



Kent Parks & Recreation Department

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

TO: Dave Ruller, Jim Silver
FROM: John Idone
DATE: April 27, 2012
RE: Kent Parks & Recreation Donations

* M E S S A G E *

Kent Parks & Recreation Department has received the following checks to assist with the Department Projects.

\$75.00 from Evelyn Colville (Beech/ Norwood Neighborhood) for tree in memory of Jack Weiss

\$75.00 from Catherine Cwalinski for Tree in memory of Laura Hill

\$750.00 from Kent Environmental Council for River Day Banners

\$100.00 from Cuyahoga River Planning Organization for River Day Banners

\$750.00 from Sylvia Coogan Memorial Fund for River Day Baners

\$1,500.00 from Sylvia Coogan Memorial Fund for Art in the Park

\$4,500.00 from The Henry V. and Frances W. Christenson Foundation for Electronic Message Board Sign

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

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

**KENT CITY PLANNING COMMISSION
BUSINESS MEETING
MAY 15, 2012
COUNCIL CHAMBERS
KENT CITY HALL
325 S. DEPEYSTER STREET
7:00 P.M.**

A G E N D A

I. CALL TO ORDER

II. ROLL CALL

III. READING OF PREAMBLE

IV. ADMINISTRATION OF OATH

V. CORRESPONDENCE

VI. OLD BUSINESS

VII. NEW BUSINESS

A. PC12-007

**WATER STREET CHURCH
1541 S. Water Street
Conditional Zoning Certificate & Site Plan Review**

The applicant is seeking to operate an Open Air Market on site to sell their crops during the growing/harvest season. The subject property is zoned R-C: High Density Multi-family-Commercial District.

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

B. PC12-009

**ACORN CORNER
176-180 E. Main Street
Courtesy Presentation**

The applicant is presenting the proposed improvements for Acorn Corner (aka Old Hotel). The project mostly consists of interior renovations, plus a small addition for an elevator/staircase and restoration of the parking area. The subject property is zoned C: Commercial.

- 1) Public Comment
- 2) NO ACTION REQUIRED

VIII. OTHER BUSINESS

Presentation by Kent State University - Current & Future Development Projects

IX. ADJOURNMENT

Revised: May 9, 2012



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: May 8, 2012
TO: Kent City Planning Commission
FROM: Jennifer Barone, PE, Development Engineer
RE: Staff Report for the May 15, 2012 Planning Commission Meeting

The following items appear on the agenda for the May 15, 2012 Planning Commission meeting:

NEW BUSINESS:

CASE NO: PC12-007

APPLICANT: Water Street Church

SITE LOCATION: 1541 South Water Street

STATUS OF APPLICANT: The applicant is the owner of the property.

REQUESTED ACTION: Conditional Zoning Certificate and Site Plan Review & Approval to operate an open air market

ZONING: R-C: High Density Multifamily-Commercial District

TRAFFIC: The parcel is accessed from South Water Street.

SURROUNDING LAND USES: The property is surrounded by commercial uses on the north, west and south side and residential on the east side.

APPLICABLE CODE SECTIONS: Chapters 1107, 1113, 1137 and 1171 of the Kent Codified Ordinances.

ANALYSIS:

PROJECT DESCRIPTION:

The pastor of the Water Street Church is requesting to operate an open air market on site. The church has approximately 4.5 acres of open land and has been providing garden plots and water to local residents to grow produce, flowers, etc. The "growers" have expressed an interest in selling their crops. The Church is requesting to set up tables on site on Mondays from 3 pm to 6 pm during the growing/harvest season.

Open air markets are conditionally permitted in the R-C zoning district and are subject to some other requirement(s) outlined in Sections 1171.01 (50) of the Kent Codified Ordinances as listed below. Staff feels that these conditions have been met.

- (50) In granting approval of a conditional zoning certificate for an "open air market", the Commission shall specify the exact dates, time and location of the sales and any other conditions. This information shall be supplied by the applicant at the time of application. In considering the request for approval, the Commission shall use the following criteria:
- (a) The operation of the market shall be limited to the period of the day between 6:00 a.m. and 6:00 p.m.
 - (b) Adequate parking shall be provided in the event that an "open air market" should be proposed for a parking lot; it shall not compromise usage of the lot as would be required for other businesses or activities.
 - (c) "Open air markets" shall not be disturbing or adverse to residential areas.
 - (d) All operations shall comply with all other applicable local and State codes and regulations.
 - (e) A permit shall be issued for a period not to exceed three years. (Ord.1986-11 Passed 3-5-86.)

TRAFFIC/PARKING:

Ingress and egress is from South Water Street. The existing parking spaces are adequate to accommodate the church and the market. The market hours are selected to not conflict with Church meeting hours.

UTILITIES:

Utility connections are existing. The church will be open for access to restroom and drinking fountains.

STORMWATER:

Stormwater management is existing.

SIGNAGE:

Signage will be used on the day of the market only.

LIGHTING/LANDSCAPING/DUMPSTER:

This is an existing site with existing lighting, landscaping and dumpster.

ARCHITECTURAL ADVISORY BOARD:

The Architectural Review Board is not required to review this project.

VARIANCES:

No variances are required

RECOMMENDATION:

Staff recommends approval.

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

I move that in Case PC12-007, the Planning Commission approve the Conditional Zoning Certificate and Site Plan to operate an open air market at Water Street Church located at 1541 South Water Street subject to the following conditions.

1. A Fire extinguisher shall be required if there is to be gas fired appliances and or electrical appliances located in the Market.
2. A fire Lane shall be observed in front of the mercantile area per Codified City Ordinance 351.01.
3. Any use of electrical appliances shall comply with the Ohio Fire Code. Such use shall have GFCI outlets and electrical cords shall be outdoor rated and approved by the Fire Prevention Bureau.
4. All electrical and gas devices and systems to be employed shall be subject to fire safety inspection by Kent Fire Prevention.

List of Enclosures for this Project:

1. Applicant Cover Letter dated and plans dated March 29, 2012.
2. Aerial Orthophoto and Zoning Map

<u>CASE NO:</u>	PC12-008
<u>APPLICANT:</u>	Acorn Corner (aka Old Hotel)
<u>SITE LOCATION:</u>	176 – 180 East Main Street
<u>STATUS OF APPLICANT:</u>	Ron Burbick is the owner.
<u>REQUESTED ACTION:</u>	None - Courtesy presentation
<u>ZONING:</u>	C-D: Commercial-Downtown District
<u>TRAFFIC:</u>	The parcel is accessed from North Depeyster Street.
<u>SURROUNDING LAND USES:</u>	The property is surrounded by commercial uses on all sides.
<u>APPLICABLE CODE SECTIONS:</u>	Chapters 1113 and 1146 of the Kent Codified Ordinances.

ANALYSIS:

PROJECT DESCRIPTION:

The applicant is presenting as a courtesy the proposed improvement for Acorn Corner (aka the Old Hotel). The project mostly consists of interior renovations, plus a small addition for an

elevator/staircase and restoration of the parking area. This project falls under KCO section 1113.02 Minor Site Plan Review but is being presented because of its high visibility.

The proposed use will be mixed with a restaurant on the first and second floors, offices on the third floor and residential on the upper two floors. All uses are permitted in the CD zoning district.

RECOMMENDATION:

No action is required.

List of Enclosures for this Project:

1. Plans dated March 30, 2012.
2. Aerial Orthophoto and Zoning Map

cc: Gary Locke, Community Development Director
Jim Bowling, City Engineer
Eric Fink, Assistant Law Director
Heather Phile, Development Planner
Applicant
PC Case File

CITY OF KENT
HEALTH BOARD MEETING
May 8, 2012 5:30 PM
KENT CITY HEALTH DEPARTMENT OFFICES
325 S. DEPEYSTER STREET
KENT, OH 44240
Phone (330) 678-8109 Fax (330) 678-2082

AGENDA

- I. MINUTES April 10, 2012 Meeting
- II. OPEN COMMENTS
- III. REPORTS
 - A. Statistical Report for April 2012
 - B. Expenditures & Encumbrances April 2012
 - C. Commissioner's Report for April 2012
- IV. OLD BUSINESS
 - A. Health Department Staffing Levels
 - B. Farmer's Market Signage
 - C. Portage County Public Health Task Force
- V. NEW BUSINESS
 - A. Board of Health Meeting Information
 - B. Air Quality Management District Funding
 - C. House/Senate Bills Affecting Local Public Health
- VI. EXECUTIVE SESSION
- VII. ADJOURN MEETING

If you require assistance to attend this meeting, please contact the Health Department at (330) 678-8109.

JN/trr

cc: Health Board
City Manager
Clerk of Council
Health Staff
Mayor
News Media
Post
File

Kent City Health Department
 325 S. Depeyster Street
 Kent, Ohio 44240
HEALTH BOARD MINUTES
 April 10, 2012

Board Members Present

Doug Wagener
 Chris Woolverton
 Marchelle Bobbs
 Jack Amrhein

Members Absent

Pam Freeman
 Susan Roxburgh

Staff Present

Jeff Neistadt
 Tracy Radovic
 Anthony Bartholomew

Chris Woolverton called to order the Health Board Meeting of April 10, 2012 at 5:33 p.m.

The minutes from the March 13, 2012, meeting were distributed and reviewed by the Health Board members prior to the meeting.

Motion: A motion was made by Doug Wagener and seconded by Jack Amrhein to approve the minutes of the March 2012 meeting. The motion passed.

Statistical Report

Expenditures & Encumbrances

VENDOR	ITEM DESCRIPTION	AMOUNT
Treasurer, State of Ohio	RFE transmittal fees for February 2012	\$756.00
Treasurer, State of Ohio	FSO transmittal fees for February 2012	\$2,678.00
Ohio Div. of Real Estate	Burial Permit fee transmittal for February 2012	\$ 115.00
Treasurer, State of Ohio	Child Abuse & Family Violence Prevention fees	\$1,313.88
NACCHO	Membership renewal	\$155.00
Kent Office Supply	Batteries, Garbage Bags, cassette tapes	\$135.71
	TOTAL	\$5,153.59

<u>Travel & Reimbursements</u>		
		\$0
		\$0.00

Motion: A motion was made by Doug Wagener and seconded by Jack Amrhein to approve the Expenditures and Encumbrances for the month of March 2012. The motion passed.

Commissioner's Report

We have received all but one food service license renewal. A letter informing them their business will be closed if license fee is not received was sent last week. Swimming pool applications and solid waste truck applications have been mailed to operators.

City council approved the hiring of an additional sanitarian and an EH technician position. We will continue to work with the Service Department on developing a work schedule and duties for the position.

The sanitarian exam for applicants is going to take place on April 24th. The job has been posted so hopefully we will get two good applicants for the position.

Flu activity remained low in Ohio compared to widespread in many of Ohio's neighbors. There was a slight increase in emergency room visits but overall it has been a great year with minimal flu activity.

Jeff stated that he attended the KSU Health Fair and it was evident after talking with students that we need to spend some time developing our internship program.

Included in your packet was information on the County Health Rankings. I would like to look at the rankings under new business and see where we can include efforts to address some of the Portage County deficiencies.

Kent is in the process of updating its sewer ordinance which will now address the Fats, Oil, and Grease from food service locations. Working with Gene Roberts on this initiative.

We have started larvaciding for mosquitoes and expect an earlier start to the mosquito season by a few weeks thanks to our mild winter and early spring.

Jeff has been asked to serve on the Regional Disaster Healthcare Planning Group. The first meeting is in Akron on April 30th.

We have been working with the Service Department on obtaining an accurate list of all the Household Sewage Disposal Systems in Kent. The map in front of you uses GIS to cite the location of each household sewage system.

Old Business

Staffing - We are continuing to work with the Service Department on the Job Description for Environmental Technician. The person in this new position will spend ½ their time doing Service Dept. work and ½ their time doing Health Department work.

New Business

Jeff will put together some mission and visions statements to be considered by the Board. The goal is to have these completed at the May 2012 Meeting.

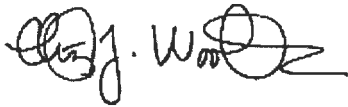
Jeff stated that he is considering issuing penalties for nuisance complaints. He needs to study the ordinance and talk to the Law Department.

Jeff went over the Portage County Health Rankings, and where we will need to improve in the future.


The Farmers Market needs signage prohibiting animals at the market.

Motion: A motion to adjourn the meeting of April 10, 2012 was made by Jack Amrhein and seconded by Marchelle Bobbs. With no objection, the meeting adjourned.

Approved:



Chris Woolverton, President



Jeff Neistadt, Secretary

KENT HEALTH DEPARTMENT STATISTICAL REPORT 2012

	April 2012	YTD 2012	April 2011	YTD 2011
HEALTH DEPT. \$ COLLECTED				
FamAbuse fund	\$ 450.00	\$ 1,971.00	\$ 459.00	\$ 1,767.00
Vital Stats Rev.	\$ 2,550.00	\$ 11,169.00	\$ 2,601.00	\$ 10,013.00
Child Abuse	\$ 900.00	\$ 3,942.00	\$ 918.00	\$ 3,534.00
State VS	\$ 2,700.00	\$ 11,826.00	\$ 2,754.00	\$ 10,602.00
B Perm Rev	\$ 16.50	\$ 69.50	\$ 16.50	\$ 64.50
B Perm State	\$ 82.50	\$ 347.50	\$ 82.50	\$ 322.50
Food Estab.	\$ 208.00	\$ 13,462.30	\$ 0.00	\$ 11,386.00
Food Service	\$ 306.00	\$ 42,114.10	\$ 229.00	\$ 40,319.00
FSO Vending	\$ 0.00	\$ 700.00	\$ 0.00	\$ 649.50
Home Sewage	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Housing	\$ 2,775.00	\$ 17,390.00	\$ 3,320.00	\$ 17,640.00
Swim Pools	\$ 2,614.00	\$ 2,614.00	\$ 3,280.00	\$ 3,280.00
SolWst(Trks)	\$ 105.00	\$ 105.00	\$ 135.00	\$ 135.00
Tattoo Parlors	\$ 0.00	\$ 100.00	\$ 0.00	\$ 300.00
*Misc(Xerox, etc.)	\$ 0.00	\$ 3.00	\$ 30.00	\$ 53.00
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
**ST Subsidy	\$ 0.00	\$ 0.00	\$ 3,151.54	\$ 5,679.08
TOTAL COLLECTED	\$ 12,707.00	\$ 105,813.40	\$ 16,976.54	\$ 105,744.58
TO STATE				
FamAbuse fund	\$ 13.48	\$ 1,488.91	\$ 357.92	\$ 1,626.73
Food Estabs	\$ 28.00	\$ 1,176.00	\$ 0.00	\$ 1,036.00
Burial Permits	\$ 82.50	\$ 347.50	\$ 60.00	\$ 240.00
Child Abuse	\$ 873.00	\$ 3,823.74	\$ 715.86	\$ 3,253.38
State VS QTRLY	\$ 2,700.00	\$ 11,826.00	\$ 2,214.00	\$ 10,062.00
Food Service	\$ 28.00	\$ 3,264.00	\$ 0.00	\$ 3,356.00
Food Vendors	\$ 0.00	\$ 150.00	\$ 6.00	\$ 144.00
Swim Pools	\$ 814.00	\$ 814.00	\$ 0.00	\$ 0.00
Wells	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL	\$ 4,538.98	\$ 22,890.15	\$ 3,353.78	\$ 19,718.11
TOTAL ASSETS	\$ 8,168.02	\$ 82,923.25	\$ 13,622.76	\$ 86,026.47
+Admin fee to Vital Stats	\$ 40.48	\$ 177.31	\$ 41.31	\$ 149.07
-3% FamAbuse	\$ 13.48	\$ 59.05	\$ 13.77	\$ 49.71
-3% ChildAbuse	\$ 27.00	\$ 118.26	\$ 27.54	\$ 99.36



KENT FIRE DEPARTMENT APRIL 2012 MONTHLY INCIDENT REPORT

FIRE RESPONSE INFORMATION

	CURRENT PERIOD			YEAR TO DATE		
	2012	2011	2010	2012	2011	2010
Summary of Fire Incident Alarms						
City Of Kent	56	63	44	203	172	161
Kent State University	19	28	20	87	81	64
Franklin Township	16	18	20	58	44	49
Sugar Bush Knolls	0	0	0	0	0	0
RESPONSES	91	109	84	348	299	274
Mutual Aid Received by Location						
City Of Kent	2	0	3	9	2	4
Kent State University	0	0	0	2	0	0
Franklin Township	0	0	2	1	0	4
Sugar Bush Knolls	0	0	0	0	0	0
TOTAL	2	0	5	12	2	8
Mutual Aid Given	6	8	5	18	17	15
TOTAL FIRE INCIDENTS	97	117	89	366	316	289

EMERGENCY MEDICAL RESPONSE INFORMATION

Summary of Medical Responses						
City Of Kent	200	234	191	732	797	797
Franklin Township	32	33	26	141	96	98
Kent State University	52	29	46	172	120	137
Sugar Bush Knolls	0	0	0	6	3	6
Mutual Aid Given	1	3	5	15	5	12
TOTAL RESPONSES	285	299	268	1066	1021	1050
Mutual Aid Received by Location						
City Of Kent	4	2	0	4	6	4
Franklin Township	0	0	1	1	1	1
Kent State University	2	0	0	2	1	0
Sugar Bush Knolls	0	0	0	0	0	0
TOTAL	2	2	1	3	8	5
Total Fire and Emergency Medical Incidents	382	416	357	1432	1337	1339