

**ADA TOWNSHIP PLANNING COMMISSION
MINUTES OF THE APRIL 18, 2019 MEETING**

A meeting of the Ada Township Planning Commission was held on Thursday, April 18, 2019, 7:00 p.m. at the Ada Township Offices, 7330 Thornapple River Dr., Ada, MI.

I. CALL TO ORDER

II. ROLL CALL

Present: Burton, Butterfield, Carter, Heglund, Jacobs, Leisman

Absent: Easter

Staff Present: Ferro, Bajdek, Winczewski

Public Present: 5 community members

Chairperson Leisman welcomed Jake Heglund to the Planning Commission.

III. APPROVAL OF AGENDA

Moved by Jacobs, supported by Carter, to approve the agenda as presented. Motion carried unanimously.

IV. APPROVAL OF MINUTES OF THE MARCH 21, 2019 MEETING

Carter stated the committee members working on possibly amending the allowed uses in the Industrial district are Leisman, Jacobs, and himself. Hurwitz is not on the committee as stated in the minutes.

Moved by Burton, supported by Jacobs, to approve the minutes of the March 21, 2019 meeting as amended. Motion carried unanimously.

V. PUBLIC HEARINGS

1. Request for Special Use Permit to allow a Medical Nail Salon in the PO Professional Office Zoning District, 4915 Cascade Rd. SE, Parcel No. 41-15-31-303-038, Courtney Thenn D.P.M, Forest Hills Podiatry, P.C. (property owned by Michael J. Trompen)

Courtney Thenn, Podiatrist at Forest Hills Podiatry, located at 4915 Cascade Rd. presented her request. Ms. Thenn stated she sees patients with toenail diseases and needs a place where patients can come in to get their toenails cut in a medically sterile environment where they can feel comfortable to get the necessary care.

Burton asked how many patients can be serviced at a time. Ms. Thenn stated the room can accommodate up to 2 patients at a time.

Butterfield asked if spa services, polishing, etc. would be offered. Ms. Thenn stated polishing will be offered but not gel.

Ms. Thenn confirmed that there would be no changes to parking.

Planner/Zoning Administrator, Bajdek, gave a brief summary of the applicant's request stating that the 'medical nail salon' is planned to occupy a room, approximately 177 sq. ft., within the existing Forest Hills Podiatry building. It will consist of 1 certified technician with standard nail technician training, as well as medical related experience.

Bajdek stated that due to the 'medical nail salon' being proposed as a separate business operation from

Forest Hills Podiatry, staff has determined that a special use permit is necessary under the personal care services use category of the Professional Office zoning district. Bajdek pointed out the general standards as outlined in his staff memo which must be followed for a special use permit.

Leisman opened the public hearing at 7:06 P.M. There were no comments. Public hearing was closed.

Bajdek stated there are no characteristics of the proposed use that would conflict with the general standards for special use permit approval. Staff recommends approval.

Leisman noted that a letter from Janet Sparks, dated April 5, 2019, was received which states she is in favor of the special use permit.

After no further board discussion, Carter moved, Burton supported, to approve the Special Use Permit. Motion carried unanimously.

VI. UNFINISHED BUSINESS – None

VII. NEW BUSINESS

1. Revised Site Plan, 6650 Fulton St. SE, Parcel No. 41-15-28-335-004, Angela Polizzi on behalf of Vitale's of Ada (property owned by GAFD Properties, LLC)

Ken Dixon of Dixon Architecture and Angela Polizzi of Vitale's presented the proposed revised site plan. Mr. Dixon gave a brief history of Vitale's property stating that landscaping was not in the forethought while they were planning the new building.

Mr. Dixon noted several changes to the landscaping plan including changing the deciduous trees to evergreens along the southeast edge of the parking lot and changing the Hicks Yew trees along Fulton St. to Boxwood shrubs. Mr. Dixon stated that the greenbelt requirements of 1 ornamental tree, 1 canopy tree, 1 evergreen tree, and a variety of shrubs are included in the revised site plan. Mr. Dixon reviewed other proposed changes as outlined on the site plan dated 11/1/18.

Ms. Polizzi stated that the evergreen trees that were going to be planted in November, 2018 had to be postponed due to weather but will be planted as soon as the weather allows. Ms. Polizzi stated her first priority is to complete the landscaping on the far east side of the property and work across to the west side. Ms. Polizzi requested permission to make minor changes, with the Planning Department's approval, should the need arise.

Planning Director Ferro explained the setback variances which were approved by the Zoning Board of Appeals in December, 2018, for the parking area located east of the building. Ferro stated he has no objections to what is being proposed for the new parking area east of the building as it is comparable to the original landscaping plan.

Ferro stated that when he looked at the original landscaping plan and noticed that Hicks Yews were planned for the north and west sides of the property, he thought it would not be a suitable tree as it would grow large enough to block view of the business. Ferro stated he has recommended Boxwood shrubs in place of the Hicks Yews.

Butterfield asked if there is an irrigation plan. Ms. Polizzi stated irrigation has already been installed.

Jacobs stated that consideration should be made not to impede line-of-sight for vehicles turning from Kulross onto Fulton St. Ferro stated there will not be any trees planted close enough to block view at that corner.

Carter recommended having a deadline which the landscaping plan must be completed. Leisman stated a deadline can be a condition of approval. Ms. Polizzi stated she has no objections to a deadline and requested it to be December 1, 2019.

Carter moved, Butterfield supported, to approve the revised site plan subject to the following (5) five conditions:

1. Pavement modifications and landscape plantings located east of the Fulton St. driveway shall be completed in accordance with the revised site plan titled "As-Built Site Plan w/ Improvements" dated 8/13/18 with a revision date of 11/01/18.
2. Landscape improvements along the Kulross Ave. frontage and the Fulton St. frontage west of the driveway shall be completed as shown on the original approved plan dated 06/03/16 prepared by Joyce Weise, subject to minor revisions as recommended in the Planning Director's 4/17/19 communication to the Planning Commission.
3. The solid fence enclosure around the refuse container pad shall include installation of gates across the front of the pad, as shown on the original approved site plan.
4. The Planning department may make minor adjustments to allow plant substitutions with similar plantings.
5. All landscaping must be completed by December 1, 2019.

Motion carried unanimously.

VIII. COMMISSION MEMBER/STAFF REPORTS

1. It was noted that Cascade Charter Township provided a 'Notice of Master Plan Update'
2. Annual Report to Township Board – Commissioners reviewed the annual report and noted two more items that should be included under 'Ongoing Discussion Topics' which are:
 1. Evaluation of allowable uses in the Industrial District corridor on the south side of Fulton St., from Kulross Ave. to the west Township boundary.
 2. Consideration of regulations for short-term rental use of residential property.

Jacobs moved, Burton supported, to recommend approval of the Planning Commission's Annual Report to the Township Board as amended. Motion carried unanimously.

IX. ELECTION OF OFFICERS

Carter moved, Heglund supported, to nominate current officers to their same positions: Leisman as Chairperson, Butterfield as Vice Chairperson, and Easter as Secretary. Motion carried unanimously.

X. PUBLIC COMMENT – None

XI. ADJOURNMENT – Meeting adjourned at 7:54 p.m.

Respectfully submitted,

Jacqueline Smith, Ada Township Clerk