

**Minutes of the Planning Commission
Of the City of Portland**
Held on Wednesday, February 10, 2021 at 7:00 P.M.
In Council Chambers at City Hall

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

Absent: Roeser

Staff: City Manager Gorman; City Clerk Miller

Guests: Paul LeBlanc, AICP of PLB Planning Group

City Clerk Miller called the meeting to order at 7:05 P.M. with the Pledge of Allegiance.

City Clerk Miller opened the floor for nominations for Chair.

Motion by Williamson, supported by Kmetz, to nominate Fitzsimmons as Chair.

There were no other nominations.

City Clerk Miller held the vote for Fitzsimmons as Chair.
All in favor. Member Fitzsimmons was named Chair.

City Clerk Miller opened the floor for nominations for Vice Chair.

Motion by Fitzsimmons, supported by Williamson, to nominate Kmetz as Vice Chair.

There were no other nominations.

City Clerk Miller held the vote for Member Kmetz as Vice Chair.
All in favor. Member Kmetz was named Vice Chair.

City Clerk Miller opened the floor for nominations as Secretary.

Motion by Fitzsimmons, supported by Kmetz, to nominate Williamson as Secretary.

There were no other nominations.

City Clerk Miller held the vote for Member Williamson as Secretary.
All in favor. Member Williamson was named Secretary.

There was no public comment.

Motion by Kmetz, supported by Williamson, to approve the proposed Agenda.
All in favor. Approved.

Planning Commission Minutes
February 10, 2021

Motion by Kmetz, supported by Williamson, to excuse Member Roeser.
All in favor. Approved.

Motion by Williamson, supported by Kmetz, to approve the minutes of the March 11, 2020 meeting as presented.
All in favor. Approved.

Under New Business, City Manager Gorman noted that Chair Grapentien resigned his position on the Planning Commission at the City Council meeting on February 1, 2021.

Mr. LeBlanc presented his Master Plan Review memo and stated the Master Plan is required to be reviewed every five years per Michigan Zoning Enabling Act. He further noted that the Master Plan does need to be tweaked but advised waiting until the 2020 Census Data is released. Mr. LeBlanc also stated that the Zoning Ordinance is also need to be revised and suggested that be addressed first.

Mr. LeBlanc went through the Goals and Objectives worksheet with the Planning Commission; there was discussion on each.

City Manager Gorman presented renderings of the proposed Toan Park Improvement Project that will include a splash pad. The project will be completed through the DDA.

Under further development updates, City Manager Gorman stated that he has been having discussions with the management of Goodwill from a zoning perspective. Since COVID began last year their building has been used for storage purposes which is not allowed in that district.

City Gorman stated that Terry Frewen is having a hard time selling his property at 1323 E. Bridge St. since he wasn't allowed to use the property for both commercial and residential purposes. City Manager Gorman further stated the City does not currently allow Use Variances and noted that it may be something the Planning Commission will need to consider.

There was discussion.

City Manager Gorman stated that the Builders Lumber sign at Toan Park and the Grand River Bridge has become a subject of conversation with the upcoming project and the current owner's consideration of making the sign a reader board. Under the current ordinance, this is not permissible. City Manager Gorman noted that he has been told at one time the sign was categorized as a City event sign so it was exempt from the Sign Ordinance but no documentation has been found to that effect. This may be another issue for the Planning Commission consideration.

City Manager Gorman provided other development updates.

Under Planning Commission Member Comments, Member Williamson and Chair Fitzsimmons concurred the Planning Commission should wait to revise the Master Plan until the new census data is released and should move ahead with an update of the Zoning Ordinance.

Planning Commission Minutes
February 10, 2021

Chair Fitzsimmons thanked Mr. Grapentien for years of service to the Planning Commission.

City Manager Gorman addressed community concerns of another potential ice jam with the recent cold weather and noted actions the City has been taking to monitor the situation.

Motion by Kmetz, supported by Williamson, to adjourn the meeting at 9:16 P.M.
All in favor. Approved.

Respectfully submitted,

Jason Williamson, Secretary