

**KENT PLANNING COMMISSION
BUSINESS MEETING
FEBRUARY 3, 2026**

MEMBERS PRESENT: Derek Salustro
 Ken Crookston
 Earl Clausson
 Naser Matar

STAFF PRESENT: Bridget Susel, Community Development Director
 Eric Fink, Assistant Law Director

I. Call to Order

Ms. Susel called the meeting to order at 7:00 p.m.

II. Roll Call:

Derek Salustro, Earl Clausson, Naser Matar, and Ken Crookston were present.

III. Election of Officers

MOTION: *Mr. Salustro nominated himself for Planning Commission Chairperson. Mr. Fink asked if there were any other nominations for Chairperson. Hearing no other nominations, Mr. Fink called for the vote. The vote carried 4-0.*

MOTION: *Mr. Clausson nominated himself for Planning Commission Vice Chairperson. Mr. Fink asked if there were any other nominations for Vice Chairperson. Hearing no other nominations, Mr. Fink called for the vote. The vote carried 4-0.*

MOTION: *Mr. Crookston nominated himself for Planning Commission Secretary. Mr. Fink asked if there were any other nominations for Secretary. Hearing no other nominations, Mr. Fink called for the vote. The vote carried 4-0.*

IV. CRA Appointment

Ms. Susel explained that the Community Reinvestment Area Housing Council (CRAHC) meets once a year during normal business hours to review construction and renovation projects that receive a real property tax exemption on the portion of new valuation assigned by the Portage County Auditor after a Certificate of Occupancy is issued for a commercial project.

Mr. Salustro volunteered to be the Planning Commission appointee to the Community Reinvestment Area Housing Council.

MOTION: *Mr. Crookston nominated Derek Salustro as the Planning Commission appointee to the Community Reinvestment Area Housing Council. Mr. Matar seconded the motion. The vote carried 4-0.*

V. Reading of Preamble

Mr. Salustro read the Preamble, which describes the purpose and procedures of the Planning Commission, as well as the applicant's right to an appeal.

IV. Administration of Oath

Mr. Fink instructed those members of the audience wishing to be heard on the case to be presented at this meeting to raise their right hand. Mr. Fink administered the Oath, "Do you solemnly swear or affirm that the testimony that you are about to give is the truth, the whole truth, and nothing but the truth, if yes, please say "I do." The participant(s) responded, "I do."

V. Correspondence

None

VI. New Business

**A. PC26-001 KLABEN PROPERTY MANAGEMENT
1238 W. MAIN ST.**

The applicant is requesting approval of a Comprehensive Sign Plan for the property located at 1238 W. Main Street. The subject property is located within the IC-R: Intensive Commercial Residential Zoning District.

Ms. Susel presented the Comprehensive Sign Plan to the Commission. She stated the site is located in the IC-R: Intensive Commercial Residential District. She stated the site is accessed from West Main Street and is bordered by commercial uses to the west, north and east and residential uses to the south. She reported the applicable code sections pertaining to this case are 1103.16, 1105.26, 1109.11, and 1111.02(B) of the Kent Codified Ordinances. She stated the applicant is seeking a Comprehensive Sign Plan approval for a new Klaben Lincoln dealership. Ms. Susel reported the Planning Commission had issued a Conditional Use Certificate and site plan approval for the new dealership on January 21, 2025. She stated the staff finds that the request for approval of the Comprehensive Sign plan, as presented, to be in accordance with the applicable referenced code sections.

Public Comment

None

Planning Commission Discussion

Mr. Salustro invited the applicant to the microphone to speak after public comment was closed.

Mr. Dave Detar, Sign Erectors, Inc., located at 4915 Van Epps Rd., Brooklyn Heights Ohio reported that his company was hired by Klaben Property Management to design the Comprehensive Sign Plan for the new Lincoln dealership that is currently under construction. The Comprehensive Sign Plan includes five signs; three signs on the building, one that is a Lincoln model symbol to be displayed on a wall near where the service door will be located, and a monument sign.

Mr. Detar explained the signs on the building are lit internally with low wattage LEDs. He further explained the sign style, logo, etc. is specified by Lincoln corporate.

Mr. Crookston asked if the letters on the signs are evenly spaced because on one page of the plan set some of the letters in the word "Lincoln" looked closer than other letters in the word. Mr. Detar affirmed that was just the way the page printed and that if Mr. Crookston looks at page 1 of the set it depicts the letters evenly spaced on all of the signs.

MOTION: *In the case of PC26-001, Klaben Property Management, 1238 W. Main St., Mr. Matar moved that the Planning Commission approve the Comprehensive Sign Plan with the following conditions:*

1. Technical Plan Review.

Mr. Clausson seconded the motion. The motion carried 4-0.

**B. PC26-002 TIM MADDEN / URBAN IMPERIAL
PARCEL NO. 45-004-00-00-053-000**

The applicant is requesting a Conditional Zoning Use Certificate and Site Plan approval to allow a multifamily dwelling to be located at Parcel No. 45-004-00-00-053-000. The property is located within the C-R: Commercial High Density Multifamily Residential District.

Ms. Susel requested that a motion be made to remove this case from the agenda. Ms. Susel explained that it will need to be re-advertised, new notices mailed and re-scheduled for Planning Commission review once a complete application is submitted.

Mr. Clausson moved to remove case PC26-002 from the agenda. Mr. Matar seconded the motion. The motion carried 4-0.

VII. Meeting Minutes

MOTION: *Mr. Crookston moved to approve the July 15, 2025 Meeting Minutes as presented. The motion was seconded by Mr. Matar. The motion carried 3-0, with 1 abstention.*

MOTION: *Mr. Crookston moved to approve the November 18, 2025 Meeting Minutes as presented. The motion was seconded by Mr. Clausson. The motion carried 3-0, with 1 abstention.*

VIII. Other Business

None

IX. Adjournment

MOTION: *Mr. Clausson moved to adjourn. The motion was seconded by Mr. Matar. The motion carried 4-0. The meeting adjourned at 7:33 p.m.*