

PLANNING COMMISSION

August 21, 2014

The City of Portage Planning Commission meeting of August 21, 2014 was called to order by Vice-Chairman Felicijan at 7:00 p.m. in Council Chambers of Portage City Hall, 7900 South Westnedge Avenue. One citizen was in attendance.

PLEDGE OF ALLEGIANCE:

Vice-Chairman Felicijan led the Commission in the Pledge of Allegiance.

IN ATTENDANCE:

Christopher Forth, Deputy Director of Planning, Development and Neighborhood Services; Michael West, Senior City Planner; and Randy Brown, City Attorney.

ROLL CALL:

Mr. Forth called the roll and the following Commissioners were present: Patterson, Felicijan, Bosch, Dargitz, Schimmel, Somers and Richmond. A motion was made by Commissioner Patterson, seconded by Commissioner Dargitz, to approve the roll excusing Chairman Welch and absence of Commissioner Stoffer. The motion was unanimously approved 7-0.

APPROVAL OF MINUTES:

Vice-Chairman Felicijan referred the Commission to the July 24, 2014 meeting minutes contained in the agenda packet. A motion was made by Commissioner Dargitz, seconded by Commissioner Patterson, to approve the minutes as submitted. The motion was unanimously approved 7-0.

SITE/FINAL PLANS:

1. Peterman Concrete Company (storage building), 333 and 444 Peterman Lane. Mr. Forth introduced the item and summarized the staff report dated August 16, 2014 regarding a request by Mr. Frank Peterman to construct a 4,752 square foot storage building along the northwest portion of the existing Peterman Concrete Company zoning lot. Mr. Frank Peterman (owner) was present to support the plan. After a brief discussion, a motion was made by Commissioner Bosch, seconded by Commissioner Patterson, to approve the Site Plan for Peterman Concrete Company (storage building), 333 and 444 Peterman Lane. The motion was unanimously approved 7-0.

PUBLIC HEARINGS:

None.

OLD BUSINESS:

None.

STATEMENT OF CITIZENS:

None.

7:05 p.m. - The Commission took a short recess.

7:10 p.m. - The Commission reconvened the meeting in City Hall Conference Room No. 1

Commissioner Stoffer arrived at approximately 7:08 p.m.

NEW BUSINESS:

1. FY 2013-2014 Final Work Program Update and proposed FY 2014-2015 Work Program. Mr. Forth referred the Commission to the staff report dated August 15, 2014 that included a final update of the FY 2013-2014 Work Program and a copy of the proposed FY 2014-2015 Work Program. The Commission did not have any comments on the FY 2013-2014 Work Program final update. Mr. Forth summarized Item 9) of proposed FY 2014-2015 Work Program and discussed quarterly training presentations planned by staff and the City Attorney for the upcoming fiscal year. Commissioner Dargitz discussed the idea of adding select topics (emerging planning issues) for additional discussion at the end of regularly scheduled meetings. Mr. Forth and Mr. West discussed how these topics could be scheduled for discussion as “New Business” at the end of regularly scheduled meetings and/or how articles regarding emerging planning issues could be added as “Materials Transmitted” to the agenda packet. After additional discussion, a motion was made by Commissioner Bosch, seconded by Commissioner Somers, to adopt the 2014-2015 Work Program, as presented. The motion was unanimously approved.

2. 2014 Comprehensive Plan – Implementation Strategies (review/prioritization). Mr. Forth summarized the staff report dated August 15, 2014 and discussed the five staff recommended Implementation Strategies from the recently adopted 2014 Comprehensive Plan that could be considered during the upcoming fiscal year: 1) Inconsistencies between the Zoning Map and Future Land Use Map; 2) Development of a Complete Streets Policy; 3) Lake Center Business Area Overlay Zoning District; 4) Lake Front Regulations and 5) Zoning Code Text Amendments. Mr. Forth then asked for Commission comments regarding the recommended implementation strategies. Vice-Chairman Felicijan stated consideration and development of Lake Front Regulations will likely be very time consuming and controversial, while consideration and development of a Complete Streets Policy would likely be more straight-forward. Mr. Forth discussed the State of Michigan Complete Street Policy model and the purpose for the policy and also indicated that the Kalamazoo Area Transportation Study (KATS) was also in the process of finalizing their policy. Mr. Forth then provided an update on the Lake Center Business Area concepts including a possible “road diet” and consideration of a roundabout at the Portage Road/East Osterhout intersection and indicated bids have been received from traffic engineering companies to complete the analysis. Commissioner Dargitz suggested inclusion of natural resources protection strategies (described on page 2) and lake/stream protections during consideration of Lake Front Regulations. Commissioner Somers suggested addition discussion of Lake Front Regulations during the winter months. After additional discussion, it was the consensus of the Commission to move forward with the consideration and discussion of the five Implementation Strategies identified by staff as part of the Planning Commission FY 2014-2015 Work Program.

ADJOURNMENT:

There being no further business to come before the Commission, the meeting was adjourned at 8:20 p.m.

Respectfully submitted,

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