

**City of Portage  
Plan Commission Meeting  
Monday, June 16, 2014, 6:30 p.m.  
City Municipal Building, 115 West Pleasant Street  
Conference Room Two**

Members present: Mayor Bill Tierney, Chairperson; Robert Redelings, City Engineer, Vickie Greenwold, Brian Zirbes and Mike Oszman

Members excused: Jan Bauman

Members absent: Peter Tofson

Others present: Steve Sobiek, Brian Frost, Ramesh Janardhanam, Mike Maas and Bill Welsh

- 1. Roll call**
- 2. Approval of minutes from previous meeting**

Motion by Oszman, second by Greenwold to approve the minutes.  
Motion passed 4 to 0 w/ Zirbes abstaining

- 3. Discussion and possible action on site plan for Encapsys proposed building addition**

Redelings introduced the proposed building expansion project and indicated the submittal was complete including a stormwater management plan, except for providing a landscaping plan.

Mr. Maas provided more detail and handed out some color renderings (attached) and also provided some exterior building material samples.

Mr. Frost provided some pictures (attached) illustrating landscaping improvements Encapsys has made. He also indicated the company is ISO 14001 certified.

Mr. Sobiek requested a narrative including an inventory of existing plants, which would receive credit.

Mr. Maas and Mr. Frost expressed a concern for keeping the project on schedule.

Motion by Redelings, second by Oszman to approve the site plan as submitted contingent upon submittal of approved landscaping documentation. Motion passed 5 to 0 on call of the roll.

**4. Discussion and possible action on City of Portage Comprehensive Plan, 2008-2028.**

Redelings provided a brief summary of past Plan Commissions priorities regarding the 51 action items. Mayor Tierney encouraged the Commissioners to review the items for further discussion at the next meeting.

**5. Adjournment.**

Motion by Oszman, second by Zirbes to adjourn. Motion passed 5 to 0 on call of the roll.

The meeting concluded at 7:02 p.m.

Respectfully submitted,

Robert G. Redelings, P.E., Public Works Director

# Portage Office Expansion - Landscaping

June-16-2014

**ENCAPSYS.**  
MICROENCAPSULATION

# Butterfly Garden — Designed, Planted & Maintained by employees



6/16/2014

**ENCAPSYS.**  
MICROENCAPSULATION

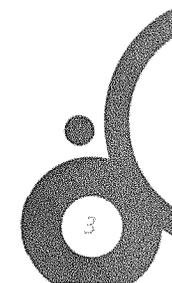


# Butterfly Garden



6/16/2014

**ENCAPSYS.**  
MICROENCAPSULATION



# Trees along truck route



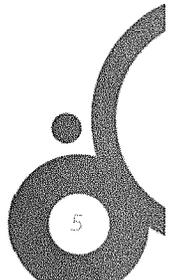
6/16/2014

# Portage Office



6/16/2014

**ENCAPSYS.**  
MICROENCAPSULATION



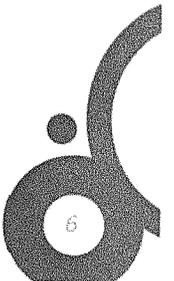
Expanded butterfly garden

Truck route with low level trees & shrubs



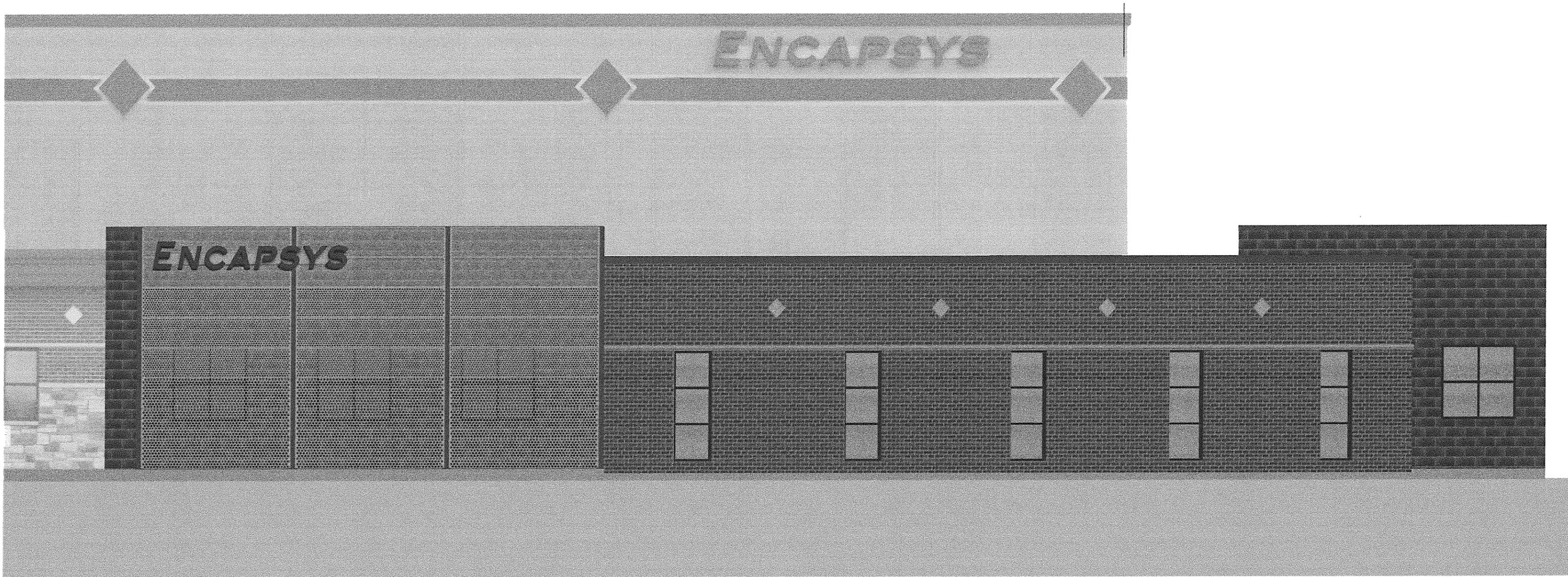
6/16/2014

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MICROENCAPSULATION









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