

PLANNING COMMISSION

March 30, 2017

The City of Portage Planning Commission meeting of March 30, 2017 was called to order by Chairman Welch at 7:00 p.m. in Council Chambers of Portage City Hall, 7900 South Westnedge Avenue. Approximately 30 citizens were in attendance.

PLEDGE OF ALLEGIANCE:

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

IN ATTENDANCE:

Michael West, Senior City Planner; and Randy Brown, City Attorney.

ROLL CALL:

Mr. West called the role: Joshi (yes), Shoup (yes), Richmond (yes), Dargitz (yes), Bosch (yes), Welch (yes), Stoffer (yes) and Patterson (yes). A motion was offered by Commissioner Dargitz, seconded by Commissioner Bosch, to approve the role excusing Commissioner Schimmel. The motion was unanimously approved 8-0.

APPROVAL OF MINUTES:

Chairman Welch referred the Commission to the March 16, 2017 meeting minutes contained in the agenda packet. A motion was made by Commissioner Patterson, seconded by Commissioner Bosch, to approve the minutes as submitted. The motion was unanimously approved 8-0.

SITE/FINAL PLANS:

None

PUBLIC HEARING:

1. Final Report; Rezoning Application #16/17-4, 9300 Portage Road (West Lake Condominiums Planned Development). Mr. West referred the Commission to a March 29, 2017 communication from AEG Development LLC requesting that the PD rezoning application be withdrawn from further consideration. Mr. West stated the applicant was reevaluating the project for development as a subdivision plan under the existing R-1C zoning. Mr. West suggested that a formal motion be made accepting the applicant's request to withdraw the application. Chairman Welch clarified to the audience the applicant's request and stated that he would open the public hearing if anyone in attendance wanted to speak prior to the Planning Commission formally accepting the withdrawal.

The public hearing was reconvened by Chairman Welch. Four citizens spoke regarding the proposed PD rezoning application: 1) Douglas Slager, 9310 Portage Road; 2) Ron Vandermeer, 1803 Lakeview Drive; 3) Dave Thomas, 1811 Lakeview Drive and 4) David VanDyk, 1725 Lakeview Drive. Mr. Slager stated the PD plan had too many buildings and asked what the public input process would be if AEG Development submitted a new application for a subdivision. Mr. West stated a new public notice and new public hearing would occur with an application for a subdivision plan/preliminary plat. Mr. Vandermeer stated the subject property has development challenges with wetlands and high water table and asked if the city would consider "swapping" a more buildable property with AEG Development. Mr. Thomas suggested that any future development plan concentrate homes to the upland/southern portion of the property and the wetland/northern portion of the property adjacent Lakeview Drive be protected with a conservation easement. Mr. VanDyk asked that overlapping interests of the developer, neighbors and city be considered with any future development plan. Mr. VanDyk reiterated the neighborhood concerns regarding storm water runoff, flooding, groundwater levels and impact on the wetland area. No additional

citizens spoke regarding the PD rezoning application. A motion was then made by Commissioner Bosch, seconded by Commissioner Patterson, to close the public hearing. The motion was unanimously approved 8-0.

After additional discussion, a motion was made by Commissioner Bosch, seconded by Commissioner Stoffer, to accept the applicant's request to withdraw Rezoning Application #16/17-4, 9300 Portage Road (West Lake Condominiums) from further consideration. The motion was unanimously approved 8-0.

2. Preliminary Plat of Oakland Farms No. 2, 9810 Oakland Drive. Mr. West summarized the staff report dated March 24, 2017 regarding the request by Hyland Associates to construct 25 single family residential lots on 9.6 acres with public street extensions that will connect Ashford Trail to Oakland Farms Trail. Mr. West stated the plat of Oakland Farms No. 2 represents the third phase of the single family residential subdivision planned along the west side of Oakland Drive, north of Shaver Road. In conjunction with the preliminary plat, Mr. West stated the applicant was requesting a variance from the maximum 1,400 foot block length standard contained in Section 42-806 (Blocks) of the Land Development Regulations. Mr. West stated the westerly extensions of Oakland Farms Trail and Ashford Trail, to a point where "Road A" intersects these streets, would result in block lengths of approximately 1,420 feet and 1,470 feet, respectively. Mr. West also discussed Section 42-806.2 (Public Walkways) of the Land Development Regulations and the staff recommendation that a sidewalk be constructed along the eastern portion of Lot 44, from Ashford Trail to the north property line, where abutting the Gourdneck State Game Area. Mr. West stated this public walkway would provide residents of the subdivision convenient access to this valuable, publically-owned natural resource consistent with the Comprehensive Plan and Complete Streets policy. Mr. West indicated that staff was supportive of the preliminary plat and the requested variance subject to the three conditions/findings contained in the March 24, 2017 staff report.

Mr. Dan Martz of Hyland Associates was present to support the proposed plat. Mr. Martz stated he was supportive of the staff recommended conditions including condition No. 3 and construction of the public walkway along the eastern portion of Lot 44. Mr. Martz also discussed the special circumstances associated with the block length variance request and indicated that strict compliance with this standard would require significant plat redesign and a less desirable subdivision layout. Chairman Welch opened the public hearing. No citizens spoke regarding the proposed plat of Oakland Farms No. 2. A motion was made by Commissioner Stoffer, seconded by Commissioner Patterson, to close the public hearing. The motion was unanimously approved 8-0.

After additional discussion, a motion was made by Commissioner Stoffer, seconded by Commissioner Shoup, to recommend to City Council approval of the preliminary plat of Oakland Farms No. 2, 9810 Oakland Drive, subject to the three conditions/findings outlined in the Department of Community report dated March 24, 2017. The motion was unanimously approved 8-0.

NEW BUSINESS:

None

STATEMENT OF CITIZENS:

Ms. Martha Dahlinger, 2612 Chopin Avenue, stated she was very impressed with the 2014 Comprehensive Plan and appreciated the discussion at tonight's meeting regarding environmental issues and the State Game Area. Ms. Dahlinger stated she was a member of the Environmental Board and suggested that better communication occur between the Planning Commission and Environmental Board on community development related matters.

7:42 p.m. - The Commission adjourned to Conference Room No. 1.
7:48 p.m. - The Commission reconvened in Conference Room No. 1.

OLD BUSINESS:

1. 2017-2018 Neighborhood and Community Enhancement Program Process. Mr. West summarized comments received during the March 2, 2016 meeting regarding changes to the Neighborhood and Community Enhancement Program application and review criteria table including: 1) Clear reference in the application that projects must be located on public property or on private property with an appropriate easement; 2) Elimination of the Yes/No columns in the review criteria table; 3) Revising point scale to 0-5 points for criteria 1 through 7 and 0-3 points for criteria 8 through 13; 4) Inclusion of estimates for both material and labor costs in criteria 10; and 5) Inclusion of a footnote at the bottom of the review criteria table to indicate “Point system is used as a guide and the city reserves the right to select the project which is most consistent with the intent of the Program”.

The Commission next reviewed the changes discussed during the March 2, 2017 meeting, as well as other potential changes to the application and review criteria table. The Commission agreed that simplicity was important with the application and review criteria table since many of the applicants may have limited experience and/or knowledge with completing project applications. Mr. West indicated that Community Development Department staff would be available to assist applicants with explanation of the program and completion of the application. The Commission discussed the points scale and then agreed that a consistent point scale of 0-5 should be retained for all 13 criteria. Commissioners Bosch and Patterson thanked Commissioners Dargitz and Richmond on their efforts with the Neighborhood and Community Enhancement program. Mr. West stated the application and review criteria table would be revised and circulated to the Planning Commission via email during the week of April 10th for final review/approval.

ADJOURNMENT:

There being no further business to come before the Commission, the meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Michael K. West, AICP
Senior City Planner