

## PLANNING COMMISSION

September 5, 2019

The City of Portage Planning Commission meeting of September 5, 2019 was called to order by Chairman Corradini at 7:00 p.m. in Council Chambers of Portage City Hall, 7900 South Westnedge Avenue. Ten citizens were in attendance.

### PLEDGE OF ALLEGIANCE:

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

### IN ATTENDANCE:

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

### ROLL CALL:

Mr. Forth called the roll: Pezzoli (yes); Patterson (yes); Corradini (yes); Schimmel (yes); Baldwin (yes); Fries (yes) and Myer (yes). A motion was then made by Commissioner Schimmel, seconded by Commissioner Myer, to approve the roll excusing Commissioners Joshi and Harrell-Page. The motion was unanimously approved 7-0.

### APPROVAL OF MINUTES:

Chairman Corradini referred the Commission to the August 15, 2019 meeting minutes contained in the agenda packet. A motion was made by Commissioner Baldwin, seconded by Commissioner Schimmel, to approve the minutes as submitted. The motion was unanimously approved 7-0.

### SITE/FINAL PLANS:

1. Site Plan: Spartan Distribution Facility, 6701 Portage Road. Mr. Forth summarized the August 28, 2019 staff report regarding a request from Scannell Properties to construct a new approximate 321,000 square foot warehouse/distribution facility and associated site improvements. Mr. Forth discussed access to the site through the existing private street intersection with Portage Road that currently serves the Kenco development to the north. Mr. Forth stated this private street intersection is situated opposite Stryker Way public street and is signalized. Mr. Forth stated that Portage Road can accommodate this additional traffic generation and future improvements to Portage Road have been scheduled in the Capital Improvement Program. Mr. Forth also discussed storm water management for the development project and the landscaped berm that will be constructed along the Portage Road frontage. Mr. Forth indicated the site plan was recommended for approval subject to finalization of engineering details associated with the private storm water system and public water main and sanitary sewer main extensions.

Matt Cole of Paradigm Design (representing Scannell Properties) was present to support the application and explain the development project. Mr. Cole indicated the distribution facility would operate 24 hours per day and would have security fencing and a security gate for access. Mr. Cole discussed the internal site circulation for larger delivery trucks, smaller delivery vans and employee parking. Mr. Cole stated there would be a total of approximately 900 employees (some contract workers) over three shifts.

After a brief discussion, a motion was made by Commissioner Patterson, seconded by Commissioner Pezzoli, to approve the Site Plan for Spartan Distribution Facility, 6701 Portage Road, subject to finalization of engineering details associated with the private storm water system and the public water main and sanitary sewer extensions. The motion was unanimously approved 7-0.

**PUBLIC HEARING:**

1. Preliminary Condominium: Claremount Woods Subdivision, 5691 Claremount Street. Mr. West summarized the August 28, 2019 staff report regarding a request from Westview Capital LLC to construct the Claremount Woods Subdivision. Mr. West stated the Claremount Woods Subdivision proposes 10 single-family detached residential lots/units and construction of a new public street cul-de-sac (Claremount Circle) from Cedarcrest Avenue. Mr. West stated the existing single family residence located at 5691 Claremount Street will be incorporated into the subdivision design as an unplatted parcel.' Mr. West discussed preliminary design features of the subdivision including the storm water system, sidewalks and public water/sanitary sewer extensions and indicated that staff was recommending approval of the Preliminary Condominium Subdivision subject to the conditions outlined in the August 28, 2019 staff report.

Tom Larabel (Westview Capital LLC representative) was present to support the plan and explain the development project. Mr. Larabel also explained the site condominium form of ownership and subdivision approval process through the State of Michigan, compared to the more traditional platting process.

The public hearing was then opened by Chairman Corradini. Four citizens spoke regarding the preliminary condominium subdivision: 1) Denise Corey (4608 Cedarcrest Avenue); 2) John McDonald (4603 Cedarcrest Avenue); 3) Elanor Riley (4745 Briarhill); and 4) William Beckius (5727 Briarhill). Ms. Corey expressed concerns regarding additional traffic generation. Mr. McDonald expressed concerns about low water pressure in the neighborhood. Ms. Riley asked several questions regarding the plat design, different between a site condo and a traditional plat, and plans for tree preservation/tree planting within the subdivision. Mr. Beckius discussed a private access easement that might be present along the west side of the subject property, along his shared property line. Mr. West provided responses and the Planning Commission discussed the various issues. No additional citizens spoke regarding proposed subdivision. A motion was then made by Commissioner Patterson, seconded by Commissioner Fries, to close the public hearing. The motion was unanimously approved 7-0

After additional discussion, a motion was made by Commissioner Fries, seconded by Commissioner Myer, to recommend to City Council that the Preliminary Condominium for Claremount Woods Subdivision, 5691 Claremount Street, be approved subject to the two conditions outlined in the August 28, 2019 staff report. The motion was unanimously approved 7-0.

2. Preliminary Condominium: Copperleaf No. 5 Subdivision, 3800 West Milham Avenue. Mr. West summarized the staff report dated August 28, 2019 regarding the request by Westview Capital, LLC to construct Phase 5 of the Copperleaf single-family residential subdivision. Mr. West stated the Copperleaf No. 5 Subdivision proposes 38 single family residential lots/units on approximately 16.0 acres and includes public street extensions of Paxton Court and Candler Court. Mr. West summarized the PD rezoning and tentative plan/narrative that received City Council approval in November 2013 along with subsequent approvals of Phases 1 through 4. Mr. West stated that storm water from Phase 5 would be collected and conveyed to the existing infiltration basin located north of Phase 1/Phase 2, sidewalks would be installed along both sides of the new public street extensions and the asphalt recreational path will be extended from Phase 3 to the Harbors West Park. Mr. West next discussed Lots 136-143, 156 and 157, their proximity to the I-94/US-131 interchange and Section 42-808 of the Subdivision Regulations that sets forth screening/buffering standards. To provide an appropriate buffer for these lots, Mr. West stated the developer is proposing to retain existing trees along the northern portion of these lots, carefully locate the asphalt recreational path within the common open space area to minimize existing tree/vegetation removal and install supplemental tree plantings, where deemed necessary, after a post construction evaluation. Mr. West stated that Phase 5 of the Copperleaf Subdivision has been designed in substantial compliance with the approved tentative plan/narrative and was recommended for approval subject to the three conditions outlined in the staff report regarding public streets/utilities, storm water and screening for lots abutting the I-94/US-131 interchange.

Tom Larabel of Westview Capital, LLC was present to support the preliminary condominium subdivision plan and explain the progress on the overall development project. The public hearing was opened by Chairman Corradini. No citizens spoke regarding Phase 5 of the Copperleaf Subdivision. A motion was made by Commissioner Myer, seconded by Commissioner Baldwin, to close the public hearing. The motion was unanimously approved 7-0.

After a brief discussion, a motion was made by Commissioner Myer, seconded by Commissioner Baldwin, to recommend to City Council that the Preliminary Condominium for Copperleaf Subdivision No. 5, 3800 West Milham Avenue, be approved subject to the three conditions contained in the Department of Community Development report dated August 28, 2019. Chairman Corradini asked whether traffic generation and impacts to the adjacent roadways was considered by staff during the administrative review. Mr. West indicated traffic generation for the overall development was considered as part of the 2013 PD rezoning and it was determined the adjacent roadway network could accommodate this additional traffic. Mr. West discussed the access arrangement for the Copperleaf Subdivision, interconnections with adjacent neighborhoods and indicated that the Transportation and Utilities Department is actively monitoring traffic along West Milham Avenue, and other areas of the city, for potential roadway improvements. After additional discussion, the motion was unanimously approved 7-0.

**NEW BUSINESS:**

None.

**OLD BUSINESS:**

Chairman Corradini asked if there have been any inquiries or applications for the Community Enhancement Program. Mr. Forth stated he has spoken to a few citizens, however, no applications have been received. Mr. Forth indicated that deadline for submission October 1, 2019.

**STATEMENT OF CITIZENS/COMMISSIONERS:**

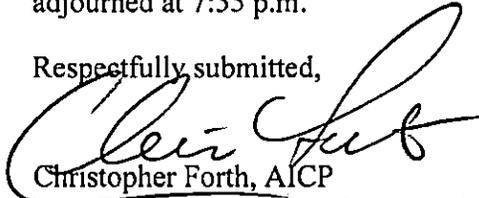
Chairman Corradini asked each Commissioner if they had any closing statements or comments:

- Commissioner Fries congratulated the city on the process for selecting the next City Manager, and for the unanimous vote from City Council.
- Commissioner Patterson discussed the Capital Improvement Program (CIP) survey which is available through the city web site and encouraged other Commissioners and citizens to complete the on-line survey.
- Chairman Corradini thanked the city administration on their hard work completing the various roadway construction projects that were ongoing this spring/summer. Chairman Corradini stated these projects have significantly improved roadway system within the city.
- Chairman Corradini stated he attended the Night Under The Lights event at the newly constructed McCamley Field at Portage Central High School and new stadium is exceptional. Chairman Corradini discussed the significant investments into the Portage Public School systems over the past several years that enhance the quality of life for Portage residents.
- Chairman Corradini stated that he concurs with Commissioner Fries comments regarding the new City Manager selection process and Commissioner Patterson suggestion that citizens complete the on-line CIP survey. Finally, Chairman Corradini reminded the Planning Commission of the upcoming Michigan Association of Planning Conference (September 25-27) in downtown Kalamazoo.
- Other Commissioners did not have any closing statements or comments.

**ADJOURNMENT:**

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Chris Forth", written in a cursive style.

Christopher Forth, AICP

Deputy Director of Planning, Development and Neighborhood Service