

**City of Portage
Plan Commission Meeting
Monday, December 3, 2012, 5:00 p.m.
City Municipal Building, 115 West Pleasant Street
Conference Room Two**

Members present: Mayor Kenneth Jahn, Chairperson; Robert Redelings, City Engineer, Dan Daley and Brian Zirbes

Members excused: Michael Oszman, Vice Chairperson and Addie Tamboli

Peter Tofson arrived at 6:17 p.m.

Others present: Mike Slavney, Brandy Howe, Jim Grothman, Dave Gunderson, Craig Sauer and Bill Welsh

1. Roll call
2. Approval of minutes

Motion by Daley, second by Zirbes to approve the September 17, 2012 minutes. Motion passed 4 to 0 on call of the roll.

3. Discussion and possible action on Zoning Amendments

Staff had several comments and questions summarized in an email (attached). The commission reviewed the items in the email with the consultant. The consultant will make modifications as suggested by the commission and research items that required additional investigation. On pages 156 & 157, the reference to the 12 month period will be struck from sections 90-179(8) and 90-180(8).

Additionally, the consultant will clarify the zero lot line capability for duplexes and provide language for uniform yard setbacks in cull-de-sacs.

The city will solicit additional comments from the fire department and the consultant will present another draft of the proposed zoning ordinance amendments at a meeting in January.

4. Adjournment

Motion by Tofson, second by Redelings to adjourn. Motion passed 5 to 0 on call of the roll.

The meeting concluded at 7:50 p.m.

Respectfully submitted,

Robert G. Redelings, Public Works Director

Bob Redelings

From: Bob Redelings
Sent: Monday, December 03, 2012 3:26 PM
To: 'Mike Slavney'
Cc: Shawn M. Murphy; 'Addie Tamboli'; Brian Zirbes (zirbes.brian@gmail.com); 'James Daley'; 'Ken Jahn'; 'Mike Oszman'; 'Pete Tofson'
Subject: RE: Plan Commission mtg.

Mike,

The meeting will start at 5 p.m., but we know that a couple members won't show until 6 p.m. We'd like them to have the benefit of your input. This morning we reviewed the existing and proposed ordinance amendments. I offer the following comments, suggestions and questions:

- Page 62; 90-62(8)(b) Only certain antenna require permits and delete reference to department of public works.
- Page 74; 90-62(1)(b) Why limit the accessory buildings to 900 sq. ft.?
- Page 79; 90-63(5)(a) Delete
- Page 79; 90-63(6)(c) Why limit area to 10%?
- Page 84; 90-64(6)(g) Do we really care about cart return placement?
- Page 91; 90-72(3) Delete "or paved area"
- Page 97; 90-92 Downtown Business District?
- Page 97; 90-93 We don't have an Official Overlay Zoning Map and the M-W Overlay District Map needs to be changed.
- Page 97; 90-94 Need to incorporate the recently adopted Floodplain Zoning Ordinance (Article IX) There is no longer a Floodplain II District
- Page 97; 90-95 Incorporate the Shoreland-Wetland Zoning Regulations
- Page 111; 90-111 Delete
- Page 112; 90-112 Single family residences are not a concern. Who would enforce – currently s.f.r. aren't reviewed by Plan Commission
- Page 113; 90-115(3)(b) Need to waive parking only for existing buildings
- Page 113; 90-115(5)(c) Delete – not consistent w/ other ordinance sections. Need to modify other sections to allow more than one driveway
- Page 114; 90-115(7)(a) Add "unless approved by Plan Commission"
- Page 114; 90-115(8)(b) Still must be dust free and in "M" districts only
- Pages 114 & 115; 90-115(11) Remove from ordinance and use as a Guideline
- Page 119; 90-120(5)(a) Delete "except that...delivery"
- Pages 130 – 148; Remove from the ordinance and use as a Guideline. Ref. state statutes for prohibited trees

Misc. items:

- For site plan review, the city currently uses a developer's checklist. We should have an up to date checklist or "environmental checklist"
- The adopted zoning map has had 2 parcels changed since it's adoption – should we update it?
- We may have unintentionally lost the ability for industrially zoned buildings to have up to 25% retail.
- The City is currently considering allowing chickens in residential areas – any suggested language?

Looking forward to discussing these items tonight. Thanks.

Bob