

## PLANNING COMMISSION

June 16, 2011

The City of Portage Planning Commission meeting of June 16, 2011 was called to order by Chairman Cheesebro at 7:00 p.m. in Council Chambers of Portage City Hall, 7900 South Westnedge Avenue. No citizens were in attendance.

### **MEMBERS PRESENT:**

Bill Patterson, Jim Pearson, Miko Dargitz, Rick Bosch, Mark Siegfried, Paul Welch, Wayne Stoffer and Chairman James Cheesebro.

### **MEMBERS ABSENT:**

None.

### **MEMBERS EXCUSED:**

Allan Reiff.

### **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 the audience recited the Pledge of Allegiance.

### **APPROVAL OF MINUTES:**

Chairman Cheesebro referred the Commission to the June 2, 2011 meeting minutes. A motion was made by Commissioner Dargitz, seconded by Commissioner Welch, to approve the minutes as submitted. The minutes were unanimously approved.

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

None.

### **PUBLIC HEARINGS:**

1. Final Report: Ordinance Amendment 10-D, Business Banner Regulations. Mr. West summarized the June 10, 2011 staff report regarding proposed changes to business banner regulations that have been forwarded by City Council for Planning Commission review and recommendation. Mr. West discussed the City Council Ad Hoc Sign Committee review of historical sign related issues and indicated the proposed amendment would expand the opportunity for banner use and provide additional options and flexibility for businesses interested in using banner signs.

Chairman Cheesebro reconvened the public hearing. No citizens spoke in regard to the proposed ordinance amendment. A motion was made by Commissioner Welch, seconded by Commissioner Stoffer, to close the public hearing. The motion was unanimously approved. There being no further discussion, a motion was made by Commissioner Patterson, seconded by Commissioner Welch, to recommend to City Council that Ordinance Amendment 10-D, Business Banner Regulations, be approved. The motion was unanimously approved.

2. Preliminary Report: Ordinance Amendment 10-E, Mixed-Use Zoning Ordinances. Mr. Forth summarized the June 10, 2011 preliminary staff report regarding the three mixed-use ordinance proposals referred by City Council. Mr. Forth stated these proposals were previously reviewed and discussed by the Commission during the March 28, 2011 and May 5, 2011 meetings. Mr. Forth reviewed the major provisions of the three

ordinance proposals (City Centre Area – Mixed Use Floating Zone, Commercial Corridor Mixed Use Floating District and Work/Live Accommodations) and refinements that have been made by staff since receipt of these proposals from City Council.

Commissioner Dargitz stated she believes the open space provision (10 percent) contained in the City Centre Area – Mixed Use Floating District ordinance is minimal and asked whether the language should be modified to allow the Planning Commission more discretion in determining appropriate open space. Mr. Forth indicated staff would provide the Commission more information on this matter with the final staff report. Chairman Cheesebro opened the public hearing. No citizens spoke in regard to the proposed ordinance amendment. A motion was made by Commissioner Welch, seconded by Commissioner Stoffer, to adjourn the public hearing for Ordinance Amendment 10-E, Mixed-Use Zoning Ordinances, to the July 7, 2011 meeting. The motion was unanimously approved.

**PLATS/RESIDENTIAL CONDOS:**

None.

**OLD BUSINESS:**

1. Valley Family Church – Kalamazoo, 2500 Vincent Avenue (noise complaint update). Mr. Forth introduced the item and summarized the June 10, 2011 staff report regarding the noise complaint update that was requested by the Planning Commission at the November 18, 2010 meeting. Since November 2010, Mr. Forth indicated only one noise related complaint has been received (March 2011), however, the violation could not be documented since the complainant did not report the noise to the Police Department.

**NEW BUSINESS:**

None.

**STATEMENT OF CITIZENS:**

None.

**ADJOURNMENT:**

Commissioner Pearson provided an update regarding temporary signs and efforts to contact the Ad Hoc Sign Committee. As previously indicated, Commissioner Pearson stated he has been approached by small business owners who have expressed frustration regarding the current temporary sign ordinance and application process. Commissioner Pearson stated he recently heard back from two members of the Ad Hoc Sign Committee who indicated the issue of temporary signs would again be discussed by the Committee in the future.

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

Respectfully submitted,

Christopher Forth, AICP  
Deputy Director of Planning and Development Services