

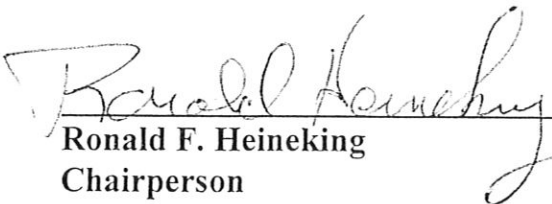
Ms. Zorc informed the Commission that Ms. Sheryl Banks, Laboratory Technician with the Health Department, will be retiring on December 31, 2010. And, Ms. Melinda Rhinehart, also a Laboratory Technician, will be retiring unofficially in January. As a result, the Administration needs to fill these positions and the following requests were presented by Ms. Zorc. A revised Laboratory Technician job description was presented to the Commission for approval as well as a request to establish the Laboratory Technician Eligibility List. Commissioners Bossar and Heineking approved the revised job description as well as the request to establish the Laboratory Technician Eligibility List.


It was noted that the Ohio Association of Chiefs of Police submitted the results of the October 2, 2010 Police Chief Assessment Center. The Commission approved the results and certified the Police Chief Eligibility List which reads as follows:  
#1 Michelle A. Lee and #2 Gregory J. Urchek and was posted on October 11, 2010.

The Commission was notified of two new appointments at the Water Treatment Plant Facility. On September 7, 2010, Mr. Mitch DeLuke was appointed to the position of Water Plant Operator. And, on September 8, 2010, Mr. John Ellison was also appointed to the position of Water Plant Operator.

There was need for an executive session and the meeting was adjourned.

MINUTES APPROVED:

  
Ronald F. Heineking  
Chairperson

  
Robert Bossar  
Co-Chairperson

CITY OF KENT  
HEALTH BOARD MEETING  
**November 9, 2010 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 October 12, 2010, Meeting
  
- II. OPEN COMMENTS
  
- III. REPORTS
  - A. Statistical Report for October 2010
  - B. Expenditures & Encumbrances October 2010
  - C. Commissioner's Report for October 2010
  
- IV. OLD BUSINESS
  
- V. NEW BUSINESS
  - A. Service Director Gene Roberts
  
  - B. Proposed Health Board Resolution 2010 #3 Raising Food Service and Retail Food Establishment license fees
  
- VI. EXECUTIVE SESSION
  
- VII. ADJOURN MEETING

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

JBF/trr

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cc: Health Board  
City Manager  
Clerk of Council  
Health Staff  
Chairman of Health & Public Safety  
Mayor  
News Media  
Post  
File

Kent City Health Department  
325 S. Depeyster Street  
Kent, Ohio 44240  
HEALTH BOARD MINUTES  
October 12, 2010

Members Present

Doug Wagener  
Jack Amrhein  
John Gwinn  
Pam Freeman  
Chris Woolverton

Not Present

Susan Roxburgh

Others Present

John Ferlito  
John Bradshaw  
Anthony Bartholomew, D.O  
Mayor Joe Bica Jr.  
Sue Whitehurst - Townhall

President John Gwinn called the Health Board meeting of October 12, 2010, to order.

The minutes from the September 2010 meeting were distributed and reviewed by the Health Board members prior to the meeting.

**Motion:** A motion was made by Jack Amrhein and seconded by Doug Wagener to approve the September 2010 minutes. No objections. The motion passed.

Open Comments:

John Gwinn introduced Susan Whitehurst, the Director of Townhall II. She was asked to provide an update regarding the Townhall II medical clinic. Ms. Whitehurst stated that it is everyone's belief that Townhall II is having major fiscal problems. She stated that the clinic is not having any more financial issues than any other agency trying to provide services. It's true that funding has been cut but they have made adjustments and are moving along. She would like to talk about the clinic and their mission. She stated that Townhall II is being funded through every means possible. They have adjusted their budget, United Way gave a little extra this year, a grant has been received for diabetes patients, for nutrition, education and obesity. They expect to get other grants as well. It is believed that another grant is also on the way from the Attorney General's Office for prescription medications. Ms. Whitehurst said she anticipates services to continue as usual and they intend to remain open. Their goal is to continue offering their services until healthcare reform rolls out or until people have the ability to get their healthcare direct without having to worry about finding a way to pay for it. It is everyone's hope that some really good health care comes out of the reform for our citizens in need. There are still issues with insurance for those with pre-existing conditions. They still cannot get health care because of the costs, especially with a \$2,000 dollar deductible. Townhall II is committed to provide services as long as and as best as they can, as healthcare reform moves forward. John Ferlito asked that since the new community clinic opened, how has that effected Townhall II? Ms. Whitehurst stated that she has referred patients there that need immediate care when the Townhall II doctors are out. Most patients return after one visit, because they cannot afford what the Community clinic wants them to pay nor can they afford the government poverty percentage sliding fees. The Community clinic will wave fees one time, after that you have to pay according to poverty guidelines, so those

patients that cannot afford paying, always come back to Townhall II. The Board thanked Ms. Whitehurst for the update on Townhall II and Ms. Whitehurst thanked the Board for inviting her to the meeting and also specifically thanked the Kent Health Department for their interest and support in Townhall II.

Mayor Joe Bica Jr. introduced himself and thanked the Board Members for allowing him to attend the meeting. He stated that he is not only the Mayor of Ravenna, but he also serves as President of the Ravenna Board of Health, and is also the City's Safety Director. Ravenna is really having budget difficulties. In light of some changes that the City of Ravenna has made, they are still looking at other ways to be more efficient. There have been consolidations within the City as well as staff reductions. An important item that has arose recently and going to be seriously considered in 2011, is the potential consolidation of the Ravenna Health Department with the Portage County Health Department. Mr. Bica stated that this is what he wants to discuss with this Board. Mr. Bica stated that he would like the Kent Board of Health to also consider joining the County. He thinks it makes the most sense if all the Health Departments within Portage County, consolidate to one organization to pool resources. He believes this would accomplish a number of things. It would strengthen the Portage County Health Department immensely and it would also relieve the City's of the budgetary issues with the Health Departments as well as the responsibilities. Mr. Bica stated that in the long run, he believes that it would be best for each of our municipalities as well as the County in general to consolidate. The only way that this makes sense is that all services be consolidated and include the KSU College of Public Health. Dr. Bartholomew asked if this decision is strictly a monetary concern. Mr. Bica responded by saying that it is not just monetary. The City of Ravenna does not have the money or staffing in the Department to do what they would like to do for their community and to be proactive. They are just getting by minimally and he doesn't believe that they are serving the residents as well as they could. Mr. Bica stated that his concern is, that if the City of Ravenna takes the step to consolidate and Kent does not, then it may be difficult for the citizens of Ravenna to accept.

John Gwinn stated that he has looked at the issue of consolidation of Health Departments recently and there is often the feeling that it will save money. Mr. Gwinn stated that, yes it can save money in areas of budgeting and record keeping. It does not save money in terms of personnel, because you still need the same number of employees to do the work, so it doesn't really save all that much. Jack Amrhein stated that his concern would be for the residents. He feels that there is a potential for loss of services if there is a consolidation.

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Mr. Bica stated that he will be meeting with the KSU College of Public Health, and would like to meet with Portage County Health Officials again as well as with both Health Commissioners on this issue in the near future.

**The Health Board returned to normal business:**

**Statistical Report for September 2010:** No Issues

**Expenditures and Encumbrances for September 2010:**

**Motion:** A motion was made by Chris Woolverton and seconded by Jack Amrhein to approve the Expenditures and Encumbrances for the month of September 2010. The motion passed.

<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>AMOUNT</u>
Star Printing	#10 Envelopes window & standard with Dept. Logo printed on	\$134.00
Treasurer, State of Ohio	Child abuse and family violence prevention transmittal fees for August 2010	\$1244.03
Ohio Div. of Real Estate	Burial permit fee transmittal for August 2010	\$80.00
Treasurer, State of Ohio	ODH Fee transmittal for the for the Month of August 2010	\$28.00
Public Entities Pool	Liability Insurance for Health Programs, Medical Director & Mosquito Spraying	\$3,700.85
Record Courier	Legal notice for Health Board Resolution	\$49.20
Vehicle Maintenance	Health Vehicles Servicing	\$112.98
Vehicle Maintenance	Health Lab Vehicles Servicing	\$71.69
	TOTAL	\$5,420.75

<u>Travel &amp; Reimbursements</u>		
Ruth Buzzi	Mileage reimbursement for attending Lab Analyst Committee Meeting	\$25.15
John Ferlito	Reimbursement for overnight accommodations while attending AOHC Conf.	\$178.74
		\$203.89

**Commissioner's Report**

The Mayor of Ravenna, Mr. Joe Bica Jr., will be attending the Health Board meeting on October 12, 2010 at his request to introduce himself to the board and to discuss potential future opportunities for the City of Ravenna and the City of Kent working together.

The Ohio Department of Health conducted a survey of the Food Service Operation Program being carried out by our department. The survey took place on September 15, 16, 20 & 23, 2010. A written report is to follow.

On September 18, 2010 the enclosed article ran in the Record Courier recommending a pet ban at the weekly farmer's market. (see enclosed).

Enclosed is the proposed Health Board Resolution 2010 #3 to raise the license fees for Food Service Operations Retail Food Establishments at each risk classification to cover the costs of carrying out this State Mandated program. These fees were last raised five years ago in 2006.

Enclosed is the Medical Directors Contract that needs to be renewed for 2010-2011.

### Old Business

Several Board members attended the Farmer's Market after the article was placed in the paper regarding pets. There were still too many dogs at the market. Chris Woolverton stated that he noticed very few vendors had signs identifying themselves and where their produce comes from. John Gwinn stated that the Health Board could attend the Spring Farmer's Market Board meeting to repeat the request for signage and explain to the Farmer's Market Vendor Board why the Health Board feels signs are necessary.

John Ferlito stated that he received a letter from a local veterinarian regarding health issues that could arise when raising chickens. Chris Woolverton would like a thank you letter sent to the writer, letting him/her know that the chicken raising issue is still in the discussion phase.

### New Business

Proposed agreement for Medical Director's Contract. The contract is the same as last year.

**Motion:** A motion was made by Jack Amrhein and seconded by Pam Freeman to approve the Medical Director's Agreement. There was no objection. The motion passed.

First Reading of the Health Board Resolution 2010-3 to raise the license fees for Food Service Operations, and Retail Food Establishments at each risk classification to cover the costs of carrying out this State Mandated program.

**Motion:** A motion was made by Pam Freeman and seconded by Chris Woolverton to approve the first reading of Health Board Resolution 2010-3 to raise license fees for Food Service Operations and Retail Food Establishments. The first reading was approved by roll call; Woolverton-Aye; Freeman-Aye; Amrhein-Aye; Wagener-Aye; Gwinn-Aye.

John Ferlito stated that the Health Department has been approached by the Service Director regarding re-taking over the Water Reclamation Facility and laboratory. They want to change the Ordinances and take it to Council. Chris Woolverton asked John Bradshaw what he thought about the issue. John Bradshaw stated that he is opposed to laboratory going back to Public Service. He does not see a reason to change anything

right now. Chris Woolverton asked John Ferlito, that since the Service Department is making the request are they assuming the duties? John Ferlito stated, that currently the Water Lab is under the Service Department and the Health Department only took over the Water Reclamation Facility Lab in 1983, due to some issues with the plant management then. The Service Director stated that since the Health Lab Techs are retiring, now would be a good time to reorganize and put the Laboratory back under the Service Department. John Ferlito will invite the Service Director to the next Health Board Meeting so that he can communicate to the Board his reasoning behind this change.

**Motion:** A motion was made by Chris Woolverton and seconded by Pam Freeman to adjourn the meeting of October 12, 2010. There was no objection. The meeting was adjourned.

Approved:

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John Gwinn, President

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John Ferlito, Secretary

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# STATISTICAL REPORT 2010

	October 10	YTD 2010	October 09	YTD 2009
<b>HEALTH DEPT. \$ COLLECTED</b>				
FamAbuse fund	\$ 297.00	\$ 3,786.00	\$ 426.68	\$ 3,740.18
Vital Stats	\$ 1,683.00	\$ 21,454.00	\$ 2,298.00	\$ 18,865.50
Child Abuse	\$ 594.00	\$ 7,572.00	\$ 870.00	\$ 7,497.00
State VS	\$ 1,782.00	\$ 22,716.00	\$ 1,942.00	\$ 12,987.00
B Perm Rev	\$ 12.50	\$ 150.00	\$ 15.00	\$ 139.00
B Perm State	\$ 62.50	\$ 750.00	\$ 75.00	\$ 695.00
Food Estab.	\$ 0.00	\$ 10,346.25	\$ 0.00	\$ 10,527.00
Food Service	\$ 652.40	\$ 40,865.30	\$ 345.60	\$ 38,712.40
FSO Vending	\$ 0.00	\$ 655.00	\$ 0.00	\$ 823.00
Home Sewage	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Housing	\$ 1,540.00	\$ 65,600.00	\$ 6,375.00	\$ 66,665.00
Swim Pools	\$ 0.00	\$ 3,262.50	\$ 0.00	\$ 3,225.00
SolWst(Trks)	\$ 0.00	\$ 855.00	\$ 0.00	\$ 795.00
Tattoo Parlors	\$ 0.00	\$ 300.00	\$ 0.00	\$ 100.00
*Misc(Xerox, etc.)	\$ 2.20	\$ 46.90	\$ 40.00	\$ 307.40
	\$ 0.00	\$ 0.00	\$ 8.32	\$ 8.32
**ST Subsidy	\$ 0.00	\$ 5,455.82	\$ 0.00	\$ 8,564.09
<b>TOTAL COLLECTED</b>	<b>\$ 6,625.60</b>	<b>\$ 183,814.77</b>	<b>\$ 12,395.60</b>	<b>\$ 173,650.89</b>
<b>TO STATE</b>				
FamAbuse fund	\$ 288.10	\$ 3,672.33	\$ 413.88	\$ 3,627.96
Food Estabs	\$ 0.00	\$ 1,008.00	\$ 0.00	\$ 1,008.00
Bur.Permits	\$ 62.50	\$ 750.00	\$ 75.00	\$ 695.00
Child Abuse	\$ 576.18	\$ 7,344.84	\$ 843.90	\$ 7,272.09
State VS QTRLY	\$ 1,782.00	\$ 22,716.00	\$ 0.00	\$ 11,045.00
Food Service	\$ 28.00	\$ 3,444.00	\$ 28.00	\$ 3,608.60
Food Vendors*	\$ 0.00	\$ 138.00	\$ 0.00	\$ 168.00
Swim Pools	\$ 0.00	\$ 925.00	\$ 0.00	\$ 925.00
Wells	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>TOTAL</b>	<b>\$ 2,736.78</b>	<b>\$ 39,998.17</b>	<b>\$ 1,360.78</b>	<b>\$ 28,349.65</b>
<b>TOTAL ASSETS</b>	<b>\$ 3,888.82</b>	<b>\$ 143,816.60</b>	<b>\$ 11,034.82</b>	<b>\$ 145,301.24</b>
+Admin fee to Vital Stats	\$ 26.72	\$ 340.83	\$ 38.90	\$ 337.14
-3% FamAbuse	\$ 8.90	\$ 113.67	\$ 12.80	\$ 112.23
-3% ChildAbuse	\$ 17.82	\$ 227.16	\$ 26.10	\$ 224.91



**INSPECTIONS**

Animal Bites (1)	2	70	6	77
Complaints	31	485	41	476
Food Estabs	18	192	14	161
Food Service	67	637	76	703
FSO Vending	1	42	6	71
Home Sewage	0	0	0	0
Housing	218	1,441	230	1,600
Schools	0	32	0	3
Solid Waste	0	27	2	36
Swimming Pls	6	134	5	122
Septic Haul.	0	0	0	0
Tattoo Parlors	1	15	0	3
Other	0	0	0	0
<b>TOTAL</b>	<b>344</b>	<b>3,075</b>	<b>380</b>	<b>3,252</b>

**PERMIT/lic.**

Food Estabs	0	36	0	38
Food Service (10) temp	11	171	1	129
FS Vending	0	23	0	29
Home Sewage	0	0	0	0
Housing	14	402	27	456
Solid Waste	0	48	0	38
Swim Pools	0	14	0	15
Septic Haul.	0	0	0	0
Tattoo Parlors	0	3	0	3
Other	0	0	0	0
<b>TOTAL</b>	<b>25</b>	<b>697</b>	<b>28</b>	<b>708</b>

**MOSQ.CONT.**

Sites Treat.	0	38	0	9
Adulticide	0	7	0	3
Tot Man Hrs	0.0	174.3	3.0	150.0

**COMPLAINTS**

Received	30	227	17	226
Abated	28	211	17	216

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**LEGAL.COMPL.**

Filed	1	3	0	1
Pre-trials	0	0	0	4
Trials	0	0	1	1

**COMM.DISEASE**

38	324	261	839
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**VNA CLINICS IMMUNIZATIONS**

19	65	0	123
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**BIRTH/DEATH CERTS. ISSUED**

198	2526	290	2499
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# A G E N D A

CITY OF KENT  
BOARD OF ZONING APPEALS  
PUBLIC HEARINGS & BUSINESS MEETING  
NOVEMBER 15, 2010  
7:00PM  
COUNCIL CHAMBERS – KENT CITY HALL  
325 SOUTH DEPEYSTER STREET

I. CALL TO ORDER

II. PLEDGE

III. ROLL CALL

IV. PREAMBLE

V. ADMINISTRATION OF THE OATH

VI. NEW BUSINESS

A. BZ10-021 THE HUTTON COMPANY / FAMILY DOLLAR  
1316 SOUTH WATER STREET

Section: 1165.04(b)(2)

Requests: The applicant is requesting a variance from Section 1165.04(b)(2) to allow two free-standing monument signs to be placed at each access driveway (one on South Water Street, one on Cherry Street).

1. Public Comment

2. Board of Zoning Appeals Discussion / Action

VII. MEETING MINUTES

A. Minutes from the September 20, 2010 meeting

B. Minutes from the October 18, 2010 meeting

VIII. ADJOURNMENT



# CITY OF KENT, OHIO

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## DEPARTMENT OF COMMUNITY DEVELOPMENT

**DATE:** NOVEMBER 5, 2010  
**TO:** KENT CITY BOARD OF ZONING APPEALS  
**FROM:** HEATHER PHILE, DEVELOPMENT PLANNER  
**RE:** STAFF REPORT FOR THE NOVEMBER 15, 2010 BOARD OF ZONING APPEALS MEETING

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The following case appears on the agenda for the November 15, 2010 Board of Zoning Appeals meeting:

### NEW BUSINESS

**CASE NO.:** BZ10-021

**APPLICANT:** The Hutton Company / Family Dollar

**SITE LOCATION:** 1316 South Water Street

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

**REQUESTED ACTION:** The applicant is requesting a variance from Section 1165.04(b)(2) to allow two free-standing monument signs to be placed at each access driveway (one on South Water Street, one on Cherry Street).

**ZONING:** This property is currently located in the R-C: High Density Multi-family Residential – Commercial Zone District.

**TRAFFIC:** The property is accessible from South Water Street and Cherry Street.

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

**APPLICABLE CODE SECTIONS:** 1165.04(b)(2)

### ANALYSIS:

The property is located at 1316 South Water Street and is currently zoned R-C: High-Density Multi-family Residential – Commercial. This property was once home to a Pizza Hut Restaurant. The building is currently there, but has been vacant for many years and is in a state of disrepair.

**Staff Report to the Board of Zoning Appeals  
November 15, 2010 meeting**

The applicant is proposing to combine two large lots, demolish the existing vacant building, and construct a new 8000 square foot Family Dollar store and parking area. The new layout will have access from both South Water and Cherry Streets. The plans also show new landscaping.

The applicant also proposes to place a 19.7 square foot monument sign at each of the access driveways to identify the new building and parking area. Each sign will be internally lit and would have a landscaping area around the sign. Each sign would be at least 20 feet from the right-of-way line.

Currently, the City of Kent Codified Ordinances does not allow free-standing signage in the R-C zone district. Building signs are permitted, and each building is allowed to have one sign per street frontage. The applicant is proposing to have one, approximately 34.7 square foot building sign facing South Water Street. The applicant is therefore, requesting a variance to allow two free-standing signs at each driveway for the new Family Dollar store.

cc: Applicants  
Case files  
Gary Locke, Community Development Director  
Jennifer Barone, Development Engineer  
Eric Fink, Asst. Law Director

## Foreclosure Prevention Assistance

The City of Kent continues to see a rise in foreclosures throughout the community. Although the majority of these foreclosures seem to be adversely affecting lower income households, there has been a significant number foreclosures occurring in middle and upper income households as well.

In an attempt to assist those hardest hit by the foreclosure crisis, the U.S. Department of the Treasury has been providing funds to states, including Ohio, that are reporting a disproportionately large number of foreclosures and high unemployment rates. Ohio was awarded \$570 million to support the *Restoring Stability: A Save the Dream Ohio Initiative* which provides funding assistance to Ohio residents who are at a high risk of mortgage loan default or foreclosure.

The *Restoring Stability: A Save the Dream Ohio Initiative* is comprised of four programs that provide assistance to Ohio homeowners who have a temporary or permanent reduction in income and as a result, are at a high risk of mortgage loan default or foreclosure. The four available programs include:

- 1) Rescue Payment Assistance Program: Provides a payment to the mortgage lender to help delinquent borrowers become current on their first mortgage.
- 2) Partial Mortgage Payment Assistance Program: Provides up to 15 months of assistance for unemployed homeowners while they search for employment or participate in job training.
- 3) Modification Assistance with Principal Reduction Program: Provides an incentive payment, matched by an investor, to reduce the mortgage principal balance so a loan modification may be possible.
- 4) Transition Assistance Program: Provides an incentive payment to the mortgage lender and homeowner to assist with short sale or deed-in-lieu agreements to help homeowners exit their homes with dignity.

Any City of Kent homeowner who is experiencing difficulty with meeting their monthly mortgage payment obligations is encouraged to apply for assistance. Information and applications for the program are available online at [www.savethedream.ohio.gov](http://www.savethedream.ohio.gov) or through the Save the Dream Ohio hotline at 888-404-4674.

## LIFE SAFETY PRE-INSPECTION CHECKLIST

Please inspect your premises for the fire and life-safety items listed below. If item is in compliance with requirements, please place a check on the line. If item is not in compliance, please correct the item(s) as soon as possible. Our goal, as well as yours, is to maintain fire and life-safety and a pleasant environment for you and your patrons. Thank you for your prompt attention to these matters. Correction of these items prior to your Fire and life Safety Inspection will ensure an expedient, smooth inspection.

### A. EXITS

- Exit doors and access aisles not obstructed.
- Proper lock/hardware on exit door. (No flush bolts, barrel bolts, hasps, etc.)
- Exit door opens easily.
- Sign at the door "This door to remain unlocked during business hours, if main entrance door is equipped with a double keyed deadbolt..
- Illuminated exit signs maintained in working order. Clear access around building maintained. Evacuation plans known by all employees.
- Doors with panic hardware are all in proper working order.

### B. EXTINGUISHERS/FIRE PROTECTION EQUIPMENT

- Extinguisher(s) installed as required.
- Hood extinguishing system 6-mo. Service.
- Extinguisher has been serviced within the past year and new service tag has been attached.
- Class K extinguisher installed for cooking operations with an exhaust hood suppression system installed.
- Emergency Lighting Fixtures tested and working
- Fire alarm system tested by a licensed fire alarm contractor within the last year. (Records produced at time of inspection)
- Fire Sprinkler System tested by a licensed sprinkler contractor within the last year. (Records produced at time of inspection)

### **C. ELECTRICAL**

- \_\_\_\_\_ No extension cords in use in place of permanent wiring.
- \_\_\_\_\_ There are no spliced or frayed cords/wires.
- \_\_\_\_\_ Spacer(s) in electrical panel gap(s) provided. No broken or faulty switch/outlets.
- \_\_\_\_\_ No exposed wire not in conduit.
- \_\_\_\_\_ No missing/broken electrical cover plate(s).
- \_\_\_\_\_ Electrical panel is not overloaded/obstructed.
- \_\_\_\_\_ An area of 30 inches wide, 36 inches deep and 78 inches tall around the electrical panel is free from combustible storage.
- \_\_\_\_\_ No multi-plug adapters in use, other than approved UL listed surge protectors.
- \_\_\_\_\_ Circuit breakers are labeled. No combustible product (tape or paper) attached to the breaker or panel.
- \_\_\_\_\_ Electrical cords do not extend through walls, ceilings, floors, under doors, or floor coverings.

### **D. APPLIANCES/MECHANICAL DEVICES**

- \_\_\_\_\_ No unapproved heating devices being used in building.
- \_\_\_\_\_ All appliances are properly vented and in working order.

### **E. STORAGE/COMBUSTIBLE MATERIAL/HOUSEKEEPING**

- \_\_\_\_\_ No combustible material stored near ignition source
- \_\_\_\_\_ No accumulation of combustible material.
- \_\_\_\_\_ Storage of oily rags in non-combustible container w/lid.
- \_\_\_\_\_ Compressed gas cylinders secured.
- \_\_\_\_\_ Flammable Liquid(s) properly stored in approved containers or storage cabinets.
- \_\_\_\_\_ Area around building free of combustible material (weeds, trash, boxes, etc.).
- \_\_\_\_\_ No Smoking- signs installed as required. \_\_\_
- \_\_\_\_\_ Storage of materials is 2-feet below the ceiling in all areas of the building.

- \_\_\_\_\_ Chemicals inventoried and Material Safety Data Sheets obtained for all chemicals used and stored. Employees are trained on where to find these sheets in an emergency.
- \_\_\_\_\_ 18" clearance between storage and sprinkler heads in occupancies with a fire sprinkler system installed.
- \_\_\_\_\_ Adequate clearances maintained around heating appliances (Storage one foot or more away from devices)
- \_\_\_\_\_ Storage at least 30-inches wide, 36 inches deep and 78 inches in height away from electrical panels.
- \_\_\_\_\_ Fire doors in proper position (Open or Closed depending upon design operation) and not damaged.
- \_\_\_\_\_ All storage in neat, orderly manner with adequate access aisles maintained.
- \_\_\_\_\_ All acoustical ceiling tile installed and in proper position for Fire Rated ceiling assemblies.

## **F. MISCELLANEOUS**

- \_\_\_\_\_ Street address posted with minimum 4" numbers with contrasting background, visible from street.
- \_\_\_\_\_ If required, emergency evacuation plans and evacuation drills conducted and property documented.
- \_\_\_\_\_ If required, staff members properly instructed to use fire extinguishers (Documentation of training is required to be maintained).
- \_\_\_\_\_ If required, Fire lane pavement markings and signs maintained in legible condition.
- \_\_\_\_\_ Knox Box keys are proper keys.

NOTE: This list is a general guideline only for common violations that can be readily determined



## City of Kent, Ohio

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## News

**11/2/2010 : Entrepreneur-In-Residence Wanted!**

City of Kent Seeks Entrepreneur-In-Residence  
in Partnership with Kent State University

The City of Kent is currently seeking applicants to serve as an entrepreneur-in-residence (EIR) in partnership with Kent State University. The program is a collaborative effort between the City of Kent and Kent State University to provide consulting and advisory services to the business community. The City of Kent has appropriated \$5,000 to initiate the program and KSU will contribute a matching \$5,000 in support of entrepreneurial endeavors. The broader vision is to spark economic activity for the region through encouraging entrepreneurship and related activity. There are currently several successful programs up and running in Aurora, Orville and Twinsburg that are just getting started.

The entrepreneur-in-residence will work to engage in entrepreneurial development within the City of Kent as well as work with KSU's entrepreneurially-oriented students. The effort is designed to enhance student initiated or operated businesses like Bookends Café at the Kent Free Library, the Acorn Alley student entrepreneur space and The Tannery (integrated marketing communications), just to name a few. The person will connect local entrepreneurs to resources at Kent State University. He or she will provide consulting and advisory services to individuals and firms as well as work with high school students to encourage young entrepreneurs.

The person to be hired must have experience as a successful entrepreneur, be able to set aside time to serve between September through May and have a personality conducive to working with students. He or she must be a resident of Kent and an advocate of entrepreneurship curriculum and education.

Selection of the EIR will be made jointly by the City of Kent and Kent State University. The EIR will be required to be on campus one day per week to exchange ideas with other EIR's, be a director for operating KSU student businesses, be a class presenter to curriculum majors in entrepreneurship and serve as judge/panelists for business plan conferences for regional high school competitions at KSU. It is also expected an average of eight hours a week in the Kent community. The City and KSU will jointly evaluate the effectiveness of the EIR on a regular basis.

Persons having an interest in the position should contact Dan Smith, Economic Development Director of the City of Kent, by November 12, via e-mail at [smithd@kent-ohio.org](mailto:smithd@kent-ohio.org).

Best Regards,