

PLANNING COMMISSION

October 3, 2013

The City of Portage Planning Commission meeting of October 3, 2013 was called to order by Chairman Welch at 7:00 p.m. in Council Chambers of Portage City Hall, 7900 South Westnedge Avenue. Seven citizens were in attendance.

MEMBERS PRESENT:

Dave Felicijan, Bill Patterson, Miko Dargitz, Wayne Stoffer, Betty Schimmel and Paul Welch.

MEMBERS ABSENT:

None.

MEMBERS EXCUSED:

Allan Reiff and Rick Bosch.

IN ATTENDANCE:

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

PLEDGE OF ALLEGIANCE:

Chairman Welch led the Commission in the Pledge of Allegiance.

APPROVAL OF MINUTES:

Chairman Welch referred the Commission to the September 19, 2013 meeting minutes contained in the agenda packet. A motion was made by Commissioner Patterson, seconded by Commissioner Stoffer, to approve the minutes as submitted. The motion was unanimously approved.

SITE/FINAL PLANS:

1. Cronenwett Hair Salon, 1106 West Centre Avenue. Mr. West summarized the staff report dated September 27, 2013 regarding the request by Mr. Nathan Cronenwett to demolish an existing nonconforming single family residence and construct a new approximate 1,200 square foot hair salon building and associated site improvements at 1106 West Centre Avenue.

Mr. Nathan Cronenwett was present to support the site plan. After a brief discussion, a motion was made by Commissioner Felicijan, seconded by Commissioner Stoffer, to approve the Site Plan for Cronenwett Hair Salon, 1106 West Centre Avenue. The motion was unanimously approved 5-0.

PUBLIC HEARINGS:

1. Final Report: Rezoning Application #13-02, Harbors West Planned Development, 5710 Angling Road and 3730, 3734 and 3800 West Milham Avenue. Mr. Forth summarized the final staff report dated September 27, 2013 regarding the request by Harbors West, LLC to rezone an approximate 74 acre tract of land from R-1B, one family residential to PD, planned development to accommodate the Harbors West PD. Mr. Forth also discussed the proposed tentative plan for the development and the three requested modifications from the Subdivision and Land Division Regulations. Mr. Forth indicated staff was supportive of the PD rezoning and the tentative plan/narrative for the Harbors West PD.

Tom Larabel and Scott Sanderson of Harbors West, LLC were present to support the application and explain the development project. Mr. Larabel discussed proposed lot widths and the proposed location for the 4-foot wide sidewalks and 8-foot wide paths. Mr. Larabel stated the sidewalk located in front of the lots would be maintained by the individual property owners, while the proposed paths would be owned and maintained by the association and would be plowed during the winter months. The Commission, staff, Mr. Larabel and Mr. Sanderson next discussed various aspects of the project including the number of lots proposed on a cul-de-sac street in Phase 1, Zoning Code and Fire Code differences in the number of lots/dwelling units on a cul-de-sac street, emergency vehicle access and maneuvering, project phasing and details regarding the proposed public street construction from West Milham Avenue.

The public hearing was reconvened by Chairman Welch. No citizens spoke regarding the proposed PD rezoning and tentative plan for the development project. A motion was made by Commissioner Stoffer, seconded by Commissioner Dargitz, to close the public hearing. The motion was unanimously approved. Mr. Forth then referred the Commission to a letter received from Mary Ann Redmond (3922 West Milham Avenue) contained in the final agenda packet. The Commission and Mr. Forth discussed installation of screening between the proposed new street and Ms. Redmond's property. Mr. Forth indicated this detail could be reviewed with the final plan for Phase 1 of the development project which will include a public hearing and review/approval by the Planning Commission and City Council. After additional discussion, a motion was made by Commissioner Felicijan, seconded by Commissioner Patterson, to recommend to City Council that Rezoning Application #13-02 be approved and 5710 Angling Road and 3800, 3730 and 3734 West Milham Avenue be rezoned to PD, planned development consistent with the tentative plan, narrative and supporting materials submitted for the Harbors West PD and with approval of the three requested modifications involving: sidewalks on both sides of all streets; maximum block length; and maximum number of lots on a cul-de-sac street. The motion included a finding that the proposed PD zone and associated development plan is consistent with the Comprehensive Plan, Future Land Use Map and surrounding land use/zoning pattern and will provide the applicant development flexibility while ensuring a unique and compatible residential community with enhanced open space areas, integrated pedestrian pathways and landscaping features. Additionally and consistent with Section 42-375.L of the PD ordinance, the three requested modifications are in the best interests of the residents of the planned development and are not inconsistent with the interests of the entire city. The motion was unanimously approved.

NEW BUSINESS:

1. FY 2012-2013 Final Work Program Update and proposed FY 2013-2014 Work Program. Mr. Forth summarized the staff report dated September 27, 2013 that included a final update of the FY 2012-2013 Work Program and a copy of the proposed FY 2013-2014 Work Program. The Commission and Mr. Forth discussed ways to engage the Youth Advisory Committee in the upcoming fiscal year including participation in the Comprehensive Plan Update. Mr. Forth stated he would discuss this matter further with Deputy Director Adam Herringa who is the staff liaison to the Youth Advisory Committee. Commissioner Dargitz next discussed her attendance at the Michigan Association of Planning (MAP) Annual Conference in downtown Kalamazoo and indicated her handout materials and notes were available to any Commissioner that was interested. Mr. Forth discussed a Mobile Bike Tour along the Northwest Portage Bikeway and Bicentennial Park Trail that he and Director Chris Barnes led as part of the MAP Conference and complimentary comments provided by the participants regarding the quality of the Portage trail system. After additional discussion, a motion was made by Commissioner Patterson, seconded by Commissioner Dargitz, to adopt the 2013-2014 Work Program, as presented. The motion was unanimously approved.

OLD BUSINESS:

1. City of Portage 50th Anniversary Celebration – September Passbook Drawing. Commissioners Felicijan and Dargitz conducted the September Passbook drawing and Ron Prang was selected as the winner of a \$50.00 gift card from Barrett's Smokehouse. Commissioner Felicijan stated eight completed passbooks were received for the month of September and discussed how businesses and citizens could participate in the Passbook program.

STATEMENT OF CITIZENS:

None.

ADJOURNMENT:

There being no further business to come before the Commission, the meeting was adjourned at 7:50 p.m.

Respectfully submitted,

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