

**KENT PLANNING COMMISSION
BUSINESS MEETING
SEPTEMBER 20, 2016**

MEMBERS PRESENT: Doria Daniels
 Amanda Edwards
 Peter Paino

MEMBERS ABSENT: Anthony Catalano
 John Gargan

STAFF PRESENT: Jennifer Barone, Development Engineer
 Bridget Susel, Community Development Director
 Eric Fink, Assistant Law Director
 Sheila Uzl, Transcriptionist

I. Call To Order

The meeting was called to order by Ms. Edwards at 7:35 p.m.

II. Roll Call:

Ms. Daniels, Ms. Edwards and Mr. Paino were present.

MOTION: *Ms. Daniels moved to excuse Anthony Catalano and John Gargan from the September 20, 2016 Planning Commission meeting. The motion was seconded by Mr. Paino. The motion carried 3 –0.*

III. Reading of the Preamble

The Planning Commission operates in accordance with the provisions of the Kent City Charter, the Kent Zoning Code and Subdivision Regulations, all of which establish the powers and duties of the Commission. Members of the Planning Commission are appointed by Kent City Council and serve without compensation. Certain cases such as Conditional Zoning Certificates, Special Zoning Permits, Overlay District Projects and Zoning Amendment require Public Hearings before the Planning Commission. During the Public Hearing, any person wishing to address their concerns to the Commission will be provided the opportunity. Once the Public Hearing is closed, it shall be the discretion of the Chair whether to allow any additional public comment. Cases such as Site Plan Reviews and Subdivision Projects do not require a Public Hearing. However, the Chair will allow public comment on each case as it is taken on the agenda. In each instance where the Commission receives public comments or conducts a Public Hearing, those persons wishing to address their concerns to the Commission will be required to do so under oath or positive affirmation. The oath or affirmation shall be administered to all who wish to speak at the beginning of the Planning Commission Meeting. Once a decision has been made by the Planning Commission on a case, the Case is closed for the commission, as there is no provision to reopen a case.

With the exception of cases falling under the Subdivision Code, any decision of the Planning Commission may be appealed to the City's Board of Zoning Appeals in accordance with the Chapter 1109 of the Zoning Code. Anyone interested in appealing a decision of the Planning Commission is advised to seek private legal counsel.

IV. Administration of Oath

Mr. Fink instructed those members of the audience wishing to be heard on any of the cases presented at this meeting to rise and raise their right hand. Mr. Fink administered the Oath, "Do you solemnly swear or affirm that the testimony that you are about to give this evening is the truth, the whole truth, and nothing but the truth, so help you God? Please say "I do." The participants responded, "I do."

V. Correspondence
NONE

VI. Old Business
NONE

VII. New Business

**A. PC16-019 FAMILY & COMMUNITY SERVICES
143 Gougler Avenue
Site Plan Review**

The applicant is seeking Site Plan Review and Approval in order to construct a 3,900 SF two story addition on the north side of the building. The subject property is zone N-C: Neighborhood Commercial District.

Ms. Edwards asked the applicant to present the project. She told the applicant that there is a quorum with three commissioners present at the meeting and that all three would have to cast a positive vote to approve the site plan. She asked the applicant if they would like to proceed or to table the case to another Planning Commission meeting when more commissioners were present.

Ted Manfrass (101 Parkway North, Ravenna, OH) stated they would like to proceed. He said the existing the building at 143 Gougler is owned by Family & Community Services. He said it is a counseling clinic that patients come to. They have an agreement with Access Pointe which is providing services from the old medical center building on S.R. 59 and S.R 261 and they do not have a lot of space. Mr. Manfrass said they are proposing to add 7,500 square feet of new space and remodeling some of the existing space. The new facility will provide doctor services, dental services, offices, counseling services and possibly optical services in the future. They are adding 63 feet to the north

end of the building and adding a second floor over the existing building. At one time there were two structures on site until Visiting Nurses added a connection over 20 years ago that connected the two buildings. There are 15 parking spaces on site, 16 parking spaces on the street and they are working out an agreement with the Kent Board of Education to use its lots for additional parking spaces needed for this site. He said there will be 30 staff members and 25 to 30 patients daily. He said historical about a third of the people use public transportation.

PUBLIC COMMENTS

Bryan Cene (315 Gougler, Kent, OH) stated he owned the property adjacent to the site. He fully supported the project. He said it was a great opportunity. He did not have any objections.

Christopher Richardson (1993 State Route 59 Kent, OH) stated he is the CEO of Access Pointe which is a federally qualified health center. He said the goal is to serve the medically underserved. He said they want to get an integrated care services to make sure the medically underinsured have a realistic approach that tells them how services are provided to them. They want to develop a one stop concept serving those with physical and mental conditions. Mr. Richardson said it has been shown in research that it is important to provide the best physical services for those with mental conditions. He said they will also have a pharmacy association with the medical services which will offer discounted rates to the clients.

PLANNING COMMISSION DISCUSSION

Ms. Barone stated Family and Community Services has presented their consolidation of operations. They are adding a second story on the existing building and a two story addition. It is a permitted use. The applicants are supposed to present a parking plan which they have provided. There are 15 spaces on site with street parking. They are working with the Kent City School Board to get 30 parking spaces in its lot on North Mantua. The Unitarian Universalist Church also has an agreement with the Kent City School Board but staff does not feel there will be any conflict because the spaces will be used at different times. The Fire Department does have a concern about access and discussions are underway to resolve this matter. Utilities are available on the street. The stormwater will continue to drain to the river. There is no new signage proposed at this time. If new signage is proposed in the future, it will have to go before the Architectural Review Board. Lighting will consist of wall mounted fixtures. No additional landscaping is proposed but there is actually grading that goes onto the adjacent park land on the north side shown on the site plan. They will need to get permission to do the grading and Mr. Idone, Director of Parks and Recreation, would like vegetation restored where it is taken down so the Planning Commission might want to add this as a condition. There will be an enclosed dumpster in the rear.

They received a Certificate of Appropriateness from the Architectural Board with the condition that they match the brick on the existing on the south side. No variances are required from the Board of Zoning Appeals.

Ms. Edwards asked for more information about the buildings

Ms. Barone replied that there were originally two buildings on the north side and the south side that were connected several years ago. She said they are replacing the brick on the building on the south side. The Architectural Review Board wants the brick to match the existing building.

There were no comments from Mr. Fink.

Mr. Paino said the building looked very nice. He asked if there was a maximum percentage of lot coverage.

Ms. Barone replied no, not in the Neighborhood-Commercial District.

Mr. Paino confirmed that there was not an open space requirement.

Ms. Barone agreed.

Mr. Paino asked if there would be a fairly substantial retaining wall on the backside of the parking lot.

Brent Artman (13710 Cleveland Avenue NW, Uniontown, OH) stated he is the civil engineer for the project. He said the height of the retaining wall will be about four to five feet and as it continues to the south, it will die off into a curb.

Mr. Paino asked if there will be a guard rail.

Mr. Artman replied yes because there is a drop off.

Mr. Paino asked if the trees will be removed.

Mr. Artman replied yes.

Mr. Paino asked if there was a setback from the property line for parking.

Ms. Barone replied no.

Mr. Paino stated you cannot see cars coming from the south. He said it is very tight coming in but easier going out. He said there is a blind corner and that is dangerous.

Mr. Artman stated it is tight but people can make it. It is not a road that people will be speeding down.

Mr. Paino stated that they should look at other options. He asked if there was a lower level.

Mr. Manfrass replied yes. He said the stairs continue to the lower level in the back and there is an entrance to get to the elevator. Parking is there for clients at ground level. Staff will not park on site.

Mr. Paino felt the blind corner should be addressed. He asked about the parking plan because the church is using the same one. He said people have to cut across the street to get to it. He did not think that anyone would go to the corner to cross the street. He felt this should be addressed.

Mark Frisone (143 Gougler Avenue, Kent, OH) stated he has a letter from Kent City Schools. He said their use is complimentary to the Unitarian Universalist Church use because they use the parking lot only in the evenings and weekends and Family Community Services will use it Monday through Friday during the day. Mr. Frisone said the church has parked in their lot for years and there have never been any issues. He said the staff comes in once and leaves once. He said the staff has parked on the street for 15 years and there has never been an issue with them crossing the street.

Mr. Paino asked about the Riparian setback.

Ms. Barone replied it was exempt there.

Ms. Daniels stated she was concerned about the elevator and where the clients park.

Mr. Paino asked about the route for the bus to this location.

Mr. Frisone replied there is a bus stop right in front of the building.

Ms. Edwards stated she wanted to make sure that the Fire Department's concerns were addressed as well as the tight corner. She asked if there were plans to put in bike racks. She asked if there was an alternative route, if bike racks are installed.

Mr. Frisone replied they could park at the entrance to the park. He said he has spoken with the Fire Department and the lieutenant wants fire lanes marked at the entrance to the

building so there would be no parking so the Fire Department can pull in. He said the meeting was a very productive one.

There were no other questions or comments. Ms. Edwards asked for a motion.

MOTION: *Mr. Paino moved that in case PC16-019, Family & Community Services, property located at 143 Gougler Avenue,, that the Planning Commission approves the site plan to renovate and construct an addition to the existing building.*

Subject to the following conditions:

- 1) Technical Plan Review and Approval*
- 2) Granting of the Certificate of Appropriateness from the Architectural Review Board.*
- 3) Obtaining a written parking agreement with the Kent City School Board.*
- 4) Resolving access for emergency services with the Kent Fire Department.*
- 5) Obtain permission for grading and landscaping on the adjacent northern property from the Parks Director.*
- 6) Staff to determine adequate measures for safe ingress/egress.*
- 7) Provide bicycle racks to accommodate 3 bicycles.*

Ms. Daniels seconded the motion. The motion passed 3 – 0.

VIII. Other Business

None

IX. Adjournment

Motion: *Mr. Paino moved to adjourn. The motion was seconded by Ms. Daniels. The motion carried 3 – 0.*

The meeting adjourned at 8:02 p.m.