



PLANNING COMMISSION

February 18, 2016

CITY OF PORTAGE PLANNING COMMISSION

A G E N D A

**February 18, 2016
(7:00 p.m.)**

Portage City Hall Council Chambers

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES:

- * February 4, 2016

SITE/FINAL PLANS:

- * 1. Specific Plan for Trade Centre III Office, 650 Trade Centre Way
- * 2. Final Plan for Raymond James, 7995 Moorsbridge Road

PUBLIC HEARINGS:

OLD BUSINESS:

NEW BUSINESS:

STATEMENT OF CITIZENS:

ADJOURNMENT:

MATERIALS TRANSMITTED

January 26, 2016 City Council regular meeting minutes
Summary of Environmental Activity Report – December 2015

Star (*) indicates printed material within the agenda packet.

PLANNING COMMISSION

February 4, 2016

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The City of Portage Planning Commission meeting of February 4, 2016 was called to order by Chairman Welch at 7:00 p.m. in Council Chambers of Portage City Hall, 7900 South Westnedge Avenue. Approximately 10 citizens were in attendance.

PLEDGE OF ALLEGIANCE:

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

IN ATTENDANCE:

Christopher Forth, Deputy Director of Planning, Development and Neighborhood Services; Michael West, Senior City Planner; and Charlie Bear, Assistant City Attorney.

ROLL CALL:

Mr. Forth called the roll and the following Commissioners were present: Patterson (yes), Stoffer (yes), Welch (yes), Bosch (yes), Dargitz (yes), Somers (no), Schimmel (yes), and Richmond (yes). A motion was offered by Commissioner Bosch, seconded by Commissioner Dargitz, to approve the roll excusing Commissioners Felicijan and Somers. The motion was unanimously approved 7-0.

APPROVAL OF MINUTES:

Chairman Welch referred the Commission to the January 21, 2016 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.

Commissioner Somers arrived at approximately 7:25 p.m.

SITE/FINAL PLANS:

1. Final Plan: Whisper Rock (Phase I), 2275 West Centre Avenue. Mr. West summarized the staff report dated January 29, 2016 regarding a request from AVB II, LLC to construct Phase I of Whisper Rock within the Oakland Hills at Centre Planned Development (PD). Mr. West stated Phase I includes the construction of a private internal street network and 45 attached residential condominium units divided among 18 two-unit attached buildings and three, three-unit attached buildings. Mr. West stated that City Council approved a tentative plan amendment for the Oakland Hills at Centre PD in January 2016 and the final plan for Whisper Rock (Phase I) has been designed in substantial conformance with the approved tentative plan/narrative. Mr. West summarized the project including proposed access, sidewalks, storm water management and the location of wetlands along the south and east portions of the property. Mr. West stated staff was recommending approval of the final plan subject to MDEQ approval of the grading and storm water overflow into the wetland area and finalization of the detailed engineering plans.

Mr. Jack Gesmundo, representing AVB, LLC, was present to support the application and explain the development history of the Oakland Hills at Centre PD. No citizens spoke regarding the proposed project. After a brief discussion, a motion was made by Commissioner Stoffer, seconded by Commissioner Bosch, to recommend to City Council that the Final Plan for Phase I of Whisper Rock, 2275 West Centre Avenue, be approved subject to MDEQ approval of the grading and storm water overflow into the wetland area and finalization of the detailed engineering plans. The motion was unanimously approved 7-0.

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PUBLIC HEARINGS:

1. Height Modification: Trade Centre III Office Building, 650 Trade Centre Way. Mr. West summarized the staff report dated January 29, 2016 regarding a request from H & G, LLC to construct a five-story office building at 650 Trade Centre Way to a height of 78-feet (measured at the top of the mechanical screening wall). Mr. West discussed the 2012 conceptual plan amendment for the Trade Centre Commercial Planned Development, which included a height modification to construct a four-story Trade Centre III Office building with a maximum height of 65-feet. Mr. West stated that applicant was now requesting approval to construct the building one-story and 13-feet higher than the 2012 approval. Mr. West discussed previous developments along Trade Centre Way including the three-story and four-story office buildings to the west and the two four-story hotel buildings to the east, the presence of the City of Kalamazoo wellfield site to the north and setback and elevation differences between the proposed office building and single family residence located to the north and west. Mr. West indicated staff was recommending approval of the height modification with a finding that the request satisfies requirements contained in Section 42-350(B)(6) and Section 42-414.G.

Mr. Greg Dobson, representing H & G, LLC, was present to support the application and explain the development history of the Trade Centre Commercial Planned Development. Mr. Dobson discussed the proposed building elevation and the setback distances and elevation differences between the proposed building and the nearest single family residences located in excess of 600-feet away. The public hearing was opened by Chairman Welch. No citizens spoke regarding the proposed height modification. A motion was made by Commissioner Bosch, seconded by Commissioner Stoffer, to close the public hearing. The motion was unanimously approved 7-0. After a brief discussion, a motion was made by Commissioner Patterson, seconded by Commissioner Stoffer, to recommend to City Council that the Height Modification for Trade Centre III Office Building, 650 Trade Centre Way, be approved to allow construction of the building to five-stories and a maximum height of 78-feet (top of mechanical screening wall). The motion included a finding that the Trade Centre III Office Building will be setback at least 78-feet from the outer boundaries of the zoning lot and the location, setback distances and topographic differences will mitigate potential impacts on adjacent single family residentially zoned properties to north consistent with Section 42-350(B)(6) and Section 42-414.G of the Land Development Regulations. The motion was unanimously approved 7-0.

2. Final Report: Rezoning Application #15/16-2 (expanded), Admiral Avenue/Dorset Street. Mr. Forth summarized the final staff report dated January 29, 2016 involving the Planning Commission expanded rezoning consideration of 480 Admiral Avenue, 6979 South Westnedge Avenue and 12 properties located along the east side of Dorset Street. Mr. Forth discussed the original request from Mr. Chad Scott to rezone 480 Admiral Avenue, the petition signed by several Dorset Street property owners to rezone seven Dorset Street lots and the previous Planning Commission discussions regarding this application and the decision to expand the rezoning consideration. Mr. Forth briefly discussed the existing zoning, existing land use and Future Land Use Map designations and then explained the staff recommendation regarding the rezoning and the rationale for the recommended zoning arrangement. Mr. Forth referred the Commission to a communication and attachments from Mr. Chad Scott (owner/applicant, 480 Admiral Avenue) that was included in the final agenda packet.

Chairman Welch reconvened the public hearing and the following citizens spoke in regard to the expanded rezoning consideration: 1) Mr. Greg Radd (Nederveld Associates, representing the applicant of the 480 Admiral rezoning request); 2) Mrs. Patricia Dueweke (606 Dorset); and 3) Mr. Bryan Cederberg (612 Dorset). Mr. Radd discussed the applicant's voluntary request to down-zone the property from I-1/RM-1 to R-1T in order to construct one to two duplexes along the northern portion of the property. Mr. Radd reaffirmed the presence of wetlands and poor soils along the southern portion of the parcel and the restated development was only planned for the northern portion of the property, at the east end of Cameo Avenue.

Mrs. Dueweke discussed the Future Land Use Map designation of the Dorset Street lots and adjacent 480 Admiral Avenue parcel and stated she supports the staff recommendation of R-1A for these properties since that zoning designation is most consistent with the Future Land Use Map and established single family residential neighborhood. Mr. Cederberg indicated he also supports the staff recommendation and the R-1A zoning best represents the established single family detached residential land use pattern in the adjacent neighborhood. No additional citizens spoke regarding the proposed rezoning. A motion was made by Commissioner Bosch, seconded by Commissioner Stoffer, to close the public hearing. The motion was unanimously approved 8-0.

After a brief discussion, a motion was made by Commissioner Stoffer, seconded by Commissioner Dargitz, to recommend to City Council that Rezoning Application #15/16-2 be approved with the following changes:

- 480 Admiral Avenue be rezoned from I-1, light industrial and RM-1, multiple family residential to R-1A, one family residential;
- 514, 520, 526, 532, 606, 612 and 618 Dorset Street be rezoned from R-1T, attached residential to R-1A, one family residential;
- 502 and 508 Dorset Street remain zoned R-1A, one family residential (No change);
- 6843, 422 and 426 Dorset Street (rear portions) be rezoned from I-1, light industry to R-1A, one family residential. Front portions of properties remain zoned R-1A (No change);
- 6979 South Westnedge Avenue be rezoned from I-1, light industry and RM-1, multiple family residential to R-1A, one family residential and the western portion of the parcel remaining zoned B-2, community business.

The motion included a finding that the rezoning recommendation establishes a zoning pattern that is most consistent with the Comprehensive Plan/Future Land Use Map designations and that best reflects the historic land use pattern within the Cameo Avenue/Dorset Street single family detached residential neighborhood. The recommended R-1A zoning for 514, 520, 526, 532, 606, 612 and 618 Dorset Street would not create any nonconformities and would most accurately reflect the historic use of these properties as single family detached residences. A rezoning of 480 Admiral Avenue from I-1 and RM-1 is appropriate as the current zoning is not compatible with the neighborhood, nor consistent with the Comprehensive Plan. While the requested R-1T zoning can be considered appropriate given the existing zoning pattern and would result in a reduction in intensity of land uses, R-1A zoning is recommended. The recommended R-1A zoning for this parcel allows the property owner future single family development options, consistent with the adjacent single family detached residential land use pattern, and is most consistent with the Comprehensive Plan. The recommended R-1A/B-2 zoning pattern for the city-owned parcel at 6979 South Westnedge Avenue would better reflect the park/recreation designation of this property while protecting adjacent commercial and office uses from additional land use restrictions related to screening, setbacks and building height. Finally, no change to the R-1A zoning for 502 and 508 Dorset Street, and a zoning change to R-1A for the rear portions of 6843, 422 and 426 Dorset Street would reaffirm the predominant single family detached residential zoning and land use pattern within the Cameo Avenue/Dorset Street neighborhood. The motion was approved 6-2 with Commissioners Bosch and Schimmel voting in opposition.

3. Final Report: Rezoning Application #15/16-4, 1521, 1603 and 1615 East Centre Avenue. Mr. Forth summarized the final staff report dated January 29, 2016 regarding a request from Full Circle Communities to rezone 1521, 1603 and 1615 East Centre Avenue from R-1B, one family residential, RM-1, multiple family residential and OS-1, office service to PD, planned development. Mr. Forth summarized the proposed tentative plan for Selinon Park that would consist of 74 affordable apartment units within three buildings across the property. Mr. Forth discussed the historic district house and property located at 1521 East Centre Avenue and stated the Historic District Commission met yesterday (February 3rd) and is supportive of the

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project subject to some minor conditions. Mr. Forth then reviewed the final analysis section of the report and indicated staff was recommending approval of the PD zoning and associated tentative plan/narrative and requested modification from Section 42-374.C (mixture of at least two housing types).

Mr. Carl Kunda, Full Circle Communities, was present to support the rezoning application and explain the planned development project. The public hearing was reconvened by Chairman Welch. No citizens spoke regarding the proposed rezoning. A motion was then made by Commissioner Bosch, seconded by Commissioner Stoffer, to close the public hearing. The motion was unanimously approved 8-0.

After a brief discussion, a motion was made by Commissioner Bosch, seconded by Commissioner Stoffer, to recommend to City Council that Rezoning Application #15/16-4 be approved and 1521, 1603 and 1615 East Centre Avenue be rezoned from R-1B, one family residential, RM-1, multiple family and OS-1, office service to PD planned development. Additionally, the requested modification from Section 42-374.C (mixture of at least two housing types) also be approved with a finding that the standard is not in the best interest of the residents of the PD and is not inconsistent with the interests of the entire city as outlined in Section 42-375.L. The motion also included a finding that the PD district and proposed land use is appropriate in this area of the City and will provide assurances to surrounding property owners on the specific type of development that will be built on the property while providing design flexibility to the developer. The PD district and associated tentative plan/narrative submitted by Full Circle Communities for the Selinon Park Planned Development is consistent with the Comprehensive Plan/Future Land Use Map designations and surrounding zoning/land use pattern along East Centre Avenue and will provide affordable housing options for residents with low incomes, physical and sensory impairments and other special needs. The motion was unanimously approved 8-0.

OLD BUSINESS:

None.

STATEMENT OF CITIZENS:

None.

NEW BUSINESS:

None.

ADJOURNMENT:

There being no further business to come before the Commission, the meeting was adjourned at 8:00 p.m.

Respectfully submitted,

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

TO: Planning Commission **DATE:** February 12, 2016
FROM: Vicki Georgeau, ^{VJ} Director of Community Development
SUBJECT: Specific Plan for Trade Centre III, 650 Trade Centre Way.

I. INTRODUCTION:

In accordance with the CPD, commercial planned development zoning district, H & G, LLC has submitted a specific plan to construct a five-story, 78-foot tall, 105,270 square foot professional office building and associated site improvements at 650 Trade Centre Way. The approximate 4.1 acre site is zoned CPD, commercial planned development and part of the larger 20 acre Trade Centre Commercial Planned Development located north of Interstate 94 and west of West Fork Crossing.

II. CONSISTENCY WITH APPROVED CONCEPTUAL PLAN:

In August 2012, City Council approved a Conceptual Plan Amendment for the Trade Centre Commercial Planned Development that included an updated development plan and revised phasing schedule. The amended conceptual plan proposed construction of two four-story hotel buildings ranging between 50,000-60,000 square feet each, one four-story, 110,000 square foot office building (Trade Centre III Office) and three restaurant/retail buildings ranging between 5,000-12,000 square feet in size. The conceptual plan amendment also included approval of three ordinance modifications/waivers regarding the height/number of stories for the two hotel buildings and Trade Centre III office, building setbacks for the two hotel buildings and a waiver from the conflicting land use screening requirement along the northern portion of the overall development site. As information for the Commission, the two, four-story hotel buildings have been constructed.

In regard to the Trade Centre III office building, the 2012 conceptual plan amendment approval included a height modification that allowed construction of this office building to four-stories and a maximum height of 65-feet. Based on the success of the two previously approved four-story office buildings, the applicant is now requesting a height modification to construct the Trade Centre III office building to five-stories and a maximum height of 78-feet (top of mechanical screening wall). At the February 4, 2016 meeting, the Planning Commission reviewed and then voted 7-0 to recommend to City Council that the height modification be approved. This height modification is scheduled for City Council consideration at the February 23, 2016 meeting. The Trade Centre III Office Building has been designed consistent with the approved conceptual plan/narrative (see attached)

III. SITE DEVELOPMENT FEATURES:

Access to the site will be provided through the existing full service driveway from Trade Centre Way that serves the adjacent Hilton Homewood Suites hotel to the east. Consistent with the approved conceptual plan, shared/cross access and parking lot interconnections will be provided between the proposed Trade Centre III Office and the adjacent Hilton Homewood Suites hotel to the east and Trade Centre II Office to the west. Storm water runoff from the development will be collected and conveyed to a detention/treatment basin located along the northern portion of the site prior to being released to the adjacent wetland/floodplain area and Portage Creek in accordance with the previously approved Michigan Department of Environmental Quality permit (#10-39-0075-P).

As part of the specific plan submittal and similar to the two previously approved Trade Centre office buildings, the applicant is proposing to defer a portion of the required parking spaces. Section 42-520.N of the Zoning Code allows an applicant to defer a portion of the required parking in greenspace area if it is demonstrated that the parking requirements for the proposed use are excessive. The applicant is proposing to construct 210 of the 371 required spaces and defer 161 spaces. The applicant has reviewed the historical parking demand and mix of tenants involving the existing office buildings located at 750 and 950 Trade Center Way and, based on a similar mix of tenants proposed for 650 Trade Center Way, believe 210 off-street parking spaces is adequate to meet the demand. The majority of the deferred parking spaces are reserved in greenspace along the northern portion of the site and could be provided should the need arise. Staff supports the proposed parking deferment as a means to further protect the adjacent sensitive land area, reduce paved/impervious surface area and improve the appearance of this highly visible area of the community.

Greenstrip and interior parking lot landscaping will be provided across the site in accordance with ordinance requirements. Finally, all outdoor lighting units (light poles and building mounted units) will contain shielded fixtures and conform to applicable ordinance standards. Detailed landscape and photometric plans will be submitted for administrative review and approval.

IV. RECOMMENDATION:

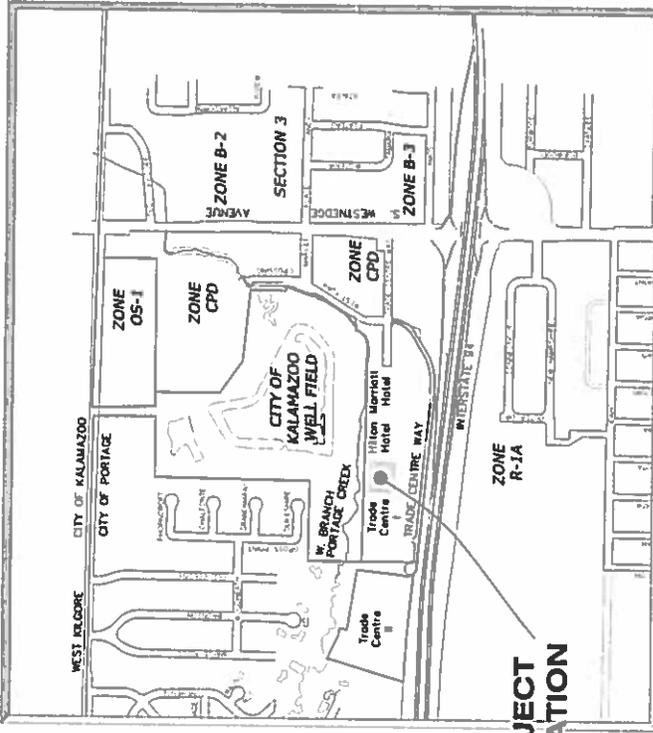
The development project has been reviewed by the City Administrative departments. Staff recommends that the Specific Plan for Trade Centre III Office, 650 Trade Centre Way, be approved subject to City Council approval of the height modification request to allow construction of the five-story office building to a maximum height of 78-feet (top of mechanical screening wall).

Attachments: Specific Plan Sheets
2012 Approved Conceptual Plan/Narrative

Site Plan Review

TRADE CENTRE III

650 Trade Centre Way
Portage
Kalamazoo, MI
2/11/16



PROJECT LOCATION

SITE LOCATION MAP
SCALE 1" = 500'



OWNER
H & G II, LLC
750 TRADE CENTRE WAY, SUITE 100
PORTAGE, MI 49802
(269) 342-8600

PLANS PREPARED BY:
hurley & stewart, llc
2800 SOUTH 11TH STREET #4000
ANN ARBOR, MI 48106
248.552.4000 FAX 248.552.4001
www.hurleyandstewart.com

h&S
hurley & stewart



- UTILITY CONTACTS:**
- WISCONSIN ENERGY CO
ELECTRIC
2000 E. COOK, SHELBY
MI 48152
248.377.2724
 - GAS
CONSUMERS ENERGY CO
5115 CHASE, SHELBY
MI 48152
248.377.2724
 - CABLE TELEVISION
TELEPHONE
4181 SHRYVER
2000 E. COOK, SHELBY
MI 48152
248.377.2724
 - WATER PLUMBARY
CITY OF PORTAGE
3719 S. WESTBROOK AVENUE
PORTAGE, MI 49801
269.344.8335

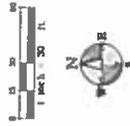
DRAWING INDEX

SHT #	DESCRIPTION
C-0	TITLE SHEET
C-1	EXISTING CONDITIONS-DEMOLITION PLAN
C-2	SITE LAYOUT PLAN
C-3	SITE GRADING PLAN
C-4	SITE UTILITY PLAN
C-5	SITE DETAILS
C-6	UTILITY DETAILS
C-7	UTILITY DETAILS
C-8	WATER MAIN PROFILE BUILDING ELEVATION

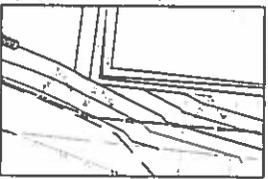
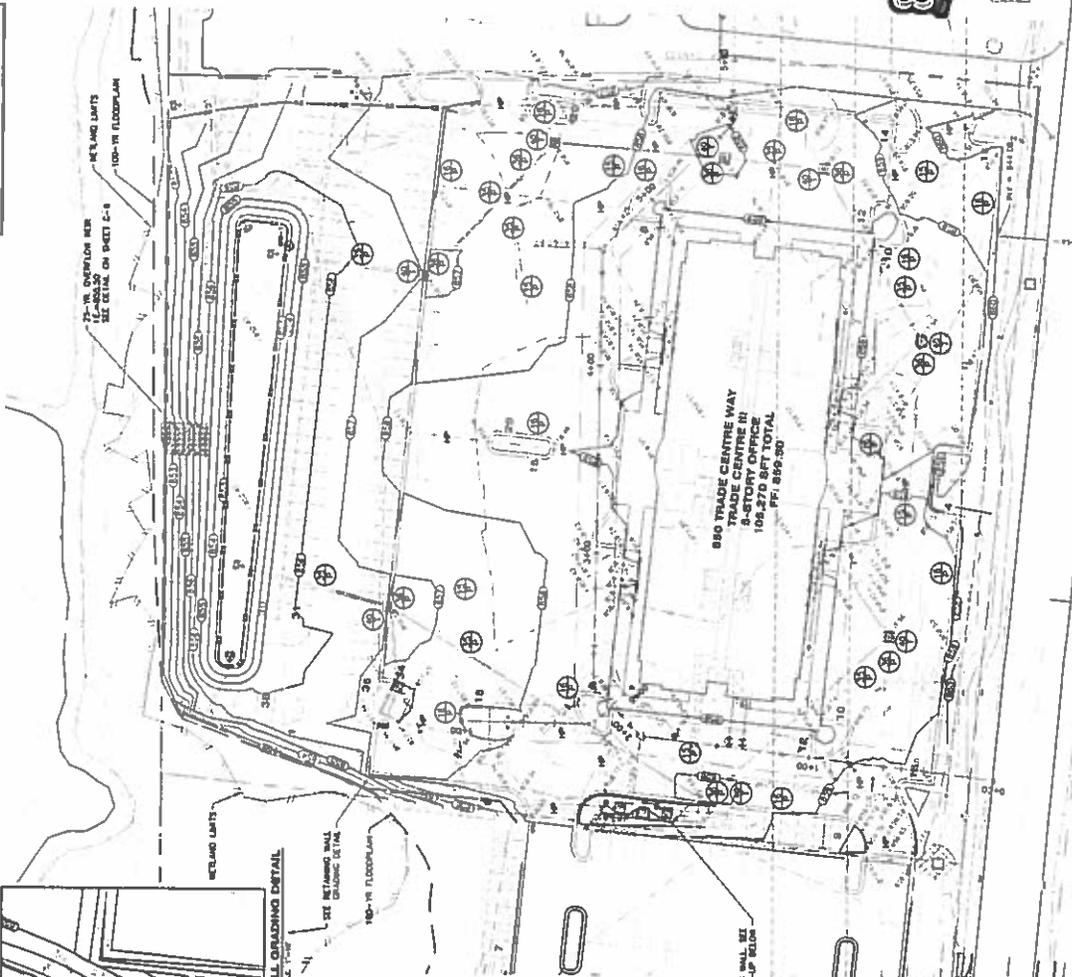


PLEASE CONTACT THE CITY OF PORTAGE AT 269.344.8335 FOR MORE INFORMATION. THE CITY OF PORTAGE IS NOT RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED IN THIS DOCUMENT. THE CITY OF PORTAGE IS NOT RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED IN THIS DOCUMENT.

ISSUED FOR
SITE PLAN REVIEW RESUBMITTAL
2/11/16

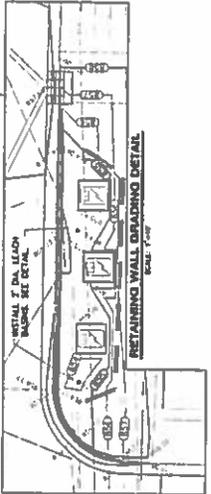


NOTE:
 ALL WORK TO BE COMPLETED OUTSIDE OF
 THE CITY OF Kalamazoo'S JURISDICTION
 WITHIN THE CITY OF PORT HURON AND GREECE TOWNSHIPS.
 THE CITY OF PORT HURON AND GREECE TOWNSHIPS
 ARE THE RESPONSIBLE AGENCIES FOR THE
 PERMITTING AND INSPECTION OF THIS PROJECT.



RETAINING WALL GRADING DETAIL
 SCALE: 1/8" = 1'-0"

PROPOSED RETAINING WALL SEE
 GRADING DETAIL SHOWN BELOW



- GRADING NOTES**
1. ALL EXISTING CURBS AND GUTTERS TO REMAIN UNLESS SHOWN OTHERWISE. ALL EXISTING CURBS AND GUTTERS TO BE REPAIRED OR REPLACED AS SHOWN ON THIS PLAN.
 2. THE CONTRACTOR SHALL INSTALL PERIMETER FENCE AROUND ALL EXCAVATIONS TO BE LEFT OPEN OVERNIGHT AS REQUIRED.
 3. ALL SPOT ELEVATIONS ARE TOP OF FINISHED GRADE AT EDGE OF METAL (EOM) UNLESS OTHERWISE NOTED.
 4. ALL SOIL EROSION CONTROL MEASURES SHALL BE IN PLACE PRIOR TO MASS GRADING.
 5. ALL EROSION CONTROL MEASURES SHALL BE IN ACCORDANCE WITH THE TECHNICAL SPECIFICATIONS AND CONSTRUCTION DETAILS.
 6. ALL EXISTING ELEVATIONS ARE TO BE VERIFIED AND ACCEPTED AS SHOWN PRIOR TO COMMENCEMENT OF WORK.
 7. REMOVE AND REPLACE WITH CONTROLLED FILL ANY AREAS THAT HAVE BEEN SETTLED OR COMPACTED.
 8. ALL REQUIRED FILL FOR THIS PROJECT SHALL BE SELECTED DECAVATED MATERIAL FROM A SOURCE APPROVED BY THE CONTRACTOR'S RESPONSIBILITY.
 9. ALL CHANNELS SHALL BE UNDER THE INFLUENCE OF THE MAINWAY AND PROPOSED ROAD CHANNELS SHALL BE COMPACTED TO 95% PROVED DENSITY.
 10. ALL COMPACTORS SHALL BE ACCOMPANIED BY PLACING THE FILL IN 12" LOOSE LIFT AND MECHANICALLY COMPACTED LIFT TO AT LEAST THE SPECIFIED DENSITY.
 11. ALL EXISTING CURBS AND GUTTERS TO REMAIN UNLESS SHOWN OTHERWISE. ALL EXISTING CURBS AND GUTTERS TO BE REPAIRED OR REPLACED AS SHOWN ON THIS PLAN.
 12. CONSTRUCTION RESPONSIBILITY FOR EXISTING UTILITIES SHALL BE THE CONTRACTOR'S RESPONSIBILITY. ALL UTILITIES SHALL BE REPAIRED OR REPLACED AS SHOWN ON THIS PLAN.
 13. ALL EXISTING UTILITIES SHALL BE REPAIRED OR REPLACED AS SHOWN ON THIS PLAN.

SOIL EROSION AND SEDIMENTATION CONTROL MEASURES

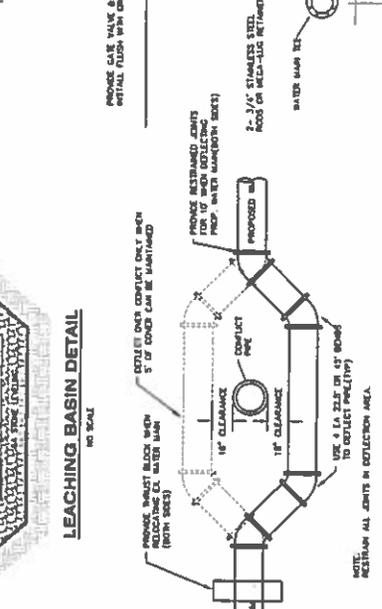
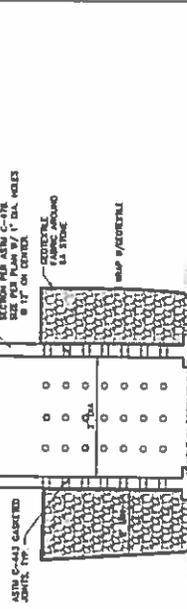
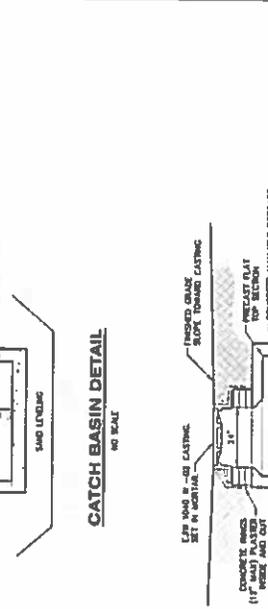
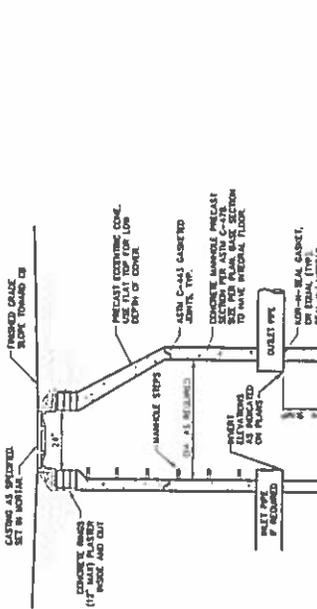
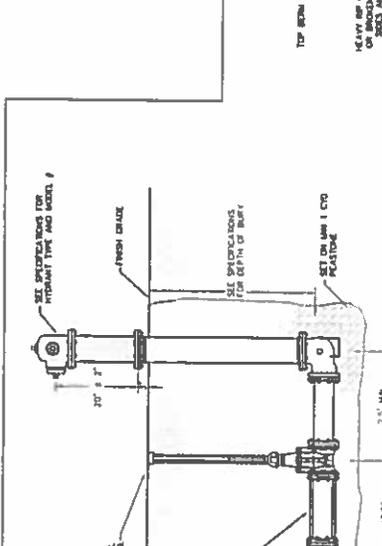
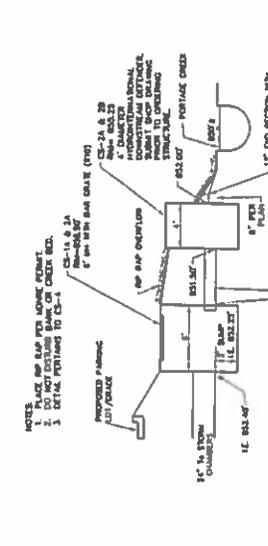
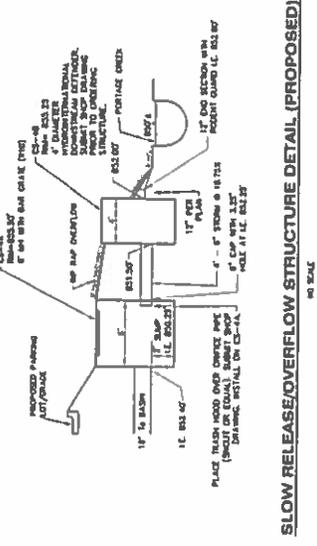
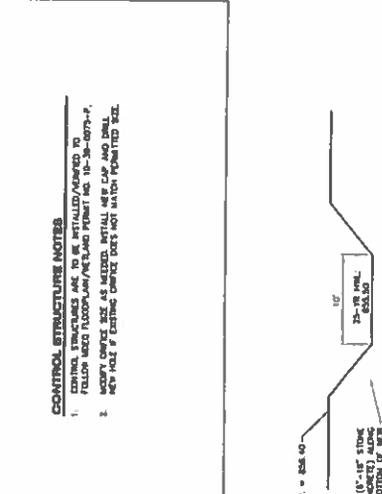
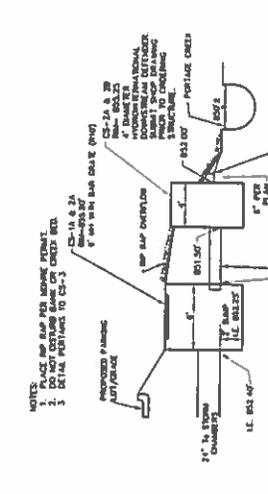
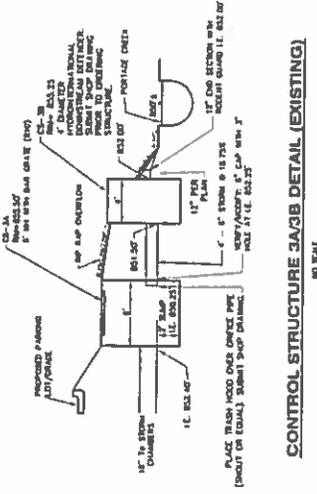
KEY	DETAIL	CHARACTERISTICS
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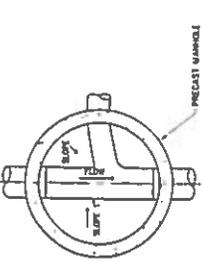
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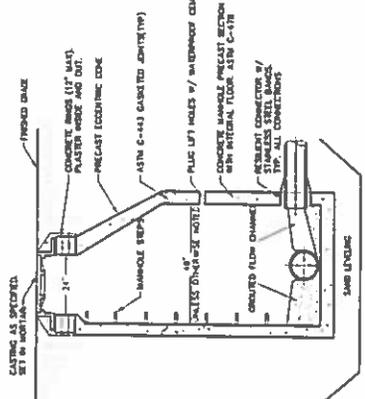
811
 Call before you dig.
 ALL UTILITIES SHALL BE REPAIRED OR REPLACED AS SHOWN ON THIS PLAN. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OR REPLACEMENT OF ANY UTILITIES DAMAGED DURING THE COURSE OF THIS PROJECT. FIELD WORK PERFORMED BY LICENSED PROFESSIONAL SURVEYING.

TRADE CENTRE III
 104,500 SQ FT TOTAL
 PFI: 699,000

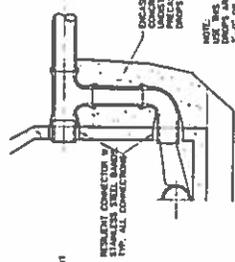




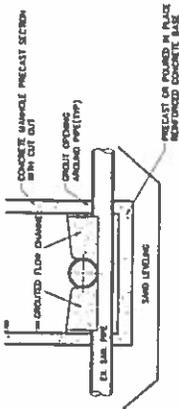
PLAN VIEW



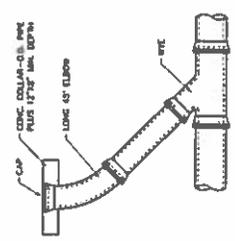
STANDARD MH SECTION



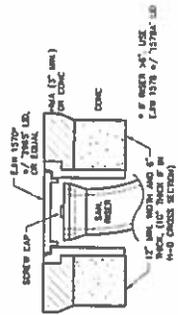
DROP MH SECTION



MH OVER EX. SANITARY SEWER



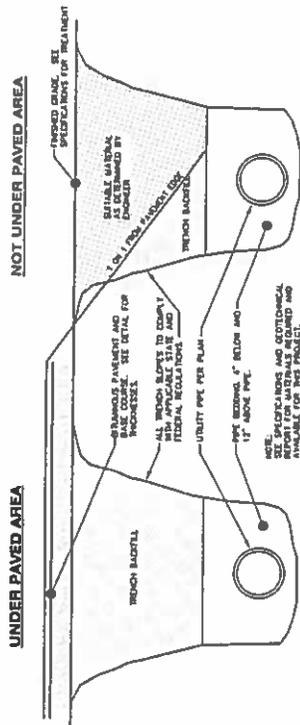
SANITARY CLEANOUT DETAIL



CLEANOUT IN PAVEMENT/CONC AREA

SANITARY MANHOLE DETAILS

NO SCALE



TRENCH DETAILS

NO SCALE



TO: Planning Commission

DATE: February 12, 2016

FROM: Vicki Georgeau, ^{VJA} Director of Community Development

SUBJECT: Final Plan for Raymond James, 7995 Moorsbridge Road

I. INTRODUCTION:

A final plan has been submitted by Hurley & Stewart, on behalf of Raymond James, to construct a 5,945 square foot administrative office building and associated site improvements. The 2.5 acre site is zoned PD, planned development and is located near the southeast corner of Moorsbridge Road and Old Centre Road. The development project is located within the portion of the Woodbridge Hills PD identified for office use.

The building will be setback approximately 105-feet from the west property line (Moorsbridge Road), 106-feet from the north property line), 82-feet from the east property line and 43-feet from the south property line. Since the site is bordered by residential land use to the east at Kilmory Court, conflicting land use screening will be installed along the eastern portion of the property as a buffer. Conflicting land use screening will consist of the retention of existing trees and installation of supplemental 6-foot high spruce trees spaced 12 feet on-center. Access to the site will be provided through a full service driveway from Old Centre Road through joint access with the adjacent Great Lakes Plastic and Hand Surgery site. A limited (right-in and right-out only) driveway will provide access from Moorsbridge Road. Consistent with the Access Management Ordinance, the applicant has agreed to provide future shared/cross access with the adjacent properties to the south. A note has been placed on the plan citing the commitment to this future cross/shared access. Storm water from the development will be collected and conveyed to an underground infiltration system situated beneath the parking lot. Outdoor lighting units associated with the proposed development will include light poles with shielded fixtures and will conform to applicable ordinance standards. The plan is under review by the Woodbridge Hills Architectural Control Committee and approval is anticipated.

II. RECOMMENDATION:

The final plan has been reviewed by the City Administrative departments. Staff advises that the Planning Commission recommend to City Council approval of the final plan for Raymond James, 7995 Moorsbridge Road.

Attachments: Final Plan Sheets

Raymond James Woodbridge
 7995 Shoorsbridge Road
 Portage, Michigan 49024



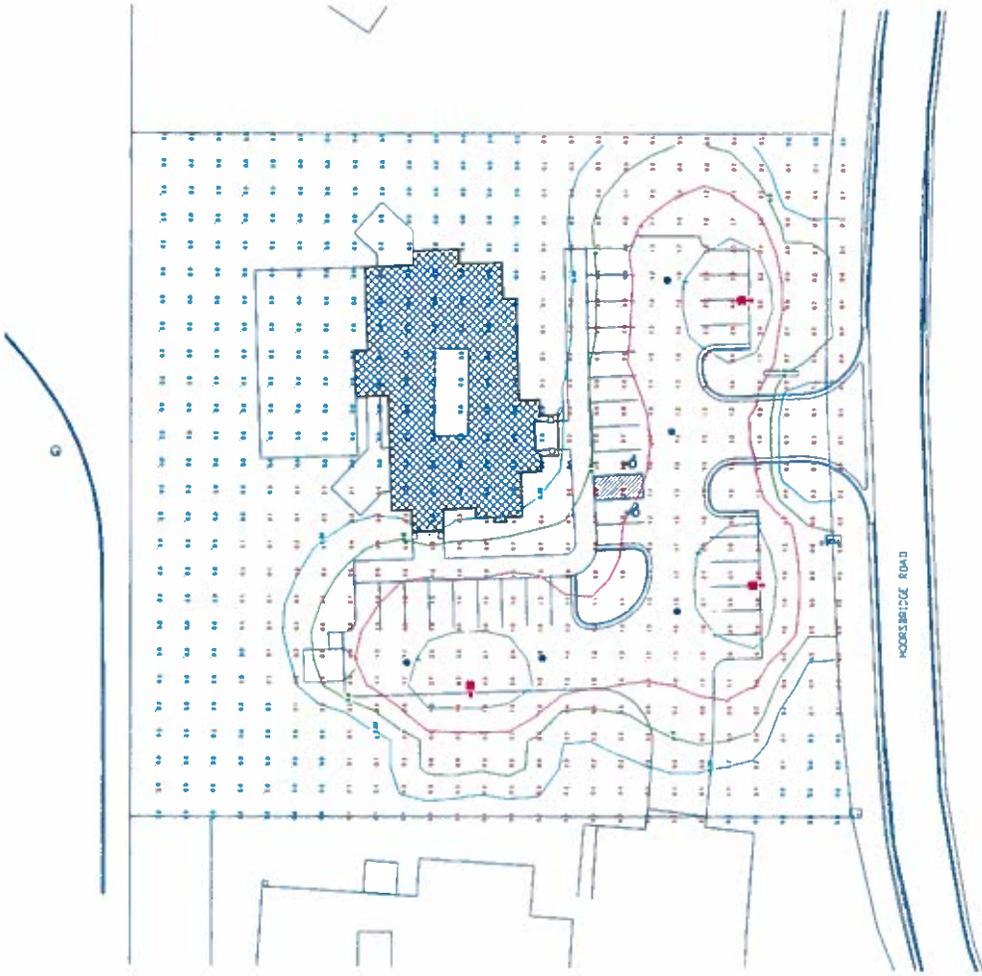
DATE: _____
 DRAWN BY: _____
 CHECKED BY: _____
 APPROVED BY: _____



11/17/17

SITE
 PHOTOGRAPHIC PLAN
 C003

11/17/2017



SITE PHOTOGRAPHIC PLAN
 SCALE: 1" = 30'

LUMINAIRE SCHEDULE		DATE: 11/17/17	
Location	Footcandle	Spacing	Notes
A	3	10' x 10'	10' x 10' LUMINAIRE
B	5	10' x 10'	10' x 10' LUMINAIRE
C	10	10' x 10'	10' x 10' LUMINAIRE

3

Raymond James Woodbridge

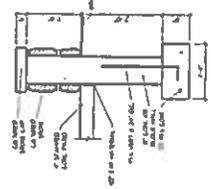
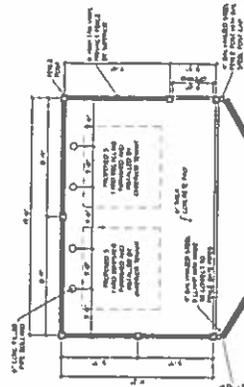
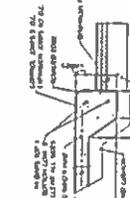
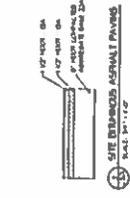
7995 Shoortbridge Road
Portage, Michigan 49024



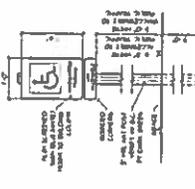
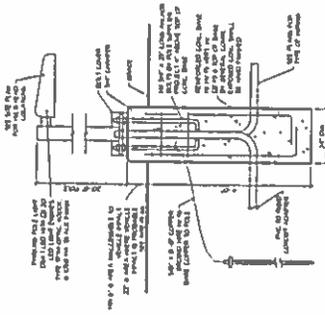
DATE	10/11/11
BY	J. J. ...
FOR	...
PROJECT	...
DESCRIPTION	...
SCALE	...



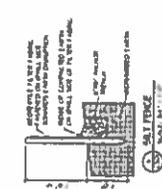
11/11/11



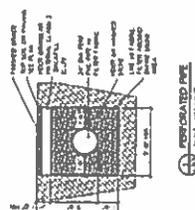
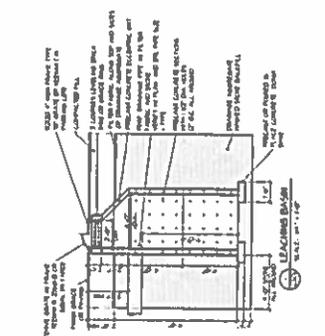
1 SITE RETAINING WALL DETAIL
SCALE: 1/4" = 1'-0"



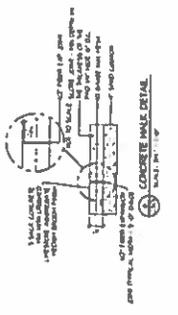
2 TYPICAL OF PARKING SIGN
SCALE: 1/4" = 1'-0"



3 SALT TRAY
SCALE: 1/4" = 1'-0"



4 REINFORCED PIPE
SCALE: 1/4" = 1'-0"



5 CONCRETE MALE DETAIL
SCALE: 1/4" = 1'-0"

MATERIALS TRANSMITTED

CITY COUNCIL MEETING MINUTES FROM JANUARY 26, 2016

The Regular Meeting was called to order by Mayor Pro Tem Ansari at 7:30 p.m.

At the request of Mayor Pro Tem Ansari, Pastor Billy Creech of the Lake Center Bible Church provided an invocation. The City Council and the audience recited the Pledge of Allegiance.

The City Clerk called the roll with the following members present: Councilmembers, Richard Ford, Jim Pearson, Patricia Randall, Claudette Reid, Terry Urban and Mayor Pro Tem Nasim Ansari. Mayor Peter Strazdas was absent with notice. Also in attendance were City Manager Laurence Shaffer, City Attorney Randy Brown and City Clerk James R. Hudson.

APPROVAL OF MINUTES: Motion by Reid, seconded by Ford, to approve the Special and Regular Meeting Minutes of January 12, 2016. Upon a voice vote, motion carried 6 to 0.

* **CONSENT AGENDA:** Mayor Pro Tem Ansari asked Councilmember Pearson to read the Consent Agenda. Motion by Pearson, seconded by Urban, to approve the Consent Agenda Motions as presented. Upon a roll call vote, motion carried 6 to 0.

* **APPROVAL OF ACCOUNTS PAYABLE REGISTER OF JANUARY 26, 2016:** Motion by Pearson, seconded by Urban, to approve the Accounts Payable Register of January 26, 2016 as presented. Upon a roll call vote, motion carried 6 to 0.

PUBLIC HEARING:

MARTIN LUTHER KING JR. DRIVE RECONSTRUCTION PROJECT #998-R:

Mayor Pro Tem Ansari deferred to City Manager Laurence Shaffer, who outlined the fiduciary responsibilities of the developer and the property owners affected by the Special Assessment. He introduced T&U Director Chris Barnes, who described the project and the necessity of the reconstruction. He outlined the location using a map and explained that it is not a public street, yet it receives the highest number of complaints of any other street in Portage. He mentioned that in the summer of 2015, the owner came to dedicate it as a public street which means a complete reconstruction, new storm sewer, extension of sidewalks in some areas, more street lights and fire hydrants, landscaping design, construction and inspection. He said that the total cost of the project is \$474,898.00 with the share of the District at \$224,898.00 and other financing at \$250,000.00 from the developer. He provided a listing of the property owners within the District, including the schedule of payments and noted that the project is scheduled for construction in the Spring/Summer of 2016.

In response to Councilmember Randall, Mr. Barnes explained how access to the businesses during the construction would be carefully conducted with priority given to the productivity of the businesses and the safety of the construction workers and the motoring public. He estimated the time for completion of the project as being six to eight weeks.

In answer to Councilmember Ford, Mr. Barnes noted that Constitution Boulevard construction would begin after the construction of Martin Luther King Jr. Drive, sometime in July after the schools close for the summer.

In answer to Councilmember Reid, Mr. Barnes indicated that according to the development agreement as submitted, any cost above the \$474,898.00 would be borne by the City-at-large.

Josh Weiner, CEO of the Meyer C. Weiner Company, 700 Mall Drive, and Managing Member of Village Green Properties, which include the entities that abut Martin Luther King Jr. Drive, indicated that this is a perfect example of a win/win proposition: relief from ongoing maintenance, relief from complaints, a better situation for consumers and improved conditions for Portage citizens and the future tax base. He thanked City Manager Shaffer, his colleagues, the Planning Department, Community Development and Chris Barnes and expressed his confidence in the project construction plan. At the

request of Councilmember Randall, he reflected on the name change from Weiner Court to Martin Luther King Jr. Drive. He also mentioned that a part of the development agreement is to have a Memorial to Martin Luther King Jr. near the intersection of Constitution Boulevard and Martin Luther King Jr. Drive and indicated that a portion of their property will be set aside for that purpose.

Councilmember Urban expressed his gratitude to Mr. Weiner and noted that this is not the first time his business has been cooperative and cited an incident where an elderly lady expressed an interest in a rest stop in the middle of the hill on Martin Luther King Jr. Drive, and shortly afterwards a bench was installed. Discussion followed.

Monifa Jumanne, 6286 Silver Fir Street, asked about construction noise containment for the residents, and Mr. Barnes explained that the City Ordinance allows for construction noise six days a week from 7 a.m. until 7 p.m. He noted that there are instances where this is modified and cited South Westnedge Avenue as an example where construction is done at night owing to traffic concerns and the safety of the workers. He offered no guarantees, and explained that the City always has to balance the needs of the residents, the safety of the motoring public and the workers, and the timeframe of the project.

Mr. Barnes also assured Councilmember Urban that the resting bench is included in the project, as well as Metro Transit bus stops; moreover, he corrected an earlier statement and indicated that according to the development agreement as submitted, any cost above the \$474,898.00 would be split by the City-at-large and the Village Green Properties. Discussion followed.

Motion by Reid, seconded by Urban, to close the public hearing. Upon a voice vote, motion carried 6 to 0.

Motion by Randall, seconded by Reid, to adopt Resolution No. 3 for the Martin Luther King Jr. Drive Reconstruction Project #998-R, directing the preparation of the special assessment roll. In answer to Councilmember Ford, City Attorney Brown indicated that a Special Assessment is considered more of a legislative act, so if he feels comfortable voting, with no pressure one way or the other, there is no conflict of interest. Upon a roll call vote, motion carried 6 to 0. Resolution recorded on page 113 of City of Portage Resolution Book No. 46.

PETITIONS AND STATEMENTS OF CITIZENS: Monifa Jumanne, 6286 Silver Fir Street, indicated that she is a privileged, proud and honored citizen of Portage, and mentioned the bookmarks created by her six year old granddaughter in honor of Dr. Martin Luther King, Jr., that she provided City Council. She indicated that the bookmarks were the result of her granddaughter's question of why they had to go to Kalamazoo to honor Dr. King, and not Portage, which prompted her to approach City Manager Shaffer, who proceeded to commemorate Dr. King with a banner on the City website. She described the banner by saying that it had a statement on the left side that the City of Portage, Michigan, honors and celebrates the values and teachings of Dr. Martin Luther King, Jr., and on the right side, the quote, "Our lives begin to end the minute we become silent about things that matter." She pointed out that this mattered to her granddaughter, indicated that the bookmarks are gone, and that her granddaughter wanted this to be a project for the City of Portage next year, laminated. She also quoted Dr. Maya Angelou: "People may not remember what you said, people may not even remember what you did, but they will remember how you made them feel." With that, and on behalf of her granddaughter, she thanked City Council for how the banner and their efforts made her and her granddaughter feel.

Brianna Hill, 5284 West ON Avenue, Texas Township, Founder and Co-owner of Relief, a company that assists businesses and municipalities in establishing and maintaining guidelines and standards for patient care and services within the Marijuana Industry, thanked City Council and the City Administration for their work within this industry thus far and pointed out that the current system is fundamentally flawed and outdated. She cited a segment of the City Zoning Ordinance and indicated her inability to obtain data from an audit from these industries to ensure compliance with the City Zoning Ordinance and the Michigan Medical Marijuana Act (MMRA). She listed her concerns with the growing, drying and packaging of the product and the need for a review of each of the operations. If no such data exists, she spoke in favor of establishing an auditing position, a team, or an outside company

to audit these operations for the sake of the health of the community. She also indicated that it is the duty of the City of Portage to do so. She discussed the concepts of “acquisition” and “medical use” as outlined in Act 512 of the MMRA, and recommended that the City of Portage license or regulate caregiver acquisition centers in compliance with Act 512, effective April 1, 2013, and explained. She advocated an Ordinance that would allow the patient to go to another caregiver if his or her own caregiver does not have the ability to fill a prescription. Councilmember Pearson indicated that he and other Councilmembers met with Ms. Hill and assured the public that City Council is planning to have the City Attorney review this Ordinance and have a full Council discussion on any necessary changes since it was originally enacted in 2011.

Chris Mbah, 2224 East Cork Street, Kalamazoo, stated that he attended Portage Northern High when he was a Portage resident. He commended City Council for their fine stewardship of city assets and cited the budget surplus as an example. As leaders of compassion, as leaders of accountability, he asked City Council to favorably consider the discussion points by Ms. Hill and the vote of the citizens in the November 3, 2015 City Election.

Attorney Devin Loker, 7397 West N Avenue, Texas Township, indicated he has a house at 5116 Cheshire Street and a Law Office at 1595 West Centre Avenue. He indicated that he would like to be a part of the process to develop local rules and regulations after the State of Michigan enacts laws, rules and/or regulations and explained.

REPORTS FROM THE ADMINISTRATION:

* **SOUTH SHORE DRIVE SANITARY SEWER PROJECT #416-S:** Motion by Pearson, seconded by Urban, to adopt Resolution No. 4 for the South Shore Drive Sanitary Sewer Project #416-S, setting a public hearing on the assessment roll for February 9, 2016, at 7:30 p.m. or as soon thereafter as may be heard. Upon a roll call vote, motion carried 6 to 0. Resolution recorded on page 117 of City of Portage Resolution Book No. 46.

* **ZONING BOARD OF APPEALS APPOINTMENTS:** Motion by Pearson, seconded by Urban, to appoint Alexander Philipp with a term ending February 28, 2019, and appoint Jay Eichstaedt as an Alternate Member with an unfulfilled term ending February 28, 2018, to the Zoning Board of Appeals, effective February 29, 2016. Upon a roll call vote, motion carried 6 to 0.

* **DECEMBER 2015 SUMMARY ENVIRONMENTAL ACTIVITY REPORT:** Motion by Pearson, seconded by Urban, to receive the communication from the City Manager regarding the December 2015 Environmental Report as information only. Upon a roll call vote, motion carried 6 to 0.

COMMUNICATIONS:

PRESENTATION BY THE ENVIRONMENTAL BOARD: At the request of Mayor Pro Tem Ansari, Environmental Board Chair Ruth Caputo discussed the efforts of the Board with regard to single stream recycling, deer predation, invasive plants and the health of the ecosystem of Portage. Discussion followed. Motion by Ford, seconded by Pearson, to receive the presentation and annual update from the Environmental Board Chair Ruth Caputo. Upon a voice vote, motion carried 6 to 0.

PRESENTATION BY THE YOUTH ADVISORY COMMITTEE: Mayor Pro Tem Ansari asked the Youth Advisory Committee Members to come forward and introduce themselves. Present were: Youth Advisory Committee Chair Sami Ahmad, Ben Miller and Ali Arif. Mr. Ahmad referred to his communication to City Council dated January 11, 2016, and highlighted events and activities of the Youth Advisory Committee. Discussion followed. Motion by Reid, seconded by Randall, to receive the presentation and annual update from the Youth Advisory Committee as presented by Sami Ahmad. Upon a voice vote, motion carried 6 to 0.

* **PUBLIC MEDIA NETWORK EXECUTIVE DIRECTOR HAP HAASCH:** Motion by Pearson, seconded by Urban, to receive the communication from Public Media Network Executive Director Hap Haasch regarding an activity update report as information only. Upon a roll call vote, motion carried 6 to 0.

UNFINISHED BUSINESS:

* **AMENDMENT TO THE CODE OF ORDINANCES – HISTORIC DISTRICT MODIFICATION: 10234 EAST SHORE DRIVE:** Motion by Pearson, seconded by Urban, to amend the Code of Ordinances of the City of Portage by amending Section 38-35 of Chapter 38, Historical Preservation, approve the proposed amendment to Section 38-35, district established; boundaries, of Chapter 38, Historical Preservation, removing approximately 1.7 acres of land thereby modifying the legal description for the property located at 10234 East Shore Drive, Tax I.D. No. 00036-020-B, with the new property description attached as Exhibit A. Upon a roll call vote, motion carried 6 to 0.

* **MINUTES OF BOARDS AND COMMISSIONS:** City Council received the minutes of the following Boards and Commissions:

Portage Environmental Board of November 11 and December 9, 2015.

Portage Public Schools District Advisory Council of November 18, 2015.

Portage Human Services Board of December 3, 2015.

Portage Planning Commission of December 3, 2015.

Portage Youth Advisory Committee Meeting Minutes of December 14, 2015.

Portage Historic District Commission Regular and Special Study Committee of December 16, 2015.

NEW BUSINESS:

LGBT ANTI-DISCRIMINATION AND PROTECTION ORDINANCE: Councilmember Urban mentioned a discussion of an LGBT Ordinance for the City of Portage at the Council Retreat. Motion by Urban, seconded by Reid, to ask the City Attorney to draft an Ordinance providing anti-discrimination protection in housing and employment based on sexual orientation or sexual identification for consideration at a later date. Discussion followed. City Manager Shaffer asked that City Council receive input from the LGBT Community on this matter. Upon a roll call vote, motion carried 6 to 0.

PORTAGE WATER QUALITY: Councilmember Randall indicated that she has received many citizen calls with concerns about the quality of Portage water, and that she has requested that the *Portager* be used as a means of communicating what Portage does to ensure Portage water is safe for consumption. She referenced the City Manager Communication in the January 26, 2016 Materials Transmitted where he highlights the steps developed to assure Portage water customers that Portage water continues to be safe to drink, and Mr. Shaffer explained. Councilmember Reid suggested putting an information card in the water bill as a means to ensure all customers get informed. Discussion followed.

MATERIALS TRANSMITTED:

* **MATERIALS TRANSMITTED OF FRIDAY, JANUARY 8, 2016:** Motion by Pearson, seconded by Urban, to receive the Materials Transmitted of Friday, January 8, 2016. Upon a roll call vote, motion carried 6 to 0.

* **MATERIALS TRANSMITTED OF FRIDAY, JANUARY 12, 2016:** Motion by Pearson, seconded by Urban, to receive the Materials Transmitted of Friday, January 12, 2016. Upon a roll call vote, motion carried 6 to 0.

* **DEPARTMENTAL MONTHLY REPORTS:** Motion by Pearson, seconded by Urban, to receive the Departmental Monthly Reports. Upon a roll call vote, motion carried 6 to 0.

OTHER CITY MATTERS:

STATEMENTS OF CITIZENS: Mr. Chris Mbah, 2224 East Cork Street, Kalamazoo, thanked City Council for their willingness to consider an Ordinance providing anti-discrimination protection in housing and employment based on sexual orientation or sexual identification and directed a special thank you to Councilmember Urban for his motion and expressed empathy for those affected. He also thanked City Manager Shaffer for including members of the LGBT Community in the discussion.

STATEMENTS OF CITY COUNCIL: Councilmember Ford expressed his surprise in the increase in single-stream recycling as reported in Item G.1, by Environmental Board Chair Ruth Caputo, and mentioned his plan to attend the Winter Snow Party, Saturday, January 30, 2016, 12 noon to 3:30 p.m., Oakland Drive Park.

Councilmember Pearson highlighted the review at the City Council Retreat of what Council had planned to do in 2015, and verbally provided a partial listing, and commented that many things had been accomplished by respective Councilmembers. He also mentioned that a new list had been generated for 2016 and anticipated its release soon.

Councilmember Urban thanked City Council for supporting the LGBT Ordinance proposal.

Councilmember Reid commented that safe drinking water begins with protecting the groundwater, that the City is involved many initiatives in this regard, and directed everyone to Item F.3, December 2015 Environmental Activity Report, which devotes almost all of its information to the protection of the groundwater. She recognized the tremendous efforts of the volunteers helping Flint residents obtain drinkable water, the State website as a facilitator and the American Red Cross as a volunteer option.

Councilmember Randall thanked City Council for a very productive eight-hour Retreat and thanked City Manager Shaffer, who always says, "Yes," when it comes to improving citizen services and listed some examples. She also expressed thanks to Deputy City Manager Rob Boulis and the rest of his staff as well. She concurred with the efforts of the citizens who requested a process to audit the Medical Marijuana Industry in Portage to ensure compliance with the City Zoning Ordinance and the Michigan Medical Marijuana Act (MMRA).

Mayor Pro Tem Ansari reflected on the Retreat as an opportunity to review the accomplishments of 2015, and to strategize for 2016. He commented that the State of the City of Portage is strong. He contrasted 2010 with 2015 and showed improvements with regard to reduction in unemployment, increase in the City tax base, population increase, debt reduction, and an increase in the value of building permits issued.

ADJOURNMENT: Mayor Pro Tem Ansari adjourned the meeting at 9:32 p.m.

James R. Hudson City Clerk

*Indicates items included on the Consent Agenda.

SUMMARY ENVIRONMENTAL ACTIVITY REPORT
December 2015 (*updates in italics*)

<u>Project/Activity</u>	<u>Description</u>	<u>Status</u>
Portage City Landfill	Ongoing groundwater monitoring of former municipal landfill.	<ul style="list-style-type: none"> -Beginning in 1991, South Westledge Park (landfill) has been monitored for on-site and off-site contamination. On July 23, 2013, City Council approved a three-year contract with American Hydrogeologic Corporation (AHC) to perform annual groundwater sampling. The site groundwater data will continue to be monitored to confirm continuation of the natural attenuation process. General groundwater quality continues to improve, but site will require monitoring for the foreseeable future. Initial groundwater and methane results indicate no off-site impact. AHC currently compiling MDEQ sampling requirement costs necessary for closure at the former landfill site. Weekly methane sampling is continuing on-site to collect base line data. AHC is completing the installation of private methane detection devices at several adjacent properties. Soil boring installation was completed on May 28, 2014. Current methane readings have been below detection levels. The 2nd year of AHC's contract is underway with annual testing ongoing.
Site Inspection/Development Project Review	Review of existing business & industries and review of proposed business and industrial development projects for environmental protection purposes and/or building plans completed.	<ul style="list-style-type: none"> -Coordination with property owners and City or State agencies ongoing. -Review of 2 <i>site/building plan and/or plats completed in December 2015.</i>
Sewer Connection Program	Groundwater protection program requiring residential/business hookup to the sanitary sewer where available.	<ul style="list-style-type: none"> -Sanitary sewer hookup permits issued in December 2015: 6 residential; 1 commercial.
West Lake Management Program	Special assessment district designed to maintain/improve lake conditions. Special emphasis on weed control and non-point source pollution reduction.	<ul style="list-style-type: none"> -Five Year Lake Management Assessment District process was approved by City Council. The West Lake Improvement association has completed a five year plan for a new special assessment district. Special assessment process for 2015-2019 began on August 26, 2014. Resolution No. 5 completing the assessment was adopted October 21, 2014. Year-end report by the consultant is complete. The Association has selected to use

Restorative Lake Sciences, LLC for consulting services for 2015. Treatment application completed in mid-June. Follow-up inspection of treatment will be done by Restorative Lake. The 2015 weed treatment bids were received on February 24, 2015. City Council approved weed treatment contract with Professional Lake Management Company on April 10, 2015. Weed treatment was completed in June. The Association has requested to renew the contract with Restorative Lake Science for 2016.

Retention Basin Sampling Program (Groundwater Elevation) Investigation regarding potential impact of retention basins on groundwater levels.

-Historical monitoring continues to show minor impacts at most basins. From 1993 through 2009 the monitoring program showed stable groundwater impacts due to storm water infiltration. Alternative road salt practices continue to be considered and evaluated. Bids were received for a new four year program on April 16, 2014. The low bidder, Nova Consultants, was awarded a four-year contract by City Council on April 29, 2014. Monitoring performed in October 2014 and July 2015. Monthly sampling at two retention basins continues. *Current findings show groundwater levels of approximately the same as 2015 levels.*

Wellhead Protection Program (WHPP)

Development of program to protect City well fields and surrounding area from contamination resulting from improper land use.

-Current Wellhead Protection was approved March, 2001. Staff has met internally to discuss the future needs to update the plan pending grant opportunities. Staff participated in a MDEQ Water Supply Emergency planning roundtable on June 10, 2013. Update of the program has been initiated as part of the Water Reliability Study in conjunction with Fishbeck, Thompson, Carr & Huber update work currently underway. Wellfield delineation completed. Engineering intern has completed contamination source inventory. Final report preparation was submitted to the Michigan Department of Environmental Quality for review and approval. Letter of approval received from MDEQ on June 15, 2015. Program implementation is ongoing.

Leaf Compost Monitoring Program

Monitoring and analysis of groundwater at the new Oakland Drive Leaf Compost site.

- City Council awarded contract on August 21, 2001 to Soil & Materials Engineers for monitoring and analysis of groundwater impact of the new compost operation. Drilling was completed in October 2001 and first sampling cycle was completed in February 2002. Semi-annual sampling was performed from 2002 to 2008 in June and January. Sampling and analysis results continue to show negligible groundwater impacts from the leaf composting. Sampling schedule was reduced to annual sampling in

2009 with results showing continued minor impact on groundwater quality. Sampling completed in June 2015, with report submitted. No significant change in groundwater impacts.

National Pollution Discharge Elimination System (NPDES) Permit Implementation

Five year plan to implement the current NPDES stormwater permit.

-Received NPDES general permit on August 15, 2001. Renewal Application submission was made to MDEQ on March 7, 2003. New permit received in 2004 mandates involvement in several county watershed groups. City staff completed the submission of a Storm Water Pollution Prevention Initiative (SWIPP) as required by NPDES permit. New certificate of coverage permit was issued by MDEQ on September 30, 2009. New permit covers a 5 year timeframe with first work item (updating the Public Participation Plan) completed December 11, 2009. Received a notice from MDEQ rescinding the 2008 permit due to a recent court case ruling. MDEQ reinstated the 2003 permit for implementation. Information on new permit requirement was received in February 2011. MDEQ expected to issue new permit in 2014. MDEQ scheduled an audit of the program on July 12, 2012. Audit completed with satisfactory results. City website updated in February to provide education of Illicit Storm Water Discharge. Program implementation is ongoing. Annual 2012-13 report was submitted on December 24, 2013. Comments received back have been reviewed by staff and response submitted to MDEQ. MDEQ concurred with city staff response. New permit application process announced in November 2014. New permit application was submitted in March 2015. *Semi-annual report submitted to MDEQ on December 21, 2015. Implementation is ongoing.*

National Pollution Discharge Elimination System (NPDES) Permit Implementation

Kalamazoo River Mainstream Watershed Management Plan

- Proposals for completing the watershed plan were received by Kalamazoo County on September 15, 2005 and a contract awarded to Kieser & Associates in November 2005. Draft watershed plan submitted to MDEQ on December 30, 2005. Public participation plan update submitted to MDEQ on November 24, 2009. Kalamazoo River Watershed council completed a watershed update in November, 2011. No new developments.

Portage River Watershed Management Plan

-Original proposals for a Watershed Management Plan were received by the Kalamazoo County Road Commission and a contract awarded to the Kalamazoo County Conservation Service in November 2005. Draft watershed plan submitted to MDEQ on December 30, 2005. Interest has been raised by local conservation groups to update the Watershed Plan using grant funds. Grant application submitted by Kalamazoo and Calhoun County Conservation District to update the Watershed Plan in 2012. Grant for watershed update was awarded to Calhoun County Conservation District. A meeting was held on March 12, 2013 to discuss the designated uses of the Portage River/Little Portage Creek watershed, the total maximum daily load of E-coli from samples taken and a review of community ordinances and policies that help protect the Watershed. Meeting held on June 11, 2013 to discuss identified water quality problems in the watershed. Meeting held on December 11, 2013 to inform stakeholders of progress on data collection. Canoe trip inspection was held on September 13, 2014. No new developments.

Plan to implement and maintain an Illicit Discharge Elimination Program (IDEP) Storm Sewer Outfall Testing.

-On February 19, 2002, City Council approved a new ordinance as required by the NPDES permit titled "Storm Water Illicit Discharges and Connections." Program implementation is ongoing. Continued outfall sampling is required by permit and will be budgeted accordingly. IDEP program was updated for submittal to MDEQ on June 25, 2010, and part of the SWIPPI. Completed an area-wide brochure to educate the public on Illicit Storm Water Discharges in conjunction with the Kalamazoo County Drain Commissioner. On April 29, 2014 City Council awarded a contract to Nova Consultants, Inc., to perform annual investigations of storm outfalls and investigate all outfalls on a four-year cycle. Investigations scheduled for 2014 were completed in July with summary report received. Report submitted to MDEQ as part of the annual report. Next report due in June 2015.

Garden Lane Arsenic Removal Facility	<i>Native Prairie Restoration</i>	Staff currently working with the Environmental Board on informative signs and long-term maintenance plans for the native planting landscape design in front of the Garden Lane Treatment Plant. New informational signs are complete and maintenance is ongoing. Native prairie burn is being planned for 2016.
Environmental Incident/Spill Clean Up Notification	Environmental Protection Program to assist Portage Police/Fire Departments with spill containment and spill cleanup.	Emergency spill response contract for 2014-15 with Terra Contracting has been renewed. <i>The number of environmental incident/spill investigations performed in December – 0. Minor diesel fuel spill northeast corner of Oakland Drive and West Osterhout Avenue due to a vehicle crash. Number of environmental cleanups in December – 0.</i>
Southwest Michigan Regional Sustainability Covenant	Collaborative effort with local government, academic, and other stakeholders to lead toward environmental, economic and social sustainability.	On May 12, 2009, City Council approved the Southwest Michigan Regional Sustainability Covenant. A sustainability work session was held April 14, 2010, to review elements of the covenant in cooperation with the City of Kalamazoo and the City of Battle Creek. A grant application was made to MDEQ for a greenhouse gas inventory study of the area. Notice received July 15, 2010 that the grant application was not successful. City staff attended a September 10, 2010 meeting in Grand Rapids to discuss sustainable economic, environment, and society programs. No new developments.