

PLANNING COMMISSION

January 7, 2010

The City of Portage Planning Commission meeting of January 7, 2010 was called to order by Chairman Fox at 7:00 p.m. in Council Chambers of Portage City Hall, 7900 South Westnedge Avenue. Two citizens were in attendance.

MEMBERS PRESENT:

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

MEMBERS ABSENT:

None.

MEMBERS EXCUSED:

Wayne Stoffer.

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 December 17, 2009 meeting minutes. A motion was made by Commissioner Welch, seconded by Commissioner Cheesebro, to approve the minutes as submitted. Commissioner Dargitz stated that she was not present at the December 17th meeting and, therefore, would be abstaining. The motion was subsequently approved 7-0-1 with Commissioner Dargitz abstaining.

PUBLIC HEARINGS:

1. Special Land Use Permit/Site Plan: Portage Animal Hospital, 8037 Portage Road. Mr. West summarized the staff reports dated December 31, 2009 and January 7, 2010 involving the special land use permit/site plan submitted by Chester, Inc., on behalf of Portage Road Investments LLC, to construct a new approximate 5,700 square foot veterinary hospital building and associated improvements at 8037 Portage Road. Mr. West provided background information regarding discussions of a shared/cross access arrangement between the Portage Animal Hospital site and the adjacent Centreport Commons development which began in 2006. Mr. West also discussed the shared/cross access commitment which was agreed upon by Treystar Holdings and which was included in the form of a notation on the approved site plan for Centreport Commons. On January 4th, Mr. West stated a meeting between representatives of Portage Road Investments and Treystar Holdings was facilitated by the Department of Community Development to discuss previous shared/cross access commitments and discussions, the City of Portage Access Management Ordinance and the proposed access arrangement. Mr. West indicated the meeting was productive and negotiations between the two property owners regarding a shared/cross access arrangement were ongoing. Mr. West referred the Commission to a January 6, 2010 correspondence from the applicant's architect requesting that the special land use permit/site plan be adjourned to the next regularly scheduled meeting.

Dr. Andrew Helmholdt and Dr. Cynthia Lunney of the Portage Animal Hospital were present to support the application. Dr. Helmholdt stated that discussions with Treystar Holdings regarding a shared/cross

access arrangement were currently ongoing and engineering changes would likely be needed to the site plan. The public hearing was then opened by Chairman Fox. No citizens were present to speak regarding the development project. A motion was then made by Commissioner Welch, seconded by Commissioner Bosch, to adjourn the Special Land Use Permit/Site Plan for Portage Animal Hospital, 8037 Portage Road, to the January 21, 2010 meeting, at the request of the applicant. The motion was unanimously approved.

2. Preliminary Report: Ordinance Amendment 09-B, Sign Ordinance Regulations. Mr. Forth summarized the preliminary staff report dated December 31, 2009 regarding proposed changes to Sections 42-545(A), 42-550(A) and 42-551(A) of the Zoning Code. Mr. Forth discussed the proposed changes to the sign regulations and the rationale for the changes. The public hearing was opened by Chairman Fox. No citizens spoke in regards to the proposed ordinance amendment. A motion was then made by Commissioner Bailes, seconded by Commissioner Pearson, to adjourn Ordinance Amendment 09-B, Sign Ordinance Regulations, to the January 21, 2010 meeting. The motion was unanimously approved.

3. Preliminary Report: Ordinance Amendment 09-C, Home Occupation Regulations. Mr. Forth summarized the preliminary staff report dated December 31, 2009 regarding proposed changes to the home occupation regulations. Mr. Forth discussed the two types of home occupations proposed (passive and active), the various conditions for approval and the previous Planning Commission discussion and review of the proposed ordinance language. The public hearing was opened by Chairman Fox. No citizens spoke in regards to the proposed ordinance amendment. A motion was then made by Commissioner Cheesebro, seconded by Commissioner Welch, to adjourn Ordinance Amendment 09-C, Home Occupation Regulations, to the January 21, 2010 meeting. The motion was unanimously approved.

PLATS/RESIDENTIAL CONDOS:

None.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

STATEMENT OF CITIZENS:

None.

ADJOURNMENT:

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

Respectfully submitted,

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