

**Charter Township of Portage**  
**Houghton, Michigan**  
*"Progress our Goal"*  
**Zoning Board of Appeals Meeting Minutes**

**Time:** 12:00 noon

**Date:** 04/19/2016

**Where:** Township Office – 47240 Green Acres Road, Houghton, MI 49931

**Zoning Board Attendees:** Mat Dedo (Chairperson), Mark Jalkanen, Jim Rivard,

**Trustees Present:** John Ollila & Bill Bingham **Supervisor Present:** Bruce Petersen

**Public Present:** Jamey Markham (Range Bank), Tim Purdy & Ryan Patrick (UPEA)

Meeting called to order by Bruce Petersen at: 12:00 Noon

**Discussion Points:**

- Went around the table and everyone introduced themselves and signed in.
- Began the discussion with the two offsets not being met. Tim Purdy indicated that UPEA had done a great deal of work designing the parking lot so it came as close as it could to meeting both the City of Houghton's and Portage Township's lot offset criteria. It had been carefully located so as to provide the maximum number of parking places. He also made reference that the building and parking lot line up with the adjoining business structures – the proposed Range Bank building and lot are similar to their business neighbors. Passed out the latest site plan showing the Jacker and Park Street access and vehicular parking lot flow.
- Discussed quickly the proposed needed drainage improvements that will be required to handle the "metered" storm-water flows. These flows do not exceed the flows off-site from an undeveloped lot condition.
- Discussed the winter snow loading and where that placement will occur. (The snow loading, vehicular traffic flow and the drainage are among the issues that will be discussed at the Planning Commission meeting scheduled for May 5, 2016)
- A motion was made by John Ollila and seconded by Matt Dedo to accept the building and parking lot placement as indicated on the UPEA created Range Bank site plan dated (03-10-2016). It was passed unanimously.

Mark Jalkanen motioned to adjourn the meeting at 12:14 P.M.

Minutes respectfully submitted by:

Bruce Petersen

Township Supervisor

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