

## **PLANNING COMMISSION**

**January 22, 2015**

The City of Portage Planning Commission meeting of January 22, 2015 was called to order by Chairman Welch 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 Welch led the Commission in the Pledge of Allegiance.

### **IN ATTENDANCE:**

Christopher Forth, Deputy Director of Planning, Development & 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 (yes), Stoffer (yes), Welch (yes), Felicijan (yes), Bosch (yes), Somers (yes) and Schimmel (yes). A motion was made by Commissioner Felicijan, seconded by Commissioner Bosch, to approve the roll excusing Commissioners Dargitz and Richmond. The motion was unanimously approved 7-0.

### **APPROVAL OF MINUTES:**

Chairman Welch referred the Commission to the December 18, 2014 meeting minutes contained in the agenda packet. A motion was made by Commissioner Stoffer, seconded by Commissioner Schimmel, to approve the minutes as submitted. The motion was unanimously approved 7-0.

### **SITE/FINAL PLANS:**

1. Site Plan: Pinefield (Phase 3), 6291 South 12<sup>th</sup> Street. Mr. West summarized the staff report dated January 16, 2015 regarding a request by Pinefield, LLC to construct Phase 3 of the Pinefield residential development. Mr. West indicated Phase 3 proposed construction of seven four-unit buildings and one two-unit building (30 units total), four detached storage buildings and associated site improvements on the vacant parcel located north of Pinefield (Phase 2). Mr. West discussed the proposed access to Phase 3, reconfiguration of the existing storm water retention basin and the applicant's plans to preserve existing mature evergreen trees along the northern property line and install supplemental evergreen and deciduous tree plantings along the northwest portion of Phase 3 where adjacent the single family residence located at 6255 South 12<sup>th</sup> Street.

Mr. Bob Deppe of Pinefield, LLC (applicant/owner) was present to support the site plan. After a brief discussion, a motion was made by Commissioner Patterson, seconded by Commissioner Stoffer, to approve the Site Plan for Pinefield (Phase 3), 6291 South 12<sup>th</sup> Street. The motion was unanimously approved 7-0.

### **PUBLIC HEARINGS:**

None.

### **OLD BUSINESS:**

1. Ordinance Amendment #14/15-A: Auto Repair and Service Station Regulations. Mr. Forth summarized the staff report dated January 2, 2015 regarding proposed changes to Zoning Code regulations pertaining to auto repair stations and auto service stations (gasoline stations). Mr. Forth summarized changes made to the draft ordinance language since Commission review and discussion at the December 18, 2014 meeting. The

Commission did not have any additional comments regarding the proposed ordinance amendment. A motion was then made by Commissioner Bosch, seconded by Commissioner Patterson, to schedule a public hearing for February 19, 2015 to formerly consider Ordinance Amendment #14/15-A. The motion was unanimously approved.

**NEW BUSINESS:**

None.

**STATEMENT OF CITIZENS:**

None.

**ADJOURNMENT:**

There being no further business to come before the Commission, the meeting was adjourned at 7:12 p.m.

Respectfully submitted,

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