

## PLANNING COMMISSION

October 6, 2016

The City of Portage Planning Commission meeting of October 6, 2016 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, staff and citizens in the Pledge of Allegiance.

### **IN ATTENDANCE:**

Michael West, Senior City Planner and Bryan Beach, Assistant City Attorney.

### **ROLL CALL:**

Mr. West called the roll: Patterson (yes), Bosch (yes); Stoffer (yes); Welch (yes) Schimmel (yes), Dargitz (yes), Richmond (yes), Shoup (yes) and Joshi (yes).

### **APPROVAL OF MINUTES:**

Chairman Welch referred the Commission to the September 1, 2016 meeting minutes contained in the agenda packet. A motion was made by Commissioner Dargitz, seconded by Commissioner Stoffer, to approve the minutes as submitted. The motion was unanimously approved 9-0.

### **PUBLIC HEARINGS:**

1. Special Land Use Permit: Milestones Child Day Care, 3500 West Centre Avenue. Mr. West summarized the staff report dated September 29, 2016 regarding a special land use permit application submitted by MRE Portage, LLC requesting approval to establish a child day care facility and associated site improvements along the northern portion of 3500 West Centre Avenue. Mr. West stated the subject site has at least one property line abutting a major or collector thoroughfare (West Centre Avenue – south; Moorsbridge Road – north) and ingress/egress to the site would be provided from these two roadways. Mr. West indicated the child day care building will be setback at least 30-feet from all property lines and an approximate 13,000 square foot outdoor playground will be situated along the south side of the building. Mr. West stated the outdoor playground will be enclosed by a 6-foot tall wood fence and internalized within the middle portion of the site to minimize potential impacts on adjacent properties.

Mr. Kyle Wilson of Nederveld Associates, Inc. (applicant's engineer) was present to support the application and to discuss the proposed development. The public hearing was then opened by Chairman Welch. No citizens spoke in regard to the special land use permit application. A motion was made by Commissioner Bosch, seconded by Commissioner Patterson, to close the public hearing. The motion was unanimously approved 9-0.

After a brief discussion, a motion was made by Commissioner Patterson, seconded by Commissioner Bosch, to approve the Special Land Use Permit for Milestones Child Day Care, 3500 West Centre Avenue. The motion was unanimously approved 9-0.

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

1. Site Plan: Milestones Child Day Care, 3500 West Centre Avenue. Mr. West summarized the staff report dated September 29, 2016 regarding a request by MRE Portage, LLC to construct a 12,359 square foot child day care facility and associated site improvements along the northern portion of 3500 West Centre Avenue. Mr. West discussed the proposed access arrangement and storm water management for the site.

Mr. Dale Kraker of MRE Portage, LLC (applicant) and Ms. Kelly Russell (Milestones) were present to support the site plan and discuss the proposed development. Mr. Kraker confirmed that reciprocal cross access

and storm water drainage easements have been prepared. Mr. Kraker discussed the proposed fencing around the outdoor playground and asked if the Planning Commission would allow a 6-foot tall wood screening fencing along the east side of the playground and a 6-foot tall black vinyl coated chain-link fence along the south and west sides of the playground. Mr. Kraker stated use of the black vinyl coated chain-link fence would open up the views from within the playground and would allow for more flexibility during installation to preserve existing trees. Ms. Russell indicated that she has been in the child day care business for approximately 25 years and owns/operates three other child care centers in Grand Rapids. Ms. Russell stated the 6-foot tall black vinyl chain-link fence is preferred and is consistent with her other child care centers. Ms. Russell stated the facility would be licensed for up to 176 children which could be increased in the future if the 6,400 square foot building addition is pursued.

The Commission, staff and applicant next discussed various aspects of the development project including the shared/cross access and storm water management arrangements and the applicant's request to install a 6-foot tall black vinyl chain-link fence along the south and west sides of the outdoor playground. Commissioner Patterson stated he believes the request for chain-link fencing along the south and west sides of the outdoor playground was reasonable and would allow for easier installation, maintenance and preservation of existing trees. Since the site does not abut residential zoning/land use, Mr. West stated the 6-foot tall wood fencing around the outdoor playground was not required screening. Mr. West stated the applicant's request for chain-link fencing along the south and west sides of the outdoor playground would be internal to the site. After additional discussion, a motion was made by Commissioner Patterson, seconded by Commissioner Bosch, to approve the Site Plan for Milestones Child Day Care, 3500 West Centre Avenue, with the modification to allow installation of a 6-foot tall black vinyl coated chain-link fence along the south and west sides of the outdoor playground (6-foot tall wood fence would be installed along the east and north sides of the outdoor playground). The motion was unanimously approved 9-0.

**NEW BUSINESS:**

None

**OLD BUSINESS:**

None

**STATEMENT OF CITIZENS:**

None

**ADJOURNMENT:**

There being no further business to come before the Commission, the meeting was adjourned at 7:25 p.m.

Respectfully submitted,

Michael West, AICP  
Senior City Planner