

PLANNING COMMISSION

October 15, 2015

The City of Portage Planning Commission meeting of October 15, 2015 was called to order by Vice-Chairman Felicijan at 7:00 p.m. in Council Chambers of Portage City Hall, 7900 South Westnedge Avenue. One citizen was in attendance.

PLEDGE OF ALLEGIANCE:

Vice-Chairman Felicijan led the Commission and staff in the Pledge of Allegiance.

IN ATTENDANCE:

Christopher Forth, Deputy Director of Planning, Development and Neighborhood Services and Randy Brown, City Attorney.

ROLL CALL:

Mr. Forth called the roll and the following Commissioners were present: Bosch (yes), Dargitz (yes), Richmond (yes), Patterson (yes), Felicijan (yes) and Schimmel (yes). A motion was made by Commissioner Patterson, seconded by Commissioner Bosch, to approve the roll excusing Commissioners Welch, Stoffer and Somers. The motion was unanimously approved 6-0.

APPROVAL OF MINUTES:

Vice-Chairman Felicijan referred the Commission to the September 17, 2015 meeting minutes contained in the agenda packet. Commissioner Dargitz indicated she was excused from the September 17th meeting and would be abstaining. A motion was made by Commissioner Bosch, seconded by Commissioner Richmond, to approve the minutes as submitted. The motion was unanimously approved 5-0-1.

SITE/FINAL PLANS:

None.

PUBLIC HEARINGS:

None.

OLD BUSINESS:

None.

NEW BUSINESS:

1. Vacation of the south portion of Harris Drive. Mr. Forth summarized the staff report concerning a request received from Craig and Nancy Bahner that the south approximate 57-feet of Harris Drive (unimproved portion) be vacated to facilitate construction of a new single family home on the adjacent parcels the applicants own addressed as 10214 and 10220 East Shore Drive. Both parcels are vacant and the applicants intend to combine 10214 and 10220 East Shore as a single lot of record and construct a new dwelling. Mr. Forth indicated there is an existing sanitary sewer main is located within the Harris Drive right-of-way, which also extends just south of the right-of-way. If the vacation request is approved, an easement will be conveyed to the City of Portage

allowing access and maintenance activities involving the existing sanitary sewer main. Mr. Forth summarized the review/approval process and indicated the City Administration supports the vacation request as there are no future plans to extend Harris Drive. Mr. Forth noted the Administration's support is subject to retention of a sanitary sewer easement and combining 10214 and 10220 East Shore Drive as one lot of record.

Mr. Jack Gesmundo, American Village Builders representing the applicants, was present to speak in support of the request. Mr. Gesmundo explained the historical use of the property, including access from East Shore Drive. Mr. Gesmundo explained the home that used to be located at 10220 East Shore Drive shared a driveway with 10230 East Shore Drive. The proposed home will have a separate driveway to East Shore Drive and there will be no driveway connection to Harris Drive. Mr. Gesmundo showed the Commission a drawing that illustrated increased setback distances from Harris Drive if it is not vacated. These increased setback distances impact building location.

In response to Commissioner comments/questions, Mr. Forth explained the legal nonconforming status of 10214 East Shore Drive and public street frontage requirements, that the existing sanitary sewer main provides several lead locations to service homes and the need for an easement encumbering the Harris Drive right-of-way and a small portion immediately to the south. Mr. Forth noted the action by the City of Portage does not remove this portion of Harris Drive from the recorded plat of Oakland Beach. A formal amendment to the plat requires action by Circuit Court. The Commission also asked about the walkway to Austin Lake. Mr. Forth indicated the plat was formally amended in the early 1990's and this walkway was removed.

There being no further discussion, a motion was offered by Commissioner Bosch and supported by Commissioner Patterson that the Planning Commission recommend to City Council the south approximate 57-feet of Harris Drive be vacated subject to the applicants conveying to the City of Portage a 20-foot wide easement for the existing sanitary sewer main and the applicant combine 10214 East Shore Drive, 10220 East Shore Drive and the vacated approximate 57-foot strip of Harris Drive into one parcel. The motion was unanimously approved.

STATEMENT OF CITIZENS:

None.

ADJOURNMENT:

Mr. Forth stated October is National Community Planning Month and Chairman Welch will be present at the October 20, 2015 City Council meeting to read and accept a proclamation acknowledging the importance of planning and the impact it makes on the form and function of the community. Mr. Forth invited other Planning Commissioners to attend the City Council meeting.

Commissioner Dargitz indicated she was a participant in the 2025 Visioning Renewal event held on Saturday, October 3rd. Commissioner Dargitz mentioned the keynote speaker, Tony Minghine, gave a very good speech on placemaking and if other Commissioners wanted to watch the video, it is available on the City of Portage website. Vice-Chairman Felicijan also indicated he was a participant in the 2025 Visioning Renewal event and concurred with Commissioner Dargitz's comments about the keynote speech.

There being no further business to come before the Commission, the meeting was adjourned at 7:25 p.m.

Respectfully submitted,

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