

## **PLANNING COMMISSION**

**June 1, 2017**

The City of Portage Planning Commission meeting of June 1, 2017 was called to order by Vice-Chairman Stoffer at 7:00 p.m. in Council Chambers of Portage City Hall, 7900 South Westnedge Avenue. Three citizens were in attendance.

### **PLEDGE OF ALLEGIANCE:**

Vice-Chairman Stoffer 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 Randy Brown, City Attorney.

### **ROLL CALL:**

Mr. Forth called the roll: Shoup (yes), Bosch (yes), Stoffer (yes), Joshi (yes), Harrell-Page (yes) and Chu (yes). A motion was then made by Commissioner Bosch, seconded by Commissioner Joshi, to approve the Roll excusing Commissioners Patterson and Schimmel. The motion was unanimously approved 6-0.

### **APPROVAL OF MINUTES:**

Vice-Chairman Stoffer referred the Commission to the May 18, 2017 meeting minutes contained in the agenda packet. A motion was made by Commissioner Joshi, seconded by Commissioner Bosch, to approve the minutes as submitted. The motion was unanimously approved 6-0.

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

None

### **PUBLIC HEARING:**

1. Rezoning Application: Rezoning Application #16/17-5, 7338 Lovers Lane. Vice-Chairman Stoffer referred the Commission to the May 25, 2017 letter from Mr. Scott Gignac of Jenco Properties, LLC requesting that the rezoning request be withdrawn from further consideration. After a brief discussion, a motion was made by Commissioner Bosch, seconded by Commissioner Shoup, to accept the applicant's request to withdraw Rezoning Application #16/17-5, 7338 Lovers Lane, from further consideration. The motion was unanimously approved 6-0.

2. Special Land Use Permit: Increasing Light World Ministries, 7548 South Sprinkle Road. Mr. West summarized the May 26, 2017 staff report regarding a request from Mr. DeWayne Pletcher to establish a small ministry/church within a portion of the existing Primerica Financial Services building located at 7548 South Sprinkle Road. Mr. West stated the applicant was proposing to utilize approximately 600 square feet of the building for a sanctuary/worship area for Increasing Light World Ministries. Mr. West indicated the applicant has stated the congregation is small (approximately 20 people) and would meet Sunday mornings at 10:30am for services and on Thursdays between 12:00pm-1:00pm for prayer meetings (approximately 10 people). Mr. West indicated the applicant was also the owner of Primerica Financial Services and office hours are by appointment only. Mr. West discussed the maximum occupant load established by the Building Inspector and Fire Marshal for the church sanctuary (maximum 28 people) and stated sufficient parking was present on-site. Mr. West discussed the small congregation size, limited service days/times and minimal overlapping hours with Primerica Financial Services office and stated the proposal to establish a religious institution at the site fulfills the requirements for issuance of a Special Land Use Permit.

Mr. DeWayne Pletcher (applicant) was present to support the application and discuss the proposal to establish a small church within the existing building. The public hearing was then opened by Vice-Chairman Stoffer. No citizens spoke regarding the proposed special land use permit. A motion was then made by Commissioner Bosch, seconded by Commissioner Shoup, to close the public hearing. The motion was unanimously approved 6-0.

After a brief discussion, a motion was made by Commissioner Bosch, seconded by Commissioner Shoup, to approve the Special Land Use Permit for Increasing Light World Ministries, 7548 South Sprinkle Road. Commissioner Joshi disclosed that she is a past acquaintance of Mr. Pletcher, however, indicated she can vote impartially on the application. The motion was unanimously approved 6-0.

**NEW BUSINESS:**

None.

**STATEMENT OF CITIZENS:**

None

**OLD BUSINESS:**

None.

**ADJOURNMENT:**

The Commission and staff briefly discussed the upcoming meeting schedule for the next couple months which included meetings on June 15<sup>th</sup>, June 29<sup>th</sup> and July 20<sup>th</sup> and all Commissioners indicated they would be present at these meetings. Mr. Forth stated that Election of Officers and a Planning Commission training session would occur during these upcoming meetings.

There being no further business to come before the Commission, the meeting was adjourned at 7:20 p.m.

Respectfully submitted,

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