

**Minutes of the Planning Commission  
Of the City of Portland**

Held on Wednesday, November 8, 2017 at 7:00 P.M.  
In Council Chambers at City Hall

Portland Planning Commission Members Present: Fitzsimmons, Williamson, Culp, Hinds, Roeser

Absent: Grapentien, Kmetz

Staff: City Manager Gorman; City Clerk Miller

Guests: Steve Dawdy; Jon Moxey and Max George of Fleis & VandenBrink; Joe Schroeder of Mayberry Homes; Jeff Keiser of KEBS

Vice Chair Fitzsimmons called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

Motion by Williamson, supported by Culp, to excuse the absence of Chair Grapentien.

There was no public comment.

Motion by Roeser, supported by Williamson, to approve the Agenda as presented.  
All in favor. Approved.

Motion by Williamson, supported by Hinds, to approve the minutes of the August 9, 2017 regular meeting as presented.  
All in favor. Approved.

Under New Business, City Manager Gorman introduced Jon Moxey and Max George of Fleis & VandenBrink for discussion of the roadway design for the expected Sparrow project and planning for future development of the property at Grand River Ave. and Cutler Rd.

Mr. Moxey provided a history of the property. He explained that two splits have been used for the Family Farm & Home and Sparrow developments. There are approximately six to eight splits remaining. Mr. George outlined options for development of the property.

There was discussion.

City Manager Gorman introduced Joe Schroeder of Mayberry Homes who presented a preliminary design concept for Phase II of the Rindlehaven PUD approved by the City some years ago. There has been a change in ownership and Mayberry Homes would like to amend the PUD.

Mr. Schroeder provided a history of their company and a preliminary sketch of their proposed design for Phase II which includes 26 additional lots.

Mr. Keiser stated they would like to move forward with changing the townhouses in the PUD Master Plan to single family home lots. He requested they not have to redesign the entire plan at

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this time. There are no plans for the rest of the property at this time. They would like to know what the next step is with the City of Portland.

City Manager Gorman summarized that the original Rindlehaven PUD is very large scale and looks like a very large communities plan. Mayberry Homes would like to simplify the plan and would like to build more single-family homes; similar to what they have been constructing.

Mr. Moxey outlined the typical process for amending a PUD which would include a modification of the entire master plan to prevent “piecemealing” the property. In his opinion, it doesn’t seem to be a big risk with this development. The City could require them to come back for further changes.

City Manager Gorman noted that he hasn’t received much feedback from the Planning Commission members regarding specific areas of the Code of Ordinances they feel should be revised. The City of Portland has officially been “engaged” as a Redevelopment Ready Community with the State of Michigan. As part of this process the Code of Ordinances will be evaluated to determine if it hinders development and may require revision.

City Manager Gorman noted that the Sign Ordinance Section 28-8 (e) addresses a “sunset clause” for nonconforming signs. The “sunset clause” expires in August 2018 and requires local businesses bring their signs into compliance by that date; regardless of cost. He asked the Planning Commission for their thoughts on the issue.

Vice Chair Fitzsimmons stated his feeling that these requirements should be phased in over time.

There was discussion.

City Manager Gorman stated that the standards would not be changed only the manner in which the changes are triggered.

City Manager Gorman provided updates on developments in the community.

Motion by Williamson, supported by Culp, to adjourn the meeting at 8:06 P.M.  
All in favor. Approved.

Respectfully submitted,

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Jason Williamson, Secretary