

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

Held on Wednesday, June 11, 2014 at 7:00 P.M.  
In Council Chambers at City Hall

Portland Planning Commission Members Present: Grapentien, Clement, Swaney-Frederick, Fitzsimmons, Hinds, Gorman

Absent: Kmetz

Staff: Interim City Manager Reagan, City Clerk Miller, Zoning Administrator Frederick, Deputy Zoning Administrator Gensterblum

Guests: Paul Lippens of McKenna and Associates

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

Motion by Swaney-Frederick, supported by Fitzsimmons, to approve the Revised Agenda as presented. All in favor. Approved.

Motion by Clement, supported by Fitzsimmons, to approve the minutes of the May 14, 2014 regular meeting as presented. All in favor. Approved.

Under New Business, Zoning Administrator Frederick stated the Economic Development Corporation made a recommendation to the Planning Commission to consider the number of residential units allowed for redevelopment of obsolete structures. The developer interested in developing Old School Manor has a variance for 29 units; but would like to possibly add more units to boost grant scoring from the State of Michigan.

Zoning Administrator Frederick asked if the Planning Commission would like to explore this option; see what other communities allow.

There was discussion.

Vice Chair Clement, who is also the Chair of the Economic Development Corporation, stated that Old School Manor is large enough to allow more than 20 units which presents limitations when applying for grant funding. The developers need to be competitive. This issue is not just about this building, there may be incentives in the future to save other large buildings in the community. She further noted this may be something that could be addressed in the Master Plan.

Zoning Administrator Frederick noted there are restrictions in place in the Zoning Ordinance that would govern the construction of new, large buildings in the community.

There was continued discussion.

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Chair Grapentien stated he is not opposed to research this issue. He asked what the other reasons were that the grant application on the redevelopment of Old School Manor scored low.

Interim City Manager Reagan noted the reduction in points were mainly for the number of units and the lack of public transportation in the City of Portland.

The Planning Commission members concurred they would be in favor of proceeding with research and consideration of the maximum number of residential units allowed for redevelopment in obsolete structures.

Paul Lippens, of McKenna and Associates presented a packet of information for the Master Plan update he needed feedback and approval on to begin the draft process. He also presented suggestions and takeaways from the online survey.

There was discussion.

Mr. Lippens presented subarea maps and asked the Planning Commission members to provide feedback over the next week; especially any ideas that shouldn't be included.

There was discussion of future land use maps and changing some of the categories.

Mr. Lippens suggested a sub-committee or a volunteer from the Planning Commission consolidate feedback back to him for unified suggestions for the Master Plan, so as to allow an appropriate amount of oversight.

Member Swaney-Frederick volunteered to gather feedback and forward it to Mr. Lippens.

Mr. Lippens asked if City Staff could take on a similar role for map design.

Zoning Administrator Frederick volunteered to take on the role for map design.

Mr. Lippens stated he should have a draft of the Master Plan available for review at the next meeting on July 9<sup>th</sup>.

Motion by Clement, supported by Gorman, to adjourn the meeting at 8:11 P.M.  
All in favor. Approved.

Respectfully submitted,

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John Kmetz, Secretary