



PLANNING COMMISSION

April 3, 2014

CITY OF PORTAGE PLANNING COMMISSION

A G E N D A

April 3, 2014
(7:00 p.m.)

Portage City Hall Council Chambers

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES:

- * March 20, 2014

SITE/FINAL PLANS:

- * 1. Site Plan (reapproval): Osterhout Condos, 2300 West Osterhout Avenue
- * 2. Specific (Site) Plan: Earth Fare, 605 and 531 West Kilgore Road

PUBLIC HEARINGS:

OLD BUSINESS:

NEW BUSINESS:

- * 1. East Centre Avenue Rezoning Consideration
- * 2. Comstock Township Land Use Plan Amendments
- * 3. 2014 Comprehensive Plan Update, Transportation and Land Use + Character chapters
 - provided as separate documents
 - adjourn to Conference Room No. 1

STATEMENT OF CITIZENS:

ADJOURNMENT:

MATERIALS TRANSMITTED

March 11 2014 City Council regular meeting minutes
March 18, 2014 special meeting minutes
Summary of Environmental Activity Report – February 2014

Star (*) indicates printed material within the agenda packet.

PLANNING COMMISSION

March 20, 2014

DRAFT

The City of Portage Planning Commission meeting of March 20, 2014 was called to order by Chairman Welch at 7:00 p.m. in Council Chambers of Portage City Hall, 7900 South Westnedge Avenue. Five citizens were in attendance.

PLEDGE OF ALLEGIANCE:

Chairman Welch led the Commission in the Pledge of Allegiance.

IN ATTENDANCE:

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

ROLL CALL:

Mr. Forth called the role and the following Commissioners were present: Patterson, Welch, Felicijan, Reiff, Dargitz, Schimmel and Somers.

A motion was made by Commissioner Felicijan, seconded by Commission Reiff, to approve the role and excuse Commissioners Stoffer and Bosch. The motion was unanimously approved 7-0.

APPROVAL OF MINUTES:

Chairman Welch referred the Commission to the March 6, 2014 meeting minutes contained in the agenda packet. A motion was made by Commissioner Patterson, seconded by Commissioner Reiff, to approve the minutes as submitted. The motion was unanimously approved 7-0.

SITE/FINAL PLANS:

None.

PUBLIC HEARINGS:

1. Special Land Use Permit: Great Lakes Convenience, 710 and 732 East Centre Avenue. Chairman Welch referred the Commission to the March 11, 2014 letter from the applicant (Mr. Donald Ziemke, Jr.) requesting the special land use permit for Great Lakes Convenience be withdrawn. A motion was made by Commissioner Felicijan, seconded by Commissioner Somers, to accept the applicant's request for a withdrawal of the Special Land Use Permit for Great Lakes Convenience, 710 and 732 East Centre Avenue. The motion was unanimously approved 7-0.

OLD BUSINESS:

1. FY 2014-2024 Capital Improvement Program. Mr. Forth summarized the preliminary review of the CIP document conducted by the Planning Commission during the March 6, 2014 meeting and asked whether there were any additional comments or suggestions. Commissioner Reiff asked about the trade-in value of Fire Department vehicles identified in CIP. Mr. Forth it was premature to place a monetary value on the vehicles since the trade-ins were not planned for several years. After additional conversation, a motion was made by Commissioner Patterson, seconded by Commissioner Dargitz, to accept the FY 2014-2024 Capital Improvement Program and forward to City Council with no changes. The motion was unanimously approved 7-0.

DRAFT

STATEMENT OF CITIZENS:

Mr. Craig Binder (743 East Centre Avenue) asked what the status was of the staff recommendation to initiate a rezoning of the several properties located along the south side of East Centre Avenue, east of Lakewood Drive. Mr. Forth stated the Community Development Department would be providing the Planning Commission background information regarding this matter at the April 3, 2014 meeting for further consideration and discussion.

7:10 p.m. - The Commission took a short recess.

7:15 p.m. - The Commission reconvened the meeting in City Hall Conference Room No. 1

NEW BUSINESS:

1. Proposed Planning Commission FY 2014-2015 Goals and Objectives. Mr. Forth summarized the staff report dated March 14, 2014 and referred the Commission to the draft memo included in the agenda packet. Commissioner Dargitz suggested reinserting “When appropriate, engage the Youth Advisory Committee in the community planning process” into the recommended FY 2014-2015 goals and objectives. The Commission discussed this suggestion and concurred. After a brief discussion, a motion was made by Commissioner Reiff, seconded by Commissioner Somers, to revise the draft memo to include “When appropriate, engage the Youth Advisory Committee in the community planning process” and forward to City Council the Recommended FY 2014-2015 Planning Commission Goals and Objectives. The motion was unanimously approved 7-0.

2. 2014 Comprehensive Plan Update, Community + Quality of Life. Mr. Forth referred the Commission to the draft Community + Quality of Life chapter of the 2014 Comprehensive Plan Update. Mr. Forth summarized the Introduction, Community Resources, Community Identity and Implementation sections and asked if the Commission had any comments.

Commissioner Dargitz asked what placemaking initiatives occurred in 2013 with the City of Portage 50th Anniversary celebration. Mr. Forth discussed the various initiatives including new logo and rebranding of the city as a “Natural Place to Move”. Commissioner Reiff stated the chapter was very well written and suggested relocating Item 26 of the Community Facilities Map to Waylee to reflect the pending demolition of the Portage Public Schools Administrative Building. Commissioner Patterson suggested expanding Item 46 of the Community Facilities Map to identify the additional property acquisition down to West Osterhout Avenue as part of the Eliason Nature Reserve. Commissioner Dargitz stated the area along the east side of Highland Drive, south of Zylman Avenue, should be identified as “woodlands” in the Natural Features Map. The Commission then discussed the pending demolition of the Portage Public Schools Administration Building and possible reuse of the structure. Commissioner Reiff asked staff to revisit the Implementations Strategies table and whether the Long Term category should have some check marks or whether the category should be deleted.

The Commission did not have any further comments regarding the draft Community + Quality of Life chapter. Mr. Forth stated the Transportation and Land Use chapters would be presented to the Planning Commission at the April 3rd meeting and a full draft document of the Comprehensive Plan Update would be presented to the Commission by LSL Planning at the April 17th meeting.

ADJOURNMENT:

There being no further business to come before the Commission, the meeting was adjourned at 7:55 p.m.

Respectfully submitted,

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

TO: Planning Commission **DATE:** March 28, 2014
FROM: Vicki Georgeau, ^{kg} Director of Community Development
SUBJECT: Site Plan (re-approval) for Osterhout Condos, 2300 West Osterhout Avenue

I. INTRODUCTION:

On June 7, 2007, the Planning Commission reviewed and approved the site plan for Osterhout Condos on a 2.2 acre parcel of land, zoned RM-1, multiple family residential, and located at 2300 West Osterhout Avenue. The residential condominium development project submitted by Mr. Terry Blodgett of Morningstar Development involved construction of six duplex dwellings (12 units total), a private street and associated site improvements. Each condominium unit was proposed to be 1,210 square feet with two-bedrooms, a full basement and attached two-car garage. The site plan approval by the Planning Commission also included a waiver from sidewalk installation along the West Osterhout frontage. A copy of the June 7, 2007 Planning Commission meeting minutes is attached.

Following June 2007 site plan approval, the developer did commence and complete construction of the first duplex dwelling along the southwest portion of the site. However and due to the economic and construction related issues, the applicant did not proceed with construction of the remaining duplex dwellings, private street and related site improvements. Since approximately six years has past with no construction activities, the applicant is resubmitting the site plan requesting re-approval. The site plan for Osterhout Condos has been resubmitted with no substantial changes from the original 2007 approval.

As previously approved, a private street from West Osterhout Avenue will be constructed to serve the residential condominium project. Storm water from the development will be collected and conveyed to a retention basin/swale located along the western portion of the site. While storm water retention in the rear yard of residential properties is not desirable, the proposed system which includes some underground storage, meets minimum design standards. The relatively shallow basin/swale (3-5 feet in depth) is designed to drain within 72 hours and will be lawn area that will be mowed/maintained by the association. Evergreen trees plantings will also be installed along the western and northern portions of the site.

II. RECOMMENDATION:

The site plan has been reviewed by the City Administrative departments. Staff recommends that the Site Plan for Osterhout Condos, 2300 West Osterhout Avenue, be re-approved.

Attachments: Site Plan Sheets for Osterhout Condos
June 7, 2007 Planning Commission meeting minutes

PLANNING COMMISSION

DRAFT

June 7, 2007

The City of Portage Planning Commission meeting of June 7, 2007 was called to order by Chairman Fox at 7:00 p.m. in Council Chambers of Portage City Hall, 7900 South Westnedge Avenue. Three people were in attendance.

MEMBERS PRESENT:

James Hoppe, Nancy Martin, James Cheesebro, Kerry Hettinger, Bruce Dean, Richard Yonke, Elizabeth Campbell, Paul Welch and Chairman Thomas Fox.

MEMBERS ABSENT:

None.

MEMBERS EXCUSED:

None.

IN ATTENDANCE:

Christopher Forth, Deputy Director of Planning & Development Services; Michael West, Assistant City Planner; and Randy Brown, City Attorney.

PLEDGE OF ALLEGIANCE:

Chairman Fox led the Commission in the Pledge of Allegiance.

PROCLAMATION FOR COMMISSIONER CHARD

Chairman Fox read a proclamation for Commissioner Chard honoring his many years of service to the Planning Commission. Chairman Fox also indicated that Commissioner Chard served on other city boards/commissions which totaled approximately 20 years of public service to the City of Portage.

Chairman Fox then introduced Mr. Paul Welch as the new member of the Planning Commission.

APPROVAL OF MINUTES:

Chairman Fox referred the Commission to the May 3, 2007 meeting minutes. A motion was offered by Commissioner Hoppe, seconded by Commissioner Martin, to approve the minutes as submitted. The motion was unanimously approved.

SITE/FINAL PLANS:

1. **Osterhout Condos, 2300 West Osterhout Avenue.** Mr. West summarized the staff report dated June 7, 2007 regarding a request by Mr. Terry Blodgett to construct a condominium development consisting of six duplexes (12 units total), a private street and associated site improvements at 2300 West Osterhout Avenue. In conjunction with the site plan, Mr. West indicated that the applicant was also requesting a waiver from the sidewalk provision along the West Osterhout Avenue frontage citing a lack of sidewalk in the surrounding area. Mr. Rick Eshlaman (applicant's engineer) was present to support the application. No additional citizens spoke in regard to the proposed development project.

After a brief discussion, a motion was made by Commissioner Campbell, seconded by Commissioner Martin, to approve the Site Plan for Osterhout Condos, 2300 West Osterhout Avenue, with the requested sidewalk waiver along West Osterhout Avenue. The motion was unanimously approved.

PUBLIC HEARINGS:

1. Special Land Use Permit: Tanning Salon, 6741 South Sprinkle Road. Mr. West summarized the staff report dated May 31, 2007 regarding a request by Mr. Dean Lathrop to establish an approximate 600 square feet, four-bed tanning salon within an existing 12,000 square foot building located at 6741 South Sprinkle Road. Mr. West indicated that the subject site is currently occupied by administrative offices for Toybox and Pak Mail, along with New Horizons trade school.

Mr. Dean Lathrop (applicant) was present to support the application. The public hearing was opened by Chairman Fox. No citizens spoke in regard to the proposed tanning salon. A motion was then made by Commissioner Campbell, seconded by Commissioner Yonke, to close the public hearing. The motion was unanimously approved.

After a brief discussion, a motion was offered by Commissioner Cheesebro, seconded by Commissioner Martin, to approve the Special Land Use Permit for Tanning Salon, 6741 South Sprinkle Road. The motion was unanimously approved.

PLATS/RESIDENTIAL CONDOS:

None.

OLD BUSINESS:

Commissioner Cheesebro indicated that on May 3, 2007, the Planning Commission approved a Special Land Use Permit for Ms. April Martin which allowed establishment of a group day care home at 7407 Oakland Drive. Commissioner Cheesebro stated that the approval was conditioned upon the applicant providing a letter of support from the property owner and asked staff whether this condition has been satisfied. Mr. West indicated that the approval letter which was sent to Ms. Martin after the Planning Commission meeting stated that the letter of support from the property owner was a condition of approval and needed to be provided. Mr. West stated he would follow-up on this matter.

NEW BUSINESS:

1. Sign Ordinance Amendment, Electronic Message Display Signage. Mr. Forth reviewed the staff report dated May 31, 2007 regarding proposed changes to the sign ordinance section of the Zoning Code. Mr. Forth stated that the amendment was intended to address the new and developing technology of electronic message display signs. Mr. Forth briefly summarized the proposed changes to the sign ordinance and indicated that courtesy copies have been sent to local businesses and sign companies for comments prior to the public hearing. Mr. Forth indicated that the public hearing regarding the sign ordinance amendment has been scheduled for the June 21, 2007 Planning Commission meeting.

The Commission, staff and the City Attorney discussed the proposed sign ordinance amendment including issues of abandonment, measure of light intensity and glare and hours of operation. Mr. Forth indicated that a final staff report with responses to various issues discussed would be provided with the next Planning Commission agenda prior to the June 21, 2007 meeting and public hearing.

TO: Planning Commission **DATE:** March 28, 2014
FROM: Vicki Georgeau, ^{VA} Director of Community Development
SUBJECT: Specific (Site) Plan for Earth Fare, 605 and 531 West Kilgore Road

I. INTRODUCTION:

A specific (site) plan has been submitted to construct a 23,775 square foot Earth Fare organic food store and attached 3,200 square foot retail building and associated site improvements at 605 and 531 West Kilgore Road. The Earth Fare building represents the first phase of the development project under the conceptual plan submitted by Jeroco LLC and 5024 South Westnedge LLC for the 5.3 acre tract of land located near the southwest corner of South Westnedge Avenue and West Kilgore Road.

On February 20, 2014, the Planning Commission concluded its review and recommended to City Council approval of the proposed CPD, commercial planned development rezoning application and associated conceptual plan/narrative involving 605 and 531 West Kilgore Road and 5024 and 5036 South Westnedge Avenue. City Council will be conducting a public hearing to consider the CPD rezoning and conceptual plan/narrative applications on April 15, 2014. In an effort to expedite the Earth Fare project, the applicant has requested Planning Commission review and conditional approval of the specific (site) plan. The development project has been designed in substantial conformance with the proposed conceptual plan which will be considered by City Council on April 15th.

Consistent with the conceptual plan/narrative, the Earth Fare/retail building will be situated 5-feet from the south property line and 20-feet from the west property line. Access to the site will be provided through the existing Lowes driveways from West Kilgore Road and South Westnedge Avenue. A new limited turning movement driveway (right-in/left-in, right-out) will be constructed from West Kilgore Road. The City of Kalamazoo has reviewed and approved this new access. As discussed during review of the conceptual plan, the existing Riviera Maya driveway from South Westnedge Avenue will be maintained with the CPD project and an internal curbed island/median will be constructed between the Riviera Maya restaurant site and the proposed Earth Fare building. Construction of this curbed island/median will minimize use of this driveway by patrons of Earth Fare and the attached retail building, while still providing integration and interconnection within the overall CPD project and adjacent Lowes site. As indicated previously, staff will continue to monitor the function of this driveway and if problems associated with vehicular congestion and/or crashes are identified, restrictions on turning movements will be evaluated and implemented, as may be necessary.

Storm water from the project will be collected, treated and stored underground, beneath the Earth Fare parking lot, prior to being released to the Portage Creek through an existing controlled rate discharge located south of the Riviera Maya site. A 5-foot wide concrete sidewalk will be installed along the West Kilgore Road frontage and along the South Westnedge Avenue frontage, between Riviera Maya and Speedway. Finally, interior landscaping areas will be provided across the development site and all outdoor lighting units will contain shielded fixtures and conform to applicable ordinance standards.

II. RECOMMENDATION:

The development project has been reviewed by the City Administrative departments. Staff recommends that the Specific (Site) Plan for Earth Fare, 605 and 531 West Kilgore Road, be approved subject to City Council approval of the Conceptual Plan submitted by Jeroco LLC and 5024 South Westnedge LLC for the 5.3 acre tract of land located near the southwest corner of South Westnedge Avenue and West Kilgore Road.

Attachments: Specific (Site) Plan sheets
 Building Elevation (Earth Fare and Retail Building)

S:\2013-2014 Department Files\Board Files\PLANNING COMMISSION\PC Reports\Site Plans\Earth Fare, 605 and 531 West Kilgore Road - Specific Plan.doc

SITE PLAN RESUBMITTAL

Earth Fare

Portage
Kalamazoo, MI
03/27/14

OWNER



The Himman Company
750 Trade Centre Way #100
Kalamazoo, MI 49002
269.342.8600

PLANS PREPARED BY:



hurley & stewart, llc
2800 South 11th Street
Kalamazoo, Michigan 49009
269.552.4960 fax 552.4961
www.hurleystewart.com



UTILITY CONTACTS:

CONSUMERS ENERGY CO
ELECTRIC/GAS
4500 BURNS STREET
KALAMAZOO, MI 49001
269.337.2311

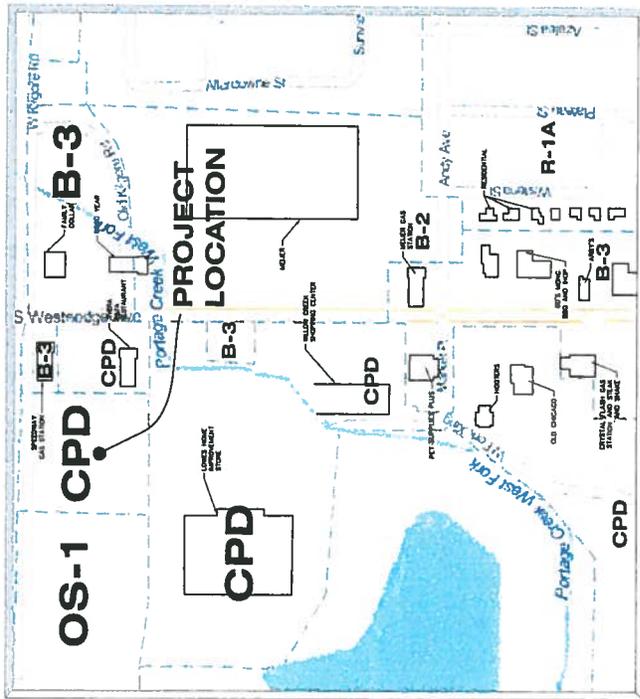
CABLE TELEVISION
CHARTER COMMUNICATIONS
4176 COMMERCIAL AVE
KALAMAZOO, MI 49007
269.377.8122

TELEPHONE
ADAT
1000 SINGATANA
KALAMAZOO, MI 49001
269.384.5951

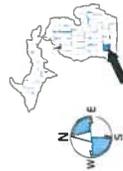
WATER/ SANITARY
CITY OF PORTAGE
PORTAGE, MI 49274
269.374.9225

DRAWING INDEX

SHT #	DESCRIPTION
C-0	TITLE SHEET
C-1	EXISTING CONDITIONS - DEMO PLAN
C-2	SITE LAYOUT PLAN
C-3	UTILITY PLAN
C-4	GRADING & SESC PLAN
C-5	DETAILS
C-6	DETAILS
C-7	DETAILS
C-8	DETAILS
L-1	LANDSCAPE PLAN
L-3	LIGHTING PLAN

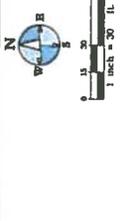


SITE LOCATION MAP
SCALE 1" = 400'



ALL UTILITIES TO SHOW ARE APPROXIMATE LOCATIONS
BASED ON RECORD DRAWINGS AND FIELD SURVEY.
FIELD WORK PERFORMED BY
LANCE T. HURLEY, P.E., LICENSED PROFESSIONAL ENGINEER
STATE OF MICHIGAN, LICENSE NO. 043274
PROFESSIONAL SURVEYING

ISSUED FOR
CITY REVISIONS
03/27/14



SOIL EROSION AND SEDIMENTATION CONTROL MEASURES

KEY	DETAIL	CHARACTERISTICS
1	[Detail 1]	[Characteristics 1]
5	[Detail 5]	[Characteristics 5]
15	[Detail 15]	[Characteristics 15]
16	[Detail 16]	[Characteristics 16]
35	[Detail 35]	[Characteristics 35]
36	[Detail 36]	[Characteristics 36]
54	[Detail 54]	[Characteristics 54]

TEMPORARY MEASURE
 PERMANENT MEASURE

- GRADING NOTES**
1. MATCH EXISTING GRADES AROUND PERIMETER WITH SLOPES AS SHOWN, MATCH AT 1 ON 8 IF NOT LABELED AS REQUIRED.
 2. ALL SPOT ELEVATIONS ARE TOP OF PAYMENT GRADES AT EDGE OF METAL (COM) UNLESS OTHERWISE NOTED AS REQUIRED.
 3. ALL SOIL EROSION CONTROL MEASURES SHALL BE IN PLACE PRIOR TO MASS GRADING.
 4. ALL EXISTING ELEVATIONS ARE TO BE VERIFIED AND ACCEPTED AS SHOWN PRIOR TO COMMENCEMENT OF WORK.
 5. REMOVE AND REPLACE WITH CONTROLLED FILL ANY AREAS THAT HAVE BEEN SOFTENED BY PLANK, FREEDING, OR CONSTRUCTION EQUIPMENT, ETC.
 6. ALL REQUIRED FILL FOR THIS PROJECT SHALL BE SELECTED EXCAVATED MATERIAL FROM THE SITE APPROVED BY THE OWNER OR CLASS B GRANULAR MATERIAL FROM BORROW AND SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO OBTAIN.
 7. ALL GRANULAR FILL UNDER THE BELLEVUE OF THE ROADWAY AND PROCESSED ROAD GRAVEL SHALL BE COMPACTED TO 95% MODIFIED PROCTOR DENSITY.
 8. ALL COMPACTOR SHALL BE ACCOMPANIED BY PLACING THE FILL IN 1" LAYER LEFTS AND MECHANICALLY COMPACTED TO AT LEAST THE SPECIFIED MINIMUM DRY DENSITY FIELD DENSITY TESTS SHOULD BE OBTAINED FOR EACH LIFT AS NECESSARY TO ENSURE THAT ADEQUATE DENSITY CONDITIONS AND COMPACTION ARE BEING ACHIEVED.
 9. SITE CONTRACTOR SHALL REMOVE AND STOODPILE ALL TOPSOIL AND BLACK ORGANIC SOILS ON-SITE TO BE USED FOR FILL OR PAYMENT. THE REMOVAL OF TOPSOIL AND BLACK ORGANIC SOILS SHALL BE THE CONTRACTOR'S RESPONSIBILITY. CONTRACTOR RESPONSIBLE FOR VERIFYING EARTHWORK CALCULATIONS PRIOR TO COMMENCING WORK. NO EXTRA EARTHWORK WILL BE PAID FOR ONCE EARTHWORK HAS BEGUN. ANY DISCREPANCIES WITH THE EARTHWORK CALCULATIONS SHALL BE REVIEWED WITH THE OWNER AND CHANGER PRIOR TO CONSTRUCTION. A CHANGE ORDER WILL BE ISSUED PRIOR TO COMMENCEMENT OF WORK. ANY DISCREPANCIES WITH THE EARTHWORK CALCULATIONS SHALL BE REVIEWED WITH THE OWNER AND CHANGER PRIOR TO CONSTRUCTION. A CHANGE ORDER WILL BE ISSUED PRIOR TO COMMENCEMENT OF WORK.

- SECC NOTES**
1. ALL SECC MEASURES SHALL BE INSTALLED IN ACCORDANCE WITH ALL REQUIREMENTS OF THE SOIL EROSION CONTROL PERMIT AS ISSUED BY THE CITY OF PORTLAND.
 2. PROMOTE Silt BARRIERS IN EACH CATCH BASIN UNTIL SITE IS STABILIZED.
 3. ALL SOIL EROSION MEASURES SHALL BE IN PLACE PRIOR TO COMMENCING WORK.
 4. SLOPE PROTECTION SHALL BE INSTALLED IMMEDIATELY UPON EXCAVATION AND ALL OTHER FILL AREAS. SEED TOPSOIL SHALL BE MAINTAINED AND MAINTAIN Silt FENCES UNTIL SITE IS STABILIZED.
 5. MAINTAIN A VEGETATIVE BUFFER WHEREVER POSSIBLE.
 6. SEE LANDSCAPE PLAN FOR FINAL SLOPE TREATMENTS.
 7. CHISEL, TOPSOIL AND SEED ACCORDING TO THE LANDSCAPE PLANS AS SOON AS AREAS ARE BROUGHT TO GRADE.
 8. CLEAN ADJACENT ROADWAYS WHEN NECESSARY.
 9. WATER SITE WHEN NECESSARY TO PREVENT AIR BORNE SEDIMENT TRANSFER.
 10. PLACE MUD BUCKET AT ALL SLOPES 1 ON 3 OR STEEPER.
 11. COORDINATE THE LOCATION OF THE TOPSOIL STOODPILE WITH OWNER SEED STOODPILE.

CONCRETE RETAINING WALL
 SEE ARCHITECTURAL PLANS

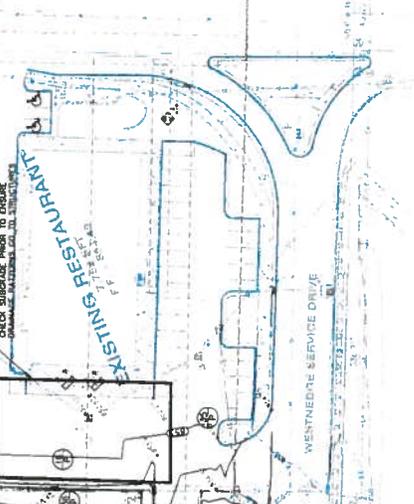
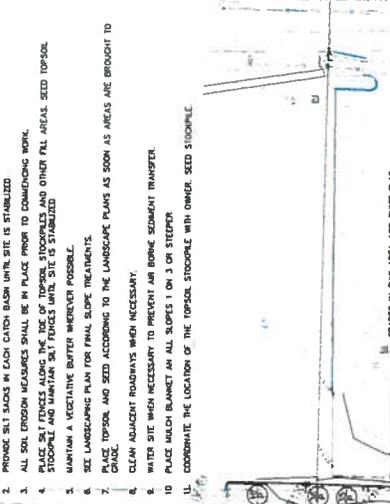
EXISTING RESERVANT

WESTLEDGE AVE

WESTLEDGE SERVICE DRIVE

W MILCORN RD

NILPORT SERVICE DRIVE



- EARTHWORK ASSUMPTIONS:**
- ALL EXISTING GRADES AND ELEVATIONS ARE FROM THE PROPOSED TOPSOIL, PAVEMENT SECTION, (ETC)
 - SEE NOTES FOR ALL CUT
 - ALL CUT AND FILL VOLUMES SHOWN REFLECT THE DIFFERENCE BETWEEN EXISTING GRADES AND THE TOP OF THE PROPOSED FINISHED SURFACE.
- EXISTING GRADING TO TOP OF PROPOSED SURFACE
 FILL REQUIRED - 1,445 CTD
 NET CUT (GENERATED BY 545 CTD CUT (EXTRA)) TO BE HAIKED TO CONTRACTOR RESPONSIBLE FOR MEASURING AND SHALL USE CONSTRUCTION FOR EARTHWORK WILL BE ALLOWED SINCE CONSTRUCTION BEGINS

CONCRETE RETAINING WALL
 SEE ARCHITECTURAL PLANS

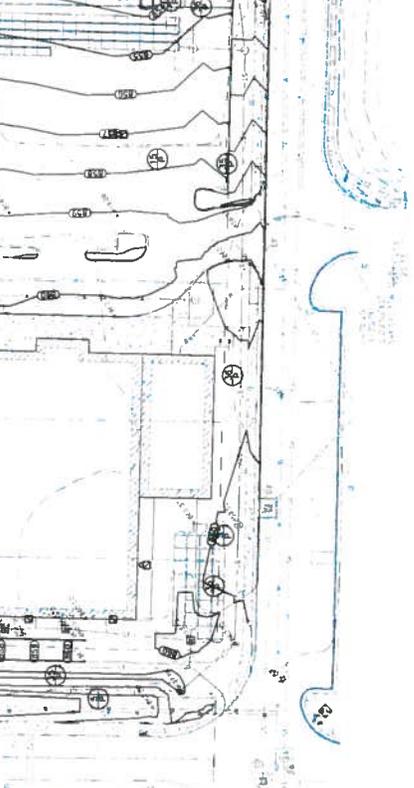
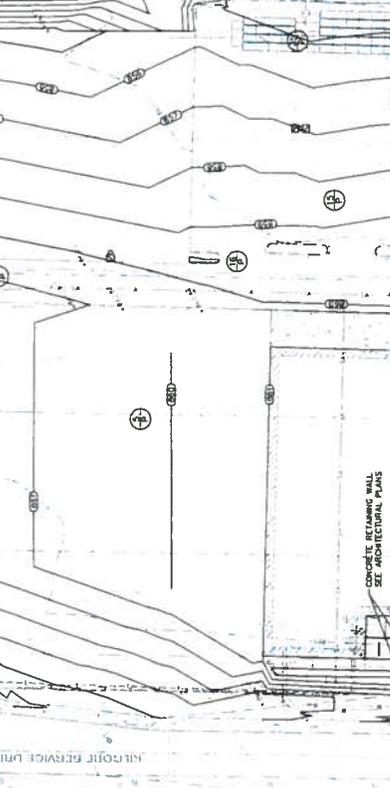
EXISTING RESERVANT

WESTLEDGE AVE

WESTLEDGE SERVICE DRIVE

W MILCORN RD

NILPORT SERVICE DRIVE



811
 Know what's below.
 Call before you dig.

CALL BEFORE YOU DIG
 811
 1-800-4-A-DIG
 1-800-472-4343

CONCRETE RETAINING WALL
 SEE ARCHITECTURAL PLANS

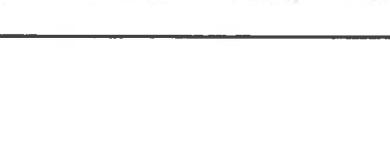
EXISTING RESERVANT

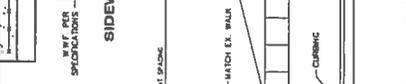
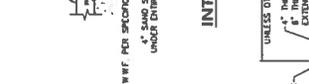
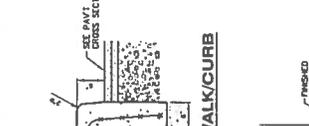
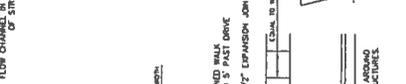
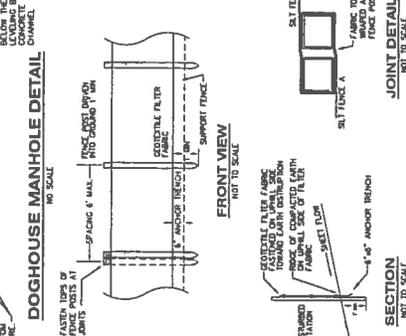
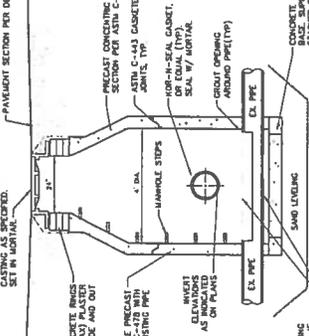
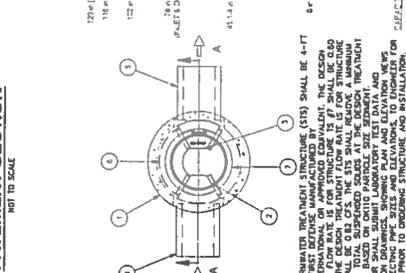
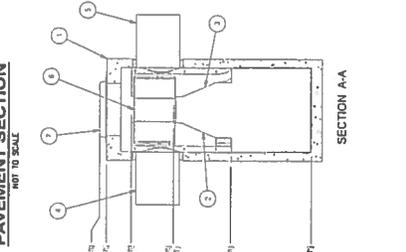
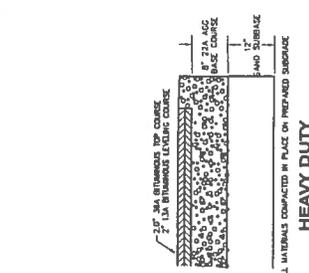
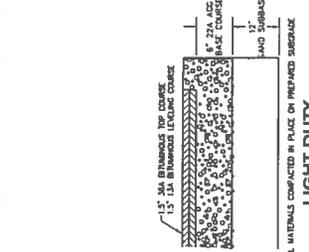
WESTLEDGE AVE

WESTLEDGE SERVICE DRIVE

W MILCORN RD

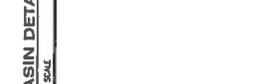
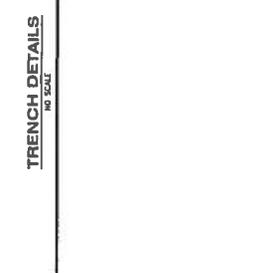
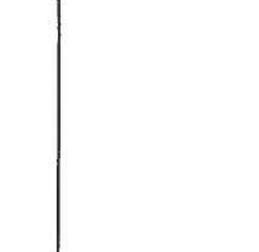
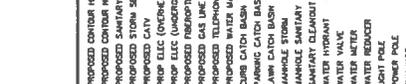
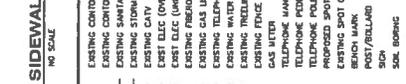
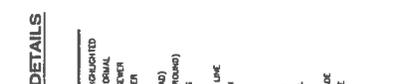
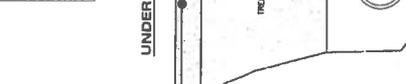
NILPORT SERVICE DRIVE

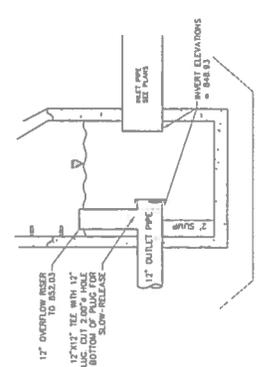




ITEM **DESCRIPTION**

1. 18" DIA. CONCRETE MANHOLE
2. 18" DIA. CONCRETE MANHOLE
3. 18" DIA. CONCRETE MANHOLE
4. 18" DIA. CONCRETE MANHOLE
5. 18" DIA. CONCRETE MANHOLE
6. 18" DIA. CONCRETE MANHOLE
7. 18" DIA. CONCRETE MANHOLE

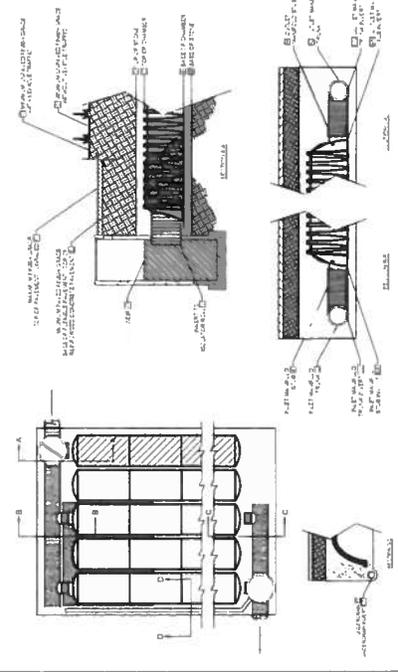




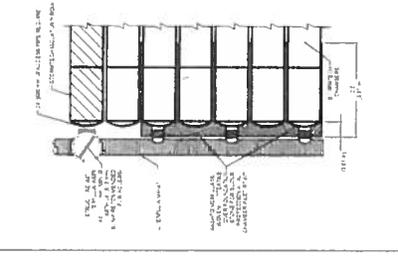
OUTLET CONTROL STRUCTURE OS #10
NOT TO SCALE

PLAN VIEW LAYOUT

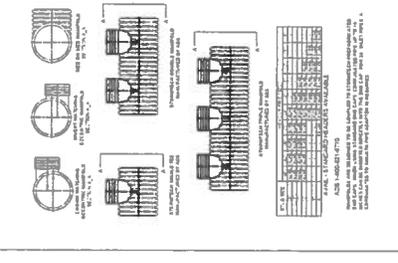
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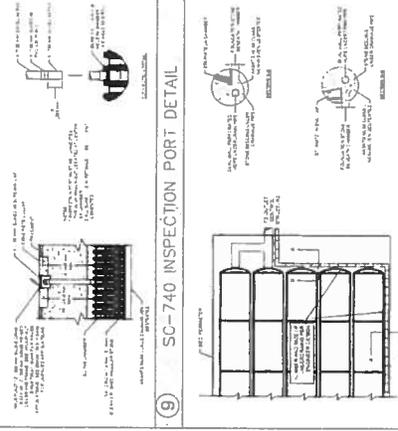
SC-740 ELEVATIONS



SC-740 MANIFOLD DETAIL



MANIFOLDS



SC-740 UNDERDRAIN DETAIL

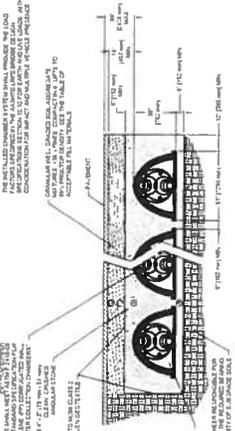
1. ALL DESIGN SPECIFICATIONS FOR CONSTRUCTION OF THIS STRUCTURE SHALL BE IN ACCORDANCE WITH THE STORMTECH DESIGN MANUAL.

2. THE INSTALLATION OF STORMTECH-FACTO CHAMBERS SHALL BE IN ACCORDANCE WITH THE STORMTECH INSTALLATION INSTRUCTIONS.

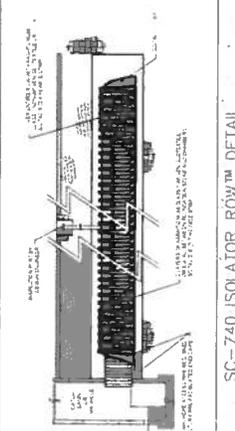
3. THE CONTRACTOR IS ADVISED TO REVIEW AND UNDERSTAND THE INSTALLATION INSTRUCTIONS FOR ALL MANIFOLDS PRIOR TO THE START OF THE STORMTECH INSTALLATION.

4. CHAMBERS SHALL BEEL THE DESIGN REQUIREMENTS AND LOAD FACTORS AS SPECIFIED IN THE STORMTECH DESIGN SPECIFICATIONS.

SC-740 NOTES



STORMTECH ACCEPTABLE FILL MATERIALS



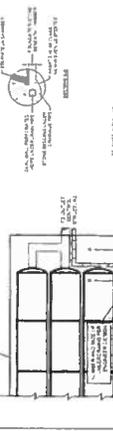
SC-740 TECHNICAL SPEC.

PART	DESCRIPTION	QUANTITY	UNIT
1	CHAMBER	1	EA
2	MANIFOLD	1	EA
3	UNDERDRAIN	1	EA
4	INLET PIPE	1	EA
5	OUTLET PIPE	1	EA
6	MANIFOLD	1	EA
7	UNDERDRAIN	1	EA
8	INLET PIPE	1	EA
9	OUTLET PIPE	1	EA
10	MANIFOLD	1	EA
11	UNDERDRAIN	1	EA
12	INLET PIPE	1	EA
13	OUTLET PIPE	1	EA
14	MANIFOLD	1	EA
15	UNDERDRAIN	1	EA
16	INLET PIPE	1	EA
17	OUTLET PIPE	1	EA
18	MANIFOLD	1	EA
19	UNDERDRAIN	1	EA
20	INLET PIPE	1	EA
21	OUTLET PIPE	1	EA
22	MANIFOLD	1	EA
23	UNDERDRAIN	1	EA
24	INLET PIPE	1	EA
25	OUTLET PIPE	1	EA
26	MANIFOLD	1	EA
27	UNDERDRAIN	1	EA
28	INLET PIPE	1	EA
29	OUTLET PIPE	1	EA
30	MANIFOLD	1	EA
31	UNDERDRAIN	1	EA
32	INLET PIPE	1	EA
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34	MANIFOLD	1	EA
35	UNDERDRAIN	1	EA
36	INLET PIPE	1	EA
37	OUTLET PIPE	1	EA
38	MANIFOLD	1	EA
39	UNDERDRAIN	1	EA
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94	MANIFOLD	1	EA
95	UNDERDRAIN	1	EA
96	INLET PIPE	1	EA
97	OUTLET PIPE	1	EA
98	MANIFOLD	1	EA
99	UNDERDRAIN	1	EA
100	INLET PIPE	1	EA

SC-740 STANDARD CROSS SECTION



SC-740 ISOLATOR ROW DETAIL

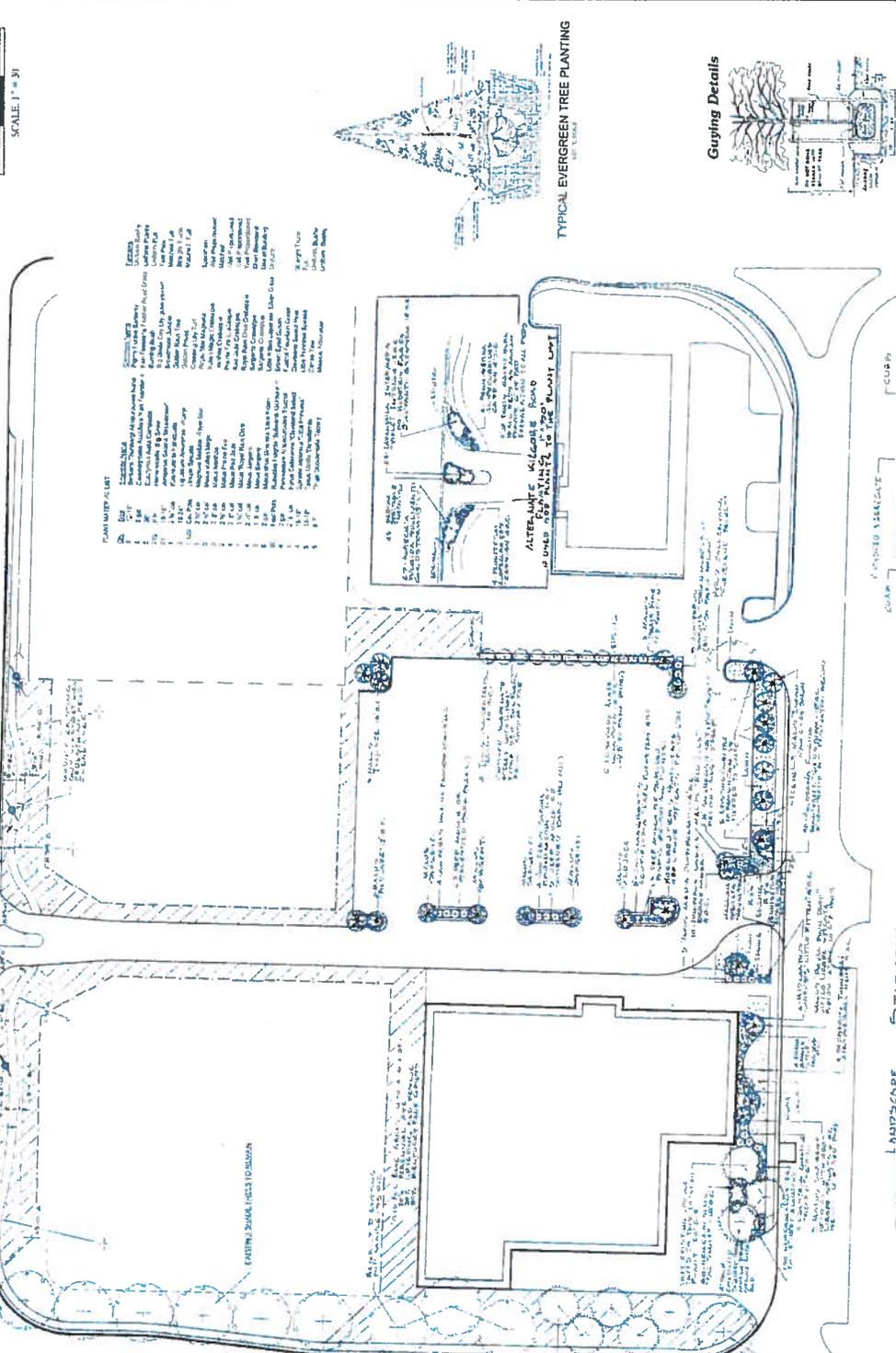


SC-740 INSPECTION PORT DETAIL



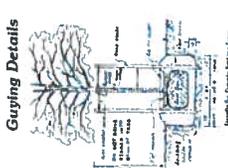
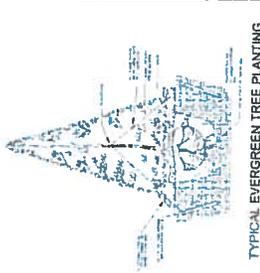
SC-740 UNDERDRAIN DETAIL





PLANT WATER ALERT

PLANT	WATER ALERT
1. 1" DB	1. 1" DB
2. 1.5" DB	2. 1.5" DB
3. 2" DB	3. 2" DB
4. 2.5" DB	4. 2.5" DB
5. 3" DB	5. 3" DB
6. 3.5" DB	6. 3.5" DB
7. 4" DB	7. 4" DB
8. 4.5" DB	8. 4.5" DB
9. 5" DB	9. 5" DB
10. 5.5" DB	10. 5.5" DB
11. 6" DB	11. 6" DB
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13. 7" DB	13. 7" DB
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15. 8" DB	15. 8" DB
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19. 10" DB	19. 10" DB
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31. 16" DB	31. 16" DB
32. 16.5" DB	32. 16.5" DB
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35. 18" DB	35. 18" DB
36. 18.5" DB	36. 18.5" DB
37. 19" DB	37. 19" DB
38. 19.5" DB	38. 19.5" DB
39. 20" DB	39. 20" DB
40. 20.5" DB	40. 20.5" DB
41. 21" DB	41. 21" DB
42. 21.5" DB	42. 21.5" DB
43. 22" DB	43. 22" DB
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61. 31" DB	61. 31" DB
62. 31.5" DB	62. 31.5" DB
63. 32" DB	63. 32" DB
64. 32.5" DB	64. 32.5" DB
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67. 34" DB	67. 34" DB
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69. 35" DB	69. 35" DB
70. 35.5" DB	70. 35.5" DB
71. 36" DB	71. 36" DB
72. 36.5" DB	72. 36.5" DB
73. 37" DB	73. 37" DB
74. 37.5" DB	74. 37.5" DB
75. 38" DB	75. 38" DB
76. 38.5" DB	76. 38.5" DB
77. 39" DB	77. 39" DB
78. 39.5" DB	78. 39.5" DB
79. 40" DB	79. 40" DB
80. 40.5" DB	80. 40.5" DB
81. 41" DB	81. 41" DB
82. 41.5" DB	82. 41.5" DB
83. 42" DB	83. 42" DB
84. 42.5" DB	84. 42.5" DB
85. 43" DB	85. 43" DB
86. 43.5" DB	86. 43.5" DB
87. 44" DB	87. 44" DB
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89. 45" DB	89. 45" DB
90. 45.5" DB	90. 45.5" DB
91. 46" DB	91. 46" DB
92. 46.5" DB	92. 46.5" DB
93. 47" DB	93. 47" DB
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95. 48" DB	95. 48" DB
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99. 50" DB	99. 50" DB
100. 50.5" DB	100. 50.5" DB

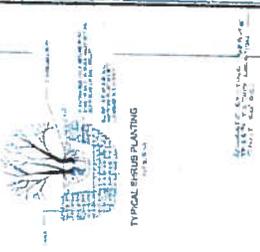
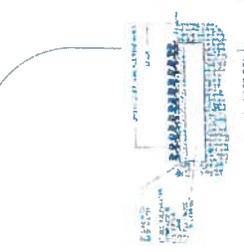


PLANTING PLAN

LANDSCAPE STATISTICS

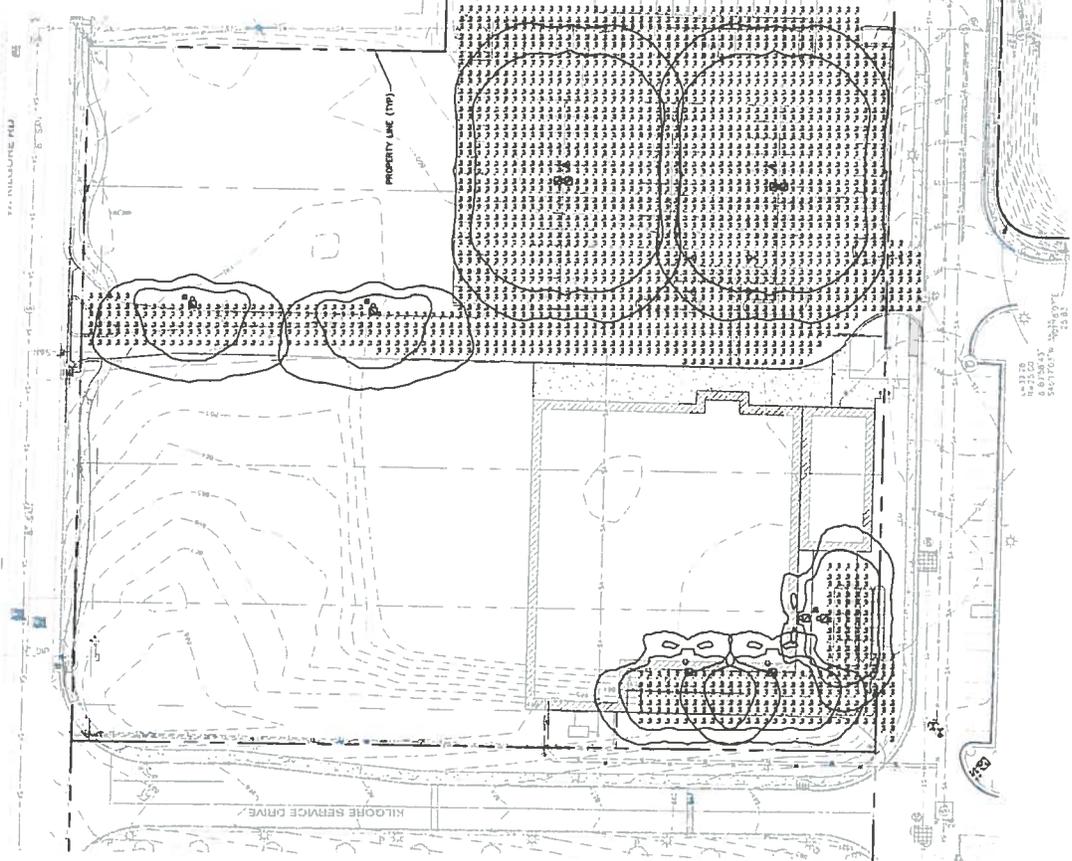
PARKING LOT PAVING AREA (LESS PERIMETER)	33,000 SQ FT
INTERIOR LANDSCAPE REQUIRED	2,200 SQ FT
INTERIOR LANDSCAPE PROVIDED	2,288 SQ FT
INTERIOR TREES ACQUIRED (1 TREE/100 SQ FT MAX)	15 TREES
PUBLIC PLANT TREES REQUIRED	15 TREES

DEVELOPER:
 THE HIMMAN COMPANY
 750 TRADE CENTRE WAY #100
 PORTAGE, MI 49002



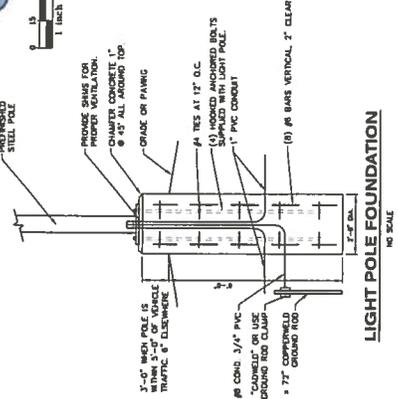
UTILITY NOTES

1. ALL UTILITIES SHOWN FROM ELECTRICAL PLANS TO LOCATION OF THE POLE ARE TO BE MAINTAINED. A 3" TALL STAKE SHALL BE PROVIDED AT THE SIGN LOCATION UNTIL THE SIGN IS PERMANENTLY INSTALLED.
2. UNDERGROUND ELECTRICAL SHALL BE PROVIDED TO THE SITE LIGHT POLES.



LIGHTING PLAN BY:

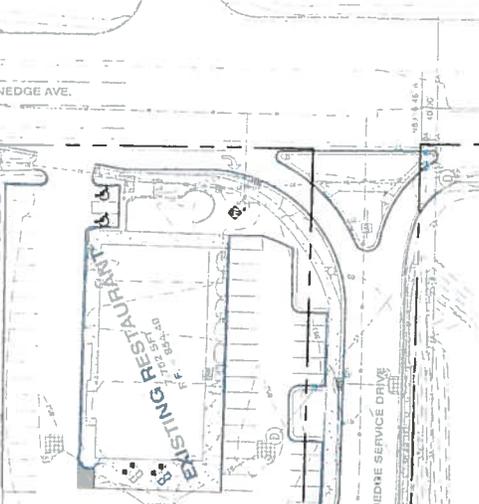
WEST MICHIGAN LIGHTING, INC.
 West Michigan Lighting
 116 South St SW
 Grand Rapids, MI 49504
 PH: 616-964-6241



LIGHT POLE FOUNDATION
 AS SHOWN

Item	Quantity	Description	Notes
1	1	3'-0" HIGH STEEL POLE	AS SHOWN
2	1	1'-0" DIAMETER CONCRETE FOUNDATION	AS SHOWN
3	1	1'-0" DIAMETER HOLE IN CONCRETE FOUNDATION	AS SHOWN
4	1	1'-0" DIAMETER HOLE IN CONCRETE FOUNDATION	AS SHOWN
5	1	1'-0" DIAMETER HOLE IN CONCRETE FOUNDATION	AS SHOWN
6	1	1'-0" DIAMETER HOLE IN CONCRETE FOUNDATION	AS SHOWN
7	1	1'-0" DIAMETER HOLE IN CONCRETE FOUNDATION	AS SHOWN
8	1	1'-0" DIAMETER HOLE IN CONCRETE FOUNDATION	AS SHOWN
9	1	1'-0" DIAMETER HOLE IN CONCRETE FOUNDATION	AS SHOWN
10	1	1'-0" DIAMETER HOLE IN CONCRETE FOUNDATION	AS SHOWN

ALL LIGHTING SHALL COMPLY TO CITY OF WESTNEDGE STANDARDS AND PERMITS. VERIFY = 2'



LIGHTING PLAN
EARTH FARE
HINMAN COMPANY

811 Know what's below. Call before you dig.

ALL UTILITIES ARE SHOWN AND APPROXIMATE LOCATION IS INDICATED. THEY SHOULD BE VERIFIED BY THE CONTRACTOR. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE LOCATION OF ALL UTILITIES. HINMAN & ASSOCIATES IS A LANDSCAPE PROFESSIONAL SERVICE PROVIDER.

Sheet
L-3

H&S
 Hurley & Stewart
 2800 South 11th Street
 Okemos, Michigan 48869
 268.552.4860 fax 268.552.4909
 www.hurleyandstewart.com

NO.	DATE	DESCRIPTION
1	02/07/14	CONTRACT D & SIGNED & SIGNED
2	02/07/14	CONTRACT D & SIGNED & SIGNED
3	02/07/14	CONTRACT D & SIGNED & SIGNED
4	02/07/14	CONTRACT D & SIGNED & SIGNED
5	02/07/14	CONTRACT D & SIGNED & SIGNED

Exterior Insulated
Finishing System
Dryvit
Color: 105 Suede

Cultured Stone

EARTH FARE

real food for everyone

Metal Cladding
ATAS
Color: 26 Bone White

Brick Veneer
Old Castle Quick Brick
Color: Autumn Blend

Exterior Insulated
Finishing System
Dryvit
Color: 105 Suede

EAST ELEVATION

SOUTH ELEVATION

CMU

CMU

NORTH ELEVATION

WEST ELEVATION

CONCEPTUAL EARTH FARE ELEVATIONS
DIMENSIONS SHOWN ARE NOT TO SCALE
3/20/2018 J.P.



Exterior Insulated
Finishing System
Dryvit
Color: 105 Suede

Cultured Stone

EARTH FARE

real food
for everyone

Metal Caping
ATAS
Color: 26 Bone White

Brick Veneer
Old Castle Quick-Brick
Color: Autumn Blend

Exterior Insulated
Finishing System
Dryvit
Color: 105 Suede

EAST ELEVATION

SOUTH ELEVATION

NORTH ELEVATION

WEST ELEVATION

TO: Planning Commission

DATE: March 28, 2014

FROM: Vicki Georgeau, ¹⁶Director of Community Development

SUBJECT: East Centre Avenue Rezoning Consideration

I. INTRODUCTION:

During review of the special land use permit for Great Lakes Convenience at 710 and 732 East Centre Avenue, staff provided preliminary background information regarding the zoning history and Future Land Use Map designation of these properties and others located along the south side of East Centre Avenue, east of Lakewood Drive. Specifically, there are seven East Centre Avenue properties and portions of three other Pasma Avenue properties zoned B-3, general business that are inconsistent with the Comprehensive Plan designation. In addition, the property at 710 East Centre Avenue, also part of the former Centre Street Market, is included in the following analysis.

The table below and attached zoning and aerial photo maps of this section of East Centre Avenue summarizes the ownership, zoning and land use of these 11 parcels.

East Centre Avenue – Rezoning Consideration				
Parcel	Ownership	Acres	Zoning	Land Use
710 East Centre Avenue	Alto Convenience, Inc.	0.39	P-1 (west 5-feet zoned R-1A)	Former Centre Street Market Parking Lot/Vacant
732 East Centre Avenue	Alto Convenience, Inc.	1.85	B-3	Former Centre Street Market/Vacant
810 East Centre Avenue	Crankshaw, Gary K & K.E.	1.85	B-3	Otis Montessori Academy
830 East Centre Avenue	KEC Holdings, LLC	0.93	B-3	Vacant
906 East Centre Avenue	Elzinga, Tamara – Rev Trust	1.34	B-3	Non-conforming single family residence
912 East Centre Avenue	Hall, Ruth J & D. C. Trust	0.44	B-3	Non-conforming single family residence
916 East Centre Avenue	D & D Greenhouses, LLC	0.62	B-3	Greenhouses/Vacant
918 East Centre Avenue	D & D Greenhouses, LLC	3.95	B-3	Greenhouses/Vacant
907 Pasma Avenue (north 50-feet)	Brososke, Ronald J & P.A.	0.40	B-3	Single family residence (rear yard)
913 Pasma Avenue (north 50-feet)	Bradshaw, Nicole E	0.20	B-3	Single family residence (rear yard)
923 Pasma Avenue (north 50-feet)	Pennell, Laura L	0.20	B-3	Single family residence (rear yard)

With the exception of 710 East Centre Avenue, which was rezoned to P-1 in 1998, the above properties have maintained the B-3, general business zoning classification since comprehensive rezoning of the city in 1965. However, the Comprehensive Plan has long identified this area as appropriate for office land use. The northern portion of the three Pasma Avenue properties is identified for low density residential land use. These land use designations date back to the 1996 Comprehensive Plan that was adopted by the Planning Commission and has carried forward with each subsequent Plan update (2002, 2008 and

pending 2014). This section of East Centre Avenue is also designated as an office corridor with a predominant office, residential and institutional land use pattern. Consistent with the Comprehensive Plan, staff has advised that a zoning change to OS-1, office service be considered for these East Centre Avenue properties. A zoning change to R-1A is also appropriate for the northern portions of the three Pasma Avenue parcels, consistent with the existing neighborhood zoning classification. With regard to the P-1 zoned property, a rezoning to OS-1 is also recommended with the exception of the west 5-feet which should remain zoned R-1A to restrict vehicular access to Lakewood Drive.

II. BACKGROUND INFORMATION:

Zoning History

As stated previously, the former Centre Street Market parcel (732 East Centre Avenue) and the several properties located to the east, along the south side of East Centre Avenue, have been zoned B-3 since the comprehensive rezoning of the city in 1965.

In 1998, a request was received to rezone 710 East Centre Avenue from R-1A to B-3 to accommodate a planned expansion of the Centre Street Market (Rezoning Application #97-12). In a report dated July 1, 1998, the Department of Community Development recommended the subject property be rezoned to OS-1, office service and, furthermore, expand the OS-1 zoning to include the Centre Street Market parcel (732 East Centre Avenue) and Otis Montessori School parcel (810 East Centre Avenue). As part of the final analysis, staff indicated the proposed B-3 zone was not consistent with the Comprehensive Plan and Future Land Use Map designations of office, the surrounding land use/zoning pattern and the proposed B-3 district represents "...the most intense of the commercial districts" with potential uses including "...gas stations, automotive repair, new/used car lots, motels/hotels, dry cleaning plants, among others". Staff further concluded that these "...higher intense commercial uses will have a greater impacts on the surrounding residential uses" and that there were "...other more appropriate sites within the city and City Centre area to accommodate general business, higher intense retail uses". After considering the request, City Council approved a zoning change to P-1, vehicular parking for 710 East Centre Avenue with the exception of the west 5-feet along Lakewood Drive that was to remain zoned R-1A to prevent vehicular access to/from Lakewood Drive.

Consistent with the Comprehensive Plan, there have been many zoning changes to OS-1 along East Centre Avenue during the past couple decades. The most recent OS-1 rezoning occurred in 2013 when City Council rezoned several properties located along the north side of East Centre Avenue, between Lakewood Drive and Garden Lane, from one family residential to office service. While these various OS-1 zoning changes have been gradual along this designated office corridor, it clearly represents a consistent trend involving East Centre Avenue frontage properties transitioning from residential to office zoning/land use. The Comprehensive Plan identifies the OS-1 district as an effective transition zone between residential uses and major arterial roadways since office uses typically have limited hours of operation (weekdays from approximately 8am-5pm), a building style and mass similar to residential structures and less traffic generation. Finally, the Comprehensive Plan identifies locations for general business land uses as being concentrated in primary commercial nodes (e.g., Centre-Portage, Centre-Westnedge-Shaver), along major thoroughfares (Westnedge, Portage, Shaver) and at major roadway intersections in a manner that prevents a sprawling commercial corridor.

Differences Between B-3 and OS-1 Districts

As was evident with the recent proposal by Great Lakes Convenience to construct a gasoline station/convenience store at the former Centre Street Market property, the B-3 zoning district allows a variety of intensive commercial land uses, either as principal permitted uses or special land uses, that may not be appropriate adjacent single family residences and other institutional land uses such as child day care facilities and schools. As information for the Commission, staff is also considering an ordinance amendment to establish specific locational requirements for gasoline stations in the B-3 zone. Differences between the B-3 and OS-1 zoning districts are summarized in the table below.

Differences Between B-3 and OS-1 Zoning Districts		
Requirement	B-3	OS-1
Intent	Designed to provide sites for more diversified businesses and are often located to serve pass by traffic with locations typically mapped along major traffic arteries and/or adjacent to B-2 community business districts.	Designed to accommodate office and institutional land use activities and planned to serve as transitional areas between residential districts and commercial districts and between major thoroughfares and residential districts.
Allowable Uses (examples)	Retail and Service Establishments; Restaurants (sit-down style and fast food with drive thru); Micro-breweries and Brew Pubs; Theaters, Assembly Halls and Concert Halls; Business Schools and Colleges; Gasoline Stations; Automobile Repair Stations; Automatic and Self-Service Car Washes; New/Used Vehicle Dealerships; Dry Cleaning Plants; Motels/Hotels.	Executive, Administrative and Professional Offices; Medical Offices and Clinics; Banks and Credit Unions; Art and Photographic Studios; Personal Service Establishments; Institutional Uses such as Public and Private Elementary, Intermediate and High Schools, Public and Private Colleges and Universities, Religious Institutions, Child Day Care Centers, Rest and Convalescent Homes; Funeral Homes; Vocational, Trade and Business Schools.
Setbacks	<u>Front:</u> 30' (10' for parking) <u>Rear:</u> 20' <u>Side:</u> 0-10' (depending on adjacent zoning/land use and Building Code)	<u>Front:</u> 27' (10' for parking) <u>Rear:</u> 20' <u>Side:</u> 0-15' (depending on adjacent land use and Building Code)
Height	35' (one-story and 25' where adjacent residential district; increases in permitted subject to PC/CC approval)	Same
Screening	6' berm (if greater than 3 acres). 6' screen, 10' greenstrip (if less than 3 acres)	Same
Signage	Freestanding: Up to 187 sq. ft. Wall: Up to 100 sq. ft. ¹	Freestanding: Up to 75 sq. ft. Wall: Up to 100 sq. ft.

¹ Can be increased if the length of the wall is ≥100 feet.

Existing Land Use/Impacts of Proposed Zoning Change

As shown on the attached Aerial Photo Map, a large portion of the proposed rezoning area is currently vacant and impacts of a proposed zoning change would vary depending on the particular property. As the Commission is aware, the former Centre Street Market property (710 and 732 East Centre Avenue) is currently vacant and under new ownership. While the request for a gasoline station/convenience store

development has been withdrawn by the owner, Great Lakes Convenience has indicated plans to construct a new 8,000 square foot retail strip center with a restaurant and drive-thru component. If a zoning change to OS-1 occurred prior to construction of the retail strip center, the project would not be permitted. However, if construction of the project occurred before the OS-1 zoning change, the retail strip center would become a nonconforming use.

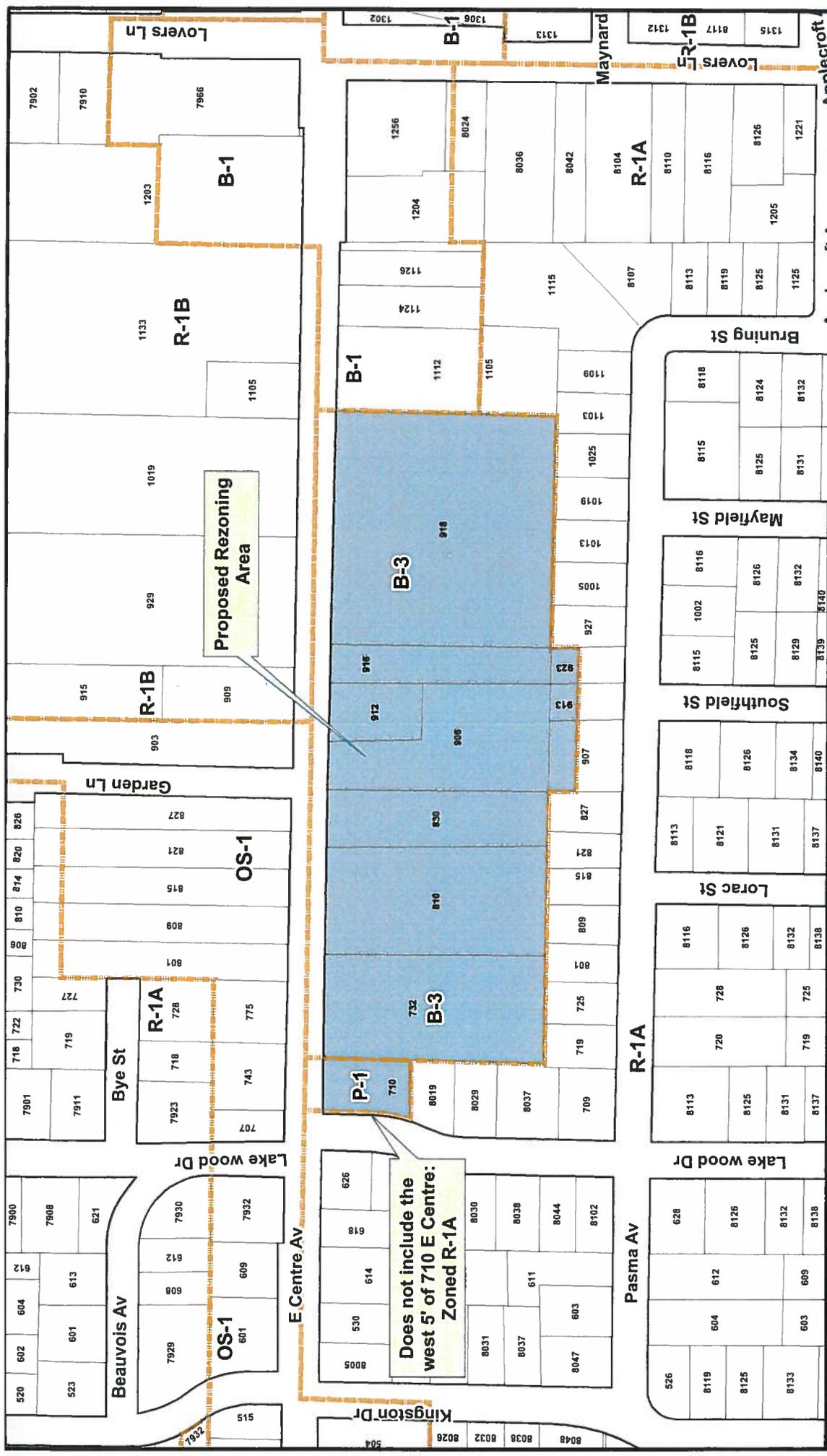
A zoning change from B-3 to OS-1 for the remainder of the East Centre Avenue properties would have limited impact on the current uses. The existing Otis Montessori Academy would continue as a special land use in the OS-1 district and would be allowed to expand subject to Planning Commission review/approval. The two nonconforming single family residential parcels located at 906 and 912 East Centre Avenue would remain nonconforming, while the existing greenhouses located at 916 and 918 East Centre Avenue would become nonconforming uses. As additional information, Section 42-133 of the Zoning Code provides regulations for nonconforming lots, buildings, structures and uses. In summary, a nonconforming use may continue until it is removed, changed to a conforming use or intentionally abandoned. A property and/or building with a nonconforming use can have a change of tenancy, ownership or management without losing its nonconforming status. General maintenance and repair of the property and/or building in which the nonconforming use is located is also permitted. Additionally, if a building in which a nonconforming use is located were destroyed by fire, tornado or other act of God, the building could be reconstructed to its original location within 18 months. Finally, nonconforming uses can not be enlarged to occupy a greater area of land, and cannot be moved in whole or part to another area of the property.

A zoning change from P-1 to OS-1 (while retaining the west 5-feet as R-1A) at 710 East Centre Avenue would have no impact on the existing off-street parking lot, while permitting additional office development options for the property owner with minimal impacts on the adjacent properties. A zoning change from B-3 to R-1A for the northern portions of 907, 913 and 923 Pasma Avenue parcels would further protect the existing single family residences and correct this zoning map irregularity.

III. RECOMMENDATION:

The Planning Commission is advised to review and discuss the information contained in the staff report during the April 3, 2014 meeting. Staff will be present to discuss the report and answer questions from the Commission. After reviewing the information, the Planning Commission is advised to initiate a rezoning of this section of East Centre Avenue to consider rezoning 732, 810, 830, 906, 912, 916 and 918 East Centre Avenue from B-3, general business to OS-1, office service, 710 East Centre Avenue from P-1, vehicular parking to OS-1, office service (excepting the west 5-feet) and the northern approximate 50-feet of 907, 913 and 923 Pasma Avenue from B-3, general business to R-1A, one family residential.

Attachments: Zoning/Vicinity Map
Future Land Use Map
Aerial Photo Map



Proposed Rezoning Area

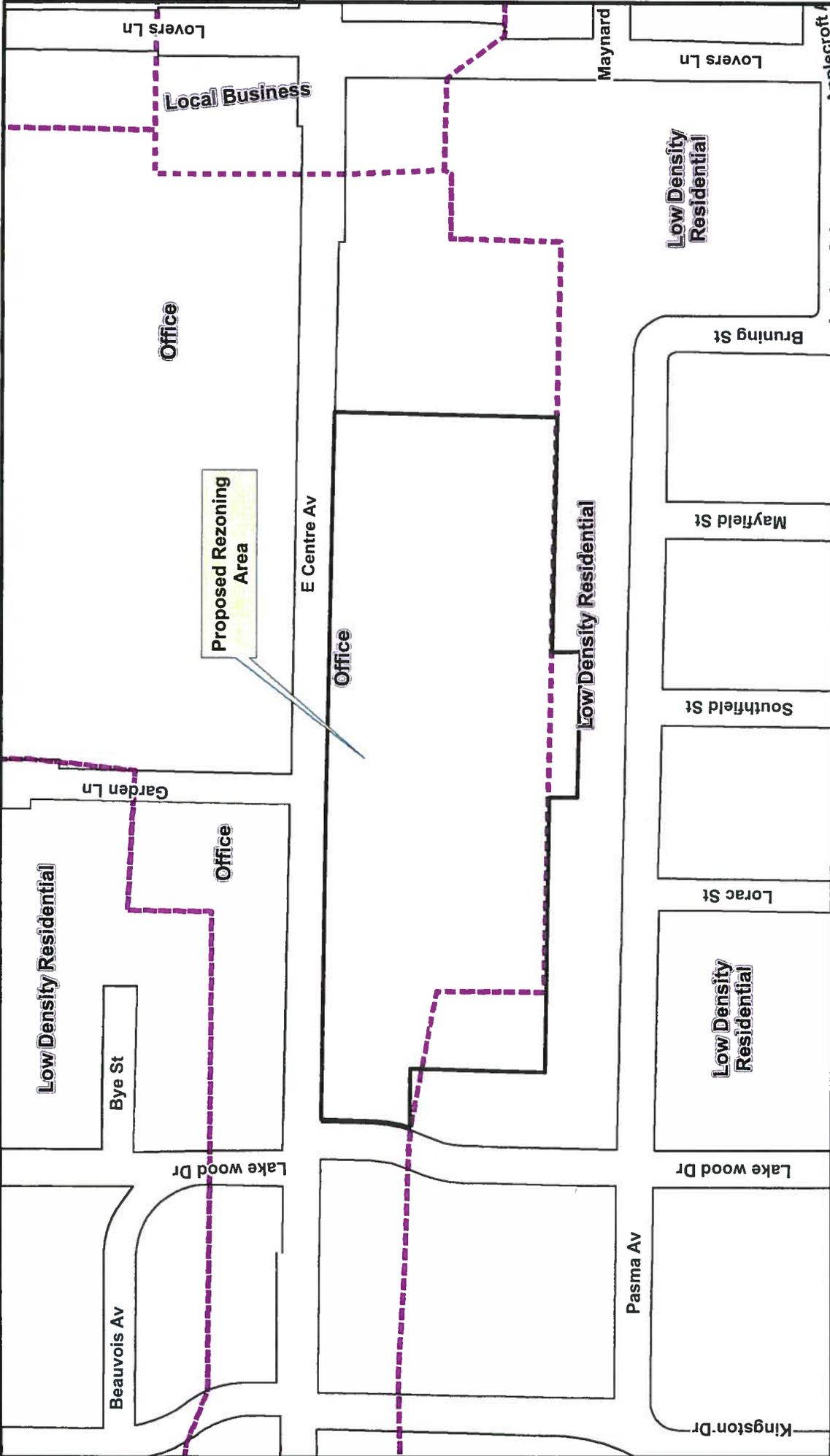
Does not include the west 5' of 710 E Centre: Zoned R-1A

Rezoning Consideration
700-900 Block
East Centre Avenue

Zoning Boundary
 Proposed Rezoning Area



1 inch = 160 feet



**Future Land Use Map
700-900 Block
East Centre Avenue**

- Proposed Rezoning Area
- Future Land Use



1 inch = 160 feet



Proposed Rezoning Area



1 inch = 160 feet

**Aerial Photography
700-900 Block
East Centre Avenue**

 Proposed Rezoning Area

TO: Planning Commission **DATE:** March 28, 2014
FROM: Vicki Georgeau, ^{VA} Director of Community Development
SUBJECT: Comstock Township Land Use Plan Amendments

I. INTRODUCTION

Attached is a communication from the Charter Township of Comstock Planning Commission regarding proposed amendments to the Land Use Plan (a/k/a Master Plan). The amendments involve several properties located along River Street, north of the I-94 Business Loop, and propose a Land Use Plan change from commercial and agriculture, to industrial. The property in question is situated approximately two miles northeast of the City of Portage corporate boundary.

A copy of the proposed Land Use Plan Amendments was provided to the Department of Community Development on March 20th. Pursuant to the Michigan Planning Enabling Act, Comstock Township is requesting review and comment from all contiguous municipalities and other required agencies within 42 days from the submission of the notice.

Staff has reviewed the proposed Land Use Plan Amendments and does not have any specific comments. The Planning Commission is advised to review the Comstock Township Land Use Plan Amendments during the April 3, 2014 meeting. Any Commission comments will be forwarded to the Comstock Township Planning Commission for consideration.

Attachment: Communication from Charter Township of Comstock (received March 20, 2014)

RECEIVED

MAR 20 2014

COMMUNITY DEVELOPMENT

COMSTOCK TOWNSHIP PLANNING COMMISSION

NOTICE OF TRANSMITTAL OF PROPOSED LAND USE PLAN (A/K/A MASTER PLAN)
AMENDMENTS

Enclosed is a copy of proposed Comstock Charter Township Land Use Plan (a/k/a Master Plan) Amendments. In accordance with Section 41 of the Michigan Planning Enabling Act (MCL 125.3841), the enclosed is being submitted to you for review and comment. In accordance with the aforementioned Act, any written comment that you wish to make with respect to this proposed Plan should be submitted to the Comstock Township Planning Commission within 42 days from the submission of this Notice to you. Please direct any such written comments to:

Comstock Charter Township Planning Commission
Att: Anna L. Goodsell, Clerk
Comstock Charter Township Hall
6138 King Highway
P. O. Box 449
Comstock, Michigan 49041

If you have any questions, please feel free to contact Anna L. Goodsell, Clerk at 269-381-2360.

CHARTER TOWNSHIP OF COMSTOCK PLANNING COMMISSION
By: Miriam Shannon, Secretary

CHARTER TOWNSHIP OF COMSTOCK PLANNING COMMISSION

Proposed Land Use Plan (a/k/a Master Plan) Amendments

It is proposed to amend the Comstock Charter Township Land Use Plan (a/k/a Master Plan) as follows:

From Commercial to Industrial (Tax parcels: 3907-19-454-040, 3907-19-454-050 & 3907-19-454-060):

Beginning at the South 1/4 post of Section 19; thence North along the North and South 1/4 line of said Section, 701.58 feet; thence East 762.30 feet to the center line of River Street; thence South 22°-09' West thereon, 762.12 feet to the South line of said Section; thence West thereon 479.82 feet to the place of beginning.

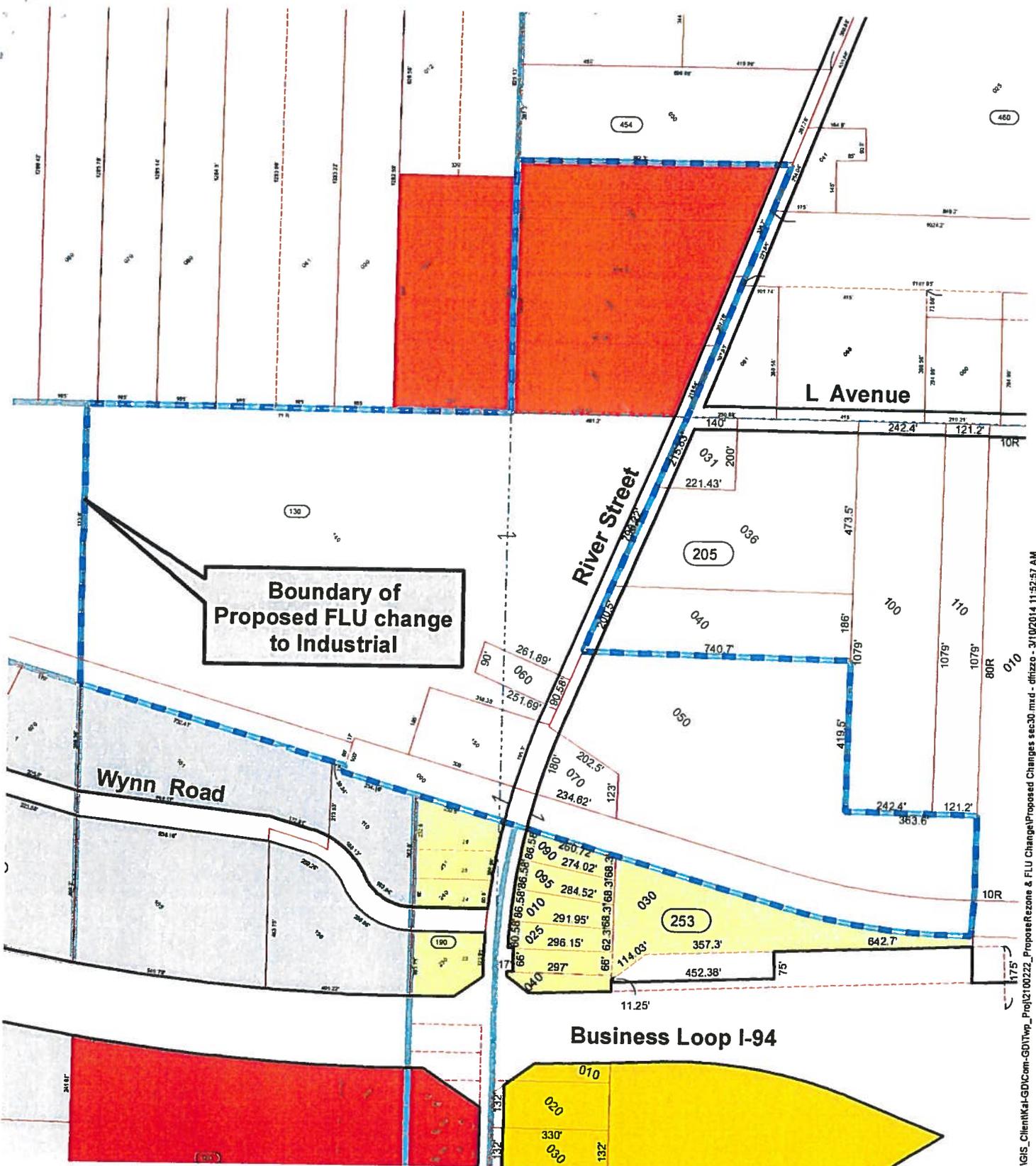
From Agriculture to Industrial (Tax parcel: 3907-30-130-090 being part of the former G.T.W. Railroad right-of-way):

A parcel of land 66.00 feet wide lying 33.00 feet either side of the following described center line: Beginning at a point on the East line of the West 80 Acres of the Northwest fractional 1/4 of Section 30, 746.60 feet South of the North line of said Section; thence South 74°-22' East, 780.00 feet; at this point said right-of-way widens to 100.00 feet wide lying 50.00 feet either side of the continuation of said center line; thence continuing South 74°-22' East, 500.00 feet to the North and South 1/4 line of said Section at a point 1077.80 feet South of the North 1/4 post of said Section; thence continuing South 74°-22' East, 784.22 feet; thence Easterly 517.28 feet along a 3° curve to the left with a central angle of 14°-31' to the East 1/8 line of said Section and the point of ending.

From Agriculture to Industrial (Tax parcels: 3907-30-130-140, 3907-30-130-150, 3907-30-205-050, 3907-30-205-060 & 3907-30-205-070):

That part of the Northwest fractional 1/4 and the Northwest 1/4 of the Northeast 1/4 of Section 30 lying East of the East line of the West 80 Acres of said Northwest fractional 1/4 and Northerly of the former G.T.W. Railroad right-of-way. Except beginning at the Northeast corner of said Northwest 1/4 of the Northeast 1/4; thence South 0°-05' East along the East 1/8 line, 1079.00 feet; thence West 363.60 feet; thence North 0°-05' West, 419.50 feet; thence West 740.70 feet to the center line of River Street; thence North 22°-05' East thereon, 710.90 feet to the North line of said Section; thence East thereon 835.60 feet to the place of beginning.

(See attached diagram)

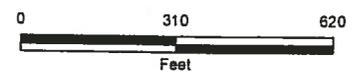


Boundary of Proposed FLU change to Industrial

- Agriculture
- Low Density Residential
- Medium/High Density Residential
- Commercial
- Industrial
- Open Space

Comstock Township
Kalamazoo County, Michigan

**Proposed Land Use Plan Changes
From Commercial & Agriculture
to Industrial**



Date Printed: 3/10/2014

Prein&Newhof

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TO: Planning Commission **DATE:** March 28, 2014
FROM: Vicki Georgeau, ^{VB} Director of Community Development
SUBJECT: 2014 Comprehensive Plan Update, Transportation and Land Use+Character chapters

Enclosed for Planning Commission review are the Transportation and Land Use+Character chapters of the 2014 Comprehensive Plan Update.

In addition, attached are the “proposed” Future Land Use map (included in the enclosed Land Use+Character chapter) and the “existing” Future Land Use map (per the 2008 Comprehensive Plan). Both maps include “call-out” numbers that show areas where future land use designations are recommended to be revised. The following outlines the changes, which corresponds to the numbers on the maps:

- 1) Sprinkle Road (east side) – East of Meredith
Current designation: Medium Density Residential
Current zoning/land use: I-1 / vacant
Proposed designation: Light Industrial
- 2) South Westnedge Avenue (east side) – North of I-94
Current designation: Single-family detached Medium Density Residential
Current zoning/land use: R-1A/vacant (except for one rental house)
Proposed designation: General business (extend boundary south to I-94)
- 3) South Westnedge Avenue (west side) – South of I-94
Current designation: Single-family detached Medium Density Residential
Current zoning/land use: R-1A/single-family houses
Proposed designation: General business (extend boundary south to New Hampshire)
- 4) South Westnedge Avenue (east side) – South of I-94
Current designation: Single-family detached Medium Density Residential
Current zoning/land use: R-1A & P-1/parking lots and single-family houses
Proposed designation: General business (extend boundary south to Milham)
- 5) South Westnedge Avenue (west side) – South of I-94
Current designation: Single-family detached Medium Density Residential
Current zoning/land use: B-3/Commercial and nonconforming single-family houses
Proposed designation: General business (extend boundary south from Idaho to Milham)

- 6) West Milham at South 12th Street (north and south side)
Current designation: General Business
Current zoning/land use: B-2, B-3 & OS-1/convenience store, vacant property, two nonconforming dwellings and assisted living facility
Proposed designation: Local Business and Office
- 7) South 12th Street (east side) – South of West Milham
Current designation: Low density residential
Current zoning/land use: R-1B and R-1T/Pinefield Town homes and single-family houses
Proposed designation: Medium density residential
- 8) East Milham at Lovers Lane (southeast corner)
Current designation: Local Business
Current zoning/land use: I-2/vacant
Proposed designation: Research Development and Technology
- 9) South Westnedge Avenue (east side) – between Ruth and Della
Current designation: Community business
Current zoning/land use: R-1A/single-family houses
Proposed designation: Single-family detached Medium Density Residential
- 10) East Centre Avenue (north side between Lake Wood and Lovers Lane)
Current designation: Low density residential and high density residential
Current zoning/land use: R-1B, OS-1 & RM-1/single-family and multi-family residential
Proposed designation: Office
- 11) West Centre Avenue (north side) – East of Moorsbridge Road
Current designation: General business
Current zoning/land use: PD/office uses
Proposed designation: Office
- 12) Portage Road (west side south of East Centre)
Current designation: General business and low density residential
Current zoning/land use: B-3/residential and commercial
Proposed designation: General business and low density residential
- 13) Ames Drive (south side) – west of Portage Road
Current designation: Low density residential
Current zoning/land use: R-1A/residential
Proposed designation: General business
- 14) East Centre at South Sprinkle (southwest corner)
Current designation: Local business
Current zoning/land use: I-2/Styker Medical
Proposed designation: General Industrial
- 15) South Sprinkle (west side) – between Pompano and Hayes
Current designation: Local business
Current zoning/land use: R-1B/ single-family residential
Proposed designation: Low density residential

- 16) West Osterhout Avenue (north side) – East of Oakland Drive
Current designation: General industrial
Current zoning/land use: I-1 and RM-1/single-family residential & vacant
Proposed designation: Low density residential

- 17) Shaver Road (east side) – south of Vanderbilt to West Osterhout
Current designation: Shaver Road business corridor
Current zoning/land use: I-2/vacant
Proposed designation: Park/recreation

- 18) Shaver Road (east side) – north of Vanderbilt
Current designation: Shaver Road business corridor
Current zoning/land use: I-1, I-2 & OS-1/industrial uses & vacant
Proposed designation: General industrial

- 19) Portage Road (east side) north of East Osterhout
Current designation: Local business
Current zoning/land use: RM-1/single family, multi family residential and vacant
Proposed designation: Medium density residential

As additional information, attached are the most recent data tables for: Existing Thoroughfare Street Segment Characteristics; Traffic Crashes by Intersection; and Traffic Crashes by Segments. These data were used to develop the recommendations in the enclosed Transportation chapter, and the tables will be included in the Community Snapshot Report. Furthermore, the Transportation Existing Conditions map in the Community Snapshot Report will also be updated to reflect the recent data.

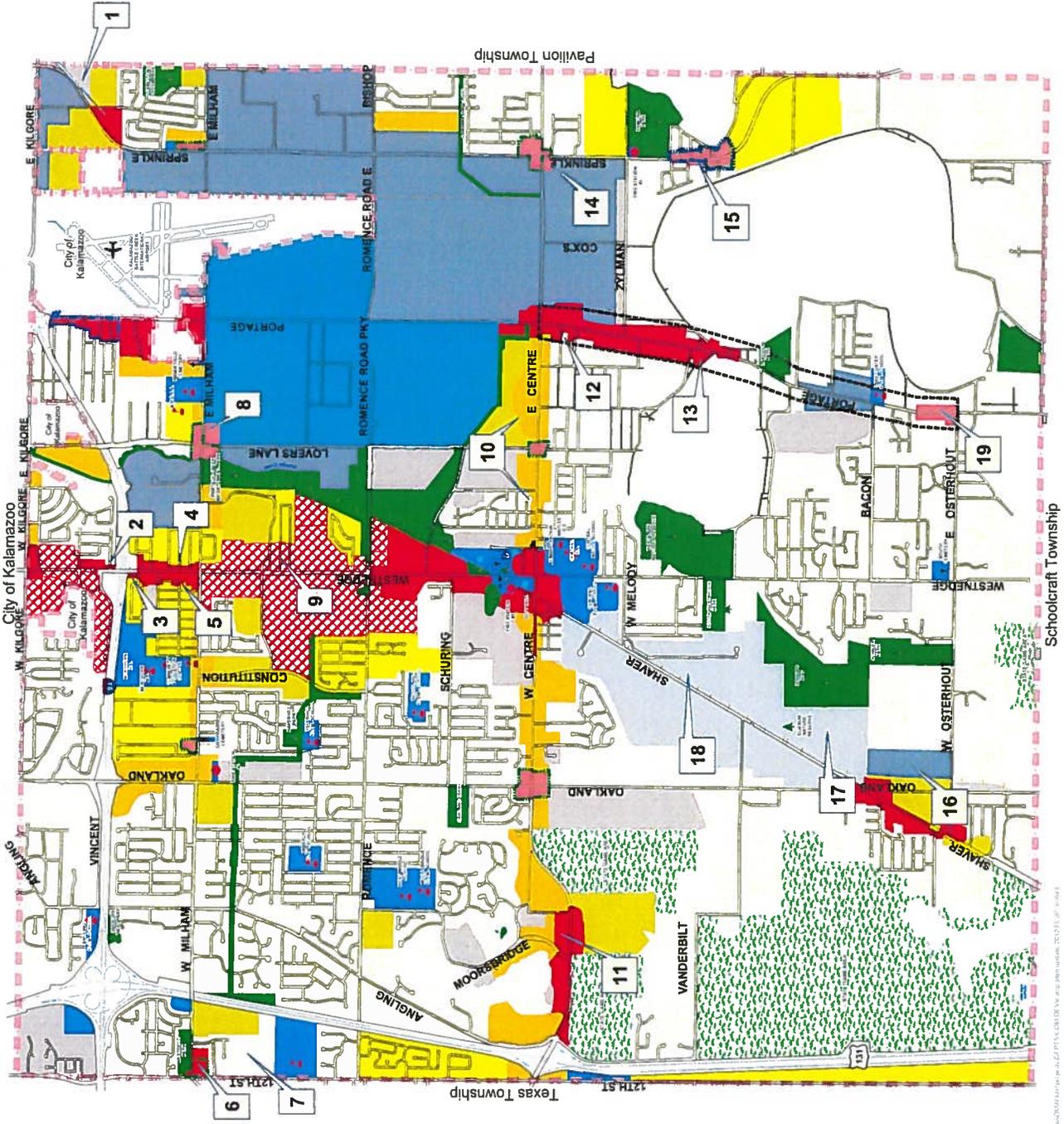
The Commission is advised to review the attached future land use map revisions, traffic data, and the enclosed draft plan chapters for discussion during the April 3, 2014 meeting.

Future Land Use Map (Existing)

Date: 2/26/2014

Legend

- Low Density Residential
- Single-Family Detached-Medium Density Residential
- Medium-Density Residential
- High Density Residential
- General Business
- Local Business
- Regional Business
- General Industrial
- Shaver Road Business Corridor
- Research, Development & Technology
- Office
- Park / Recreation
- Gourdneck State Game Area
- Public
- City Centre
- Secondary Commercial Node
- Commercial Revitalization Area
- Lake Center Subarea
- Airport
- Cemetery
- City Park
- Court
- Fire Station
- Golf Course
- Library
- Municipal
- P.C.O.C.
- Police
- Public School



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Existing Thoroughfare Street Segment Characteristics

Street	From	To	Street Class	Jurisdiction	Lanes	Pavement Width	ROW Width	Posted Speed	Curb & Gutter	Daily Capacity	Daily Traffic	Year	Present V/C Ratio	2030 ADT (a)	2030 V/C Ratio
Westhedge	Kilgore	Andy	Major Art.	Portage	5-6	60-72	66 to 93	35	Yes	38,700	32,327	2012	0.84	30,251	0.78
Westhedge	Andy	I-94	Major Art.	Portage	6	72-110	66 to 119	35	Yes	51,600	37,020	2013	0.72	42,255	0.82
Westhedge	I-94	Idaho	Major Art.	Portage	6	72-110	66 to 119	35	Yes	51,600	44,532	2013	0.86	42,255	0.82
Westhedge	Idaho	Milham	Major Art.	Portage	6-7	72-84	110	35	Yes	51,600	42,132	2013	0.82	59,586	1.15
Westhedge	Milham	Mall	Major Art.	Portage	6	72	83 to 125	35	Yes	51,600	34,006	2013	0.66	58,769	1.14
Westhedge	Mall	Ruth	Major Art.	Portage	6	72	93 to 110	35	Yes	51,600	33,976	2010	0.66	57,881	1.12
Westhedge	Ruth	Hudson	Major Art.	Portage	6	72	93 to 110	35	Yes	51,600	31,667	2013	0.61	57,881	1.12
Westhedge	Hudson	Romence	Major Art.	Portage	6	72	90 to 110	35	Yes	51,600	30,017	2013	0.58	35,054	0.68
Westhedge	Romence	Garden	Major Art.	Portage	5	57	66 to 93	35	Yes	37,100	26,051	2013	0.70	31,717	0.85
Westhedge	Garden	Schuring	Major Art.	Portage	5	57	66 to 93	35	Yes	37,100	24,976	2012	0.67	29,578	0.80
Westhedge	Schuring	Shaver	Major Art.	Portage	5	60	66 to 93	35	Yes	38,700	25,439	2011	0.66	25,141	0.65
Westhedge	Shaver	Centre	Minor Art.	Portage	4	44	99	30	Yes	33,000	8,727	2011	0.26	6,224	0.19
Westhedge	Centre	Melody	Minor Art.	Portage	3	38	66 to 86	30	50%	21,500	10,405	2013	0.48	11,326	0.53
Westhedge	Melody	S. Shore	Minor Art.	Portage	2	24	66	40	No	17,200	8,426	2013	0.49	5,668	0.33
Westhedge	S. Shore	Bacon	Minor Art.	Portage	2	24	66	40	No	17,200	4,702	2013	0.27	5,668	0.33
Westhedge	Bacon	Osterhout	Minor Art.	Portage	2	24	66	40	No	17,200	2,708	2013	0.16	5,668	0.33
Milham	12th	Angling	Minor Art.	Portage	3	44	66	35	Pvd Slidr	21,500	11,672	2012	0.54	10,624	0.49
Milham	Angling	Oakland	Minor Art.	Portage	3	44	66	35	Pvd Slidr	21,500	14,299	2013	0.67	13,536	0.63
Milham	Oakland	Constitution	Major Art.	Portage	5	60	83	35	Yes	38,700	21,724	2012	0.56	20,700	0.53
Milham	Constitution	Ohio	Major Art.	Portage	5	58	83	35	Yes	38,700	16,298	2013	0.42	19,936	0.52
Milham	Ohio	Westhedge	Major Art.	Portage	5	58	83	35	Yes	38,700	16,264	2013	0.42	19,936	0.52
Milham	Westhedge	Norfolk Southern	Major Art.	Portage	5	55	66 to 83	35	Yes	37,100	11,484	2012	0.31	14,131	0.38
Milham	Norfolk Southern	Lovers Lane	Major Art.	Portage	4-5	55	66 to 83	35	Yes	33,000	15,226	2011	0.46	14,351	0.43
Milham	Lovers Lane	Portage	Major Art.	Portage	4	48	131 to 148	40	Yes	34,400	7,506	2012	0.22	4,904	0.14
Milham	Portage	Airport	Major Art.	Portage	4	48	131 to 148	40	Yes	34,400	602	2013	0.02	4,904	0.14
Milham	Sprinkle	E. City Limits	Collector	Portage	2	24	66	25	Pvd Slidr	17,200	2,175	2011	0.14	2,105	0.12
Oakland	Kilgore	I-94	Major Art.	Portage	4	40	66 to 135	35	Yes	34,400	22,145	2009	0.64	23,095	0.67
Oakland	I-94	Milham	Major Art.	Portage	5	60	99	35	Yes	38,700	31,067	2011	0.80	35,440	0.92
Oakland	Milham	Romence	Minor Art.	Portage	3	44	66	35	Yes	21,500	17,298	2012	0.80	19,589	0.91
Oakland	Romence	Centre	Minor Art.	Portage	3	44	66	35	Yes	21,500	12,700	2013	0.59	14,745	0.69
Oakland	Centre	Vanderbilt	Minor Art.	Portage	2	22	66	40	Pvd Slidr	16,500	5,770	2013	0.35	4,079	0.25
Oakland	Vanderbilt	Shaver	Minor Art.	Portage	2	22	66	40	Pvd Slidr	16,500	4,571	2013	0.28	4,079	0.25
Oakland	Shaver	Osterhout	Collector	Portage	2	22	66	40	Pvd Slidr	16,500	5,887	2013	0.36	4,181	0.25
Oakland	Osterhout	S. City Limits	Collector	Portage	2	22	66	40	Pvd Slidr	16,500	2,721	2011	0.16	3,792	0.23
Portage	I-94	Milham	Major Art.	Portage	4-5	44	66 to 100	45	Yes	34,400	22,909	2013	0.67	21,419	0.62
Portage	Milham	Centre	Major Art.	Portage	4-5	44	66 to 100	45	Yes	34,400	19,018	2012	0.55	21,419	0.62
Portage	Kilgore	Milham	Major Art.	Portage	5	59	100	45	Yes	38,700	24,069	2008	0.62	23,435	0.61
Portage	Romence	Centre	Minor Art.	Portage	4-5	44	66 to 100	40-45	Yes	34,400	17,271	2013	0.50	17,305	0.50
Portage	Centre	Lakeview	Minor Art.	Portage	4-5	44	66 to 100	40-45	Yes	34,400	19,553	2013	0.57	17,305	0.50
Portage	Lakeview	Osterhout	Minor Art.	Portage	4	44	66	45	No	34,400	15,942	2010	0.46	16,102	0.47
Portage	Osterhout	Mandigo	Minor Art.	Portage	2	22	33	45	No	21,500	12,461	2012	0.58	16,102	0.75
Sprinkle	Kilgore	Meredith	Major Art.	KCRC	5	60	100	50	No	38,700	19,026	2013	0.49	19,794	0.51
Sprinkle	Meredith	Milham	Major Art.	KCRC	5	60	100	50	40%	38,700	19,026	2013	0.49	20,631	0.53
Sprinkle	Milham	Romence	Major Art.	KCRC	5	60	100	50	No	38,700	19,225	2004	0.50	20,487	0.53
Sprinkle	Romence	Centre	Major Art.	KCRC	5	60	100	50	No	38,700	16,194	2004	0.42	24,876	0.64
Sprinkle	Centre	Zylman	Major Art.	KCRC	5	60	66 to 100	50	Yes	38,700	12,111	2013	0.31	18,304	0.47
Sprinkle	Zylman	S. City Limits	Major Art.	KCRC	5	60	66 to 100	50	Yes	38,700	8,101	2013	0.21	9,594	0.25

Existing Thoroughfare Street Segment Characteristics

Street	From	To	Street Class	Jurisdiction	Lanes	Pavement Width	ROW Width	Posted Speed	Curb & Gutter	Daily Capacity	Daily Traffic	Year	Present V/C Ratio	2030 ADT (a)	2030 V/C Ratio
Centre	12th	Oakland	Major Art.	Portage	4-5	48-60	83 to 120	45	Yes	34,400	27,275	2012	0.79	26,084	0.76
Centre	Oakland	Westnedge	Major Art.	Portage	5	55	76 to 86	45	Yes	37,100	22,465	2012	0.61	21,292	0.57
Centre	Westnedge	Shaver	Major Art.	Portage	5	55	76 to 86	45	Yes	37,100	17,630	2013	0.48	21,292	0.57
Centre	Shaver	Waylee	Major Art.	Portage	5	55	66 to 86	35	Yes	37,100	22,031	2011	0.59	22,916	0.62
Centre	Waylee	Portage	Major Art.	Portage	5	55	66 to 86	35-45	Yes	37,100	20,233	2011	0.55	20,859	0.56
Centre	Portage	Sprinkle	Major Art.	Portage	4	48	100 to 122	45	Yes	38,700	11,063	2013	0.29	17,984	0.46
Centre	Sprinkle	E. City Limits	Collector	Portage	2	22	66	40	Pvd Slidr	17,200	1,773	2011	0.10	1,930	0.11
Romence	Angling	Oakland	Collector	Portage	2	24	66	35	Pvd Slidr	17,200	9,289	2013	0.54	8,141	0.47
Romence	Oakland	Sears	Minor Art.	Portage	3	35	66	35	Yes	21,500	14,892	2010	0.69	13,118	0.61
Romence	Sears	Westnedge	Minor Art.	Portage	5	55	66	35	Yes	37,100	15,628	2012	0.48	12,546	0.39
Romence	Westnedge	Lovers Lane	Minor Art.	Portage	4	44	132 to 186	35	Yes	33,000	10,738	2012	0.33	13,604	0.42
Romence	Lovers Lane	Portage	Minor Art.	Portage	4	44	100 to 273	35	Yes	33,000	10,450	2012	0.32	10,068	0.31
Romence	Portage	Mastenbrook	Minor Art.	Portage	3-4	36-44	66	45	40%	21,500	10,942	2008	0.51	12,543	0.58
Romence	Mastenbrook	Sprinkle	Minor Art.	Portage	2	22	66	45	Pvd Slidr	16,500	10,469	2013	0.63	13,486	0.82
Bishop	Sprinkle	E. City Limits	Minor Art.	Portage	2	22	66	40	Pvd Slidr	17,200	2,571	2012	0.15	3,163	0.18
Lovers Lane	Kilgore	I-94	Minor Art.	Portage	4	44	66 to 83	35	Yes	33,000	12,130	2009	0.37	13,203	0.40
Lovers Lane	I-94	Milham	Minor Art.	Portage	4	44	66 to 83	35	Yes	33,000	12,744	2011	0.39	19,455	0.59
Lovers Lane	Milham	Romence	Minor Art.	Portage	4	44	66 to 99	40	Yes	33,000	9,564	2012	0.29	11,750	0.36
Lovers Lane	Romence	Garden	Minor Art.	Portage	4	44	66 to 99	40	Yes	33,000	7,745	2011	0.23	10,010	0.30
Lovers Lane	Garden	Centre	Minor Art.	Portage	4	44	66 to 99	40	Yes	33,000	7,325	2011	0.22	7,839	0.24
Lovers Lane	Centre	Forest	Subcollector	Portage	2	24	66 to 99	25	Pvd Slidr	17,200	2,987	2012	0.17	1,954	0.11
Kilgore	Oakland	Westnedge	Minor Art.	Kalamazoo	2-3	24-36	66 to 83	35	Yes	17,200	10,808	2007	0.63	10,015	0.58
Kilgore	Westnedge	Old Kilgore	Minor Art.	Portage	5	55	66 to 83	35	Yes	38,700	19,327	2011	0.50	25,614	0.66
Kilgore	Old Kilgore	Lovers Lane	Minor Art.	Portage	4	55	66 to 83	35	Yes	33,000	17,640	2011	0.53	25,688	0.78
Kilgore	Lovers Lane	Portage	Minor Art.	Portage	3	44	66 to 120	35	Yes	21,500	8,204	2012	0.38	8,930	0.42
Kilgore	Norfolk Southern	Sprinkle	Minor Art.	Kalamazoo	4	44	66	45	Yes	34,400	5,571	2007	0.16	6,064	0.18
Kilgore	Portage	Norfolk Southern	Minor Art.	Kalamazoo	4	44	66 to 120	45	Yes	34,400	11,542	2007	0.34	15,767	0.46
Angling	Brookhaven	Oakland	Collector	Portage	2	24	66 to 83	25	Pvd Slidr	17,200	1,293	2013	0.08	1,651	0.10
Angling	Brookhaven	Vincent	Collector	Portage	2	24	66 to 83	25	Pvd Slidr	17,200	1,432	2013	0.08	1,651	0.10
Vincent	Church	Oakland	Collector	Portage	2	24	66	25-35	Pvd Slidr	17,200	2,517	2013	0.15	2,428	0.14
Vincent	Angling	Church	Collector	Portage	2	24	66	25-35	Pvd Slidr	17,200	1,689	2013	0.10	2,428	0.14
Angling	Milham	Fir Tree	Collector	Portage	2	22	66 to 83	35	Pvd Slidr	16,500	372	2013	0.02	2,171	0.13
Angling	Milham	Romence	Collector	Portage	2	22	66 to 83	35	Pvd Slidr	16,500	3,025	2013	0.18	2,171	0.13
Angling	Romence	Centre	Collector	Portage	2	24	66 to 105	35	Pvd Slidr	17,200	5,479	2012	0.32	3,797	0.22
Angling	Centre	Vanderbilt	Collector	Portage	2	24	66 to 90	35	Pvd Slidr	17,200	1,817	2012	0.11	1,034	0.06
Vanderbilt	Angling	Shaver	Collector	Portage	2	22	66	35	Pvd Slidr	16,500	1,340	2013	0.08	1,985	0.12
Osterhout	Shaver	Westnedge	Minor Art.	Portage	2	21	66	40	Pvd Slidr	16,500	4,436	2012	0.27	4,470	0.27
Osterhout	Westnedge	Portage	Minor Art.	Portage	2	24	66	40	Pvd Slidr	17,200	4,321	2013	0.25	5,421	0.32
Shaver	Westnedge	Centre	Major Art.	Portage	5	55	66 to 73	35	Yes	37,100	14,388	2012	0.39	18,917	0.51
Shaver	Centre	Vanderbilt	Major Art.	Portage	4-5	44-55	78 to 100	45	Yes	33,000	19,108	2011	0.58	19,605	0.59
Shaver	Vanderbilt	Oakland	Major Art.	Portage	2-3	22-33	22 to 200	45-50	Pvd Slidr	17,200	9,613	2012	0.56	15,247	0.89
Shaver	Oakland	S. City Limits	Major Art.	Portage	2-3	22-33	22 to 200	45-50	Pvd Slidr	17,200	8,810	2013	0.51	15,247	0.89
Moorsbridge	Centre	N. Old Centre	Collector	Portage	2	24	66 to 100	30	Yes	17,200	2,628	2013	0.15	3,494	0.20
Moorsbridge	N. Old Centre	Muirfield	Collector	Portage	2	34	66	30	Yes	17,200	2,853	2013	0.17	5,210	0.30
Moorsbridge	Muirfield	Romence	Collector	Portage	2	28	66	30	Pvd Slidr	17,200	5,287	2012	0.31	5,210	0.30

Existing Thoroughfare Street Segment Characteristics

Street	From	To	Street Class	Jurisdiction	Lanes	Pavement Width	ROW Width	Posted Speed	Curb & Gutter	Daily Capacity	Daily Traffic	Year	Present V/C Ratio	2030 ADT (a)	2030 V/C Ratio
Schuring	Oakland	Westnedge	Collector	Portage	2	22	66	30	20%	16,500	3,702	2009	0.22	5,511	0.33
Garden	Westnedge	Kingston	Collector	Portage	2	21	33 to 66	35	Pvd Slidr	16,500	2,581	2013	0.16	3,044	0.18
Garden	Kingston	Garden Ln	Collector	Portage	2	21	33 to 66	35	Pvd Slidr	16,500	2,062	2013	0.12	3,044	0.18
Garden	Garden Ln	Lovers Ln	Collector	Portage	2	21	33 to 66	35	Pvd Slidr	16,500	2,015	2013	0.12	3,044	0.18
Mall	Constitution	JC Penney	Minor Art.	Portage	3	35	66	35	Yes	21,500	5,341	2013	0.25	5,814	0.27
Mall	JC Penney	Westnedge	Minor Art.	Portage	5	58	80	25	Yes	38,700	13,729	2012	0.35	14,944	0.39
Constitution	Milham	Mall	Minor Art.	Portage	4	48	100	35	Yes	34,400	12,696	2010	0.37	14,763	0.43
Constitution	Mall	Romence	Minor Art.	Portage	4	48	100	35	Yes	34,400	7,573	2011	0.22	8,243	0.24
Forest	Lovers Lane	Portage	Subcollector	Portage	2	24	66	25	Pvd Slidr	17,200	1,095	2013	0.06	2,036	0.12
Zylman	Portage	Sprinkle	Collector	Portage	2	24	66	45	Pvd Slidr	17,200	4,812	2012	0.28	4,147	0.24
S 12th St.	N. City Limits	Chasemoor	Minor Art.	KCRC	2	22	66	45	No	16,500	10,262	2008	0.62	8,961	0.54
S 12th St.	Chasemoor	Milham	Minor Art.	KCRC	3	44	66	45	Yes	21,500	9,727	2013	0.45	7,331	0.34
S 12th St.	Milham	Golden Ridge	Minor Art.	KCRC	2	24	66	45-55	No	17,200	5,571	2013	0.32	6,956	0.40
S 12th St.	Norfolk Circle	Centre	Minor Art.	KCRC	2	24	66	45-55	No	17,200	7,035	2006	0.41	9,646	0.56
S 12th St.	Centre	Whippoorwill	Minor Art.	KCRC	2	21	66	55	No	16,500	4,712	2006	0.29	7,607	0.46
S 12th St.	R Ave	S Ave	Minor Art.	KCRC	2	21	66	55	No	16,500	1,506	2006	0.09	1,274	0.08
S 12th St.	S Ave	S. City Limits	Minor Art.	KCRC	2	21	66	55	No	16,500	910	2006	0.06	1,105	0.07
Nash	E.Shore	Sprinkle	Subcollector	Portage	2	22	66	25	No	16,500	678	2012	0.04	227	0.01
East Shore	Mandigo	Woodhams	Subcollector	Portage	2	22	30 to 66	25-35	No	16,500	546	2013	0.03	695	0.04
East Shore	Woodhams	Nash	Subcollector	Portage	2	22	30 to 66	25-35	No	16,500	788	2013	0.05	695	0.04
East Shore	Nash	Branch	Subcollector	Portage	2	22	30 to 66	25-35	No	16,500	432	2013	0.03	695	0.04
East Shore	Branch	Cox's Drive	Subcollector	Portage	2	22	30	25	No	16,500	609	2013	0.04	1,521	0.09
East Shore	Cox's Dr.	Highland	Subcollector	Portage	2	22	30	25	No	16,500	223	2013	0.01	1,521	0.09
Mandigo	Portage	E. Shore	Subcollector	Portage	2	22	66	35	Pvd Slidr	16,500	3,066	2011	0.19	1,582	0.10
Newport	Milham	Alfa	Collector	Portage	2	28	66 to 99	25	Yes	17,200	4,819	2008	0.28	6,347	0.37
Newport	Alfa	Gladys	Collector	Portage	2	34	66	25	Yes	16,500	2,901	2012	0.18	6,309	0.38
Gladys	Newport	Gladys Ser Dr	Collector	Portage	2	22	66	25	No	16,500	4,819	2008	0.29	5,140	0.31
Gladys	Gladys Ser Dr	Westnedge	Collector	Portage	3	36	66 to 100+	25	Yes	21,500	3,608	2013	0.17	8,739	0.41
Bacon	Westnedge	Portage	Collector	Portage	2	24	66	35	Pvd Slidr	17,200	2,332	2009	0.14	1,947	0.11
Meredith	Kigore	Sprinkle	Subcollector	Portage	3	33	51 to 66	30	Pvd Slidr	21,500	3,607	2011	0.17	3,740	0.17
Meredith	Sprinkle	Milham	Subcollector	Portage	3	33	51 to 66	30	Pvd Slidr	21,500	3,132	2013	0.15	3,740	0.17
Melody	Shaver	Dolphin	Collector	Portage	2	22	66	25	No	16,500	3,976	2012	0.24	3,029	0.18
Melody	Dolphin	Westnedge	Collector	Portage	2	34	66	25	Yes	16,500	3,165	2012	0.19	3,540	0.21
Ramona	Lovers Lane	Portage	Collector	Portage	2	22	66	25	No	16,500	591	2011	0.04	3,470	0.21
Cox's Drive	E Shore	Zylman	Collector	Portage	2	22	66	25	No	16,500	966	2012	0.06	3,468	0.21
Cox's Drive	Zylman	Centre	Collector	Portage	2	22	66	25	No	16,500	544	2012	0.03	3,500	0.21
Winters	Lovers Lane	Portage	Collector	Portage	2	24	66	25	Pvd Slidr	17,200	1,064	2013	0.06	3,044	0.18
Old Centre	Centre	Cooley	Collector	Portage	2	34	66	30	No	16,500	2,189	2011	0.13	1,483	0.09
Old Centre	Cooley	Moorsbridge	Collector	Portage	2	34	66	30	Yes	16,500	2,079	2011	0.13	1,481	0.09

2010-2012 Traffic Crashes by Intersection

No.	Intersection	Crash Frequency by Year																		Estimated Vehicles Per Day (EVPD)			Average Crash Rate per Million Vehicles (MEV)		
		2010			2011			2012			Average/Year			Total			Estimated Vehicles			Average					
		Total	Injury	Fatal	Total	Injury	Fatal	Total	Injury	Fatal	Total	Injury	Fatal	Severity	Total	Injury	Fatal	Total	Injury	Fatal	Severity				
1	Westnedge and Kilgore	4	1	0	8	1	0	2	0	0	4.67	0.67	0	6.67	0.33	0.05	0.00	0.33	0.05	0.00	0.47				
2	Westnedge and Andy	19	5	0	10	0	0	7	0	0	12.00	1.67	0	17.00	0.85	0.12	0.00	0.85	0.12	0.00	1.20				
3	Westnedge and Dawnlee	7	1	0	6	2	0	9	1	0	7.33	1.33	0	11.33	0.56	0.10	0.00	0.56	0.10	0.00	0.86				
4	Westnedge and Idaho	7	0	0	9	5	0	13	3	0	9.67	2.67	0	17.67	0.68	0.19	0.00	0.68	0.19	0.00	1.24				
5	Westnedge and Milham	15	5	0	30	6	0	27	6	0	24.00	5.67	0	41.00	1.24	0.29	0.00	1.24	0.29	0.00	2.12				
6	Westnedge and Mall/Glady's	17	2	0	25	3	0	28	10	0	23.33	5.00	0	38.33	1.66	0.36	0.00	1.66	0.36	0.00	2.73				
7	Westnedge and Crossroads/Ruth	13	2	0	14	3	0	10	3	0	12.33	2.67	0	20.33	0.99	0.21	0.00	0.99	0.21	0.00	1.63				
8	Westnedge and J.L. Hudson	7	3	0	10	2	0	8	2	0	8.33	2.33	0	15.33	0.74	0.21	0.00	0.74	0.21	0.00	1.36				
9	Westnedge and Romence	37	4	0	34	3	0	34	8	0	35.00	5.00	0	50.00	2.49	0.36	0.00	2.49	0.36	0.00	3.56				
10	Westnedge and Garden Lane	7	1	0	6	1	0	6	1	0	6.33	1.00	0	9.33	0.71	0.11	0.00	0.71	0.11	0.00	1.05				
11	Westnedge and Schuring	4	1	0	6	2	0	6	1	0	5.33	1.33	0	9.33	0.59	0.15	0.00	0.59	0.15	0.00	1.04				
12	Westnedge and Shaver	1	0	0	7	2	0	5	1	0	4.33	1.00	0	7.33	0.48	0.11	0.00	0.48	0.11	0.00	0.82				
13	Westnedge and Centre	10	2	0	12	0	0	13	0	0	11.67	0.67	0	13.67	1.25	0.07	0.00	1.25	0.07	0.00	1.47				
14	Shaver and Centre	31	8	0	29	7	0	9	3	0	23.00	6.00	0	41.00	1.82	0.48	0.00	1.82	0.48	0.00	3.25				
15	Shaver and Melody	2	0	0	9	1	0	5	2	0	5.33	1.00	0	8.33	0.92	0.17	0.00	0.92	0.17	0.00	1.43				
16	Shaver and Oakland	12	6	0	4	2	0	7	2	0	7.67	3.33	0	17.67	1.33	0.58	0.00	1.33	0.58	0.00	3.07				
17	Oakland and Milham	23	2	0	19	3	0	19	3	0	20.33	2.67	0	28.33	1.81	0.24	0.00	1.81	0.24	0.00	2.52				
18	Oakland and Romence	10	2	0	13	4	0	8	2	0	10.33	2.67	0	18.33	1.26	0.33	0.00	1.26	0.33	0.00	2.24				
19	Oakland and Centre	17	7	0	13	1	0	17	3	0	15.67	3.67	0	26.67	1.34	0.31	0.00	1.34	0.31	0.00	2.28				
20	Centre and Lovers Lane	6	0	0	11	2	0	6	0	0	7.67	0.67	0	9.67	0.77	0.07	0.00	0.77	0.07	0.00	0.97				
21	Milham and Devon/Monticello	10	1	0	5	0	0	3	0	0	6.00	0.33	0	7.00	0.75	0.04	0.00	0.75	0.04	0.00	0.88				
22	Milham and Constitution	14	0	0	11	4	0	19	3	0	14.67	2.33	0	21.67	1.48	0.24	0.00	1.48	0.24	0.00	2.19				
23	Milham and Oregon	7	0	0	4	1	0	7	1	0	6.00	0.67	0	8.00	1.02	0.11	0.00	1.02	0.11	0.00	1.36				
24	Lovers and Kilgore	0	0	0	0	0	0	0	0	0	0.00	0.00	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
25	Lovers and Milham	4	1	0	9	3	0	7	0	0	6.67	1.33	0	10.67	0.91	0.18	0.00	0.91	0.18	0.00	1.46				
26	Lovers and Romence Rd. Pkwy	11	3	0	7	0	0	5	2	0	7.67	1.67	0	12.67	0.99	0.21	0.00	0.99	0.21	0.00	1.63				
27	Constitution and Mall	0	0	0	0	0	0	4	1	0	1.33	0.33	0	2.33	0.21	0.05	0.00	0.21	0.05	0.00	0.37				
28	Romence Rd. Pkwy. and Sears Drive	8	1	0	0	0	0	6	2	0	4.67	1.00	0	7.67	0.59	0.13	0.00	0.59	0.13	0.00	0.96				
29	Mall and J.C. Penney Dr.	3	1	0	1	0	0	2	0	0	2.00	0.33	0	3.00	0.31	0.05	0.00	0.31	0.05	0.00	0.47				
30	Constitution and Romence	13	5	0	8	1	0	12	3	0	11.00	3.00	0	20.00	1.40	0.38	0.00	1.40	0.38	0.00	2.54				
31	Portage and Winters	0	0	0	0	0	0	0	0	0	0.00	0.00	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
32	Portage and Milham	11	1	0	8	0	0	9	2	0	9.33	1.00	0	12.33	1.28	0.14	0.00	1.28	0.14	0.00	1.69				
33	Portage and Romence Rd. Pkwy.	15	2	0	14	6	0	5	2	0	11.33	3.33	0	21.33	1.88	0.55	0.00	1.88	0.55	0.00	3.53				
34	Portage and Centre	15	2	0	13	4	0	18	4	0	15.33	3.33	0	25.33	2.37	0.51	0.00	2.37	0.51	0.00	3.91				

2010-2012 Traffic Crashes by Segments

No.	Street	From	To	Crash Frequency by Year												Average Daily Traffic (ADT) (2010-12)	Length (mile)	Average Crash Rate per Million			
				2010			2011			2012			Average/Year					Total	Injury	Fatal	Severity
				Total	Injury	Fatal	Total	Injury	Fatal	Total	Injury	Fatal	Severity	Total	Injury						
1	Westnedge	Kilgore	Andy	24	6	0	25	1	0	12	0	0	20.33	2.33	0.00	27.33	7.92	0.91	0.00	10.64	
2	Westnedge	Andy	Idaho	32	3	1	35	7	0	37	6	0	34.67	5.33	0.33	54.67	6.13	0.94	0.06	9.67	
3	Westnedge	Idaho	Milham	13	0	0	20	4	0	20	4	0	17.67	2.67	0.00	25.67	5.41	0.82	0.00	7.86	
4	Westnedge	Milham	Mall	42	9	0	55	10	0	68	16	0	55.00	11.67	0.00	90.00	31.783	2.70	0.00	20.80	
5	Westnedge	Mall	Ruth	20	4	0	26	5	0	30	12	0	25.33	7.00	0.00	46.33	12.06	3.33	0.00	22.06	
6	Westnedge	Ruth	Hudson	14	3	0	20	4	0	13	5	0	15.67	4.00	0.00	27.67	6.07	1.55	0.00	10.72	
7	Westnedge	Hudson	Romence	54	10	0	34	6	0	35	8	0	41.00	8.00	0.00	65.00	13.22	2.58	0.00	20.97	
8	Westnedge	Romence	Garden Lane	20	3	0	35	9	0	18	1	0	24.33	4.33	0.00	37.33	6.53	1.16	0.00	10.02	
9	Westnedge	Garden Ln.	Schuring	9	0	0	9	3	0	9	2	0	9.00	1.67	0.00	14.00	6.34	1.17	0.00	9.87	
10	Westnedge	Schuring	Shaver	6	1	0	1	0	0	10	2	0	5.67	1.00	0.00	8.67	1.81	0.32	0.00	2.76	
11	Westnedge	Shaver	Centre	5	0	0	3	1	0	2	0	0	3.33	0.33	0.00	4.33	6.07	0.61	0.00	7.89	
12	Westnedge	Centre	Melody	6	0	0	8	2	0	5	1	0	6.33	1.00	0.00	9.33	3.37	0.53	0.00	4.96	
13	Westnedge	Melody	Osterhout	19	2	0	16	1	0	12	2	0	15.67	1.67	0.00	20.67	2.56	0.27	0.00	3.37	
14	Milham	12th	Angling	5	1	0	8	1	0	6	1	0	6.33	1.00	0.00	9.33	1.07	0.17	0.00	1.57	
15	Milham	Angling	Oakland	5	1	0	7	2	0	8	2	0	6.67	1.67	0.00	11.67	3.80	0.95	0.00	6.65	
16	Milham	Oakland	Constitution	27	5	0	26	3	0	17	2	0	23.33	3.33	0.00	33.33	4.41	0.63	0.00	6.30	
17	Milham	Constitution	Westnedge	29	4	0	41	8	0	32	5	0	34.00	5.67	0.00	51.00	8.14	1.36	0.00	12.21	
18	Milham	Westnedge	Conrail RR	12	1	0	12	2	0	7	1	0	10.33	1.33	0.00	14.33	4.33	0.56	0.00	6.01	
19	Milham	Conrail RR	Lovers Lane	4	0	0	5	1	0	4	0	0	4.33	0.33	0.00	5.33	2.56	0.24	0.00	3.86	
20	Milham	Lovers Lane	Portage	11	0	0	11	1	0	9	0	0	10.33	0.33	0.00	11.33	4.84	0.16	0.00	5.31	
21	Milham	Sprinkle	E City Limits	0	0	0	2	0	0	0	0	0	0.67	0.00	0.00	0.67	1.47	0.00	0.00	1.47	
22	Oakland	Kilgore	I-94	10	2	0	17	0	0	19	5	1	15.33	2.33	0.33	26.33	3.46	0.53	0.08	5.95	
23	Oakland	I-94	Milham	37	5	0	60	8	0	33	4	0	43.33	5.67	0.00	60.33	7.09	0.93	0.00	9.87	
24	Oakland	Milham	Romence	19	2	0	17	5	0	16	3	0	17.33	3.33	0.00	27.33	2.94	0.56	0.00	4.63	
25	Oakland	Romence	Centre	8	1	0	10	4	0	11	1	0	9.67	2.00	0.00	15.67	2.15	0.44	0.00	3.48	
26	Oakland	Centre	Shaver	17	3	0	18	2	0	6	1	0	13.67	2.00	0.00	19.67	3.15	0.46	0.00	4.54	
27	Oakland	Shaver	Osterhout	2	1	0	4	1	0	4	1	0	3.33	1.00	0.00	6.33	2.08	0.62	0.00	3.96	
28	Oakland	Osterhout	S. City Limits	2	1	0	1	0	0	1	0	0	1.33	0.33	0.00	2.33	2.69	0.67	0.00	4.71	
29	Portage	Bender	Milham	17	2	0	12	1	0	15	4	0	14.67	2.33	0.00	21.67	1.56	0.25	0.00	2.31	
30	Portage	Milham	Centre	37	4	0	30	9	0	29	6	0	32.00	6.33	0.00	51.00	2.45	0.49	0.00	3.91	
31	Portage	Centre	Lakeview	24	7	0	21	2	0	33	7	0	26.00	5.33	0.00	42.00	2.34	0.48	0.00	3.78	
32	Portage	Lakeview	Mandigo	21	4	0	23	4	0	29	5	0	24.33	4.33	0.00	37.33	2.74	0.49	0.00	4.21	
33	Sprinkle	Kilgore	Meredith	5	3	0	8	1	0	10	1	0	7.67	1.67	0.00	12.67	2.39	0.52	0.00	3.95	
34	Sprinkle	Meredith	Milham	9	4	2	7	1	0	14	7	0	10.00	4.00	0.67	30.00	1.66	0.66	0.11	4.97	
35	Sprinkle	Milham	Romence	15	3	0	10	1	0	15	2	0	13.33	2.00	0.00	19.33	1.59	0.24	0.00	2.30	
36	Sprinkle	Romence	Centre	12	3	0	7	2	0	14	2	0	11.00	2.33	0.00	18.00	1.55	0.33	0.00	2.53	
37	Sprinkle	Centre	Zylman	13	2	0	6	1	0	6	2	0	8.33	1.67	0.00	13.33	3.30	0.66	0.00	5.28	
38	Centre	12th	Oakland	42	12	1	35	5	0	29	4	0	35.33	7.00	0.33	60.33	1.96	0.39	0.02	3.35	

2010-2012 Traffic Crashes by Segments

No.	Street	From	To	Crash Frequency by Year												Average Daily Traffic (ADT) (2010-12)			Average Crash Rate per Million Vehicle Miles (MV/M)				
				2010			2011			2012			Average/Year			Length (mile)	Total						
				Total	Injury	Fatal	Total	Injury	Fatal	Total	Injury	Fatal	Total	Injury	Fatal		Severity	Total	Injury	Fatal	Severity		
39	Centre	Oakland	Westnedge	55	10	0	54	9	0	0	37	2	0	48.67	7.00	0.00	69.67	22,612	1,258	4.69	0.67	0.00	6.71
40	Centre	Westnedge	Waylee	9	1	0	9	1	0	0	12	0	0	10.00	0.67	0.00	12.00	22,312	0.222	5.53	0.37	0.00	6.64
41	Centre	Waylee	Portage	34	2	1	28	3	0	0	20	4	0	27.33	3.00	0.33	40.33	19,924	1.283	2.93	0.32	0.04	4.32
42	Centre	Portage	Sprinkle	4	1	0	4	0	0	0	6	1	0	4.67	0.67	0.00	6.67	10,700	1.001	1.19	0.17	0.00	1.71
43	Centre	Sprinkle	E City Limits	2	0	0	2	0	0	0	3	1	0	1.67	0.33	0.00	2.67	5,207	0.527	1.66	0.33	0.00	2.66
44	Romence	Angling	Oakland	8	2	0	7	3	0	0	13	0	0	9.33	1.67	0.00	14.33	9,655	1.145	2.31	0.41	0.00	3.55
45	Romence	Oakland	Sears	23	6	0	18	1	0	0	21	5	0	20.67	4.00	0.00	32.67	16,754	0.988	3.42	0.66	0.00	5.41
46	Romence	Sears	Westnedge	22	4	0	16	3	0	0	22	8	0	20.00	5.00	0.00	35.00	17,327	0.268	11.80	2.95	0.00	20.65
47	Romence	Westnedge	Lovers Lane	16	2	0	15	2	0	0	17	2	0	16.00	2.00	0.00	22.00	12,178	0.758	4.75	0.59	0.00	6.53
48	Romence	Lovers Lane	Portage	6	0	0	6	0	0	0	5	0	0	7.00	0.67	0.00	9.00	10,463	0.756	2.42	0.23	0.00	3.12
49	Romence	Portage	Mastenbrook	3	0	0	3	1	0	0	5	0	0	3.67	0.33	0.00	4.67	10,871	0.503	1.84	0.17	0.00	2.34
50	Romence	Mastenbrook	Sprinkle	3	0	0	3	0	0	0	3	0	0	3.33	0.67	0.00	5.33	10,335	0.493	1.79	0.36	0.00	2.87
51	Bishop	Sprinkle	E City Limits	5	0	0	5	0	0	0	0	0	0	2.33	0.00	0.00	2.33	2,598	0.536	4.59	0.00	0.00	4.59
52	Lovers Lane	Kilgore	I-94	1	1	0	2	0	0	0	0	0	0	0.33	0.33	0.00	1.33	13,446	0.426	0.16	0.16	0.00	0.64
53	Lovers Lane	I-94	Milham	5	0	0	5	0	0	0	5	0	0	4.33	0.00	0.00	4.33	12,444	0.608	1.57	0.00	0.00	1.57
54	Lovers Lane	Milham	Romence	5	0	0	5	0	0	0	8	2	0	6.33	0.67	0.00	8.33	9,516	0.645	2.84	0.30	0.00	3.72
55	Lovers Lane	Romence	Centre	16	4	0	15	3	1	0	10	2	0	13.67	3.00	0.33	26.67	8,010	1.398	3.34	0.73	0.08	6.52
56	Lovers Lane	Centre	Forest	0	0	0	0	0	0	0	4	0	0	2.67	0.00	0.00	2.67	2,321	0.581	5.42	0.00	0.00	5.42
57	Kilgore	Westnedge	Burdick	20	1	0	20	4	0	0	15	4	0	18.33	3.00	0.00	27.33	19,463	0.501	5.15	0.84	0.00	7.68
58	Kilgore	Burdick	Lovers Lane	21	3	0	18	3	0	0	9	3	0	13.33	3.00	0.00	22.33	16,481	0.259	8.56	1.93	0.00	14.33
59	Kilgore	Lovers Lane	City Limit	9	3	0	10	1	0	0	9	2	0	9.33	2.00	0.00	15.33	9,785	0.966	2.71	0.58	0.00	4.44
60	Angling	Merryview	Vincent	0	0	0	0	0	0	0	3	0	0	1.00	0.00	0.00	1.00	1,272	0.597	3.61	0.00	0.00	3.61
61	Vincent	Angling	Oakland	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	2,557	0.747	0.00	0.00	0.00	0.00
62	Angling	Milham	Romence	3	1	0	4	0	0	0	4	1	0	2.33	0.67	0.00	4.33	3,829	1.104	1.51	0.43	0.00	2.81
63	Angling	Romence	Centre	4	1	0	5	2	0	0	2	0	0	3.00	1.00	0.00	6.00	5,733	1.286	1.11	0.37	0.00	2.23
64	Angling	Centre	Vanderbilt	3	0	0	3	0	0	0	1	0	0	1.67	0.00	0.00	1.67	1,806	0.875	2.89	0.00	0.00	2.89
65	Vanderbilt	Angling	Shaver	1	0	0	1	0	0	0	3	0	0	2.33	0.33	0.00	3.33	1,673	2.265	1.69	0.24	0.00	2.41
66	Osterhout	Shaver	Westnedge	8	0	0	8	1	0	0	3	1	0	6.33	0.67	0.00	8.33	3,686	1.528	3.08	0.32	0.00	4.05
67	Osterhout	Westnedge	Portage	7	0	0	7	0	0	0	6	1	0	6.33	0.33	0.00	7.33	4,373	1.011	3.92	0.21	0.00	4.54
68	Shaver	Westnedge	Centre	11	1	0	12	2	0	0	9	2	0	11.33	1.67	0.00	16.33	15,387	0.181	11.15	1.64	0.00	16.07
69	Shaver	Centre	Vanderbilt	12	3	0	15	4	0	0	8	5	0	12.67	4.00	0.00	24.67	16,119	1.441	1.49	0.47	0.00	2.91
70	Shaver	Vanderbilt	S City Limits	24	9	0	33	1	0	0	15	2	0	17.00	4.00	0.00	29.00	9,346	2.004	2.49	0.59	0.00	4.24
71	Moorsbridge	Centre	Old Centre	1	1	0	2	1	0	0	3	1	0	2.00	1.00	0.00	5.00	3,581	0.347	4.41	2.20	0.00	11.02
72	Moorsbridge	Old Centre	Muirfield	6	2	0	8	1	0	0	5	0	0	5.33	1.00	0.00	8.33	3,024	0.757	6.38	1.20	0.00	9.97
73	Moorsbridge	Muirfield	Romence	5	2	0	7	0	0	0	2	0	0	2.33	0.67	0.00	4.33	4,440	0.489	2.94	0.84	0.00	5.47
74	Schuring	Oakland	Westnedge	4	0	0	4	0	0	0	1	0	0	3.67	0.67	0.00	5.67	3,349	1.258	2.38	0.43	0.00	3.69
75	Garden Ln.	Westnedge	Lovers Lane	1	0	0	1	0	0	0	1	0	0	1.67	0.00	0.00	1.67	2,453	0.809	2.30	0.00	0.00	2.30
76	Mall	Constitution	JC Penney	5	1	0	6	0	0	0	3	0	0	2.67	0.33	0.00	3.67	5,360	0.401	3.40	0.42	0.00	4.67

2010-2012 Traffic Crashes by Segments

No.	Street	From	To	Crash Frequency by Year												Average Daily			Average Crash Rate per Million					
				2010			2011			2012			Average/Year			Length (mile)	Vehicle Miles (MVM)							
				Total	Injury	Fatal	Total	Injury	Fatal	Total	Injury	Fatal	Total	Injury	Fatal		Severity	Total	Injury	Fatal	Severity			
77	Mail	JC Penney	Westnedge	8	1	0	10	0	0	8	0	0	8	0	0	8	0	0	9.67	0.202	9.32	0.36	0.00	10.39
78	Constitution	Milham	Mail	6	0	0	5	0	0	5	1	0	5	1	0	5	1	0	6.33	0.87	1.37	0.09	0.00	1.62
79	Constitution	Mail	Romence	1	1	0	3	1	0	6	2	0	6	2	0	6	2	0	7.33	1.193	1.00	0.40	0.00	2.21
80	Forest	Lovers Lane	Portage	1	0	0	1	0	0	2	0	0	2	0	0	2	0	0	1.33	0.772	3.46	0.00	0.00	3.46
81	Zylman	Portage	Sprinkle	6	0	0	5	0	0	2	0	0	2	0	0	2	0	0	4.33	1.067	2.15	0.00	0.00	2.15
82	S 12th St.	N City Limits	Briarhill	7	1	0	5	1	1	3	1	0	3	1	0	5	0	0	5.00	0.808	2.18	0.44	0.00	3.49
83	S 12th St.	Briarhill	Milham	1	0	0	6	1	0	1	0	0	1	0	0	2	0	0	2.67	0.276	3.36	0.42	0.00	4.62
84	S 12th St.	Milham	Golden Ridge	0	0	0	7	0	0	1	0	0	1	0	0	2	0	0	2.67	1.537	0.88	0.00	0.00	0.88
85	S 12th St.	Ridge	Centre	7	1	0	13	3	0	4	1	0	4	1	0	8	0	0	8.00	1.915	1.55	0.32	0.00	2.52
86	S 12th St.	Centre	Whipporwill	1	1	0	2	0	0	1	1	0	1	1	0	1	1	0	1.33	0.967	0.81	0.40	0.00	2.01
87	S 12th St.	Whipporwill	S Ave.	1	0	0	1	0	0	2	1	0	2	1	0	1	1	0	1.33	1.005	1.76	0.44	0.00	3.08
88	S 12th St.	S Ave.	S city limits	0	0	0	1	0	0	2	1	0	2	1	0	1	0	0	1.00	1.002	3.19	1.06	0.00	6.39
89	Nash	E Shore	Sprinkle	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0.33	0.319	6.05	0.00	0.00	6.05
90	East Shore	Mandigo	Nash	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0.33	1.072	1.11	1.11	0.00	4.44
91	East Shore	Nash	Cox's Dr	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	1.602	0.00	0.00	0.00	0.00
92	Mandigo	Portage	E Shore	1	1	0	10	4	0	2	1	0	2	1	0	4	0	0	4.33	1.51	3.28	1.52	0.00	7.83
93	Newport	Milham	Charlie	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0.33	0.538	0.35	0.00	0.00	0.35
94	Gladys	Charlie	Westnedge	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	3.33	0.37	7.83	1.57	0.00	12.53
95	Bacon	Westnedge	Portage	3	0	0	3	0	0	3	1	0	3	1	0	3	0	0	3.00	1.061	3.49	0.39	0.00	4.66
96	Meredith	Kilgore	Sprinkle	4	0	0	2	0	0	1	1	0	1	1	0	2	0	0	2.33	0.316	4.71	0.67	0.00	6.74
97	Melody	Shaver	Dolphin	0	0	0	1	0	0	2	0	0	2	0	0	2	0	0	1.00	0.077	14.10	0.00	0.00	14.10
98	Melody	Dolphin	Westnedge	2	0	0	1	0	0	3	0	0	3	0	0	3	0	0	2.00	0.346	6.54	0.00	0.00	6.54
99	Ramona	Lovers Lane	Portage	0	0	0	0	0	0	1	0	0	1	0	0	1	0	0	0.33	0.75	1.13	0.00	0.00	1.13
100	Cox's Dr	East Shore	Zylman	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.165	0.00	0.00	0.00	0.00
101	Cox's Dr	Zylman	E Centre	1	0	0	2	1	0	1	1	0	1	1	0	1	0	0	1.33	0.498	10.20	5.10	0.00	25.51
102	Winters	Lovers Lane	Portage	1	0	0	0	0	0	1	0	0	1	0	0	1	0	0	0.67	0.758	1.54	0.00	0.00	1.54
103	Old Centre	Centre	Cooley	0	0	0	0	0	0	4	0	0	4	0	0	4	0	0	1.33	0.33	5.16	0.00	0.00	5.16
104	Old Centre	Cooley	Moorsbridge	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0.33	0.258	1.75	1.75	0.00	6.99
105	Sprinkle	Zylman	Nash	8	4	0	10	0	0	5	1	0	5	1	0	7	0	0	7.67	1.767	0.96	0.21	0.00	1.59

MATERIALS TRANSMITTED

**MINUTES OF THE SPECIAL MEETING OF THE PORTAGE CITY COUNCIL
OF MARCH 11, 2014**

The Special Meeting was called to order by Mayor Peter Strazdas at 6:00 p.m.

Mayor Strazdas opened the meeting, explained that the purpose of the meeting was for City Council to continue the process of selecting a City Manager led by Sheri Welsh of Welsh & Associates, 141 East Michigan Avenue, Suite 300, Kalamazoo.

At the request of Mayor Strazdas, the City Clerk called the roll with the following members present: Councilmembers Nasim Ansari, Richard Ford, Patricia Randall, Claudette Reid and Terry Urban, Mayor Pro Tem Jim Pearson and Mayor Strazdas. Also in attendance were Deputy City Manager Brian Bowling, City Attorney Randall Brown and City Clerk James Hudson.

Mayor Strazdas introduced Ms. Sheri Welsh, who reviewed her communication entitled, "Portage City Council – Job Description Recommendations for March 11 Meeting." Each Councilmember had a chance to review the job description, ask themselves what do they really want and need, put these thoughts together and send them to Ms. Welsh for her compilation to succinctly determine the elements that need to be included in the job description and the position requirements. Discussion ensued.

Topics discussed were *City Charter* consistency, Two Direct Reports, Competency, Education and Experience, American Disabilities Act (ADA), Building a Diverse Work Force, Crisis Management, Residency Requirements, Salary Range, Benefits Package and Relocation Package. There was a consensus of City Council on the proposed suggestions. Ms. Welsh took their comments and suggestions under advisement with the plan to incorporate them into a listing for City Council at the Special Meeting on March 25, 2014 at 6 p.m. in Conference Room No. 1.

Ms. Welsh also reviewed the listing of characteristics the City Council was looking for in a new City Manager. Discussion followed. There was a consensus of City Council on the proposed suggestions. Ms. Welsh took these comments and suggestions under advisement with the plan to incorporate them into a listing for City Council at the Special Meeting on March 25, 2014 at 6 p.m.

Ms. Welsh discussed the request for proposal (RFP) as the next step in the process and her need for some descriptive language regarding the City of Portage and the plan going forward.

Mayor Strazdas summed up and outlined the plan of action. Discussion followed.

ADJOURN: Mayor Strazdas adjourned the meeting at 7:16 p.m.

James R. Hudson, City Clerk

**MINUTES OF THE SPECIAL MEETING OF THE PORTAGE CITY COUNCIL
OF MARCH 18, 2014**

The Special Meeting was called to order by Mayor Peter Strazdas at 6:00 p.m.

At the request of Mayor Strazdas, the City Clerk called the roll with the following members present: Councilmembers Nasim Ansari, Richard Ford, Patricia Randall, Claudette Reid and Terry Urban, Mayor Pro Tem Jim Pearson and Mayor Strazdas. Also in attendance were Deputy City Manager Brian Bowling, City Attorney Randall Brown and City Clerk James Hudson.

Mayor Strazdas opened the meeting, explained that the purpose of the meeting was for City Council to discuss the process of selecting an Acting City Manager.

Mayor Strazdas referred to the March 14, 2014 City Attorney opinion wherein City Attorney Randy Brown indicated that "direction" of the City Manager is not required when a Deputy City Manager is performing acts required of the City Manager and the Deputy City Manager is authorized to perform any act required of the City Manager until the office is filled. In answer to the question from Councilmember Ansari with regard to execution of City contracts, Mr. Brown provided the opinion that since the power to approve the contracts rests with the City Council [*City Charter*, Sec. 11.1(a)], if the office of City Manager is vacant, City Council may approve the contracts normally approved and signed by the City Manager.

Also, the City Attorney's recommendation in the opinion is that City Council appoint an Acting City Manager to eliminate challenges that could be brought against the validity and authority of the Deputy's actions; additionally, those dealing with the Deputy City Manager may not have complete confidence in his authority and decision making powers unless he is appointed to the office of City Manager even on an interim basis. Mayor Strazdas asked if there were any questions for Mr. Brown from City Council.

Councilmember Ansari said that out of respect for Deputy City Manager Brian Bowling and in fairness to potential candidates, and because Council is discussing the City Manager position, that he did not want Mr. Bowling, nor himself, to be in "that" position. Mayor Strazdas asked City Council to keep in mind that the discussion at this Special Meeting is not about the City Manager position; rather, the purpose of this Special Meeting is for the discussion of the Acting City Manager position. Mayor Strazdas reviewed the timeline necessary to hire a new City Manager and the importance of having an Acting City Manager in the interim.

Mayor Pro Tem Pearson said he respected that Deputy City Manager Brian Bowling is "at the table," but asked that Mr. Bowling refrain from discussion concerning the Acting City Manager since he is an applicant for City Manager. He then asked City Attorney Brown to "chime in" concerning the appropriateness of this suggestion. Mr. Brown responded that Deputy City Manager Bowling can answer any questions put to him by City Council, but he is not on this Council, so the City Council does not have to take any comments from him. Mayor Strazdas pointed out that he is looking for discussion from seven Councilmembers and if City Council has a need for clarity, questions can be asked of Deputy City Manager Brian Bowling, City Attorney Randy Brown or City Clerk Jim Hudson, but stressed that City Council is not looking for any discussion from them.

Councilmember Reid asked for Councilmember Ansari to explain his earlier comment. Councilmember Ansari said that out of respect for Mr. Bowling and out of courtesy for the potential applicants, when City Council is discussing the qualifications of the position of City Manager, he sensed that there could be a perception of an advantage or disadvantage since the other candidates would not have the same opportunity to hear the way “we” talk and the way “we” hear, and suggested that Mr. Bowling not be present at these sessions. Mayor Strazdas restated that City Council is not talking about the full time City Manager position, and that is when Councilmember Ansari indicated that he felt Mr. Bowling not be present at the sessions for either position. Mayor Pro Tem Pearson indicated that he concurred with Mayor Strazdas that discussion should be from seven Councilmembers and City Council can ask questions, if necessary, of the Manager, the Attorney or the Clerk.

Mayor Strazdas indicated that he asked a representative at the Michigan Municipal League (MML), “What is the Best Practice?” He said MML holds position that no one runs a City without an Acting City Manager, an Acting Police Chief, etc., and all municipalities provide compensation for performing the duties of Acting City Manager. He cited Battle Creek as an example where the City Manager left, the Deputy City Manager came to Kalamazoo and the Police Chief retired and Battle Creek followed the recognized Best Practice and appointed an Acting City Manager, who hired an Acting Police Chief. He noted that the MML representative indicated that compensation is “all over the place” and the compensation for the Acting City Manager for Battle Creek was \$400 per week extra for a person who was already working for the City of Battle Creek. Lastly, Mayor Strazdas indicated that it is his experience that there is always some level of compensation if a person moves up within the organization chart and asked for discussion.

Mayor Pro Tem Pearson reflected that City Manager Maurice Evans provided a “short” seven weeks notice on February 10, 2014, that he was retiring so he sent an e-mail outlining how to get to the MML site on February 12, 2014, to enable City Council to get information regarding how to obtain an Acting City Manager. He also mentioned that Councilmember Ansari pointed out that information can also be obtained from the ICMA site. He pointed out that later in the day, Mayor Strazdas encouraged all of the Councilmembers to independently research this matter to get educated with the process. He explained his expectation that City Council actually did some research and reviewed those candidates who are available in the State. Discussion followed.

Councilmember Urban pointed out that he did not follow the suggestion of Mayor Pro Tem Pearson because, as far as he was concerned, there is only one qualified candidate for Acting City Manager (Brian Bowling). Mayor Pro Tem Pearson answered that he visited the MML website and found twenty-one candidates; that there were ten candidates who expressed an interest in Southwest Michigan; that three of the candidates had been City Manager for many years with more experience than Mr. Bowling in running a city of at least 30,000 to 33,000 people; that they are all willing to take an interim position; that they are all within two hours of Portage; that he unofficially contacted all three candidates; and all are interested in the City of Portage. Councilmember Urban indicated that none of these individuals have been involved in City affairs and asked who gave Mayor Pro Tem Pearson the authorization to contact these individuals. Mayor Pro Tem Pearson assured him that he began his discussion with, “I am not calling with any authority and that he read their names and phone numbers on a public web site....” He then asked Councilmember Urban to confirm that he had not done any preparation,

and Councilmember Urban indicated that he did not feel he needed to prepare further. Discussion followed.

Councilmember Ansari expressed an interest in hearing the results of the research by Mayor Pro Tem Pearson, stressed the importance of having new ideas and new direction as times and circumstances have changed, recognized that hiring a City Manager is a huge responsibility and explained his preference for objectivity. He also mentioned his recollection that Deputy City Manager Bowling had indicated that he would be retiring in two years, would be hiring a Deputy to make things easier for Council and how it was his opinion that Council should prevent a “revolving door” in the City Manager’s Office. Discussion followed and Mayor Strazdas questioned his position that Council should prevent a “revolving door” in the City Manager’s Office, while he, Councilmember Ansari, was advocating bringing in an Acting City Manager, then asking that person to leave which would result in the “revolving door” he purportedly was trying to prevent. Discussion followed. Councilmember Ansari said his comment pertained to the two years that he recalled was the timeline Mr. Bowling gave as the point he would retire and explained.

Councilmember Reid disagreed that Mr. Bowling indicated that he would be retiring in two years, or in two weeks, or in any particular timeframe. Mayor Pro Tem Pearson expressed his understanding that Mr. Bowling was planning to retire sometime, but that he left the point in time unknown, but that he offered that he could stay up to two years, recruit an Assistant City Manager to follow in his footsteps and Council would have the choice of whether or not to elevate that Assistant City Manager or pick a different one. Mayor Pro Tem Pearson asked Mr. Bowling if he was correct in his recollection. Mr. Bowling refuted Councilmember Ansari’s statement regarding when he might plan to retire by saying that he never indicated when he might retire and that his offer was for a term contract and that Council defined the term which could be two years, three years, one year or five years. He emphasized that he never used the word, “retire.” Discussion followed. Councilmember Ansari asked for the opportunity to review the DVD of the meeting from the City Clerk.

Councilmember Reid asked that City Council distinguish between what is desired of a Permanent City Manager from what is desired from an Acting City Manager. She asked them to consider that the Acting City Manager is important to keep the status quo and for stabilization, so the qualities are different because the roles are different. She stated her concern for staff, pointed out that she was not interested in new ideas or direction from an Acting City Manager and emphasized that it was more important to provide stability. She asked, “How do we stabilize while we are looking for a new City Manager?” Mayor Strazdas indicated that the MML stressed the need to bridge the gap. Councilmember Ansari expressed his opinion that a new person would bring new ideas, would add total quality management and quality improvements that would improve the quality of life in Portage.

Mayor Pro Tem Pearson restated his recent conversations with the three City Managers he found, who are all experienced with Michigan Law, contract negotiations, budget preparations, etc., and all know that their job is to “steady the ship.” He provided the example of Rob Olson, who stepped in, did an excellent job of running the school district for six months with no major changes and stabilized everything. He indicated that the advantage of bringing in someone from outside is that he or she would bring a lot of experience from another city, things that went right and things that went wrong; then, when City Council does hire a new City

Manager, this provides an unbiased consultant who can assist the new City Manager with his or her experiences in Portage. Discussion followed and Councilmember Ansari explained what he meant by the change that would come from an Acting City Manager.

Councilmember Ford indicated that he did the research and explained that he determined that a search for an Acting City Manager provides City Council with a trial of what they will be doing for the next six to eight months to provide a permanent City Manager and explained.

Councilmember Urban objected and indicated that Portage will get a retired City Manager, who will distract staff because he or she has to be brought up to speed on budget preparation, contract negotiations, current contracts, employees, etc. He emphasized that the reason Portage is seen as the star in the area and is used as the example to follow, with no things to fix, with the best possible financial situation, the lowest employee to citizen ratio at a quarter to a third of the City of Kalamazoo is as much a credit to Brian Bowling as it is to Michael Stampfler or Maurice Evans. He pointed out that Mr. Bowling has been responsible for much of the leadership and many of the ideas that have kept Portage in the position it is in today. He said to pursue this search to have someone sit in an office, pay her or him a salary and distract staff from doing their job is ridiculous and will hurt this city and not serve the citizens of Portage.

Mayor Strazdas concurred and indicated that it will take months for a person to acclimate to the position and questioned the logic. He indicated that the process could take months with the Request for Proposal (RFP), the vetting and interview process and the selection and offer process when what is needed is a stop gap measure according to MML. Discussion followed and Mayor Strazdas indicated that many municipalities look at how Portage is doing something and reflect that is good government; for example, the City of Portage has no legacy costs, and stressed that the Deputy City Manager has been the architect of what is being done right in the City of Portage.

Councilmember Randall said that she finds it disturbing that we do too much “back-patting” and that there are many ways to do things better; she said she wants change now, wants a new and different set of eyes looking at the operation and never wants to stop getting better and better. Mayor Strazdas responded that the agent of constant change in Portage has been the Administration; for example, privatizing an entire water and sewer department. He advocated the recommendation of MML to provide a stop gap measure and appoint the Deputy City Manager as Acting City Manager as he would maintain the good things that have been happening and would be in a position to make even more changes, especially considering the timeframe involved in getting a permanent City Manager. Discussion followed.

Mayor Pro Tem Pearson indicated that there is an open City Manager slot and the Deputy City Manager is not leaving, so no operational knowledge will be lost. He addressed Deputy City Manager Bowling by saying we know you have been her 37 ½ years and we do not know when you will be retiring. He expressed his opinion that if Mr. Bowling is interested in the Acting City Manager position, that he should interview along with three very good candidates (as mentioned earlier) and explained the process would not take three months based on what he knows about the three candidates. Mayor Strazdas reminded Mayor Pro Tem Pearson that to proceed with this would violate Equal Employment Opportunity Commission (EEOC) rules, State rules and explained. Mayor Pro Tem Pearson indicated that the RFP should be sent out right away. Discussion followed. Councilmember Ansari related his Bay City experience and

noted that, in his experience, an interim City Manager can keep things going.

Councilmember Ford referred to the statement by Councilmember Reid that the City Manager should be able to “hit the road running” and outlined the experiences of some of the retired City Managers on the MML site. He expressed his belief that the City can bring in candidates to consider and still maintain the status quo because Brian Bowling is still the Deputy City Manager; and, the City Attorney’s opinion gives the Deputy City Manager the ability to sign off on things and keep the City of Portage going. He recognized that this process creates more work on the part of the City Council, but agreed with opening the process up to other candidates.

At the request of Mayor Strazdas, City Attorney Brown said that the Deputy City Manager could sign all of the checks, but he cautioned that with no Acting City Manager, the 30 days and the 60 days reflected in the *City Charter* continues to run. Discussion followed.

Mayor Pro Tem Pearson noted that he made a lot of detailed comments regarding what he wanted in a Permanent City Manager and Councilmember Randall indicated earlier that she did the same; however, he said that none of these comments were incorporated in the presentation by Sheri Welsh of Welsh & Associates. He asked for a straw poll for the interest in getting an RFP with Brian Bowling welcome to apply and to interview the candidates.

Councilmember Reid indicated that she visited the MML website, looked at the information and reflected that the candidates do not put things down that are not attractive. She said it reminded her of a temporary agency for City Managers. She argued why go from a Deputy City Manager, who knows what goes on in the city, to someone who does not know the City of Portage. She expressed her reservations owing to the negative affect on employees and productivity, the unknowns, the time it will take and that it will take Council away from the work necessary to get a permanent City Manager. She said that a new job takes a couple of months to learn what is going on and even longer for the leader of a multimillion dollar organization. She said that there would be additional costs of up to \$70 to \$90,000 to bring an extra person on board for six months and she could not see the benefit in that.

Mayor Strazdas restated the Best Practices recommended by MML and recommended that each Councilmember talk to someone there. Discussion followed. Councilmember Randall indicated that she felt Council was undermining the dedication of the Portage staff; that there is excitement for change and a hunger for it; and Council owes it to the citizens to look at options. She advocated taking a vote at this Special Meeting, as this is a public meeting, and go forward. Mayor Strazdas indicated that Council agreed not to vote at this meeting. Discussion followed.

Mayor Pro Tem Pearson asked if a motion would be legal regarding the appointment of an Acting City Manager, and hash out the details and vote tonight. Discussion followed. Mr. Brown explained that at a Special Meeting of Council, that has been called to act on the decision to appoint an Acting City Manager, at least four Councilmembers have to vote in the affirmative and no action can take place regarding matters that are not included in the notice. Discussion followed. Councilmember Reid cautioned that at a Regular City Council Meeting, Mayor Strazdas indicated that Council would not be voting at Work Sessions, so any citizen who heard that would expect that voting on this issue would take place next week, not now.

Discussion followed and Councilmember Urban indicated that it will delay the selection of a Permanent City Manager and that it scares him to give the powers of the City Manager to hire and fire to just anyone. Discussion followed and Councilmember Reid addressed Mayor Pro Tem Pearson and conveyed her belief that the RFP for an Acting City Manager is not the same as the RFP for a Permanent City Manager. Mayor Pro Tem Pearson explained what he viewed as the distinctions between the two RFP's. Motion by Pearson, seconded by Ansari, to proceed with an RFP for both an Acting City Manager and a Permanent City Manager as soon as possible, and asked for friendly amendments to fine tune the motion.

Discussion followed and the makers of the motion agreed it should read, "as soon as possible." Mr. Brown indicated that there was no notice regarding the Permanent City Manager and the motion was modified to read, to proceed with an RFP for an Acting City Manager as soon as possible.

Discussion followed and Councilmember Reid pointed out that a search for a person requires a job description and a list of preferred qualities and expounded upon the details of what she meant. Discussion followed. Mayor Pro Tem Pearson indicated that he did not want to engage a search firm and Councilmember Ford concurred. Councilmember Ford indicated that his mind is not made up, that this just gives Council options and that it does not limit Council. Discussion followed regarding how to determine what the job description, a list of preferred qualities and the period of time for the job posting should be.

An informative discussion followed in answer to Mayor Pro Tem Pearson and Councilmember Ansari regarding the hiring process and EEOC. Mr. Brown deferred to the City Labor Counsel for all questions regarding personnel practices. Discussion followed. Mayor Strazdas outlined a plan of action and discussion followed. In answer to Mayor Strazdas, Deputy City Manager Bowling indicated all that is necessary to post a job offer is for City Council to provide what you want for a hire, where you want to post it and how long you want to post it. Discussion followed regarding the RFP

With the concurrence of Councilmember Ansari, Mayor Pro Tem Pearson withdrew his previous motion. Motion by Pearson, seconded by Ansari, to direct the City Manager to confer with Labor Counsel or the City of Portage Employee Development Department and/or the MML in issuing a job posting for the Acting City Manager for a posting period of thirty days. Discussion followed. Councilmember Urban indicated that it is necessary to provide a salary range and a discussion of benefits and to consider the Affordable Care Act requirements. Discussion followed. Councilmember Reid indicated that there is no consensus with regard to what Council wants in an Acting City Manager. In answer to Councilmember Urban, Mayor Pro Tem Pearson indicated that the Acting City Manager should include "with salary and benefits the same as the Permanent City Manager." Discussion followed.

Motion by Ansari, seconded by Randall, to amend the motion to read that the salary and benefits be negotiable instead of the same as the Permanent City Manager. Discussion followed. Councilmember Reid expressed her uneasiness and reservations with Council writing the posting "on the fly" because they have no expertise in this area. After discussion, upon a roll call vote,

Motion carried 6 to 1. Yeas: Councilmembers Ansari, Ford, Randall and Reid, Mayor Pro Tem Pearson and Mayor Strazdas. No: Councilmember Urban. Discussion followed.

Mayor Strazdas summed up the discussion and confirmed that City Council would follow the standards of the City of Portage, follow all labor laws, that Labor Counsel would look at it, that the City of Portage Employee Development Department would package this and that it would be submitted to typical, standard advertising media used by the City of Portage, including the MML. City Attorney Brown asked that these elements be a part of a motion and explained. Deputy City Manager Brian Bowling expressed his discomfort in developing this with the direction of the Council and said that it is appropriate for the Council to let the Administration develop the piece and expressed his opinion that City Council should weigh in and review it to ensure that it is what the Council wants and approve it. He stated that the Administration would do their best to draft it for approval at the March 25, 2014 Regular City Council Meeting. City Mr. Brown repeated his recommendation and asked that these elements be a part of a motion and explained.

Motion by Pearson, seconded by Ansari, to amend the motion to include the comments from Mayor Strazdas: to follow the standards of the City of Portage, follow all labor laws, that Labor Counsel would look at it, that the City of Portage Employee Development Department would package this and that it would be submitted to typical advertising media, including the MML, for review and approval at the March 25, 2014 Regular City Council Meeting. Upon a roll call vote, Motion carried 5 to 2. Yeas: Councilmembers Ansari, Ford and Randall, Mayor Pro Tem Pearson and Mayor Strazdas. No: Councilmembers Reid and Urban. Discussion followed.

Mr. Hudson read the motion: To direct the City Manager to confer with Labor Counsel or the City of Portage Employee Development Department and/or the MML in issuing a job posting for the Acting City Manager for a posting period of thirty days, salary and benefits to be negotiable, to follow the standards of the City of Portage, follow all labor laws, that Labor Counsel would look at it, that the City of Portage Employee Development Department would package this and that it would be submitted to typical advertising media, including the MML, for review and approval at the March 25, 2014 Regular City Council Meeting.

Discussion followed regarding the question posed by Councilmember Urban regarding how does City Council let people know the length of the term of the office. Discussion followed and motion by Ford, seconded by Ansari, to amend the motion to add a period of month to month in duration. Discussion followed. Upon a roll call vote, Motion carried 6 to 1. Yeas: Councilmembers Ansari, Ford, Randall and Reid, Mayor Pro Tem Pearson and Mayor Strazdas. No: Councilmember Urban.

Mayor Strazdas indicated that he was not interested in spending an estimated \$150,000 of taxpayers money for having a second person on board when there is a highly qualified person available in Mr. Bowling. He wants to continue running the City business in a cost effective manner and this is not in the best interest of being good stewards of the funds of the City and is taxing to the staff as well.

Mayor Pro Tem Pearson indicated that the City used to have a City Manager, a Deputy City Manager and two Assistant City Managers, and because of budget cuts, we lost our two Assistant City Managers. He went on to say Council had a seven week notice of retirement of a City Manager, so now the City has only a Deputy City Manager. He expressed his opinion that it is prudent for this Council to make sure there are two people in the City Manager slot, whether it is a City Manager, a Deputy City Manager or an Assistant City Manager and explained.

Councilmember Ford indicated that no funds have been expended as yet, that the Deputy City Manager is going to continue in his role as far as he is aware and will be able to handle the business of the City in the interim. Mayor Strazdas restated his respect for the opinion of every Councilmember.

Councilmember Ansari concurred and expressed his desire to perform his duty of appointing a City Manager to the best of his ability.

Councilmember Urban indicated that Mr. Evans gave seven weeks notice because he knew that Mr. Bowling would be here and advocated full power be given to him as Acting City Manager. He argued that a new Acting City Manager would be a distraction for Council from selecting a Permanent City Manager; that there is no advantage to having someone not familiar with the City as an Acting City Manager; that it will distract staff and the Administration from doing the business of the City; and, that City Council is abandoning good governance. He advocated appointing Mr. Bowling to the job he would be doing anyway which allows Council to focus on a full search for a new high quality City Manager.

Councilmember Reid indicated that she sees no advantage of going forward with the proposed plan and recognized Councilmember Ford's desire to keep the options open. However, she noted that this process will cost a lot more money and that there is too much risk involved. She pointed out that the Deputy City Manager position is designed to be able to take over for the City Manager in situations where the City Manager is not there, and that this plan is one of the worse decisions that she had ever heard before. She found it upsetting that City Council is "going down this path" and said that it is poor governance and would not be supporting the motion.

Mayor Strazdas restated the Best Practices recommended by MML, encouraged his colleagues on City Council to not spend the money and not spend more time and follow the Best Practice recommended by MML and indicated that he would not support the motion, but said he respects everyone's opinions.

Upon a roll call vote, motion carried 4 to 3. Yeas: Councilmembers Ansari, Ford, Randall and Mayor Pro Tem Pearson. No: Councilmembers Reid and Urban and Mayor Strazdas. Mayor Strazdas outlined the plan as proposed and passed.

Councilmember Urban asked for a set of behaviors from the City Attorney and the Labor Counsel. Mr. Brown noted that the Open Meetings Act applies, that all interviews are to be held in open session and that the discussion of an application can be held in a Closed Session and only with the approval of the applicant. Discussion followed. There was a consensus to get the set of behaviors from the City Attorney and the Labor Counsel. Discussion followed.

In response to Councilmember Randall, Mr. Bowling responded that Labor Counsel Kevin McCarthy is on retainer for a set number of hours, and any time that amount is exceeded, he charges by the hour. Discussion followed. Mr. Bowling also mentioned that he may not be able to obtain the set of rules by the March 25, 2014 Regular City Council Meeting depending upon Mr. McCarthy's schedule as he works all over the State and may not be available. Discussion followed.

Martha Dahlinger, 2612 Chopin, spoke of her concern that City Council only has thirty days; that the City is in the middle of contract negotiations and budget preparation; and, that it is a mistake to bring an outsider to handle negotiations. She indicated that Mr. Bowling has the background, has performed the duties as City Manager in the past, and she expressed a great belief that he can do it again. She commented that the City of Portage has a wonderful staff, that their hearts are in their jobs, and that this process may put extra pressure on them because of all of the cuts. She expressed her fear that the process could either be extended and the problems she mentioned could occur, or it could go quickly and concerned citizens may not have the time to reflect on the choices for full time City Manager and explained. Discussion followed.

Gary Dean, 7107 Leawood, concurred with Ms. Dahlinger, viewed this as a posting for a temporary job, noted that Mr. Bowling has successfully filled in for the City Manager in the past, felt Council should appoint him as Acting City Manager, and expressed his concern for the morale of the City employees.

Discussion followed regarding the times and dates for the Council Committee of the Whole Meetings.

ADJOURN: Mayor Strazdas adjourned the meeting at 8:10 p.m.

James R. Hudson, City Clerk

SUMMARY ENVIRONMENTAL ACTIVITY REPORT
February 2014 (*updates in italics*)

Project/Activity
Portage City Landfill

Description

Ongoing groundwater monitoring of former municipal landfill.

Status

-City Council awarded a 3 year contract to American Hydrogeologic Corporation (AHC) on February 23, 2010 to perform annual groundwater sampling. The site groundwater data will continue to be monitored to confirm continuation of the natural attenuation process. General groundwater quality continues to improve, but site will require monitoring for the foreseeable future. 2011 sampling completed in March. Investigation into methane gas presence in the groundwater continues. First round of sampling completed in April 2012. Second round of sampling completed in June 2012. Initial results indicate no off-site impact. Annual report submitted to MDEQ. Review meeting held September 21, 2012 with MDEQ with follow-up in October. AHC currently compiling MDEQ sampling requirement costs necessary for closure at the former landfill site. 2013 sampling contract approved by City Council with AHC on July 23, 2013. Weekly methane sampling is continuing on-site to collect base line data. No harmful methane levels have been detected to date. AHC is proceeding with the installation of private methane detection device at several adjacent properties. *Soil boring installation will begin as weather allows.*

Site Inspection/Development Project Review

Review of existing business & industries and review of proposed business and industrial development projects for environmental protection purposes and/or building plans completed.

-Coordination with property owners and City or State agencies ongoing.
-*Review of 8 site/building plans and/or plats completed in February 2014.*

Sewer Connection Program

Groundwater protection program requiring residential/business hookup to the sanitary sewer where available.

-*Sanitary sewer hookup permits issued in February 2014: 2 residential; 1 commercial.*

West Lake Management Program

Special assessment district designed to maintain/improve lake conditions. Special emphasis on weed control and non-point source pollution reduction.

-Five Year Lake Management Assessment District process was approved by City Council on March 23, 2010. Construction began on the Austin Dam reconstruction in December 2006 and new structure completed in March 2007. Filtration system construction was substantially completed in July 2008. Permitting underway for the 2014 season. Treatment to be performed by Aquatic Services, Inc. The Association has selected to use Restorative Lake Sciences, LLC for consulting services for 2014. Treatment application schedule for mid-June. Follow-up inspection of treatment will be done by Restorative Lake Sciences, LLC. *The Lake Board is working on a five year plan in preparation for a new special assessment district in summer 2014.*

Retention Basin
Sampling Program
(Groundwater Elevation)

Investigation regarding potential impact of retention basins on groundwater levels.

-Historical monitoring continues to show minor impacts at most basins. From 1993 through 2009 the monitoring program showed stable groundwater impacts due to storm water infiltration. Alternative road salt practices continue to be considered and evaluated. On March 23, 2010, City Council awarded a four-year contract to Wightman Environmental. This program will focus primarily on groundwater level information. The 2012 report received and groundwater levels, especially on the east side of Portage, have decreased as a result of seasonal rainfall deficiencies. Groundwater table elevations show about a 6 inch increase over 2012 levels due to recent rain events. The 2013 report was received noting minimal impacts. The 2013 report is available on the website for public information.

Wellhead Protection
Program (WHPP)

Development of program to protect City well fields and surrounding area from contamination resulting from improper land use.

-Wellhead Protection Grant award received from MDEQ on August 30, 1999 and Council accepted the grant on October 5, 1999. Council also awarded contract to Earth Tech to complete WHPP. Earth Tech completed the final wellhead protection plan and MDEQ submittal was made on October 14, 2000. Plan was reviewed by MDEQ with written approval received in March, 2001. Staff has met internally to discuss the future needs to update the plan pending grant opportunities. Staff participated in a MDEQ Water Supply Emergency planning roundtable on June 10, 2013. Update of the program will be initiated as part of the Water Reliability Study. Plan implementation is ongoing.

Leaf Compost
Monitoring Program

Monitoring and analysis of groundwater at the new Oakland Drive Leaf Compost site.

-City Council awarded contract on August 21, 2001 to Soil & Materials Engineers for monitoring and analysis of groundwater impact of the new compost operation. Drilling was completed in October 2001 and first sampling cycle was completed in February 2002. Semi annual sampling was performed from 2002 to 2011 in June and January. Sampling and analysis results continue to show no groundwater impacts from the leaf composting. Sampling schedule was reduced to annual sampling in 2009 with results showing continued minor impact on groundwater quality. Sampling completed in June 2012 with minimal groundwater impacts. Sampling completed in June 2013 with results showing minimal impact. Next sampling in June 2014.

National Pollution
Discharge Elimination
System (NPDES) permit
implementation

Five year plan to implement the current NPDES stormwater permit.

-Received NPDES general permit on August 15, 2001. Renewal Application submission was made to MDEQ on March 7, 2003. New permit received in 2004 mandates involvement in several county watershed groups. City staff completed the submission of a Storm Water Pollution Prevention Initiative (SWIPPI) as required by NPDES permit. New certificate of coverage permit was issued by MDEQ on September 30, 2009. New permit covers a 5 year timeframe with first work item (updating the Public Participation Plan) completed

December 11, 2009. SWIPPI was submitted for MDEQ approval on June 25, 2010. Received a notice from MDEQ rescinding the 2008 permit due to a recent court case ruling. MDEQ reinstated the 2003 permit for implementation. Information on new permit requirement was received in February 2011. MDEQ expected to issue new permit in 2014. The 2010-11 annual report was submitted on January 20, 2012. MDEQ scheduled an audit of the program on July 12, 2012. Audit completed with satisfactory results. Several follow-up items with MDEQ were addressed by staff in December 2012. City website updated in February to provide education of Illicit Storm Water Discharge. Currently, staff is working on proposals with other local governments to use a billboard advertising campaign for pollution awareness. Program implementation is ongoing. Annual 2012-13 report was submitted on December 24, 2013. *Comments received back have been reviewed by staff and response is underway.*

Kalamazoo River Mainstream Watershed Management Plan

National Pollution Discharge Elimination System (NPDES) permit implementation

-First meeting was held September 17, 2004. Proposals for completing the watershed plan were received by Kalamazoo County on September 15, 2005 and a contract awarded to Kieser & Associates in November 2005. Draft watershed plan submitted to MDEQ on December 30, 2005. Review comments received from MDEQ and revised watershed plan due in December 2006. A letter not to revise the Watershed Plan was submitted to the MDEQ on March 17, 2008. Public participation plan update submitted to MDEQ on November 24, 2009. Kalamazoo River Watershed council completed a watershed update in November, 2011. No new developments.

Portage River Watershed Management Plan

-Public participation plan submitted June 28, 2004. Proposals for a Watershed Management Plan were received by the Kalamazoo County Road Commission and a contract awarded to the Kalamazoo County Conservation Service in November 2005. Draft watershed plan submitted to MDEQ on December 30, 2005. A letter not to revise the Watershed Plan was submitted to the MDEQ on March 17, 2008. Public participation plan update submitted to MDEQ on November 24, 2009. Based upon MDEQ comments, the plan was revised and resubmitted on December 21, 2009. Interest has been raised by local conservation groups to update the current Watershed Plan using grant funds. Meeting held on May 9, 2011 among stakeholders to determine interest in updating the current Watershed Plan. Second meeting held on June 20, 2011, and grant application submitted by Kalamazoo and Calhoun County Conservation District to update the Watershed Plan. Grant for watershed update was awarded to Calhoun County Conservation District. First kick-off meeting held December 13, 2012 to introduce working partners and information gathering. A meeting was held on March 12, 2013 to discuss the designated uses of the Portage River/Little Portage Creek watershed, the total maximum daily load of E-coli

from samples taken and a review of community ordinances and policies that help protect the Watershed. Meeting held on June 11, 2013 to discuss identified water quality problems in the watershed. Meeting held on December 11, 2013 to inform stakeholders of progress on data collection. Next meeting scheduled for March 2014.

Plan to implement and maintain an Illicit Discharge Elimination Program (IDEP).

-On October 21, 2001, City Council awarded a contract to Fishbeck, Thompson, Carr and Huber for the Portage Creek element of the IDEP, which was completed in July 2002. On February 19, 2002, City Council approved a new ordinance as required by the NPDES permit titled "Storm Water Illicit Discharges and Connections." On April 28, 2004, City Council accepted a grant from the State of Michigan in the amount of \$152,264 and awarded a contract to Fishbeck, Thompson, Carr and Huber in the amount of \$184,264 for the remainder of the IDEP for the entire city. Program implementation is ongoing as funding allows. Continued outfall sampling is required by permit and will be budgeted accordingly. IDEP program was updated for submittal to MDEQ on June 25, 2010, and part of the SWIPPI. Two potential illicit discharges were investigated with MDEQ in February 2012. Completed an area-wide brochure to educate the public on Illicit Storm Water Discharges in conjunction with the Kalamazoo County Drain Commissioner. The 2013 program of investigating storm water outfalls began in June and is complete. Implementation is ongoing.

Storm Sewer Outfall Testing

On March 23, 2011, City Council awarded a four year contract to Wightman Environmental to perform testing of selected storm sewers which discharge to surface water. This work is required as part of the NPDES permit. The 2011 annual report received with minor surface water impacts from the Woodland Avenue discharge. The 2012 report received with continuing minor impacts from the Woodland Avenue outfall. 2013 results were received in November. Testing results are reported to MDEQ as part of the NPDES annual report.

Garden Lane Arsenic Removal Facility

Construction of a water treatment facility at the Garden Lane Wellfield to remove arsenic, iron and manganese from the groundwater.

Facility is in operation with ribbon cutting held August 2, 2010. The facility is producing approximately one million gallons of water per day. Facility is in regular operation. Plant tour for Stryker Engineering group was held on June 19, 2012. City Staff in conjunction with the Environmental Board is working on a sustainable native planting landscape design with Native Connections, Inc., for the facility. Regrading and installation of native landscaping seeding completed on November 16, 2012. Spring 2013 germination produced promising results. Native species plants successfully established. Native plant weeding and fall mowing is complete. Staff currently working with the Environmental Board on informative signs and long-term maintenance plans.

Environmental Incident/Spill
Clean Up Notification

Environmental Protection Program to assist Portage Police/Fire Departments with spill containment and spill cleanup.

Emergency spill response contract for 2013-14 with Terra Contracting has been renewed. *The number of environmental incident/spill investigations performed in February – 1. Number of environmental cleanups in February – 1. A spill occurred on February 12 at Southland Mall driveway. The spill was contained and clean up completed by responsible party.*

Southwest Michigan Regional
Sustainability Covenant

Collaborative effort with local government, academic, and other stakeholders to lead toward environmental, economic and social sustainability.

On May 12, 2009, City Council approved the Southwest Michigan Regional Sustainability Covenant. A sustainability work session was held April 14, 2010, to review elements of the covenant in cooperation with the City of Kalamazoo and the City of Battle Creek. A grant application was made to MDEQ for a greenhouse gas inventory study of the area. Notice received July 15, 2010 that the grant application was not successful. City staff attended a September 10, 2010 meeting in Grand Rapids to discuss sustainable economic, environment, and society programs. No new developments.