

- 7:00 p.m. Call to Order.
- Invocation.
- Pledge of Allegiance.
- Roll Call.
- Proclamations:
- A. Consent Agenda:
1. Approval of City Council Meeting Minutes:
 - a. Regular Meeting of October 19, 2021.
 - b. Pre-Council Meeting of November 1, 2021.
 2. Approval of the Accounts Payable Register of November 3, 2021 as presented.
 3. Accept Ordinance Amendment No. 21-22-A (Veterinary hospitals or clinics in the CPD, Commercial Planned Development District), for first reading and set a public hearing for December 7, 2021.
 4. Approve the Final/Site Plan for Pennridge Trail North Planned Development (Phase 2 North; Units 23-74), 1800 West Osterhout Avenue, subject to finalization of engineering related details associated with the public water main and sanitary sewer main extensions.
 5. Minutes of Boards & Commissions:
 - a. Youth Advisory Committee of September 20, 2021.
 6. Materials Transmitted.
 7. Calendar of Meetings:
 - Historic District Commission, November 3, 2021 at 8:15 a.m. in City Hall Room #1.
 - Park Board, November 3, 2021 at 6:30 p.m. at Stuart Manor.
 - Zoning Board of Appeals, November 8, 2021 at 7:00 p.m. in Council Chambers.
 - Environmental Board, November 10, 2021 at 7:00 p.m. in City Hall Room #1.
 - Youth Advisory Committee, November 15, 2021 at 6:00 p.m. in City Hall Room #1.
 - Kalamazoo County Public Arts Commission, November 16, 2021 at 11:30 a.m. - virtual.
 - *NOTE: All above meetings are subject to cancellation or inclusion/transition of a "virtual" aspect due to the on-going health crisis. Please monitor the City of Portage website at www.portagemi.gov for additional information. Major meetings may be viewed live on Charter channel 995 and AT&T channel 99 or live streaming at portagemi.gov/205.*
- B. Petitions and Statements of Citizens:
- C. Communications:
- D. Public Hearings:
- E. Regular Business Agenda:
1. Move into Closed Session under Section 8(d) of the Open Meetings Act, to consider the purchase or lease of real property immediately following conclusion of the business items of the Regular Meeting.
- F. Unfinished Business:

G. Council Committee Reports:

H. New Business:

I. Statements of Citizens:

J. Statements of City Council and City Manager.

Adjournment.

CITY COUNCIL MEETING MINUTES FROM OCTOBER 19, 2021

Mayor Patricia Randall called the Regular Meeting to order at 07:00 PM. The regular meeting was held in a partially virtual format as permitted by PA 228, in accordance with the December 2020 Kalamazoo County Emergency Declaration. Mayor Patricia M. Randall, Mayor Pro Tem Jim Pearson (virtual - Portage, MI), and Councilmembers Chris Burns, Lori Knapp (virtual - Cognashene, Georgian Bay, Canada), Vic Ledbetter (virtual - Portage, MI), Claudette Reid (virtual - Portage, MI), and Terry Urban (virtual - Portage, MI) were present. Also in attendance were Acting City Manager Adam Herringa, City Attorney Catherine Kaufman, Deputy City Manager Mike Carroll, and City Clerk Erica Eklov.

At the request of Mayor Randall, the audience observed a moment of silence to reflect on uniting with families and school districts to support a healthy and drug-free community. Following the moment of silence, the City Council recited the Pledge of Allegiance.

PROCLAMATIONS: Human Services Board members Brooke Kolodzieczyk and Jihan Young introduced several Portage Public Schools students who read the proclamation in support of Red Ribbon Week.

CONSENT AGENDA: Mayor Randall shared where the public can access the meeting agenda and asked if any Councilmember or anyone in the audience would like an item removed from the Consent Agenda. Motion by Burns, seconded by Ledbetter, to approve the Consent Agenda as presented. Upon a roll call vote, motion carried 7 to 0.

City Council Meeting Minutes: Motion by Burns, seconded by Ledbetter, to approve the City Council Minutes for the Board & Commission Interviews of October 5, 2021; Regular Meeting of October 5, 2021; and Pre-Council Meeting of October 18, 2021. Upon a roll call vote, motion carried 7 to 0.

Accounts Payable Register: Motion by Burns, seconded by Ledbetter, to approve the Accounts Payable Register of October 19, 2021, as presented. Upon a roll call vote, motion carried 7 to 0.

Portage Community Senior Center Interior Furnishings: Motion by Burns, seconded by Ledbetter, to approve Michigan Office Environments (MOE) for procurement and installation services for the Portage Community Senior Center interior building furniture under multiple cooperative purchasing group agreements in the total amount of \$310,511.30 and authorize the City Manager to execute all documents related to this action on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

School Crossing Guard Services Contract: Motion by Burns, seconded by Ledbetter, to approve a one-year contract in the amount of \$70,178 per year, with the option of four one-year renewals, with All City Management Services, Inc. to provide school crossing guard services and authorize the Acting City Manager to execute all documents related to the contract on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

2022 City Council Meeting Schedule: Motion by Burns, seconded by Ledbetter, to approve the 2022 schedule of regular City Council meetings and 2022 schedule of Pre-Council meetings. Upon a roll call vote, motion carried 7 to 0.

Materials Transmitted: Motion by Burns, seconded by Ledbetter, to receive the Materials Transmitted of October 5, 2021. Upon a roll call vote, motion carried 7 to 0.

Calendar of Meetings: Motion by Burns, seconded by Ledbetter, to receive the Calendar of Meetings as presented. Upon a roll call vote, motion carried 7 to 0.

PETITIONS AND STATEMENTS OF CITIZENS: None.

UNFINISHED BUSINESS:

MIP Ordinance Amendment: At the request of Mayor Randall, Acting City Manager Herringa explained the proposed ordinance amendment. He noted the update was necessary for housekeeping as a result of a recent State of Michigan compiled laws amendment to MCL 436.1703 for a minor in possession of alcohol, changing the first violation penalty from a misdemeanor to a civil infraction.

Motion by Burns, seconded by Reid, to adopt the amendment to Section 50-193, Offenses Involving Underage Persons, (Chapter 50 Offenses and Miscellaneous Provisions) of the Code of Ordinances. Upon a roll call vote, motion carried 7 to 0.

COUNCIL COMMITTEE REPORTS: Councilmember Burns provided an update on the October 11th Central County Transportation Authority meeting. He stated that the Kalamazoo County Sheriff's Office had terminated the agreement with the Transit Authority to provide public safety at the downtown Kalamazoo Transit Center in light of staffing issues. Councilmember Burns relayed that the Transit Authority had hired Security Plus, a private security firm with which the Authority had prior experience. He also stated that the Transit Authority was beginning the process of updating bus stops and shelters, to which he would continue advocating for winter snow removal.

Motion by Knapp, seconded by Reid, to receive the Council Committee Reports as presented. Upon a roll call vote, motion carried 7 to 0.

STATEMENTS OF CITIZENS: None.

STATEMENTS OF CITY COUNCIL AND CITY MANAGER:

Councilmember Burns issued a reminder about supporting the Portage Community Center holiday programs in light of the pending holiday season. He relayed the Thanksgiving and Christmas food basket programs, as well as the family adoption gift campaign, and encouraged citizens to contact the Community Center.

Councilmember Reid expressed condolences to the family of former U.S. Secretary of State Colin Powell and noted recent conversations surrounding his death due to complications of COVID-19. She encouraged continued precautions with the ongoing pandemic. Councilmember Reid then recognized Kalamazoo Regional Educational Service Agency's recent announcements for its new career and technical education center location, alongside a recent anonymous donation. She closed by noting the upcoming city election and Halloween holiday.

Councilmember Ledbetter acknowledged the City Clerk's participation with the online agenda vendor's development team and congratulated the students who spoke for Red Ribbon Week.

Councilmember Knapp did not comment.

Councilmember Urban did not comment.

Acting City Manager Herringa thanked the City Council for its support during his recent bout with COVID-19. He then highlighted Public Works Department employee Wade Westcomb for winning the American Public Works Association's Innovation Award for inventing a single-person plow blade attachment.

Mayor Pro Tem Pearson did not comment.

Mayor Randall recognized the attendance of Boy Scout Troop 244 and encouraged their

involvement in continued public service. She then thanked the youth and their families who attended in recognition of Red Ribbon Week, noting the leadership of the recently appointed Human Services Board member Jihan Young. Mayor Randall issued a reminder that the city does not regulate the Halloween holiday and encouraged both drivers and Trick 'or' Treaters to be safe during the celebrations.

ADJOURNMENT.

Mayor Randall adjourned the meeting at 07:24 PM.

Erica L. Eklov, City Clerk

**PRE-COUNCIL MEETING
MINUTES FROM NOVEMBER 1, 2021**

Mayor Patricia Randall called the meeting to order at 08:02 AM. The meeting was held in a partially virtual format as permitted by PA 228, in accordance with December 2020 Kalamazoo County Emergency Declaration. Mayor Patricia M. Randall (virtual – Portage, MI), Mayor Pro Tem Jim Pearson (virtual – Portage, MI) and Councilmembers Lori Knapp (virtual – Portage, MI), and Claudette Reid (virtual – mid-travel) were present. Councilmembers Chris Burns, Vic Ledbetter, and Terry Urban were absent with excuse. Also in attendance were Acting City Manager Adam Herringa, Deputy City Manager Mike Carroll, and Deputy City Clerk Tammy Durian. Citizen Lisa Brayton also attended in person.

With regard to Item E.1, Mayor Pro Tem Pearson asked who would attend Closed Session. Acting City Manager Herringa responded.

PETITIONS AND STATEMENTS OF CITIZENS: None.

ADJOURNMENT: Following a summary of the meeting, Mayor Randall adjourned the meeting at 8:08 AM.

Tammy Durian, Deputy City Clerk

TO: Honorable Mayor and City Council

FROM: Adam Herringa, Acting City Manager

SUBJECT: Accounts Payable Register

SUPPORTING PERSONNEL: Lauren VanderVeen, Finance Director

ACTION RECOMMENDED: Approval of the Accounts Payable Register of November 3, 2021 as presented.

The City Council reviews and approves the bi-weekly Accounts Payable Register which includes automated clearing house payments, paper checks, auto-pay payments and electronic payments. The attached Accounts Payable Register covers the period October 10, 2021 through October 23, 2021 and notes \$406,287.58 in automated clearing house payments, \$3,352,738.41 in paper checks, \$21,549.17 in auto-pay payments and \$488,866.94 in electronic payments for a grand total of \$4,269,442.10.

FUNDING: Not Applicable

Attachments: 1. Accounts Payable Register of November 3, 2021

ACCOUNTS PAYABLE REGISTER
Check Dates From: 10/10/2021 to 10/23/2021

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Check Date	Check	Vendor Name	Description	Amount
10/15/2021	15993(A)	ABONMARCHE CONSULTANTS, INC	ENGINEERING SERVICES-LAKEVIEW DR	10,646.10
10/15/2021	15994(A)	ADP, INC.	ADP PAYROLL AND ETIME SERVICES	4,776.42
10/15/2021	15995(A)	ALKHAMIS, ZACHARY ZIAD	SNAP DUFEB REIMBURSEMENT	30.00
10/15/2021	15996(A)	AMAZON.COM SALES, INC.	50" TV FOR FIRE STATION 3, PAPER PORTFOLIOS	679.97
10/15/2021	15997(A)	AMERICAN HYDROGEOLOGY CORP.	S WESTNEDGE PARK - PFAS	6,397.33
10/15/2021	15998(A)	ARISTA TRUCK SYSTEMS	OIL/AIR FILTERS	227.94
10/15/2021	15999(A)	AUNALYTICS INC	IMPLEMENTATION OF CLOUD SERVICES	1,200.00
10/15/2021	16000(A)	B S & A SOFTWARE	CUSTOM DUE DATE FIELD CHANGE IN BS&A	800.00
10/15/2021	16001(A)	BCHS-HELPNET	EAP SERVICES	1,642.65
10/15/2021	16002(A)	BEEBE, RONALD E.	2021 UMPIRE PAYROLL	50.00
10/15/2021	16003(A)	BEST WAY DISPOSAL, INC.	PORTABLE RESTROOMS	405.00
10/15/2021	16004(A)	BLUE CARE NETWORK-GREAT LAKES	BCNA HEALTH INSURANCE	161,889.85
10/15/2021	16005(A)	BRINK WOOD PRODUCTS, INC.	WOOD CHIPS FOR PLAYGROUNDS	2,624.00
10/15/2021	16006(A)	C M P DISTRIBUTORS, INC.	10 SETS OF RIOT GEAR	2,240.00
10/15/2021	16007(A)	C T S TELECOM, INC.	TELEPHONE SERVICE	2,348.57
10/15/2021	16008(A)	CAPSTONE HOME IMPROVEMENT, LLC	CDBG BAKER 6104 PALM ST ROOFING	7,250.00
10/15/2021	16009(A)	CLEANIT CORP	CAR WASHES	186.00
10/15/2021	16010(A)	CONSOLIDATED ELECTRICAL DIST INC	SUPPLIES - PARKS DIVISION	207.18
10/15/2021	16011(A)	D. WOOD PLUMBING LLC	BACKFLOW TESTING & DEVICE REPL	3,891.00
10/15/2021	16012(A)	DEPATIE FLUID POWER CO., INC.	HYDRAULIC REPAIRS	718.24
10/15/2021	16013(A)	DOPP, LYNLEY	WISCONSIN CRISIS NEGOTIATORS CONF PER DIEM	183.00
10/15/2021	16014(A)	EARLE, SHELIA L	ENHANCED FITNESS INSTRUCTION	300.00
10/15/2021	16015(A)	EDWARDS, HENRY	2021 UMPIRE PAYROLL	47.00
10/15/2021	16016(A)	ELECTION SYSTEMS & SOFTWARE, INC.	ELECTION SUPPLIES	55.74
10/15/2021	16017(A)	ENGINEERED PROTECTION SYSTEMS, INC.	EPS SERVICES QTLY MAINT-CITY WIDE	15,684.00
10/15/2021	16018(A)	ENTENMANN-ROVIN CO.	FIRE UNIFORMS	326.50
10/15/2021	16019(A)	ETNA SUPPLY, INC.	DOG PARK DRINKING FOUNTAIN	2,690.50
10/15/2021	16020(A)	FORSHEE, MARK	2021 UMPIRE PAYROLL	50.00
10/15/2021	16021(A)	FULL CIRCLE FARM	ESLS SNAP DUFEB WIC REIMBURSEMENT	117.00
10/15/2021	16022(A)	FURRY, WILLIAM	FINANCE CONSULTANT SERVICES	1,600.00
10/15/2021	16023(A)	GLOBAL EQUIPMENT CO., INC.	MISC SHOP SUPPLIES	65.49
10/15/2021	16024(A)	GORDON WATER SYSTEMS	WATER SERVICES	592.65
10/15/2021	16025(A)	GRAINGER INC	OPERATING SUPPLIES	171.88
10/15/2021	16026(A)	GREEN, BRET LEE	SNAP REIMBURSEMENT	54.00

ACCOUNTS PAYABLE REGISTER
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10/15/2021	16027(A)	GRIFFIN PEST SOLUTIONS	PEST CONTROL	407.00
10/15/2021	16028(A)	HARTFORD LIFE INSURANCE COMPANY	LIFE & LTD INSURANCE	10,247.13
10/15/2021	16029(A)	HOTRUM, ROBERT	2021 UMPIRE PAYROLL	50.00
10/15/2021	16030(A)	HURLEY & STEWART, LLC	ENGINEERING SERVICES-AIRPORT	1,677.61
10/15/2021	16031(A)	INDUSCO SUPPLY CO., INC.	MISC SUPPLIES	585.40
10/15/2021	16032(A)	JB PRINTING	NEWSLETTER PRINTING/HANDLING FEES	1,156.78
10/15/2021	16033(A)	KAL COUNTY FIRE CHIEFS ASSOC.	MFR ACADEMY OCFE TRAINING REG	2,850.00
10/15/2021	16034(A)	LAWSON PRODUCTS, INC	MAINTENANCE SUPPLIES	253.44
10/15/2021	16035(A)	LEWIS PAPER PLACE, INC.	COPY PAPER	154.73
10/15/2021	16036(A)	LIBRA INDUSTRIES, INC. OF MICHIGAN	FIRE OPS SUPPLIES	580.00
10/15/2021	16037(A)	MACQUEEN EQUIPMENT LLC	SWEEPER MAINTENANCE	2,481.16
10/15/2021	16038(A)	MAPLE HILL SPRINKLING, INC.	WINTERIZE IRRIGATION AT CITY HALL	245.00
10/15/2021	16039(A)	MARANA GROUP	METER SERVICE	273.00
10/15/2021	16040(A)	MCGUIRE, INGRID	REIMB-MILEAGE/PARKING TREASURERS FALL CONF	41.20
10/15/2021	16041(A)	MCNALLY ELEVATOR CO.	ELEVATOR MAINTENANCE	72.70
10/15/2021	16042(A)	MICHIGAN OFFICE ENVIRONMENTS	OFFICE FURNITURE	13,762.79
10/15/2021	16043(A)	MULDERS LANDSCAPE SUPPLIES INC	TOPSOIL & SAND	2,500.00
10/15/2021	16044(A)	NAPIER, PEGGY	PORTAGE CULINARY ACADEMY REFUND	283.43
10/15/2021	16045(A)	NYE UNIFORMS	FIRE ADMIN UNIFORMS	169.40
10/15/2021	16046(A)	ONE WAY PRODUCTS	JANITORIAL SUPPLIES	2,629.94
10/15/2021	16047(A)	PAVER PET SUPPLY	PET SUPPLIES	127.00
10/15/2021	16048(A)	PERCEPTIVE CONTROLS, INC.	SCADA MAINTENANCE AT LIFT STATIONS	11,710.00
10/15/2021	16049(A)	PHILLIPS, KIMBERLY	REIMB FEES & SUPPLIES	225.53
10/15/2021	16050(A)	PRINTING SERVICES INC	PRINTING SERVICES	456.00
10/15/2021	16051(A)	QUADIENT LEASING USA, INC	LEASE PAYMENT	733.77
10/15/2021	16052(A)	QUADRANT II MARKETING, LLC	NOV DEC NEWSLETTER PRODUCTION	1,957.00
10/15/2021	16053(A)	R W LAPINE INC.	FIRE FACILITY MAINT-AC REPAIR	6,833.95
10/15/2021	16054(A)	RHODES, KEVIN	2021 UMPIRE PAYROLL	50.00
10/15/2021	16055(A)	RIDGE AUTO NAPA	EQUIPMENT REPAIR/MAINT SUPPLIES	1,092.01
10/15/2021	16056(A)	ROAD EQUIPMENT PARTS CENTER	MAINTENANCE SUPPLIES	41.30
10/15/2021	16057(A)	S B F ENTERPRISES, INC.	PRINT/PROCESS WATER AND SEWER BILLS	792.24
10/15/2021	16058(A)	SARKOZY BAKERY LLC	SNAP REIMBURSEMENT	12.00
10/15/2021	16059(A)	SEVERANCE ELECTRIC COMPANY, INC	TRAFFIC SIGNAL EMERG REPAIRS	14,722.23
10/15/2021	16060(A)	SIMPLIFILE LLC	DOCUMENT RECORDING	498.00

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10/15/2021	16061(A)	SMITH DAWSON & ANDREWS, INC.	FEDERAL ADVOCACY SERVICE SEP 2021	5,000.00
10/15/2021	16062(A)	SNELL, DEBRA	FITNESS INSTRUCTION	288.00
10/15/2021	16063(A)	SUEZ WATER ENVIRONMENTAL SERVICES	WATER SYSTEM CHEMICALS/MCAP RECON	33,976.95
10/15/2021	16064(A)	TECHNOLOGY SOLUTIONS	COUNCIL TICKETDESK PROJ	3,180.00
10/15/2021	16065(A)	WEST MICHIGAN INT'L LLC	EQUIPMENT REPAIR/MAINTENANCE	311.16
10/15/2021	16066(A)	WIGHTMAN	PROFESSIONAL ENGINEERING SERVICES	3,740.31
10/18/2021	16067(A)	KLINE, MICHAEL	DIGITAL PHOTOGRAPHY TRAINING PER DIEM	252.00
10/22/2021	16068(A)	CHARTER COMMUNICATIONS	CABLE TV	803.62
10/22/2021	16069(A)	ENVIRONMENTAL SYSTEMS RESEARCH	MAINT CONTRACT/COMM LIC-ARCGIS SOFTWR	15,400.00
10/22/2021	16070(A)	ESCAPE FIRE & SAFETY SERVICES, INC.	FABRICATION SERVICES	4,688.17
10/22/2021	16071(A)	HERTZ, SHANNON	REIMB ELGL MEMBERSHIP	51.50
10/22/2021	16072(A)	MCGUIRE, INGRID	REIMB-BACK UP SURGE PROT REPL BATTERIES	72.00
10/22/2021	16073(A)	IRISH AYRES ENTERPRISES, LLC	LANDSCAPE BED AND MOWING	28,704.12
Total ACH				406,287.58

Check Type: Paper

10/15/2021	318633	7900 MOORSBRIDGE LLC	TEMPORARY PUMPING EASEMENT	2,760.00
10/15/2021	318634	ADAMN GARLAND CONSTRUCTION, INC	CDBG WITTERS 4313 CEDARCREST DOORS	1,525.00
10/15/2021	318635	ALLEGRA PRINT & IMAGING	PRINTING SERVICES	825.00
10/15/2021	318636	ALTA EQUIPMENT CO.	REPAIR/MAINTENANCE SUPPLIES	965.11
10/15/2021	318637	AMERICAN HOIST AIR & LUBE EQUIP INC	HOIST INSPECTIONS	964.30
10/15/2021	318638	AMERICAN PUBLIC WORKS ASSOC.	FLEET TRAINING MATERIALS/RESOURCES	273.50
10/15/2021	318639	ARROWHEAD SCIENTIFIC, INC.	MISC LAB SUPPLIES	211.58
10/15/2021	318640	ASCENSION MICH OCCUPATIONAL HEALTH	POST OFFER EXAMS	926.00
10/15/2021	318641	BAILEY TERRA NOVA FARMS	SNAP REIMBURSEMENT	78.00
10/15/2021	318642	BAIRD, HEIDI	TRIP REFUND 211007 AUTUMN ON THE RIVER RET	52.00
10/15/2021	318643	BAREITHER, CHAD	STRATEGIC PLANNING CONSULTING SERVICES	2,000.00
10/15/2021	318644	BAY AREA TOUCHLESS CARWASH LLC	CAR WASHES	210.00
10/15/2021	318645	BEACON ATHLETICS	SOFTBALL PLUGS	281.00
10/15/2021	318646	BEAR CREEK FARM AND MARKET LLC	SNAP AND DUFEB REIMBURSEMENT	22.00
10/15/2021	318647	BEAVER RESEARCH COMPANY	VEHICLE MAINTENANCE SUPPLIES	310.68
10/15/2021	318648	BELL, DAVID L	TENNIS COURT CRACK SEALER	356.00
10/15/2021	318649	BENNETT, THOMAS L	SNAP REIMBURSEMENT	9.00
10/15/2021	318650	BLOOM SLUGGETT, PC	LITIGATION-S WESTNEDGE AVE	600.00

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10/15/2021	318651	BLUE CROSS/BLUE SHIELD OF MICH	HEALTH INSURANCE	28,174.68
10/15/2021	318652	BOMMERSCHEIM WINDOW & DOOR LLC	WEATHER STRIP REPLACEMENT	250.00
10/15/2021	318653	BRONSON HEALTHCARE GROUP	LEGAL BLOOD DRAWS	300.00
10/15/2021	318654	BRUSH, BENJAMIN	SNAP REIMBURSEMENT	11.00
10/15/2021	318655	BURKHEAD, JOSEPH	HAYLOFT THEATRE DEPOSIT REFUND	150.00
10/15/2021	318656	CARDINAL BUSES, LLC	TRIP TRANSPORTATION 210929 FOUR WINDS	824.50
10/15/2021	318657	CENTRAL TILE & TERRAZZO CO.	VINYL BASEBOARD	227.65
10/15/2021	318658	CEREAL CITY WINDOW CLEANING	WINDOW CLEANING	170.00
10/15/2021	318659	CHICAGO TITLE OF MICHIGAN, INC	OVERPMT 5949 LOVERS LN FINAL WATER BL	36.71
10/15/2021	318660	CINTAS CORP.	UNIFORM RENTAL FOR INSPECTORS	12.66
10/15/2021	318661	CIRQUE ENTERTAINMENT LLC	HYDRANT METER DEPOSIT REFUND	100.00
10/15/2021	318662	CITY OF KALAMAZOO TREASURER	SANITARY SEWER CHARGES	260,243.44
10/15/2021	318663	CITY OF PORTAGE	2021 SUMMER TAX 7905 OAKLAND DR	1,503.09
10/15/2021	318664	CLEARNETWORK, INC.	UNIFIED SECURITY SEPTEMBER	1,950.00
10/15/2021	318665	CONVERSE MANAGEMENT CO	OVERPAYMENT FINAL WATER ACCOUNT	57.38
10/15/2021	318666	COPPER BAY CO LLC	OVERPAYMENT 10247 PENNRIDGE TRL WATER BL	37.72
10/15/2021	318667	CORNERSTONE CONSTRUCTION	HYDRANT METER # 2877 DEPOSIT REFUND	100.00
10/15/2021	318668	COSTAR REALTY INFORMATION, INC.	COMM REAL ESTATE DATABASE	367.23
10/15/2021	318669	CT ELECTRICAL SERVICES, INC.	LED LIGHTING UPGRADE GARDEN LN WTP	1,850.00
10/15/2021	318670	D L GALLIVAN INC.	COPY MACHINE USAGE CHARGE	103.62
10/15/2021	318671	DEVON TITLE AGENCY	OVERPAYMENT 2916 ROLLING HILL AVE FINAL	63.25
10/15/2021	318672	DEVON TITLE AGENCY	OVERPAYMENT ON LOAN #301 PAYOFF	106.62
10/15/2021	318673	DEVON TITLE AGENCY	FINAL WATER/SEWER REFUND OVERPAYMENT	80.06
10/15/2021	318674	DICK, CARLA	SCHRIER BLD RENTAL REFUND	400.00
10/15/2021	318675	DICK, ROBERT	ESLS DUFB SNAP REIMBURSEMENT	63.00
10/15/2021	318676	DRIESEN & ASSOCIATES INC	MATERIALS TESTING SVC FOR COMM SR CENTER	4,727.74
10/15/2021	318677	EMERGENCY VEHICLE PRODUCTS	POLICE VEH REPAIR/MAINT	2,657.35
10/15/2021	318678	FRIENDS OF PORTAGE SENIOR CENTER	REIMB FOR DONATIONS TAKEN/MEMBERSHIPS	249.00
10/15/2021	318679	GLAS ASSOC. INC	BD PAYMENT REFUND	225.00
10/15/2021	318680	GORDON FOOD SERVICE	RAMONA CONCESSIONS	245.64
10/15/2021	318681	GREEN EARTH ELECTRONICS RECYCLING	HARD DRIVE SHREDDING	60.00
10/15/2021	318682	H & H PROPERTY MAINTENANCE, LLC	LAWN RESTORATION	1,250.00
10/15/2021	318683	HEALTHSOURCE SOLUTIONS, LLC	WELLRIGHT PORTAL FEES	1,814.35
10/15/2021	318684	HOCKEY SERVICES	WINWELL HOCKEY NETS	1,359.92

ACCOUNTS PAYABLE REGISTER
Check Dates From: 10/10/2021 to 10/23/2021

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Check Date	Check	Vendor Name	Description	Amount
10/15/2021	318685	HOME DEPOT	PARKS MAINTENANCE SUPPLIES	848.82
10/15/2021	318686	VOID		0.00
10/15/2021	318687	INT'L PUBLIC MGT ASSOC FOR HR	PUBLIC SAFETY FF-EXAM PACKETS	377.15
10/15/2021	318688	J & B PROFESSIONAL TREE SERVIC	CENTRAL CEMETERY PINE TREE REMOVAL	750.00
10/15/2021	318689	JOHN CHIPMAN CUSTOMS, LLC	BD PAYMENT REFUND	225.00
10/15/2021	318690	JOHNSON, SCOTT ALLEN	EXPLORING SEXUAL & VIOLENT OFFENDER REGIS	200.00
10/15/2021	318691	JOLING, RENTON	REIMBURSEMENT POLICE EXAM STUDY GUIDE	20.00
10/15/2021	318692	KALAMAZOO COUNTY BROWNFIELD AUTHORI	2021 SUMMER KCBRA BROWNFIELD DISTRIBUTION	2,434,654.27
10/15/2021	318693	KALAMAZOO COUNTY TREASURER	COLONIAL ACRES SEPT. 2021 TAX DISBURSEMENT	777.50
10/15/2021	318694	KALAMAZOO FLAG COMPANY, LLC	REPL MICHIGAN FLAG & STAND FOR CITY HALL	397.90
10/15/2021	318695	KALAMAZOO IN BLOOM, INC.	LANDSCAPE BED-TRAIL HEAD PARK	2,000.00
10/15/2021	318696	KEAN, MARGARET	TRIP REFUND 211130 O'DONNELL	132.00
10/15/2021	318697	KILCOYNE, JAMES	SCHRIER PARK DEPOSIT REFUND	150.00
10/15/2021	318698	KLEMM, KARL	MICAMP FALL CONFERENCE MILEAGE REIMBURSE	251.44
10/15/2021	318699	KONICA MINOLTA BUSINESS SOLUTIONS	MAINTENANCE AGREEMENT CONTRACT - QTLY	180.00
10/15/2021	318700	KSS ENTERPRISES	MICROFIBER COLOR CODED CLEANING CLOTHS	66.84
10/15/2021	318701	KURSNER, CINDI	RAMONA PAVILION #1 DEPOSIT REFUND	100.00
10/15/2021	318702	KZOO TIRE COMPANY	POLICE VEHICLE REPAIR/MAINTENANCE	1,315.15
10/15/2021	318703	L FARNUM INCORPORATED	FINANCIAL LOBBY REPORT	200.00
10/15/2021	318704	LEXISNEXIS RISK DATA MANAGEMENT INC	IYETEK MAINTENANCE FEE	2,718.90
10/15/2021	318705	LOUX, SHERYL	PORTAGE CULINARY ACADEMY REFUND	30.00
10/15/2021	318706	MARTIN, MATTHEW	DIGITAL PHOTOGRAPHY TRAINING PER DIEM	252.00
10/15/2021	318707	MCDA	MCDA 2021 ANNUAL FALL CONFERENCE	275.00
10/15/2021	318708	MCDONALD'S TOWING & RESCUE, INC.	POLICE TOWING SERVICES	94.50
10/15/2021	318709	MENARDS	CEDAR SPLIT RAIL	1,093.54
10/15/2021	318710	MENDHAM, GLORIA	TRIP REFUND 211130 DANIEL O'DONNELL	132.00
10/15/2021	318711	MICH MUNICIPAL POLICE & FIRE REPAIR	POLICE VEHICLE REPAIR & MAINTENANCE	2,169.50
10/15/2021	318712	MILLER, CANFIELD, PADDOCK & STONE	AUSTIN LAKE TRAIL LEGAL SERVICES	487.50
10/15/2021	318713	MLIVE MEDIA GROUP	LEGAL NOTICES	737.19
10/15/2021	318714	MML UNEMPLOYMENT FUND	QUARTERLY CONTRIBUTION	439.66
10/15/2021	318715	MOSES FIRE EQUIPMENT, INC.	FIRE APPARATUS MAINT	1,764.60
10/15/2021	318716	MOSQUITO CONTROL OF SW MICHIGAN	BARRIER TREATMENT APPL, EVENT TREATMENTS	5,937.01
10/15/2021	318717	MOTOROLA SOLUTIONS, INC.	Q1298985 72 APX8000 RADIOS PMT	257,932.96
10/15/2021	318718	NATIONS TITLE OF MICHIGAN	WATER/SEWER BILL OVERPAYMENT	26.13

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Check Date	Check	Vendor Name	Description	Amount
10/15/2021	318719	NIAIA	NIAIA MEMBERSHIP 2022	100.00
10/15/2021	318720	O'REILLY AUTO PARTS	EQUIPMENT REPAIR/MAINTENANCE	59.99
10/15/2021	318721	OFFICE DEPOT, INC.	OFFICE SUPPLIES	1,286.90
10/15/2021	318722	VOID		0.00
10/15/2021	318723	PAPPAS, LYNN M	ESLS SNAP DUFBI SPF WIC	331.00
10/15/2021	318724	PERK, MICHELLE	GRAIN ELEVATOR DEPOSIT REFUND	150.00
10/15/2021	318725	PERRY, ANNE	GRAIN ELEVATOR DEPOSIT REFUND	150.00
10/15/2021	318726	PERRY, TINA	MCDA CONFERENCE PER DIEM	119.50
10/15/2021	318727	PETTY CASH - TERESA GIPSON	INCREASE AMT AVAIL FOR PETTY CASH	131.40
10/15/2021	318728	PETTY CASH-AMANDA JANSSEN	REPLENISHMENT CHECK	495.58
10/15/2021	318729	PETTY CASH-BARBARA GARLOW	REPLENISHMENT CHECK	872.40
10/15/2021	318730	PETTY CASH-KELLY REED	REPLENISHMENT CHECK	837.93
10/15/2021	318731	PETTY CASH-MEGAN HUBER	REPLENISHMENT CHECK	1,256.28
10/15/2021	318732	PHELPS, MARIAH	SNAP REIMBURSEMENT	56.00
10/15/2021	318733	PINNACLE TECHNOLOGY GROUP INC	FIRE TRAINING SUPPLIES	1,055.00
10/15/2021	318734	PLUMMER'S ENVIRONMENTAL SERVICES	PIPE CLEANING & PACP VIDEO	43,907.03
10/15/2021	318735	PNC EQUIPMENT FINANCE	PIERCE IMPEL PUMPER FIRE APPARATUS LEASE	212,547.08
10/15/2021	318736	POPP, JARED	REIMBURSEMENT POLICE EXAM STUDY GUIDE	20.00
10/15/2021	318737	QUADMED, INC.	FIRE EMS SUPPLIES	1,336.30
10/15/2021	318738	RATHCO SAFETY SUPPLY, INC.	PARKS SIGNS AND MATERIALS	128.00
10/15/2021	318739	ROCKROHR, BEVERLY	TRAVEL REFUND 220224 GULF COAST 2022	100.00
10/15/2021	318740	ROWERDINK, INC.	MAINTENANCE SUPPLIES	49.89
10/15/2021	318741	SEELYE FORD, INC.	VEHICLE REPAIR/MAINTENANCE	142.95
10/15/2021	318742	SHI INTERNATIONAL CORP.	LUCIDCHART, APPLE MACBOOK PRO	3,717.00
10/15/2021	318743	SIGN SHOP OF WESTERN MICHIGAN	PDPS STAFFING BOARD	660.25
10/15/2021	318744	SOUTHWEST ELECTRIC LLC	CDBG ELECTRICAL UPDATING TO CODE	2,550.00
10/15/2021	318745	SPARTAN DISTRIBUTORS INC.	VENTRAC MAINTENANCE	49.85
10/15/2021	318746	STAFFORD-SMITH, INC.	COMMUNITY SR CENTER APPLIANCES	1,814.44
10/15/2021	318747	STANDISH, LINDA	REIMBURSEMENT FOR MEMBERSHIP	25.00
10/15/2021	318748	STATE OF MICHIGAN	SOR FEE	30.00
10/15/2021	318749	STATE SYSTEMS RADIO, INC	ANNUAL TOWER LEASE CONTRACT	1,551.67
10/15/2021	318750	STEENSMA LAWN & POWER EQUIPMENT	LEAF PICK UP SUPPLIES	432.75
10/15/2021	318751	SUTTER, STEPHEN	BD PAYMENT REFUND	50.00
10/15/2021	318752	THIRD COAST TECH, LLC	ACOUSTIC PANELS INSTALLATION	2,870.00

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Check Date	Check	Vendor Name	Description	Amount
10/15/2021	318753	TRUGREEN AND ACTION PEST CONTROL	HERBICIDE APPLICATIONS	7,754.62
10/15/2021	318754	TULLOCK, SHERRY	REFUND OVERPAID FINAL WATER/SEWER ACCT	165.00
10/15/2021	318755	ULINE, INC.	CONVEX SAFETY MIRROR	184.20
10/15/2021	318756	UNITED DISTRIBUTION GROUP	RAMONA CONCESSIONS	339.50
10/15/2021	318757	UNITED PARCEL SERVICE	UPS WEEKLY	16.01
10/15/2021	318758	VICKSBURG HARDWARE	BACKPACK BLOWERS REPAIR/MAINTENANCE	685.45
10/15/2021	318759	WADE TRIM ASSOCIATES, INC.	CONSOLIDATED PLAN UPDATE/ANNUAL ACTION	2,182.30
10/15/2021	318760	WASTE MANAGEMENT	WTP IRON WASTE REMOVAL	793.76
10/15/2021	318761	WESTVIEW CAPITAL, LLC	BD BOND REFUND	1,750.00
10/15/2021	318762	WHITE, MERISSA	SCHRIER PARK RENTAL REFUND	500.00
10/15/2021	318763	WILD, JED	REIMB REG FEE CPSE A1 FOR ACCREDITATION	650.00
10/15/2021	318764	WRIGHT, BARBARA	TRIP REFUND 211007 AUTUMN ON THE RIVER RET	112.00
10/15/2021	318765	WRIGHT, BARBARA	TRIP REFUND 211014 A DAY AWAY MYSTERY TR	80.00
10/15/2021	318766	WW LANDSCAPE LLC	BD BOND REFUND	3,200.00
10/15/2021	318767	ZERO WASTE USA, INC.	ZERO WASTE DOG BAGS	2,259.05
10/22/2021	318768	AT&T	ELECTRONIC COMMUNICATION	1,968.95
10/22/2021	318769	BLUE CROSS/BLUE SHIELD OF MICH	MA PLUS HEALTH INSURANCE	577.20
10/22/2021	318770	C&C PROFESSIONAL CLEANING SERVICE	JANITORIAL SERVICES	5,184.28
10/22/2021	318771	LIBRA INDUSTRIES, INC. OF MICHIGAN	FIRE OPS SUPPLIES	580.00
10/22/2021	318772	MICHIGAN STATE UNIVERSITY	MSU CWCP RECERTIFICATION	95.00
10/22/2021	318773	PETTY CASH-MARY BETH BLOCK	REPLENISHMENT CHECK	238.16
10/22/2021	318774	VERIZON WIRELESS	CELLULAR PHONES	5,661.40
Total Paper Checks				3,352,738.41

Check Type: Auto-Pay Payments

10/12/2021		CONSUMERS AUTOPAY	GAS-ELECTRIC	5,240.53
10/13/2021		CONSUMERS AUTOPAY	GAS-ELECTRIC	10,806.27
10/15/2021		CONSUMERS AUTOPAY	GAS-ELECTRIC	411.62
10/19/2021		CONSUMERS AUTOPAY	GAS-ELECTRIC	5,090.75
Total Auto-Pay Payments				21,549.17

Check Type: Electronic Payments

10/12/2021		RESIDENT	RECOUP FAILED UTILITY PAYMENT	111.46
10/15/2021		ATTORNEY	LEGAL & ARBITRATION	18,810.00

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Check Date	Check	Vendor Name	Description	Amount
10/15/2021		MULTIPLE	WEEKLY TAX DISBURSEMENT 10/8/21	90,427.25
10/20/2021		KZOO COUNTY TREASURER	DELINQUENT TAX PARCEL ACQUISITION	519.67
10/21/2021		ICMA	RETIREE HEALTH SAVINGS	32,058.77
10/21/2021		MULTIPLE	NU, IAFF, PPOA, PPCOA, UAW PENSION PAYMENTS	94,473.79
10/22/2021		MULTIPLE	DELINQUENT PERSONAL PROP TAX DISB 10/8/21	45,655.53
10/22/2021		ICMA	PENSION WITHHOLDINGS	38,788.93
10/22/2021		MULTIPLE	WEEKLY TAX DISBURSEMENT 10/15/21	168,021.54
			Total Electronic Payments	488,866.94
			Grand Total	4,269,442.10

TO: Honorable Mayor and City Council

FROM: Adam Herringa, Acting City Manager

SUBJECT: A Zoning Amendment to add 'Veterinary Animal Hospital/ Clinic' to the Commercial Planned Development district.

SUPPORTING PERSONNEL: Kelly Peterson, Director of Community Development

ACTION RECOMMENDED: Accept Ordinance Amendment No. 21-22-A (Veterinary hospitals or clinics in the CPD, Commercial Planned Development District), for first reading and set a public hearing for December 7, 2021.

A Zoning Amendment to add 'Veterinary Animal Hospital/Clinic' to the Commercial Planned Development district has been submitted by Shannon Orr and Timothy Timmons, on behalf of Quality Acquisitions LLC (property owner) and VCA (future tenant) to facilitate a future veterinary animal hospital at 5348 South Westnedge Avenue. The property was previously occupied by Gander Outdoors, which closed in 2019.

The future veterinary animal hospital would occupy an existing, vacant building that resides in a Commercial Planned Development district. The business offers 24-hour, 7-day a week, 365-day a year emergency and specialty care services for dogs and cats. The existing parking lot and site circulation areas are expected to be utilized for the business' patrons and customer parking demands and overall access.

In the attached October 21, 2021 report, the Department of Community Development provides an overview of the Zoning Amendment and recommends approval of the Zoning Amendment to add 'Veterinary Animal Hospital/Clinic' to the Commercial Planned Development district.

During the October 21, 2021 meeting, the Planning Commission reviewed the Zoning Amendment. Joshua Weiner attended, on behalf of Quality Acquisitions LLC, in support of the development project. After careful consideration, the Planning Commission voted unanimously 8-0 (1 Commissioner absent) to recommend to City Council approval of the Zoning Amendment to add 'Veterinary Animal Hospital/Clinic' to the Commercial Planned Development district.

It is recommended that City Council accept Ordinance Amendment # 21-22-A, Veterinary hospitals or clinics in the CPD, Commercial Planned Development District, for first reading and set a public hearing for December 7, 2021.

FUNDING: Not Applicable

Attachments: 1. Planning Commission Minutes dated October 21, 2021

2. Community Development Staff Report dated October 21, 2021
3. Applicant Narrative; Building Floor Plan
4. Planning Commission Chair Transmittal dated October 22, 2021
5. Ordinance Amendment 21-22-A, Vet hospitals-clinics
6. First Reading Resolution - Vet Hospital Ordinance Amendment

CITY OF PORTAGE PLANNING COMMISSION

Thursday, October 21, 2021

7:00 PM Portage

City Hall Council Chambers

The City of Portage Planning Commission meeting of October 7, 2021 was called to order by Chairman Corradini at 7:02 p.m.

IN ATTENDANCE

Eric Feldt, City Planner; Daniel Harrington, City Planner; and Catherine Kaufman, City Attorney.

ROLL CALL

Mr. Feldt called the role: Chairman Corradini (yes); Vice Chair Joshi (yes); Fries (yes); Pezzoli (yes); Baldwin (yes); Adams (yes); O'Dell (yes); Youngs (yes); and Freiman (excused).

APPROVAL OF MINUTES:

A motion was made by Vice Chair Joshi, supported by Commissioner Baldwin to approve the October 7, 2021 meeting minutes with amendments clarifying the conditions of Special Land Use Permit RNR Tire Express 6929 S. Westnedge Avenue. The motion was approved unanimously.

PUBLIC HEARINGS:

1. Zoning Amendment 5348 S Westnedge Ave Veterinary Hospital. Mr. Feldt explained a zoning amendment application has been submitted to permit Veterinary hospitals in the Commercial Planned Development (CPD) zoning district to facilitate the renovation of an existing building at 5348 S. Westnedge Avenue for a new veterinary hospital. This is the former Gander sports store. The zoning code does not permit animal hospitals in the underlying Commercial Planned Development (CPD) zoning district. If the Zoning Amendment is supported by this Board and subsequently approved by the City Council, the applicant would then file a Special Land Use Permit for this Board's consideration to allow the new veterinary animal hospital. As stated in the applicant's narrative, this hospital would offer a 24-hour/7-day a week/365-day emergency and specialty care services for dogs and cats. Staff expects the existing parking lot and site circulation areas will be utilized for staff and customer needs. Further, he mentioned existing veterinaries in the City of Portage. Also, Mr. Feldt stated existing land uses and businesses in the CPD areas within the city. Mr. Feldt explained how the zoning amendment is consistent with applicable City plans, such as the Comprehensive Plan and Zoning Code.

Mr. Feldt concluded his presentation by indicating two choices of procedure of the zoning amendment for the Planning Commission: 1) consistent with the Planning Commission policy, accept public comment at the initial meeting and continue the ordinance amendment consideration at a subsequent meeting where the Commission is advised to receive public comment during the October 21, 2021 meeting and adjourn the public hearing to the November 4, 2021 meeting; or 2) if no public comment is received and the Commission is supportive of the proposed amendment, staff advises the Planning Commission to waive the second public hearing and recommend to City Council that Ordinance Amendment No. 21-22-A: Veterinary Hospitals or clinics in the CPD, Commercial Planned Development District, be approved.

Vice Chair Joshi asked about restrictions such as no commercial boarding or kenneling and no cremations or crematories. Mr. Feldt stated that these conditions will affect all future animal hospitals in the Commercial Planned Development district; it is not specific to the subject case. Vice Chair Joshi asked if the applicant wanted to expand into these businesses in the future would they need a Special Land Use Permit. Mr. Feldt confirmed this to be true.

Josh Weiner (applicant) at 700 Mall Drive. He stated that the CPD was designed for flexibility. He stated that he reviewed the background of the tenants, Veterinary Centers of America (VCA). Mr. Weiner reported that he likes VCA and what it does for his portfolio. He asked for the board to waive the second meeting for a public hearing.

Commissioner Pezzoli asked if the building will be done in phases. Mr. Weiner stated that it will be done in its entirety. O'Dell asked the applicant how they feel about the restrictions. Mr. Weiner stated he is okay with restrictions. Commissioner Baldwin asked if they are euthanizing a dog or cat, and what will they do if they cannot cremate on site? Mr. Weiner stated he does not know the answer. Commissioner Youngs stated he has taken animals to another veterinary business that does cremations. Chairman Corradini stated he thinks the business is a good idea and that the building has been vacant a long time. Chairman Corradini moved to close the public hearing and Vice Chair Joshi supported. Motion was approved unanimously.

MOTION MADE BY VICE CHAIR JOSHI AND SECONDED BY COMMISSIONER BALDWIN to waive the second hearing and to recommend to City Council that the Zoning Amendment to add Animal Veterinary Hospital/ Clinic to the Commercial Planned Development (CPD) district be approved. Motion passes unanimously.

NEW BUSINESS:

Catherine Kaufman leads a training on zoning, comprehensive planning, and various planning/ zoning laws for the Planning Commission.

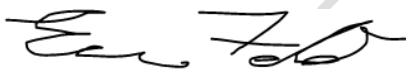
STATEMENT OF CITIZENS/COMMISSIONERS

None

ADJOURNMENT:

There being no further business to come before the Commission, Chairman Corradini adjourned the meeting at 8:30 p.m.

Respectfully submitted,



TO: Planning Commission**DATE:** October 21, 2021**FROM:** Kelly Peterson, Director of Community Development**SUBJECT:** Zoning Amendment for VCA Veterinary Animal Hospital, 5348 S. Westnedge Ave.**I. INTRODUCTION:**

A zoning amendment application has been submitted by Shannon Orr and Timothy Timmons, on behalf of Quality Acquisitions LLC (property owner) and VCA (future business owner), to facilitate the renovation of an existing building into a new veterinary hospital/clinic at 5348 S. Westnedge Avenue. The current zoning code does not permit animal hospitals in the underlying Commercial Planned Development (CPD) zoning district. Approving a zoning amendment would permit such land use within the CPD, and possibly allow VCA to occupy the existing building with a new veterinary hospital/clinic offering 24/7/365 emergency and specialty care services for dogs and cats. The existing parking lot and site circulation areas are expected to be utilized for staff and customer parking demands and overall access.

II. BACKGROUND INFORMATION:

The project was presented during the September 16th and October 7th, 2021 Planning Commission meetings but did not consist of a complete application and, therefore, staff did not provide an analysis nor a recommendation during those meetings. Staff has now received a full application consisting of a project narrative and floor plan for consideration.

The subject building is currently vacant and was previously occupied by Gander Outdoors (closed in 2019). The subject property is 3.19 acres in size, contains a 31,000 square foot vacant building, offers approx. 170 parking spaces, and has access along S. Westnedge Avenue and abutting interior streets. See image below. The property is zoned Commercial Planned Development (CPD).



III. ANALYSIS:

The staff notes that the proposed veterinary hospital is not allowed in the underlying Commercial Planned Development (CPD) district. It is, however, allowed in the B-3 General Business zoning district with an approved Special Land Use Permit and meeting specific criteria, and also allowed in the I-1 Light Industrial district as a Permitted Use. Since the CPD district consists of a mix of commercial uses, is located along intense commercial corridors, and is intended to provide a unique commercial district to promote a mix of commercial uses, staff recommended the applicant seek a zoning amendment request to determine if and how the proposal may be appropriate in the CPD district.

Consistency with City Plans

A Zoning Amendment request is processed pursuant to Sec 42-651 of the zoning code and requires Planning Commission and City Council public hearings and action. Although the zoning code does not provide specific criteria for this type of request, staff finds that the zoning amendment request should be analyzed for consistency with the City's Comprehensive Plan, zoning code, and the intent of the Commercial Planned Development (CPD) district. Discussion of these is provided below.

2014 Comprehensive Plan

In general, the purpose of the Comprehensive Plan is to identify and analyze the city's physical elements to create goals to guide future growth and development of the city; preserve and enhance the quality of residents, businesses, and property owners; ensure appropriate levels of density and intensities; ensure adequate provisions of public utilities and services; establish strategies for key areas of the city; and other land use matters. The Plan provides goals and guidelines to address specific issues. The following goal is applicable to the subject request: 'Goal LU2: Encourage sensible, sustainable, diverse, high-quality office, commercial and industrial development in designated areas to maintain Portage's employment opportunities supportable by the community's existing and reasonably anticipated future

infrastructure'. The Comprehensive Plan also establishes a Future Land Use Map that classifies land into various categories that helps guide rezones, zoning amendments, and certain land uses. The subject request could be associated with the 'General Business' category, which has a purpose of 'To provide for the full range of retail uses, for hotel and other highway services, for recreation facilities and for personal service establishments, and may include general offices'. An animal hospital would generally be consistent with the Comprehensive Plan. Some restrictions may be applied to this type of commercial use to ensure neighborhood harmony.

Zoning Code; Commercial Planned Development (CPD)

The intent of the zoning code is to generally implement the Comprehensive Plan and regulate land use development in a way that promotes public health, safety, and general welfare. Per Sec 42-410, the following is the intent of the CPD:

A. The city, planning for continued growth and realizing that the demand for commercial land development is desirable, intends in the CPD commercial planned development district to encourage flexibility in commercial land development to meet these changes and new opportunities.

B. The district is intended to encourage office, retail and service use in one or more buildings in a planned manner that are compatible with and mutually supportive of each other.

C. It is intended that the district provide an attractive, comfortable and convenient environment for patrons of the development and that the development be designed and constructed in such a way as to be compatible with the environment and with neighboring uses, especially residential areas.

D. It is further intended that this district be located in areas within the community which are designated in the comprehensive plan for intensive or general commercial use.

Based on the intent of the CPD, veterinary hospitals/ clinics would generally be appropriate within the CPD. Certain conditions or restrictions may be warranted, however, to ensure overall land use (business and residential) compatibility.

Zoning Code; 'Animal Hospital/ Clinic'

The City of Portage zoning code lists 'Small Animal Hospitals/ Clinic' and 'Veterinary Hospital/ Clinic' as permitted land uses, which are allowed in different zoning districts and each have associated restrictions to ensure land use compatibility among adjacent uses. Further, the code defines 'Veterinary Hospitals/ Clinics' as 'a place where animals or pets are given medical or surgical treatment and the boarding of animals is limited to short-term care incidental to hospital use' (Sec 42-112). The subject proposal falls under this definition. Staff notes that the code does not define a 'small' veterinary hospital/ clinic but it does differentiate it by only allowing it in the B-1 Local Business district, which primarily permits low-intense commercial uses. Staff finds the subject proposal would not be considered a small operation due to the large size of the subject building (approx. 31,000 sq ft) and high-intensity business operations. Therefore, the subject proposal falls under the regular Veterinary Hospital/ Clinics land use category. This use is allowed in the B-3 General Business district with an approved Special Land Use Permit with the restrictions shown below, and allowed as a permitted use in the I-1 Industrial District with no restrictions. For discussion purposes, staff also provided the Small Veterinary Hospital/ Clinics associated restrictions below.

Veterinary Hospitals/ Clinics; B-3 District Restrictions (Sec 42-262(C)(3))

- a. The site shall be located so that all abutting or adjacent property is in a B-1, B-2, B-3, I-1, or I-2 district.
- b. All activities shall be conducted in a totally enclosed main building.
Special Land Use Permit Required.

Small Veterinary Hospitals/ Clinics; B-1 District Restrictions (Sec 42-260(C)(3))

- a. Buildings housing this use shall be freestanding and not connected to any other building containing any other use.
- b. The part of the lot shall not abut a residential district or use lot line.
- c. No boarding of animals shall be permitted.
- d. No services shall be provided to large animals, such as horses, cows, and other similar size animals.
- e. No cremations or crematory facilities shall be operated on the premises.
Special Land Use Permit Required.

Existing Veterinaries; Portage

Staff identified four veterinaries/ animal hospitals within the City of Portage. See list below. Most are located in the B-3 General Business districts, and all are smaller than the subject proposal. Some have been in operation for 20 years or longer. Most offer general veterinary services such as health check-ups, common surgeries, medications, specialty foods, etc. Some also provide a small outdoor fenced area.

- 1) Shaver Road Animal Hospital; Address: 9987 Shave Rd
- 2) Lakeview Animal Hospital; Address: 8818 Portage Rd
- 3) VCA Portage Animal Hospital; Address: 8037 Portage Rd
- 4) Milwood Animal Clinic; Address: 5942 Lovers Ln

Existing Commercial Planned Development (CPD) Sites

There are five mapped CPD zoning districts throughout the city. See attached 'Commercial Planned District Map'.

Below indicates existing businesses within each mapped district as corresponding to the attached map.

- Area 1) Consists of businesses such as Walmart Supercenter, Arby's, Walmart gas station, Tractor Supply, Migala Carpet One Floor & Home, Golf Performance Academy, Lawn Doctor of Kalamazoo-Portage, Refresh Thrift Store, Foreign Car Services, and Hannapel Home Center cabinet maker.
- Area 2) Consists of Walgreens, Huntington Bank, and First Impressions Salon & Spa.
- Area 3) Consists of Sams Club.
- Area 4) Consists of Walgreens.
- Area 5) Consists of the subject site, several large office buildings, Hilton and Marriott hotels, Black Rock Bar & Grill, Buddy's Pizz, Arbor Credit Union, Willow Creek Shopping Center, Lowe's Home Improvement, Earth Fare grocery, Home Goods, Southern Michigan Bank & Trust, and Los Amigos Mexican restaurant.

Proposed Zoning Amendment

As mentioned earlier, staff finds that Veterinaries/ Animal Hospitals would be appropriate in the Commercial Planning Development (CPD) district. Since some existing CPD district boundaries abut or are near residential districts, staff recommends applying some conditions to ensure neighborhood compatibility. Further, staff finds that some existing conditions of Veterinaries/ Animal Hospitals and those of the small-size use should also be applied to the subject zoning amendment request for the CPD. Since a Special Land Use Permit is required for both Veterinaries/ Animal Hospitals in the

current zoning code, staff recommends a Special Land Use Permit required for subject request. Therefore, staff recommends the following conditions for Veterinaries/ Animal Hospitals in the CPD:

- a. Buildings housing this use shall be freestanding and not connected to any other building containing any other use.
- b. No commercial boarding or kenneling of animals shall be permitted.
- c. An outdoor area associated with the care of patrons' animals is permitted, subject to the following:
 - i. the outdoor area shall not be located in any front yard adjacent to a public street, unless otherwise approved by the director;
 - ii. the outdoor area shall not be located adjacent to a residential district; and,
 - iii. the outdoor area must be screened from view with a minimum six-foot tall oblique fence or wall. The fence must be constructed of the same or similar material as the building.
- d. No cremations or crematory facilities shall be operated on the premises.

IV. RECOMMENDATION:

Consistent with the Planning Commission policy of accepting public comment at the initial meeting and continuing the ordinance amendment consideration at a subsequent meeting, the Commission is advised to receive public comment during the October 21, 2021 meeting and adjourn the public hearing to the November 4, 2021 meeting. If no public comment is received and the Commission is supportive of the proposed amendment, staff advises the Planning Commission to waive the second public hearing and recommend to City Council that Ordinance Amendment No. 21-22-A: Veterinary Hospitals or clinics in the CPD, Commercial Planned Development District, be approved.

Attachments:

1. Zoning Amendment Application, 5348 S. Westnedge Avenue
2. 1109 VSEC Kalamazoo 5348 Westnedge Hospital Narrative-sample plan 09-28-2021
3. CPD Map

APPLICATION FOR ZONING AMENDMENT

Application number _____

Date September 8, 2021

APPLICATION INFORMATION:

Meetings of the Portage Planning Commission are held on the first and third Thursday of each month at 7:00 p.m. in the Council Chambers of Portage City Hall, 7900 South Westnedge Avenue, Portage, Michigan. All zoning amendment applications must be properly filled out and submitted to the Department of Community Development and the zoning amendment fee paid at least 15 working days prior to the meeting at which the public hearing is held. The applicant will be notified in writing of all such public hearing/meetings.

For more detailed information about the zoning amendment process, please refer to Portage Land Development Regulations, Article 4, Division 2, Subdivision 2.

TO THE PLANNING COMMISSION:

I (WE), the undersigned, do hereby respectfully make application and petition the Portage Planning Commission to amend the Zoning Ordinance and/or change the Zoning Map as hereinafter requested. In support of this application, the following is submitted:

ZONING MAP AMENDMENT

1. a. Platted Land:

The property is part of the recorded plat: The property sought to be rezoned is located at 5348 S. Westnedge between Trade Center Way Street and S. Westnedge Street on the West side of the street, and is known as Lot Number(s) _____ of _____ Plat (Subdivision). It has a frontage of 328 feet and a depth of 350 +/- feet.

b. Unplatted Land:

The property is in acreage, and is not therefore a part of a recorded plat. The property sought to be rezoned is located and described as follows: (Indicate total acreage and parcel number).

2. a. Do you own the property to be rezoned? Yes ☒ No _____

b. Name of the owner of the property to be rezoned: Quality Acquisitions LLC

Address 700 Mall Drive, Portage, MI 49024

3. My (our) interest in the property and purpose for submitting the proposed Zoning Amendment: To allow Veterinary Hospital use.

4. CURRENT ZONING: Not Re-zoning parcel PROPOSED ZONING: _____

ZONING TEXT AMENDMENT

1. The proposed language to be considered is (attach additional sheets as necessary):

2. The Zoning Code Chapter and Section wherein the proposed text would be modified/inserted. Section 42-412 of CPD District, permitted uses.

3. My (our) interest in and purpose for submitting the proposed Zoning Ordinance Amendment. To allow Veterinary Hospital use in CPD zoning.

We attach a statement hereto indicating why, in our opinion, the change requested is necessary for the preservation and enjoyment of substantial property rights, and why such amendment will advance the public health, safety and welfare. An assessment of the impact of the proposal on the community and property of other persons in the vicinity of the amendment or affected by the amendment is also attached.

eSigned via SeamlessDocs.com
Shannon S Orr
Key: c34acfd12ecode185eb12eb917e492f2

(Signature of Applicant)

700 Mall Drive, Portage, MI

(Address)

269-323-2441

(Phone)

eSigned via SeamlessDocs.com
Timothy Timmons
Key: 7a07c398bcbf5405d6d7119241455a0a0

(Signature of Applicant)

(Address)

(Phone)

A copy of all actions taken regarding this application shall be attached and shall be considered a part of this application.



Eric Hittelman
Senior Director, Real Estate
Phone: (310) 571-6500
Direct: (310) 442-4495
FAX: (310) 442-4496
e-mail: eric.hittelman@vca.com

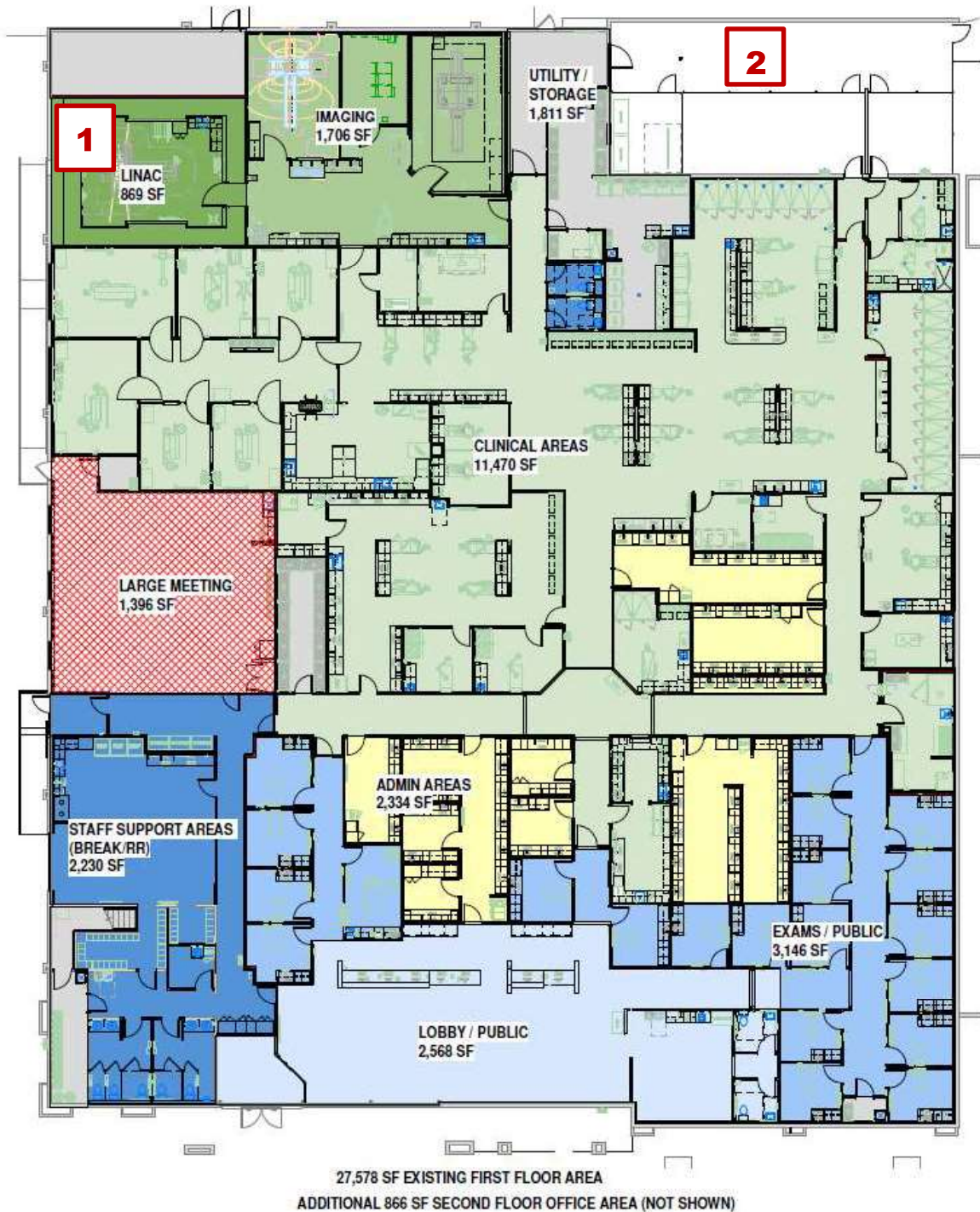
AU1109: VCA VSEC Kalamazoo

Prospective Lease: 5348 Westnedge Ave., Portage, MI

Company Description: VCA. is a nationwide chain of animal hospitals across all 46 states and 5 Canadian provinces. The hospital portfolio exceeds 800 individual animal hospitals. VCA has over 1,000 neighborhood hospitals and over 6,000 Veterinarians. To stay on top of the latest advances, every VCA Veterinarian completes 30 hours of continuing education a year--more than twice the industry standard. VCA is committed to continuously improving the standard of care for our hospitals and veterinary medicine as a whole through the compassionate, high-quality primary care that we provide at our nationwide family of over 1,000 hospitals.

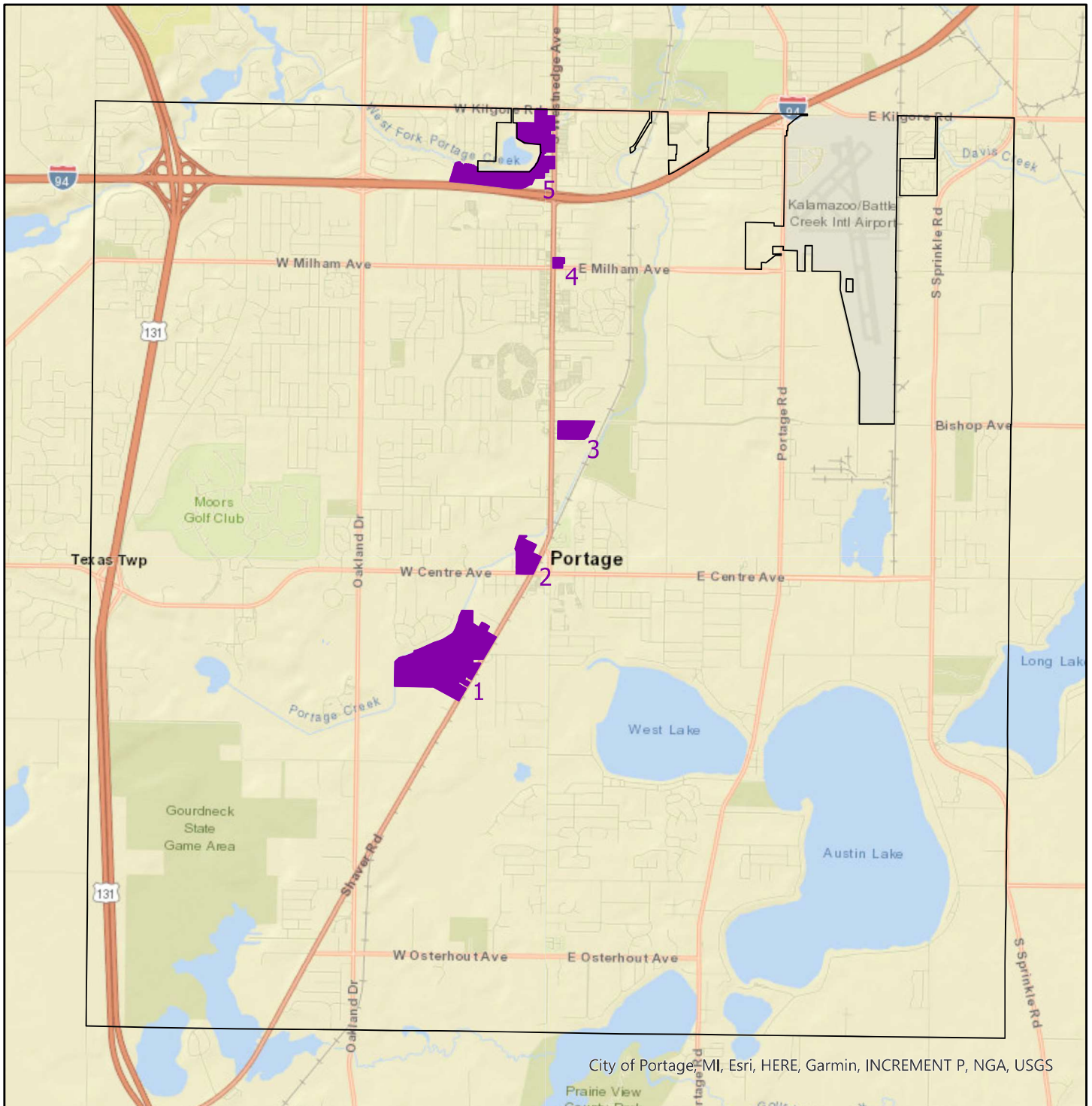
Hospital Description: VCA Kalamazoo is an emergency and specialty practice that provides emergency / urgent care to dogs and cats. Additionally, the hospital offers specialized veterinary services which are beyond capabilities of traditional general practices. We currently have 75 full-time employees, including 9 full time veterinarians, with plans to add additional veterinarians and support staff. Emergency services will be provided 24/7/365. During our peak hours we will have approximately 15-25 employees onsite. All animal care/recovery will occur within the building. We expect an approximate 30 ill and critical patients to be hospitalized overnight with staff on site caring for these patients. There will be no boarding facility similar to what might be associated with other general practice veterinary facilities. Animals outside of the building will be limited to those being brought in/out of the facility from the parking lot by their owners and those inside a small fenced-in area designated for walking patients. No animals will be outside unleashed and/or unsupervised. As a result, we expect any noise from barking dogs to be rare to non-existent.

Sample floorplan including functional area breakdown:



1. Linear Accelerator (LINAC) will not be part of initial construction but could be added in the future.
2. This area represents the fenced in Pet Yard, used for some therapy and relief for ambulatory patients.

Commercial Planned District Map



City Boundary
CPD

0 0.5 1 2 Miles





Eric Hittelman
Senior Director, Real Estate
Phone: (310) 571-6500
Direct: (310) 442-4495
FAX: (310) 442-4496
e-mail: eric.hittelman@vca.com

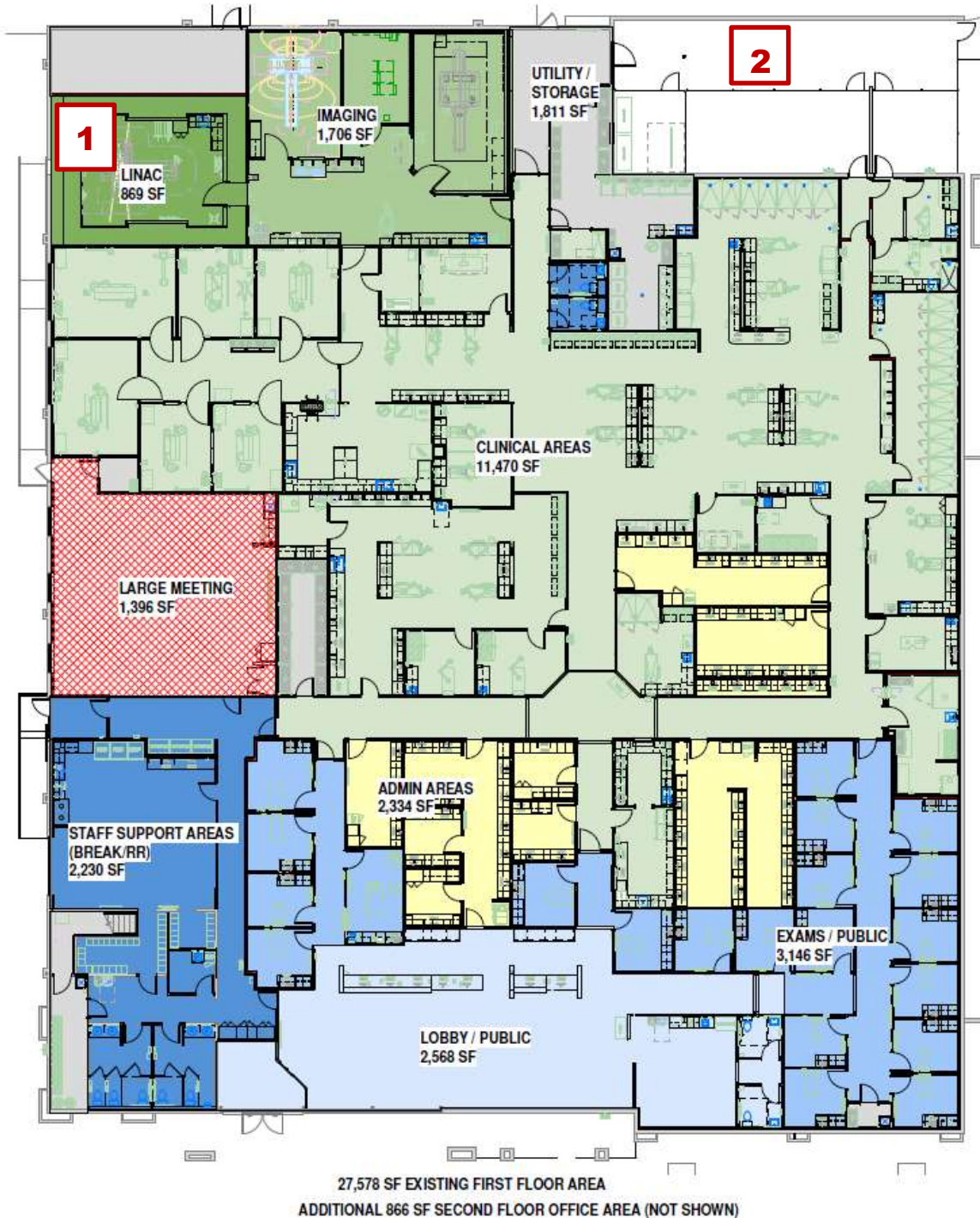
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TO: Honorable Mayor and City Council

FROM: Planning Commission

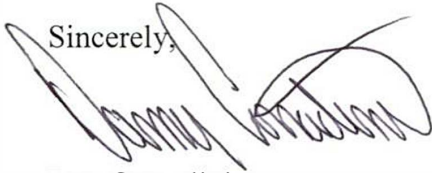
DATE: October 22, 2021

SUBJECT: Zoning Amendment to add Veterinary Animal Hospital/ Clinic to the Commercial Planned Development district; Ordinance amendment No. 21-22-A.

During the October 21, 2021 meeting, the Planning Commission reviewed and discussed the zoning amendment to add Veterinary Animal Hospital/ Clinic to the Commercial Planned Development district to facilitate a future veterinary animal hospital at 5348 S. Westnedge Avenue. Joshua Weiner with Meyer C. Weiner Co. (Applicant's Representative) provided testimony to support the application. No additional citizens provided testimony during this meeting to comment on the proposed development.

The Planning Commission voted unanimously 8-0 (1 commissioner absent) to recommend to City Council that the Zoning Amendment to add Veterinary Animal Hospital/ Clinic to the Commercial Planned Development district be approved.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Dan Corradini', with a large, sweeping flourish extending to the right.

Dan Corradini
Chairman, Planning Commission

**AN ORDINANCE TO AMEND THE CODE OF ORDINANCES
OF THE CITY OF PORTAGE, MICHIGAN BY ADDING SECTION 42-412.1 OF ARTICLE 4,
DIVISION 4, SUBDIVISION 13 OF CHAPTER 42, LAND DEVELOPMENT REGULATIONS**

THE CITY OF PORTAGE ORDAINS:

That Chapter 42 LAND DEVELOPMENT REGULATIONS shall be amended to add Section 42-412.1 to Article 4 - ZONING, DIVISION 4 - ZONING DISTRICTS AND DISTRICT REGULATIONS, Subdivision 13 - CPD Commercial Planned Development District, as follows:

“Section 42-412.1. Special Land Uses:

The following uses may be allowed in the CPD, Commercial Planned Development District, subject to the conditions imposed in this section for each use, and subject further, to the review and approval of the planning commission in accordance with the provisions of Division 5, Subdivision 1 of this article:

- A. Veterinary hospitals or clinics
 - a. Buildings housing this use shall be freestanding and not connected to any other building containing any other use.
 - b. No commercial boarding or kenneling of animals shall be permitted.
 - c. An outdoor area associated with the care of patrons' animals is permitted, subject to the following:
 - i. the outdoor area shall not be located in any front yard adjacent to a public street, unless otherwise approved by the director;
 - ii. the outdoor area shall not be located adjacent to a residential district; and,
 - iii. the outdoor area must be screened from view with a minimum six-foot tall oblique fence or wall. The fence must be constructed of the same or similar material as the building.
 - d. No cremations or crematory facilities shall be operated on the premises.
- B. Reserved.”

Dated: _____

Patricia M. Randall, Mayor

FIRST READING:
SECOND READING:
ORDINANCE #:
EFFECTIVE DATE:

CERTIFICATION

I, Erica Eklov, do hereby certify that I am the duly appointed and acting City Clerk of the City of Portage and that the foregoing ordinance was adopted by the City of Portage on the _____ day of _____, 2021.

Erica Eklov, City Clerk

Approved as to Form (City Attorney)

T:\COMMDEV\2021 2022 Department Files\Board Files\Planning Commission\PC Reports\Text Amendments\VCA Animal Hospital\Ordinance Amendment 21-22-A, Vet hospitals-clinics.docx

APPROVED AS TO FORM
DATE 10/28/21

CITY ATTORNEY

FIRST READING
CITY OF PORTAGE, MICHIGAN
NOTICE

TO THE RESIDENTS AND PROPERTY OWNERS OF THE CITY OF PORTAGE AND ALL OTHER INTERESTED PERSONS.

NOTICE IS HEREBY GIVEN, that an Ordinance to amend Chapter 42, Land Development Regulations, of the Codified Ordinances of Portage, Michigan, was introduced for first reading at a regular meeting of the City Council held on _____, 2021, and that the Council will hold a public hearing on the proposed amendment at the Portage City Hall in said City on _____, 2021, at 7:00 p.m. or as soon thereafter as may be heard.

NOTICE IS FURTHER GIVEN that the proposed amendment to Chapter 42, Land Development Regulations, of the Codified Ordinances of Portage, Michigan reads as follows:

THE CITY OF PORTAGE ORDAINS:

That Chapter 42, Article 4 - ZONING, DIVISION 4 - ZONING DISTRICTS AND DISTRICT REGULATIONS, Subdivision 13 - CPD Commercial Planned Development District shall be amended as follows:

“Section 42-412.1. Special Land Uses:

The following uses may be allowed in the CPD, Commercial Planned Development District, subject to the conditions imposed in this section for each use, and subject further, to the review and approval of the planning commission in accordance with the provisions of Division 5, Subdivision 1 of this article:

- A. Veterinary hospitals or clinics
 - a. Buildings housing this use shall be freestanding and not connected to any other building containing any other use.
 - b. No commercial boarding or kenneling of animals shall be permitted.
 - c. An outdoor area associated with the care of patrons' animals is permitted, subject to the following:
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 - ii. the outdoor area shall not be located adjacent to a residential district; and,
 - iii. the outdoor area must be screened from view with a minimum six-foot tall oblique fence or wall. The fence must be constructed of the same or similar material as the building.
 - d. No cremations or crematory facilities shall be operated on the premises.
- B. Reserved.”

PLEASE TAKE FURTHER NOTICE that copies of said proposed amendment may be examined at the City Hall on any business day except public and legal holidays from and after

publication of this Notice until the day of hearing from 8:00 a.m. and 5:00 p.m.

Dated: _____, 2021

Erica Eklov, City Clerk

PREPARED BY:
Catherine Kaufman, City Attorney
470 West Centre Avenue
Portage, MI 49002

APPROVED AS TO FORM

DATE 10/28/21
[Signature]
CITY ATTORNEY

TO: Honorable Mayor and City Council

FROM: Adam Herringa, Acting City Manager

SUBJECT: Final Plan for Pennridge Trail North Planned Development (Phase 2 North; Units 23-74), 1800 West Osterhout Avenue

SUPPORTING PERSONNEL: Kelly Peterson, Director of Community Development

ACTION RECOMMENDED: Approve the Final/Site Plan for Pennridge Trail North Planned Development (Phase 2 North; Units 23-74), 1800 West Osterhout Avenue, subject to finalization of engineering related details associated with the public water main and sanitary sewer main extensions.

A Final/Site Plan has been submitted by Westview Capital, LLC, to construct Phase 2 North, Units 23-74 of the Pennridge Trail Planned Development project at 1800 West Osterhout Avenue. Pennridge Trail Planned Development Phase 2 North will include a total of 26 duplexes (52 attached single family units) and associated site improvements on 20.39 acres.

Access to Phase 2 North will continue along Pennridge Drive, which will become a private street within the subject phase. The public portion of Pennridge Drive was constructed along the northside of West Osterhout Avenue, just west of the Eliason Nature Reserve entrance. The internal network of curbed streets and sidewalks along one side will be extended north to serve the subject phase. Storm water will be collected and conveyed to an existing private stormwater retention pond to the east within the overall Planned Development. An existing paved emergency access drive serving the subject phase has been constructed and connects to a private property (9801 Shaver Rd) to the north which then has access to Shaver Road.

In the October 7, 2021 report, the Department of Community Development provides an overview of the project and recommends approval of the Final/Site Plan for Pennridge Trail Planned Development (Phase 2 North) subject to finalization of engineering related details associated with the public water main and sanitary sewer main extensions.

During the October 7, 2021 meeting, the Planning Commission reviewed the Final/Site Plan. Project representative Brian Wood attended the meeting to support the development project. After careful consideration, the Planning Commission voted unanimously 8-0 (1 Commission seat unfilled) to recommend to the City Council approval of the Final/Site Plan for Pennridge Trail Planned Development Phase 2 North, subject to finalization of engineering related details associated with the public water main and sanitary sewer main extensions.

FUNDING: Not Applicable

- Attachments:**
1. Planning Commission Minutes dated October 7, 2021
 2. Community Development Staff Report dated October 7, 2021
 3. Final Site Plan Pennridge Trail North Phase 2
 4. Planning Commission Chair Transmittal dated October 22, 2021

PLANNING COMMISSION

October 7, 2021

The City of Portage Planning Commission meeting of October 7, 2021 was called to order by Chairman Corradini at 7:00 p.m.

IN ATTENDANCE

Christopher Forth, Deputy Director of Planning and Development Services; Eric Feldt, City Planner; Daniel Harrington, City Planner; and Catherine Kaufman, City Attorney.

ROLL CALL

Mr. Feldt called the roll: Chairman Corradini (yes); Vice Chairman Joshi (yes); Fries (yes); Pezzoli (yes); Baldwin (yes); Adams (yes); Youngs (yes); and Freiman (yes).

APPROVAL OF MINUTES:

A motion was made by Commissioner Baldwin, supported by Commissioner Pezzoli to approve the July 22, 2021 meeting minutes. The motion was approved by all except Commissioner Joshi who abstains.

A motion was made by Commissioner Baldwin, supported by Vice Chairman Joshi to approve the September 16, 2021 meeting minutes. The motion was unanimously approved.

PUBLIC HEARINGS:

1. Special Land Use Permit RNR Tire Express 6929 S Westnedge Ave. Mr. Feldt explained a Special Land Use Permit application has been submitted by BCP Development LP to establish an automobile repair business at 6929 S. Westnedge Avenue. The 1.2-acre subject property is zoned B-2 Community Business and contains a 12,460 square foot two-tenant commercial building and associated site improvements. As of the date of this memorandum, both tenant spaces are vacant and the applicant is proposing to occupy one tenant space with a tire repair business with three new service garage bays.

Chairman Corradini asked why the applicant applied for a variance. Mr. Feldt explained the ordinance that prohibits automobile service entrances facing public streets. Chairman Corradini asked about the condition on the hours of operations. Mr. Feldt stated the condition associated with hours of operation can be adjusted or removed, if desired. Commissioner Fries dissented to the idea of conditions. Mr. Forth stated the origins of the automobile entrance ordinance for B-2 zoning requirements in the heart of the Portage commercial district. Commissioner Fries asked about cars sitting in parking lots overnight. Mr. Forth stated there is an ordinance for B-2 zoning to avoid car parking overnight. Vice Chairman Joshi asked why it is a condition for this permit if there is an ordinance. Mr. Forth said it reaffirms the ordinance. Chairman Corradini asked for the definition of 'overnight'. Mr. Forth stated reasonableness is important in implementing the condition. Mr. Adams stated the hours are limiting but the condition is good. Chairman Corradini asked about S. Westnedge Avenue and left turns out of the site. Mr. Feldt said left turns will not be prohibited but a condition could be established to restrict left turns onto S. Westnedge Avenue.

Chairman Corradini asked if the applicant would like to come forward. Scott Robinson with RNR Tire Express came forward. He stated he has nothing to add and that he would be happy to answer any questions. Commissioner Youngs asked if the used tires will be stored in the building. Applicant confirmed this as true. Commissioner Fries asked if the applicant is comfortable with the business hours. Applicant stated he is happy with the condition limiting hours.

Chairman Corradini opened the public hearing. No public testimony was heard. Vice Chairman Joshi moved to close the public hearing and Commissioner Baldwin supported.

MOTION MADE BY VICE CHAIRMAN JOSHI AND SECONDED BY COMMISSIONER YOUNGS: Approve the Special Land Use Permit for BCP Development LP; 6929 S. Westnedge Avenue; with the following conditions:

- 1. All services shall be performed within a completely enclosed building.**
- 2. No auto collision/body shop activities shall be permitted.**
- 3. No overnight outdoor storage/parking of automobiles that have been or are awaiting service or parts is permitted.**
- 4. Per approved ZBA 21-01 Condition: A maximum of three garage service bay doors are permitted for this proposed use.**
- 5. Right-turns only at both exits.**

Chairman Corradini asked Mr. Feldt for a roll call vote: Chairman Corradini (Yes), Vice Chairman Joshi (Yes), Commissioner Adams (Yes), Commissioner Pezzoli (No), Commissioner Baldwin (Yes), Commissioner Fries (Yes), Commissioner Youngs (Yes), and Commissioner Frieman (Yes).

SITE/FINAL PLANS:

1. Final Plan for Pennridge Trail Planned Development (Ph. 2 North); 1800 W Osterhout Ave. Mr. Feldt explained a final plan has been submitted by Westview Capital, LLC to construct Phase 2 North of the Pennridge Trail Planned Development (PD). The first part of Phase 1 involved the development of 22 single family detached units and construction of a new public street (Pennridge Drive) from West Osterhout Avenue. The second part of Phase 1 (Phase 1 North) involved the development of 11 duplex dwellings (22 units total) and construction of a private street extension of Pennridge Trail, north of Phase 1. The first part of Phase 2 involved 23 single family detached units and construction of a new public street (Alder Avenue and Schrier Lane). The second part of Phase 2 (Phase 2 North) was the subject proposal.

Mr. Feldt explained the background of the overall multiphase Pennridge Trail Planned Development condominium which was approved by Council in 2018 (case # 17/18-3) to allow a total of 137 homes on 46.54 acres consisting of a mix of single family detached and attached housing units served by new roads and utilities, new internal sidewalks, new emergency access drive, and other various site improvements such as stormwater facilities. Commissioner Pezzoli asked about additional access roads for the plan. Mr. Feldt said the issue is addressed in the report. Commissioner Fries asked about setbacks. Mr. Feldt clarified the setback requirements for the development. Commissioner Youngs asked about emergency exits. Mr. Feldt mentioned that an emergency exit gate will be managed by the city.

Chairman Corradini called the applicant forward. Applicant Brian Wood with Allen Homes introduced himself. Commissioner Adams asked the applicant why duplexes were selected as oppose to single family. Applicant responded that there is a large demand for duplexes. Commissioner Baldwin asked if trees will be planted on the site. Applicant described the berms and buffers that are part of the site. Commissioner Adams asked about the cost of units. Applicant stated they are unsure about the exact sale prices. Commissioner Youngs asked if the standards of the private road is the same as public roads. Applicant confirmed the question.

MOTION MADE BY COMMISSION ADAMS AND SECONDED BY COMMISSION YOUNGS to recommend to City Council that the Final Site Plan for Pennridge Trail Planned Development (Ph. 2 North) Units 23-74, 1800 W Osterhout Avenue, be approved.

Chairman Corroadini asked for Commission vote. The motion was unanimously approved.

Old Business:

1. Zoning Amendment for VCA Veterinary Animal Hospital, 5348 S. Westnedge Ave. Mr. Feldt stated the additional information requested from applicant was received but not with enough time for staff analysis. He continued to recommend moving the item to the next planning commission meeting.

MOTION MADE BY CHAIRMAN CORRADINIA AND SECONDED BY COMMISSION ADAMS TO CONTINUE THE ADJOURNMENT TO THE NEXT MEETING (OCTOBER 21, 2021).

Chairman Corroadini asked for Commission vote. The motion was unanimously approved.

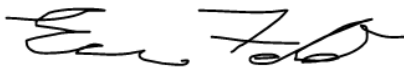
STATEMENT OF CITIZENS/COMMISSIONERS

Commissioner Frieman stated he will not be at the October 21 planning commission meeting. Commissioner Pezzoli stated he will be out in November. Vice Chair Joshi congratulated Mr. Feldt on serving as board liaison. Chairman Corradini also congratulated Mr. Feldt, commended the City's spotless election audit, expressed appreciation for the MAP workshop, stated this is the last meeting with printed materials, and acknowledged there was a new commissioner appointed.

ADJOURNMENT:

There being no further business to come before the Commission, Chairman Corradini adjourned the meeting at 8:22 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Eric Feldt". The signature is written in a cursive, flowing style.

TO: Planning Commission**DATE:** October 7, 2021**FROM:** Kelly Peterson, Director of Community Development**SUBJECT:** Final Plan for Pennridge Trail Planned Development (Ph. 2 North); 1800 W. Osterhout Avenue**I. INTRODUCTION:**

The developer seeks Planning Commission approval of a Final Plan for the northern portion of Phase 2 (units 23-74, duplex attached housing) of Pennridge Trail Planned Development. As mentioned under Background Information, previous phases of this development are currently under construction as being consistent with the initial 2018 plan development plan (see attached 2018 plan). The subject phase under consideration is shown in the vicinity map. Also, the final drawing of this phase is attached. Pictures of this subject, undeveloped area are attached as well.

II. BACKGROUND INFORMATION:

The multiphased Pennridge Trail Planned Development condominium was approved by Council in 2018. To facilitate this residential development, the land was rezoned from Light Industrial to Planned Development (PD) (case # 17/18-3) to allow a total of 137 homes on 46.54 acres consisting of a mix of single family detached and attached housing units served by new roads and utilities, new internal sidewalks, new emergency access drive, and other various site improvements such as stormwater facilities. The phases of development are shown on the attached site drawing. However, Phases 1 & 2 were approved as subphases with Phase 1 (units 1-22) consisting of 22 detached single family homes (currently fully developed), followed by Phase 1 north (units 1-22 attached units) consisting of 22 attached units (nearly fully developed). Then, Phase 2 was divided into units 23-45 (23 single family detached homes) along Alder Avenue and Schrier Lane (several home foundations in place; new road and public utilities constructed); and Phase 2 North (subject project) consisting of 52 attached homes (units 23-74) along Pennridge Drive and Kearns Court. The next and last phase is labeled 'Future Phase' on the attached site drawing. I would suggest the

The following is an excerpt from the 4/27/18 Planning Commission report of the Final Rezoning Report describing the overall development, consistency with adopted City plans, and specific items such as pedestrian access, traffic, etc.

"As indicated by the applicant, the objective of the Pennridge Trail PD is to create an attractive community with a clustered residential development of high quality, energy efficient homes, that preserves large trees/natural areas and incorporates additional open space and landscaping features for families, couples and single individuals. The project is proposed to be developed as both a site condominium subdivision with public streets and single family detached homes, and a condominium with private streets and two-family attached (duplex) dwellings for a total of 137 units on the 46.54 acre tract of land. The site condominium subdivision portion of the development is proposed along

the southern portion of the property and will involve a total of 63 single family detached units on 20.6 acres in three phases (Phase 1, 4 and 5). The condominium portion of the development is proposed along the northern portion of the property and will involve a total of 37 attached duplex buildings (74 units) on 25.9 acres in three phases (Phase 2, 3 and 6). Open space areas totaling approximately 16 acres, or 34% of the overall land area, are also proposed across the planned development with particular emphasis along the western perimeter of the property (where adjacent to the Penn-Central railroad tracks) and the northern portion of the site. To provide this additional open space, the applicant is proposing a smaller lot “clustered” form of residential development with reduced lot sizes and building setbacks and increased building lot coverage within the site condominium subdivision portion of the development. The overall development density for the residential community will be 2.9 units per acre (137 units on 46.54 acres).

As identified in the attached materials, a variety of floor plans are planned for the mixed detached/attached residential community. Single family detached homes within the site condominium subdivision portion of the development will range between 1,400-2,800 square feet of living area (excluding any basement area) with an attached two-car garage and deck or patio, while dwellings within the duplex condominium portion of the development will range between 1,040-2,800 square feet of living area (excluding any basement area) with an attached two-car garage and deck or patio. The PD narrative and proposed concept portfolio also indicates the homes will incorporate variations in architectural design and construction materials and range in price from \$220,000-\$300,000+. Other features of the proposed planned development project include:

- Pedestrian Walkway/Trailway – An internal pedestrian circulation network consisting of concrete sidewalks and asphalt trails will be provided throughout the development. Four-foot wide concrete sidewalks will be provided along both sides of the public streets within the site condominium subdivision and along one side of the private streets within the condominium portion of the development. Additionally, a 6-8 foot wide asphalt path will be constructed within open space areas along the northeastern portion of the development, providing a connection from Schrier Lane (public street cul-de-sac) and Pennridge Drive (private street cul-de-sac) to the Eliason Nature Preserve located immediately to the east. Where located within the site condominium subdivision, sidewalks will be located within the public street right-of-way and maintained by the individual lot owners. Where located with the condominium portion of the development, along the private streets and within open space areas, the sidewalks and paths will be owned and maintained by the condominium association.
- Storm Water Management - Storm water runoff associated with the public and private streets will be collected and conveyed to infiltration basins and/or natural low areas situated along the northern and central portions of the subject property: Possible locations are identified on the tentative plan. While the storm water piping located within the public streets will be owned and maintained by the city, the storm water piping located within the private streets

along with storm water disposal areas situated within common open spaces will be owned and maintained by the condominium association with appropriate easements and indemnification provided to the city.

- Vehicular Access – Access to the Pennridge Trail PD will be provided through a new public street from West Osterhout Avenue (along the eastern portion of the property) and an internal public/private street network. This new public street access will include a boulevard entrance with one lane of ingress and two lanes of egress. A dedicated left-turn lane will be constructed within West Osterhout Avenue. Since there are more than 20 residential lots with only one formal access point, the developer is requesting a variance from this provision.

During administrative review of the tentative plan, a second public street access to West Osterhout Avenue, along the western portion of the property, was also considered. However, due to safety concerns related to the close proximity of this public street intersection to the Penn-Central railroad tracks, this second West Osterhout Avenue public access point is not recommended. A future connection to the east was also considered but with the acquisition of the abutting by the City of Portage and development of the Eliason Nature Reserve Trail, a connection to the east is no longer possible. In lieu of a second public street access to West Osterhout Avenue or a future connection to the east, the developer will construct a permanent emergency vehicle access drive to the adjacent property to the north located at 9801 Shaver Road. The City Administration has reviewed this alternative emergency access arrangement and found it acceptable. The developer of the Pennridge Trail PD and the owner of 9801 Shaver Road will provide the city the necessary easements and maintenance agreements for this permanent emergency vehicle access before development of Phase 2.

- Housing Types and Building Setbacks – The applicant plans to incorporate a variety of different residential elevations and floor plans into the development (see narrative and concept portfolio). Single family detached homes within the site condominium subdivision will range between 1,400–2,800 square feet of living area (excluding any basement area) with an attached two-car garage and deck or patio. Duplex dwellings within the condominium portion of the development will range between 1,040–2,800 square feet of living area (excluding any basement area) with an attached two-car garage and deck or patio. As indicated by the applicant, lots within the site condominium subdivision will maintain a minimum 60-foot wide lot width and a minimum 8,000 square foot lot area with the average lot area being approximately 9,720 square feet. A maximum building lot coverage of 30% is proposed. Single family detached homes will maintain minimum setbacks of 25-foot (front), 25-foot (rear) and 5-foot (side) with a minimum 15-foot separation between homes. Additionally, a 15-foot side setback will be provided along the long side of the corner lots. Duplex buildings within the condominium portion of the development will maintain a minimum 40-foot perimeter setback from all property lines, 25-foot setback from the edge of the private streets and 20-foot separation between duplex buildings.

- Phasing – The Pennridge Trail PD and construction of the 137 total residential dwelling units and associated infrastructure is proposed to occur in six phases over an approximate 10-year period with Phase 1 planned for 2018-2019. Phase 1 will include 21 site condominium lots and will begin along the southeast portion of the overall property with a public street constructed from West Osterhout Avenue. The remaining phases of the development are planned as follows: Phase 2 (22 duplex units) 2019-2021; Phase 3 (22 duplex units) 2020-2023; Phase 4 (24 lots) 2021-2024; Phase 5 (18 lots) 2022-2026 and Phase 6 (30 duplex units) 2023-2028. Since the total number of site condominium subdivision lots will be 63 with construction of Phase 1, 4 and 5, the applicant on Page 6 of the written narrative is requesting a modification from the maximum 20-lots on a cul-de-sac provision of the Subdivision and Land Division Regulations [Section 42-803(i)].

PRELIMINARY ANALYSIS - 2018 Rezoning, Tentative Plan

The following analysis has been prepared based on general land use considerations, the Comprehensive Plan, traffic conditions and surrounding development patterns. Issues to be considered are consistency with the Future Land Use Plan Map and Development Guidelines, suitability of the existing zoning classification and the impacts of the proposed zoning classification.

Comprehensive Plan/Future Land Use Map Consistency. The Future Land Use Plan Map component of the Comprehensive Plan identifies the subject property, along with adjacent properties to the south (along the south side of West Osterhout Avenue), as appropriate for Low Density Residential land use. Adjacent properties to the east are designated for Park/Recreation and Low Density Residential land uses. Adjacent properties to the north and northwest are identified for Shaver Road Business Corridor and General Business land uses, while adjacent properties to the west (along the west side of the Penn-Central railroad tracks) are designated for High Density Residential land use.

The Comprehensive Plan defines the “Low Density Residential” land use classification to include areas planned for future low density residential developments ranging from 1-4 units per acre. As indicated in the attached materials, the density of Pennridge Trail is approximately 2.9 units per acre. The Comprehensive Plan further identifies the purpose of the low density residential classification to establish areas for future low density, single family development, protect existing established neighborhoods from the intrusion of incompatible land uses and encourage additional “higher value” housing taking advantage of available attractive natural features and other amenities.

Development Guidelines. The Development Guidelines are intended to be used by the Commission and staff when reviewing private development proposals, infrastructure improvement programs (i.e. public expenditures on streets, sewers and water mains that influence the location, intensity and timing of development) and public programs that affect the physical environment. The guidelines also provide direction and underpinning for regulations that affect land use (e.g. zoning, subdivision, parking, landscaping and others), may suggest incentives to influence community development and

preservation and may suggest adjustments to other policies that influence the use of land for consistency with community development objectives. An evaluation of the Development Guidelines will be provided with the final report and staff recommendation.

Suitability of Existing I-1 Zone/Impacts of Proposed PD Zone. The subject properties have been zoned I-1, light industry since comprehensive zoning of the city in 1965. While the I-1 district may have been considered a suitable zoning district in 1965 as a result of the adjacent railroad tracks, it has never been developed with an industrial use. According to the current property owner, the land has been actively marketed for sale since 1993. The lack of industrial development interest is likely attributed to location (distance from major transportation routes, competition from other, more desirable industrial locations and adjacent residential land uses). Given the surrounding residential zoning and land use pattern, the proposed PD zone and mixed residential development project offers a more suitable option for the subject properties. Although an occasional passing train will result in noise and vibration, the decision to live near an active railroad line is a personal choice. While the PD ordinance permits up to 20% nonresidential land use, the proposed Pennridge Trail PD does not include a nonresidential land use element. Additionally and while the PD ordinance allows an overall residential development density of up to 7.0 units per acre, the proposed Pennridge Trail PD proposes an overall single family residential development density of 2.9 units per acre.

The proposed PD zone offers flexibility for the applicant and assurances to the community on how the property will be developed (i.e. types of land uses, density, location and so forth). As proposed by the applicant, the Pennridge Trail PD will result in a similar residential density that could be developed under a traditional subdivision (R-1B/R-1C district) with a more creative design that preserves open space and natural features.

Modifications. In conjunction with the proposed tentative plan, the applicant is requesting modifications from two Subdivision and Land Division Regulation provisions involving the maximum number of lots on a cul-de-sac street and installation of a five-foot wide concrete sidewalk along West Osterhout Avenue. Section 42-375.L of the Zoning Code allows City Council the authority to waive or modify standards of the PD ordinance where it finds such specifications are not in the best interests of the residents of the planned development and that modifications are not inconsistent with the interests of the entire city.

Since a second public street access from West Osterhout Avenue is not recommended given the proximity to the Penn-Central railroad tracks and a future connection to the east is no longer possible, construction of the site condominium subdivision portion of the development (Phases 1, 4 and 5) will result in a total of 63 lots on a public cul-de-sac street. Section 42-803(i) of the Subdivision and Land Division Regulations limits the number of lots on a residential cul-de-sac street to 20. As discussed previously and to provide an alternative secondary access to the development, a permanent emergency vehicle access connecting the northern portion of the Pennridge Trail PD (from Kearns Court) to the adjacent former Charles River industrial property located to the north at 9801 Shaver Road will be provided. Given the characteristics of the property and surrounding area, the City Administration is supportive of this requested modification.

While the developer will install four-foot wide concrete sidewalks along both sides of the public streets within the site condominium subdivision, Section 42-804 of the Subdivision and Land Division Regulations also requires the installation of a five-foot wide concrete sidewalk along the West Osterhout Avenue frontage. Given the proposal to install an internal network of sidewalks and trails within the Pennridge Trail PD including a connection to the adjacent Eliason Nature Preserve trail, combined with the lack of existing sidewalks along West Osterhout Avenue and no future plans by the city to install sidewalks along West Osterhout, the developer is requesting a modification from this requirement. As information for the Commission, sidewalks were once planned along West Osterhout Avenue. However, and with the reconstruction of West Osterhout Avenue in FY 2014-2015, proposed sidewalks were replaced with a wider paved shoulder to better accommodate non-motorized traffic. For these reasons, staff is supportive of this requested modification.

Traffic Considerations. The Trip Generation Manual published by the Institute of Traffic Engineers (ITE) estimates that a single family residential dwelling will generate approximately 10-12 vehicle trips per day ("trip" defined as one vehicle movement either in or out of the development). Upon full build-out of the Pennridge Trail PD (estimated at approximately 10 years), the 137 dwelling unit project will generate approximately 1,370-1,644 vehicle trips per day. As previously indicated, West Osterhout Avenue is a 2-lane minor arterial roadway with 3,905 vehicles per day (2015) and a capacity of 16,500 vehicles per day (level of service "D"). Anticipated traffic generation associated with a single family residential development on the subject property can be accommodated by the adjacent roadway system. In an effort to facilitate through traffic and left-turn movements into the proposed development, a left-turn lane will be constructed in West Osterhout Avenue at the new public street (Pennridge Drive) intersection."

III. ANALYSIS:

As mentioned under Background Information, the overall planned development gained tentative plan approval in 2018 meeting items 'A' - 'G' of Sec 42-375 Plan Review and Approval Planned Development. The remaining items under that code section address Final Plan criteria, which are discussed below.

Pursuant to Sec 42-375 (H) Standards for Final Plan, a final plan for development of the planned development shall be submitted to the planning commission for recommendation and to council for approval. The application shall include such drawings, specifications, covenants, easements and conditions and form of bonds as were set forth by resolution at the time of tentative approval. Generally, the Final Plan shall be in substantial compliance with the approved tentative plan and generally shall not vary by more than 10% of density, use, or overall building size. Staff notes that the subject Final Plan application and material matches the same number and location of duplex units (52) as shown in the 2018 tentative development plan.

Further, items 'I' - 'M' of Sec 42-375, the Final Plan shall generally meet deadlines for initiating construction, be consistent with phasing of the overall development plan from the 2018 tentative plan, obtain approvals to waive/ modify specifications, and determine nonconformities of any

existing development. Staff notes that the subject phase was forecasted to be under construction during years 2020-2023, as noted under Background Information. If approval is gained, this time period is expected to be met. The subject phase matches the phase boundary and types of units as shown on the 2018 tentative plan drawing (see attached drawing). During approvals of the past phases of this development some elements were modified, as described under Background Information. These modifications include increasing the number of units served by a cul-de-sac, installing an emergency-only driveway in-lieu of a second street frontage, and installing various internal sidewalks and connection to the existing public trail in-lieu of installing a sidewalk along Osterhout Avenue. There are no planned modifications under the subject proposal. Lastly, there are no existing uses or buildings that became non-conforming with the past rezoning to Planned Development.

Finally, and for Commission information, the access drive that provides a second means of ingress/egress during emergency situations has been constructed and reviewed/approved by the Fire Division. This emergency access drive is located at the north end of Pennridge Trail development site and provides access to Shaver Road across the property addressed as 9801 Shaver Road.

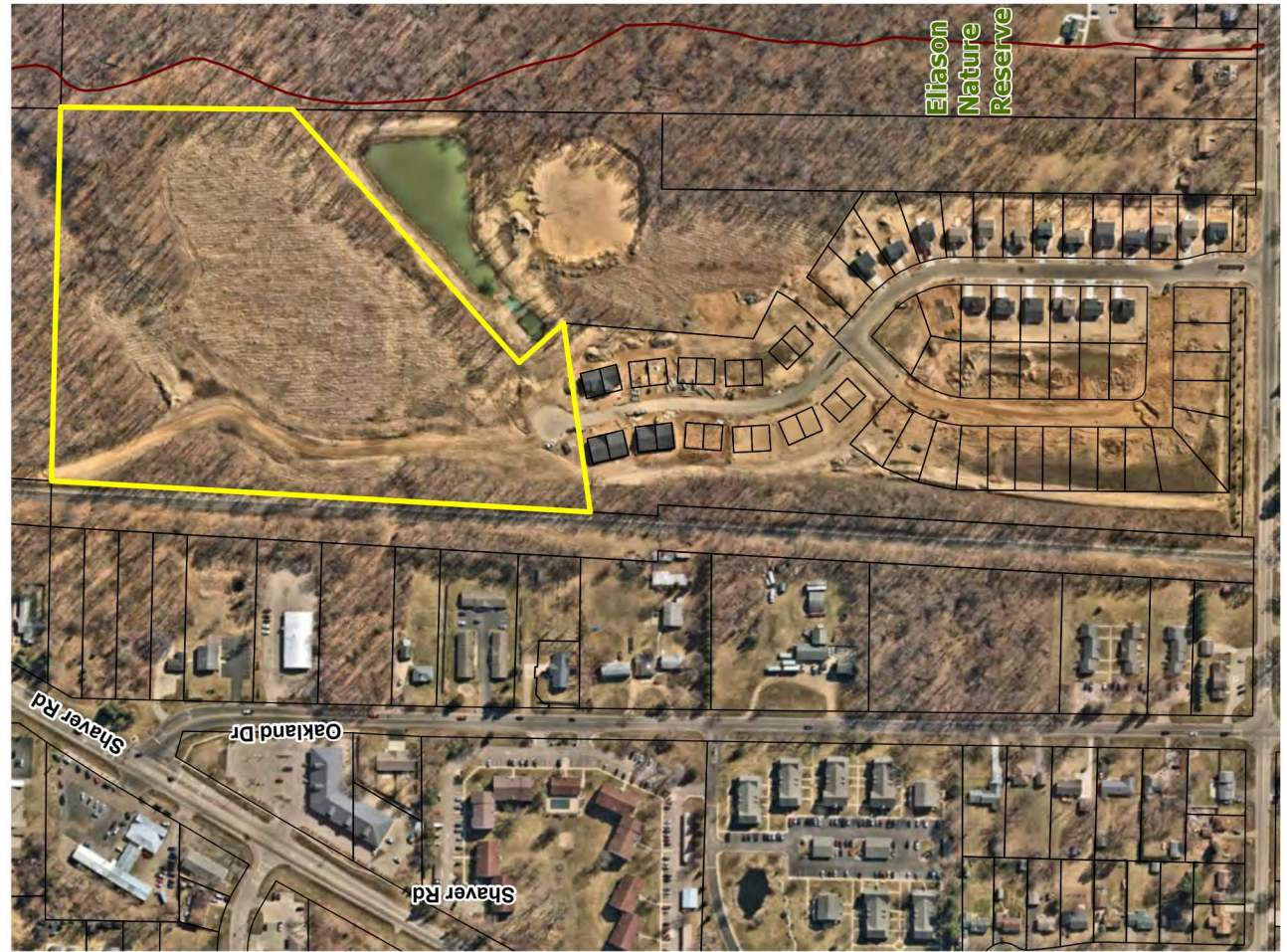
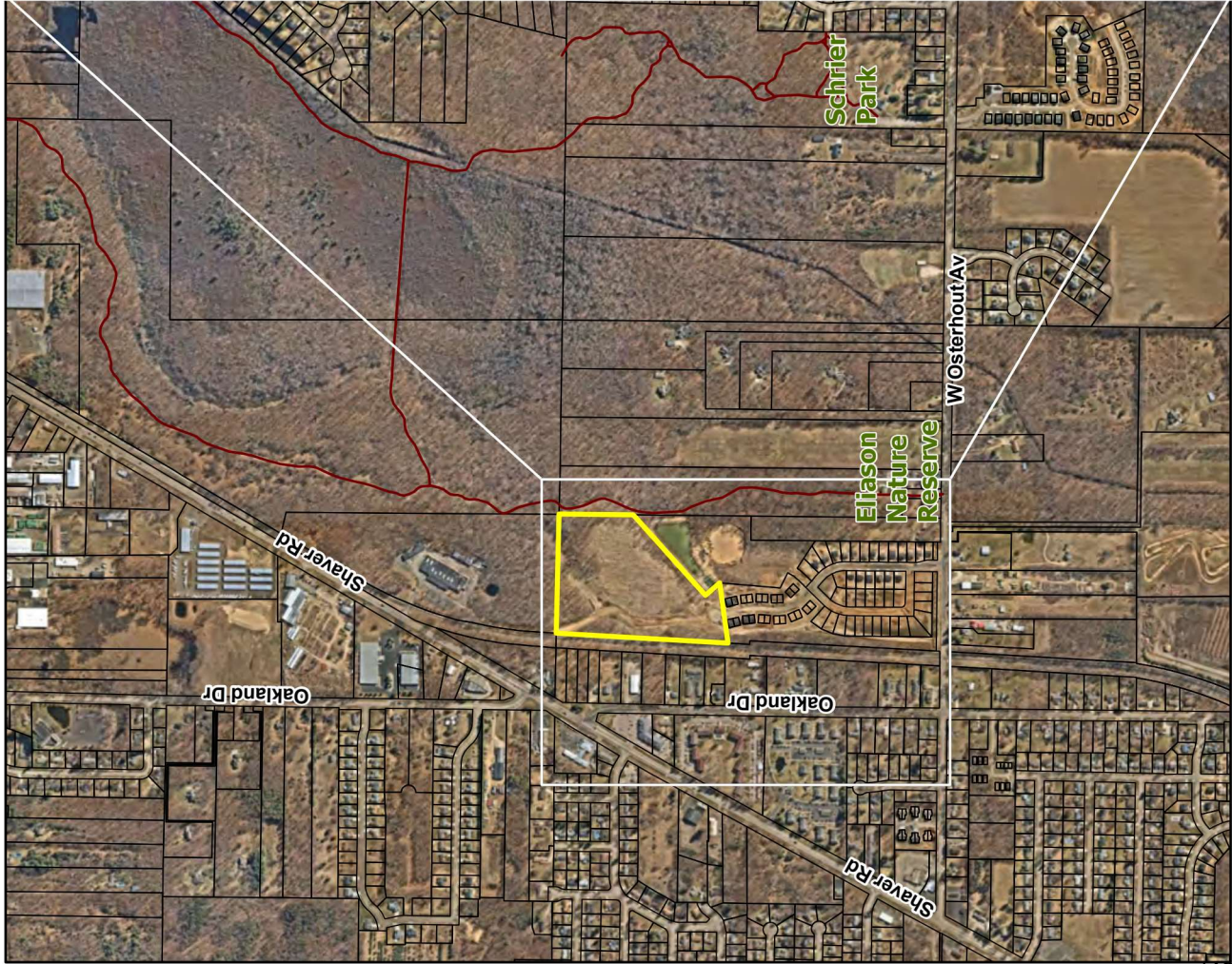
IV. RECOMMENDATION:

The final/site plan has been reviewed by the City Administrative departments. Staff advises that the Planning Commission recommend to City Council that the Final/Site Plan for Pennridge Trail Planned Development (Phase 2 North; units 23-74), 1800 West Osterhout Avenue, be approved. Subsequent to the Planning Commission review, City Council will collectively consider the Final/Site Plan for Phase 2 North (units 23-74).

Attachments:

1. Vicinity Map
2. 2021-02-04 Commercial Development Application
3. 2021-09-28 Pennridge Trail North Phase 2 Final Prelim Condo PD Site Plan - Current
4. 2018 PD Tentative Plan; Rezoning
5. Combined Pictures
6. 2018 Tentative Plan; House Plans, Facades

Final Plan Phase Two: North Pennridge Trail Condominium
1800 West Osterhout Avenue



Department of Community Development
7900 South Westridge Avenue • Portage, Michigan 49002 • (269) 329-4477

Applicant must complete all items in Sections 1 through 5, if applicable.
Please note: Separate applications must be submitted for Plumbing, Mechanical, and Electrical Work Permits.

PROJECT NAME "Pennridge Trail North" (phase 2)		ADDRESS 1800 West Osterhout Ave., Portage, MI 49024	
NAME Westview Capital, LLC		ADDRESS 2186 East Centre Ave.	
CITY Portage	STATE MI	ZIP CODE 49002	TELEPHONE NUMBER (269) 321-2610
NAME Pat Flanagan / Ingersoll		ADDRESS 1209 East Milham Road, Suite B	
CITY Portage	STATE MI	ZIP CODE 49002	TELEPHONE NUMBER (269) 344-6165
LICENSE NUMBER 38170			EXPIRATION DATE 7/31/2023
NAME N/A		ADDRESS	
CITY	STATE	ZIP CODE	TELEPHONE NUMBER
BUILDERS LICENSE NUMBER		GENERAL EMPLOYER ID NUMBER OR REASON FOR EXEMPTION	
APPLICANT'S COMP INSURANCE CARRIER OR REASON FOR EXEMPTION		FIRM EMPLOYER NUMBER OR REASON FOR EXEMPTION	
☐ SITE PLAN ☐ BUILDING PLAN ☒ FINAL PLAN IN PLANNED DEVELOPMENT ☐ SUBDIVISION ☐ PRELIMINARY ☐ FINAL PRELIMINARY ☐ FINAL ☐ CONDOMINIUM (SHALL HAVE STADIUM) ☐ TENTATIVE ☐ ENGINEERING ☐ ACCEPTANCE ☐ LAND DIVISION REQUIRING PUBLIC IMPROVEMENTS ☐ LANDSCAPE PLAN ☐ PUBLIC SANITARY SEWER MAIN ☐ PUBLIC WATER MAIN ☐ OTHER _____			
PROJECT DESCRIPTION Proposed 52 unit condominium with private roads and storm sewer, and public water main and sanitary sewer.			
ADDITIONAL AREA ☐ NEW BUILDING _____ ☐ ADDITION _____ ☐ ALTERATION _____ ☐ REPAIR _____		CLASSIFICATION PER BUILDING CODE BUILDING USE _____ CONSTRUCTION TYPE _____ NO. OF OCCUPANTS _____ AREA/FLOOR _____ NO. FLOORS _____	
		PROJECT VALUATION \$ _____	

GENERAL USE SIZE

N/A

☐ 5/8" ☐ 3/4" ☐ 1" ☐ 1-1/2" ☐ OTHER _____ ☐ IRRIGATION SIZE _____ ☐ FIRE SPRINKLER SIZE _____

N/A

☐ 200 AMP ☐ 400 AMP ☐ 600 AMP ☐ 800 AMP ☐ 1000 AMP ☐ OTHER _____

N/A

 AIR CONDITIONING? ☐ YES ☐ NO FIRE SUPPRESSION? ☐ YES ☐ NO HOOD SYSTEM? ☐ YES ☐ NO

REQUIRED SUBMITTALS FOR PLAN REVIEW

(Plans shall be signed and sealed when required in accordance with State of Michigan Act No. 299 of Public Acts of 1980.)

All plans shall be drawn on uniform sheets no greater than 30"x42".

All plans shall be drawn to an architectural scale.

All plans shall be clear, legible and accurate.

Plans shall be stapled along the left margin.

TYPE OF PLAN SUBMITTED

	YES	NO	NA
BUILDING	☐	☐	☐
ELECTRICAL	☐	☐	☐
PLUMBING	☐	☐	☐
MECHANICAL	☐	☐	☐

BUILDING CODE: Site plan, foundation plan, soil bearing capacity, floor plans, building elevations, building sections, framing plans, details, roof plan, roof finish schedule, door schedule, roof live and dead loads.

ELECTRICAL CODE: Lighting layout, circuiting, switching, conductor and raceway sizes, wattage schedule, service location and riser diagram, load calculations, and appropriate plans showing standard symbols of all electrical equipment.

PLUMBING CODE: Site plan, floor plans, DWV riser diagrams and water distribution system and roof plan. Show direction of flow, pipe sizes, grade of horizontal piping, elevations, drainage fixture unit loading at both stacks and drains in the DWV system, supply fixture unit load for the water system, branch supplies serving more than one plumbing fixture, appliance or hose outlet, meter locations.

MECHANICAL CODE: Plans indicating heating equipment, air conditioning equipment, ductwork material and layout, fire dampers, ventilation of rooms and areas, location of chimneys and vents, piping layouts, kitchen equipment layout, combustion air. (Plans for fire suppression systems maybe submitted after permit issuance, but are required prior to installation.)

ENERGY CODE: Floor plans, building sections, details, average annual degree days, exterior envelope component materials, "U" values of elements, "R" values of insulating materials, size and type of apparatus and equipment, energy calculations.

PLEASE NOTE - Additional plan review fee(s) required for all non-concurrent plan submittals.

APPLICANT IS RESPONSIBLE FOR THE PAYMENT OF ALL FEES AND CHARGES APPLICABLE TO THIS APPLICATION AND MUST PROVIDE THE FOLLOWING INFORMATION:

NAME Westview Capital, LLC		TELEPHONE NUMBER (269) 321-2610	
ADDRESS 2186 East Centre Street	CITY Portage	STATE MI	ZIP CODE 49002

I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS HIS/HER AUTHORIZED AGENT, AND I AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THE STATE OF MICHIGAN AND ORDINANCES OF THE CITY OF PORTAGE. ALL INFORMATION SUBMITTED ON THE APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE.

2/1/2021

SIGNATURE OF APPLICANT:

Brian Wood

DATE

USE GROUP _____

APPLICATION NO. _____

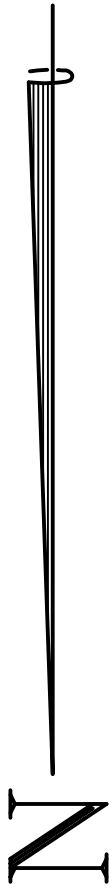
TYPE OF CONSTRUCTION _____

DATE APPLICATION RECEIVED _____

PLAN REVIEW SUBMITTED? ☐ YES ☐ NO

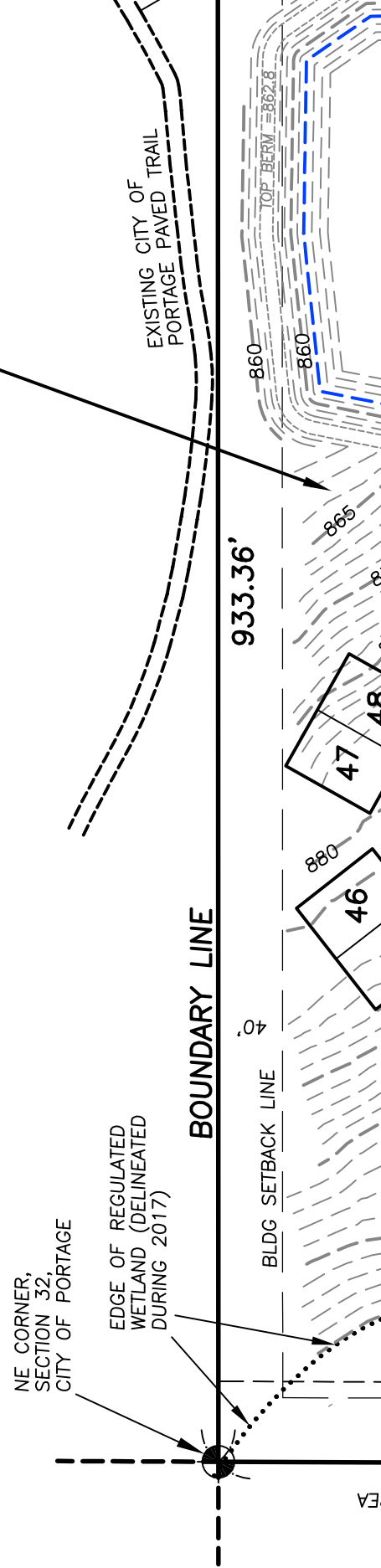
FEES RECEIVED _____

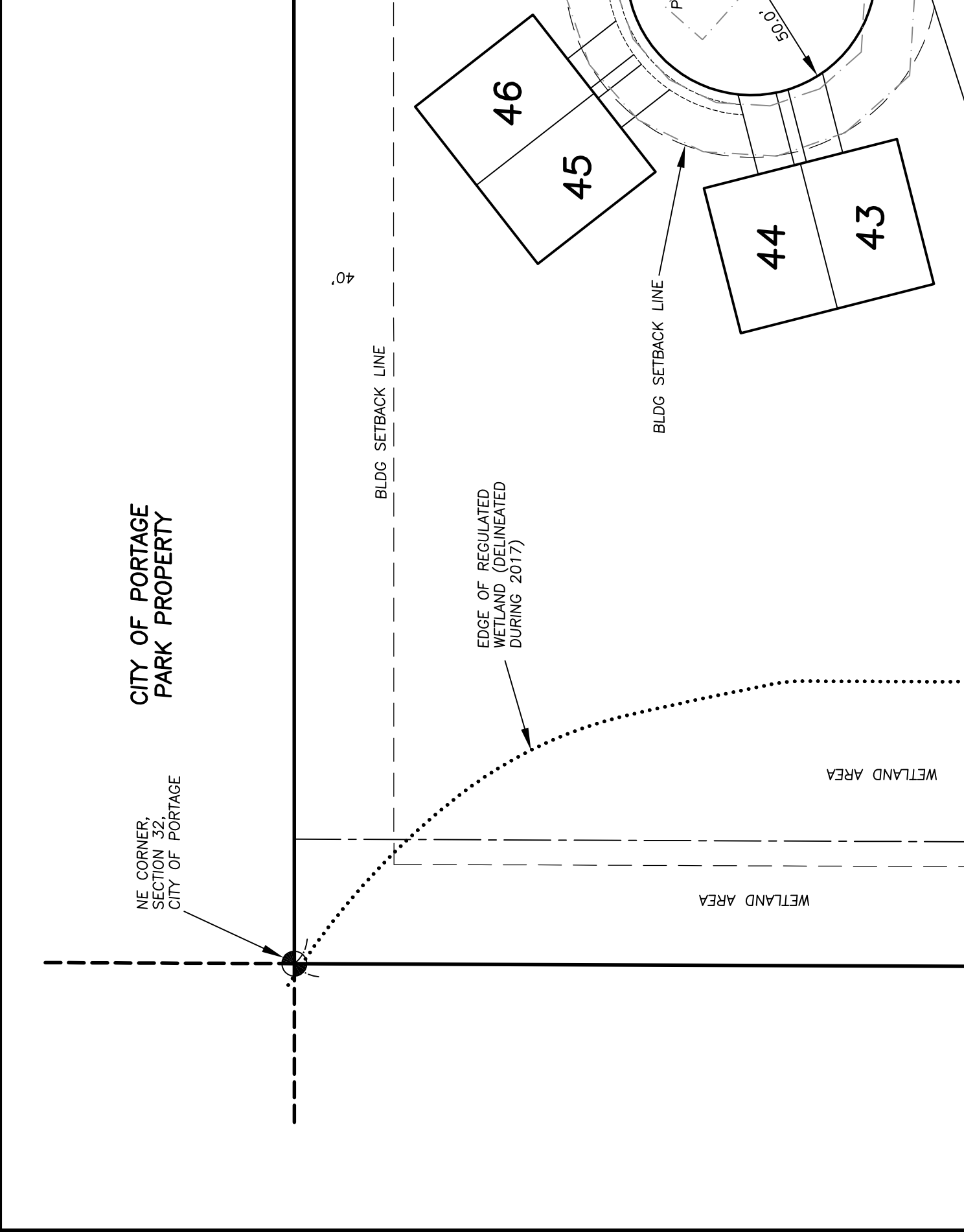
INVOICE # _____

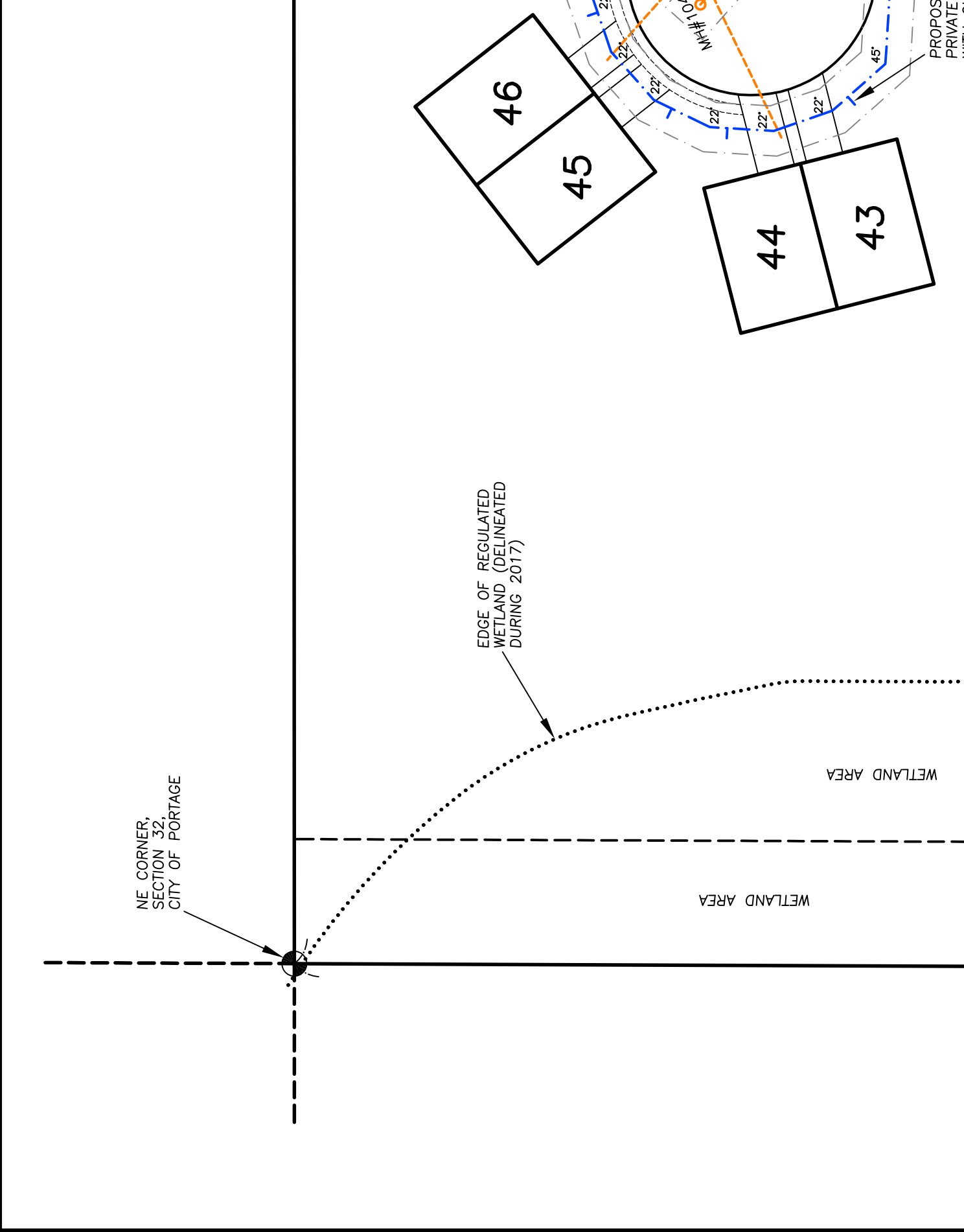


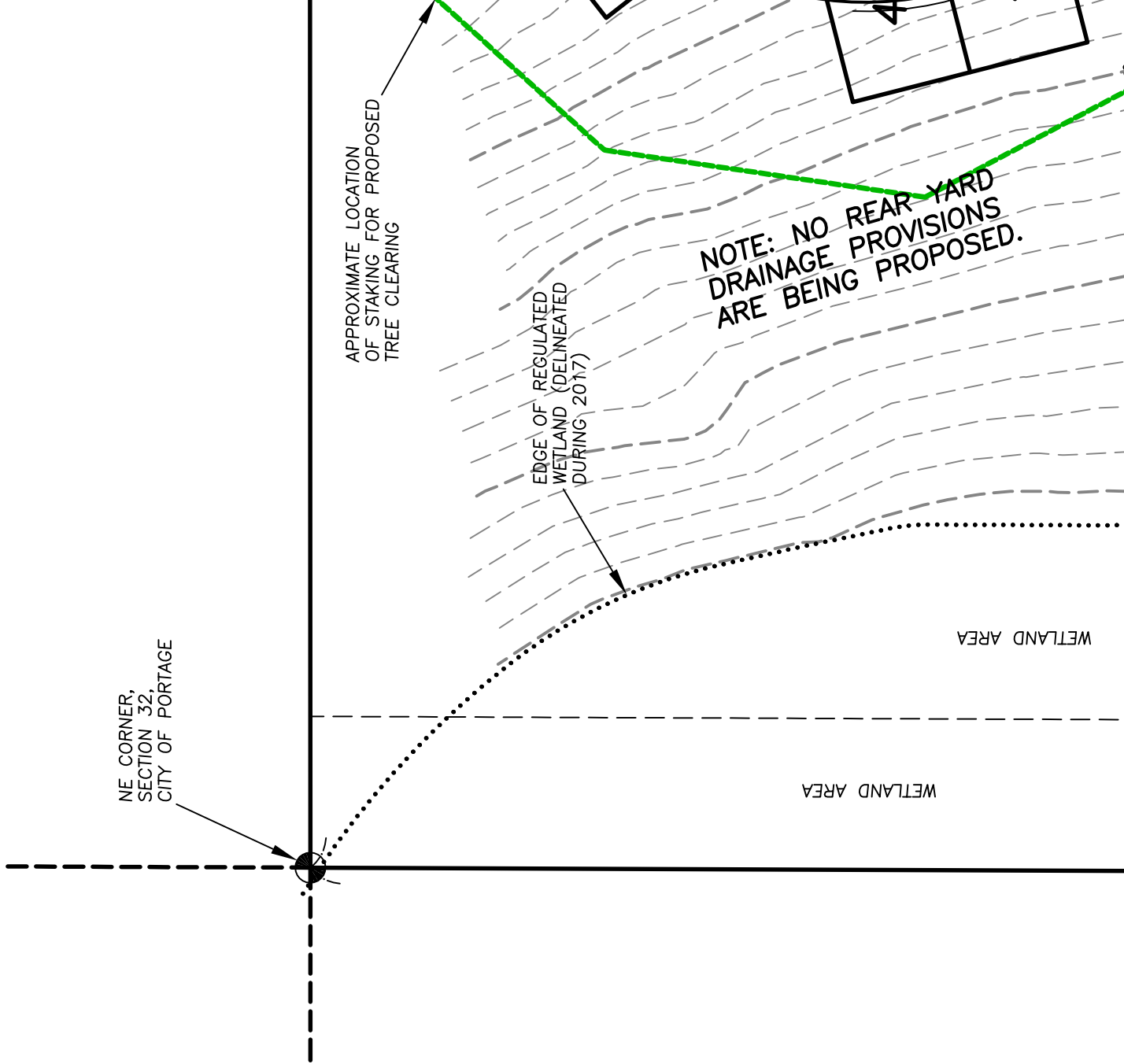
NOTE: ALL MDEQ & EGLE APPROVALS
AND PERMITS SHALL BE OBTAINED
PRIOR TO STARTING UTILITY INSTALLATION.
EROSION CONTROL PERMIT SHALL BE
OBTAINED FROM THE CITY OF PORTAGE
PRIOR TO ANY EARTHMOVING ACTIVITIES.

PHASE 2 AR
ADDRESS = 180
CURRENT









GENERAL NOTES

- 1) CONTRACTOR SHALL NOTIFY MISS DIG AT 1-800-482-7171 72 HOURS PRIOR TO THE START OF CONSTRUCTION.
- 2) LOCATIONS OF UNDERGROUND UTILITIES SHOWN ON THESE PLANS ARE APPROXIMATE. ADDITIONAL UNDERGROUND UTILITIES MAY EXIST ON THIS SITE WHICH ARE NOT SHOWN ON THESE PLANS. CONTRACTOR SHALL BE RESPONSIBLE TO LOCATE AND PROTECT ALL UTILITIES ON SITE, WHETHER SHOWN ON THESE PLANS OR NOT.
- 3) CONTRACTOR SHALL PROVIDE ALL SIGNS, FENCING, LIGHTS, BARRICADES, ETC. NECESSARY TO PROVIDE FOR PUBLIC SAFETY DURING CONSTRUCTION.
- 4) REQUESTS FOR CONSTRUCTION STAKING SHALL BE DIRECTED TO THE ENGINEER A MINIMUM OF 48 HOURS PRIOR TO THEIR ACTUAL NEED.
- 5) IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO COORDINATE WITH ALL UTILITY COMPANIES FOR THE PROTECTION AND/OR RELOCATION OF EXISTING UTILITIES.
- 6) ALL MATERIALS PLACED DURING CONSTRUCTION SHALL BE IN NEW CONDITION, SHALL BE FREE FROM DEFECTS AND SHALL BE SUBJECT TO INSPECTION AND APPROVAL BY THE CITY AND THEIR INSPECTOR.
- 7) ALL CONSTRUCTION SHALL BE SUBJECT TO CONSTRUCTION INSPECTION BY OWNER, OWNER'S REPRESENTATIVE, AND THE CITY OF PORTAGE.
- 8) ELEVATIONS SHOWN ON THESE PLANS ARE BASED ON USGS DATUM AS PROMULGATED WITHIN THE CITY OF PORTAGE.
- 9) ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF PORTAGE CONTRACT CONDITIONS AND SPECIFICATIONS.
- 10) A SOIL EROSION CONTROL PERMIT NEEDS TO BE OBTAINED PRIOR TO THE COMMENCEMENT OF ANY GRADING ACTIVITIES.

CONSTRUCTION NOTES

- 1) ALL PIPE LENGTH DISTANCES ARE FROM CENTER TO CENTER OF STRUCTURE.
- 2) ALL TRENCHING AND BACKFILLING FOR UTILITIES SHALL COMPLY WITH REQUIREMENTS OF THE CITY OF PORTAGE STANDARD SPECIFICATIONS AND THE REQUIREMENTS INDICATED ON THE CONSTRUCTION DRAWINGS.
- 3) ALL CONSTRUCTION SHALL COMPLY WITH ALL LOCAL, STATE, AND FEDERAL RULES, REQUIREMENTS, AND LAWS.

WATER MAIN NOTES

- 1) ALL 8" OR 10" WATER MAIN SHALL BE AWWA C151, CLASS 52 DUCTILE IRON PIPE. ALL 12" WATER MAIN SHALL BE AWWA C151, CLASS 53 DUCTILE IRON PIPE. ALL PIPE SHALL HAVE CEMENT LINING AND SHALL BE INSTALLED ACCORDING TO THE CITY OF PORTAGE STANDARD SPECIFICATIONS (AVAILABLE AT CITY OF PORTAGE WEBSITE: www.portagemi.gov).
- 2) ALL WATER MAIN CONSTRUCTION SHALL BE SUBJECT TO INSPECTION BY A CITY OF PORTAGE APPROVED INSPECTOR.
- 3) MINIMUM 5.0' AND MAXIMUM 6.0' OF COVER OVER NEW WATER MAIN PIPE IS REQUIRED ONCE FINAL SITE GRADING IS COMPLETE.
- 4) WATER SERVICES SHALL BE INSTALLED IN ACCORDANCE WITH CITY OF PORTAGE STANDARD DETAIL SD-153, TYPICAL SERVICE LINE AND METER BOX INSTALLATIONS. PLUMBING PERMIT REQUIRED.
- 5) HYDRANT ASSEMBLIES SHALL BE INSTALLED IN ACCORDANCE WITH CITY OF PORTAGE STANDARD DETAIL SD-144, AUXILIARY VALVE LOCATION.
- 6) HYDRANT SIGNS SHALL BE INSTALLED IN ACCORDANCE WITH CITY OF PORTAGE STANDARD DETAIL SD-145, STANDARD HYDRANT SIGN.

TO: Planning Commission

DATE: April 13, 2018

FROM: Christopher Forth, Acting Director of Community Development

SUBJECT: Preliminary Report: Rezoning Application #17/18-3, Pennridge Trail Planned Development, 1722, 1800 West Osterhout Avenue and 10099, 10117 and 10121 Oakland Drive

I. INTRODUCTION:

A PD, planned development rezoning application has been received from Westview Capital, LLC for a 46.54 acre tract of land addressed as 1722 and 1800 West Osterhout Avenue and 10099, 10117 and 10121 Oakland Drive. Attached is the rezoning application, narrative, tentative plan and supporting materials.

Applicant	Property Address	Parcel Number	Zoning	
			Existing	Proposed
Westview Capital, LLC	1722 West Osterhout Avenue	00032-180-O	I-1	PD
	1800 West Osterhout Avenue	00032-175-O	I-1	PD
	10099 Oakland Drive	00032-195-O	I-1	PD
	10117 Oakland Drive	00032-190-O	I-1	PD
	10121 Oakland Drive	00032-200-O	I-1	PD
Five parcels – 46.54 acres				

II. EXISTING CONDITIONS:

Existing Land Use/Zoning	<u>Rezoning Site:</u> Vacant land (1800 West Osterhout, 10099, 10117 and 10121 Oakland Drive) and a vacant, non-conforming single family residence (1722 West Osterhout) zoned I-1, light industry. <u>East:</u> Single family residences (1702 and 1620 West Osterhout) and the Eliason Nature Preserve (1614 West Osterhout) zoned RM-1, multiple family residential. <u>North:</u> Former Charles River Industries facility (9801 Shaver Road) zoned I-2, heavy industry. <u>South (across West Osterhout):</u> Non-conforming single family residences (1909 and 1847 West Osterhout), R & T Auto Repair (1903 West Osterhout) and J & B Professional Tree Service (1811 West Osterhout) zoned I-1, light industry. <u>West (across railroad tracks):</u> Multiple family residences and vacant land zoned RM-2, multiple family residential and commercial businesses and vacant land zoned B-3, general business.
Zoning/Development History	No rezoning of properties in the surrounding area within the past 10 years.
Historic District/Structures	The subject site is not located within a historic district and does not contain any historic structures.
Public Streets	West Osterhout Avenue is designated as a 2-lane minor arterial with 3,905 vehicles per day (2015); capacity of 16,500 vehicles per day (level of service "D").
Public Utilities	Municipal water and sewer are available and will serve the development.

Environmental	The City of Portage Natural Features Map identifies a small wetland area situated along the northern portion of the subject property. A 2017 Wetland Delineation conducted by the applicant has identified the boundaries of this wetland area which are illustrated on the tentative plan. No development activities (home/road construction) are proposed within this designated wetland area.
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III. ZONING CODE/PLANNED DEVELOPMENT PROCEDURES & REGULATIONS

The PD, planned development chapter establishes a two-part review and approval process: Tentative plan review and final plan review for each phase of the development. The applicant is required to submit a tentative plan that outlines the development concept (phases) for the entire project. Although conceptual in nature, specific statements, proposals, plans and schedule for the ultimate development of the site are required. The tentative plan is submitted for administrative review and scheduled for Planning Commission review and a public hearing. Both the written and graphic information constitutes a tentative plan.

The Planning Commission will provide a recommendation to City Council regarding the tentative plan. If approved, the planned development must proceed in accordance with the tentative plan. Approval of the tentative plan by Council constitutes rezoning of the land to PD and allows for the submission of a final plan for Administrative, Planning Commission and City Council review. A final plan is submitted in detailed form and is subject to a review process similar to a site plan. If no final plan for development is submitted within two years from the date of approval of the tentative plan, Council may either extend the approval for a period not to exceed two years or immediately initiate rezoning proceedings to re-designate the property to a more suitable zoning classification. Under the terms of the ordinance, any change to the tentative plan, such as modifying an approved land use class or adding a land use class, will require formal review and approval, with public hearings, in a manner similar to a rezoning procedure.

Section 42-374 of the Land Development Regulations contains the PD district development standards. This section provides flexibility in the types of land uses of which up to 20% of the total land area available can be utilized for nonresidential uses. The planned development is required to provide public water, public sanitary sewer and a pedestrian system. The applicant must demonstrate that the plan cannot be developed under other sections of the Zoning Code or must provide a mixture of housing types. The overall density of the project may not exceed seven units per acre and density in any one phase may not exceed 12 units per acre. Single family "lots" cannot average less than 6,500 square feet with a minimum of 5,000 square feet. Building setbacks, building height, open space and screening are also regulated under the ordinance.

IV. PROPOSED TENTATIVE PLAN:

As indicated by the applicant, the objective of the Pennridge Trail PD is to create an attractive community with a clustered residential development of high quality, energy efficient homes, that preserves large trees/natural areas and incorporates additional open space and landscaping features for families, couples and single individuals. The project is proposed to be developed as both a site condominium subdivision with public streets and single family detached homes, and a condominium with private streets and two-family attached (duplex) dwellings for a total of 137 units on the 46.54 acre tract of land. The site condominium subdivision portion of the development is proposed along the southern portion of the property and will involve a total of 63 single family detached units on 20.6 acres in three phases (Phase 1, 4 and 5). The condominium portion of the development is proposed along the northern portion of the

property and will involve a total of 37 attached duplex buildings (74 units) on 25.9 acres in three phases (Phase 2, 3 and 6). Open space areas totaling approximately 16 acres, or 34% of the overall land area, are also proposed across the planned development with particular emphasis along the western perimeter of the property (where adjacent to the Penn-Central railroad tracks) and the northern portion of the site. To provide this additional open space, the applicant is proposing a smaller lot "clustered" form of residential development with reduced lot sizes and building setbacks and increased building lot coverage within the site condominium subdivision portion of the development. The overall development density for the residential community will be 2.9 units per acre (137 units on 46.54 acres).

As identified in the attached materials, a variety of floor plans are planned for the mixed detached/attached residential community. Single family detached homes within the site condominium subdivision portion of the development will range between 1,400-2,800 square feet of living area (excluding any basement area) with an attached two-car garage and deck or patio, while dwellings within the duplex condominium portion of the development will range between 1,040-2,800 square feet of living area (excluding any basement area) with an attached two-car garage and deck or patio. The PD narrative and proposed concept portfolio also indicates the homes will incorporate variations in architectural design and construction materials and range in price from \$220,000-\$300,000+. Other features of the proposed planned development project include:

- Pedestrian Walkway/Trailway – An internal pedestrian circulation network consisting of concrete sidewalks and asphalt trails will be provided throughout the development. Four-foot wide concrete sidewalks will be provided along both sides of the public streets within the site condominium subdivision and along one side of the private streets within the condominium portion of the development. Additionally, a 6-8 foot wide asphalt path will be constructed within open space areas along the northeastern portion of the development, providing a connection from Schrier Lane (public street cul-de-sac) and Pennridge Drive (private street cul-de-sac) to the Eliason Nature Preserve located immediately to the east. Where located within the site condominium subdivision, sidewalks will be located within the public street right-of-way and maintained by the individual lot owners. Where located with the condominium portion of the development, along the private streets and within open space areas, the sidewalks and paths will be owned and maintained by the condominium association.
- Storm Water Management - Storm water runoff associated with the public and private streets will be collected and conveyed to infiltration basins and/or natural low areas situated along the northern and central portions of the subject property. Possible locations are identified on the tentative plan. While the storm water piping located within the public streets will be owned and maintained by the city, the storm water piping located within the private streets along with storm water disposal areas situated within common open spaces will be owned and maintained by the condominium association with appropriate easements and indemnification provided to the city.
- Vehicular Access – Access to the Pennridge Trail PD will be provided through a new public street from West Osterhout Avenue (along the eastern portion of the property) and an internal public/private street network. This new public street access will include a boulevard entrance with one lane of ingress and two lanes of egress. A dedicated left-turn lane will be constructed within West Osterhout Avenue. Since there are more than 20 residential lots with only one formal access point, the developer is requesting a variance from this provision.

During administrative review of the tentative plan, a second public street access to West Osterhout Avenue, along the western portion of the property, was also considered. However, due to safety concerns related to the close proximity of this public street intersection to the Penn-Central railroad tracks, this second West Osterhout Avenue public access point is not recommended. A future connection to the east was also considered but with the acquisition of the abutting by the City of Portage and development of the Eliason Nature Reserve Trail, a connection to the east is no longer possible. In lieu of a second public street access to West Osterhout Avenue or a future connection to the east, the developer will construct a permanent emergency vehicle access drive to the adjacent property to the north located at 9801 Shaver Road. The City Administration has reviewed this alternative emergency access arrangement and found it acceptable. The developer of the Pennridge Trail PD and the owner of 9801 Shaver Road will provide the city the necessary easements and maintenance agreements for this permanent emergency vehicle access before development of Phase 2.

- Housing Types and Building Setbacks – The applicant plans to incorporate a variety of different residential elevations and floor plans into the development (see narrative and concept portfolio). Single family detached homes within the site condominium subdivision will range between 1,400–2,800 square feet of living area (excluding any basement area) with an attached two-car garage and deck or patio. Duplex dwellings within the condominium portion of the development will range between 1,040–2,800 square feet of living area (excluding any basement area) with an attached two-car garage and deck or patio. As indicated by the applicant, lots within the site condominium subdivision will maintain a minimum 60-foot wide lot width and a minimum 8,000 square foot lot area with the average lot area being approximately 9,720 square feet. A maximum building lot coverage of 30% is proposed. Single family detached homes will maintain minimum setbacks of 25-foot (front), 25-foot (rear) and 5-foot (side) with a minimum 15-foot separation between homes. Additionally, a 15-foot side setback will be provided along the long side of the corner lots. Duplex buildings within the condominium portion of the development will maintain a minimum 40-foot perimeter setback from all property lines, 25-foot setback from the edge of the private streets and 20-foot separation between duplex buildings.
- Phasing – The Pennridge Trail PD and construction of the 137 total residential dwelling units and associated infrastructure is proposed to occur in six phases over an approximate 10-year period with Phase 1 planned for 2018-2019. Phase 1 will include 21 site condominium lots and will begin along the southeast portion of the overall property with a public street constructed from West Osterhout Avenue. The remaining phases of the development are planned as follows: Phase 2 (22 duplex units) 2019-2021; Phase 3 (22 duplex units) 2020-2023; Phase 4 (24 lots) 2021-2024; Phase 5 (18 lots) 2022-2026 and Phase 6 (30 duplex units) 2023-2028. Since the total number of site condominium subdivision lots will be 63 with construction of Phase 1, 4 and 5, the applicant on Page 6 of the written narrative is requesting a modification from the maximum 20-lots on a cul-de-sac provision of the Subdivision and Land Division Regulations [Section 42-803(i)].

V. PRELIMINARY ANALYSIS:

The following analysis has been prepared based on general land use considerations, the Comprehensive Plan, traffic conditions and surrounding development patterns. Issues to be considered are consistency with the Future Land Use Plan Map and Development Guidelines, suitability of the existing zoning classification and the impacts of the proposed zoning classification.

Comprehensive Plan/Future Land Use Map Consistency. The Future Land Use Plan Map component of the Comprehensive Plan identifies the subject property, along with adjacent properties to the south (along the

south side of West Osterhout Avenue), as appropriate for Low Density Residential land use. Adjacent properties to the east are designated for Park/Recreation and Low Density Residential land uses. Adjacent properties to the north and northwest are identified for Shaver Road Business Corridor and General Business land uses, while adjacent properties to the west (along the west side of the Penn-Central railroad tracks) are designated for High Density Residential land use.

The Comprehensive Plan defines the "Low Density Residential" land use classification to include areas planned for future low density residential developments ranging from 1-4 units per acre. As indicated in the attached materials, the density of Pennridge Trail is approximately 2.9 units per acre. The Comprehensive Plan further identifies the purpose of the low density residential classification to establish areas for future low density, single family development, protect existing established neighborhoods from the intrusion of incompatible land uses and encourage additional "higher value" housing taking advantage of available attractive natural features and other amenities.

Development Guidelines. The Development Guidelines are intended to be used by the Commission and staff when reviewing private development proposals, infrastructure improvement programs (i.e. public expenditures on streets, sewers and water mains that influence the location, intensity and timing of development) and public programs that affect the physical environment. The guidelines also provide direction and underpinning for regulations that affect land use (e.g. zoning, subdivision, parking, landscaping and others), may suggest incentives to influence community development and preservation and may suggest adjustments to other policies that influence the use of land for consistency with community development objectives. An evaluation of the Development Guidelines will be provided with the final report and staff recommendation.

Suitability of Existing I-1 Zone/Impacts of Proposed PD Zone. The subject properties have been zoned I-1, light industry since comprehensive zoning of the city in 1965. While the I-1 district may have been considered a suitable zoning district in 1965 as a result of the adjacent railroad tracks, it has never been developed with an industrial use. According to the current property owner, the land has been actively marketed for sale since 1993. The lack of industrial development interest is likely attributed to location (distance from major transportation routes, competition from other, more desirable industrial locations and adjacent residential land uses). Given the surrounding residential zoning and land use pattern, the proposed PD zone and mixed residential development project offers a more suitable option for the subject properties. Although an occasional passing train will result in noise and vibration, the decision to live near an active railroad line is a personal choice. While the PD ordinance permits up to 20% nonresidential land use, the proposed Pennridge Trail PD does not include a nonresidential land use element. Additionally and while the PD ordinance allows an overall residential development density of up to 7.0 units per acre, the proposed Pennridge Trail PD proposes an overall single family residential development density of 2.9 units per acre.

The proposed PD zone offers flexibility for the applicant and assurances to the community on how the property will be developed (i.e. types of land uses, density, location and so forth). As proposed by the applicant, the Pennridge Trail PD will result in a similar residential density that could be developed under a traditional subdivision (R-1B/R-1C district) with a more creative design that preserves open space and natural features.

Modifications. In conjunction with the proposed tentative plan, the applicant is requesting modifications from two Subdivision and Land Division Regulation provisions involving the maximum number of lots on

a cul-de-sac street and installation of a five-foot wide concrete sidewalk along West Osterhout Avenue. Section 42-375.L of the Zoning Code allows City Council the authority to waive or modify standards of the PD ordinance where it finds such specifications are not in the best interests of the residents of the planned development and that modifications are not inconsistent with the interests of the entire city.

Since a second public street access from West Osterhout Avenue is not recommended given the proximity to the Penn-Central railroad tracks and a future connection to the east is no longer possible, construction of the site condominium subdivision portion of the development (Phases 1, 4 and 5) will result in a total of 63 lots on a public cul-de-sac street. Section 42-803(i) of the Subdivision and Land Division Regulations limits the number of lots on a residential cul-de-sac street to 20. As discussed previously and to provide an alternative secondary access to the development, a permanent emergency vehicle access connecting the northern portion of the Pennridge Trail PD (from Kearns Court) to the adjacent former Charles River industrial property located to the north at 9801 Shaver Road will be provided. Given the characteristics of the property and surrounding area, the City Administration is supportive of this requested modification.

While the developer will install four-foot wide concrete sidewalks along both sides of the public streets within the site condominium subdivision, Section 42-804 of the Subdivision and Land Division Regulations also requires the installation of a five-foot wide concrete sidewalk along the West Osterhout Avenue frontage. Given the proposal to install an internal network of sidewalks and trails within the Pennridge Trail PD including a connection to the adjacent Eliason Nature Preserve trail, combined with the lack of existing sidewalks along West Osterhout Avenue and no future plans by the city to install sidewalks along West Osterhout, the developer is requesting a modification from this requirement. As information for the Commission, sidewalks were once planned along West Osterhout Avenue. However, and with the reconstruction of West Osterhout Avenue in FY 2014-2015, proposed sidewalks were replaced with a wider paved shoulder to better accommodate non-motorized traffic. For these reasons, staff is supportive of this requested modification.

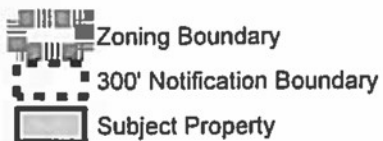
Traffic Considerations. The Trip Generation Manual published by the Institute of Traffic Engineers (ITE) estimates that a single family residential dwelling will generate approximately 10-12 vehicle trips per day ("trip" defined as one vehicle movement either in or out of the development). Upon full build-out of the Pennridge Trail PD (estimated at approximately 10 years), the 137 dwelling unit project will generate approximately 1,370-1,644 vehicle trips per day. As previously indicated, West Osterhout Avenue is a 2-lane minor arterial roadway with 3,905 vehicles per day (2015) and a capacity of 16,500 vehicles per day (level of service "D"). Anticipated traffic generation associated with a single family residential development on the subject property can be accommodated by the adjacent roadway system. In an effort to facilitate through traffic and left-turn movements into the proposed development, a left-turn lane will be constructed in West Osterhout Avenue at the new public street (Pennridge Drive) intersection.

VI. RECOMMENDATION:

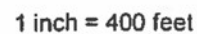
Consistent with the Planning Commission policy of accepting public comment at the initial meeting and continuing the rezoning at a subsequent meeting, the Commission is advised to receive public comment during the April 19, 2018 meeting and adjourn the public hearing to the May 3, 2018 meeting.

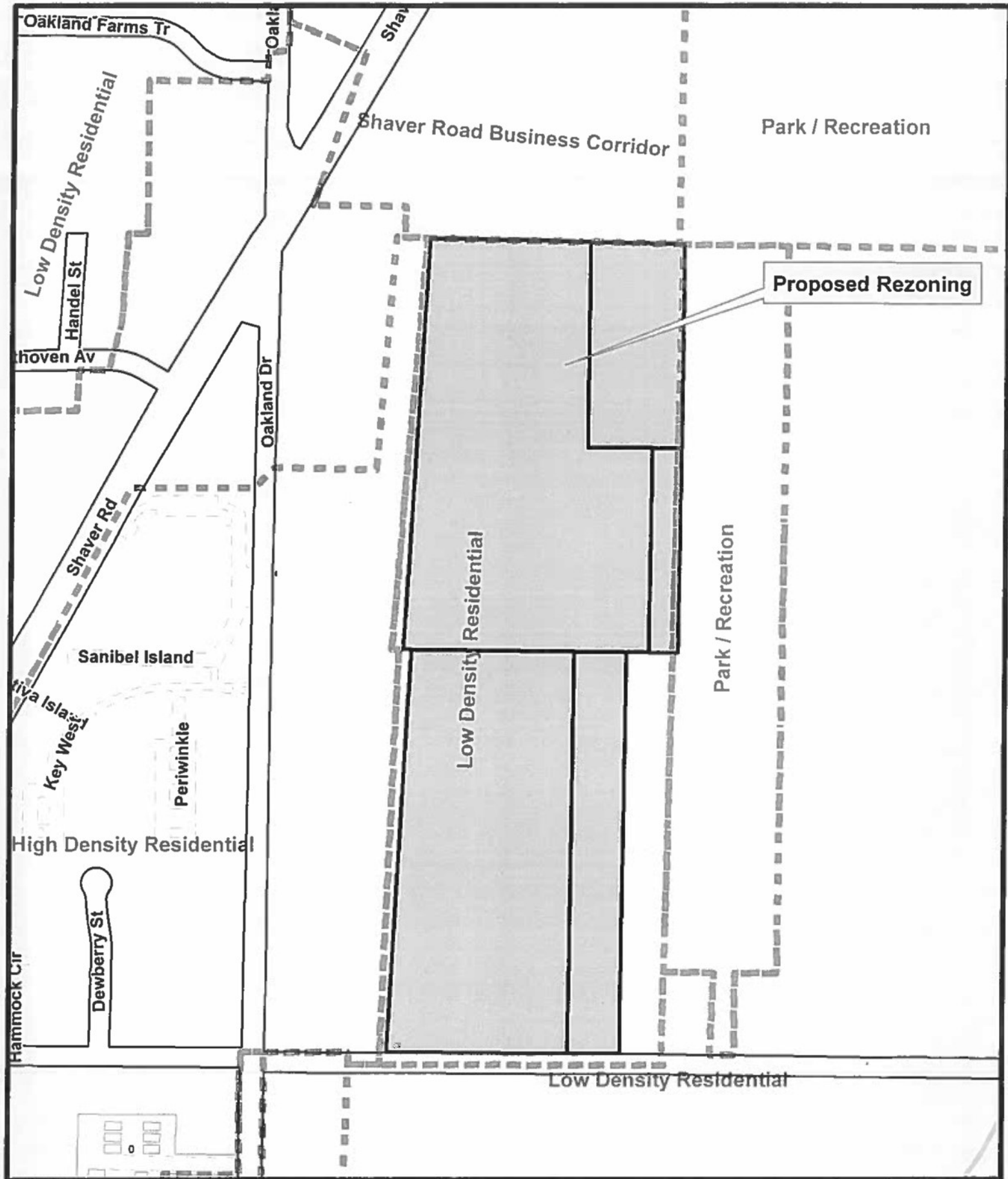
Attachments: Zoning/Vicinity Map
 Future Land Use Map
 Aerial Photograph Map
 Rezoning Application, Narrative, Tentative Plan and Concept Portfolio

S:\Commdev\2017-2018 Department Files\Board Files\PLANNING COMMISSION\PC Reports\Rezoning\2018 04 13 Rezoning Application #17-18-3, Pennridge Trail Planned Development (preliminary).doc



1722, 1800 West Osterhout Avenue
10117, 10099, 10121 Oakland Drive





Legend

- Future Land Use
- Proposed Rezoning Area

Future Land Use Map
 1722,1800 West Osterhout Avenue
 10117,10099, 10121 Oakland Drive



1 inch = 400 feet



Aerial Photography
1722, 1800 West Osterhout Avenue
10117, 10099, 10121 Oakland Drive



1 inch = 400 feet
(62)

 Subject Property

RECEIVED

APR 11 2018

COMMUNITY DEVELOPMENT

April 10, 2018

**NARRATIVE for Proposed
PENNRIDGE TRAIL
Located on Osterhout Avenue
in The City of Portage**

**DEVELOPER:
WESTVIEW CAPITAL, LLC
2186 EAST CETNRE STREET
PORTAGE, MI 49002**

INTRODUCTION:

Pennridge Trail is a proposed Single Family Site Condominium / Residential Planned Development (PD), which is situated on the north side of Osterhout Avenue, approximately 500 feet east of Oakland Drive, in Section 32, City of Portage, Michigan. The subject property contains 46.54 acres (excluding Osterhout Avenue right-of-way) and measures a little over one eighth mile east/west by one half mile north/south. The front half of the site is farm field while the back half of the site is heavily wooded. The property is bordered on the west by the Penn-Central rail line and is surrounded by properties that are mostly wooded. Despite the property having a rural feel to it, it is located less than 5 minutes from many City of Portage businesses and other City amenities. Proposed on site are approximately 137 units of high quality energy efficient construction. Each unit within the single family site condo will be served by public roadway while the duplex units will be served by private roadways. This PD will offer a variety of dwelling floor plans along with a mixture of housing types consisting of single family detached and duplex dwellings. Please see the attached Concept Portfolio.

PURPOSE & OBJECTIVES:

The objectives of this PD development are as follows:

- 1.) To create an attractive community with a clustered residential development that preserves large trees, natural areas, and incorporates additional open space and landscaping features for families, couples and single individuals to enjoy.
- 2.) For the owners in the duplex area, to eliminate many normal maintenance duties and responsibilities such as mowing, weed control, raking of leaves, cleaning of gutters, snow shoveling, tree trimming, etc.
- 3.) To provide a single family neighborhood with high quality, energy efficient homes.
- 4.) To create a neighborhood with typical densities, but at the same time provide permanent open space and on-site natural areas for residents to enjoy, including direct access to the City owned Schrier Park and the Bishops Bog Trail.

THE SITE:

This PD is located on the north side of Osterhout Avenue in the Northeast quarter of Section 32. The property consists of addresses 1722 & 1800 West Osterhout Avenue as well as 10099, 10117 and 10121 Oakland Drive. Situated east of the subject property are two parcels, one with a residential home and the other being the City owned Schrier Park. Along the entire south edge of the property is Osterhout Avenue, a City of Portage public street. On the south side of Osterhout Avenue is land owned by various businesses. West of the subject property is the existing Penn-Central rail line with multi-family residences further to the west. North of the property is an existing industrial complex. Adjoining properties to the north are zoned I-2 Heavy Industry, to the south I-1 Light Industry, and to the east and west RM-1 Multiple Family. The north part of the subject property is covered by mature trees. The site is unique with nice hardwoods and rolling terrain, and the intent is to preserve as many trees as possible. The southerly part of the property is open land. Small areas of the property to the northeast and in the central portion are significantly lower than the remainder of the property. The north central and southerly portions of the property are relatively high. A wetland assessment of the property has been completed and the wetland boundary has been shown on the Tentative Plan. Soils within the proposed building areas are Oshtemo Sandy Loam per the USDA's Soil Survey of Kalamazoo County.

ZONING, BUILDING SETBACKS, and DENSITY:

The property is currently zoned I-1 Light Industrial. The proposed zoning is PD. With this PD development, we are proposing a 40 foot perimeter setback (abutting all adjoining properties). In the duplex portion all duplex buildings will share a common building wall. There will be a minimum 20.0 feet between buildings, and a minimum distance of 25.0 feet between the edge of the roadway and the front of the dwelling. The site condo single family portion of the project will have a minimum required unit width at the front setback of 60', a required front setback of 25', a required rear setback of 25' and a required side setback of 5', with a minimum of 15' between dwellings. The average lot size within the site condo portion is about 9720 sq.ft. with a minimum of 8,000 sq.ft. With the proposed portfolio the maximum unit coverage is equal to 30% with a minimum perimeter rear yard setback of 40'. With this PD, the density will be approximately 2.9 dwellings per acre. Per the City's Ordinance, the maximum allowable density for a PD is 7 dwellings per acre.

PHASING:

It is anticipated that the development will be constructed in six phases, with each phase consisting of between 20 and 30 dwellings. Construction of utilities, roadways, and dwellings for phase one is planned to commence during 2018. Construction for each subsequent phase is anticipated to commence approximately every couple of years thereafter based on the market and velocity of sales achieved. The currently anticipated size, limits, and density of each phase has been shown on the submitted Tentative Plan and outlined below. Please note that the proposed phasing could be altered based on market conditions, utility routing, final design, City requirements, etc.

Phase	Condo	Duplex	Anticipated
#	Units	Units	Construction
1	21	0	2018/2019
2	0	22	2019/2021
3	0	22	2020/2023
4	24	0	2021/2024
5	18	0	2022/2026
6	0	30	2023/2028

ON-SITE DWELLINGS:

The proposed dwellings within the single family portion of the site condo will consist of a mixture of housing types including two story and single story homes. Each dwelling will have between approximately 1400 square feet to 2800 square feet of living area (excluding any basement area), and an attached two-car garage, deck or patio. The proposed dwellings within the duplex portion will consist of single story homes measuring approximately 80 feet wide and 50 to 60 feet deep. Each dwelling will have approximately 1040 to 2800 square feet of living area (excluding any basement area), and an attached two-car garage, deck or patio. Approximately 45% of the onsite units will be single family detached dwellings and approximately 55% of the onsite units will be

duplexes. Single family attached dwellings and duplexes shall comply with City requirements. All dwelling construction shall comply with City and State construction codes. Each home will feature quality construction, maintenance free materials, and various energy efficient features. Conceptual Front Building Elevations and Floor Plans are included in this packet. Please see attached Concept Portfolio. The units will be constructed to meet or exceed energy codes. While the front elevations will be different, the look will have an intentional feel with design consistency among the various building fronts throughout the development. It is anticipated the dwelling prices will start in the \$220,000 range for smaller units. For certain units with additional upgrades, dwelling costs will likely approach or exceed the \$300,000 range.

OPEN SPACE and NATURAL AREAS:

A significant portion of the property will be designated as a permanent natural open space area. This includes the northerly, southerly, westerly and central portions of the property. The area of the subject property is 46.54 acres excluding the Osterhout Avenue right-of-way area. We currently estimate that approximately $\frac{3}{4}$ acres of the property is wetland area, and that approximately 16 acres of the property (north, west, south and central) will remain as a permanent natural open space. Around the perimeter of the development, existing natural areas and trees will be preserved to serve as a natural buffer and visual screening. All green space is contiguous and will allow residents to traverse the entire property in its natural setting. A paved Trail will also be installed to connect between the single family and duplex portions with direct access to Schrier park and the Bishops Bog Trail. Additional earth berms and trees will be installed in the open space on the south end of the property along Osterhout Avenue, as well as the westerly portion in the proposed open space area that backs up along the back of the single family and duplex lots (see attached plan). The additional earth berms and existing tree line will help buffer the homes from the existing Penn-Central rail line.

CONDOMINIUM / OWNERSHIP:

The PD will be developed as a site condominium with the southern half of the development being single family. These residents will own and maintain their entire unit that fronts on the public street. Within the portion of the PD consisting of the duplex units, the owner will maintain only the inside of the dwelling (the condominium "unit"). The condominium association will own and maintain everything exterior to each duplex unit, including yard areas ("limited common areas") and streets / natural areas ("general common areas"). Exterior maintenance that will be provided by the Condominium Association will include the exterior of the dwellings, gutters, lawns, sidewalks, driveways, private streets, natural areas, etc. The yard area surrounding each dwelling will be "limited common area" and will be for the use and enjoyment of that unit owner. The private streets, sidewalks, on site trails, and natural areas will be designated as "general common areas." These general common areas will be for the use and enjoyment of all residents.

CONDOMINIUM MASTER DEED:

The typical "plat restrictions" or "deed restrictions" for a subdivision will be replaced with the Condominium Master Deed. The Master Deed shall also include survey plans, house plans, rules of ownership, mapping of general common areas, limited common areas, unit areas, and other rules and regulations. Within the Master Deed, the streets and utilities for each phase will be designated as "need to be built," while each unit will be designated as "need not be built." The Master Deed will be prepared by an Attorney, and the Survey Plans within the Master Deed will be prepared by a local Land Surveying Office. The Master Deed will be subject to City review and comment prior to recording.

STORM SEWER SYSTEM and DRAINAGE:

Crowned, paved roadways, and gutters will direct storm water run-off to the proposed storm sewer drains and pipes. The storm water run-off will be disposed of by a combination of infiltration basins and discharge to the on site lowland areas. The storm water system will comply with City requirements. Design of the system will be subject to City review and approval, as well as review and permitting through the State of Michigan MDEQ if required.

WATER MAINS, FIRE HYDRANTS, and SANITARY SEWERS:

Installed along all public and private roads will be City Portage public water mains and sanitary sewers, including house leads to each dwelling. Fire hydrants will be installed at locations approved by the City of Portage. These utilities shall be designed and installed in accordance with City requirements, and appropriate utility easements shall be granted to the City. Public utilities designed and installed outside of the public and private roadways would be conveyed through an easement to the City as well. Note that there is an existing 20 inch public water main on the north side of Osterhout Avenue, and an existing 12 inch public sanitary sewer near the center line of Osterhout Avenue.

PRIVATE UTILITIES:

The site will be served with underground natural gas, electric, telephone, and cable TV lines. It is anticipated that these underground lines will be situated on the side of the street opposite the public water main.

STREETS, SIDEWALKS, and DRIVEWAYS:

On site paved streets serving the single family site condo portion will be public. On site paved streets serving the duplex portion will be private. All public streets will incorporate concrete curb and gutter on each edge and will have a pavement width of 32 feet. All private streets will incorporate concrete roll curb or paved valley gutter on each edge and will have a minimum drivable width of 26.1 feet. It is intended that the streets will be wide enough to allow parking on one side of the street per Fire Department requirements. All streets shall be designed and constructed in accordance with City requirements. Access to and from the site will be from one location and shall include one entry lane (14 feet wide) and two exit lanes (lane widths equal 11 feet) along with a landscaped island. A 20 foot wide permanent emergency access will also be constructed when the number of units constructed exceeds 30, at which time an easement for the access will be granted to the City and recorded. This drive will connect to the property to the north and tie into the existing parking lot that has direct access to Shaver Road. Lighting along

streets will be provided by permanent streetlights and may be incorporated into the City's street light district. Concrete sidewalks will be constructed on both sides of all new public streets and on one side of the new private streets. Also incorporated within the development will be a paved trail within the easterly portion of the property. This paved trail will extend east to the adjoining City owned property of Schrier Park and the existing Bishops Bog Trail. Driveways for each dwelling will be constructed of concrete and will have a length of at least 25.0 feet as measured from the edge of the roadway. The length of the each driveway will allow temporary vehicle parking for two or more vehicles depending on the length of driveway. All private streets, walks, trails, driveways, and parking areas in the duplex portion will be maintained by the Condominium Association.

MODIFICATIONS:

The Pennridge Trail PD is requesting a waiver from the Subdivision and Land Division Regulations Provision as it relates to Section 42-803 (i), Maximum Number of Lots on a residential Cul-de-sac Street. The original intent was to have two access drives off West Osterhout Avenue to serve this development, however only one was recommended by City staff. With the recommendation and addition of the permanent emergency access road that is being constructed to the north linking access directly to Shaver Road, there will now be two points of access to the development both on the north and south side of the development for emergency vehicles. For that reason we are requesting that this requirement be waived

The second waiver that is being requested is regarding the provision (Section 42-804), that requires sidewalks on both sides of all public streets. (Specifically West Osterhout Avenue) We are requesting this requirement be waived due to the fact that all internal sidewalks within the community will have direct access to Schrier Park from both the single family area as well as the duplex area. In addition there are currently no existing sidewalks on either side of West Osterhout Avenue to either the east or west of the property that would allow any contiguous flow of pedestrian traffic, and it seems unlikely that any sidewalks would be constructed in the future due to the size of the privately owned nearby parcels. For that reason we are requesting that this requirement be waived.

Pennridge Trail Planned Development
September 29, 2021 Pictures taken by staff





Phase 2: Units 23-45; Detached Single Family Units. (Facing North)



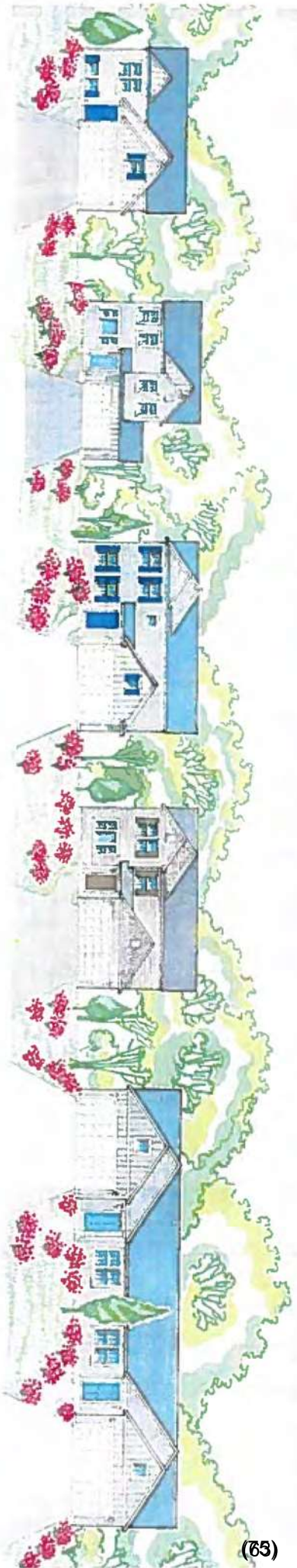
Phase 1 (Attached Units). Units 1-22, Attached homes; Duplex Buildings. (Facing South)



Beginning of Phase 2 (subject area). Units 23-74,
Attached homes; Duplex Buildings. (Facing North)



Phase 2 (subject area). Attached homes. (Facing East from
Emergency Access Drive)



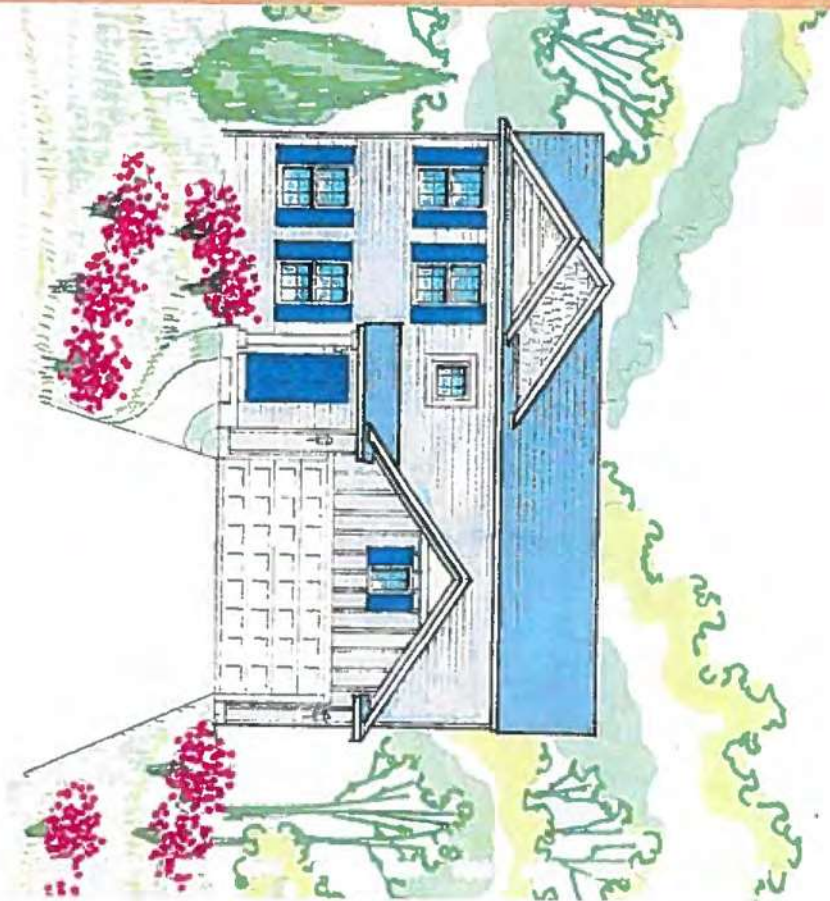
PENNRIDGE TRAIL

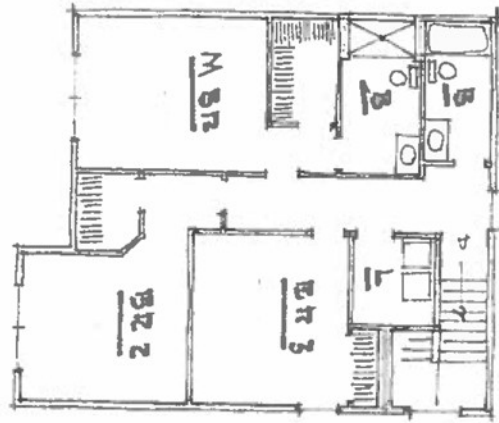
CONCEPT PORTFOLIO
CITY OF PORTAGE

ALLEN
EDWIN
HOMES

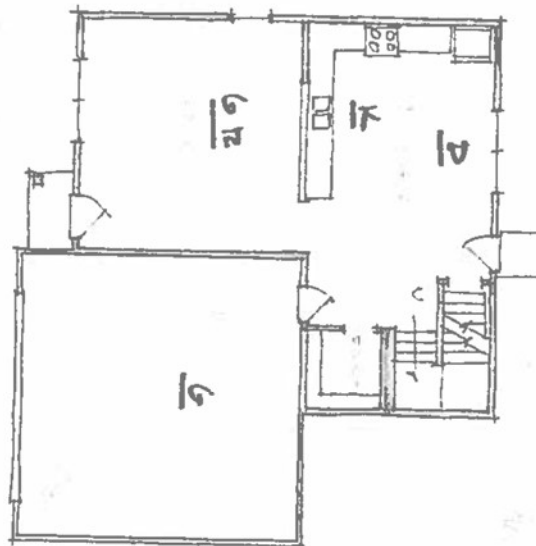
FLOOR PLAN
1,794 SQ. FT.

3 BEDROOM
2 BATHROOM
2 CAR GARAGE





SECOND FLOOR - 1075 SF

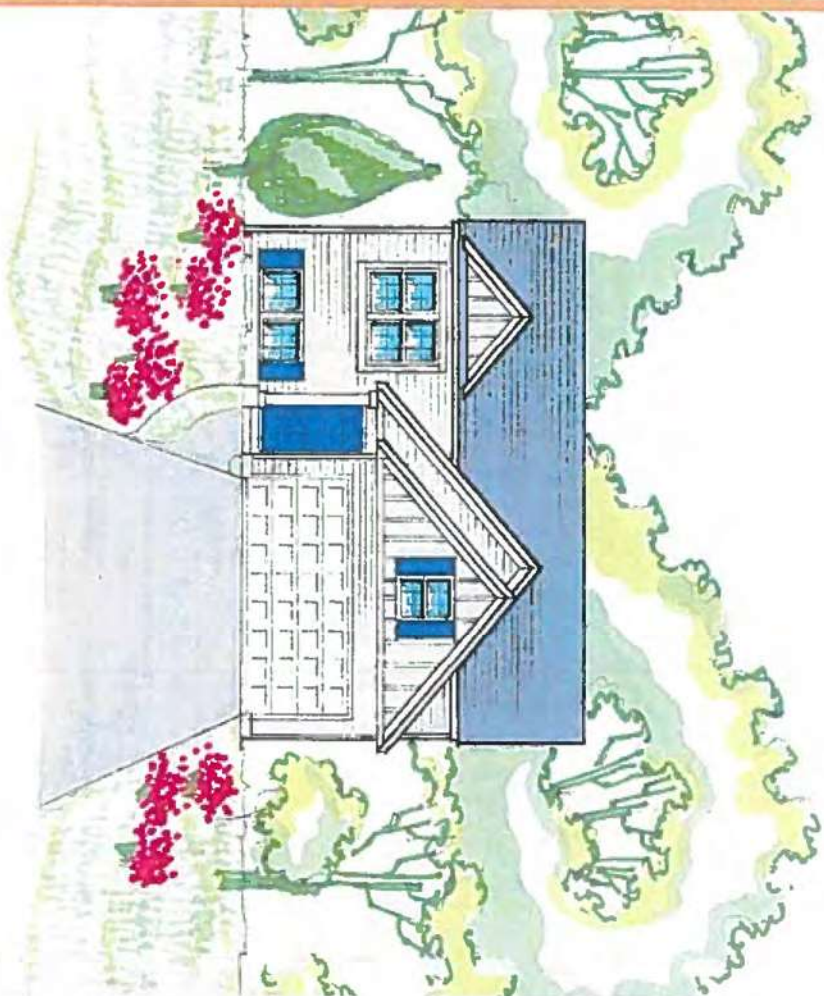


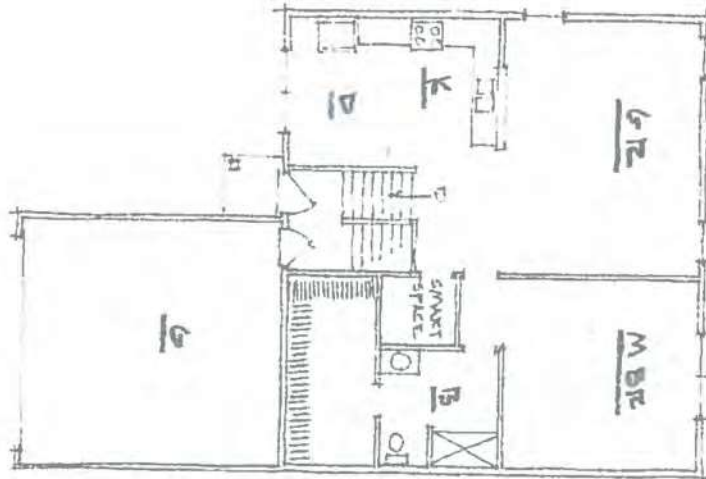
FIRST FLOOR - 769 SF

FLOOR PLAN : E1700

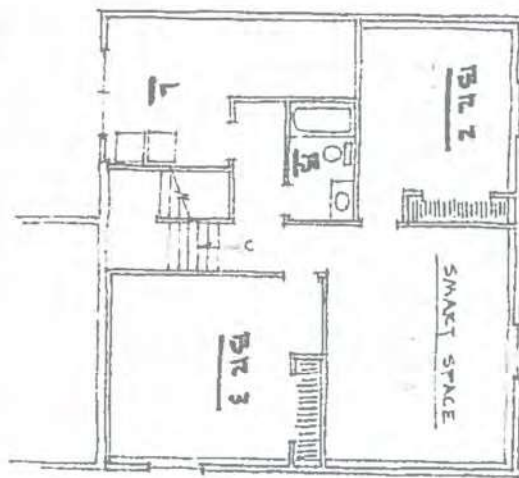
FLOOR PLAN
2,040 SQ. FT.

3 BEDROOM
2 BATHROOM
2 CAR GARAGE





UPPER LEVEL = 1120 SF

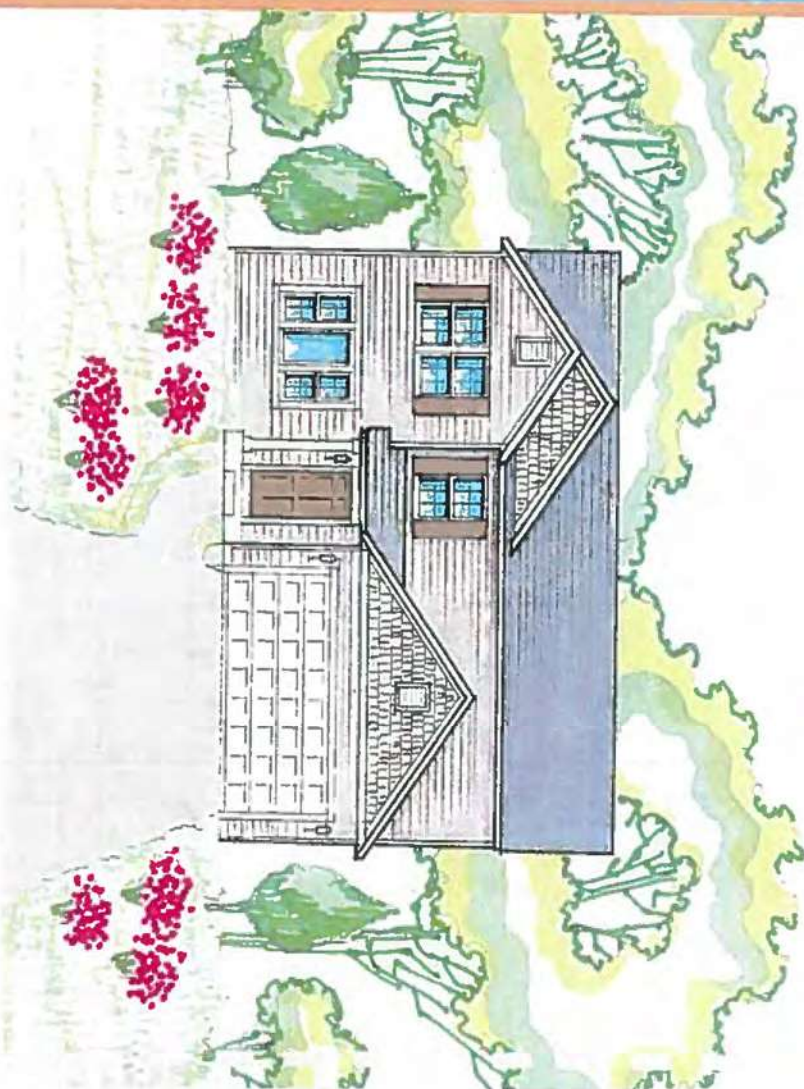


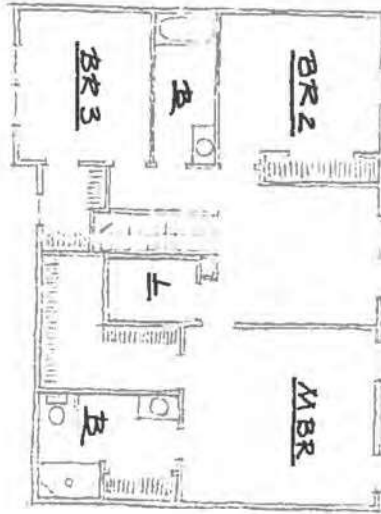
LOWER LEVEL = 920 SF

FLOOR PLAN : C2040

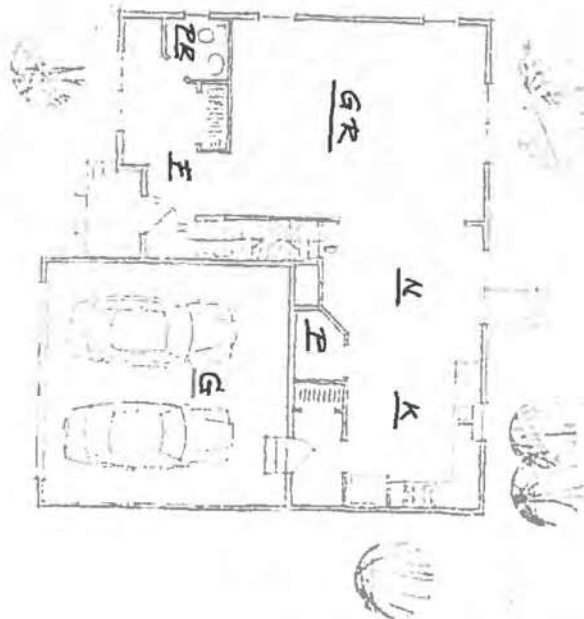
FLOOR PLAN
2,070 SQ. FT.

3 BEDROOM
2.5 BATHROOM
2 CAR GARAGE





SECOND FLOOR

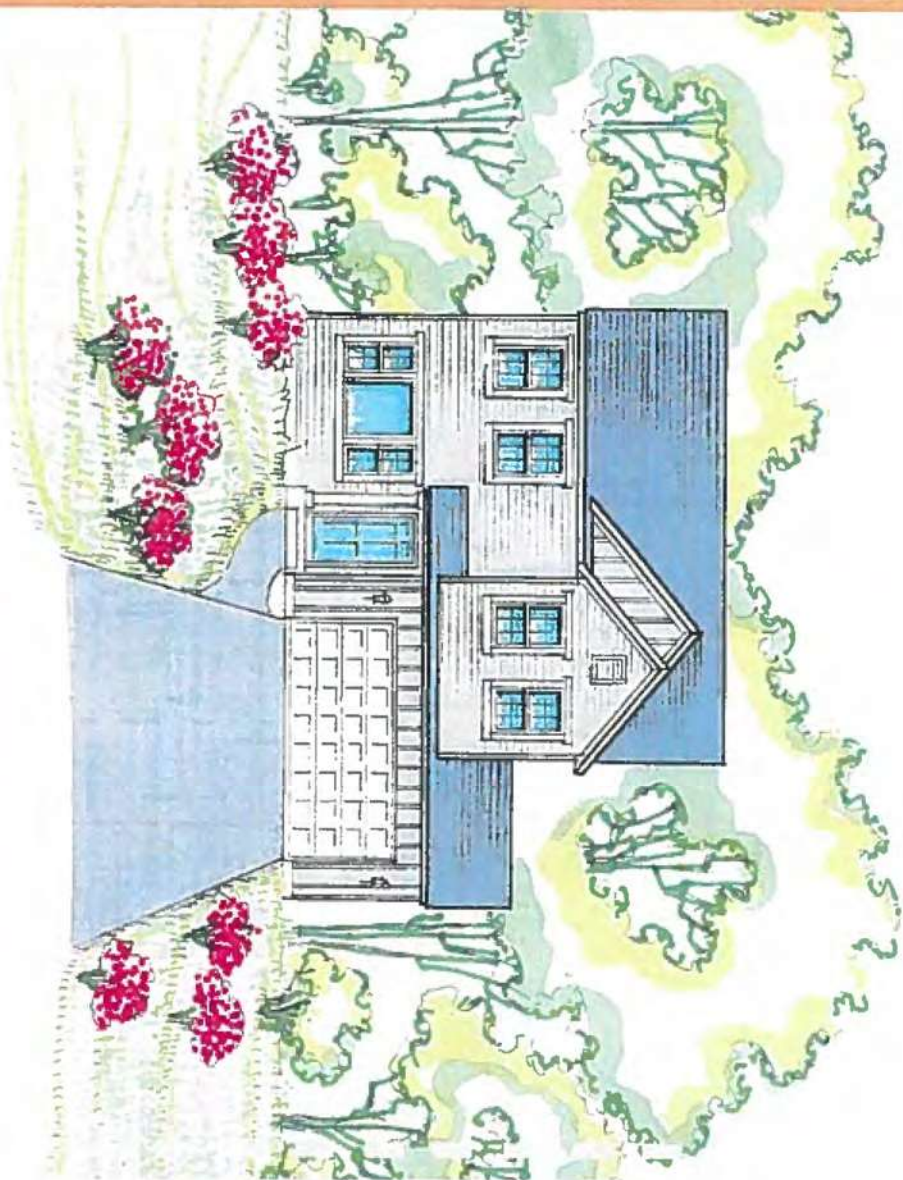


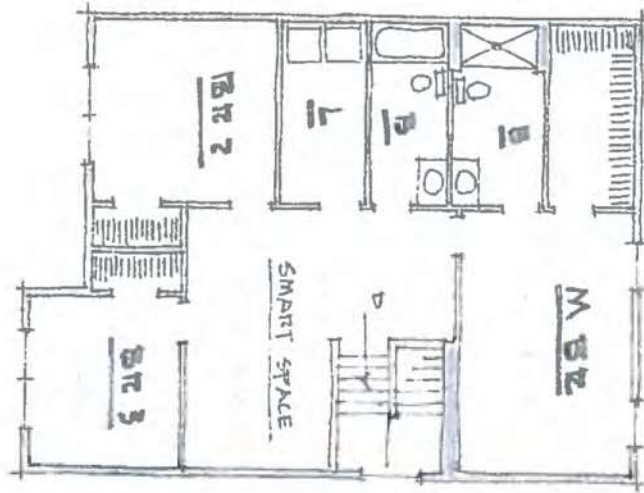
FIRST FLOOR E2070

FLOOR PLAN : E2070

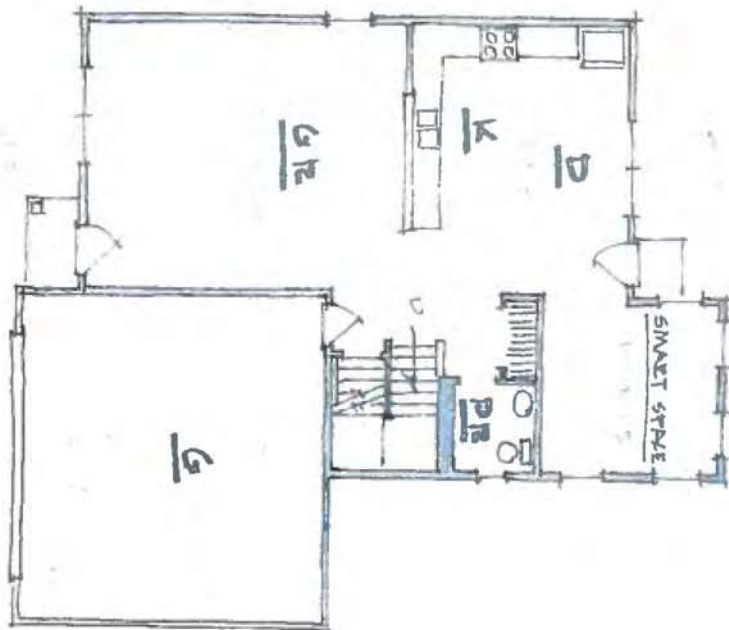
FLOOR PLAN
2,121 SQ. FT.

3 BEDROOM
2.5 BATHROOM
2 CAR GARAGE





SECOND FLOOR • 1146 SF

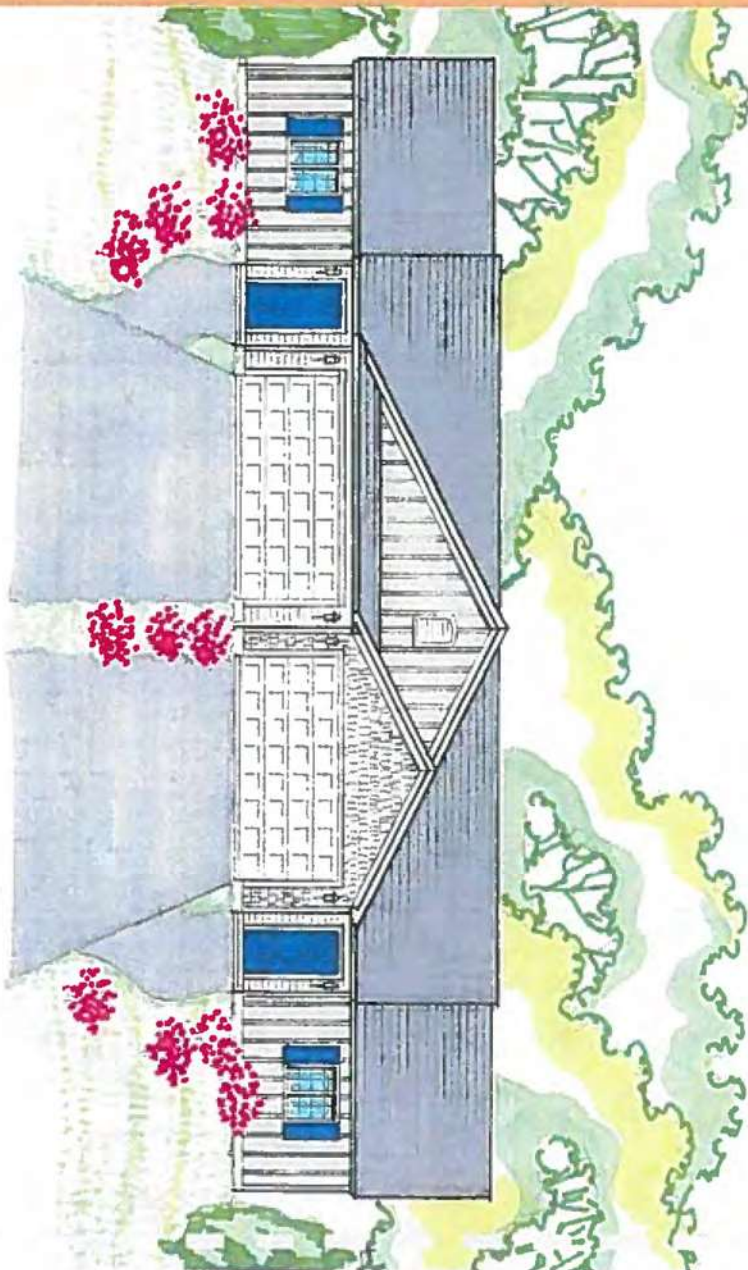


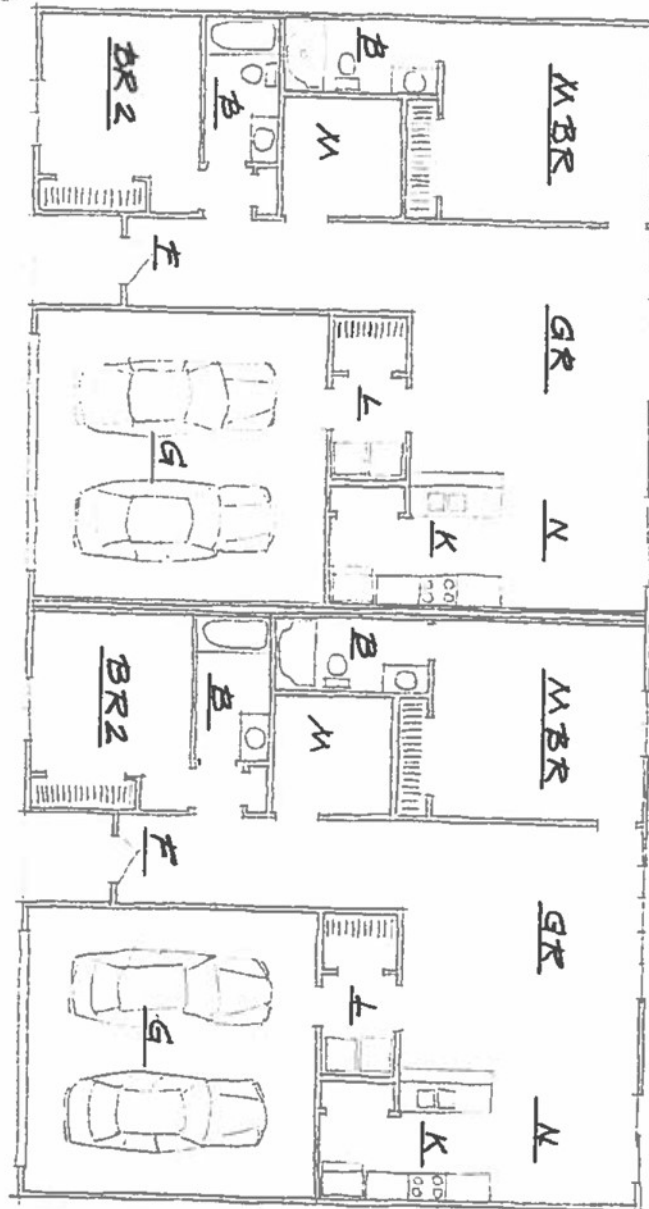
FIRST FLOOR • 975 SF

FLOOR PLAN : E2100

FLOOR PLAN
1,040 SQ. FT.

2 BEDROOM
2 BATHROOM
2 CAR GARAGE

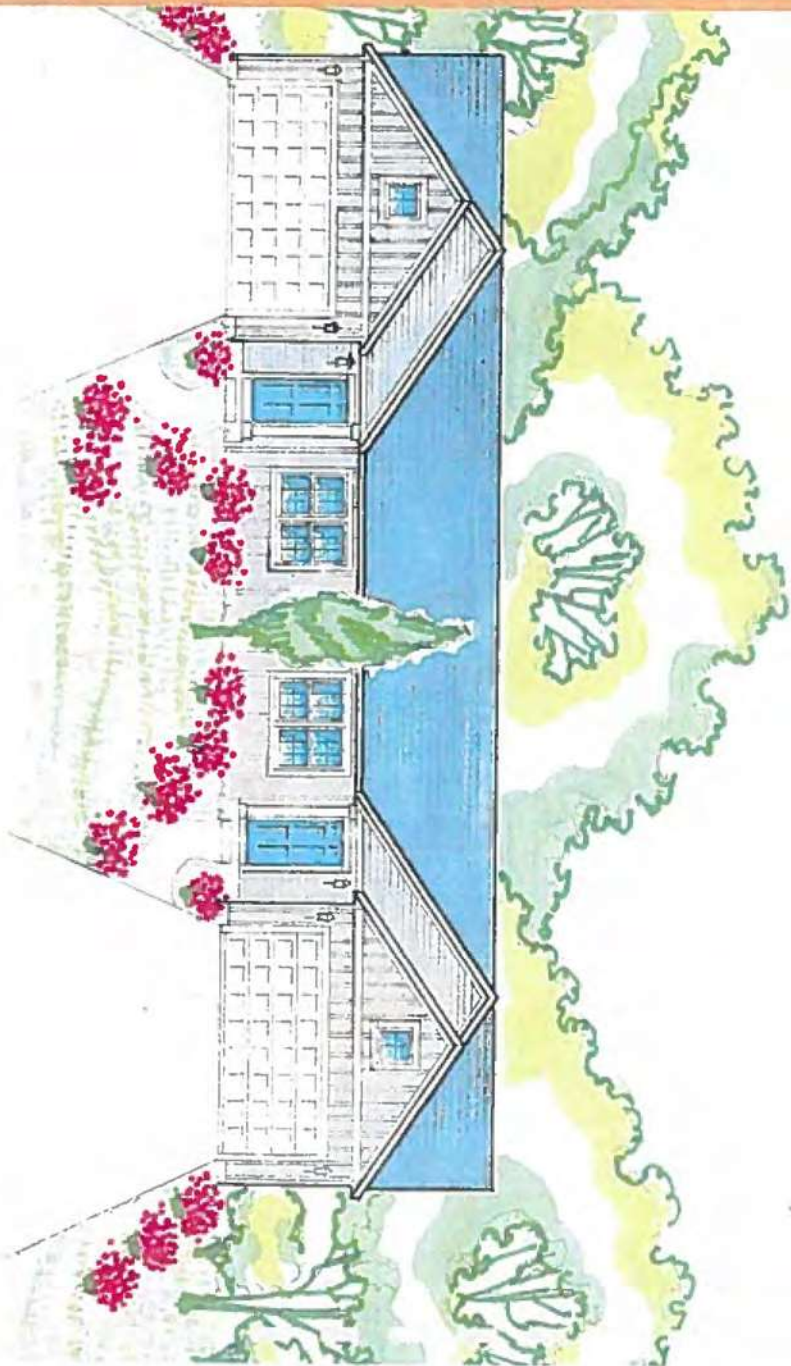


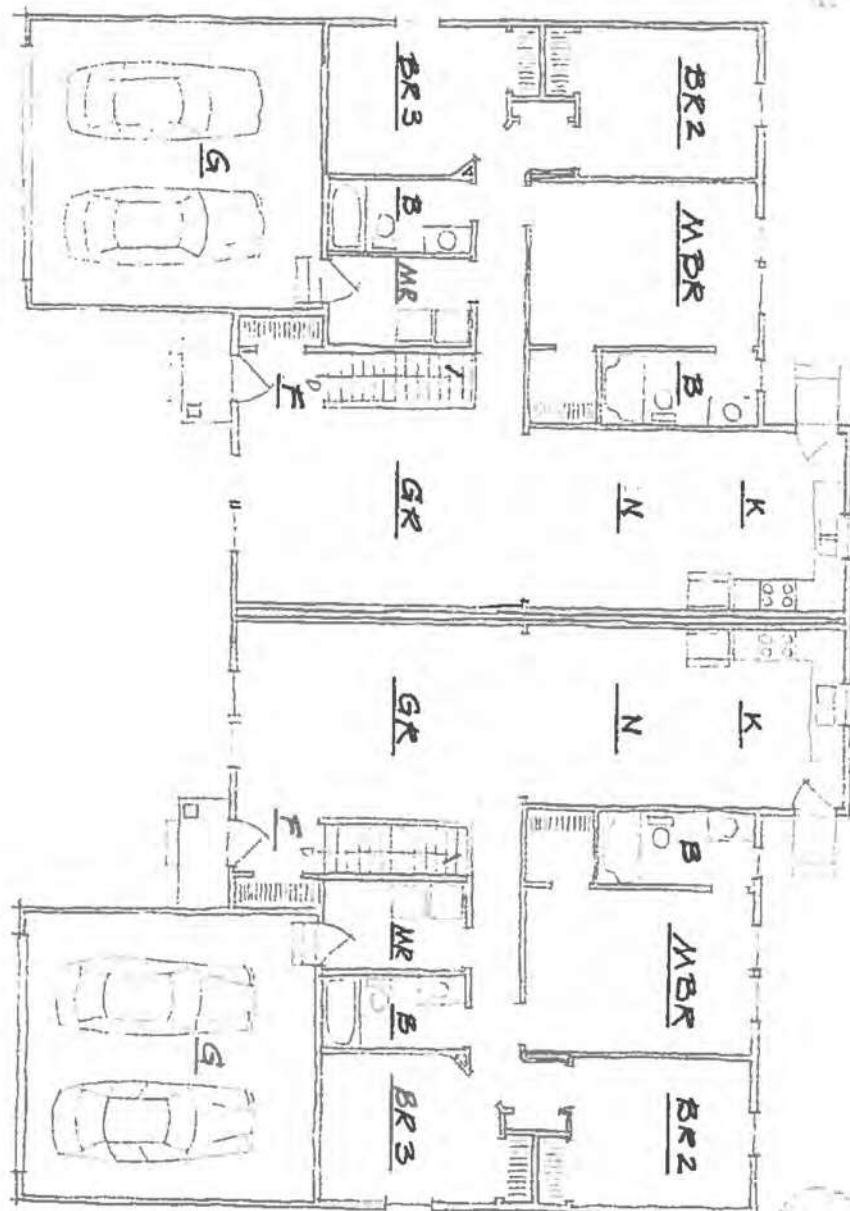


FLOOR PLAN : D1040

FLOOR PLAN
1,412 SQ. FT.

3 BEDROOM
2 BATHROOM
2 CAR GARAGE

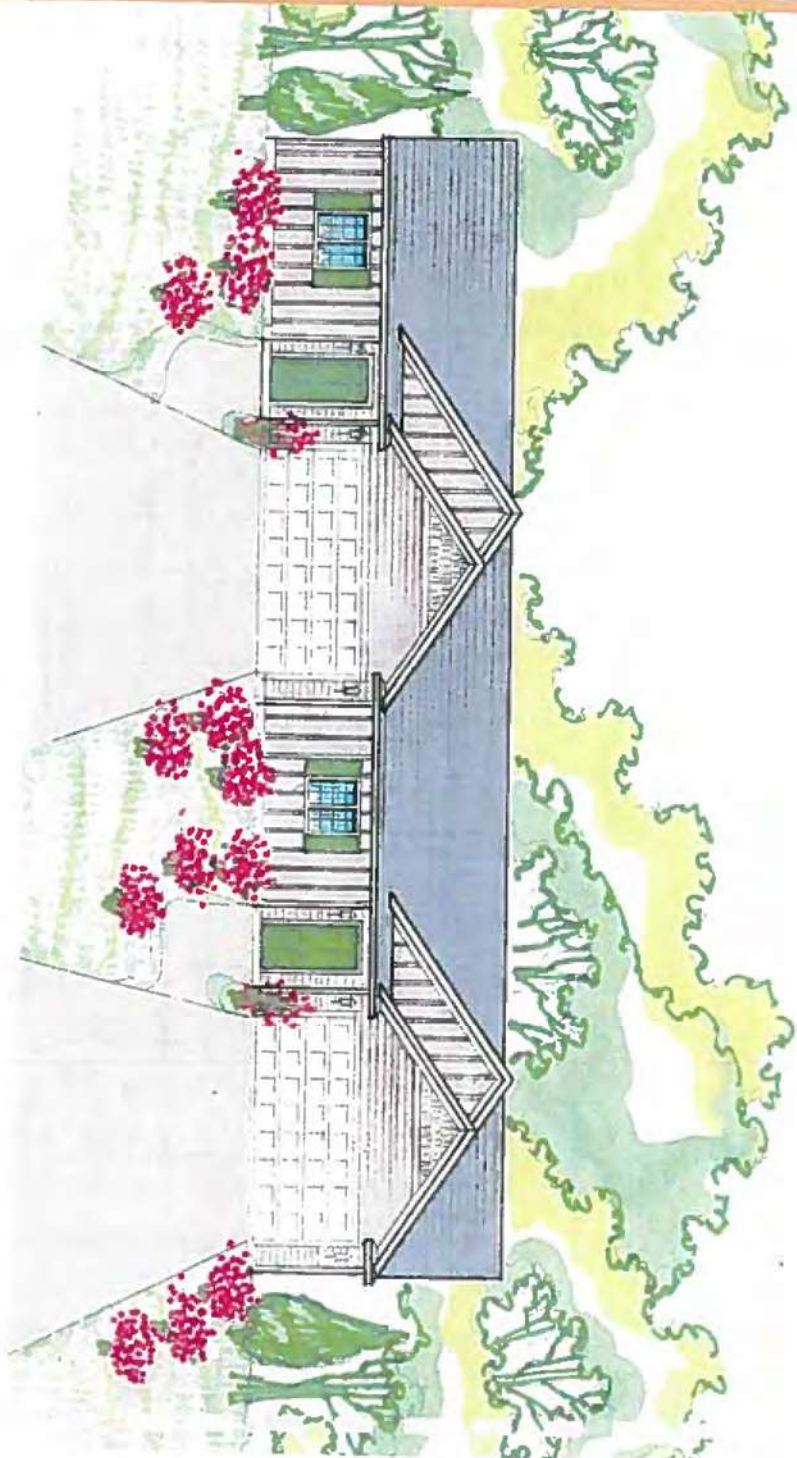


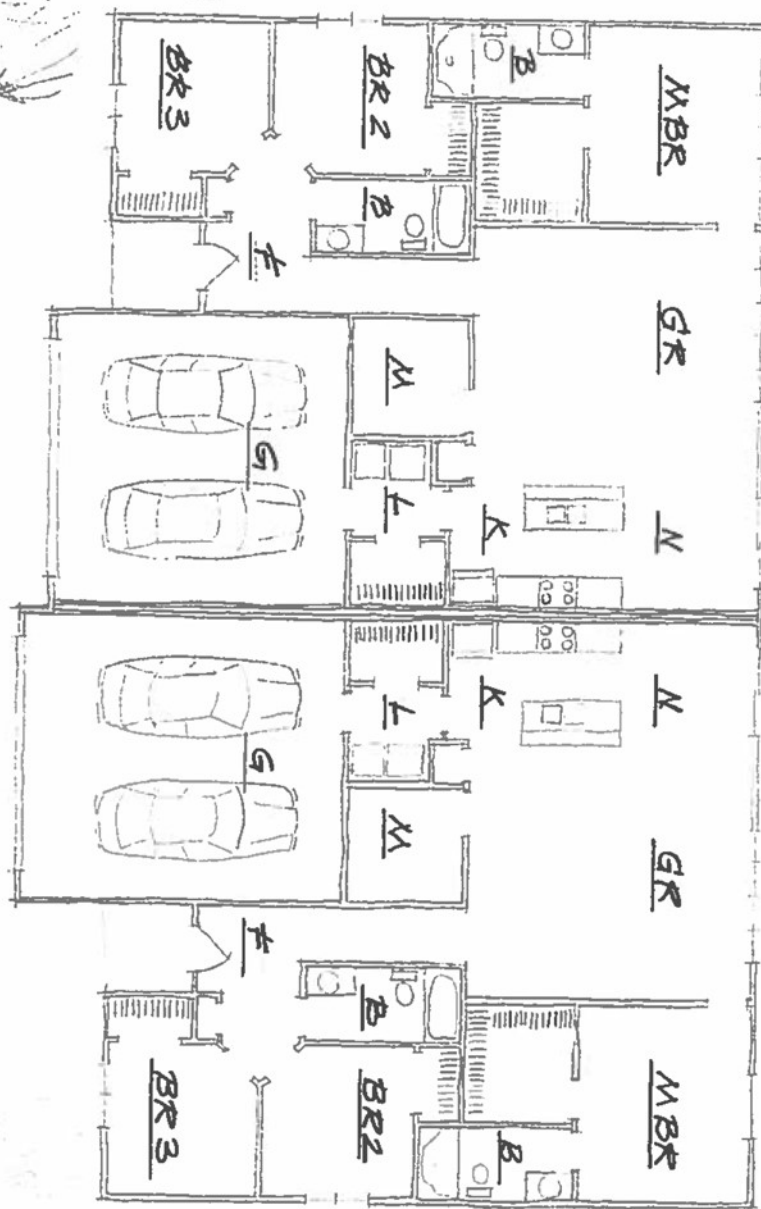


FLOOR PLAN : D1412

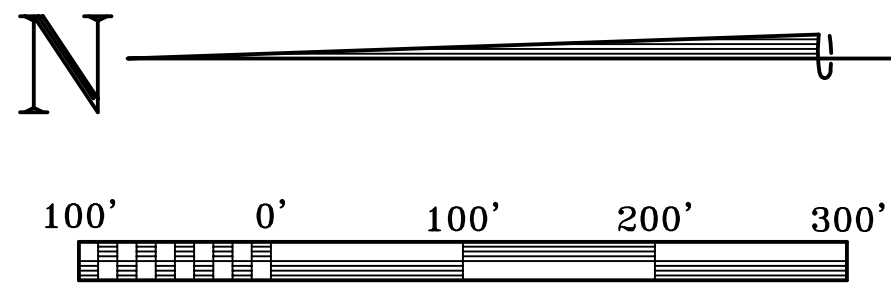
FLOOR PLAN
1,418 SQ. FT.

3 BEDROOM
2 BATHROOM
2 CAR GARAGE





FLOOR PLAN : D1418



FINAL PLAN for PHASE 2 of "PENNRIDGE TRAIL NORTH"

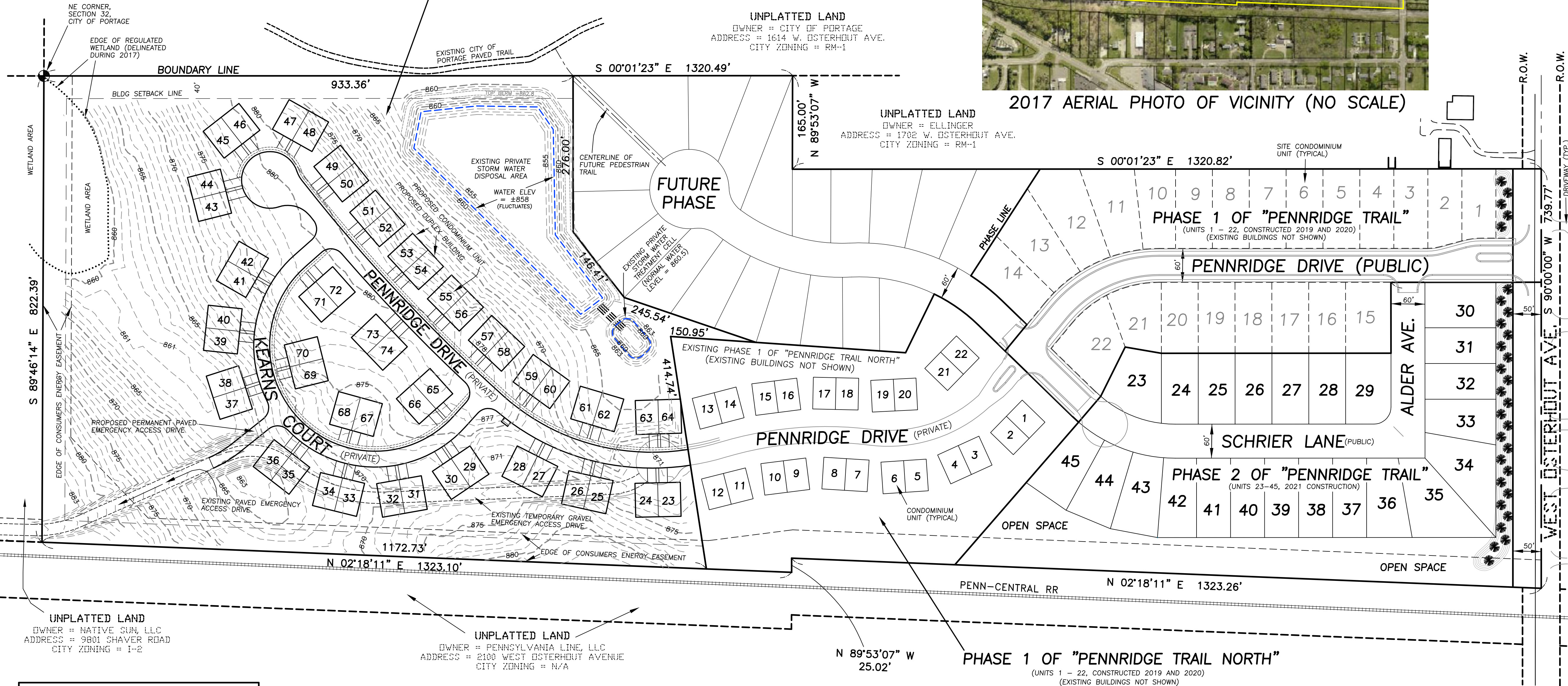
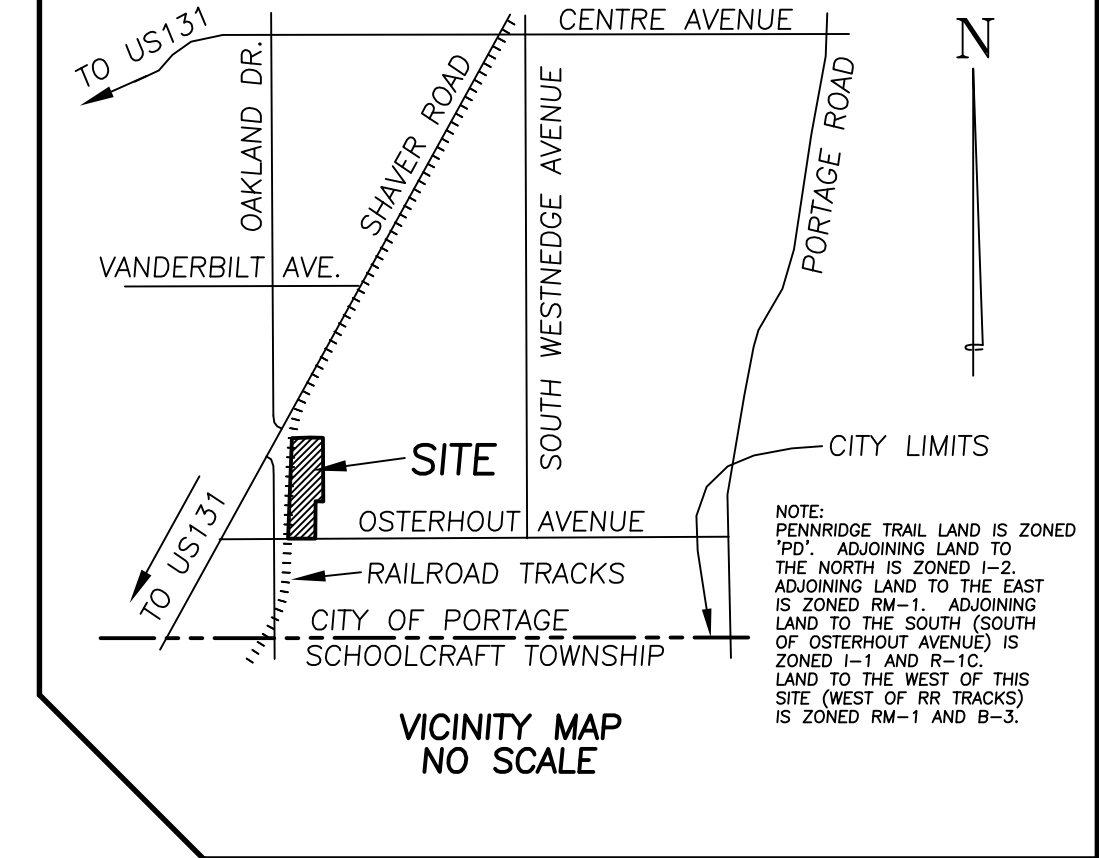
NOTE: "PENNRIDGE TRAIL NORTH" IS A CONDOMINIUM WITH PRIVATE STREETS.

NOTE: ALL MDEQ & EGLE APPROVALS
AND PERMITS SHALL BE OBTAINED
PRIOR TO STARTING UTILITY INSTALLATION.
EROSION CONTROL PERMIT SHALL BE
OBTAINED FROM THE CITY OF PORTAGE
PRIOR TO ANY EARTHMOVING ACTIVITIES.

PHASE 2 AREA = 20.39 ACRES
ADDRESS = 1800 W. OSTERHOUT AVE.
CURRENT ZONING = PD



2017 AERIAL PHOTO OF VICINITY (NO SCALE)



NOTE: THIS 'FINAL PLAN' IS
INTENDED FOR CITY REVIEW RELATIVE
TO FINAL TENTATIVE APPROVAL (STEP
2 APPROVAL) AS OUTLINED IN THE
CITY OF PORTAGE'S LAND DEVELOPMENT
REGULATIONS.

NOTE: ALSO SEE APPROVED PD TENTATIVE
PLAN FOR THIS DEVELOPMENT

GENERAL NOTES

- 1) PROPERTY IS CURRENTLY ZONED "PD".
- 2) PUBLIC WATER MAIN SHALL BE AN 8" OR 12" DUCTILE IRON MAIN WITHIN A PUBLIC ROAD OR WITHIN AN EASEMENT TO THE CITY OF PORTAGE. WATER SERVICES SHALL BE 1.25 INCH COPPER AND SHALL EXTEND FROM WATER MAIN TO CURB BOX.
- 3) PUBLIC SANITARY SEWER SHALL BE 8" PVC SEWER WITHIN A PUBLIC ROAD OR WITHIN AN EASEMENT TO THE CITY OF PORTAGE. SEWER LEADS SHALL BE 6 INCH PVC AND SHALL EXTEND FROM MAIN TO SEWER RISER.
- 4) STORM WATER DISPOSAL SHALL BE THROUGH SOLID WALL STORM SEWER PIPE WITH POSITIVE OUTLET TO THE DISPOSAL AREA. SYSTEM SHALL COMPLY WITH CITY SPEC'S AND CITY OF PORTAGE STORMWATER DESIGN CRITERIA MANUAL. PIPE JOINTS SHALL BE BE WATERPROOF AND CONNECTIONS AT MANHOLES SHALL BE WITH A RUBBER BOOT. STORM WATER RUN-OFF SHALL DRAIN TO THE PROPOSED BASIN AREA LOCATED WITHIN PHASE TWO. STORM SEWER WITHIN PUBLIC ROADS SHALL BE PUBLIC. STORM SEWER OUTSIDE OF PUBLIC ROADWAY AREAS SHALL BE PRIVATE (OWNED BY CONDO ASSOCIATION).
- 5) ALL PUBLIC STREETS SHALL BE PRIVATE, PAVED, AND HAVE A MINIMUM WIDTH OF 28.0 FEET FROM EDGE OF PAVEMENT TO EDGE OF PAVEMENT.
- 6) STREET LIGHTS, STREET SIGNS, AND HYDRANT SIGNS SHALL BE PROVIDED.
- 7) SITE IS PARTIALLY WOODED.
- 8) ELEVATION DATUM IS U.S.G.S. DATUM AS PROMULGATED WITHIN THE CITY OF PORTAGE.
- 9) PRIVATE DRIVEWAYS AS SHOWN ARE APPROXIMATE.
- 10) A SOIL EROSION AND SEDIMENTATION CONTROL PERMIT SHALL BE OBTAINED FROM THE CITY OF PORTAGE PRIOR TO ANY ON SITE GRADING ACTIVITIES.
- 11) SHOWN BASE MAP ON THIS SHEET BASED ON TOPOGRAPHIC MAPPING BY THIS OFFICE.
- 12) DESIGNATED WETLAND IS LOCATED AT NORTHEAST CORNER OF PROPERTY.
- 13) SHOWN STREET NAMES ARE SUBJECT TO CITY APPROVAL AND COUNTY APPROVAL.
- 14) MINIMUM HOUSING SIZES WITHIN THIS SITE CONDOMINIUM ARE 1200 SQUARE FEET FOR A RANCH HOME AND 1800 SQUARE FEET FOR A TWO-STORY HOME.
- 15) A MAINTENANCE AND INDEMNIFICATION AGREEMENT SHALL BE CREATED FOR THE LANDSCAPED ISLANDS WITHIN THE PUBLIC ROAD RIGHT-OF-WAYS AND ALSO FOR THE STORM WATER RETENTION AREA. THIS AGREEMENT SHALL BE INCLUDED IN THE MASTER DEED / CONDOMINIUM DOCUMENTS.
- 16) SITE LANDSCAPING SHALL BE PROVIDED. DETAILS PENDING.
- 17) EASEMENTS AND AGREEMENTS FOR STORM SEWER AND STORM WATER BASINS SHALL BE PROVIDED TO THE CITY AS NEEDED.



FIRE DEPT. NOTES

- 1) COMBUSTIBLE BUILDING CONSTRUCTION SHALL NOT COMMENCE UNTIL FIRE HYDRANTS ARE OPERABLE AND AN ALL WEATHER ROAD SURFACE IS IN PLACE.
- 2) THE FIRE FLOW FOR EACH BUILDING IS 1000 GPM FROM ONE HYDRANT WITHIN 400' OF ALL PORTIONS OF THE BUILDING. THIS FLOW IS BASED ON THE FLOOR AREA OF ALL FLOORS INCLUDING BASEMENT FOR A BUILDING OF TYPE V-B CONSTRUCTION. SHOULD A BUILDING EXCEED 3600 SQUARE FEET, THE MINIMUM FIRE FLOW WILL BE BASED ON THE SIZE AND TYPE OF CONSTRUCTION FOR THAT BUILDING.
- 3) FIRE APPARATUS ACCESS ROADS LESS THAN 26.0' WIDE SHALL BE POSTED ON BOTH SIDES AS A FIRE LANE.
- 4) "NO PARKING" SIGNS SHALL BE INSTALLED AS REQUIRED BY THE CITY.
- 5) TEMPORARY STREET SIGNS SHALL BE PROVIDED AS REQUIRED BY THE FIRE DEPARTMENT.
- 6) WIDTH OF IMPROVED STREETS SHALL BE A MINIMUM OF 26.0 FEET (BETWEEN EDGES OF PAVEMENT).
- 7) AN ELECTRONIC COPY OF THE APPROVED SITE PLAN SHALL BE PROVIDED TO THE FIRE DEPARTMENT (JPEG FORMAT).

PARCEL DESCRIPTION: (SUBJECT TO FINAL ADJUSTMENT)

A parcel of land situated in the Northeast quarter of Section 32, Town 3 South, Range 11 West, City of Portage, Kalamazoo County, Michigan being more particularly described as follows:
Commencing at the East quarter corner of Section 32, Town 3 South, Range 11 West, City of Portage, Kalamazoo County, Michigan; thence S. 90°00'00" W. 365.00 feet along the South line of the Northeast quarter of said Section; thence N. 00°01'23" W. 265.11 feet parallel with the East line of said Northeast quarter; thence S. 89°58'37" W. 125.00 feet perpendicular with said East line; thence N. 00°01'23" W. 405.00 feet parallel with said East line; thence N. 09°44'22" E. 64.62 feet; thence N. 63°32'50" W. 97.00 feet; thence N. 49°20'56" W. 60.00 feet; thence Northeastly 14.87 feet along the arc of a non-tangent curve to the right having a radius of 260.00 feet, a central angle of 03°16'37" and a chord of N. 42°33'52" E. 14.87 feet; thence N. 44°12'10" E. 231.25 feet; thence Northeastly 95.62 feet along the arc of a curve to the left having a radius of 300.00 feet, a central angle of 18°15'41" and a chord of N. 35°04'19" E. 95.21 feet; thence N. 64°03'31" W. 115.22 feet; thence N. 03°57'39" E. 264.38 feet to the Place of Beginning; thence N. 18°46'51" E. 245.54 feet; thence N. 51°58'21" E. 146.41 feet; thence N. 89°58'37" E. 276.00 feet perpendicular with the East line of said Northeast quarter to said East line; thence N. 00°01'23" W. 933.36 feet along said East line to the North line of said Northeast quarter of Section 32; thence N. 89°46'14" W. 822.39 feet along said North line to the East right-of-way line of the Pennsylvania Railroad (formerly the New York Central Railroad); thence S. 02°18'11" W. 1172.73 feet along said East right-of-way line; thence N. 81°16'05" E. 414.74 feet; thence S. 03°57'39" W. 150.95 feet to the Place of Beginning, containing 20.39 acres of land

UNIT AREA / COMMON AREA: (FOR DUPLEX AREA)

- CONDOMINIUM UNIT AREA = INTERIOR OF DWELLINGS
- GENERAL COMMON AREA = ROADWAYS, NATURAL AREAS, AND NON YARD AREAS
- LIMITED COMMON AREAS = YARD AREAS AROUND EACH DWELLING

SITE DATA:

- ZONING OF PROPERTY = "PD"
- PHASE TWO AREA = 20.39 ACRES
- # OF UNITS IN PHASE TWO = 52
- DENSITY WITHIN PHASE TWO = 2.55 UNITS/ACRE
- DENSITY WITHIN PHASES ONE & TWO = 2.86 UNITS/ACRE ← 74 UNITS / 25.84 ACRES

REQUIRED BUILDING SETBACKS FOR PHASE 2:

- MINIMUM DISTANCE BETWEEN BUILDINGS: 20.0'
- MINIMUM DISTANCE BETWEEN EDGE OF ROADWAY AND FRONT OF BUILDING OR GARAGE: 25.0'
- MINIMUM PERIMETER REAR YARD SETBACK: 40.0'

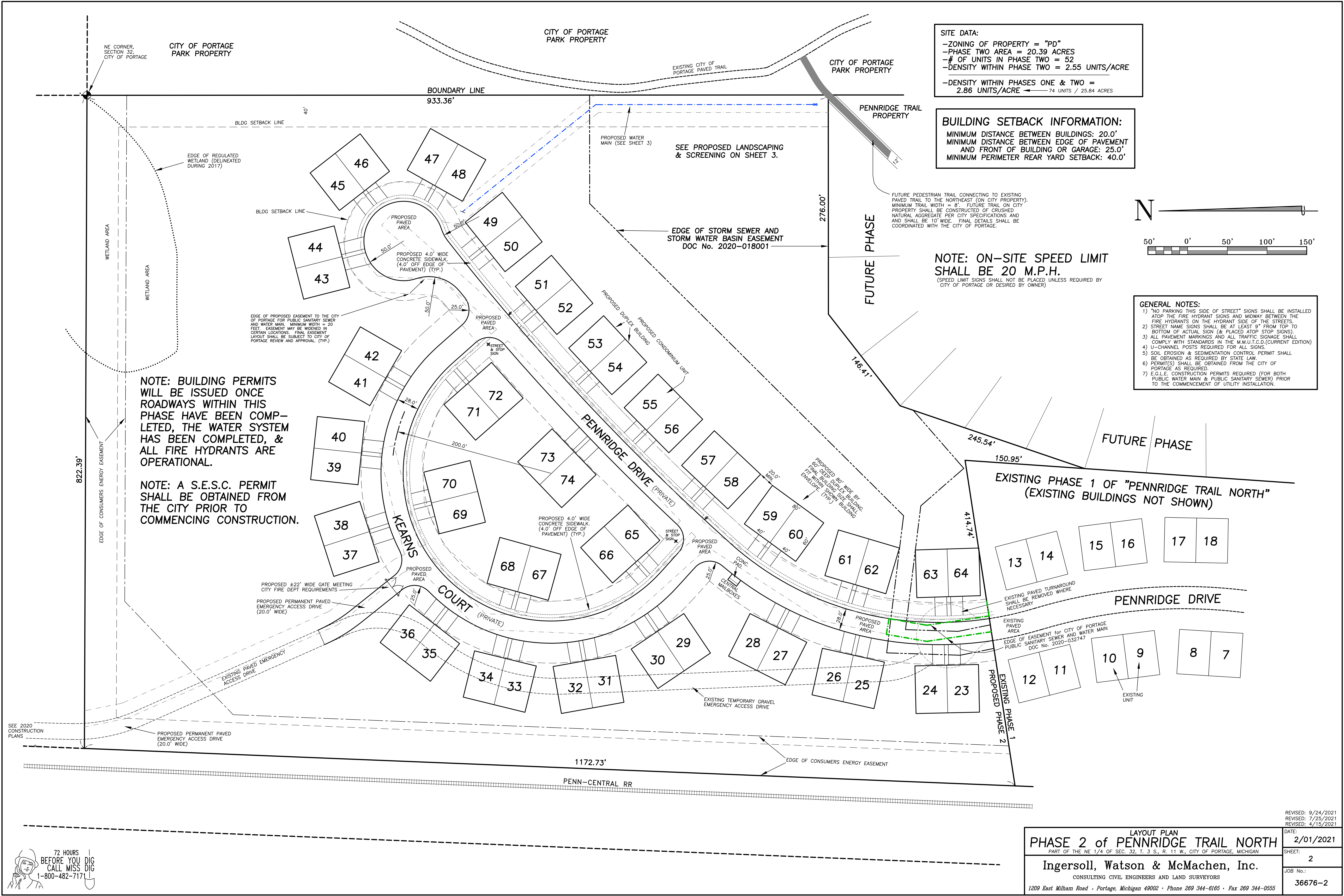
SHEET INDEX:

- 1) COVER SHEET
- 2) LAYOUT PLAN
- 3) UTILITY PLAN
- 4) GRADING PLAN
- 5) CONSTRUCTION DETAILS

APPLICANT:
WESTVIEW CAPITAL, LLC
2186 EAST CENTRE STREET
PORTAGE, MI 49002
(269) 321-2610

COVER SHEET / FINAL PLAN for PHASE 2 of PENNRIDGE TRAIL NORTH PART OF THE NE 1/4 OF SEC. 32, T. 3 S., R. 11 W., CITY OF PORTAGE, MICHIGAN		DATE: 2/01/2021
Ingersoll, Watson & McMachen, Inc. CONSULTING CIVIL ENGINEERS AND LAND SURVEYORS 1209 East Milham Road • Portage, Michigan 49002 • Phone 269 344-6165 • Fax 269 344-0555		SHEET: 1
		JOB No.: 36676-2

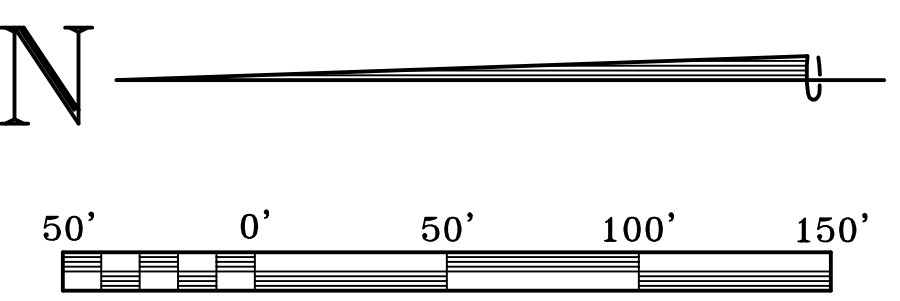




SITE DATA:
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-DENSITY WITHIN PHASE TWO = 2.55 UNITS/ACRE
-DENSITY WITHIN PHASES ONE & TWO = 2.86 UNITS/ACRE — 74 UNITS / 25.84 ACRES

BUILDING SETBACK INFORMATION:
MINIMUM DISTANCE BETWEEN BUILDINGS: 20.0'
MINIMUM DISTANCE BETWEEN EDGE OF PAVEMENT AND FRONT OF BUILDING OR GARAGE: 25.0'
MINIMUM PERIMETER REAR YARD SETBACK: 40.0'

NOTE: ON-SITE SPEED LIMIT SHALL BE 20 M.P.H.
(SPEED LIMIT SIGNS SHALL NOT BE PLACED UNLESS REQUIRED BY CITY OF PORTAGE OR DESIRED BY OWNER)



- GENERAL NOTES:**
- 1) "NO PARKING THIS SIDE OF STREET" SIGNS SHALL BE INSTALLED ATOP THE FIRE HYDRANT SIGNS AND MIDWAY BETWEEN THE FIRE HYDRANTS ON THE HYDRANT SIDE OF THE STREETS.
 - 2) STREET NAME SIGNS SHALL BE AT LEAST 9" FROM TOP TO BOTTOM OF ACTUAL SIGN (& PLACED ATOP STOP SIGNS).
 - 3) ALL PAVEMENT MARKINGS AND ALL TRAFFIC SIGNAGE SHALL COMPLY WITH STANDARDS IN THE M.M.U.T.C.D.(CURRENT EDITION)
 - 4) U-CHANNEL POSTS REQUIRED FOR ALL SIGNS.
 - 5) SOIL EROSION & SEDIMENTATION CONTROL PERMIT SHALL BE OBTAINED AS REQUIRED BY STATE LAW.
 - 6) PERMIT(S) SHALL BE OBTAINED FROM THE CITY OF PORTAGE AS REQUIRED.
 - 7) E.G.I.E. CONSTRUCTION PERMITS REQUIRED (FOR BOTH PUBLIC WATER MAIN & PUBLIC SANITARY SEWER) PRIOR TO THE COMMENCEMENT OF UTILITY INSTALLATION.

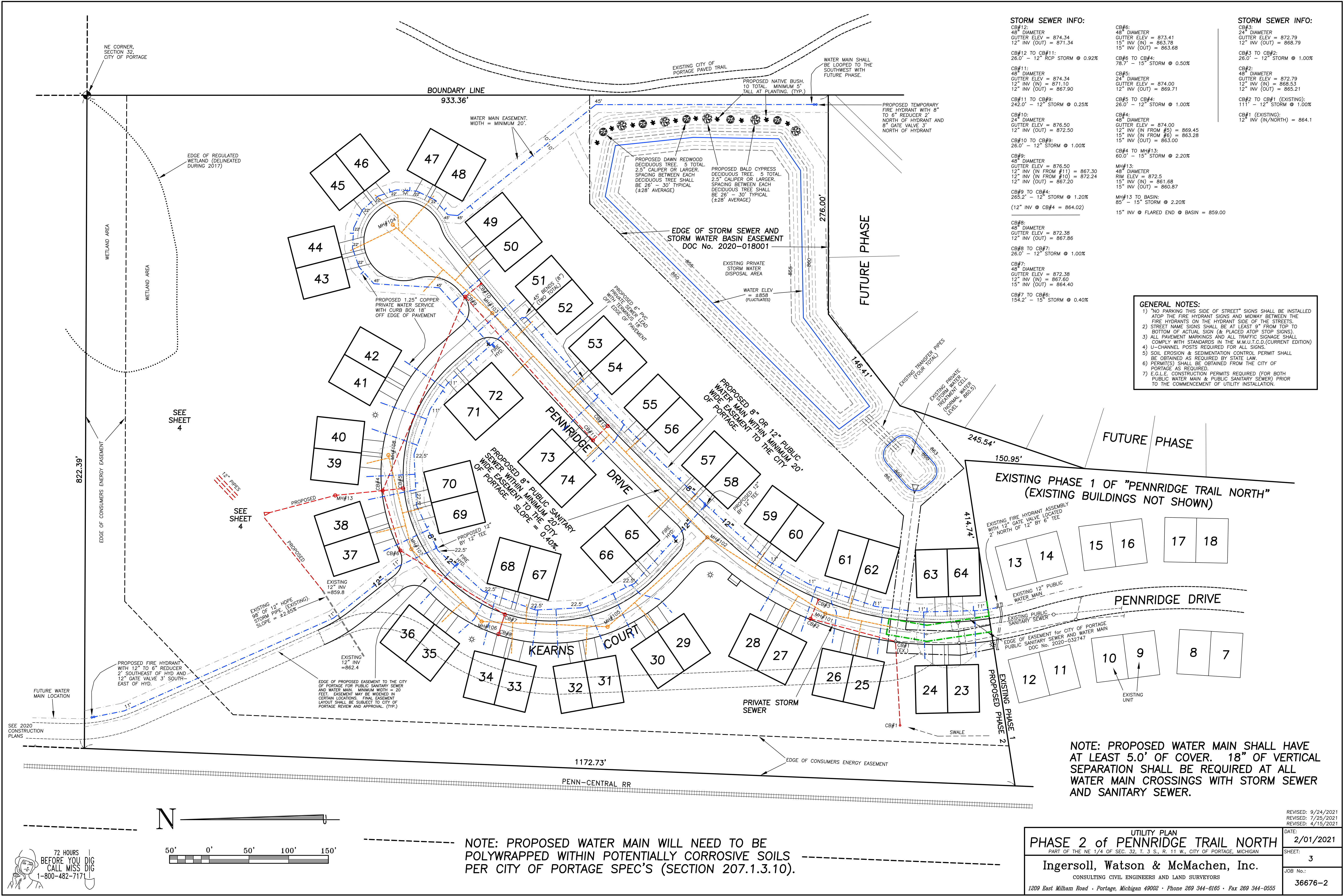
NOTE: BUILDING PERMITS WILL BE ISSUED ONCE ROADWAYS WITHIN THIS PHASE HAVE BEEN COMPLETED, THE WATER SYSTEM HAS BEEN COMPLETED, & ALL FIRE HYDRANTS ARE OPERATIONAL.

NOTE: A S.E.S.C. PERMIT SHALL BE OBTAINED FROM THE CITY PRIOR TO COMMENCING CONSTRUCTION.



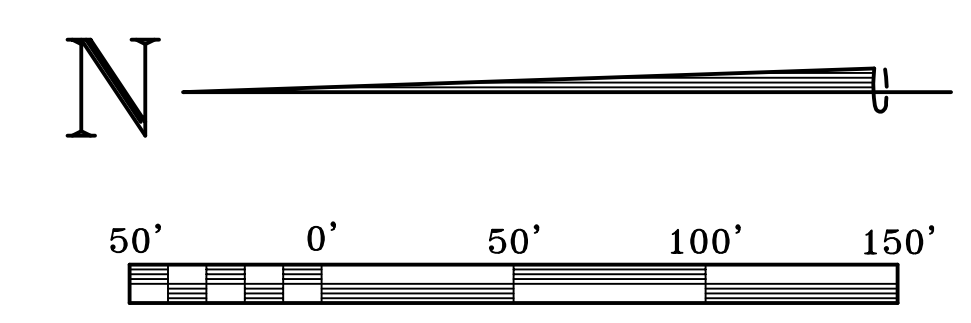
LAYOUT PLAN PHASE 2 of PENNRIDGE TRAIL NORTH PART OF THE NE 1/4 OF SEC. 32, T. 3 S., R. 11 W., CITY OF PORTAGE, MICHIGAN	
Ingersoll, Watson & McMachen, Inc. CONSULTING CIVIL ENGINEERS AND LAND SURVEYORS 1209 East Milham Road • Portage, Michigan 49002 • Phone 269 344-6165 • Fax 269 344-0555	
DATE: 2/01/2021	SHEET: 2
JOB No.: 36676-2	

REVISED: 9/24/2021
REVISED: 7/25/2021
REVISED: 4/15/2021



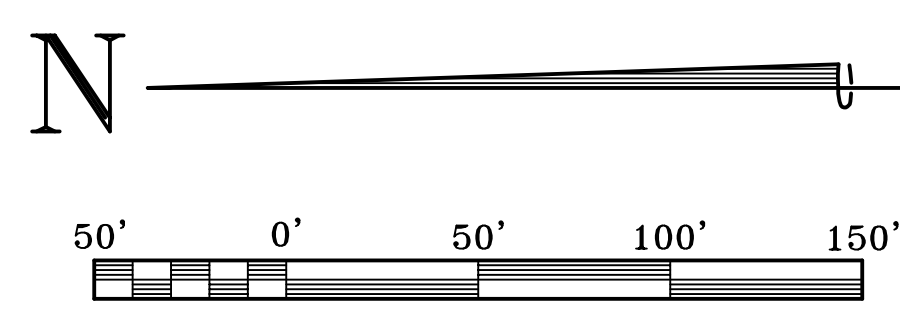
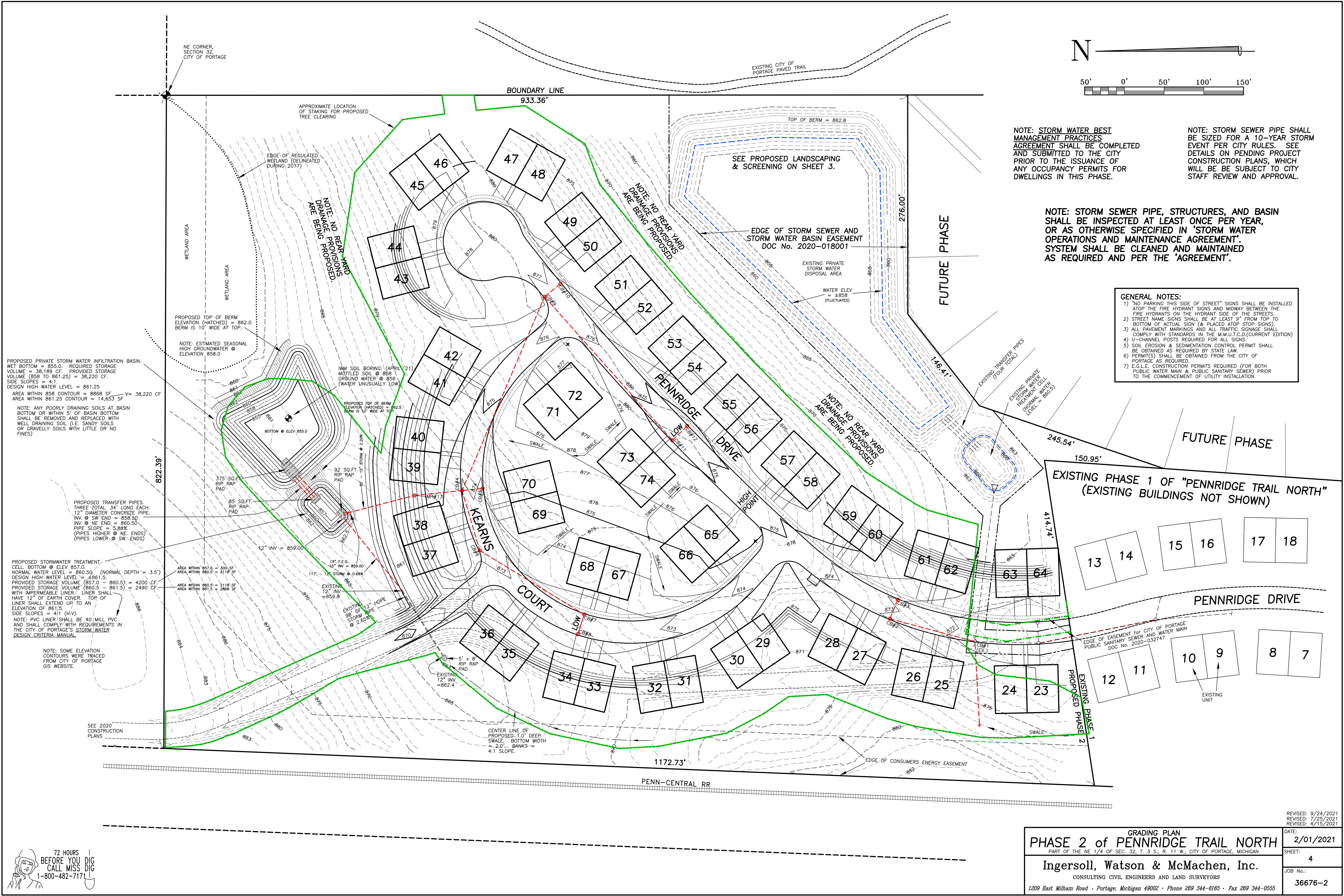
- GENERAL NOTES:**
- 1) "NO PARKING THIS SIDE OF STREET" SIGNS SHALL BE INSTALLED ATOP THE FIRE HYDRANT SIGNS AND MIDWAY BETWEEN THE FIRE HYDRANTS ON THE HYDRANT SIDE OF THE STREETS.
 - 2) STREET NAME SIGNS SHALL BE AT LEAST 9" FROM TOP TO BOTTOM OF ACTUAL SIGN (& PLACED ATOP STOP SIGNS).
 - 3) ALL PAVEMENT MARKINGS AND ALL TRAFFIC SIGNAGE SHALL COMPLY WITH STANDARDS IN THE M.M.U.T.C.D. (CURRENT EDITION).
 - 4) U-CHANNEL POSTS REQUIRED FOR ALL SIGNS.
 - 5) SOIL EROSION & SEDIMENTATION CONTROL PERMIT SHALL BE OBTAINED AS REQUIRED BY STATE LAW.
 - 6) PERMIT(S) SHALL BE OBTAINED FROM THE CITY OF PORTAGE AS REQUIRED.
 - 7) E.G.L.E. CONSTRUCTION PERMITS REQUIRED (FOR BOTH PUBLIC WATER MAIN & PUBLIC SANITARY SEWER) PRIOR TO THE COMMENCEMENT OF UTILITY INSTALLATION.

NOTE: PROPOSED WATER MAIN SHALL HAVE AT LEAST 5.0' OF COVER. 18" OF VERTICAL SEPARATION SHALL BE REQUIRED AT ALL WATER MAIN CROSSINGS WITH STORM SEWER AND SANITARY SEWER.



NOTE: PROPOSED WATER MAIN WILL NEED TO BE POLYWRAPPED WITHIN POTENTIALLY CORROSIVE SOILS PER CITY OF PORTAGE SPEC'S (SECTION 207.1.3.10).

REVISED: 9/24/2021		DATE:	2/01/2021
REVISED: 7/25/2021		SHEET:	3
REVISED: 4/15/2021		JOB No.:	36676-2
PHASE 2 of PENNRIDGE TRAIL NORTH			
PART OF THE NE 1/4 OF SEC. 32, T. 3 S., R. 11 W., CITY OF PORTAGE, MICHIGAN			
Ingersoll, Watson & McMachen, Inc.			
CONSULTING CIVIL ENGINEERS AND LAND SURVEYORS			
1209 East Milham Road • Portage, Michigan 49002 • Phone 269 344-6165 • Fax 269 344-0555			



NOTE: STORM WATER BEST MANAGEMENT PRACTICES AGREEMENT SHALL BE COMPLETED AND SUBMITTED TO THE CITY PRIOR TO THE ISSUANCE OF ANY OCCUPANCY PERMITS FOR DWELLINGS IN THIS PHASE.

NOTE: STORM SEWER PIPE SHALL BE SIZED FOR A 10-YEAR STORM EVENT PER CITY RULES. SEE DETAILS ON PENDING PROJECT CONSTRUCTION PLANS, WHICH WILL BE BE SUBJECT TO CITY STAFF REVIEW AND APPROVAL.

NOTE: STORM SEWER PIPE, STRUCTURES, AND BASIN SHALL BE INSPECTED AT LEAST ONCE PER YEAR, OR AS OTHERWISE SPECIFIED IN 'STORM WATER OPERATIONS AND MAINTENANCE AGREEMENT'. SYSTEM SHALL BE CLEANED AND MAINTAINED AS REQUIRED AND PER THE 'AGREEMENT'.

- GENERAL NOTES:**
- 1) "NO PARKING THIS SIDE OF STREET" SIGNS SHALL BE INSTALLED ATOP THE FIRE HYDRANT SIGNS AND MIDWAY BETWEEN THE FIRE HYDRANTS ON THE HYDRANT SIDE OF THE STREETS.
 - 2) STREET NAME SIGNS SHALL BE AT LEAST 9" FROM TOP TO BOTTOM OF ACTUAL SIGN (& PLACED ATOP STOP SIGNS).
 - 3) ALL PAVEMENT MARKINGS AND ALL TRAFFIC SIGNAGE SHALL COMPLY WITH STANDARDS IN THE M.M.U.T.C.D. (CURRENT EDITION)
 - 4) U-CHANNEL POSTS REQUIRED FOR ALL SIGNS.
 - 5) SOIL EROSION & SEDIMENTATION CONTROL PERMIT SHALL BE OBTAINED AS REQUIRED BY STATE LAW.
 - 6) PERMIT(S) SHALL BE OBTAINED FROM THE CITY OF PORTAGE AS REQUIRED.
 - 7) E.O.L.E. CONSTRUCTION PERMITS REQUIRED (FOR BOTH PUBLIC WATER MAIN & PUBLIC SANITARY SEWER) PRIOR TO THE COMMENCEMENT OF UTILITY INSTALLATION.

PROPOSED PRIVATE STORM WATER INFILTRATION BASIN.
WET BOTTOM = 855.0. REQUIRED STORAGE VOLUME = 38,189 CF. PROVIDED STORAGE VOLUME (858 TO 861.25) = 38,220 CF. SIDE SLOPES = 4:1.
DESIGN HIGH WATER LEVEL = 861.25
AREA WITHIN 858 CONTOUR = 8868 SF
AREA WITHIN 861.25 CONTOUR = 14,653 SF

NOTE: ANY POORLY DRAINING SOILS AT BASIN BOTTOM OR WITHIN 5' OF BASIN BOTTOM SHALL BE REMOVED AND REPLACED WITH WELL DRAINING SOIL (I.E. SANDY SOILS OR GRAVELLY SOILS WITH LITTLE OR NO FINES)

PROPOSED TRANSFER PIPES.
THREE TOTAL. 34" LONG EACH.
12" DIAMETER CONCRETE PIPE.
INV. @ SW END = 858.50
INV. @ NE END = 860.50
PIPE SLOPE = 5.88%
(PIPES HIGHER @ NE ENDS)
(PIPES LOWER @ SW ENDS)

PROPOSED STORMWATER TREATMENT CELL. BOTTOM @ ELEV 857.0. (NORMAL DEPTH = 3.5')
DESIGN HIGH WATER LEVEL = 861.5.
PROVIDED STORAGE VOLUME (857.0 - 860.5) = 4200 CF.
PROVIDED STORAGE VOLUME (860.5 - 861.5) = 2490 CF.
WITH IMPERMEABLE LINER/ LINER SHALL HAVE 12" OF EARTH COVER. TOP OF LINER SHALL EXTEND UP TO AN ELEVATION OF 861.5.
SIDE SLOPES = 4:1 (H.V.)
NOTE: PVC LINER SHALL BE 40 MILL PVC AND SHALL COMPLY WITH REQUIREMENTS IN THE CITY OF PORTAGE'S STORM WATER DESIGN CRITERIA MANUAL.

NOTE: SOME ELEVATION CONTOURS WERE TRACED FROM CITY OF PORTAGE GIS WEBSITE.

SEE 2020 CONSTRUCTION PLANS



GRADING PLAN PHASE 2 of PENNRIDGE TRAIL NORTH PART OF THE NE 1/4 OF SEC. 32, T. 3 S., R. 11 W., CITY OF PORTAGE, MICHIGAN		REVISED: 9/24/2021 REVISED: 7/25/2021 REVISED: 4/15/2021
Ingersoll, Watson & McMachen, Inc. CONSULTING CIVIL ENGINEERS AND LAND SURVEYORS 1209 East Milham Road • Portage, Michigan 49002 • Phone 269 344-6165 • Fax 269 344-0555		DATE: 2/01/2021 SHEET: 4 JOB No.: 36676-2

GENERAL NOTES

- 1) CONTRACTOR SHALL NOTIFY MISS DIG AT 1-800-482-7171 72 HOURS PRIOR TO THE START OF CONSTRUCTION.
- 2) LOCATIONS OF UNDERGROUND UTILITIES SHOWN ON THESE PLANS ARE APPROXIMATE. ADDITIONAL UNDERGROUND UTILITIES MAY EXIST ON THIS SITE WHICH ARE NOT SHOWN ON THESE PLANS. CONTRACTOR SHALL BE RESPONSIBLE TO LOCATE AND PROTECT ALL UTILITIES ON SITE, WHETHER SHOWN ON THESE PLANS OR NOT.
- 3) CONTRACTOR SHALL PROVIDE ALL SIGNS, FENCING, LIGHTS, BARRICADES, ETC. NECESSARY TO PROVIDE FOR PUBLIC SAFETY DURING CONSTRUCTION.
- 4) REQUESTS FOR CONSTRUCTION STAKING SHALL BE DIRECTED TO THE ENGINEER A MINIMUM OF 48 HOURS PRIOR TO THEIR ACTUAL NEED.
- 5) IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO COORDINATE WITH ALL UTILITY COMPANIES FOR THE PROTECTION AND/OR RELOCATION OF EXISTING UTILITIES.
- 6) ALL MATERIALS PLACED DURING CONSTRUCTION SHALL BE IN NEW CONDITION, SHALL BE FREE FROM DEFECTS AND SHALL BE SUBJECT TO INSPECTION AND APPROVAL BY THE CITY AND THEIR INSPECTOR.
- 7) ALL CONSTRUCTION SHALL BE SUBJECT TO CONSTRUCTION INSPECTION BY OWNER, OWNER'S REPRESENTATIVE, AND THE CITY OF PORTAGE.
- 8) ELEVATIONS SHOWN ON THESE PLANS ARE BASED ON USGS DATUM AS PROMULGATED WITHIN THE CITY OF PORTAGE.
- 9) ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF PORTAGE CONTRACT CONDITIONS AND SPECIFICATIONS.
- 10) A SOIL EROSION CONTROL PERMIT NEEDS TO BE OBTAINED PRIOR TO THE COMMENCEMENT OF ANY GRADING ACTIVITIES.

CONSTRUCTION NOTES

- 1) ALL PIPE LENGTH DISTANCES ARE FROM CENTER TO CENTER OF STRUCTURE.
- 2) ALL TRENCHING AND BACKFILLING FOR UTILITIES SHALL COMPLY WITH REQUIREMENTS OF THE CITY OF PORTAGE STANDARD SPECIFICATIONS AND THE REQUIREMENTS INDICATED ON THE CONSTRUCTION DRAWINGS.
- 3) ALL CONSTRUCTION SHALL COMPLY WITH ALL LOCAL, STATE, AND FEDERAL RULES, REQUIREMENTS, AND LAWS.

WATER MAIN NOTES

- 1) ALL 8" OR 10" WATER MAIN SHALL BE AWWA C151, CLASS 52 DUCTILE IRON PIPE. ALL 12" WATER MAIN SHALL BE AWWA C151, CLASS 53 DUCTILE IRON PIPE. ALL PIPE SHALL HAVE CEMENT LINING AND SHALL BE INSTALLED ACCORDING TO THE CITY OF PORTAGE STANDARD SPECIFICATIONS (AVAILABLE AT CITY OF PORTAGE WEBSITE: www.portage.mi.gov).
- 2) ALL WATER MAIN CONSTRUCTION SHALL BE SUBJECT TO INSPECTION BY A CITY OF PORTAGE APPROVED INSPECTOR.
- 3) MINIMUM 5.0' AND MAXIMUM 6.0' OF COVER OVER NEW WATER MAIN PIPE IS REQUIRED ONCE FINAL SITE GRADING IS COMPLETE.
- 4) WATER SERVICES SHALL BE INSTALLED IN ACCORDANCE WITH CITY OF PORTAGE STANDARD DETAIL SD-153, TYPICAL SERVICE LINE AND METER BOX INSTALLATIONS, PLUMBING PERMIT REQUIRED.
- 5) HYDRANT ASSEMBLIES SHALL BE INSTALLED IN ACCORDANCE WITH CITY OF PORTAGE STANDARD DETAIL SD-144, AUXILIARY VALVE LOCATION.
- 6) HYDRANT SIGNS SHALL BE INSTALLED IN ACCORDANCE WITH CITY OF PORTAGE STANDARD DETAIL SD-145, STANDARD HYDRANT SIGN.

SANITARY SEWER NOTES

- 1) ALL SANITARY SEWER PIPE SHALL BE SDR26 PVC AND SHALL COMPLY WITH ASTM D 3033 OR ASTM D 3034. PIPE SHALL BE INSTALLED ACCORDING TO MANUFACTURER'S INSTRUCTIONS.
- 2) ALL SANITARY SEWER CONSTRUCTION, INCLUDING MAINLINES, LATERALS, MANHOLES, AND APPURTENANCES, SHALL CONFORM WITH THE CITY OF PORTAGE REQUIREMENTS AND SPECIFICATIONS AND SHALL BE SUBJECT TO THEIR INSPECTION.

PRIVATE UTILITY NOTES

- 1) UNDERGROUND ELECTRIC, NATURAL GAS, TELEPHONE, AND CABLE TV PRIVATE UTILITIES SHALL BE SIZED AND INSTALLED BY UTILITY OWNERS.

STORM SEWER NOTES

- NOTE: ALL STORM SEWER PIPE THAT IS LARGER THAN 24" DIAMETER SHALL BE REINFORCED CONCRETE PIPE PER CITY OF PORTAGE REQUIREMENTS.
- 1) STORM SEWER PIPE SHALL BE EITHER CORRUGATED POLYETHYLENE (C.P.E.), REINFORCED CONCRETE (R.C.P.), OR OTHER TYPES MEETING MDOT AND CITY OF PORTAGE APPROVAL.
 - 2) CORRUGATED POLYETHYLENE (C.P.E.) PIPE SHALL MEET THE REQUIREMENTS OF AASHTO M 294 TYPE 5 (DUAL WALL, SMOOTH INSIDE, CORRUGATED OUTSIDE, NO PERFORATIONS). THE JOINTS SHALL BE WATERTIGHT AND COMPLY WITH ASTM D 3212. (HANCOR HI-Q, ADS N-12, OR EQUIVALENT)
 - 3) REINFORCED CONCRETE PIPE (R.C.P.) SHALL MEET THE REQUIREMENTS OF ASTM C 76. THE JOINTS SHALL BE WATERTIGHT AND COMPLY WITH ASTM C 443.
 - 4) ~~NON-REINFORCED CONCRETE PIPE (R.C.P.) SHALL MEET THE REQUIREMENTS OF ASTM C 443.~~
 - 5) PREMIUM WATERTIGHT JOINTS (RUBBER OR SLIP SEAL) ARE REQUIRED AT EACH STORM SEWER PIPE JOINT IN ACCORDANCE WITH CITY OF PORTAGE REQUIREMENTS.
 - 6) PIPE CONNECTIONS AT ALL SOLID WALLED STRUCTURES SHALL BE MADE WITH A WATERTIGHT RESILIENT CONNECTOR (RUBBER TYPE BOOT WITH STAINLESS STEEL BANDS, OR OTHER TYPE AS APPROVED BY CITY OF PORTAGE).
 - 7) STORM SEWER PIPE SHALL HAVE A MINIMUM OF 24 INCHES OF COVER.
 - 8) ALL STORM SEWER PIPE AND INSTALLATION SHALL COMPLY WITH CITY OF PORTAGE "CONSTRUCTION SPECIFICATIONS AND STANDARDS".
 - 9) ALL STORM SEWER PIPE, JOINTS, AND GASKETS SHALL BE INSPECTED. ANY DEFECTIVE PRODUCTS SHALL NOT BE INSTALLED AND SHALL BE REMOVED FROM THE SITE.
 - 10) ALL SOLID WALLED STRUCTURES SHALL HAVE CONCRETE BOTTOMS.
 - 11) DEFLECTION TESTS SHALL BE PERFORMED ON ALL FLEXIBLE PIPE. THE TEST SHALL BE CONDUCTED AFTER THE BACKFILL HAS BEEN PLACED AND PRIOR TO INSTALLING ANY ASPHALT OR CONCRETE SURFACE. NO PIPE SHALL EXCEED A DEFLECTION OF FIVE (5) PERCENT. THE DEFLECTION TEST SHALL BE RUN USING A RIGID BALL OR MANDREL, HAVING A DIAMETER EQUAL TO 95% OF THE INSIDE DIAMETER OF THE PIPE. DEFLECTION SHALL BE CONDUCTED AFTER FINAL BACKFILL HAS BEEN IN PLACE FOR AT LEAST 30 DAYS.
 - 12) ALL PUBLIC STORM SEWER PIPE SHALL BE TELEVIEWED IN ACCORDANCE WITH SECTION 208.2.6 (TELEVISION) OF THE CITY'S SPECIFICATIONS.

SOIL EROSION CONTROL NOTES

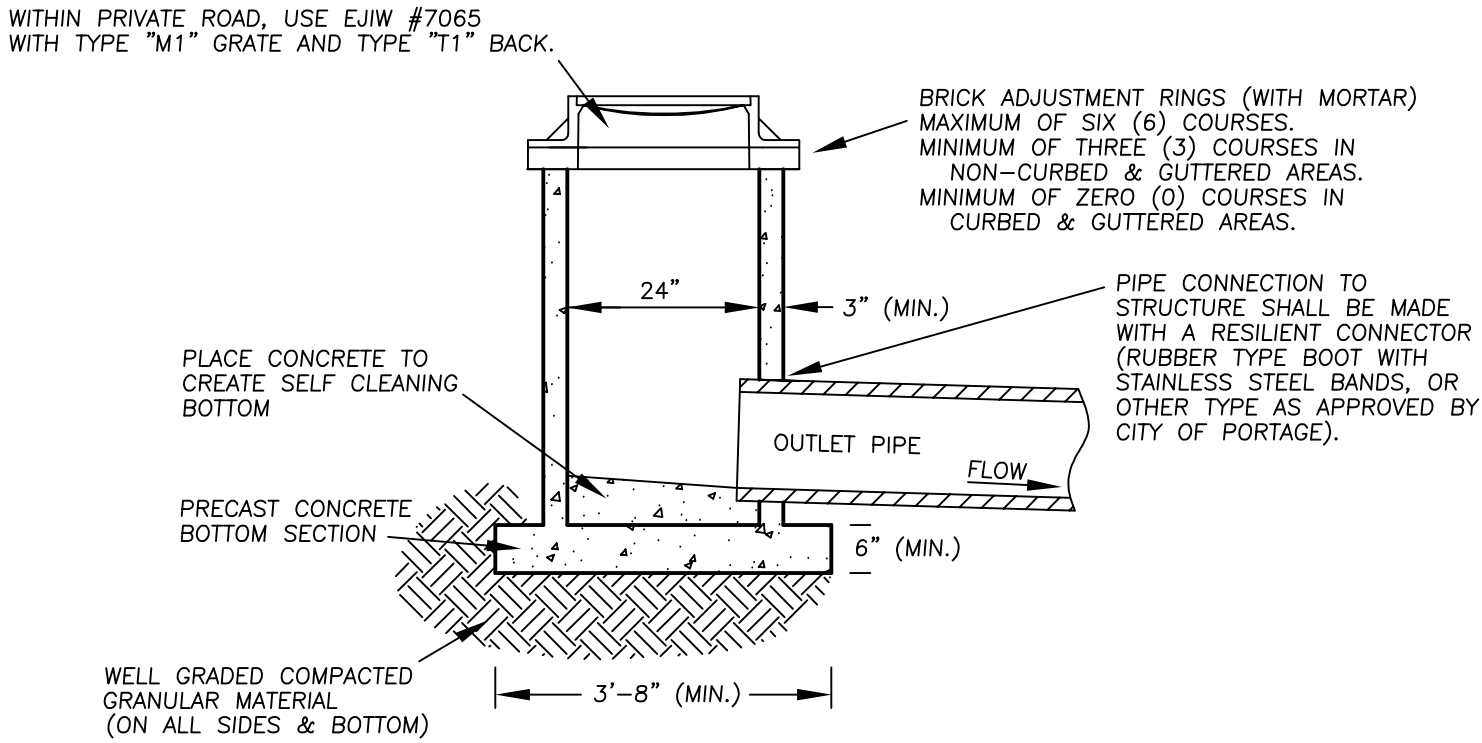
- 1) ALL CONSTRUCTION SHALL COMPLY WITH THE SOIL EROSION AND SEDIMENTATION CONTROL ACT (P.A. 451 OF 1994, AS AMENDED) AS ADMINISTERED BY THE CITY OF PORTAGE.
- 2) EARTHWORK CONTRACTORS SHALL BE RESPONSIBLE FOR THE FOLLOWING:
 - A) BERMING OR FILTERING OF RUNOFF AT PROPERTY LINES WHERE EROSION COULD OCCUR.
 - B) PROTECTION OF ALL EXISTING AND NEWLY CONSTRUCTED STORM SEWER STRUCTURES, WHETHER ADJACENT TO THE SITE OR ON THE SITE.
 - C) MINIMIZATION OF TRACKING OF MATERIAL OFF-SITE.
 - D) SWEEPING AND CLEANING OF ADJACENT STREETS AS NECESSARY.
- 3) OWNER SHALL OBTAIN "SOIL EROSION CONTROL PERMIT" FROM THE CITY OF PORTAGE.

RESTORATION NOTES

- 1) ALL DISTURBED AREAS SHALL BE RESTORED WITH MINIMUM 4" TOPSOIL AND GRASS SEED, OR OTHER REQUIRED LANDSCAPING.
- 2) EXISTING STREETS AND YARDS SHALL BE RESTORED TO A CONDITION AT LEAST EQUAL TO THAT WHICH EXISTED PRIOR TO CONSTRUCTION.

STREET LIGHTS & STREET SIGNS

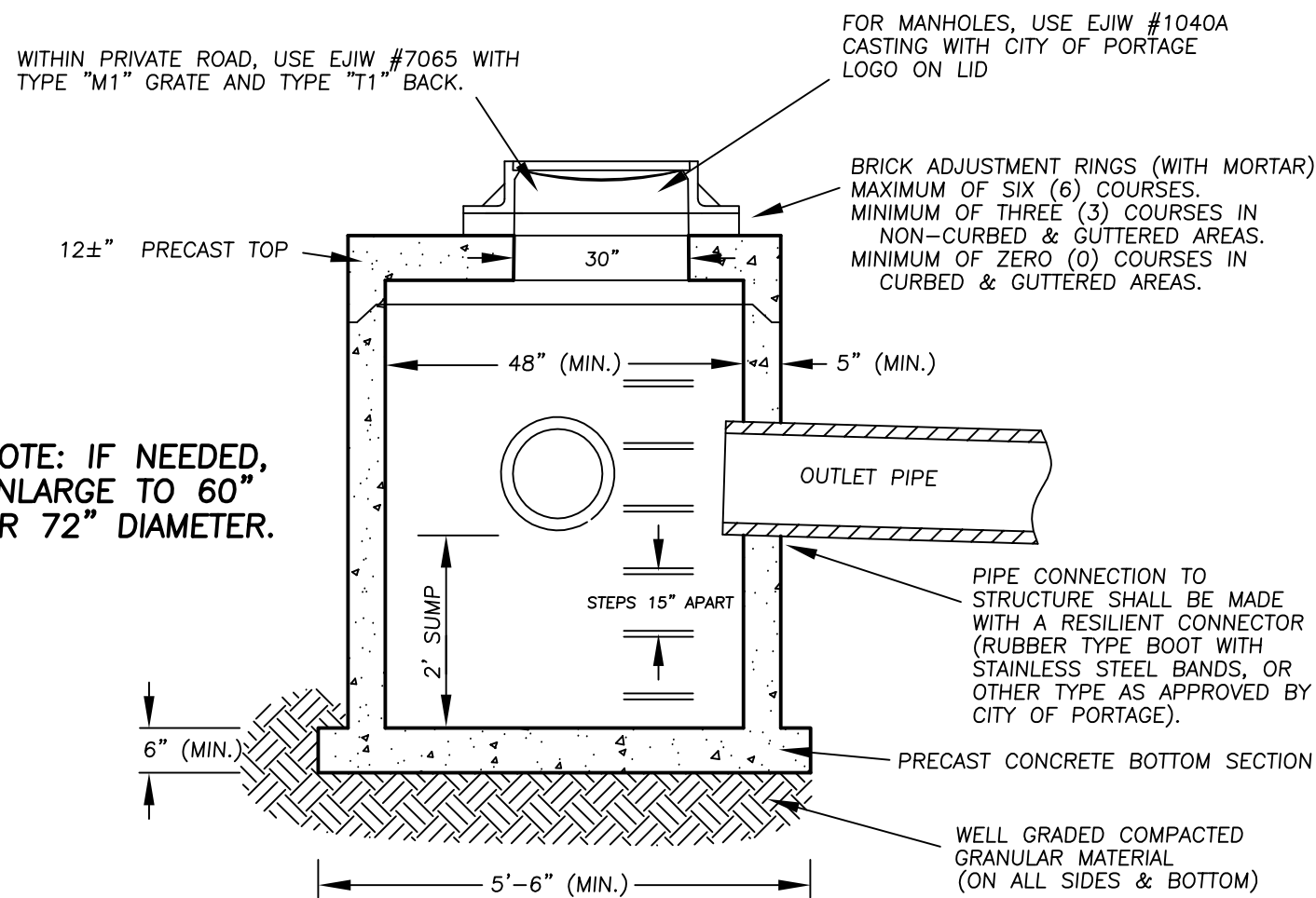
- 1) DECIDUOUS TREES AT PLANTING SHALL HAVE A MINIMUM CALIPER OF 1.5" AT 6" ABOVE THE ROOT BALL; A CLEAR STEM OF 4 FEET; AND A BURLAP BALL SIZE OF AT LEAST 10 TIMES THE CALIPER. ALLOWED TREES INCLUDE: SARGENT CHERRY, AMUR CORKTREE, GOLDENRAIN TREE, MAPLES (HEDGE, PACIFIC SUNSET, TRIDENT, TATARIAN MAPLE), AMERICAN & EUROPEAN HORNBEAM, KATSURRA TREE, IVORY SILK JAPANESE TREE LILAC, & ORNAMENTAL PEARS (CLEVELAND AND REDSPIRE CALLERY PEAR).
- 2) STREET LIGHTS SHALL BE 8500 LUMEN, HIGH PRESSURE SODIUM VAPOR. DECORATIVE LIGHT POLES SHALL HAVE A HEIGHT OF 19 FEET. ALL LIGHT STANDARDS AND UTILITY POLES SHALL BE LOCATED AT LEAST 5 FEET OFF PROPOSED GRADE OF CURB.
- 3) ALL PAVEMENT MARKINGS AND TRAFFIC SIGNS MUST CONFORM TO THE STANDARDS SET FORTH IN THE CURRENT EDITION OF THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES ("M.M.U.T.C.D.").
- 4) ALL STREET SIGNS SHALL CONFORM TO CITY OF PORTAGE PUBLISHED REQUIREMENTS. ALL SIGNS SHALL BE INSTALLED ON 3 POUND GALVANIZED U-CHANNEL POSTS AND SHALL HAVE A MINIMUM POST BURY OF 36 INCHES. DISTANCE FROM BOTTOM OF SIGN TO GROUND SHALL BE 7 FEET. ANYTHING NOT SPECIFIED IN THESE PLANS SHALL BE IN ACCORDANCE WITH THE M.M.U.T.C.D. STREET NAME SIGNS SHALL BE 9 INCHES TALL (VERTICAL DIMENSION OF ACTUAL SIGN).



24" STORM SEWER INLET

NO SCALE

- NOTES:
- 1) HEIGHT OF STRUCTURES WILL VARY BUT SHALL NOT EXCEED FIVE (5.0) FEET.
 - 2) STRUCTURES SHALL BE PRECAST CONCRETE AND CONFORM TO ASTM C-478.
 - 3) SEE RELATED CITY OF PORTAGE STANDARD DETAILS:
 - SD-102, 24" CATCH BASIN
 - SD-103, STANDARD CURB INLET CASTING
 - SD-104, STANDARD DROP CURB INLET CASTING



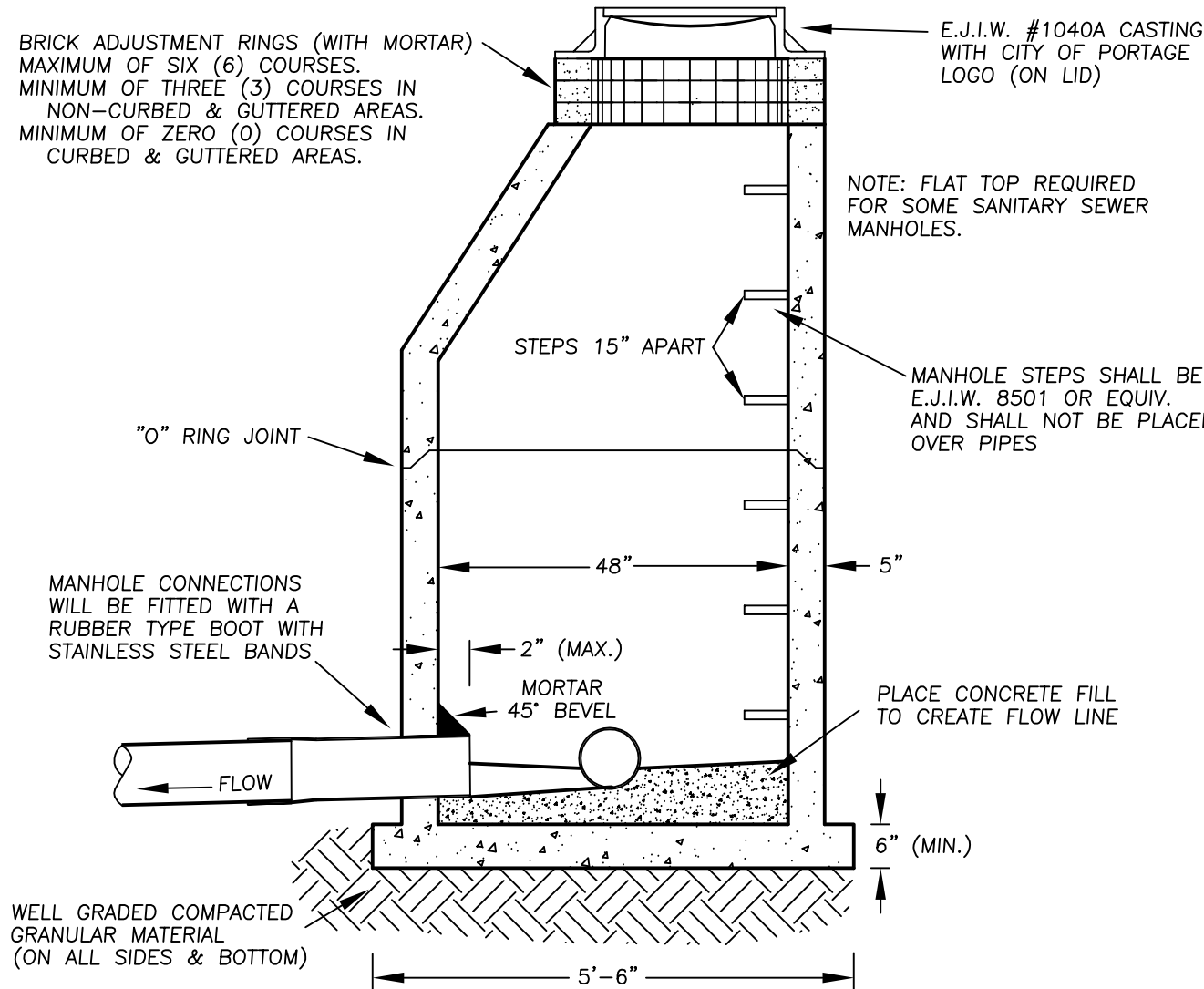
NOTE: IF NEEDED, ENLARGE TO 60" OR 72" DIAMETER.

48" STORM SEWER STRUCTURE W/FLAT TOP

NO SCALE

- NOTES:
- 1) MANHOLE STRUCTURES SHALL NOT HAVE A SUMP AND SHALL REQUIRE EJW #1040A CASTING WITH CITY OF PORTAGE LOGO PER CITY STANDARDS.
 - 2) HEIGHT OF STRUCTURES WILL VARY.
 - 3) STRUCTURES SHALL BE PRECAST CONCRETE AND CONFORM TO ASTM C-478.
 - 4) SOME STRUCTURES MAY HAVE TO BE ENLARGED TO ACCOMMODATE PIPES AND RESILIENT CONNECTORS. STRUCTURAL DIMENSIONS FOR LARGER DIAMETER STRUCTURES SHALL CONFORM TO ASTM C-478.
 - 5) MANHOLE STEPS SHALL BE EJW #8501 OR EQUIVALENT.
 - 6) INSTALL STEPS AFTER STRUCTURE IS IN PLACE TO INSURE STEPS ARE LOCATED UNDER OPENING. TOP STEP SHALL BE NO MORE THAN 24 INCHES FROM TOP OF CASTING. BOTTOM STEP SHALL BE NO MORE THAN 24 INCHES FROM BENCH/BOTTOM OF STRUCTURE.
 - 7) SEE RELATED CITY OF PORTAGE STANDARD DETAILS:
 - SD-101, STANDARD 48" DRAINAGE STRUCTURE
 - SD-103, STANDARD CURB INLET CASTING
 - SD-104, STANDARD DROP CURB INLET CASTING
 - SD-106, STANDARD MANHOLE STEP

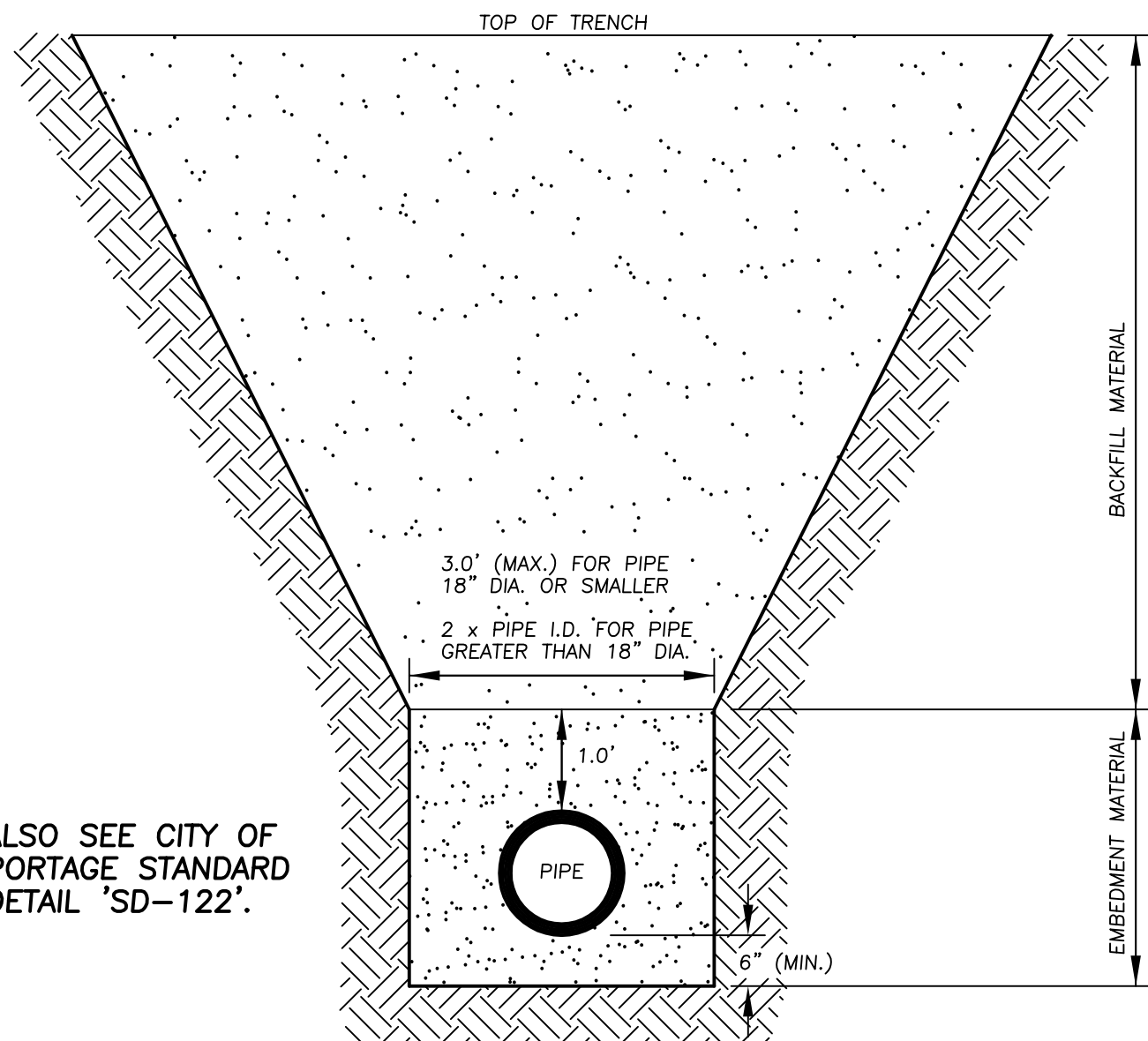
NOTE: SANITARY SEWER MANHOLE LIDS SHALL HAVE A STANDARD CITY OF PORTAGE LOGO ON LID.



48" SANITARY SEWER MANHOLE

NO SCALE

- NOTES:
- 1) HEIGHT OF STRUCTURES WILL VARY.
 - 2) STRUCTURES SHALL BE PRECAST CONCRETE AND CONFORM TO ASTM C-478 WITH O-RING RUBBER GASKET TYPE JOINTS. ASTM C-443 RUBBER GASKETS SHALL NOT BE REMOVED.
 - 3) INSTALL STEPS AFTER STRUCTURE IS IN PLACE. IF NECESSARY, TO INSURE STEPS ARE LOCATED UNDER OPENING. TOP STEP SHALL BE NO MORE THAN 24 INCHES FROM TOP OF CASTING. BOTTOM STEP SHALL BE NO MORE THAN 24 INCHES FROM BENCH.
 - 4) SEE RELATED CITY OF PORTAGE STANDARD DETAILS:
 - SD-105, STANDARD MANHOLE
 - SD-106, SANITARY SEWER STANDARD MANHOLE CASTING
 - SD-107, SANITARY SEWER PRESSURE-TIGHT MANHOLE CASTING
 - SD-108, STANDARD MANHOLE STEP

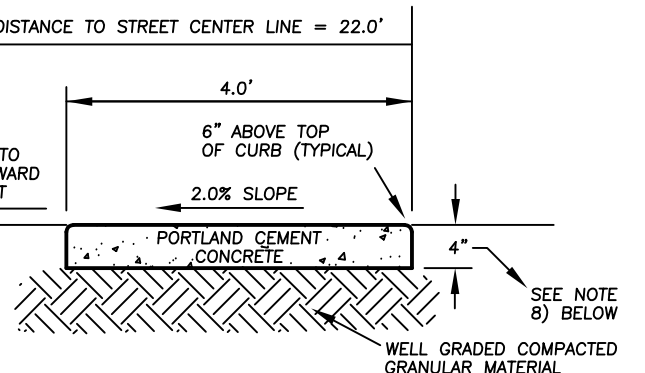


ALSO SEE CITY OF PORTAGE STANDARD DETAIL 'SD-122'.

UTILITY TRENCH DETAIL

NO SCALE

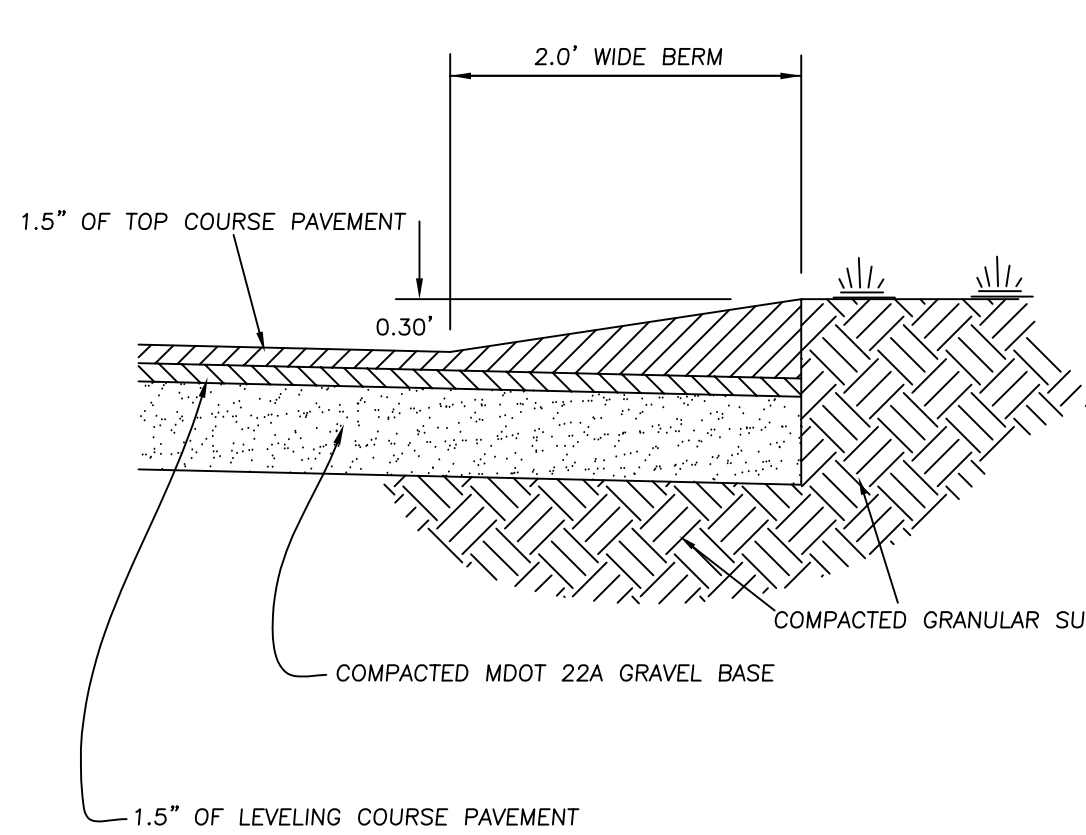
- NOTES:
- 1) LARGE ROCKS, BOULDERS, AND STONES OVER ONE (1.0) INCH IN DIAMETER SHALL BE REMOVED TO PROVIDE A CLEARANCE OF SIX (6) INCHES (MIN.) FROM ANY PART OF THE PIPE.
 - 2) ALL EMBEDMENT AND BACKFILL MATERIALS SHALL BE FREE FROM FROZEN EARTH, ICE, SNOW, TOPSOIL, MULCH, CONCRETE, ASHES, REFUSE, ORGANIC MATTER, BOULDERS, ROCKS, OR OTHER MATERIALS WHICH, IN THE OPINION OF THE ENGINEER, ARE UNSUITABLE.
 - 3) EMBEDMENT MATERIAL SHALL BE GRANULAR MATERIAL WITH MAXIMUM PARTICLE SIZE OF 1.0" COMPACTED TO 95% OF MAXIMUM UNIT WEIGHT AS DETERMINED BY THE MODIFIED PROCTOR METHOD.
 - 4) BACKFILL MATERIAL UNDER PAVEMENT AREAS AND AREAS WITHIN TRENCH INFLUENCE OF BACK OF CURB OR EDGE OF PAVEMENT SHALL BE GRANULAR MATERIAL COMPACTED TO 95% OF MAXIMUM UNIT WEIGHT AS DETERMINED BY THE MODIFIED PROCTOR METHOD.
 - 5) BACKFILL MATERIAL FOR PIPE TRENCHES NOT UNDER PAVEMENT AREAS AND AREAS OUTSIDE OF TRENCH INFLUENCE MAY BE NONGRANULAR NATIVE MATERIAL WHICH, IN THE OPINION OF THE ENGINEER, IS ACCEPTABLE MATERIAL AND IS ADEQUATELY COMPACTED TO PREVENT SETTLEMENT.
 - 6) BACKFILL MATERIAL MAY BE PLACED, SPREAD, AND COMPACTED WITH EQUIPMENT OPERATED LONGITUDINALLY ALONG THE PIPE LINE, PUSHING MATERIAL INTO THE TRENCH FROM THE SIDE WITHOUT LONGITUDINAL SPREADING AND COMPACTION SHALL NOT BE ALLOWED.
 - 7) SEE RELATED CITY OF PORTAGE STANDARD DETAIL:
 - SD-122, STANDARD TRENCH DETAIL



SIDEWALK

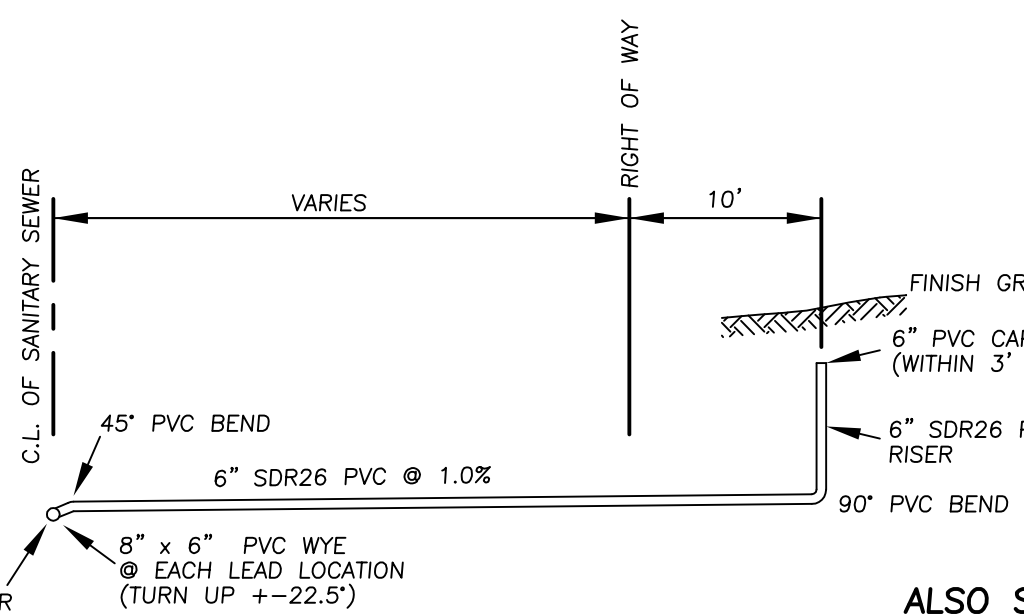
NO SCALE

- NOTES:
- 1) CONCRETE SHALL BE MDOT GRADES 35P OR 35S, AND MEET THE FOLLOWING REQUIREMENTS:
 - ALL AGGREGATES SHALL BE LIMESTONE OR SLAG MATERIAL
 - ENTRAINED AIR = 6 TO 8 PERCENT
 - COMPRESSIVE STRENGTH AT 28 DAYS = 3500 P.S.I.
 - SLUMP = 1.5 TO 3 INCHES
 - MODULUS OF RUPTURE AT 28 DAYS = 650 P.S.I.
 - MINIMUM PORTLAND CEMENT CONTENT = 5.50 SACKS PER CUBIC YARD
 - 2) ONE (1) INCH TRANSVERSE EXPANSION JOINTS SHALL BE PLACED AT UNIFORM INTERVALS OF NOT MORE THAN 50 FEET.
 - 3) PLANE OF WEAKNESS JOINTS SHALL BE PLACED AT UNIFORM INTERVALS OF FOUR (4) FEET.
 - 4) ALL JOINTS SHALL BE CONSTRUCTED AT RIGHT ANGLES TO THE CENTERLINE OF THE WALK.
 - 5) ALL EDGES AND JOINTS SHALL BE PROPERLY TOOLED.
 - 6) THE SURFACE SHALL BE FINISHED WITH A WOOD FLOAT OR BRUSH TO PROVIDE A NON-SLIP SURFACE.
 - 7) CONCRETE SHALL BE CURED IN A MANNER APPROVED BY M.D.O.T.
 - 8) WALK WITHIN DRIVEWAY AREAS SHALL BE SIX (6) INCHES THICK.



HMA VALLEY GUTTER

NO SCALE

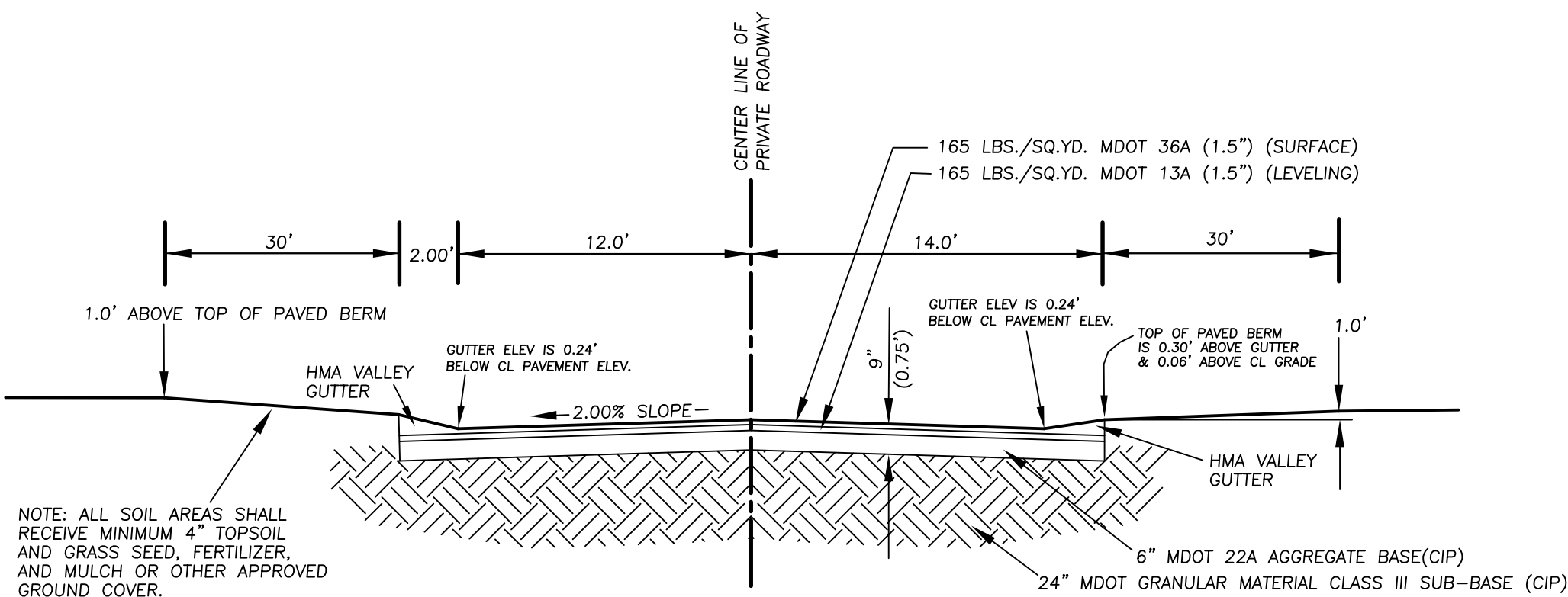


SANITARY SEWER LEAD

NO SCALE

- NOTES:
- 1) 4" x 4" RISER MARKER STAKE REQUIRED AT EACH RISER LOCATION.
 - 2) BEDDING AND COMPACTION SHALL BE PER CITY STANDARD SPECIFICATIONS.
 - 3) SEE RELATED CITY OF PORTAGE STANDARD DETAILS:
 - SD-110, SANITARY SEWER STANDARD HOUSE CONNECTIONS (PROPERTY LINE RISER)
 - 4) MAIN LINE RISERS REQUIRED WHEN DEPTH OF SEWER MAIN IS 15' OR GREATER.

ALSO SEE CITY OF PORTAGE STANDARD DETAIL SD-110.



PRIVATE ROADWAY CROSS-SECTION

NO SCALE

NOTE: CONTRACTOR SHALL SPECIFY UNDERCUTTING PROVISIONS AND PRICES WITHIN BID.

NOTE: REQUIRED SIDEWALKS HAVE NOT BEEN SHOWN ON ROADWAY CROSS SECTION DETAIL.



CONSTRUCTION DETAILS & NOTES
PHASE 2 of PENNRIDGE TRAIL NORTH
PART OF THE NE 1/4 OF SEC. 32, T. 3 S., R. 11 W., CITY OF PORTAGE, MICHIGAN

Ingersoll, Watson & McMachen, Inc.

CONSULTING CIVIL ENGINEERS AND LAND SURVEYORS

1209 East Milham Road • Portage, Michigan 49002 • Phone 269 344-6165 • Fax 269 344-0555

DATE: 2/01/2021

SHEET: 5

JOB No.: 36676-2

TO: Honorable Mayor and City Council

FROM: Planning Commission

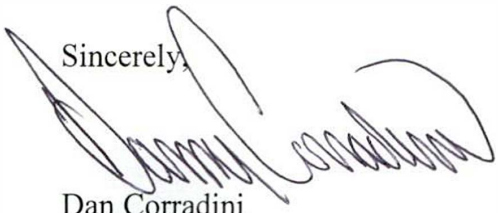
DATE: October 22, 2021

SUBJECT: Final Plan for Pennridge Trail North Planned Development (Phase 2 North; Units 23-74), 1800 West Osterhout Avenue

During the October 7, 2021 meeting, the Planning Commission reviewed and discussed the Final Plan for the above captioned development project. Brian Wood (Project Representative) with Allen Edwin Homes (project builders) provided testimony to support the application. No additional citizens provided testimony during this meeting to comment on the proposed development.

The Planning Commission voted unanimously 8-0 (1 commissioner seat unfilled) to recommend to City Council that the Final/Site Plan for Pennridge Trail North Phase 2 North (Units 23-74), 1800 West Osterhout Avenue, be approved subject to finalization of engineering related details associated with the public water main and sanitary sewer main extensions.

Sincerely,



Dan Corradini
Chairman, Planning Commission

Minutes of Boards & Commissions

Youth Advisory Committee Minutes

September 20, 2021

- I. Called to Order at 6:00 p.m.
- II. Introductions and Attendance – 10 members were present. Question of the Day: Who is your favorite Disney character?
- III. Welcome to the YAC! – Genevieve and Erica explained what the Portage Youth Advisory Committee is and its purpose, what the YAC does each year and the plan to return to pre-COVID city building tours.
- IV. YAC Officers Review (Chair, Vice Chair, Secretary) – Genevieve explained the officer roles for the YAC. Erica relayed the plan to hold elections for the 2021-22 YAC at the October meeting and how the elections will occur.
- V. Board & Commission YAC Liaisons: Erica reviewed each of the City Advisory Boards and Commissions that have a youth member and presented an explanation of what each board oversees and when they meet. The following members volunteered to be liaisons to the boards:
 - a. Parks Board - Una
 - b. Environmental Board – Mason, Grace, Amiti
 - c. Historic District Commission - Riley
 - d. Senior Citizens Advisory Board – Genevieve, Ashlyn, Natalia
 - e. Human Services Board – Aanya, Mason, Riley
- VI. Social Media (Instagram, Twitter) – Erica explained the current social media platforms for the YAC and asked for youth volunteers to help provide content. Mason and Genevieve volunteered.
- VII. City's Capital Improvement Plan – Erica provided a quick overview of the City's Capital Improvement Program (CIP) and what it does. She explained that planning for the next year's CIP is underway, beginning with a citizen survey for the YAC members to take on the City's website. Erica presented the CIP web survey and link, asking members to complete the survey before the next YAC meeting in order to provide the City with a better idea of the youth perspective.
- VIII. Volunteering Opportunities: Genevieve provided an explanation of the annual YAC volunteering with the Portage Community Center (PCC) holiday programs such as the PCC Thanksgiving Food Baskets and PCC holiday food baskets and gift drive. Erica explained that she was waiting to hear back from the PCC as to the PCC holiday program structure for 2021 in light of the ongoing pandemic.
- IX. YAC Events: Genevieve provided an overview of the three major annual YAC events and when they occur. Erica noted the Respect for Law/Summer Movie Night in August may change formats and would be discussed at a future YAC meeting.

- X. YAC Hat: Discussion regarding the background on the interest for development of a YAC logo had ensued and whether the YAC wanted to continue pursuing for 2021-2022.
- XI. Next Meeting: Scheduled for Monday, October 18 at 6:00 pm at City Hall.
- XII. Other Business: Amiti proposed continuing the Climate Change/Environmental Sub-Committee from the prior year. Discussion followed on the activity of the sub-committee from 2020. Grace noted her participation with the Kalamazoo ARDEA group. Motion by Amiti, seconded by Anna to re-start the Climate Change/Environmental Sub-Committee. Upon voice vote, motion passed unanimously.
- XIII. Adjournment: Motion by Amiti, seconded by Riley to adjourn the meeting. Upon voice vote, motion passed unanimously and the meeting was adjourned at 6:44 p.m.