

## PLANNING COMMISSION

June 17, 2010

The City of Portage Planning Commission meeting of June 17, 2010 was called to order by Vice-Chairman Fox at 7:00 p.m. in Council Chambers of Portage City Hall, 7900 South Westnedge Avenue. Seven citizens were in attendance.

### **MEMBERS PRESENT:**

Cory Bailes, Mark Siegfried, Paul Welch, Jim Pearson, Miko Dargitz, Bill Patterson, Rick Bosch, and Vice-Chairman James Cheesebro.

### **MEMBERS ABSENT:**

None.

### **MEMBERS EXCUSED:**

Wayne Stoffer.

### **IN ATTENDANCE:**

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

### **PLEDGE OF ALLEGIANCE:**

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

### **APPROVAL OF MINUTES:**

Vice-Chairman Cheesebro introduced new Planning Commissioner Mark Siegfried. The Commission welcomed Commissioner Siegfried

Vice-Chairman Cheesebro referred the Commission to the May 20, 2010 meeting minutes. A motion was made by Commissioner Welch, seconded by Commissioner Bailes, to approve the minutes as submitted. The minutes were unanimously approved.

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

None.

### **PUBLIC HEARINGS:**

1. Special Land Use Permit: Group Child Care Home (VanDenBos), 5203 Oakland Drive. Mr. West summarized the staff report dated June 11, 2010 regarding the request by Ms. Kelly VanDenBos to establish a group child care home for up to 12 children at her residence located at 5203 Oakland Drive. Mr. West also referred the Commission to letters received from area residents, which were included in the original agenda packet and final agenda packet, along with supplemental information provided by the applicant. The Commission discussed with staff access to the residence, on-site parking/maneuvering and parking along Greenbriar Drive.

Ms. Kelly VanDenBos (applicant) was present and described the proposed group child care home and summarized the application materials. The Commission and applicant discussed the number of children proposed

and allowed under the license, fencing/screening within the backyard outdoor play area and other operational aspects of the proposed group child care home. Vice-Chairman Cheesebro opened the public hearing. No citizens spoke in regard to the proposed group child care home. A motion was then made by Commissioner Welch, seconded by Commissioner Bailes, to close the public hearing. The motion was unanimously approved.

After additional discussion, a motion was made by Commissioner Pearson, seconded by Commissioner Bosch, to approve the Special Land Use Permit for Ms. Kelly VanDenBos (group child care home), 5203 Oakland Drive. The motion was unanimously approved.

**PLATS/RESIDENTIAL CONDOS:**

None.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

1. Election of Officers. The Commission discussed election of officers for the upcoming fiscal year and nominations for the various positions. Commissioner Cheesebro indicated he would be interested in the position of Chairman. No other Commissioners expressed interest in the Chairman position. There being no other nominations, the Commission recognized Commissioner Cheesebro as the Chairman of the Planning Commission.

Commissioner Pearson and Commissioner Welch both expressed interest in the position of Vice-Chairman and provided short summaries of their experience with the Planning Commission and other volunteer positions. Following an anonymous vote, Mr. Forth stated there was a tie with four votes for Commissioner Pearson and four votes for Commissioner Welch. After a brief discussion, it was agreed by the Commission that further voting for the positions of Vice-Chairman and Secretary would be deferred until a full Commission was present. Mr. Forth stated the next meeting with all nine Commission members won't occur until the first meeting in August.

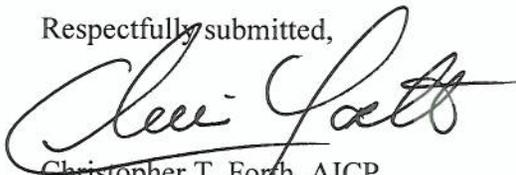
**STATEMENT OF CITIZENS:**

None.

**ADJOURNMENT:**

Commissioner Bosch stated that he would not be present for the July 15, 2010 meeting. There being no further business, the meeting was adjourned at 7:35 p.m.

Respectfully submitted,



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