

PLANNING COMMISSION

September 17, 2009

The City of Portage Planning Commission meeting of September 17, 2009 was called to order by Chairman Fox at 7:00 p.m. in Council Chambers of Portage City Hall, 7900 South Westnedge Avenue. Eight citizens were in attendance.

MEMBERS PRESENT:

Miko Dargitz, Jim Pearson, Cory Bailes, James Cheesebro, Bill Patterson, Wayne Stoffer, Paul Welch and Chairman Thomas Fox.

MEMBERS ABSENT:

None.

MEMBERS EXCUSED:

Rick Bosch.

IN ATTENDANCE:

Christopher Forth, Deputy Director of Planning and Development Services; Michael West, Assistant City Planner; and Randall Brown, City Attorney.

PLEDGE OF ALLEGIANCE:

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

APPROVAL OF MINUTES:

Chairman Fox referred the Commission to the September 3, 2009 meeting minutes. A motion was made by Commissioner Cheesebro, seconded by Commissioner Welch, to approve the minutes as submitted. The motion was unanimously approved.

SITE/FINAL PLANS:

None.

PUBLIC HEARINGS:

None.

PLATS/RESIDENTIAL CONDOS:

None.

OLD BUSINESS:

None.

NEW BUSINESS:

1. Valley Family Church – Kalamazoo, 2500 Vincent Avenue. Mr. Forth summarized the staff report dated September 11, 2009 and the supplemental staff report dated September 15, 2009 regarding the status of the development project. Mr. Forth briefly summarized the Planning Commission approval of May 1, 2008 and the six specific conditions included with the special land use permit approval. Consistent with condition No. 1, Mr. Forth stated a Traffic Control Services Agreement that outlines the provisions for traffic enforcement/control has been prepared. Mr. Forth summarized the main points of the agreement and indicated the City Attorney has reviewed and approved the document. The Traffic Control Services Agreement has been signed by church and city officials

Attorney Brown clarified why the agenda item did not require a public hearing or formal action by the Commission. After a brief discussion, a motion was made by Commissioner Pearson, seconded by Commissioner Bailes, to accept the Traffic Control Services Agreement as it is in substantial compliance with the motion and the condition of approval regarding the Valley Family Church-Kalamazoo, 2500 Vincent Avenue project, as approved by the Planning Commission on May 1, 2008. The motion was unanimously approved.

7:10 p.m. The Commission took a short recess and reconvened the meeting in Conference Room No. 2 at 7:15 p.m. to discuss the City Council Assigned Goals and Objectives Update.

2. City Council Assigned Goals and Objectives Update. Mr. Forth summarized the staff report dated September 11, 2009 and referred the Commission to the communication from Deputy City Clerk Herringa dated September 4, 2009. Although the Planning Commission FY 2009-2010 Goals and Objectives Update and Recommended FY 2010-2011 Goals and Objectives do not have to be provided to the City Clerk until November 2009, Mr. Forth stated that the Commission is advised to begin the review/discussion process. Mr. Forth explained the process for the new Commissioners and discussed work related items which the Department of Community Development was currently working on for upcoming Planning Commission review/action. Mr. Forth stated that additional information would be provided to the Commission at the October 15, 2009 meeting. The Commission and staff discussed various planning issues and ideas.

STATEMENT OF CITIZENS:

None.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Christopher Forth, AICP
Deputy Director of Planning and Development Services