

PLANNING COMMISSION

December 4, 2014

The City of Portage Planning Commission meeting of December 4, 2014 was called to order by Chairman Welch at 7:00 p.m. in Council Chambers of Portage City Hall, 7900 South Westnedge Avenue. Four citizens were in attendance.

PLEDGE OF ALLEGIANCE:

Chairman Welch led the Commission in the Pledge of Allegiance.

IN ATTENDANCE:

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

ROLL CALL:

Mr. West called the roll and the following Commissioners were present: Patterson, Bosch, Stoffer, Welch, Felicijan, Dargitz, Somers, Schimmel and Richmond. All Commissioners were present.

APPROVAL OF MINUTES:

Chairman Welch referred the Commission to the November 20, 2014 meeting minutes contained in the agenda packet. Commissioner Felicijan indicated he was not present at this meeting and would be abstaining. A motion was made by Commissioner Bosch, seconded by Commissioner Patterson, to approve the minutes as submitted. The motion was unanimously approved 8-0-1 with Commissioner Felicijan abstaining.

SITE/FINAL PLANS:

None.

PUBLIC HEARINGS:

1. Special Land Use Permit: Mulder Auto Sales, 10028 Shaver Road. Mr. West summarized the staff report dated November 26, 2014 regarding a request from Matthew Mulder to establish a vehicle dealership for used automobiles along the northern portion of 10028 Shaver Road. Mr. West discussed the current occupancy of the southern portion of the site and buildings by Triple C Auto Service & Repair. Mr. West indicated the applicant is proposing to repave the existing northern parking lot and utilize this area for display and sales of used automobiles with customer/employee parking to be provided along the east and north side of the two existing buildings. Additionally, Mr. West stated an approximate 900 square foot sales office would be established in the front/east building, while an approximate 800 square foot portion of the rear/west building would be utilized for vehicle cleaning and detailing. Mr. West summarized the history of the site development and previous use as a vehicle dealership dating back to the 1970s. Mr. West also discussed the eastern portion of the existing parking lot and the pavement encroachment into the Shaver Road public right-of-way. Based on review of historic city records and aerial photographs, Mr. West indicated it appears this parking lot encroachment has occurred since the mid/late 1970s. Since removal of the asphalt from the Shaver Road right-of-way and installation of a 10-foot wide landscaped greenstrip south of the full service driveway would result in the loss of existing parking spaces and maneuvering lane and adversely impact current and proposed business operations, Mr. West indicated staff was not recommending any change to this portion of the site at this time. During the interim period, Mr. West stated staff would pursue an agreement with the property owner that acknowledges the pavement in the right-of-way and that it can remain pending future redevelopment of the property. However, Mr. West indicated elimination of the parking lot encroachment and installation of a 10-foot wide landscaped greenstrip north of the driveway could be accomplished with little, if any, impact to existing/proposed business operations.

Mr. Matthew Mulder (applicant) was present to support the proposed application. The public hearing was opened by Chairman Welch. Two citizens spoke in support of the proposed special land use permit: Jim Chadderdon (10011 Handel Street) and Calvin Caswell (owner, Triple C Auto Repair). A motion was made by Commissioner Bosch, seconded by Commissioner Stoffer, to close the public hearing. The motion was unanimously approved 9-0. After a brief discussion, a motion was made by Commissioner Felicijan, seconded by Commissioner Dargitz, to approve the Special Land Use Permit for Mulder Auto Sales, 10028 Shaver Road, subject to the following conditions: 1) Removal of asphalt from the Shaver Road right-of-way and establishment of a 10-foot wide landscaped greenstrip with tree and shrub plantings consistent with ordinance requirements north of the existing driveway; 2) Submittal of a revised site plan that identifies these site improvements, along with adjustments to vehicle display areas, for administrative review and approval; and 3) Submittal of a lighting plan and related details for installation of any new outdoor lighting units at the site. The motion was unanimously approved 9-0.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

STATEMENT OF CITIZENS:

None.

ADJOURNMENT:

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

Respectfully submitted,

Michael K. West, AICP
Senior City Planner