

PLANNING COMMISSION

June 20, 2019

The City of Portage Planning Commission meeting of June 20, 2019 was called to order by Chairman Corradini at 7:00 p.m. in Council Chambers of Portage City Hall, 7900 South Westnedge Avenue. One citizen was in attendance.

PLEDGE OF ALLEGIANCE:

Chairman Corradini led the Commission, staff and citizens in the Pledge of Allegiance.

IN ATTENDANCE:

Christopher Forth, Deputy Director of Planning, Development & Neighborhood Services; and Matthew Quardokus, Assistant City Attorney.

ROLL CALL:

Mr. Forth called the roll: Harrell-Page (yes); Fries (yes); Baldwin (yes); Pezzoli (yes); Joshi (yes); Corradini (yes); Schimmel (yes); Patterson (yes); and Myer (yes).

APPROVAL OF MINUTES:

Chairman Corradini referred the Commission to the June 6, 2019 meeting minutes contained in the agenda packet. A motion was made by Commissioner Joshi, seconded by Commissioner Harrell-Page, to approve the minutes as submitted. The motion was unanimously approved 9-0.

SITE/FINAL PLANS:

1. Final/Site Plan: Pennridge Trail Planned Development (Phase 1 and 2), 1800 West Osterhout Avenue. Mr. Forth summarized the June 14, 2019 staff report regarding the final/site plan submitted by Westview Capital, LLC to construct Phase 1 and Phase 2 of the Pennridge Trail Planned Development (PD). Mr. Forth indicated that Phase 1 involves the Final Preliminary Condominium Subdivision (engineering plans) and proposes 22 single family residential lots/units and construction of a new public street (Pennridge Drive) from West Osterhout Avenue. Phase 2 involves the Final/Site Plan and proposes 11 duplex dwellings (22 units total) and construction of a private street extension of Pennridge Trail, north of Phase 1. Mr. Forth indicated an emergency access drive will be installed to the property to the north (9801 Shaver road) as a second means of access. The easement document has been reviewed, approved and recorded with the Kalamazoo County Register of Deeds. Mr. Forth reviewed the history of the PD rezoning and the subsequent approval of the Preliminary Condominium Subdivision for Phase 1 and indicated Planning Commission review and recommendation was just needed for Phase 2 of the development. Chairman Corradini asked when the emergency access drive will be constructed. Mr. Forth stated the International Fire Code limits the number of residential units to 30 if only a single point of ingress/egress is provided. As a result, the emergency access drive must be installed before construction of the 31st unit.

Brian Wood of Westview Capital, LLC were present to support the application and explain the development project. No citizen spoke regarding the planned development. After a brief discussion, a motion was made by Commissioner Fries, seconded by Commissioner Pezzoli, to recommend to City Council that the Final/Site Plan for Pennridge Trail Planned Development (Phase 2), 1800 West Osterhout Avenue, be approved. The motion was unanimously approved 9-0.

PUBLIC HEARING:

None.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

STATEMENT OF CITIZENS/COMMISSIONERS:

Chairman Corradini noted he was unable to attend the last Commission meeting but wanted to thank the other Commissioner members for having the confidence in him to elect him as Chairman of the Planning Commission.

Chairman Corradini welcomed Gerald Myer to the Commission.

Chairman Corradini asked staff to confirm the July meeting dates. Mr. Forth stated the Commission will be meeting on July 11th and July 25th. Commissioner Baldwin stated she would need to be excused from the July 25th meeting and Harrell-Page indicated she may need to be excused from the August 1st meeting.

ADJOURNMENT:

There being no further business to come before the Commission, the regularly scheduled meeting was adjourned at 7:20 p.m.

Respectfully submitted,

Christopher Forth, AICP
Deputy Director of Planning, Development and Neighborhood Service