

## PLANNING COMMISSION

October 17, 2019

The City of Portage Planning Commission meeting of October 17, 2019 was called to order by Chairman Corradini at 7:00 p.m. in Council Chambers of Portage City Hall, 7900 South Westnedge Avenue. Three citizens were in attendance.

### PLEDGE OF ALLEGIANCE:

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

### IN ATTENDANCE:

Michael West, Senior City Planner.

### ROLL CALL:

Mr. West called the roll: Myer (yes); Pezzoli (yes); Baldwin (yes); Schimmel (yes); Corradini (yes); Joshi (yes); Fries (yes) and Harrell-Page (yes). A motion was then made by Commissioner Fries, seconded by Commissioner Schimmel, to approve the roll excusing Commissioner Patterson. The motion was unanimously approved 8-0.

### APPROVAL OF MINUTES:

Chairman Corradini referred the Commission to the October 3, 2019 meeting minutes contained in the agenda. A motion was made by Commissioner Baldwin, seconded by Commissioner Harrell-Page, to approve the minutes as submitted. The motion was unanimously approved 8-0.

### SITE/FINAL PLANS:

None.

### PUBLIC HEARING:

None.

### NEW BUSINESS:

None.

### STATEMENT OF CITIZENS/COMMISSIONERS:

None.

7:04 p.m. - The Commission took a short recess.
---

7:08 p.m. - The Commission reconvened the meeting in City Hall Conference Room No. 1
--

### OLD BUSINESS:

1. Redevelopment Ready Communities (RRC) Certification and Potential Sites. Mr. West summarized the revised staff report dated October 11, 2019 regarding the city's progress in the Michigan Economic Development Corporation (MEDC) Redevelopment Ready Communities (RRC) certification program. Mr.

West indicated the Planning Commission previously reviewed this matter at the September 19, 2019 meeting and follow-up discussion was necessary to address the MEDC recommended actions for best practices that were identified in the April 15, 2019 RRC Baseline Report. Mr. West indicated that Planning Commission review of the criteria for identifying and promoting redevelopment ready sites within the city, the example marketing site profile and the listing of potential redevelopment ready sites prepared by staff and included in the agenda materials was needed for staff to move forward with the certification process. Mr. West reviewed proposed criteria for identifying potential redevelopment ready sites and indicated a potential site does not have to be contaminated to be considered for the RRC program, but rather could be a property that is vacant/unimproved or improved with a under-utilized, blighted and/or functionally obsolete building. Mr. West then referred the Commission to the example marketing site profile that was developed for 8833 Shaver Road (former Kalamazoo Screw Company) and the 11 potential redevelopment ready sites identified by staff and the Planning Commission. Mr. West indicated that staff initially wanted to identify 4-6 potential redevelopment ready sites to move forward with the certification process and had grouped the 11 sites into three priority tiers for further evaluation.

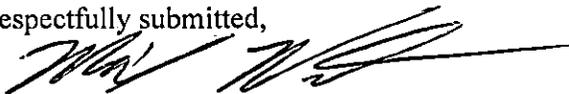
The Commission and Mr. West next reviewed and discussed the materials contained in the agenda packet. The Commission concurred with the proposed criteria for identifying redevelopment ready sites and indicated the example marketing site profile prepared for 8833 Shaver Road was well done and concise with pertinent information regarding the property. The Commission next reviewed and discussed individually the 11 potential redevelopment ready sites including existing zoning, availability of utilities, access, past/present uses and possible future reuse of these sites. Following this discussion, it was the consensus of the Commission to categorize the potential redevelopment ready sites into three priority tiers so that staff could begin outreach to the property owners to determine their interest in the program and future vision for the property: Tier 1 – 8833 Shaver Road, 9801 Shaver Road, CentrePort Commons properties at southeast corner of Portage Road and East Centre Avenue, 5564 & 5528 Portage Road and 412 West Centre Avenues; Tier 2 – 6901 Portage Road, 6600 South Sprinkle Road, 5700 & 5930 Tech Park Way and 5324 Meredith Street; and Tier 3 – 7450 & 7518 South Westnedge Avenue and Trade Centre Way properties. The Commission agreed that the five Tier 1 properties represented a good mixture of older industrial sites and commercial sites that included properties located within the Lake Centre Subarea and City Centre Subarea.

Mr. West thanked the Commission for their review and input and indicated that staff would next move forward with contacting these various property owners to discuss the redevelopment ready program and their future visions for the properties.

**ADJOURNMENT:**

There being no further business to come before the Commission, the regularly scheduled meeting was adjourned at 7:50 p.m.

Respectfully submitted,



Michael West, AICP  
Senior City Planner