

**CHARTER TOWNSHIP OF PORTAGE**  
**Planning Commission Minutes**

May 8, 2014

Members Present: Peggy Lee Anderson, Bernie Carr, Melanie Kueber Watkins, Dave Rulison,  
Robert Witting & Bruce Petersen

Guests: None

Public Present: None

Bernie Carr called the meeting to order at 7:08 PM.

**Discussion Items:**

- The initial conversation was centered around Pat Coleman's new Zoning Manual update proposal. Pat is now a private consultant and is working through the WinterCities program. Pat's submittal consisted of two pages with agreed to items, time frames, number of P.C. and public meetings, etc. His bid was for \$17,000.00 to complete the zoning update. He also supplied an updated resume for the Commissions review.
- Discussed the e-mailing of 17 firms located around the State of Michigan that are accredited to do community planning, explicitly zoning manual updates. There was only one responder – a Planner from Petoskey who respectfully declined. Ultimately, all those downstate firms are unwilling to travel the great distances up to the U.P. to do a zoning manual update.
- Lastly, CUPPAD, a Mr. Richard Smith, was approached about the possibility of CUPPAD and WUPPDR working in consort to redo our Zoning Manual. Richard indicated outside their "service area" their (CUPPAD) services run about \$90.00/hr. Travel and per diem costs over the 1.5 to 2.0 year project would be very costly. Kim Stoker was spoken with and he indicated that he is so short staffed that at this time he felt that unless we needed an additional quote to do this work he would not like to set up the infrastructure needed to work with CUPPAD and to invest his limited staff resources in this endeavor.
- A motion was made by Bernie Carr to recommend employing Pat Coleman to update our Zoning Plan and maps. Peggy Anderson seconded that motion and there was no further discussion. The commission passed the motion unanimously.
  
- Peggy called for an adjournment at: 7:48 PM

Respectfully submitted,  
Bruce Petersen  
Township Supervisor