

**Minutes of the Planning Commission
Of the City of Portland**
Held on Wednesday, July 13, 2011
In Council Chambers at City Hall

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

Absent: Segerlind, Kmetz

Staff: City Manager Dempsey, City Clerk Miller, Code Officer Brown, and Camera Operator Cummins

Guests: Pastor Sabador of the First Baptist Church

City Clerk Miller called the meeting to order at 7:04 P.M. with the Pledge of Allegiance.

The Clerk opened the floor for nominations for Chair.

Motion by Clement, supported by Swaney-Frederick, to nominate Grapentien as the Chair.

There were no other nominations for Chair.

Motion by Clement, supported by Gorman to close nominations for Chair.

The Clerk held the vote for Grapentien as Chair.
All in favor. Approved.

Chair Grapentien took over the meeting.

Chair Grapentien opened the floor for nominations for Vice-Chair.

Motion by Clement, supported by Gorman, to nominate Swaney-Frederick as Vice-Chair.

There were no other nominations for Vice-Chair.

The vote for Swaney-Frederick as Vice-Chair was held.
All in favor. Approved.

Chair Grapentien opened the floor for nominations for Secretary.

Motion by Swaney-Frederick, supported by Gorman, to nominate Clement as Secretary.

There were no other nominations for Secretary.

The vote for Clement as Secretary was held.
All in favor. Approved.

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

Motion by Clement, supported by Gorman, to approve the Minutes of the January 12, 2011, regular meeting as presented.
All in favor. Approved.

City Manager Dempsey gave a description of the lot split request by the First Baptist Church for property at 235 Smith St.

City Manager Dempsey stated that there are no non-conformities that need to be addressed. The parcel is currently legal non-conforming due to the setback from Smith St. The request meets all requirements of the Ordinance. A non-conforming lot will not be created. The site plan will be presented at the Special Planning Commission Meeting scheduled for July 27th.

Motion by Clement, supported by Gorman, to recommend to the City Council approval of the lot split as requested by the applicant.

Member Gorman disclosed that one of his partners at his law firm is a deacon at the First Baptist Church. He stated that this has no impact on his decision.

The Clerk held a roll call vote as requested for the motion on the floor.

Yeas: Clement, Gorman, Swaney-Frederick, Grapentien

Nays: None

Approved

City Manager Dempsey presented the issue of wood-fired-boiler heating systems in the City limits. The Ordinance does not address this issue, so it is interpreted as not allowing them. The Ordinance does not allow most outdoor burning. He suggested that if the Planning Commission would like, he would present further information on the issue to obtain feedback and input.

Member Gorman recommended that, if these requests are being made, these types of burners should only be allowed on lots over 1 acre because this is a small community where everyone shares the air.

Secretary Clement concurred.

City Manager Dempsey stated he has received one inquiry and is, therefore, bringing the issue to the Planning Commission. He will prepare samples for review by the Commission at its next regular meeting.

In the discussion of the Planning Commission Bylaws, it was noted that page 2 bylaws was missing.

City Manager Dempsey stated he would email the complete bylaws along with the relevant Michigan statute and local ordinances to the members.

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Under Member Comments, Vice Chair Swaney-Frederick reminded everyone that Thursdays on the Grand and the Main Street Volunteer Recognition Night will be hold Thursday, July 14th at the Band Shell.

Motion by Clement, supported by Gorman, to adjourn the meeting at 7:35 P.M.
All in favor. Approved.

Respectfully submitted,

Julie Clement, Secretary