

PLANNING COMMISSION

October 5, 2017

The City of Portage Planning Commission meeting of October 5, 2017 was called to order by 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:

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

APPROVAL OF MINUTES:

Chairman Stoffer referred the Commission to the September 21, 2017 meeting minutes contained in the agenda packet. A motion was made by Commissioner Harrell-Page, seconded by Commissioner Schimmel, to approve the minutes as submitted. The motion was unanimously approved 6-0.

SITE/FINAL PLANS:

None.

PUBLIC HEARING:

1. Rezoning Application: Rezoning Application #17/18-1, 9444 South Sprinkle Road and 4691 Branch Avenue. Mr. Forth referred the Commission to the October 4, 2017 email communication from Mr. Andrew Rossell contained in the final agenda requesting that the rezoning consideration be adjourned to the October 19, 2017 meeting. The public hearing was then reconvened by Chairman Stoffer. No citizens spoke regarding the proposed rezoning. A motion was made by Commissioner Bosch, seconded by Commissioner Schimmel, to adjourn the public hearing for Rezoning Application #17/18-1, 9444 South Sprinkle Road and 4691 Branch Avenue, to the October 19, 2017 meeting. The motion was unanimously approved 6-0.

2. Special Land Use Permit: Live/Work Accommodations, 1311 East Centre Avenue. Mr. West summarized the Department of Community Development staff report dated September 29, 2017 regarding a request from Mr. Alano Cardoso to establish a Live/Work Accommodations at 1311 East Centre Avenue. Mr. West indicated the subject property was zoned OS-1, office service and occupied by an approximate 1,520 square foot ranch-style house that was converted to a hair salon in 1995. In 2014, Mr. West indicated that the applicant established Alano Salon and operated the hair salon with several employees. In late 2016, Mr. West stated the applicant decided to downsize his business to a single owner/operator hair salon and to establish a small residential dwelling unit within a portion of the former residence. Mr. West summarized the Zoning Board of Appeals variance approved on September 11, 2017 that allowed the residential dwelling portion of the Live/Work Accommodations to 1) exceed one-third of the total floor area of the commercial use; and 2) be situated not entirely within the rear yard of the commercial use. Mr. West stated that applicant fulfills the requirements for issuance of a special land use permit and was recommended for approval.

The applicant, Mr. Alano Cardoso, was present to support the application and explain the Live/Work Accommodations at the site. The public hearing was opened by Chairman Stoffer. No citizens spoke regarding the proposed special land use permit. A motion was made by Commissioner Bosch, seconded by Commissioner Schimmel, to close the public hearing. The motion was unanimously approved 6-0. After a brief discussion, a motion was then made by Commissioner Bosch, seconded by Commissioner Corradini, to approve the Special Land Use Permit for Live/Work Accommodations (Alano Cardoso) at 1311 East Centre Avenue. The motion was unanimously approved 6-0.

NEW BUSINESS:

1. Capital Improvement Program On-Line Survey and Open House Results. Mr. Forth provided a brief summary of the Capital Improvement Program (CIP) planning process and then referred the Commission to the On-Line Survey Results along with comments received during the September 25, 2017 Open House which were included in the final agenda packet. Mr. Forth stated the information would be considered as the CIP process moves forward and specific projects are developed. Mr. Forth asked that any comments regarding the on-line survey results, along with any ideas for CIP projects from individual Planning Commissioners, be provided at the October 19, 2017 meeting so that they can be considered with development of the draft CIP document.

OLD BUSINESS:

Chairman Stoffer stated that the Neighborhood and Community Enhancement Program subcommittee was meeting in Conference Room No. 2 following the regularly scheduled meeting.

STATEMENT OF CITIZENS/COMMISSIONERS:

Commissioner Bosch stated that he may not be present at October 19, 2017 meeting. Commissioner Shoup indicated that he would not be present at the November 2, 2017 meeting.

ADJOURNMENT:

There being no further business to come before the Commission, the meeting was adjourned at 7:15 p.m.

Respectfully submitted,

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