

PLANNING COMMISSION

April 7, 2016

The City of Portage Planning Commission meeting of April 7, 2016 was called to order by Chairman Welch at 7:00 p.m. in Council Chambers of Portage City Hall, 7900 South Westnedge Avenue. Three citizens were in attendance.

PLEDGE OF ALLEGIANCE:

Chairman Welch led the Commission, staff and citizens in the Pledge of Allegiance.

IN ATTENDANCE:

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

ROLL CALL:

Mr. Forth called the roll: Patterson (yes), Stoffer (yes), Welch (yes), Dargitz (yes), Somers (yes), Schimmel (yes) and Richmond (yes). A motion was offered by Commissioner Patterson, seconded by Commissioner Stoffer, to approve the roll excusing Commissioners Felicijan and Bosch. The motion was unanimously approved 7-0.

APPROVAL OF MINUTES:

Chairman Welch referred the Commission to the March 17, 2016 meeting minutes contained in the agenda packet. A motion was made by Commissioner Patterson, seconded by Commissioner Somers, to approve the minutes as submitted. The motion was unanimously approved 7-0.

SITE/FINAL PLANS:

1. Specific (Site) Plan: Wal-Mart (supercenter expansion), 8350 Shaver Road. Mr. Forth summarized the staff report dated April 1, 2016 regarding a request by Wal-Mart Stores, Inc. to construct an approximate 41,000 square foot "supercenter" expansion along the north and east sides of the existing retail store, and a vehicle fueling station (1,440 square foot kiosk building and eight fueling pumps) along the southeast portion of the subject property. Mr. Forth summarized the original 2003 conceptual plan and site plan approvals and construction of the existing retail facility. Mr. Forth also reviewed the conceptual plan amendment and associated parking and building height modifications that were approved by City Council on August 12, 2014. Mr. Forth indicated the 2014 conceptual plan amendment also included seven minor repairs/actions to the private, on-site storm water management system that were intended to improve the system operation and eliminate erosion into Portage Creek. Mr. Forth stated the specific (site) plan has been designed consistent with the 2014 approved conceptual plan amendment and that modifications to the storm water management system have been completed including the preparation and signing of a storm water management agreement between Wal-Mart and the City of Portage. Commissioner Dargitz asked if the seven minor repairs/actions to the storm water system were one-time improvements or whether they required ongoing maintenance. Mr. Forth stated the city administration and city attorney had reviewed and approved the storm water management agreement and periodic inspections and ongoing maintenance were required by Wal-Mart. Additionally, Mr. Forth indicated the city administration could also conduct annual inspections.

Mr. Paul Furtaw of Bergmann Associates (applicant's engineer) was present to support the application and explain the project. Mr. Furtaw confirmed that all required improvements to the storm water management system have been completed and Wal-Mart has signed the storm water management agreement. Mr. Furtaw stated that Exhibit C of the storm water management agreement specifies how often certain inspections are required to be performed by Wal-Mart (bi-monthly, monthly, annually, as needed). The Commission, staff, Attorney Bear and Mr. Furtaw next discussed various elements of the storm water management agreement.

After additional discussion, a motion was made by Commissioner Patterson, seconded by Commissioner Dargitz, to approve the Specific (Site) Plan for Wal-Mart (supercenter expansion), 8350 Shaver Road. The motion was unanimously approved 7-0.

PUBLIC HEARINGS:

None.

NEW BUSINESS:

None.

STATEMENT OF CITIZENS:

None.

7:25 p.m. - The Commission took a short recess.
7:30 p.m. - The Commission reconvened the meeting in City Hall Conference Room No. 2

OLD BUSINESS:

1. Portage Road Diet Study - Information. Mr. Forth referred the Commission to a copy of the Portage Road Traffic Study/Road Diet Feasibility Study completed by CESO that was included in the agenda packet. Mr. Forth summarized the general findings of the study and the two road diet alternatives evaluated by the consultant. Mr. Forth stated an Open House will be scheduled for Thursday, May 5, 2016 from 4:30-6:30pm to garner public input on the road diet study.

Commissioner Dargitz stated that he hoped the presentation at the Open House would include a discussion of both the negative and positive aspects of a road diet study along with renderings or visual graphics that depict the various transportation modes that would be provided (vehicle, bike, pedestrian, etc). Commissioner Patterson asked if the proposed roundabouts should be added to the diagram, where being contemplated. Commissioner Dargitz discussed the findings under Section 4.3 Crash Rate Impacts of the study and presented examples of temporary improvements that could be installed to reduce the friction effect. The Commission and staff next discussed other elements of the study. Mr. Forth stated a large mailing to Portage Road property owners, along with other outreach efforts, would be completed in an effort to encourage public participation and comment at the May 5th Open House.

2. Recommended FY 2016-2017 Goals and Objectives. Chairman Welch referred the Commission to the Planning Commission goals and objectives that were recommended to City Council for FY 2015-2016 and asked for any comments regarding the proposed FY 2016-2017 goals and objective. After a brief discussion, the Commission concurred to table further discussion on this topic to the April 21, 2016 meeting.

3. Community Impact Projects Grant Fund – additional discussion. Mr. Forth indicated that Commissioner Felicijan stated he would be emailing the Commission a draft memo tomorrow (Friday) for review and comment. The Commission then concurred to table further discussion on this topic to the April 21, 2016 meeting.

ADJOURNMENT:

There being no further business to come before the Commission, the meeting was adjourned at 8:05 p.m.

Respectfully submitted,

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