

## PLANNING COMMISSION

October 17, 2013

The City of Portage Planning Commission meeting of October 17, 2013 was called to order by Chairman Welch at 7:00 p.m. in Council Chambers of Portage City Hall, 7900 South Westnedge Avenue. Four citizens were in attendance.

### **MEMBERS PRESENT:**

Dave Felicijan, Bill Patterson, Allan Reiff, Rick Bosch, Betty Schimmel, Brian Somers and Paul Welch.

### **MEMBERS ABSENT:**

Wayne Stoffer.

### **MEMBERS EXCUSED:**

Miko Dargitz.

### **IN ATTENDANCE:**

Michael West, Assistant City Planner; and Randy Brown, City Attorney.

### **PLEDGE OF ALLEGIANCE:**

Chairman Welch led the Commission in the Pledge of Allegiance.

Chairman Welch introduced newly appointed Commissioner, Brian Somers, and welcomed him to the Planning Commission.

### **APPROVAL OF MINUTES:**

Chairman Welch referred the Commission to the October 3, 2013 meeting minutes contained in the agenda packet. A motion was made by Commissioner Patterson, seconded by Commissioner Bosch, to approve the minutes as submitted. The motion was approved 6-0-1 with Commissioner Somers abstaining.

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

None.

### **PUBLIC HEARINGS:**

1. Special Land Use Permit: Car Zone, 8232 and 8302 Portage Road. Mr. West summarized the staff report dated October 11, 2013 regarding the request by Car Zone, Inc. to establish an automobile dealership at 8232 and 8302 Portage Road. Mr. West indicated the applicant was proposing to reuse the existing building/site with interior renovations planned within the south and east portions of the building to accommodate a vehicle service/repair area and office space. No exterior site improvements or modification were proposed. Mr. West indicated the application fulfills the Zoning Code requirements for issuance of a special land use permit and was recommended for approval. Mr. West also referred the Commission to an October 13, 2013 letter received from Dennis and Donella Laskowski (1814 Thrushwood) that was included in the final agenda.

Chairman Welch asked if there was any planned use of the miniature golf course. Mr. West summarized previous conversations with the applicant regarding this matter and indicated the miniature golf course would not be reopened as a separate use, but may be occasionally used by customers of the automobile dealership. Mr. Neil Fryling, representative of Car Zone, Inc. was present to support the application and explain the

proposed automobile dealership. The Commission, Mr. West and Mr. Fryling next discussed various aspects of the project including vehicle parking/display areas, planned vehicle servicing and the zoning of the western portion of the property.

The public hearing was opened by Chairman Welch. No citizens spoke regarding the proposed special land use permit. A motion was made by Commissioner Bosch, seconded by Commissioner Felicijan, to close the public hearing. The motion was approved 6-0-1 with Commissioner Somers abstaining. After a brief discussion, a motion was made by Commissioner Felicijan, seconded by Commissioner Bosch, to approve the Special Land Use Permit for Car Zone, 8232 and 8302 Portage Road. The motion was approved 6-0-1 with Commissioner Somers abstaining.

**NEW BUSINESS:**

None.

**OLD BUSINESS:**

1. Comprehensive Plan, Public Involvement Plan – Information Only. Mr. West referred the Commission to the Public Involvement Plan prepared by LSL Planning that was included with the agenda materials. Mr. West stated the Plan explains the efforts to engage the public throughout the Comprehensive Plan Update process and indicated the document is dynamic and subject to change as the process moves forward. Mr. West also indicated that Mr. Forth and Commissioner Dargitz attended the Youth Advisory Committee meeting on October 14<sup>th</sup>, provided an overview of the Comprehensive Plan Update process and received comments from the committee members.

**STATEMENT OF CITIZENS:**

None.

**ADJOURNMENT:**

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

Respectfully submitted,

Michael West, AICP  
Assistant City Planner