" means any dwelling containing three or more dwelling units or rooming units or any combination of three or more dwelling or rooming units, except individually owned condominium units; or, any dwelling, dwelling unit or rooming unit, including individually owned condominium units, with four or more unrelated occupants. (Ord. 1981-100. Passed 8-12-81.)~~
- (17) **"Occupant"** means any person over one year of age living, sleeping, cooking or eating in or having actual possession of a dwelling unit or rooming unit. **individual who is a resident or guest of a dwelling unit, as those terms are defined in this Chapter.**
- (18) **"Operator"** means any person, **property manager, or agent** who has or has been designated by the owner to have charge, care or control of a **residential rental unit** building or part thereof in which the dwelling units or rooming units are let.
- (19) **"Owner"** means any person who alone or jointly or severally with others has legal title to any dwelling or dwelling unit with or without accompanying actual possession thereof or has charge, care or control of any dwelling or dwelling unit as owner or agent of the owner or as buyer under land contract, or as executor, executrix, administrator, administratrix, trustee or guardian of the estate of the owner. Any such person thus representing the actual owner shall be bound to comply with the provisions of this Housing Code and of rules and regulations adopted pursuant thereto. to the same extent as if he were the owner.
- (20) **"Permissible occupancy"** means the maximum number of persons permitted to reside in a **residential rental unit** ~~multiple use structure.~~
- (21) **"Person"** means an individual, partnership, association, syndicate, company, firm, trust, corporation, government corporation, department, bureau, agency or any entity recognized by law.
- (22) **"Plumbing"** includes all of the following supplied facilities and equipment: gas pipes, gas burning equipment, water pipes, garbage disposal units, waste pipes, water closets, sinks, installed dishwashers, lavatories, bathtubs, shower-baths, installed clothes washing machines, catch basins, drains, vents and any other connections installed or connected to water, sewer or gas lines.
- (23) **"Premises"** whenever used in this Housing Code means not only the dwelling and other buildings of whatever nature located on the lot, but also the entire parcel of land surrounding such buildings including but not limited to fences, walkways, walls and appurtenances.
- (24) **"Qualified Vacant Rental Unit"** is any dwelling unit that, at the time of inspection, is not occupied by a tenant or any other person.

(25) "Residential Rental Unit" is any dwelling unit or portion of a dwelling unit that is occupied by an individual or individuals other than the property owner or member of the property owner's household unit, regardless of whether the occupant compensates the property owner, or is a qualified vacant rental unit.

(26) Resident: A person staying overnight in a dwelling unit for more than fourteen (14) consecutive days or a total of thirty (30) cumulative calendar days during any twelve (12) month period.

~~(27) "Rooming unit" means any room or group of rooms forming a single habitable unit used or intended to be used for living and sleeping but not for cooking or eating purposes. (Ord. 1979-219. Passed 12-5-79.)~~

(27) "Solid waste" means such unwanted residual solid or semi-solid materials as results from industrial, commercial, agricultural and community operations, excluding earth or material from construction, mining or demolition operations, or other waste materials of the type that would normally be included in demolition debris, nontoxic fly ash, spent nontoxic foundry sand, and slag and other substances that are not harmful or inimical to public health, and includes, but is not limited to, garbage, tires, combustible and noncombustible material, street dirt and debris. Solid waste does not include any material that is an infectious waste, a hazardous waste, an asbestos waste or material defined in Section 935.02(h). (Ord. 1991-10. Passed 3-6-91.)

(28) "Supplied" means paid for, furnished or provided by or under the control of the owner or operator.

(29) "Tenant" is any person who occupies a dwelling unit other than the owner, a member of the owner's family, or a member of the owner's household unit as that term is defined in this Chapter.

(30) "Unrelated" means persons not meeting the definition of "family" listed in item (9) of this "Definitions" section.

(31) "Net floor area" means the actual occupied area, not including accessory unoccupied areas or thickness of walls. (Ord. 1979-219. Passed 12-5-79.)

(D) Regulations

(1) Unless the dwelling unit is a licensed rooming house or a licensed boarding house, each dwelling unit may only contain one family or one household unit as that term is defined by KCO 1122.

(2) An attached garage for purposes of determining the front, side and rear yards shall be considered a part of the dwelling.

**CHAPTER 1365**  
Minimum Standards and Requirements

- 1365.01 Owner to comply with standards and requirements.
- 1365.02 Occupant to maintain sanitary conditions.
- 1365.03 Equipment and facility requirements.
- 1365.04 Light, ventilation, electric and heating requirements.
- 1365.05 Solid waste storage and collection.
- 1365.06 Extermination; infestation.
- 1365.07 Space use and location requirements.
- 1365.08 Sanitary maintenance standards.
- 1365.98 Violating a Minimum Standard Set Forth in 1365
- 1365.99 Penalty

**CROSS REFERENCES**

- Venting of heaters and burners - see GEN. OFF. 521.02
- Noxious odors - see GEN. OFF. 521.09
- Snow and ice removal - see GEN. OFF. 521.15-.16
- Civil Offenses – See 501.13

**1365.01 OWNER TO COMPLY WITH STANDARDS AND REQUIREMENTS.**

(a) Whenever the words "dwelling", "dwelling unit", or premises" are used in this Housing Code, they shall be construed as though they were followed by the words "or any part thereof".

(b) Every owner, operator or agent of a residential rental unit ~~multiple-use structure~~, shall be responsible for providing, supplying and maintaining all equipment, facilities, requirements and sanitary standards as prescribed in Chapter 1365 of this Housing Code. In addition, it shall be the responsibility of such individuals to comply with all provisions of the **Planning and Zoning Code (Part 11)**, the **Building Code (Part 13)** including the **Environmental Health and Housing Maintenance Code (Title 7)**, and the **Property Maintenance, Housing and Enforcement Code (Part 14)** unless specifically otherwise stated.

**1365.02. OCCUPANT TO MAINTAIN SANITARY CONDITIONS.**

Every occupant of a dwelling or dwelling unit shall keep in a clean and sanitary condition that part of the dwelling or dwelling unit which he occupies or controls. (Ord. 1979-219. Passed 12-5-79.)

**1365.03 EQUIPMENT AND FACILITY REQUIREMENTS.**

Unless specifically exempted by this Section, residential rental units must be maintained in accordance with the most recently adopted Ohio Residential Code. This includes, but is not limited to, each of the following requirements.

(a) Kitchen Sink. Each dwelling unit shall contain a kitchen sink in working condition and connected to a potable water supply and sewer system in an approved manner.

(b) Bathrooms. All dwellings shall be provided with a room affording privacy and equipped with a flush water closet, a lavatory basin, and a bathtub or shower in good working condition and connected to a potable water supply and sewer system in an approved manner. A minimum of one bathroom for six individuals shall be required.

(c) Water Lines. Each kitchen sink, lavatory basin, bathtub or shower required by the provisions of subsection (b) hereof shall be connected with both hot and cold water lines in an approved manner. (~~Ord. 1979-219. Passed 12-5-79.~~)

(d) Water Heating. Each dwelling shall be supplied with water heating facilities installed in an approved manner and maintained in good working condition connected with the hot water lines required under the provisions of subsection (c) hereof and capable of heating water to a temperature of not less than 120°F. No combustibles shall be stored within 18 inches of the water heating device.

(e) Means of Egress. All dwellings shall have a safe, unobstructed means of egress with a minimum headroom of six feet, six inches leading to safe and open space at ground level. All means of egress openings shall be readily openable from the side from which egress is to be made without the need for keys or special knowledge. All



pathways and aisle ways shall be unobstructed. All means of egress shall be properly installed and maintained. All means of egress shall meet the minimum requirements outlined in **the most current Fire Code adopted by the State of Ohio rule 46 and rule 10 of the Ohio Fire Code**. All **Any residential rental unit** ~~multiple-use structure~~ having sleeping rooms located on floors greater than fourteen feet from the ground shall be equipped with a second means of egress in the form of an approved fire ladder, fire stairs, or emergency exit.

(f) Fire Extinguishers. All **residential rental units** ~~dwelling units~~ shall be equipped with easily accessible and properly maintained fire extinguishers at all times. They shall be kept in a designated location at all times when not in use. The minimum classification of fire extinguisher shall be 3A:40B:C at 5 pounds. **Residential rental units** ~~Dwelling units~~ with multiple floors shall have a minimum of one fire extinguisher on each habitable floor. Fire extinguishers stationed in a common hallway shall be on the same floor and within 30 feet of every dwelling unit. The owner or operator of a **multi-family dwelling, rooming house, or boarding house must** ~~multiple-use structure~~ shall be responsible for meeting the additional minimum standards **for fire extinguishers** as are outlined in **the most current Fire Code adopted by the State of Ohio Fire Code section 906**.

(g) Fire Stairs. All **residential rental units** ~~multiple-use structures~~ having habitable rooms located on floors greater than fourteen feet from the ground ~~and licensed for the first time after the effective date of this Code~~ shall be supplied with fire stairs as a means of egress, when required, and shall be **must have fire stairs** in compliance with **the most current Fire Code adopted by the State of Ohio National Fire Protection Association pamphlet number 101, Volume 9**. Previously licensed ~~multiple-use structures~~ **residential rental units** with existing fire ladders shall comply with the fire stairs requirements if such ladder is altered and/or removed. All newly installed fire stairs shall comply with the above requirements.

(h) Smoke Alarms. All **residential rental units** ~~multiple-use structures~~ shall be equipped with audible smoke alarm devices that are U.L. approved and are installed in compliance with the ~~International Building Code section 704~~ **the standards set forth in the most recently adopted Ohio Residential Code**. Additionally, each smoke alarm shall be installed within 12 inches of the ceiling. Working smoke alarms are required in each of the following locations:

1. ~~In the immediate vicinity outside of bedrooms in each sleeping room.~~
2. ~~In each bedroom outside each separate sleeping area, such as in the corridors in the immediate vicinity of the sleeping rooms.~~
3. ~~In a common area of each story of a dwelling unit, including basements~~ **On each additional story of the dwelling, including basements and habitable attics but not including crawl spaces and uninhabitable attics. In dwellings or dwelling units with split levels and without an intervening door between adjacent levels, a smoke alarm installed on the upper level shall suffice for the lower level provided that the lower level is less than one full story below the upper level.**

(i) Exterior Locks. All exterior doors within a **residential rental unit** ~~multiple-use structure~~ shall be equipped with safe and functioning locking devices.

(j) Handrails. **All residential rental units must comply with the following for handrails:**

1. Every exterior and interior flight of stairs having more than four risers shall have a handrail on at least one side of the stairs.
2. Every open portion of a stair, landing, balcony, porch, deck, ramp or other walking surface which is more than 30 inches above the grade below shall have handrails with balusters spaced no more than six inches apart.
3. Handrails shall not be less than ~~30~~ **34** inches in height or more than ~~42~~ **38** inches in height measured vertically above the walking surfaces.
4. Every handrail shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition and constructed in an approved manner.

(k) Carbon Monoxide Alarms. **All residential rental units are required to have carbon monoxide alarms in new and existing dwelling units that have fuel-fired appliances or have attached garages and only when any of the conditions described in this section apply.** All **residential rental units** ~~multiple-use structures~~ that contain fuel-burning equipment or enclosed parking shall be equipped with carbon monoxide alarms. ~~The carbon monoxide alarms are permitted to be battery operated, plug-ins with battery backup, hard-wired with battery backup, low-voltage system, wireless, or a qualified combination alarm. The carbon monoxide alarms shall be U.L. approved. The installation and maintenance of the carbon monoxide alarms shall be in accordance with the manufacturer's published instructions.~~

~~There shall be a minimum of one carbon monoxide alarm installed in each dwelling unit that contains fuel-burning equipment or enclosed parking. The alarm shall be located in a common area nearest the bedrooms. When dwelling units do not contain fuel-burning equipment or enclosed parking, but are located in a building with fuel-burning equipment or enclosed parking, the owner shall choose one of the following installation options:~~

~~1. Install at least one carbon monoxide alarm in each dwelling unit, nearest the bedrooms.  
2. Provide carbon monoxide protection in areas with fuel-burning equipment with a properly installed and properly maintained automatic shutdown device.~~

~~3. In all areas with fuel-burning equipment or enclosed parking, install a carbon monoxide alarm that is capable of emitting a distinct and audible sound to warn all occupants in the building.~~

~~1. New Dwelling Units. In new dwelling units, carbon monoxide detectors are required to be installed in the locations described in 1165.03(k)(3).~~

~~2. Existing Dwelling Units. In existing dwelling units, where an application for approval is required for work involving any of the following areas or systems within that dwelling unit, carbon monoxide alarms are required to be installed in the locations described in 1165.03(k)(3).~~

- ~~(a) the addition or creation of a new sleeping room;~~
- ~~(b) An alteration of a sleeping room;~~
- ~~(c) An alteration in the immediate vicinity outside of a sleeping room;~~
- ~~(d) An addition of, or an alteration to, an attached garage;~~
- ~~(e) An addition, alteration, repair or replacement of a fuel-fired appliance.~~

~~3. Where required. In new dwelling units and in existing dwelling units meeting any of the conditions described in Section 1165.03(k)(2), an approved monoxide alarm shall be installed outside of each separate sleeping area in the immediate vicinity of the sleeping rooms in those dwelling units.~~

~~4. Alarm Requirements. Single station carbon monoxide alarms shall be listed as complying with UL 2034 and shall be installed in accordance with the most recently adopted Residential Code of Ohio and the manufacturer's installation instructions.~~

#### **1365.04. LIGHT, VENTILATION, ELECTRIC AND HEATING REQUIREMENTS.**

~~Unless specifically exempted by this Section, residential rental units must be maintained in accordance with the most recently adopted Ohio Residential Code. This includes, but is not limited to, each of the following requirements.~~

~~(a) Window Areas. Every habitable room shall have at least one window or ventilating sky light facing directly to the outdoors. The minimum total window area measured between stops, for every habitable room shall be ten percent of the floor space of such room.~~

~~(b) Ventilation. Every habitable room shall have at least one window or sky light which can be easily opened or such other device as will adequately ventilate the room. The total of openable window area in each habitable room shall be equal to at least fifty percent of the minimum window area size as required in subsection (a) herein, except when supplied with such other device affording adequate ventilation and installed in an approved manner.~~

~~(c) Bathroom Ventilation. Every bathroom and water closet compartment shall comply with ventilation requirements as described in subsection (b) herein.~~

~~(d) Electric Requirements. The owner or operator in charge of a dwelling shall provide a properly installed and maintained electric light fixture in order to supply adequate light in all common areas including stairways, hallways, entranceways, laundry rooms, furnace rooms, kitchens, bathrooms, exterior porches, and similar common areas. Every habitable space in a dwelling shall contain at least two separate and remote receptacle outlets. Multiple converter plugs permitting two or more appliances to be plugged into the same outlet shall not be used. Every laundry area shall contain at least one grounded-type receptacle. Every bathroom shall contain at least one receptacle. Any new bathroom or kitchen receptacle outlet shall have ground fault circuit interrupter protection. All receptacles exposed to outdoors shall be of the grounding type. All receptacle outlets shall have the appropriate faceplate cover for the location. All electrical equipment, wiring, lighting, and appliances shall be properly installed and maintained in a safe and approved manner.~~

~~(e) Heating Facilities. The owner or operator in charge of a dwelling shall provide a heating facility installed in an approved manner and maintained in good working condition capable of maintaining a temperature of at least 68°F for any 24 hour period in all habitable rooms, bathrooms, water closet compartments and kitchens. The temperature inside a dwelling shall be measured in the approximate center of each room and approximately three feet above the floor. No combustibles shall be stored within 18 inches of the furnace or~~



heating facilities. Heating facilities designed with filters shall maintain the filters per the manufacturers recommendations.

(f) Every occupant of a dwelling unit shall keep all plumbing fixtures therein, in a clean and sanitary condition and shall be responsible for the exercise of reasonable care and the proper use and operation thereof. (Ord. 1979-219, Passed 12-5-79.)

(g) Screening. All windows or other devices used or intended to be used for ventilation shall be supplied with screens. If a screen is supplied to doorways opening directly from a dwelling to outdoor space it must be properly maintained and supplied with a self-closing device.

(h) Pest Protection. Every window and every other opening which might provide an entry for pests shall be supplied with a screen or other device as will effectively prevent entry by such pests into the building. Proper precautions shall be taken to secure the building and prevent pest infestation.

### **1365.05 SOLID WASTE STORAGE AND COLLECTION.**

Every occupant of a dwelling or dwelling unit shall store and dispose of all solid waste in a clean and sanitary manner by placing it in receptacles as required by Section 1365.01((d) and (e). (Ord. 1991-10. Passed 3-6-91.)

(d) (a) Solid Waste Storage. The owner of each ~~multiple-use structure~~ residential rental unit must shall provide adequate solid waste storage receptacles on the premises for the disposition of litter and solid waste. Such receptacles shall be maintained in a sanitary manner as to prevent the contents from being scattered upon such premises. Receptacles of sufficient size and number shall be of rigid plastic or metal, watertight and equipped with tight fitting lids. Any solid waste receptacle spillage which may occur upon the ground, sidewalk, street or alley shall be promptly cleaned up within twenty four hours after spillage. Solid waste containers must meet additional requirements outlined in section 521.08 and 933.03 of the Kent Codified Ordinances. The Health Commissioner may require the owner of a ~~multiple-use structure~~ residential rental unit to adhere to additional standards regarding solid waste storage outlined in section 1371.03.04 of this Housing Code.

(e) (b) Solid Waste Collection. The owner of each ~~multiple-use structure~~ residential rental unit must shall provide solid waste collection for the licensed dwelling by hiring a solid waste collector who is licensed by the City. The frequency of such solid waste collection shall be not less than once per week during those instances when solid waste is being generated on the premises. The owner shall provide written proof of such collection service if requested by the Health Commissioner. Additionally, the Health Commissioner may require the owner of a ~~multiple-use structure~~ residential rental unit to obtain unlimited collection service at properties that are non-compliant with the solid waste ordinances as outlined in section 1371.03.04.

### **1365.06. EXTERMINATION; INFESTATION.**

(a) Pest Infestation. All structures shall be kept free from insect and rodent infestation and all potential points of entry shall be properly maintained as to prevent pest migration. All structures in which insects or rodents are found shall be promptly exterminated by approved processes that will not be injurious to human health. After pest elimination, proper precautions shall be taken to prevent reinfestation.

(b) Owner. The owner of any structure shall be responsible for pest elimination within the structure prior to renting or leasing the structure. Proper precautions shall be taken to prevent infestation. Where the infestations are caused by defects in the structure, the owner shall be responsible for pest elimination. Whenever infestation exists in two or more dwelling units in any dwelling or in the common parts of any dwelling containing two or more dwelling units, extermination thereof shall be the responsibility of the owner.

(c) Occupant. The occupants of any structure shall be responsible for the continued pest-free condition of the structure. If infestation is caused by failure of an occupant to prevent such infestation in the area occupied, the occupant shall be responsible for pest elimination. Every occupant of a dwelling unit shall be responsible for the extermination of insects, rodents and other pests therein, whenever their dwelling unit is the only dwelling unit within a dwelling that is infested.

### **1365.07. SPACE USE AND LOCATION REQUIREMENTS.**

(a) Floor Space. Every dwelling unit shall contain at least 150 square feet of floor space for the first occupant thereof, and at least 100 additional square feet of floor space for every additional



occupant thereof. The floor space to be calculated on the basis of net floor area.

(b) **Sleeping Areas.** In all dwellings, every room occupied for sleeping purposes by one occupant shall contain at least seventy square feet of floor space. Every room occupied for sleeping purposes by more than one occupant shall contain at least fifty square feet of floor space for each occupant thereof.

(c) **Bathroom Access.** No dwelling or dwelling unit containing two or more sleeping rooms shall have such room arrangements that access to a bathroom or water closet compartment, intended for use by occupants of more than one sleeping room, can be had only by going through another sleeping room, nor shall room arrangements be such that access to a sleeping room can be had only by going through another sleeping room, bathroom or water closet compartment.

(d) **Ceiling Height.** All habitable rooms located within a dwelling shall have an average ceiling height of not less than seven feet, six inches in at least fifty percent of the net floor area with no portion less than five feet in height.

(e) **Basement and Cellars.** No basement or cellar space shall be used as a habitable room or dwelling unit unless:

- (1) The floor and walls are impervious to leakage of underground and surface run-off water and are insulated against dampness;
- (2) The total window area in each room is equal to at least the minimum window area sizes as required by Section 1365.02 (a);
- (3) The required minimum area is located entirely above grade of the ground adjoining such window area;
- (4) The total of openable window area in each room is equal to at least the minimum as required under Section 1365.02 (b);
- (5) A basement or cellar space, when occupied for living, shall meet all minimum standards and requirements of ~~this Code~~ **the most recently adopted Ohio Residential Code at the time of the initial licensing.**
- (6) Furnace and hot water tank areas are to be completely separated from habitable areas by the installation of fire rated materials in an approved manner;
- (7) Adequate makeup air is to be provided in an approved manner;
- (8) Two means of egress shall be provided. One means of egress shall be in compliance with the provisions of Section 1365.01 (g). The second means of egress can be either the same or a window whose area shall equal a minimum of 5.8 square feet and the window sill located no more than forty-four inches from floor level. (Ord. 1979-219. Passed 12-5-79.)

### **1365.08. SANITARY MAINTENANCE STANDARDS.**

(a) **Structural Design and Repair.** All dwellings, structures and all parts thereof including but not limited to foundations, roofs, gutters, downspouts, chimneys, walls, ceilings, etc., both exterior and interior, shall be maintained and in good repair and capable of performing the function for which such structure or part of any feature thereof was designed or intended to be used.

- (1) If any dwelling is so designed to include the use of gutters and downspouts, such gutters and their appurtenant downspouting and drains shall be maintained in a weather tight and functioning order.

(b) **Exterior Maintenance.** All exterior parts of every dwelling including exterior walls, additions, chimneys, porches, steps, ramps and other such structures either above or below the roof line shall be maintained in a safe condition and in good repair and capable of performing the function for which such structure or part of any feature thereof was designed or intended to be used.

(c) **Premises Maintenance.** All premises shall be maintained in a safe and sanitary manner so as to preclude any situation that may be inimical to the public health and safety or which may provide harborage for rodents or infestation of insects. Such premises shall be free from the accumulation and/or location of the following:

- (1) Broken or dilapidated fences, walls or other structures;
- (2) Improperly installed or maintained walks, driveways and driveway aprons which are in a defective condition; and
- (3) Rugs, rags or other materials located on such premises which materials are not being used for general household or housekeeping purposes; broken furniture or upholstered furniture not designed or sold for outdoor use; mattresses or other household furnishing; nonusable appliances, automobile parts, plastic materials, paints, miscellaneous coverings and/or any other materials including those described in this section. (Ord. 1985-18. Passed 5-1-85.)

(d) All parts of multiple use structures shall be maintained in a safe and sanitary condition and in good working order. Additionally, compliance shall be maintained with all portions of Part 14, and Chapter 933, and Section 521.08 of the Codified Ordinances of Kent.

**1365.98 VIOLATING A MINIMUM STANDARD SET FORTH IN 1365**

Any owner or operator of a residential rental unit in violation of the standards set forth in Section 1365 shall be subject to a civil infraction in accordance with 501.13, including the right to notice, the right to answer a charge, the right to appeal, the amount of the fine, and the City's right to have the fine increase. Issuing a Notice of Civil Infraction does not limit the City of Kent from pursuing any other additional remedies not prohibited by ordinance.

**1365.99. PENALTY.**

Whoever violates any order of any provision of the standards set forth in this Chapter after been given notice in accordance with 501.13(c) is guilty of a misdemeanor of the third degree as defined in Section 501.99. A property owner that pays a fine levied in accordance with 1365.98 may not be prosecuted for that specific violation, but may be prosecuted criminally for the same violation if the violation occurs in a subsequent month or if the fine is not paid in a timely manner.

DRAFT

**CHAPTER 1367**  
Licensing Requirements

- 1367.01 Licensing procedure.
- 1367.02 Notice to tenants.
- 1367.03 Revolving Housing Fund.
- 1367.04. Establishment of Community Development Rental Licensing Revenue Line
- 1367.05 Local Requirement
- 1367.98 Violation of Notice to Tenants.

**CROSS REFERENCES**  
Civil Offenses – See 501.13

**1367.01 LICENSING PROCEDURE.**

(a) Licensing. No person shall own, operate or be an agent for a ~~multiple-use structure~~ **residential rental unit** without having in his ~~their~~ possession a current, unrevoked housing license. Such license shall be issued for a period of one year from the date of issuance and may be renewed for successive periods not to exceed one year. Upon the sale or disposition of such property, the housing license shall be permitted to be transferred to a new owner, operator or agent provided that the current holder of such license notifies the Health Commissioner **or Community Development Director**.

- (1) **The Health Commissioner must license all residential rental units that are located in**
  - (a) a multi-family dwelling;
  - (b) a two family dwelling that contains a dwelling unit that has a rooming house with more than three unrelated residents;
  - (c) a two family dwelling that contains a dwelling unit that has a boarding house with more than three unrelated residents; OR
  - (d) a single family dwelling that contains more than three unrelated residents.
- (2) **The Director of Community Development must license all residential rental units not described in 1367.01(a)(1).**

(b) Application. Prior to obtaining a housing license for a ~~multiple-use structure~~ **residential rental unit**, the owner, operator or agent of the ~~dwelling~~ **residential rental unit** must make application on the prescribed forms, to the Health Commissioner **or Community Development Director, as required by KCO 1367.01**. Such application shall be submitted with all requested information completed, signed and accompanied by the appropriate fee. The due date will be 30 days before the new licensing period. Failure to submit the application and licensing fee by the applicable due date will result in a late fee of an additional 25%.

(c) Fee. No operating license shall be issued or renewed unless the completed application form is accompanied by payment of the license fee. The cost of the license fee is \$100.00 per ~~dwelling multiple-use structure~~, plus an additional five dollars (\$5.00) per bedroom within the ~~dwelling unit multiple-use structure~~. **For purposes of calculating the license fee only:**

- 1. If a building contains a single dwelling unit, the building shall be considered a single ~~multiple-use structure~~ **family dwelling**.
- 2. If a building contains multiple dwelling units, ~~each with~~ **and each dwelling unit has** a separate egress route, the building shall be considered a single ~~dwelling multiple-use structure~~.
- 3. If a building contains multiple dwelling units that share an egress route, the number of ~~dwelling multiple-use structure~~ will be determined by the number of ~~each separate egress route that can be accessed~~ **routes needed to access all of the dwelling units**.
- 4. **Condominiums shall be considered separate dwellings except condominiums on the same parcel with the same ownership shall be treated as a single dwelling. Condominiums on the same parcel with different ownership but the same operator may, at the discretion of each owner, elect to be treated as a single dwelling.**

(d) Inspection.

- 1. **For all residential rental units described in 1367.01(a)(1)**
  - a. **Prior to obtaining a housing license for a ~~multiple-use structure~~ residential rental unit described in 1367.01(d)(1), the responsible owner, operator or agent shall schedule an inspection with the Health Commissioner Department at least 30 days before the new licensing period of such said residential rental unit ~~multiple-use structure~~.**



b. ~~No operating housing~~ license shall be issued or renewed until a residential rental unit ~~multiple use structure~~ is inspected and determined to be in compliance with the requirements of this Housing Code.

c. The frequency of inspections for a residential rental unit inspected under this section shall be determined by the Health Commissioner.

(d) Re-inspection. After the initial inspection of a residential rental unit is completed by the Health Department under this section, a reasonable amount of time will be allowed by the Health Department for the owner, operator or agent of the residential rental unit to correct potential violations. Failure to correct the violations by the re-inspection shall result in a non-compliance fee of up to \$75.00.

(e) Non-compliance. The Health Commissioner has the authority to condemn any residential rental unit described in 1367.01(d)(1) ~~multiple use structure~~ that fails to comply with this housing code.

(f) Any residential rental unit described in 1367.01(d)(1) ~~multiple use structure~~ without a current license for more than 30 days may be condemned by the Health Commissioner.

## 2. For residential rental units described in 1367.01(a)(2):

a. Prior to obtaining a housing license for a residential rental unit described in 1367.01(a)(2), the owner, operator or agent shall have the residential rental unit inspected by the Director of Community Development at least 30 days before the new licensing period of said residential rental unit.

b. No housing license shall be issued or renewed until a residential rental unit is inspected and determined to be in compliance with the requirements of this Housing Code.

c. The frequency of inspections for the renewal of a housing license issued for a residential rental unit inspected under this section shall be determined by the Director of the Community Development Department.

(d) Re-inspection. After the initial inspection of residential rental unit is completed by the Community Development Department under this section, a reasonable amount of time will be allowed for the owner, operator or agent to correct potential violations. A re-inspection may be required to verify that the corrections were made by the assigned date and time. Failure to correct the violations by the re-inspection shall result in a non-compliance fee of up to \$75.00 per re-inspection.

(e) Non-compliance. The Chief Building Official, or his designee, has the authority to condemn any residential rental unit that fails to comply with the City of Kent Planning and Zoning Code (Part 11), the Building Code (Part 13) including this Housing Code, and the Property Maintenance, Housing and Enforcement Code (Part 14), or this housing code.

(f) Any residential rental unit described 1367.01(a)(2) without a current housing license for more than 30 days may be condemned by the Director of Community Development.

3. In the event that a housing license expires before it ~~the housing license is can be~~ renewed, a late fee of 25% of the licensing fee will be required.

~~(e) Re-inspection. After the initial inspection is completed by the Health Department, a reasonable amount of time will be allowed by the Health Department for the owner, operator or agent of the multiple use structure to correct potential violations. A re-inspection may be required to verify that the corrections were made by the assigned date and time.~~

~~(f) Non-compliance. The Health Commissioner has the authority to condemn any multiple use structure that fails to comply with this housing code. Any multiple use structure without a current license for more than 30 days may be condemned by the Health Commissioner.~~

(g) Review of the Environmental Health and Housing Maintenance Code. The latest revision of the Environmental Health and Housing Maintenance Code was completed in 2013 ~~2016~~. The next scheduled review will take place no later than 2018 ~~2021~~.

## 1367.02. NOTICE TO TENANTS.

It shall be the responsibility of the owner, operator or agent of any residential rental unit to give notice of his housing license with the City to tenants by one of the following authorized methods prior to the commencement of a rental term with such tenant:

(a) Display the license in a conspicuous place within the common ways of the residential rental unit.

(b) Give the following written notice to the tenants:

"This residential rental unit is licensed by the City of Kent for the period of \_\_\_\_\_ to \_\_\_\_\_ for not more than \_\_\_\_\_ occupants. Be advised that both landlords and tenants have certain responsibilities to each other as are set forth in the Environmental Health and Housing Maintenance Code of the City of Kent, Ordinance 1979-219 (Title 7), Planning and Zoning Code (Part 11), Building Code (Part 13) and Property Maintenance, Housing and

Enforcement Code (Part 14) or any other applicable section of the Kent Codified Ordinances. Copies of this Housing Code can be obtained at the Kent Health and Community Development Departments. The owner, operator or agent of any residential rental unit shall give a minimum of 24-hour notice to tenants prior to entering the property for inspections, repairs, or maintenance."

(c) The blanks described in 1367.02(b) must be filled in in ink reflecting the accurate dates and number of residents.

### **1367.03. REVOLVING HOUSING FUND.**

There is hereby created a Revolving Housing Fund for the purpose of supporting the cost of repairs, corrective action or demolition made by the Health Commissioner pursuant to Section 1373.01 and other supportive costs associated with the enforcement of this Housing Code. Into this Fund, the following shall be paid:

(a) All civil penalties collected for violations of this Housing Code applicable to multi-family dwelling ~~multiple-use structure~~ and enforced by the Health Department, pursuant to Section 1371.02.

(b) All judgments collected in actions to recover the cost of repairs and other corrective action or demolition of multi-family dwelling ~~multiple-use structure~~, pursuant to Section 1373.01 (b).

(c) Such other revenues the City may, from time to time authorize be paid into this Fund.  
(Ord. 1979-219. Passed 12-5-79.)

### **1367.04. ESTABLISHMENT OF COMMUNITY DEVELOPMENT RENTAL LICENSING REVENUE LINE**

There is hereby established a separate and permanent revenue line in the General Fund known as the "Community Development Rental Licensing" revenue line. The Director of Budget and Finance is hereby authorized and directed to take such action and to make such records as may be necessary to establish the "Community Development Rental Licensing" revenue line and thereafter to show its existence and condition at all times upon the financial records of the City. Into said revenue line shall be paid:

(a) All civil penalties collected for violations of the Environmental Health and Housing Maintenance Code (Title 7), Planning and Zoning Code (Part 11), Building Code (Part 13) and Property Maintenance, Housing and Enforcement Code (Part 14) applicable to leased dwellings, not classified as multiple use structures and enforced by the Community Development Department, pursuant to Section 1371.02.

(b) All judgments collected in actions to recover the cost of repairs and other corrective action or demolition of leased dwellings not classified as multiple use structures and enforced by the Community Development Department, pursuant to Section 1373.01 (b).

(c) Such other revenues the City may, from time to time authorize be paid into this General Fund revenue line.

### **1367.05. LOCAL REQUIREMENT**

In order to ensure that there is a local agent to contact to respond to property needs, concerns, or repairs in a timely manner, all owners of residential rental property in the City of Kent must designate an individual or property manager to be contacted by the City of Kent in case of an ordinance violation or inspection.

(a) The individual or property manager designated as a local agent for a residential rental unit must live or have their principal place of business in Portage County, Ohio or a county contiguous to Portage County, Ohio.

(b) The individual or property manager designated as a local agent for a residential rental unit must provide the City of Kent with a phone number, physical address, and e-mail address.

### **1367.98 VIOLATION OF NOTICE TO TENANTS**

Any owner or operator of a residential rental unit in violation of the standards set forth in Section 1367.02 shall be subject to a civil infraction in accordance with 501.13, including the right to notice, the right to answer a charge, the right to appeal, the amount of the fine, and the City's right to have the fine increase, but NOT including the right to a warning under 501.13(c). Issuing a Notice of Civil Infraction does not limit the City of Kent from pursuing any other additional remedies not prohibited by ordinance.



## CHAPTER 1369

~~1369.01 Owner to comply with standards and requirements.~~

~~1369.02 Occupant to maintain sanitary conditions.~~

~~1369.03 Solid waste storage and collection.~~

~~1369.04 Screens.~~

~~1369.05 Extermination; infestation.~~

~~1369.06 Plumbing fixtures.~~

### ~~1369.01 OWNER TO COMPLY WITH STANDARDS AND REQUIREMENTS.~~

~~Every owner, operator or agent of leased multiple use structures, leased single family attached and unattached dwellings, leased two family dwellings, leased multi family dwellings not classified as multiple use structures, a multiple use structure shall be responsible for providing, supplying and maintaining all equipment, facilities, requirements and sanitary standards as prescribed in Chapter 1365 of this Housing Code. In addition, it shall be the responsibility of such individuals to comply with all provisions of the Environmental Health and Housing Maintenance Code (Title 7), Planning and Zoning Code (Part 11), Building Code (Part 13) and Property Maintenance, Housing and Enforcement (Part 14) unless specifically otherwise stated.~~

### ~~1369.02. OCCUPANT TO MAINTAIN SANITARY CONDITIONS.~~

~~Every occupant of a dwelling or dwelling unit shall keep in a clean and sanitary condition that part of the dwelling or dwelling unit which he occupies or controls. (Ord. 1979-219. Passed 12-5-79.)~~

### ~~1369.03. SOLID WASTE STORAGE AND COLLECTION.~~

~~Every occupant of a dwelling or dwelling unit shall store and dispose of all solid waste in a clean and sanitary manner by placing it in receptacles as required by Section 1365.01((d) and (e). (Ord. 1991-10. Passed 3-6-91.)~~

### ~~1369.04. SCREENS.~~

~~Every owner, operator, or agent of a multiple use structure shall be responsible for installing permanent screens for all doors and windows when such are required. (Ord. 1979-219. Passed 12-5-79.)~~

### ~~1369.05. EXTERMINATION; INFESTATION.~~

~~**Pest Infestation.** All structures shall be kept free from insect and rodent infestation and all potential points of entry shall be properly maintained as to prevent pest migration. All structures in which insects or rodents are found shall be promptly exterminated by approved processes that will not be injurious to human health. After pest elimination, proper precautions shall be taken to prevent reinfestation.~~

~~**Owner.** The owner of any structure shall be responsible for pest elimination within the structure prior to renting or leasing the structure. Proper precautions shall be taken to prevent infestation. Where the infestations are caused by defects in the structure, the owner shall be responsible for pest elimination. Whenever infestation exists in two or more dwelling units in any dwelling or in the common parts of any dwelling containing two or more dwelling units, extermination thereof shall be the responsibility of the owner.~~

~~**Occupant.** The occupants of any structure shall be responsible for the continued pest free condition of the structure. If infestation is caused by failure of an occupant to prevent such infestation in the area occupied, the occupant shall be responsible for pest elimination.~~

~~Every occupant of a dwelling unit shall be responsible for the extermination of insects, rodents and other pests therein, whenever their dwelling unit is the only dwelling unit within a dwelling that is infested.~~

### ~~1369.06. PLUMBING FIXTURES.~~

~~Every occupant of a dwelling unit shall keep all plumbing fixtures therein, in a clean and sanitary condition and shall be responsible for the exercise of reasonable care and the proper use and operation thereof. (Ord. 1979-219. Passed 12-5-79.)~~



**CHAPTER 1371**  
Enforcement and Penalty

- 1371.01 Right of entry and inspection..
- 1371.02 Notice of violation.
- 1371.03 Board of Health Rules and Regulations
- 1371.04 Solid Waste Violations
- 1371.98 Operating a Residential Rental Unit without a Valid Housing License
- 1371.99 Penalty

CROSS REFERENCES  
Civil Offenses – See 501.13

**1371.01 RIGHT OF ENTRY AND INSPECTION.**

(a) Inspection. The Health Commissioner and the Community Development Director are hereby authorized and directed to make or cause to be made inspections of all residential rental units, the premises of a residential rental unit, the accessory buildings of a residential rental unit and qualified vacant rental units or premises to determine compliance with the provisions of this Housing Code.

(b) Right of Inspection: Upon presentation of proper identification, the Health Commissioner or his agent, and the Community Development Director are hereby authorized to:

(1) Request to enter and inspect, between the hours of 8:00 a.m. and 5:00 p. m., any residential rental units, the premises of a residential rental unit, and the accessory buildings of a residential rental unit or premise in the City to perform duties imposed upon him by subsection (a) hereof, Section 1373.01, and Section 1373.02 (a) and (b).

(2) Inform the occupant of the occupant's right to refuse the inspection

(3) Inform the occupant of the inspector's right to request an administrative search warrant to inspect the dwelling if the occupant refuses the inspection

~~(2) Every occupant of shall give the owner thereof or his agent access to any part of such building or its premises at reasonable times for the purpose of making repairs or alterations as are necessary to effect compliance with the provisions of this Housing Code. (Ord. 1979-219. Passed 12-5-79.)~~

(c) Obligations of inspection:

(1) While conducting an inspection authorized by the Housing Code, the Health Commissioner must inform the Community Development Director of any violations observed by the Health Commissioner of any Section of the Planning and Zoning Code (Part 11), the Building Code (Part 13) including the Environmental Health and Housing Maintenance Code (Title 7), and the Property Maintenance, Housing, and Enforcement Code (Part 14).

(2) While conducting an inspection authorized by the Housing Code, the Director of Community Development must inform the Health Commissioner of any violations observed by the Director of Community Development of any Section of the Environmental Health and Housing Maintenance Code (Title 7).

(d) The Health Commissioner and the Community Development Director has the right to require the owner, designated agent, or operator to be present at the time of the inspection.

(e) Every occupant of a residential rental unit shall give the owner thereof or his agent access to any part of such building or its premises at reasonable times for the purpose of making repairs or alterations as are necessary to effect compliance with the provisions of this Housing Code.

**1371.032. NOTICE OF VIOLATION.**

Whenever the Health Commissioner or his designee, or the Community Development Director determines there has been a violation of any provision of the the Planning and Zoning Code (Part 11), the Building Code (Part 13) including the Housing Code, and or Property Maintenance, Housing and Enforcement Code (Part 14), he they shall give notice of such violation to the owner, occupant, operator or responsible person that such violations must be corrected. The notice and order shall either

(a) if the City is pursuing a fine, be in accordance with 501.13(b)(2)

~~\_\_\_\_\_ (a) Be put in writing on the appropriate form;~~

~~\_\_\_\_\_ (b) Include a list of violations, refer to the chapter or section violated, and order remedial action which will effect compliance with the provisions of this Code;~~

~~\_\_\_\_\_ (c) Specify a reasonable period of time within which to comply;~~

~~\_\_\_\_\_ (d) Be served upon the owner, occupant, agent or person in charge, or sent by certified mail to the last known address, or in the event of a failure to establish notice by any means of mail, a copy posted in a conspicuous place in or on the building affected.~~

~~(e) If service is refused or unclaimed, and the certified mail receipt shows that service has been refused or unclaimed, the City Health Department shall send by ordinary mail a copy of the order or other document to be served to the individual at the address set forth on the original certified mail envelope. Service shall be deemed complete when the fact of mailing is entered on record by the City Health Department. (Ord. 1979-219. Passed 12-5-79.)~~

(b) if the City is NOT pursuing a fine, delivered in any manner approved by the Health Commissioner on forms approved by the Health Commissioner.

(c) If a property is in violation of any provision of the Planning and Zoning Code (Part 11), the Building Code (Part 13) including the Housing Code, or the Property Maintenance, Housing and Enforcement Code (Part 14), the City may at any time elect to pursue a fine so long as a notice is issued in accordance with 501.13(b).

### **1371.03. BOARD OF HEALTH RULES AND REGULATIONS.**

As provided by Ohio R.C. 3709.20, the Board of Health is authorized to make and adopt such rules and regulations and fix such reasonable standards as may be necessary for the proper enforcement of the provisions of this Housing Code and to carry out the intent thereof. (Ord. 1979-219. Passed 12-5-79.)

### **1371.04 SOLID WASTE VIOLATIONS**

The Health Commissioner has authority to assign additional requirements regarding solid waste storage and solid waste collection if a multiple use structure receives three violations in any 12 month period involving solid waste. This includes solid waste and similar violations documented in the following Ordinances: 521.08, 1365.01, 1365.04, 1369.03, 1412.01, 933, 935. The Health Commissioner may require additional solid waste containers or different solid waste containers. Also, the Health Commissioner may require that a multiple use structure obtain unlimited trash collection service.

### **1371.98 OPERATING A MULTIPLE USE STRUCTURE RESIDENTIAL RENTAL UNIT WITHOUT A VALID LICENSE - FINES/PENALTIES**

(A). Any owner that is found operating a residential rental unit multiple use structure without a valid housing license may be fined up to \$3000.00. ~~The fine is applicable~~

(B) Each month that an owner is found to be in violation is a separate offense.

(C) If the residential rental unit without a valid housing license contains a single family or no more than three unrelated residents, the amount of the fine and length of time to pay that fine shall be determined by the City Manager or his designee. If the residential rental unit without a valid housing license is not a single family and has more than three unrelated residents, the amount of the fine and length of time to pay that fine shall be determined by the City of Kent Board of Health. In setting the fine, the City Manager or his designee or the City of Kent Board of Health shall consider the following factors:

- (1) The length of time of the violation;
- (2) The number of prior violations at that address;
- (3) The number of prior violations for that property owner;
- (4) The property owner's cooperation in resolving the violation; AND
- (5) Any other factor deemed relevant by the entity setting the fine (i.e. the City Manager or the City of Kent Board of Health).

### **1371.99. PENALTY.**

Whoever violates any order of any provision of the Planning and Zoning Code (Part 11), Building Code (Part 13) including the Housing Code and or the Property Maintenance, Housing and Enforcement Code (Part 14) or notice of violation of any rule or regulation adopted by the Board of Health after having been given such order or notice of violation in accordance with Section 1371.02 is guilty of a misdemeanor of the third degree as defined in Section 501.99. A property owner that pays a fine levied in accordance with 1371.98(C) may not be prosecuted for that specific violation, but may be prosecuted criminally for the same violation if the violation occurs in a subsequent month or if the fine is not paid in a timely manner.



**CHAPTER 1373**  
Repairs and Demolitions

1373.01 Repairs..  
1373.02 Condemnation; placard.  
1373.03 Demolition

CROSS REFERENCE  
Removal of unsafe structures - see Ohio R.C. 715.26

**1373.01 REPAIRS**

(a) Whenever an owner, operator or agent of a residential rental unit dwelling fails, neglects or refuses to make repairs or engage in other corrective action as called for by an order or notice of violation issued pursuant to Section 1371.02, the City may undertake such repairs or action on the City's own or by means of a court order when, in the sole judgment of the City of Kent, failure to make such repairs, or by a court order, a failure to make them will endanger the public health, safety or welfare. The cost of such repairs and action will not exceed fifty percent of the fair market value of the property value as reported by the Portage County Auditor for tax purposes of the structure to be repaired.

(b) When repairs are made or other corrective action taken at the direction of the Health Commissioner or the Community Development Director, the cost of such repairs and corrective action, including labor, equipment, and supplies, plus fifteen percent (15%) for administrative costs, shall constitute a debt in favor of the City against the owner of the repaired structure. In the event such owner fails, neglects or refuses to pay the City the amount of this debt, it shall be recoverable in a civil action against the owner or his successor, brought in a court of competent jurisdiction by the City which shall possess all rights of a private creditor. (Ord. 1979-219. Passed 12-5-79).

**1373.02. CONDEMNATION; PLACARD.**

(a) Any residential rental unit must be or premise shall be designated as unfit for human habitation if any of the following deficiencies or conditions are found and when these defects create a hazard to the health or safety of the occupants or the public:

- (1) The residential rental unit is damaged, decayed, dilapidated, unsanitary, unsafe or vermin infested or meets a minimum of two of the conditions of blight under Section 1.08 of the Ohio Revised Code.
- (2) The residential rental unit Lacks illumination, ventilation, required sanitation facilities or any other minimum requirements as established in Chapter 1365 of this Housing Code.
- (3) The general condition of the residential rental unit occupied multiple-use structure, outbuildings and surrounding property is unsanitary, unsafe or unhealthful.

(b) Whenever a residential rental unit leased dwelling multiple-use structure or premise has been designated as unfit for human habitation, the Health Commissioner or the Chief Building Official or his designee may placard the structure or premises by placing a placard thereon or in a location which is readily noticeable, identifies the building as condemned and the applicable state or local code sections that caused the premises to be condemned which reads as follows:

~~\_\_\_\_\_ CONDEMNED  
THIS BUILDING IS UNFIT FOR HUMAN HABITATION OR USE AND HAS BEEN CONDEMNED BY ORDER OF THE HEALTH COMMISSIONER (OR CHIEF BUILDING OFFICIAL) OF THE CITY OF KENT. ALL PERSONS ARE HEREWITH WARNED TO STAY AWAY FROM THIS BUILDING, EXCEPT THOSE WHO ARE EMPLOYED TO REPAIR OR RAZE THE SAME  
(IN ACCORDANCE WITH THE NOTICE THAT HAS BEEN GIVEN), THE OWNER OF THIS BUILDING AND ALL OTHER PERSONS HAVING AN INTEREST IN SAID PREMISES AS SHOWN BY THE LAND RECORDS OF THE PORTAGE COUNTY RECORDER'S OFFICE. IT IS UNLAWFUL FOR ANY PERSON TO REMOVE THIS SIGN WITHOUT WRITTEN PERMISSION FROM THE HEALTH COMMISSIONER (OR CHIEF BUILDING OFFICIAL) OF THE CITY OF KENT.~~

(c) If such residential rental unit is occupied, the Health Commissioner or City Building Official shall order the dwelling or premises to be vacated within a reasonable period of time. Such time is not to be less than three days or more than ten days.

(d) Any residential rental unit or premises which has been condemned and/or placarded as unfit for human habitation or use, shall not again be occupied by a non-owner until a written approval is secured from and such

placard removed by the Health Commissioner or Chief Building Official. The Health Commissioner or Chief Building Official shall remove such placard and give written notice whenever the defect from which the condemnation and placarding action resulted has been eliminated. (Ord. 1979-219. Passed 12-5-79.)

**1373.03. DEMOLITION.**

- (a) The Health Commissioner or Chief Building Official shall issue an order commanding the owner of a residential rental unit or premises and all other persons having an interest in such premises as shown by the records of the County Recorder's Office to repair, vacate or demolish any dwelling or premises found to be unfit for human habitation or use within the terms of this Housing Code.
- (b) The owner of any residential rental unit or premises which has been ordered demolished shall be given notice of this order in the manner provided in Section 1371.02 and shall be given a reasonable time not to exceed ninety days to demolish such structure.
- (c) If the Chief Building Official issues a notice to demolish, Any owner aggrieved by the notice to demolish may within fourteen days seek a formal hearing before the Board of Building Appeals in Chapter 1309. If the Health Commissioner issues a notice to demolish, any owner aggrieved by the notice to demolish may within fourteen days seek a formal hearing before the City of Kent Board of Health who must address the issue at the next regularly scheduled board meeting. ~~in the manner provided in Chapter 1375.~~
- (d) When the owner, operator, or agent fails, neglects or refuses to demolish an unfit, unsafe or unsanitary residential rental unit or premises within the prescribed time the Health Commissioner or Chief Building Official may apply to the court of competent jurisdiction for a demolition order to undertake the demolition. The court may grant such order when no hearing on the matter is pending. The cost of such demolition shall create a debt in favor of the City against such owner and shall be recovered in civil action brought by the City who shall possess all rights of a private creditor.
- (e) Whenever a residential rental unit is demolished whether carried out by the owner or by the appropriate authority such demolition shall include the filling in of the excavation remaining on the property on which the demolished dwelling was located pursuant to the requirements of Chapter 905 "Excavations" (Part Nine).

## CHAPTER 1375

### Appeals

1375.01 Housing Appeals Board.

1375.02 Hearings.

1375.03 Board of Health rules and regulations.

#### CROSS REFERENCE

Appeals from administrative agencies—see Ohio R.C. Ch. 2506

#### **1375.01 HOUSING APPEALS BOARD.**

(a) Creation. The Housing Appeals Board shall consist of seven members who shall be appointed by Council for overlapping terms of three years respectively and shall serve until a successor is appointed.

As amended effective April 1, 1990, the members of the Board shall also be the members of the Fair Housing Board (see §557.02). There shall be seven members on the Board, appointed by Council, beginning with the current members of both Boards, who shall serve out their terms until a successor is appointed.

(b) Residence Requirements. Members of the Board shall be citizens of the United States and residents of the City. Membership shall consist of seven residents of the City and a member of the Board of Health. The Law Director or his designate shall serve as secretary and ex officio member of the Board.

(c) Rules/Quorum. The Housing Appeals Board shall adopt rules of procedure not inconsistent with this Housing Code and elect officers as the Board sees fit. Five members of the Board in attendance at any meeting shall constitute a quorum. (Ord. 1990-41. Passed 3-17-90)

(d) Variance. The Board shall interpret the intent of this Housing Code in specific cases where, upon appeal, it clearly appears that by reason of special conditions undue hardship would result from literal application of any section of this Code. Where such undue hardship is clearly demonstrated, the Board may permit a variance from the applicable section if the dwelling will vary only a reasonable minimum from the literal provision of this Housing Code, but will comply with the spirit and intent of this Housing Code with respect to sanitation, safety and rehabilitation. All decisions to permit a variance under this section shall be by majority vote of the total membership of the Board. (Ord. 1979-219. Passed 12-5-79.)

#### **1375.02. HEARINGS.**

(a) Any person affected by any notice and/or order which has been issued in connection with the enforcement of any provision this Housing Code, may request and shall be granted a hearing in accordance with Section 501 upon the matter before the Housing Board of Appeals, provided that such person shall file in the office of the Health Commissioner a written petition requesting such hearing and setting forth the name, address, and phone number of the petitioner, in a brief statement of grounds for such hearing and appeal from any order from the Health Commissioner. Petitions shall be filed within fourteen days after the date of notice and order is served and shall be accompanied by a deposit of fifteen dollars (\$15.00). Upon receipt of such petition, the secretary of the Board of Housing Appeals, shall set a time and place for the hearing before the Board and shall give the petitioner written notice thereof. The hearing shall commence thirty days after the petition has been filed. At such hearing, the petitioner shall be given an opportunity to be heard and to show cause why such notice and order should be modified or withdrawn. The failure of the petitioner or his representative to appear and state his case at such hearing shall be grounds for dismissal of such petition.

(b) Upon hearing, the Housing Appeals Board may affirm, amend, modify or withdraw such notice and/or order and the petitioner and the Health Commissioner shall be notified in writing of such findings.

(c) The proceedings at such hearings, including the findings and decisions of the Housing Appeals Board and the reasons therefore, shall be summarized and reduced to writing and entered as a matter of public record in the office of the Health Commissioner. Such records shall include a copy of every notice and/or order issued in connection with the matter. Any person aggrieved by the decision of the Housing Appeals Board may seek relief therefrom in any court of competent jurisdiction as provided by the laws of this State. (Ord. 1979-219. Passed 12-5-79.)

#### **1375.03. BOARD OF HEALTH RULES AND REGULATIONS.**

As provided by Ohio R.C. 3709.20, the Board of Health is authorized to make and adopt such rules and regulations and fix such reasonable standards as may be necessary for the proper enforcement of the provisions of this Housing Code and to carry out the intent thereof. (Ord. 1979-219. Passed 12-5-79.)



# CITY OF KENT, OHIO

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## DEPARTMENT OF COMMUNITY DEVELOPMENT Building Services Division

To: Dave Ruller  
City Manager

From: Bridget Susel  
Community Development Director *B.S.*

Date: March 8, 2016

RE: Monthly Permit and Zoning Complaint Report – February 2016

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Attached are the monthly reports per council's request. If you have questions or require further information, please let us know.



# Permit Revenue Summary Report

Payment Date Range 02/01/16 - 02/28/16

Summary Listing

| Fee Code  | Fee Type | Billing Transactions | Adjustment Transactions | Amount Billed | Adjustments | Net Billed |
|---|----------|----------------------|-------------------------|---------------|-------------|------------|
| Permit Type ARB-ARCHITECTURAL REVIEW BOARD<br>ARB CERT APPROP - ARCHITECTURAL REVIEW CERT OF<br>APPROPRIATENESS   |          | 1                    | 0                       | 100.00        | .00         | 100.00     |
| Permit Type ARB-ARCHITECTURAL REVIEW BOARD Totals   |          |                      |                         |               |             |            |
| Permit Type ELECTRICAL COMM-ELECTRICAL COMMERCIAL<br>3% BBS - 3% BBS  |          | 5                    | 0                       | 94.09         | .00         | 94.09      |
| COM-ELEC NEW - Commercial Electric New  |          | 1                    | 0                       | 1,658.20      | .00         | 1,658.20   |
| COM-ELEC REPAIR - Commercial Electric Repair/Remodel  |          | 3                    | 0                       | 802.95        | .00         | 802.95     |
| COM-ELEC SERVICE - Commercial Electric Service Replacement  |          | 1                    | 0                       | 650.00        | .00         | 650.00     |
| COM-ELEC TEMP - Commercial Electric Temporary   |          | 1                    | 0                       | 25.00         | .00         | 25.00      |
| Permit Type ELECTRICAL COMM-ELECTRICAL COMMERCIAL Totals  |          |                      |                         |               |             |            |
| Permit Type ELECTRICAL RES-ELECTRICAL RESIDENTIAL<br>1% BBS - 1% BBS  |          | 5                    | 0                       | 2.35          | .00         | 2.35       |
| RES-ELEC REPAIR - Residential Electric Remodel/Repair   |          | 4                    | 0                       | 200.00        | .00         | 200.00     |
| RES-ELEC OWN SRV - Residential Electric Owner Occupied<br>Service   |          | 1                    | 0                       | 35.00         | .00         | 35.00      |
| Permit Type ELECTRICAL RES-ELECTRICAL RESIDENTIAL Totals  |          |                      |                         |               |             |            |
| Permit Type ENGINEERING COM-ENGINEERING COMMERCIAL<br>EXCAVATION - EXCAVATION   |          | 2                    | 0                       | 40.00         | .00         | 40.00      |
| Permit Type ENGINEERING COM-ENGINEERING COMMERCIAL Totals   |          |                      |                         |               |             |            |
| Permit Type ENGINEERING RES-ENGINEERING RESIDENTIAL<br>EXCAVATION - EXCAVATION  |          | 3                    | 0                       | 60.00         | .00         | 60.00      |
| SEWER RES - SEWER RESIDENTIAL   |          | 1                    | 0                       | 25.00         | .00         | 25.00      |
| WATER FEE - WATER FEE   |          | 1                    | 0                       | 25.00         | .00         | 25.00      |
| Permit Type ENGINEERING RES-ENGINEERING RESIDENTIAL Totals  |          |                      |                         |               |             |            |
| Permit Type EXISTING COMM-EXISTING COMMERCIAL<br>COM-BUILD REPAIR - Commercial Building Repair/Remodel<br>PLAN REVIEW <=3 - Plan Review for 3 or Less Reviews |          | 2                    | 0                       | \$40.00       | \$0.00      | \$40.00    |
| Permit Type EXISTING COMM-EXISTING COMMERCIAL Totals  |          |                      |                         |               |             |            |
| Permit Type EXISTING RES-EXISTING RESIDENTIAL<br>RES-BUILD REPAIR - Residential Building Remodel/Repair   |          | 2                    | 0                       | 36.39         | .00         | 36.39      |
| 1% BBS - 1% BBS   |          | 1                    | 0                       | .50           | .00         | .50        |
| RES-BUILD REPAIR - Residential Building Remodel/Repair  |          | 1                    | 0                       | 50.00         | .00         | 50.00      |
| Permit Type EXISTING RES-EXISTING RESIDENTIAL Totals  |          |                      |                         |               |             |            |
| Permit Type FIRE ALARM-FIRE ALARM<br>3% BBS - 3% BBS  |          | 1                    | 0                       | 133.05        | .00         | 133.05     |
| CRES-SPR SYS NEW - Commercial Residential Suppression<br>Systems New  |          | 1                    | 0                       | 150.00        | .00         | 150.00     |
| CRES-SPR SYS S.F - Commercial Residential Suppression<br>Systems Square Footage   |          | 1                    | 0                       | 4,284.90      | .00         | 4,284.90   |
| Permit Type FIRE ALARM-FIRE ALARM Totals  |          |                      |                         |               |             |            |
|   |          |                      |                         |               | \$0.00      | \$4,567.95 |

| Fee Code   | Fee Type | Billing Transactions | Adjustment Transactions | Amount Billed | Adjustments | Net Billed  |
|--|----------|----------------------|-------------------------|---------------|-------------|-------------|
| Permit Type <b>HVAC COMM-HVAC COMMERCIAL</b>                       |          |                      |                         |               |             |             |
| 3% BBS - 3% BBS  |          | 4                    | 0                       | 28.59         | .00         | 28.59       |
| COM-HVAC REPAIR - Commercial HVAC Repair/Remodel                   |          | 2                    | 0                       | 652.95        | .00         | 652.95      |
| COM-HVAC REPLACE - Commercial HVAC Replacement                     |          | 2                    | 0                       | 300.00        | .00         | 300.00      |
| Permit Type <b>HVAC COMM-HVAC COMMERCIAL</b> Totals                |          | 8                    | 0                       | \$981.54      | \$0.00      | \$981.54    |
| Permit Type <b>HVAC RES-HVAC RESIDENTIAL</b>                       |          |                      |                         |               |             |             |
| 1% BBS - 1% BBS  |          | 3                    | 0                       | 1.20          | .00         | 1.20        |
| RES-HVAC OWN RPL - Residential HVAC Owner Occupied Replacement     |          | 2                    | 0                       | 70.00         | .00         | 70.00       |
| RES-HVAC REPAIR - Residential HVAC Repair/Remodel                  |          | 1                    | 0                       | 50.00         | .00         | 50.00       |
| Permit Type <b>HVAC RES-HVAC RESIDENTIAL</b> Totals                |          | 6                    | 0                       | \$121.20      | \$0.00      | \$121.20    |
| Permit Type <b>NEW MULTIFM-NEW MULTIFAMILY</b>                     |          |                      |                         |               |             |             |
| PLAN REVIEW <=3 - Plan Review for 3 or Less Reviews                |          | 1                    | 0                       | 187.50        | .00         | 187.50      |
| PLAN REVIEW 4+ - Plan Review for 4 or More Reviews                 |          | 3                    | 0                       | 1,875.00      | .00         | 1,875.00    |
| Permit Type <b>NEW MULTIFM-NEW MULTIFAMILY</b> Totals              |          | 4                    | 0                       | \$2,062.50    | \$0.00      | \$2,062.50  |
| Permit Type <b>PC-PLANNING COMMISSION</b>                          |          |                      |                         |               |             |             |
| PC - PLANNING COMMISSION   |          | 1                    | 0                       | 100.00        | .00         | 100.00      |
| Permit Type <b>PC-PLANNING COMMISSION</b> Totals                   |          | 1                    | 0                       | \$100.00      | \$0.00      | \$100.00    |
| Permit Type <b>PLUMB COMM-PLUMBING COMMERCIAL</b>                  |          |                      |                         |               |             |             |
| 3% BBS - 3% BBS  |          | 1                    | 0                       | 13.55         | .00         | 13.55       |
| COM-PLUMB NEW - Commercial Plumbing New                            |          | 1                    | 0                       | 451.64        | .00         | 451.64      |
| Permit Type <b>PLUMB COMM-PLUMBING COMMERCIAL</b> Totals           |          | 2                    | 0                       | \$465.19      | \$0.00      | \$465.19    |
| Permit Type <b>PLUMB RES-PLUMBING RESIDENTIAL</b>                  |          |                      |                         |               |             |             |
| 1% BBS - 1% BBS  |          | 5                    | 0                       | 2.05          | .00         | 2.05        |
| RES-PLUMB OWN RP - Residential Plumbing Owner Occupied Replacement |          | 3                    | 0                       | 105.00        | .00         | 105.00      |
| RES-PLUMB REPAIR - Residential Plumbing Repair/Remodel             |          | 2                    | 0                       | 100.00        | .00         | 100.00      |
| Permit Type <b>PLUMB RES-PLUMBING RESIDENTIAL</b> Totals           |          | 10                   | 0                       | \$207.05      | \$0.00      | \$207.05    |
| Permit Type <b>SIGN/AWNINGS-SIGN/AWNINGS</b>                       |          |                      |                         |               |             |             |
| COM-ZONING PSIGN - Commercial Zoning Permanent Signs               |          | 1                    | 0                       | 50.00         | .00         | 50.00       |
| COM-ZONING TSIGN - Commercial Zoning Temporary Signs               |          | 1                    | 0                       | 25.00         | .00         | 25.00       |
| Permit Type <b>SIGN/AWNINGS-SIGN/AWNINGS</b> Totals                |          | 2                    | 0                       | \$75.00       | \$0.00      | \$75.00     |
| Permit Type <b>ZONING-ZONING</b>                                   |          |                      |                         |               |             |             |
| COM-ZONING PSIGN - Commercial Zoning Permanent Signs               |          | 1                    | 0                       | 50.00         | .00         | 50.00       |
| COM-ZONING TSIGN - Commercial Zoning Temporary Signs               |          | 1                    | 0                       | 25.00         | .00         | 25.00       |
| RES-ZONING - Residential Zoning Fence Pool Etc                     |          | 3                    | 0                       | 75.00         | .00         | 75.00       |
| Permit Type <b>ZONING-ZONING</b> Totals                            |          | 5                    | 0                       | \$150.00      | \$0.00      | \$150.00    |
| Grand Totals   |          | 81                   | 0                       | \$14,816.66   | \$0.00      | \$14,816.66 |

# Permit Revenue Report

Payment Date Range 02/01/16 - 02/28/16  
Detail Listing

City of Kent

| Fee Code   | Permit Type  | Transaction Type        | Permit Number | Billing Transactions | Adjustment Transactions | Amount Billed | Adjustments | Net Billed |
|--|--|-------------------------|---------------|----------------------|-------------------------|---------------|-------------|------------|
| 02/18/2016   | ARB-ARCHITECTURAL REVIEW BOARD                             | Payment Monies Received | ARB16-004     | 1                    | 0                       | 100.00        | .00         | 100.00     |
| Transaction Type: Payment Monies Received<br>Issued To: WOHLWEND ENGINEERING GROUP<br>Amount: 100.00<br>\$100.00   |  |                         |               |                      |                         |               |             |            |
| <b>Permit Type ARB-ARCHITECTURAL REVIEW BOARD Totals</b><br>1 0 \$100.00 \$0.00 \$100.00   |  |                         |               |                      |                         |               |             |            |
| 02/02/2016   | ELECTRICAL COMM-ELECTRICAL COMMERCIAL                      | Payment Monies Received | 2015-00000619 | 5                    | 0                       | 94.09         | .00         | 94.09      |
| 02/10/2016   |  | Payment Monies Received | 2016-00000061 |                      |                         |               |             |            |
| 02/10/2016   |  | Payment Monies Received | 2016-00000064 |                      |                         |               |             |            |
| 02/24/2016   |  | Payment Monies Received | 2016-00000077 |                      |                         |               |             |            |
| 02/25/2016   |  | Payment Monies Received | 2016-00000084 |                      |                         |               |             |            |
| Transaction Type: Payment Monies Received<br>Issued To: ROTHERMEL ELECTRIC<br>Amount: 18.09<br>Issued To: JWH ELECTRIC<br>Amount: 4.50<br>Issued To: THOMPSON ELECTRIC<br>Amount: 19.50<br>Issued To: THOMPSON ELECTRIC<br>Amount: 50.50<br>Issued To: BECDEL CONTROLS, INC<br>Amount: 1.50<br>\$94.09 |  |                         |               |                      |                         |               |             |            |
| <b>Permit Type ELECTRICAL COMM-ELECTRICAL COMMERCIAL Totals</b><br>1 0 1,658.20 .00 1,658.20   |  |                         |               |                      |                         |               |             |            |
| 02/24/2016   | COM-ELEC NEW - Commercial Electric New                     | Payment Monies Received | 2016-00000077 | 1                    | 0                       | 1,658.20      | .00         | 1,658.20   |
| Transaction Type: Payment Monies Received<br>Issued To: THOMPSON ELECTRIC<br>Amount: 1,658.20<br>\$1,658.20  |  |                         |               |                      |                         |               |             |            |
| 02/02/2016   | COM-ELEC REPAIR - Commercial Electric Repair/Remodel       | Payment Monies Received | 2015-00000619 | 3                    | 0                       | 802.95        | .00         | 802.95     |
| 02/10/2016   |  | Payment Monies Received | 2016-00000061 |                      |                         |               |             |            |
| 02/25/2016   |  | Payment Monies Received | 2016-00000084 |                      |                         |               |             |            |
| Transaction Type: Payment Monies Received<br>Issued To: ROTHERMEL ELECTRIC<br>Amount: 602.95<br>Issued To: JWH ELECTRIC<br>Amount: 150.00<br>Issued To: BECDEL CONTROLS, INC<br>Amount: 50.00<br>\$802.95  |  |                         |               |                      |                         |               |             |            |
| <b>Permit Type ELECTRICAL COMM-ELECTRICAL COMMERCIAL Totals</b><br>3 0 802.95 .00 802.95   |  |                         |               |                      |                         |               |             |            |
| 02/10/2016   | COM-ELEC SERVICE - Commercial Electric Service Replacement | Payment Monies Received | 2016-00000064 | 1                    | 0                       | 650.00        | .00         | 650.00     |
| Transaction Type: Payment Monies Received<br>Issued To: THOMPSON ELECTRIC<br>Amount: 650.00<br>\$650.00  |  |                         |               |                      |                         |               |             |            |
| 02/24/2016   | COM-ELEC TEMP - Commercial Electric Temporary              | Payment Monies Received | 2016-00000077 | 1                    | 0                       | 25.00         | .00         | 25.00      |
| Transaction Type: Payment Monies Received<br>Issued To: THOMPSON ELECTRIC<br>Amount: 25.00<br>\$25.00  |  |                         |               |                      |                         |               |             |            |
| <b>Permit Type ELECTRICAL COMM-ELECTRICAL COMMERCIAL Totals</b><br>11 0 \$3,230.24 \$0.00 \$3,230.24   |  |                         |               |                      |                         |               |             |            |
| 02/02/2016   | ELECTRICAL RES-ELECTRICAL RESIDENTIAL                      | Payment Monies Received | 2016-00000051 | 5                    | 0                       | 2.35          | .00         | 2.35       |
| Transaction Type: Payment Monies Received<br>Issued To: TIM'S CUSTOM ELECTRIC, INC.<br>Amount: .50   |  |                         |               |                      |                         |               |             |            |
| <b>Permit Type ELECTRICAL RES-ELECTRICAL RESIDENTIAL Totals</b><br>5 0 2.35 .00 2.35   |  |                         |               |                      |                         |               |             |            |

# Permit Revenue Report

Payment Date Range 02/01/16 - 02/28/16

Detail Listing

| Fee Code        | Permit Type   | Transaction Type | Permit Number                    | Billing Transactions | Adjustment Transactions | Amount Billed | Adjustments | Net Billed |
|-----------------|---|------------------|----------------------------------|----------------------|-------------------------|---------------|-------------|------------|
| 1% BBS - 1% BBS | <b>ELECTRICAL RES-ELECTRICAL RESIDENTIAL</b>                  |                  |                                  | 5                    | 0                       | 2.35          | .00         | 2.35       |
|                 | Transaction Type  | Permit Number    | Issued To                        |                      |                         | Amount        |             |            |
|                 | Payment Monies Received                                       | 2016-00000065    | THOMPSON ELECTRIC                |                      |                         | .50           |             |            |
|                 | Payment Monies Received                                       | 2016-00000075    | SPEELMAN ELECTRIC INC.           |                      |                         | .35           |             |            |
|                 | Payment Monies Received                                       | 2016-00000083    | RAM ELECTRIC AND CONTRACTING LLC |                      |                         | .50           |             |            |
|                 | Payment Monies Received                                       | 2016-00000085    | QUATRO NOVUS LLC                 |                      |                         | \$2.35        |             |            |
|                 | <b>RES-ELEC REPAIR - Residential Electric Remodel/Repair</b>  |                  |                                  | 4                    | 0                       | 200.00        | .00         | 200.00     |
|                 | Transaction Type  | Permit Number    | Issued To                        |                      |                         | Amount        |             |            |
|                 | Payment Monies Received                                       | 2016-00000051    | TIM'S CUSTOM ELECTRIC, INC.      |                      |                         | 50.00         |             |            |
|                 | Payment Monies Received                                       | 2016-00000065    | THOMPSON ELECTRIC                |                      |                         | 50.00         |             |            |
|                 | Payment Monies Received                                       | 2016-00000075    | SPEELMAN ELECTRIC INC.           |                      |                         | 50.00         |             |            |
|                 | Payment Monies Received                                       | 2016-00000085    | QUATRO NOVUS LLC                 |                      |                         | 50.00         |             |            |
|                 |   |                  |                                  |                      |                         | \$200.00      |             |            |
|                 | <b>RES-ELEC OWN SRV - Residential Electric Owner Occupied</b> |                  |                                  | 1                    | 0                       | 35.00         | .00         | 35.00      |
|                 | Transaction Type  | Permit Number    | Issued To                        |                      |                         | Amount        |             |            |
|                 | Payment Monies Received                                       | 2016-00000083    | RAM ELECTRIC AND CONTRACTING LLC |                      |                         | 35.00         |             |            |
|                 |   |                  |                                  |                      |                         | \$35.00       |             |            |
|                 | <b>ELECTRICAL RES-ELECTRICAL RESIDENTIAL</b>                  |                  |                                  | 10                   | 0                       | \$237.35      | \$0.00      | \$237.35   |
|                 | Transaction Type  | Permit Number    | Issued To                        |                      |                         | Amount        |             |            |
|                 | Payment Monies Received                                       | 2016-00000012    | DOMINION EAST OHIO GAS           |                      |                         | 20.00         |             |            |
|                 | Payment Monies Received                                       | 2016-00000014    | DOMINION EAST OHIO GAS           |                      |                         | 20.00         |             |            |
|                 |   |                  |                                  |                      |                         | \$40.00       |             |            |
|                 |   |                  |                                  |                      |                         | \$237.35      |             |            |
|                 | <b>ENGINEERING COM-ENGINEERING COMMERCIAL</b>                 |                  |                                  | 2                    | 0                       | \$40.00       | .00         | \$40.00    |
|                 | Transaction Type  | Permit Number    | Issued To                        |                      |                         | Amount        |             |            |
|                 | Payment Monies Received                                       | 2016-00000013    | DOMINION EAST OHIO GAS           |                      |                         | 20.00         |             |            |
|                 | Payment Monies Received                                       | 2016-00000015    | ANTHONY DRAGO PLUMBING           |                      |                         | 20.00         |             |            |
|                 |   |                  |                                  |                      |                         | \$60.00       |             |            |
|                 |   |                  |                                  |                      |                         | \$40.00       |             |            |
|                 | <b>ENGINEERING RES-ENGINEERING RESIDENTIAL</b>                |                  |                                  | 3                    | 0                       | 60.00         | .00         | 60.00      |
|                 | Transaction Type  | Permit Number    | Issued To                        |                      |                         | Amount        |             |            |
|                 | Payment Monies Received                                       | 2016-00000015    | ANTHONY DRAGO PLUMBING           |                      |                         | 20.00         |             |            |
|                 | Payment Monies Received                                       | 2016-00000016    | MAYES AND SONS PLUMBING CO       |                      |                         | 20.00         |             |            |
|                 |   |                  |                                  |                      |                         | \$60.00       |             |            |
|                 |   |                  |                                  |                      |                         | \$60.00       |             |            |
|                 | <b>SEWER RES - SEWER RESIDENTIAL</b>                          |                  |                                  | 1                    | 0                       | 25.00         | .00         | 25.00      |
|                 | Transaction Type  | Permit Number    | Issued To                        |                      |                         | Amount        |             |            |
|                 | Payment Monies Received                                       | 2016-00000015    | ANTHONY DRAGO PLUMBING           |                      |                         | 25.00         |             |            |
|                 |   |                  |                                  |                      |                         | \$25.00       |             |            |

# Permit Revenue Report

Payment Date Range 02/01/16 - 02/28/16

Detail Listing

| Fee Code   | Fee Type                                | Billing Transactions           | Adjustment Transactions                 | Amount Billed | Adjustments | Net Billed |
|--|---|--------------------------------|---|---------------|-------------|------------|
| <b>ENGINEERING RES-ENGINEERING RESIDENTIAL</b>                                   |   |                                |   |               |             |            |
| Permit Type  | ENGINEERING RES-ENGINEERING RESIDENTIAL |                                |   |               |             |            |
| Transaction Type   | Payment Monies Received                 | 1                              | 0                                       | 25.00         | .00         | 25.00      |
| Date   | 02/25/2016                              | Permit Number<br>2016-00000016 | Issued To<br>MAYES AND SONS PLUMBING CO | Amount        | 25.00       |            |
|  |   |                                |   |               | \$25.00     |            |
| Permit Type <b>ENGINEERING RES-ENGINEERING RESIDENTIAL</b> Totals                |   |                                |   |               |             |            |
|  |   | 5                              | 0                                       | \$110.00      | \$0.00      | \$110.00   |
| <b>EXISTING COMM-EXISTING COMMERCIAL</b>   |   |                                |   |               |             |            |
| Permit Type  | EXISTING COMM-EXISTING COMMERCIAL       |                                |   |               |             |            |
| Transaction Type   | Payment Monies Received                 | 2                              | 0                                       | 36.39         | .00         | 36.39      |
| Date   | 02/11/2016                              | Permit Number<br>2015-00000832 | Issued To<br>DeVILLE DEVELOPMENTS       | Amount        | 6.80        |            |
|  | 02/24/2016                              | 2015-00000634                  | DeVILLE DEVELOPMENTS LLC                |               | 29.59       |            |
|  |   |                                |   |               | \$36.39     |            |
| Permit Type <b>EXISTING COMM-EXISTING COMMERCIAL</b> Totals                      |   |                                |   |               |             |            |
|  |   | 2                              | 0                                       | 1,213.00      | .00         | 1,213.00   |
| <b>COM-BUILD REPAIR - Commercial Building Repair/Remodel</b>                     |   |                                |   |               |             |            |
| Transaction Type   | Payment Monies Received                 |                                |   |               |             |            |
| Date   | 02/11/2016                              | Permit Number<br>2015-00000832 | Issued To<br>DeVILLE DEVELOPMENTS       | Amount        | 226.70      |            |
|  | 02/24/2016                              | 2015-00000634                  | DeVILLE DEVELOPMENTS LLC                |               | 986.30      |            |
|  |   |                                |   |               | \$1,213.00  |            |
| Permit Type <b>COM-BUILD REPAIR - Commercial Building Repair/Remodel</b> Totals  |   |                                |   |               |             |            |
|  |   | 2                              | 0                                       | 1,213.00      | .00         | 1,213.00   |
| <b>PLAN REVIEW &lt;=3 - Plan Review for 3 or Less Reviews</b>                    |   |                                |   |               |             |            |
| Transaction Type   | Payment Monies Received                 |                                |   |               |             |            |
| Date   | 02/11/2016                              | Permit Number<br>2015-00000832 | Issued To<br>DeVILLE DEVELOPMENTS       | Amount        | 337.50      |            |
|  | 02/11/2016                              | 2015-00000832                  | DeVILLE DEVELOPMENTS                    |               | 75.00       |            |
|  | 02/24/2016                              | 2015-00000634                  | DeVILLE DEVELOPMENTS LLC                |               | 112.50      |            |
|  | 02/24/2016                              | 2015-00000634                  | DeVILLE DEVELOPMENTS LLC                |               | 506.25      |            |
|  | 02/25/2016                              | 2015-00000832                  | DeVILLE DEVELOPMENTS                    |               | 37.50       |            |
|  |   |                                |   |               | \$1,068.75  |            |
| Permit Type <b>PLAN REVIEW &lt;=3 - Plan Review for 3 or Less Reviews</b> Totals |   |                                |   |               |             |            |
|  |   | 5                              | 0                                       | 1,068.75      | .00         | 1,068.75   |
| <b>EXISTING COMM-EXISTING COMMERCIAL</b>   |   |                                |   |               |             |            |
| Permit Type  | EXISTING COMM-EXISTING COMMERCIAL       |                                |   |               |             |            |
| Transaction Type   | Payment Monies Received                 | 9                              | 0                                       | \$2,318.14    | \$0.00      | \$2,318.14 |
| <b>EXISTING RES-EXISTING RESIDENTIAL</b>   |   |                                |   |               |             |            |
| Permit Type  | EXISTING RES-EXISTING RESIDENTIAL       |                                |   |               |             |            |
| Transaction Type   | Payment Monies Received                 | 1                              | 0                                       | .50           | .00         | .50        |
| Date   | 02/16/2016                              | Permit Number<br>2016-00000073 | Issued To<br>KAREN ANDRACHIK            | Amount        | .50         |            |
|  |   |                                |   |               | \$0.50      |            |
| Permit Type <b>EXISTING RES-EXISTING RESIDENTIAL</b> Totals                      |   |                                |   |               |             |            |
|  |   | 1                              | 0                                       | 50.00         | .00         | 50.00      |
| <b>RES-BUILD REPAIR - Residential Building Remodel/Repair</b>                    |   |                                |   |               |             |            |
| Transaction Type   | Payment Monies Received                 |                                |   |               |             |            |
| Date   | 02/16/2016                              | Permit Number<br>2016-00000073 | Issued To<br>KAREN ANDRACHIK            | Amount        | 50.00       |            |
|  |   |                                |   |               | \$50.00     |            |
| Permit Type <b>RES-BUILD REPAIR - Residential Building Remodel/Repair</b> Totals |   |                                |   |               |             |            |
|  |   | 2                              | 0                                       | \$50.50       | \$0.00      | \$50.50    |

# Permit Revenue Report

Payment Date Range 02/01/16 - 02/28/16  
Detail Listing

| Fee Code   | Fee Type                         | Billing Transactions | Adjustment Transactions           | Amount Billed | Adjustments | Net Billed |
|--|----------------------------------|----------------------|-----------------------------------|---------------|-------------|------------|
| Permit Type<br>3% BBS - 3% BBS   | <b>FIRE ALARM-FIRE ALARM</b>     |                      |                                   |               |             |            |
| Date   | Transaction Type                 | Permit Number        | Issued To                         | Amount        | Amount      |            |
| 02/08/2016   | Payment Monies Received          | 2016-00000056        | PRECISION ELECTRICAL CONTRACTORS  | 133.05        | 133.05      | 133.05     |
|  |                                  |                      |                                   |               | \$133.05    |            |
|  |                                  |                      |                                   |               | \$133.05    |            |
| CRES-SPR SYS NEW - Commercial Residential Suppression Systems New            |                                  | 1                    | 0                                 | 150.00        | .00         | 150.00     |
| Date   | Transaction Type                 | Permit Number        | Issued To                         | Amount        | Amount      |            |
| 02/08/2016   | Payment Monies Received          | 2016-00000056        | PRECISION ELECTRICAL CONTRACTORS  | 150.00        | 150.00      |            |
|  |                                  |                      |                                   |               | \$150.00    |            |
| CRES-SPR SYS S.F - Commercial Residential Suppression Systems Square Footage |                                  | 1                    | 0                                 | 4,284.90      | .00         | 4,284.90   |
| Date   | Transaction Type                 | Permit Number        | Issued To                         | Amount        | Amount      |            |
| 02/08/2016   | Payment Monies Received          | 2016-00000056        | PRECISION ELECTRICAL CONTRACTORS  | 4,284.90      | 4,284.90    |            |
|  |                                  |                      |                                   |               | \$4,284.90  |            |
|  |                                  |                      |                                   |               | \$4,284.90  |            |
| Permit Type <b>FIRE ALARM-FIRE ALARM</b> Totals                              |                                  |                      |                                   |               |             |            |
|  |                                  | 3                    | 0                                 | \$4,567.95    | \$0.00      | \$4,567.95 |
| Permit Type<br>3% BBS - 3% BBS   | <b>HVAC COMM-HVAC COMMERCIAL</b> |                      |                                   |               |             |            |
| Date   | Transaction Type                 | Permit Number        | Issued To                         | Amount        | Amount      |            |
| 02/02/2016   | Payment Monies Received          | 2015-00000633        | WRIGHT HEATING & AIR CONDITIONING | 28.59         | 18.09       | 28.59      |
| 02/02/2016   | Payment Monies Received          | 2016-00000052        | GREER HEATING & AIR CONDITIONING  |               | 1.50        |            |
| 02/10/2016   | Payment Monies Received          | 2016-00000067        | WRIGHT HEATING & AIR CONDITIONING |               | 7.50        |            |
| 02/25/2016   | Payment Monies Received          | 2016-00000082        | HANK'S REFRIGERATION, INC.        |               | 1.50        |            |
|  |                                  |                      |                                   |               | \$28.59     |            |
| COM-HVAC REPAIR - Commercial HVAC Repair/Remodel                             |                                  | 2                    | 0                                 | 652.95        | .00         | 652.95     |
| Date   | Transaction Type                 | Permit Number        | Issued To                         | Amount        | Amount      |            |
| 02/02/2016   | Payment Monies Received          | 2015-00000633        | WRIGHT HEATING & AIR CONDITIONING | 602.95        | 602.95      |            |
| 02/25/2016   | Payment Monies Received          | 2016-00000082        | HANK'S REFRIGERATION, INC.        | 50.00         | 50.00       |            |
|  |                                  |                      |                                   |               | \$652.95    |            |
| COM-HVAC REPLACE - Commercial HVAC Replacement                               |                                  | 2                    | 0                                 | 300.00        | .00         | 300.00     |
| Date   | Transaction Type                 | Permit Number        | Issued To                         | Amount        | Amount      |            |
| 02/02/2016   | Payment Monies Received          | 2016-00000052        | GREER HEATING & AIR CONDITIONING  | 50.00         | 50.00       |            |
| 02/10/2016   | Payment Monies Received          | 2016-00000067        | WRIGHT HEATING & AIR CONDITIONING | 250.00        | 250.00      |            |
|  |                                  |                      |                                   |               | \$300.00    |            |
| Permit Type <b>HVAC COMM-HVAC COMMERCIAL</b> Totals                          |                                  |                      |                                   |               |             |            |
|  |                                  | 8                    | 0                                 | \$981.54      | \$0.00      | \$981.54   |
| Permit Type<br>1% BBS - 1% BBS   | <b>HVAC RES-HVAC RESIDENTIAL</b> |                      |                                   |               |             |            |
| Date   | Transaction Type                 | Permit Number        | Issued To                         | Amount        | Amount      |            |
| 02/10/2016   | Payment Monies Received          | 2016-00000059        | GREER HEATING & AIR CONDITIONING  | 1.20          | .50         | 1.20       |



| Fee Code  | Fee Type                | Billing Transactions | Adjustment Transactions          | Amount Billed | Adjustments | Net Billed |
|---|-------------------------|----------------------|----------------------------------|---------------|-------------|------------|
| <b>Permit Type HVAC RES-HVAC RESIDENTIAL</b>                          |                         |                      |                                  |               |             |            |
| 1% BBS - 1% BBS   |                         | 3                    | 0                                | 1.20          | .00         | 1.20       |
| Date  | Transaction Type        | Permit Number        | Issued To                        | Amount        | Amount      |            |
| 02/10/2016  | Payment Monies Received | 2016-00000060        | GREER HEATING & AIR CONDITIONING | .35           |             |            |
| 02/10/2016  | Payment Monies Received | 2016-00000066        | CROWN HEATING & COOLING INC      | .35           |             |            |
|   |                         |                      |                                  | \$1.20        |             |            |
| <b>RES-HVAC OWN RPL - Residential HVAC Owner Occupied Replacement</b> |                         |                      |                                  |               |             |            |
|   |                         | 2                    | 0                                | 70.00         | .00         | 70.00      |
| Date  | Transaction Type        | Permit Number        | Issued To                        | Amount        | Amount      |            |
| 02/10/2016  | Payment Monies Received | 2016-00000060        | GREER HEATING & AIR CONDITIONING | 35.00         |             |            |
| 02/10/2016  | Payment Monies Received | 2016-00000066        | CROWN HEATING & COOLING INC      | 35.00         |             |            |
|   |                         |                      |                                  | \$70.00       |             |            |
| <b>RES-HVAC REPAIR - Residential HVAC Repair/Remodel</b>              |                         |                      |                                  |               |             |            |
|   |                         | 1                    | 0                                | 50.00         | .00         | 50.00      |
| Date  | Transaction Type        | Permit Number        | Issued To                        | Amount        | Amount      |            |
| 02/10/2016  | Payment Monies Received | 2016-00000059        | GREER HEATING & AIR CONDITIONING | 50.00         |             |            |
|   |                         |                      |                                  | \$50.00       |             |            |
| <b>Permit Type HVAC RES-HVAC RESIDENTIAL Totals</b>                   |                         |                      |                                  |               |             |            |
|   |                         | 6                    | 0                                | \$121.20      | \$0.00      | \$121.20   |
| <b>Permit Type NEW MULTIFM-NEW MULTIFAMILY</b>                        |                         |                      |                                  |               |             |            |
| PLAN REVIEW <=3 - Plan Review for 3 or Less Reviews                   |                         | 1                    | 0                                | 187.50        | .00         | 187.50     |
| Date  | Transaction Type        | Permit Number        | Issued To                        | Amount        | Amount      |            |
| 02/02/2016  | Payment Monies Received | 2014-00000636        | NRP GROUP LLC                    | 187.50        |             |            |
|   |                         |                      |                                  | \$187.50      |             |            |
| <b>PLAN REVIEW 4+ - Plan Review for 4 or More Reviews</b>             |                         |                      |                                  |               |             |            |
|   |                         | 3                    | 0                                | 1,875.00      | .00         | 1,875.00   |
| Date  | Transaction Type        | Permit Number        | Issued To                        | Amount        | Amount      |            |
| 02/02/2016  | Payment Monies Received | 2014-00000636        | NRP GROUP LLC                    | 250.00        |             |            |
| 02/15/2016  | Payment Monies Received | 2015-00000229        | CONTINENTAL BUILDING SYSTEMS     | 750.00        |             |            |
| 02/15/2016  | Payment Monies Received | 2015-00000229        | CONTINENTAL BUILDING SYSTEMS     | 875.00        |             |            |
|   |                         |                      |                                  | \$1,875.00    |             |            |
| <b>Permit Type NEW MULTIFM-NEW MULTIFAMILY Totals</b>                 |                         |                      |                                  |               |             |            |
|   |                         | 4                    | 0                                | \$2,062.50    | \$0.00      | \$2,062.50 |
| <b>Permit Type PC-PLANNING COMMISSION</b>                             |                         |                      |                                  |               |             |            |
| PC - PLANNING COMMISSION  |                         | 1                    | 0                                | 100.00        | .00         | 100.00     |
| Date  | Transaction Type        | Permit Number        | Issued To                        | Amount        | Amount      |            |
| 02/18/2016  | Payment Monies Received | PC16-006             | WOHLWEND ENGINEERING             | 100.00        |             |            |
|   |                         |                      |                                  | \$100.00      |             |            |
| <b>Permit Type PC-PLANNING COMMISSION Totals</b>                      |                         |                      |                                  |               |             |            |
|   |                         | 1                    | 0                                | \$100.00      | \$0.00      | \$100.00   |
| <b>Permit Type PLUMB COMM-PLUMBING COMMERCIAL</b>                     |                         |                      |                                  |               |             |            |
| 3% BBS - 3% BBS   |                         | 1                    | 0                                | 13.55         | .00         | 13.55      |
| Date  | Transaction Type        | Permit Number        | Issued To                        | Amount        | Amount      |            |
| 02/10/2016  | Payment Monies Received | 2016-00000055        | KLINER & KAVALI                  | 13.55         |             |            |
|   |                         |                      |                                  | 13.55         |             |            |

# Permit Revenue Report

Payment Date Range 02/01/16 - 02/28/16

Detail Listing

| Fee Code   | Permit Type   | Fee Type                | Billing Transactions   | Adjustment Transactions | Amount Billed | Adjustments | Net Billed |
|--|---------------|-------------------------|------------------------|-------------------------|---------------|-------------|------------|
| <b>COM-PLUMB COMM-PLUMBING COMMERCIAL</b>  |               |                         |                        |                         |               |             |            |
| COM-PLUMB NEW - Commercial Plumbing New  |               |                         | 1                      | 0                       | 451.64        | .00         | 451.64     |
| Date   | Permit Number | Transaction Type        | Issued To              |                         | Amount        |             |            |
| 02/10/2016   | 2016-00000055 | Payment Monies Received | KLINE & KAVALLI        |                         | 451.64        |             |            |
|  |               |                         |                        |                         | \$451.64      |             |            |
| Permit Type <b>PLUMB COMM-PLUMBING COMMERCIAL</b> Totals                         |               |                         |                        |                         | \$465.19      | \$0.00      | \$465.19   |
| <b>1% BBS - 1% BBS</b>   |               |                         |                        |                         |               |             |            |
| Permit Type <b>PLUMB RES-PLUMBING RESIDENTIAL</b>                                |               |                         | 5                      | 0                       | 2.05          | .00         | 2.05       |
| Date   | Permit Number | Transaction Type        | Issued To              |                         | Amount        |             |            |
| 02/02/2016   | 2016-00000053 | Payment Monies Received | APPC PLUMBING SERVICES |                         | .50           |             |            |
| 02/02/2016   | 2016-00000054 | Payment Monies Received | APPC PLUMBING SERVICES |                         | .35           |             |            |
| 02/10/2016   | 2016-00000062 | Payment Monies Received | APPC PLUMBING SERVICES |                         | .35           |             |            |
| 02/10/2016   | 2016-00000063 | Payment Monies Received | APPC PLUMBING SERVICES |                         | .35           |             |            |
| 02/18/2016   | 2016-00000076 | Payment Monies Received | J E M PLUMBING INC     |                         | .50           |             |            |
|  |               |                         |                        |                         | \$2.05        |             |            |
| Permit Type <b>PLUMB RES-PLUMBING RESIDENTIAL</b> Totals                         |               |                         |                        |                         | 2.05          | .00         | 2.05       |
| <b>RES-PLUMB OWN RP - Residential Plumbing Owner Occupied</b>                    |               |                         |                        |                         |               |             |            |
| Replacement  |               |                         | 3                      | 0                       | 105.00        | .00         | 105.00     |
| Date   | Permit Number | Transaction Type        | Issued To              |                         | Amount        |             |            |
| 02/02/2016   | 2016-00000054 | Payment Monies Received | APPC PLUMBING SERVICES |                         | 35.00         |             |            |
| 02/10/2016   | 2016-00000062 | Payment Monies Received | APPC PLUMBING SERVICES |                         | 35.00         |             |            |
| 02/10/2016   | 2016-00000063 | Payment Monies Received | APPC PLUMBING SERVICES |                         | 35.00         |             |            |
|  |               |                         |                        |                         | \$105.00      |             |            |
| Permit Type <b>RES-PLUMB OWN RP - Residential Plumbing Owner Occupied</b> Totals |               |                         |                        |                         | 105.00        | .00         | 105.00     |
| <b>RES-PLUMB REPAIR - Residential Plumbing Repair/Remodel</b>                    |               |                         |                        |                         |               |             |            |
| Permit Type <b>RES-PLUMB REPAIR - Residential Plumbing Repair/Remodel</b>        |               |                         | 2                      | 0                       | 100.00        | .00         | 100.00     |
| Date   | Permit Number | Transaction Type        | Issued To              |                         | Amount        |             |            |
| 02/02/2016   | 2016-00000053 | Payment Monies Received | APPC PLUMBING SERVICES |                         | 50.00         |             |            |
| 02/18/2016   | 2016-00000076 | Payment Monies Received | J E M PLUMBING INC     |                         | 50.00         |             |            |
|  |               |                         |                        |                         | \$100.00      |             |            |
| Permit Type <b>RES-PLUMB REPAIR - Residential Plumbing Repair/Remodel</b> Totals |               |                         |                        |                         | 100.00        | .00         | 100.00     |
| <b>COM-ZONING PSIGN - Commercial Zoning Permanent Signs</b>                      |               |                         |                        |                         |               |             |            |
| Permit Type <b>SIGN/AWNINGS-SIGN/AWNINGS</b>                                     |               |                         | 10                     | 0                       | \$207.05      | \$0.00      | \$207.05   |
| Date   | Permit Number | Transaction Type        | Issued To              |                         | Amount        |             |            |
| 02/11/2016   | 2016-00000069 | Payment Monies Received | CDS REAL ESTATE        |                         | 50.00         |             |            |
|  |               |                         |                        |                         | \$50.00       |             |            |
| Permit Type <b>SIGN/AWNINGS-SIGN/AWNINGS</b> Totals                              |               |                         |                        |                         | 50.00         | .00         | 50.00      |
| <b>COM-ZONING TSIGN - Commercial Zoning Temporary Signs</b>                      |               |                         |                        |                         |               |             |            |
| Permit Type <b>SIGN/AWNINGS-SIGN/AWNINGS</b>                                     |               |                         | 1                      | 0                       | 25.00         | .00         | 25.00      |
| Date   | Permit Number | Transaction Type        | Issued To              |                         | Amount        |             |            |
| 02/02/2016   | 2016-00000050 | Payment Monies Received | LIBERTY TAX SERVICES   |                         | 25.00         |             |            |
|  |               |                         |                        |                         | \$25.00       |             |            |
| Permit Type <b>SIGN/AWNINGS-SIGN/AWNINGS</b> Totals                              |               |                         |                        |                         | 25.00         | .00         | 25.00      |
| Permit Type <b>SIGN/AWNINGS-SIGN/AWNINGS</b> Totals                              |               |                         |                        |                         | \$75.00       | \$0.00      | \$75.00    |

| Fee Code  | Permit Type             | Transaction Type | Date | Permit Number | Billing Transactions      | Adjustment Transactions | Amount Billed | Adjustments | Net Billed  |
|---|-------------------------|------------------|------|---------------|---------------------------|-------------------------|---------------|-------------|-------------|
| <b>COM-ZONING PSIGN - Commercial Zoning Permanent Signs</b> |                         |                  |      |               |                           |                         |               |             |             |
| 02/16/2016  | Payment Monies Received | Transaction Type |      | 2016-00000071 | 1                         | 0                       | 50.00         | .00         | 50.00       |
|   |                         |                  |      |               | Issued To                 |                         |               | Amount      |             |
|   |                         |                  |      |               | CURTISS W RUCKMAN         |                         |               | 50.00       |             |
|   |                         |                  |      |               |                           |                         |               | \$50.00     |             |
| <b>COM-ZONING TSIGN - Commercial Zoning Temporary Signs</b> |                         |                  |      |               |                           |                         |               |             |             |
| 02/18/2016  | Payment Monies Received | Transaction Type |      | 2016-00000074 | 1                         | 0                       | 25.00         | .00         | 25.00       |
|   |                         |                  |      |               | Issued To                 |                         |               | Amount      |             |
|   |                         |                  |      |               | LAWRENCE & KATHLEEN CONTI |                         |               | 25.00       |             |
|   |                         |                  |      |               |                           |                         |               | \$25.00     |             |
| <b>RES-ZONING - Residential Zoning Fence Pool Etc</b>       |                         |                  |      |               |                           |                         |               |             |             |
| 02/08/2016  | Payment Monies Received | Transaction Type |      | 2016-00000057 | 3                         | 0                       | 75.00         | .00         | 75.00       |
| 02/11/2016  | Payment Monies Received | Transaction Type |      | 2016-00000068 |                           |                         |               | Amount      |             |
| 02/16/2016  | Payment Monies Received | Transaction Type |      | 2016-00000070 |                           |                         |               | 25.00       |             |
|   |                         |                  |      |               | R & T FENCE CO.           |                         |               | 25.00       |             |
|   |                         |                  |      |               |                           |                         |               | \$75.00     |             |
| Permit Type <b>ZONING-ZONING</b> Totals                     |                         |                  |      |               |                           |                         | \$150.00      | \$0.00      | \$150.00    |
| Grand Totals  |                         |                  |      |               |                           |                         | \$14,816.66   | \$0.00      | \$14,816.66 |

## Case by Inspector Report

Date Type: Open Date

From Date: 02/01/2016 - To Date: 02/29/2016

| Case Type                             | Case Number                 | Status/Priority | Description                                       | Case Date  | Resolution Date | Open Period In Days | Reported By   | Location                             |
|---------------------------------------|-----------------------------|-----------------|---|------------|-----------------|---------------------|---------------|--------------------------------------|
| Inspector:<br>ZONING-ROOMING<br>HOUSE | Paul Bauer<br>2016-00000081 | Active          | 3 unrelated in house                              | 02/05/2016 |                 | 32                  | Paul J. Bauer | 500 N DEPEYSTER ST<br>KENT, OH 44240 |
| ZONING-ROOMING<br>HOUSE               | 2016-00000086               | Active          | 4 unrelated                                       | 02/05/2016 |                 | 32                  | Paul J. Bauer | 223 MAPLE ST KENT,<br>OH 44240       |
| ZONING-ROOMING<br>HOUSE               | 2016-00000093               | Active          | 4 unrelated in one unit of duplex                 | 02/08/2016 |                 | 29                  | neighbor      | 339 HARRIS ST KENT,<br>OH 44240      |
| UNSHELTERED<br>STORAGE-VEHICLE        | 2016-00000099               | Active          | 2 pickups w/ exp tags                             | 02/10/2016 |                 | 27                  | Paul J. Bauer | 333 HARRIS ST KENT,<br>OH 44240      |
| ZONING-ROOMING<br>HOUSE               | 2016-00000119               | Active          | 4 unrelated residents                             | 02/18/2016 |                 | 19                  | Paul J. Bauer | 403 HARRIS ST KENT,<br>OH 44240      |
| UNSHELTERED<br>STORAGE-VEHICLE        | 2016-00000125               | Active          | truck bed and several untagged vehicles in yard   | 02/22/2016 |                 | 15                  | Paul J. Bauer | 310 DODGE ST KENT,<br>OH 44240       |
| UNSHELTERED<br>STORAGE-VEHICLE        | 2016-00000133               | Active          | vehicle w/ expired tags; another in front yard    | 02/22/2016 |                 | 15                  | Paul J. Bauer | 1037 VERONA AVE<br>KENT, OH 44240    |
| UNSHELTERED<br>STORAGE-VEHICLE        | 2016-00000134               | Active          | toilet on tree lawn, gray Accord flat and expired | 02/23/2016 |                 | 14                  | Paul J. Bauer | 560 LONGCOY KENT,<br>OH 44240        |
| UNSHELTERED<br>STORAGE-DEBRIS         | 2016-00000135               | Active          | trash on tl                                       | 02/23/2016 |                 | 14                  | Paul J. Bauer | 699 STINAFF ST KENT,<br>OH 44240     |
| UNSHELTERED<br>STORAGE-VEHICLE        | 2016-00000136               | Active          | blue pickup w/ exp tags parked in yard            | 02/23/2016 |                 | 14                  | Paul J. Bauer | 621 YACAVONA KENT,<br>OH 44240       |
| UNSHELTERED<br>STORAGE-DEBRIS         | 2016-00000144               | Active          | litter/trash                                      | 02/24/2016 |                 | 13                  | Paul J. Bauer | 623 S WATER ST KENT,<br>OH 44240     |
| UNSHELTERED<br>STORAGE-DEBRIS         | 2016-00000154               | Active          | debris, missing siding                            | 02/26/2016 |                 | 11                  | Paul J. Bauer | 481 LONGMERE DR<br>KENT, OH 44240    |
| PROPERTY<br>MAINTENANCE               | 2016-00000155               | Active          | paint garage, clear debris and van from yard      | 02/26/2016 |                 | 11                  | Paul J. Bauer | 469 LONGMERE DR<br>KENT, OH 44240    |
| UNSHELTERED<br>STORAGE-VEHICLE        | 2016-00000157               | Active          | vehicle w/ expired tags broken glass, inoperable  | 02/29/2016 |                 | 8                   | Paul J. Bauer | 203 HIGHLAND AVE<br>KENT, OH 44240   |
| BUILDING CODE                         | 2016-00000159               | Active          | no furnace; heels w/ pizza oven and space heaters | 02/29/2016 |                 | 8                   | Paul J. Bauer | 114 W WERIE ST KENT,<br>OH 44240     |
| <b>Paul Bauer Totals:</b>             |                             | 15 Case(s)      |   |            |                 |                     |               |                                      |
| <b>Grand Totals :</b>                 |                             | 15 Case(s)      |   |            |                 |                     |               |                                      |



# CITY OF KENT, OHIO

## DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: March 14, 2016

TO: Dave Ruller, City Manager

FROM: Tom Wilke, Economic Development Director

RE: 2015 Summary Report: Community Reinvestment Area Housing Council Meeting and Tax Incentive Review Council Meeting Summary Report

Businesses that receive real property tax exemptions through the City's Community Reinvestment Area II (CRA) program are subject to an annual review by the Community Reinvestment Area (CRA) Housing Council and the Tax Incentive Review Council (TIRC) in order to evaluate if the capital investment, reported payroll, and number of active employees align with the commitment levels identified in the respective CRA agreements. The City's Tax Increment Financing (TIF) agreement is also subject to an annual review by the TIRC.

The following is a summary of the CRA agreements that were active in 2015 and which were reviewed by the CRA Housing Council on February 18, 2016:

### CRA I Agreements

|  |                                |        |
|--|--------------------------------|--------|
| West River Place , Phase II                    | \$339,749 project investment   | Active |
| West River Place , Phase III                   | \$100,999 project investment   | Active |
| West River Place , Phase IV                    | \$123,696 project investment   | Active |
| ABC Landscaping                                | \$175,696 project investment   | Active |
| Phoenix Properties, LLC A. Alley I             | \$4,955,921 project investment | Active |
| Phoenix Properties, LLC, A. Alley II-Phase I   | \$6,060,000 project investment | Active |
| First Office Systems & Supplies (dba M.O.M.S.) | \$388,215 project investment   | Active |
| Genghis Properties LLC Acorn Corner            | \$5,450,200                    | Active |

### CRAII Agreements

|                        |                                |        |
|------------------------|--------------------------------|--------|
| Don Joseph, Inc.       | \$3,242,860 project investment | Active |
| Record Publishing, LLC | \$4,303,924 project investment | Active |

The CRA Housing Council recommended the continuation of the Don Joseph, Inc. and the Record Publishing CRA II agreements. The CRA I agreements are not subject to CRA Housing Council action and are included in this summary for informational purposes only.

The Tax Incentive Review Council (TIRC) meeting was convened on February 23, 2016 and the following projects were reviewed:

|   |  |                       |
|---|--|-----------------------|
| Don Joseph, Inc.                        | \$3,242,860 project investment                       | Active                |
| Record Publishing, LLC                  | \$4,303,924 project investment                       | Active                |
| Tax Increment Financing (TIF) Agreement | \$24,385,800 (PC Auditor 2015 improvement valuation) | Actual as of 12/31/15 |

The TIRC recommendation was for continuation of the three (3) projects without any modification.

The 2015 information for all of the agreements reviewed by the CRA Housing Advisory Council and the TIRC was submitted to the Ohio Development Services Agency (ODSA) on March 11, 2016.

Please note that a CRA II agreement with Royal Dry Cleaners was approved in 2015 however their project was not completed until early 2016 and it will appear in the 2016 report.

No Council action is required on the above listed projects because the recommendations were for continuation of all agreements without any modifications. If you or any members of Council have any questions concerning the annual review of the above listed agreements, please let me know.

Thank you.

Cc: Bridget Susel, Community Development Director  
2015 CRA, TIRC and TIF Annual Report Files

City Manager Dave Ruller  
215 East Summit Street  
Kent, OH 44240

Dear Tree City USA Supporter,

On behalf of the Arbor Day Foundation, I write to congratulate Kent on earning recognition as a 2015 Tree City USA and for receiving a Growth Award. Residents of Kent should be proud to live in a community that makes the planting and care of trees a priority.

Kent is one of more than 3,400 Tree City USAs, with a combined population of 140 million. The Tree City USA program is sponsored by the Arbor Day Foundation in partnership with the U.S. Forest Service and the National Association of State Foresters.

As a result of your commitment to effective urban forest management, you already know that trees are vital to the public infrastructure of cities and towns throughout the country, providing numerous environmental, social and economic benefits. In fact, trees are the one piece of community infrastructure that actually increases in value over time.

We hope you are excited to share this accomplishment. Enclosed in this packet is a press release for your convenience as you prepare to contact local media and the public.

State foresters are responsible for the presentation of the Tree City USA flag and other materials. We will forward information about your awards to your state forester's office to coordinate presentation. It would be especially appropriate to make the Tree City USA award a part of your community's Arbor Day ceremony.

Again, we celebrate your commitment to the people and trees of Kent and thank you for helping to create a healthier planet for all of us.

Best Regards,



Dan Lambe  
President

cc: Gerald Shanley

enclosure

For more information, contact:  
Danny Cohn, 402-473-9563  
dcohn@arborday.org



FOR IMMEDIATE RELEASE:

**Arbor Day Foundation Names Kent Tree City USA, Growth Award Winner**

Kent, OH was named a 2015 Tree City USA by the Arbor Day Foundation in honor of its commitment to effective urban forest management.

The community also received a Tree City USA Growth Award for demonstrating environmental improvement and higher level of tree care.

Kent achieved Tree City USA recognition by meeting the program's four requirements: a tree board or department, a tree-care ordinance, an annual community forestry budget of at least \$2 per capita and an Arbor Day observance and proclamation.

The Tree City USA program is sponsored by the Arbor Day Foundation, in partnership with the U.S. Forest Service and the National Association of State Foresters.

"Tree City USA communities see the impact an urban forest has in a community first hand," said Dan Lambe, President of the Arbor Day Foundation. "Additionally, recognition brings residents together and creates a sense of community pride, whether it's through volunteer engagement or public education."

Trees provide multiple benefits to a community when properly planted and maintained. They help to improve the visual appeal of a neighborhood, increase property values, reduce home cooling costs, remove air pollutants and provide wildlife habitat, among many other benefits.

More information on the program is available at [arborday.org/TreeCityUSA](http://arborday.org/TreeCityUSA).

**About the Arbor Day Foundation:** The Arbor Day Foundation is a million member nonprofit conservation and education organization with the mission to inspire people to plant, nurture, and celebrate trees. More information can be found at [arborday.org](http://arborday.org).



**City of Kent  
Income Tax Division**

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**February 29, 2016  
Income Tax Receipts Comparison - ( Excluding 0.25% Police Facility Receipts )**

**Monthly Receipts**

|  |             |
|--|-------------|
| Total receipts for the month of February, 2016 | \$1,099,532 |
| Total receipts for the month of February, 2015 | \$1,025,924 |
| Total receipts for the month of February, 2014 | \$992,427   |

**Year-to-date Receipts and Percent of Total Annual Receipts Collected**

|  | <u>Year-to-date<br/>Actual</u> | <u>Percent<br/>of Annual</u> |
|--|--------------------------------|------------------------------|
| Total receipts January 1 through February 29, 2016 | \$2,254,221                    | 15.95%                       |
| Total receipts January 1 through February 29, 2015 | \$2,159,130                    | 14.80%                       |
| Total receipts January 1 through February 29, 2014 | \$1,927,649                    | 14.72%                       |

**Year-to-date Receipts Through February 29, 2016 - Budget vs. Actual**

| <u>Year</u> | <u>Annual<br/>Budgeted<br/>Receipts</u> | <u>Revised<br/>Budgeted<br/>Receipts</u> | <u>Year-to-date<br/>Actual<br/>Receipts</u> | <u>Percent<br/>Collected</u> | <u>Percent<br/>Remaining</u> |
|-------------|---|--|---|------------------------------|------------------------------|
| 2016        | \$ 14,133,510                           | \$ 14,133,510                            | \$ 2,254,221                                | 15.95%                       | 84.05%                       |

**Comparisons of Total Annual Receipts for Previous Eight Years**

| <u>Year</u> | <u>Total<br/>Receipts</u> | <u>Percent<br/>Change From<br/>Prior Year</u> |
|-------------|---------------------------|---|
| 2008        | \$ 10,712,803             | 1.63%   |
| 2009        | \$ 10,482,215             | -2.15%  |
| 2010        | \$ 10,453,032             | -0.28%  |
| 2011        | \$ 10,711,766             | 2.48%   |
| 2012        | \$ 12,063,299             | 12.62%  |
| 2013        | \$ 12,397,812             | 2.77%   |
| 2014        | \$ 13,099,836             | 5.66%   |
| 2015        | \$ 14,592,491             | 11.39%  |

Submitted by



Director of Budget and Finance

**2016 CITY OF KENT, OHIO**  
**Comparison of Income Tax Receipts**  
**(Excluding 0.25% Police Facility Receipts)**  
**as of Month Ended February 29, 2016**

| <b>Monthly Receipts</b> |                      |                      | <b>Comparisons</b>  |               |                       |
|-------------------------|----------------------|----------------------|---------------------|---------------|-----------------------|
| <b>Month</b>            | <b>2014</b>          | <b>2015</b>          | <b>2016</b>         | <b>Amount</b> | <b>Percent Change</b> |
| January                 | \$ 935,222           | \$ 1,133,206         | \$ 1,154,690        | \$ 21,484     | 1.90%                 |
| February                | 992,427              | 1,025,924            | \$ 1,099,532        | 73,608        | 7.17%                 |
| March                   | 1,027,737            | 1,092,324            |                     |               |                       |
| April                   | 1,393,884            | 1,432,498            |                     |               |                       |
| May                     | 1,029,906            | 1,188,681            |                     |               |                       |
| June                    | 1,170,257            | 1,172,480            |                     |               |                       |
| July                    | 1,073,397            | 1,844,744            |                     |               |                       |
| August                  | 997,630              | 1,126,103            |                     |               |                       |
| September               | 983,247              | 934,913              |                     |               |                       |
| October                 | 1,138,675            | 1,148,218            |                     |               |                       |
| November                | 1,152,778            | 1,262,728            |                     |               |                       |
| December                | 1,204,676            | 1,230,671            |                     |               |                       |
| <b>Totals</b>           | <b>\$ 13,099,836</b> | <b>\$ 14,592,491</b> | <b>\$ 2,254,221</b> |               |                       |

| <b>Year-to-Date Receipts</b> |                      |                      | <b>Comparisons</b> |               |                       |
|------------------------------|----------------------|----------------------|--------------------|---------------|-----------------------|
| <b>Month</b>                 | <b>2014</b>          | <b>2015</b>          | <b>2016</b>        | <b>Amount</b> | <b>Percent Change</b> |
| January                      | \$ 935,222           | \$ 1,133,206         | \$ 1,154,690       | \$ 21,484     | 1.90%                 |
| February                     | 1,927,649            | 2,159,130            | 2,254,221          | 95,091        | 4.40%                 |
| March                        | 2,955,386            | 3,251,454            |                    |               |                       |
| April                        | 4,349,270            | 4,683,953            |                    |               |                       |
| May                          | 5,379,176            | 5,872,634            |                    |               |                       |
| June                         | 6,549,433            | 7,045,114            |                    |               |                       |
| July                         | 7,622,830            | 8,889,858            |                    |               |                       |
| August                       | 8,620,460            | 10,015,961           |                    |               |                       |
| September                    | 9,603,707            | 10,950,874           |                    |               |                       |
| October                      | 10,742,382           | 12,099,092           |                    |               |                       |
| November                     | 11,895,160           | 13,361,820           |                    |               |                       |
| December                     | 13,099,836           | 14,592,491           |                    |               |                       |
| <b>Totals</b>                | <b>\$ 13,099,836</b> | <b>\$ 14,592,491</b> |                    |               |                       |

**2016 CITY OF KENT, OHIO**  
**Comparison of Income Tax Receipts from Kent State University**  
**(Excluding 0.25% Police Facility Receipts)**  
**as of Month Ended February 29, 2016**

| <b>Monthly Receipts</b> |              |              |             | <b>Comparisons</b> |                       |
|-------------------------|--------------|--------------|-------------|--------------------|-----------------------|
| <b>Month</b>            | <b>2014</b>  | <b>2015</b>  | <b>2016</b> | <b>Amount</b>      | <b>Percent Change</b> |
| January                 | \$ 397,519   | \$ 414,915   | \$ 421,390  | \$ 6,475           | 1.56%                 |
| February                | 361,700      | 380,146      | \$ 385,108  | 4,962              | 1.31%                 |
| March                   | 404,469      | 419,335      |             |                    |                       |
| April                   | 412,661      | 421,050      |             |                    |                       |
| May                     | 396,992      | 410,426      |             |                    |                       |
| June                    | 425,614      | 445,804      |             |                    |                       |
| July                    | 374,686      | 389,954      |             |                    |                       |
| August                  | 389,902      | 400,211      |             |                    |                       |
| September               | 332,001      | 336,026      |             |                    |                       |
| October                 | 407,748      | 407,766      |             |                    |                       |
| November                | 456,507      | 466,654      |             |                    |                       |
| December                | 418,293      | 424,587      |             |                    |                       |
| Totals                  | \$ 4,778,094 | \$ 4,916,874 | \$ 806,499  |                    |                       |

| <b>Year-to-Date Receipts</b> |              |              |             | <b>Comparisons</b> |                       |
|------------------------------|--------------|--------------|-------------|--------------------|-----------------------|
| <b>Month</b>                 | <b>2014</b>  | <b>2015</b>  | <b>2016</b> | <b>Amount</b>      | <b>Percent Change</b> |
| January                      | \$ 397,519   | \$ 414,915   | \$ 421,390  | \$ 6,475           | 1.56%                 |
| February                     | 759,219      | 795,061      | 806,499     | 11,437             | 1.44%                 |
| March                        | 1,163,689    | 1,214,397    |             |                    |                       |
| April                        | 1,576,350    | 1,635,447    |             |                    |                       |
| May                          | 1,973,342    | 2,045,873    |             |                    |                       |
| June                         | 2,398,956    | 2,491,676    |             |                    |                       |
| July                         | 2,773,643    | 2,881,630    |             |                    |                       |
| August                       | 3,163,545    | 3,281,842    |             |                    |                       |
| September                    | 3,495,546    | 3,617,868    |             |                    |                       |
| October                      | 3,903,294    | 4,025,633    |             |                    |                       |
| November                     | 4,359,801    | 4,492,287    |             |                    |                       |
| December                     | 4,778,094    | 4,916,874    |             |                    |                       |
| Totals                       | \$ 4,778,094 | \$ 4,916,874 |             |                    |                       |

**2016 CITY OF KENT, OHIO**  
**Comparison of Income Tax Receipts from Kent State University**  
**(Excluding 0.25% Police Facility Receipts)**

**Comparisons of Total Annual Receipts for Previous Eight Years**

| <b>Year</b> | <b>Total Receipts</b> | <b>Percent Change</b> |
|-------------|-----------------------|-----------------------|
| 2008        | \$ 3,919,539          | 5.71%                 |
| 2009        | \$ 4,090,788          | 4.37%                 |
| 2010        | \$ 4,267,465          | 4.32%                 |
| 2011        | \$ 4,246,372          | -0.49%                |
| 2012        | \$ 4,436,666          | 4.48%                 |
| 2013        | \$ 4,603,095          | 3.75%                 |
| 2014        | \$ 4,778,094          | 3.80%                 |
| 2015        | \$ 4,916,874          | 2.90%                 |



**2016 CITY OF KENT, OHIO**  
**Comparison of Income Tax Receipts**  
**Police Facility Dedicated Income Tax Receipts - 1/9 of Total ( 0.25% )**  
**as of Month Ended February 29, 2016**

| <b>Monthly Receipts</b> |                     |                     |                   | <b>Comparisons</b> |                       |
|-------------------------|---------------------|---------------------|-------------------|--------------------|-----------------------|
| <b>Month</b>            | <b>2014</b>         | <b>2015</b>         | <b>2016</b>       | <b>Amount</b>      | <b>Percent Change</b> |
| January                 | \$ 116,890          | \$ 141,635          | \$ 144,319        | \$ 2,684           | 1.90%                 |
| February                | 124,039             | 128,226             | \$ 137,426        | \$ 9,200           | 7.17%                 |
| March                   | 128,453             | 136,525             |                   |                    |                       |
| April                   | 174,216             | 179,042             |                   |                    |                       |
| May                     | 128,723             | 148,568             |                   |                    |                       |
| June                    | 146,266             | 146,544             |                   |                    |                       |
| July                    | 134,159             | 230,567             |                   |                    |                       |
| August                  | 124,690             | 140,747             |                   |                    |                       |
| September               | 122,892             | 116,851             |                   |                    |                       |
| October                 | 142,318             | 143,511             |                   |                    |                       |
| November                | 144,081             | 157,823             |                   |                    |                       |
| December                | 150,569             | 153,817             |                   |                    |                       |
| <b>Totals</b>           | <b>\$ 1,637,295</b> | <b>\$ 1,823,856</b> | <b>\$ 281,745</b> |                    |                       |

| <b>Year-to-Date Receipts</b> |                     |                     |             | <b>Comparisons</b> |                       |
|------------------------------|---------------------|---------------------|-------------|--------------------|-----------------------|
| <b>Month</b>                 | <b>2014</b>         | <b>2015</b>         | <b>2016</b> | <b>Amount</b>      | <b>Percent Change</b> |
| January                      | \$ 116,890          | \$ 141,635          | \$ 144,319  | \$ 2,684           | 1.90%                 |
| February                     | \$ 240,929          | \$ 269,861          | 281,745     | \$ 11,884          | 4.40%                 |
| March                        | \$ 369,382          | \$ 406,386          |             |                    |                       |
| April                        | \$ 543,598          | \$ 585,428          |             |                    |                       |
| May                          | \$ 672,321          | \$ 733,997          |             |                    |                       |
| June                         | \$ 818,586          | \$ 880,540          |             |                    |                       |
| July                         | \$ 952,745          | \$ 1,111,107        |             |                    |                       |
| August                       | \$ 1,077,435        | \$ 1,251,854        |             |                    |                       |
| September                    | \$ 1,200,327        | \$ 1,368,705        |             |                    |                       |
| October                      | \$ 1,342,645        | \$ 1,512,216        |             |                    |                       |
| November                     | \$ 1,486,726        | \$ 1,670,040        |             |                    |                       |
| December                     | \$ 1,637,295        | \$ 1,823,856        |             |                    |                       |
| <b>Totals</b>                | <b>\$ 1,637,295</b> | <b>\$ 1,823,856</b> |             |                    |                       |

**2016 CITY OF KENT, OHIO**  
**Comparison of Total Income Tax Receipts - Including Police Facility Receipts**  
**as of Month Ended February 29, 2016**

| <b>Monthly Receipts</b> |                      |                      |                     | <b>Comparisons</b> |                       |
|-------------------------|----------------------|----------------------|---------------------|--------------------|-----------------------|
| <b>Month</b>            | <b>2014</b>          | <b>2015</b>          | <b>2016</b>         | <b>Amount</b>      | <b>Percent Change</b> |
| January                 | \$ 1,052,112         | \$ 1,274,841         | \$ 1,299,009        | \$ 24,168          | 1.90%                 |
| February                | 1,116,466            | 1,154,150            | 1,236,958           | 82,807             | 7.17%                 |
| March                   | 1,156,190            | 1,228,849            |                     |                    |                       |
| April                   | 1,568,100            | 1,611,541            |                     |                    |                       |
| May                     | 1,158,629            | 1,337,250            |                     |                    |                       |
| June                    | 1,316,523            | 1,319,024            |                     |                    |                       |
| July                    | 1,207,556            | 2,075,311            |                     |                    |                       |
| August                  | 1,122,320            | 1,266,850            |                     |                    |                       |
| September               | 1,106,139            | 1,051,764            |                     |                    |                       |
| October                 | 1,280,993            | 1,291,729            |                     |                    |                       |
| November                | 1,296,859            | 1,420,551            |                     |                    |                       |
| December                | 1,355,243            | 1,384,487            |                     |                    |                       |
| <b>Totals</b>           | <b>\$ 14,737,131</b> | <b>\$ 16,416,347</b> | <b>\$ 2,535,967</b> |                    |                       |

| <b>Year-to-Date Receipts</b> |                      |                      |              | <b>Comparisons</b> |                       |
|------------------------------|----------------------|----------------------|--------------|--------------------|-----------------------|
| <b>Month</b>                 | <b>2014</b>          | <b>2015</b>          | <b>2016</b>  | <b>Amount</b>      | <b>Percent Change</b> |
| January                      | \$ 1,052,112         | \$ 1,274,841         | \$ 1,299,009 | \$ 24,168          | 1.90%                 |
| February                     | 2,168,578            | 2,428,991            | 2,535,967    | 106,976            | 4.40%                 |
| March                        | 3,324,768            | 3,657,840            |              |                    |                       |
| April                        | 4,892,868            | 5,269,381            |              |                    |                       |
| May                          | 6,051,497            | 6,606,631            |              |                    |                       |
| June                         | 7,368,020            | 7,925,654            |              |                    |                       |
| July                         | 8,575,576            | 10,000,966           |              |                    |                       |
| August                       | 9,697,896            | 11,267,815           |              |                    |                       |
| September                    | 10,804,035           | 12,319,580           |              |                    |                       |
| October                      | 12,085,028           | 13,611,309           |              |                    |                       |
| November                     | 13,381,888           | 15,031,860           |              |                    |                       |
| December                     | 14,737,131           | 16,416,347           |              |                    |                       |
| <b>Totals</b>                | <b>\$ 14,737,131</b> | <b>\$ 16,416,347</b> |              |                    |                       |



## KENT FIRE DEPARTMENT MONTHLY INCIDENT REPORT JANUARY 2016

### FIRE INCIDENT RESPONSE INFORMATION

#### Summary of Fire Incident Alarms

|                                   | CURRENT PERIOD |           |           | YEAR TO DATE |           |           |
|-----------------------------------|----------------|-----------|-----------|--------------|-----------|-----------|
|                                   | 2016           | 2015      | 2014      | 2016         | 2015      | 2014      |
| City of Kent                      | 51             | 43        | 53        | 51           | 43        | 53        |
| Kent State University             | 8              | 5         | 7         | 8            | 5         | 7         |
| Franklin Township                 | 9              | 15        | 11        | 9            | 15        | 11        |
| Sugar Bush Knolls                 | 0              | 0         | 1         | 0            | 0         | 1         |
| Brady Lake Village                | 1              | 0         | 0         | 1            | 0         | 0         |
| Mutual Aid Given                  | 2              | 4         | 3         | 2            | 4         | 3         |
| <b>Total Fire Incident Alarms</b> | <b>71</b>      | <b>67</b> | <b>75</b> | <b>71</b>    | <b>67</b> | <b>75</b> |

#### Summary of Mutual Aid Received by Location

|                         |          |          |          |          |          |          |
|-------------------------|----------|----------|----------|----------|----------|----------|
| City of Kent            | 1        | 1        | 1        | 1        | 1        | 1        |
| Kent State University   | 0        | 0        | 0        | 0        | 0        | 0        |
| Franklin Township       | 0        | 1        | 0        | 0        | 1        | 0        |
| Sugar Bush Knolls       | 0        | 0        | 0        | 0        | 0        | 0        |
| Brady Lake Village      | 0        | 0        | 0        | 0        | 0        | 0        |
| <b>Total Mutual Aid</b> | <b>1</b> | <b>2</b> | <b>1</b> | <b>1</b> | <b>2</b> | <b>1</b> |

### EMERGENCY MEDICAL SERVICE RESPONSE INFORMATION

#### Summary of Emergency Medical Service Responses

|  | CURRENT PERIOD |            |            | YEAR TO DATE |            |            |
|--|----------------|------------|------------|--------------|------------|------------|
|  | 2016           | 2015       | 2014       | 2016         | 2015       | 2014       |
| City of Kent                                     | 170            | 167        | 188        | 170          | 167        | 188        |
| Kent State University                            | 28             | 25         | 35         | 28           | 25         | 35         |
| Franklin Township                                | 38             | 39         | 32         | 38           | 39         | 32         |
| Sugar Bush Knolls                                | 0              | 0          | 2          | 0            | 0          | 2          |
| Brady Lake Village                               | 3              | 2          | 0          | 3            | 2          | 0          |
| Mutual Aid Given                                 | 5              | 0          | 8          | 5            | 0          | 8          |
| <b>Total Emergency Medical Service Responses</b> | <b>244</b>     | <b>233</b> | <b>265</b> | <b>244</b>   | <b>233</b> | <b>265</b> |

#### Summary of Mutual Aid Received by Location

|                         |          |          |          |          |          |          |
|-------------------------|----------|----------|----------|----------|----------|----------|
| City of Kent            | 1        | 2        | 2        | 1        | 2        | 2        |
| Kent State University   | 0        | 0        | 1        | 0        | 0        | 1        |
| Franklin Township       | 0        | 0        | 0        | 0        | 0        | 0        |
| Sugar Bush Knolls       | 0        | 0        | 0        | 0        | 0        | 0        |
| Brady Lake Village      | 0        | 0        | 0        | 0        | 0        | 0        |
| <b>Total Mutual Aid</b> | <b>1</b> | <b>2</b> | <b>3</b> | <b>1</b> | <b>2</b> | <b>3</b> |

|  |            |            |            |            |            |            |
|--|------------|------------|------------|------------|------------|------------|
| <b>TOTAL FIRE AND EMERGENCY MEDICAL SERVICE RESPONSE INCIDENTS</b> | <b>315</b> | <b>300</b> | <b>340</b> | <b>315</b> | <b>300</b> | <b>340</b> |
|--|------------|------------|------------|------------|------------|------------|

|   |            |            |            |            |            |            |
|---|------------|------------|------------|------------|------------|------------|
| <b>TOTAL ALL RESPONSES , INCLUDING MUTUAL AID</b> | <b>317</b> | <b>304</b> | <b>344</b> | <b>317</b> | <b>304</b> | <b>344</b> |
|---|------------|------------|------------|------------|------------|------------|