

PLANNING COMMISSION

August 16, 2012

The City of Portage Planning Commission meeting of August 16, 2012 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:

Miko Dargitz, Wayne Stoffer, Paul Welch, Bill Patterson, Dave Felicijan and James Cheesebro.

MEMBERS ABSENT:

None.

MEMBERS EXCUSED:

Rick Bosch and Allan Reiff.

IN ATTENDANCE:

Michael West, Assistant City Planner.

PLEDGE OF ALLEGIANCE:

Chairman Cheesebro led the Commission in the Pledge of Allegiance.

APPROVAL OF MINUTES:

Chairman Cheesebro referred the Commission to the August 2, 2012 meeting minutes contained in the agenda packet and indicated he would abstain from voting since he was not present at this meeting. A motion was offered by Commissioner Welch, seconded by Commissioner Patterson, to approve the minutes as submitted. The motion was approved 5-0-1.

SITE/FINAL PLANS:

None.

PUBLIC HEARINGS:

None.

OLD BUSINESS:

1. Oshtemo Township Master Plan Amendment 2012-1. Mr. West summarized the staff report dated August 10, 2012 regarding several proposed amendments to the Oshtemo Township Master Plan. Pursuant to the Michigan Planning Act, Mr. West indicated that all contiguous communities and other required agencies are being invited to review and comment on the Plan amendments. Mr. West stated the Plan amendments had previously been given to the Commission prior to the August 2, 2012 meeting and comments were now needed for conveyance to Oshtemo Township. Mr. West indicated the Commission reviewed the entire Oshtemo Township Master Plan in March/April 2011 and the proposed 2012 amendments involve changes to six specific areas of this previously reviewed/approved plan.

After a brief discussion, a motion was offered by Commissioner Welch, seconded by Commissioner Stoffer, to accept the Oshtemo Township Master Plan Amendments 2012-1 with no comments. The motion was unanimously approved. Mr. West stated a letter will be forwarded to Oshtemo Township on behalf of the Planning Commission.

NEW BUSINESS:

1. City of Portage 50th Anniversary Celebration. Chairman Cheesebro referred the Commission to the July 30, 2012 communication from City Council requesting ideas and suggestions for the upcoming City of Portage 50th Anniversary celebration. Chairman Cheesebro stated a written communication from the Commission with ideas and suggestions needs to be conveyed to City Council by September 28, 2012. Commissioner Stoffer asked is a similar celebration was planned with the City's 25th Anniversary? Mr. West indicated he would check and provide an answer at the next meeting. Commissioner Stoffer suggested an activity or event that would place emphasis on the City Centre Area. Commissioner Dargitz suggested a possible landmark to commemorate the event. Mr. West indicated that staff would record ideas and suggestions over the next couple meetings and provide a draft written memo for Commission review and finalization during the September 20, 2012 meeting.

STATEMENT OF CITIZENS:

None.

ADJOURNMENT:

Chairman Cheesebro referred the Commission to the August 15, 2012 communication from Deputy City Clerk Herringa and asked if any Commissioners knew of potential Planning Commissioner candidates to have them complete an application and submit to the Office of the City Clerk by August 24, 2012. Chairman Cheesebro stated that City Council will be considering filling the current Planning Commission vacancy at the September 11, 2012 meeting.

There being no further business to come before the Commission, the meeting was adjourned at 7:10p.m.

Respectfully submitted,

Michael K. West, AICP
Assistant City Planner