

PLANNING COMMISSION

May 21, 2009

The City of Portage Planning Commission meeting of May 21, 2009 was called to order by Chairman Fox at 7:00 p.m. in Council Chambers of Portage City Hall, 7900 South Westnedge Avenue. Five citizens were in attendance.

MEMBERS PRESENT:

James Cheesebro, James Pearson, Miko Dargitz, Richard Yonke, William Patterson, Cory Bailes and Chairman Thomas Fox.

MEMBERS ABSENT:

None.

MEMBERS EXCUSED:

Kerry Hettinger and Paul Welch.

IN ATTENDANCE:

Christopher Forth, Deputy Director of Planning and Development Services and Randall Brown, City Attorney.

PLEDGE OF ALLEGIANCE:

The Planning Commission, staff and audience recited the Pledge of Allegiance.

Following the Pledge of Allegiance, Chairman Fox introduced new Planning Commissioner, Mr. Bill Patterson.

APPROVAL OF MINUTES:

Chairman Fox referred the Commission to the April 16, 2009 meeting minutes. A motion was offered by Commissioner Cheesebro, seconded by Commissioner Bailes, to approve the minutes as submitted. The motion was unanimously approved.

SITE/FINAL PLANS:

1. Site Plan for Singer Building, 1906 West Milham Avenue. Mr. Forth summarized the staff report dated May 21, 2009 involving a site plan to construct an approximate 4,200 square foot medical office building. Mr. Forth indicated the new building was planned along the southern portion of the property, while future office development was also planned along the northern portion of the property. Mr. Forth stated that access to the site will be provided through a full service West Milham Avenue driveway. Consistent with the Access Management Ordinance, Mr. Forth indicated the applicant has agreed to provide future shared/cross access with the adjacent properties to the east, west and north. Mr. Forth stated a note has been placed on the plan committing to this future cross/shared access and the appropriate affidavit would be prepared and recorded with the Kalamazoo County Register of Deeds.

Mr. Bruce VanderWeele (applicant's engineer) was present to support the plan. After a brief discussion regarding the storm water design and the timing for the future cross access connection to the north, a motion was made by Commissioner Cheesebro, seconded by Commissioner Yonke, to approve the Site Plan for Singer Building, 1906 West Milham Avenue. The motion was unanimously approved.

2. Site Plan for Fifth-Third Bank, 2610 East Centre Avenue. Mr. Forth summarized the staff report dated May 21, 2009 involving a site plan to construct an approximate 4,300 square foot bank building. Mr. Forth summarized the December 2008 site plan approval for the infrastructure improvements associated with the overall 8.0 acre Centreport Commons commercial development. Mr. Forth indicated the Fifth-Third Bank project represents the first building within the Centreport Commons commercial development and construction activities associated with the infrastructure improvements and bank building would be coordinated between Treystar Holdings and Fifth-Third Bank. Commissioner Cheesebro asked about the timing for the East Centre median opening. Mr. Forth stated the median opening would be completed with the first phase of development. Mr. Forth also confirmed the west, East Centre driveway is for right-in and right-out only traffic.

Mr. Craig Hondorp (Progressive AE) and Mr. Jeff Jacobs (CB Richard Ellis) were both present to support the plan. After a brief discussion, a motion was made by Commissioner Yonke, seconded by Commissioner Bailes, to approve the Site Plan for Fifth-Third Bank, 2610 East Centre Avenue. The motion was unanimously approved.

PUBLIC HEARINGS:

None.

PLATS/RESIDENTIAL CONDOS:

None.

OLD BUSINESS:

None.

NEW BUSINESS:

1. Proclamations for Planning Commissioners Richard Yonke and Kerry Hettinger. Chairman Fox acknowledged the resignation of Planning Commissioner Richard Yonke and read a proclamation honoring his eight years of service and contribution to the City of Portage Planning Commission. Commissioner Yonke also stated that he served 11 years on the Zoning Board of Appeals, prior to his tenure on the Planning Commission. Commissioner Yonke thanked the other Commissioners, staff and the City Attorney for their assistance and support over the years.

Chairman Fox then acknowledged the resignation of Planning Commissioner Kerry Hettinger and read a proclamation honoring his three years of service and contribution to the City of Portage Planning Commission.

STATEMENT OF CITIZENS:

None.

ADJOURNMENT:

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

Respectfully submitted,

Christopher Forth, AICP
Deputy Director of Planning and Development Services