



**ADA TOWNSHIP PLANNING COMMISSION
MINUTES OF THE MEETING AUGUST 15, 2024, REGULAR MEETING**

A regular meeting of the Ada Township Planning Commission was held on Thursday, August 15, 2024, at 5:30 p.m., at the Ada Township Hall, 7330 Thornapple River Drive, Ada, Michigan.

I. CALL TO ORDER

Chair Korth called the meeting to order at 5:30 p.m.

II. ROLL CALL

Members Present: Jacobs, Kluting, Korth, Moyer, VanderVennen
Members Absent: Butterfield
Staff Present: Bajdek, Buckley, Said, Suchy
Others Present: 8

III. APPROVAL OF AGENDA

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

IV. APPROVAL OF MINUTES OF JUNE 20, 2024, REGULAR MEETING

V. APPROVAL OF MINUTES OF JULY 2, 2024, SPECIAL MEETING

Moved by Jacobs, supported by Moyer, to approve the June 20, 2024, Regular Meeting minutes and the July 2, 2024, Special Meeting minutes as presented. Motion carried.

VI. PUBLIC HEARING

1. PVM District Development Plan, with departures, for a proposed 11,740 sq. ft., 2-story building, in C1 zoning district, Ken Dixon/Dixon Architecture on behalf of Dr. Samy Salhadar DDS, for Salhadar Holdings LLC, 7210 Headley Street SE, Parcel No. 41-15-34-101-042

Ken Dixon, Dixon Architecture, introduced Todd Schaal of Estes Group and Dr. Samy Salhadar. Mr. Dixon presented the PVM Development Plan on behalf of Dr. Samy Salhadar DDS of Ada Family Dentistry, 7210 Headley Street. He said he is proposing an 11,740 sq. ft., 2-story building that will house Dr. Salhadar's dental practice on the entire first floor and part of the second floor, with 3,500 sq. ft. of tenant space also on the second floor. He said the building is in the character of the PVM District and he went over the renderings describing the village block front appeal, urban scale architecture, and how he correlates the style/design as a transition parcel into the residential area.

Mr. Dixon explained the proposed building is going to be located on Dr. Salhadar's existing

property and the plan is to build the new building in front of the current dental office allowing Dr. Salhadar to continue his practice during construction.

Mr. Dixon said the project meets all PVM district requirements except for two and he is requesting two departures: proposed building has 80.7% frontage along Headley Street (vs. the required 90% frontage) and proposed 68.2% ground floor transparency (vs. the required 75% transparency). Dixon also went over details on the project landscaping, lighting, placement of AC units, the underground stormwater system, and shared samples of the metal materials for the siding (that looks like wood siding).

Korth opened the public hearing at 5:44 p.m.

Ted Wright, 7190 Headley Street, lives next to the current dental office. He said he thinks it is a great project and he asked about the parking calculations/spaces per square foot, as he wants to be sure there is enough parking at the new facility.

There was no other public comment and the public hearing was closed at 5:47 p.m.

Planning Director Said addressed the parking concern and went over the PVM parking requirements stating that the proposed parking is well in excess of the required parking.

Said noted for clarification that Mr. Dixon requested two departures. However, Said pointed out that per the architectural standards, the metal lap material is allowed for walls, but not allowed as a siding and will require a departure for the siding material.

Said went over the access easement/access point, parking area, driveway and easement language, as the easement is shared with the Community Church. Said noted that the Planning Department received a letter from Reverend Mara Norden stating that the Community Church Board of Directors approved the relocation or extension of the easement area.

There was discussion among the Planning Commission, Planning Staff and Applicants regarding the number of parking spaces, public parking, parking calculations/reduction factor/formula, and the Commissioners shared their thoughts: Kluting requested clarification on the parking space numbers and all participated in figuring the calculations. VanderVennen asked about the plan for snow removal. Dr. Salhadar said he will discuss snow removal with Mara at the church. Moyer suggested the parking lot to have a one-way pattern which would help to eliminate a parking spot. Korth shared his thoughts on the primary entrance, modifying plan to have a complete sidewalk for mid-block connection, additional trees, the size of the proposed cantilevers and transom tops (which Dixon agreed to work on), and to consider future addition of a third floor for more density. Jacobs said she would like to have the Township attorney review the easement agreement prior to recording.

Moved by Jacobs, supported by Kluting, to approve the PVM Plan, subject to the following findings and conditions:

1. The Planning Commission hereby makes the following findings:
 - a. The proposed development plan, as modified by the conditions of approval listed below, requires the following "departures" from the standards of the PVM District, which are hereby approved:

- Lot frontage of 80.7% along Headley Street, in lieu of the required 90% minimum.
 - Ground story window coverage of 68.2% in lieu of the required 75% minimum.
 - Architectural standards: The building façade will include metal lap siding along the north (front), east (side), and west (side) elevations of the second floor.
- b. The above departures result in a plan that complies with the spirit and intent of the PVM District to a greater degree than would be possible without approval of the departures.
- c. The proposed alternatives are consistent with the purpose and intent of the PVM District.
- d. The proposed alternatives are comparison to conformance with PVM District standards, will not have a detrimental impact on adjacent property or the surrounding neighborhood.
- e. The proposed alternatives are necessary and appropriate to accommodate a superior design of the proposed development.
2. The proposed development plan for a new 11,740 sq. ft. 2-story office building is hereby approved, subject to the following conditions:
- a. Prior to the issuance of any building permit, the applicant shall submit documentation to the Township to confirm an extended permanent access easement over the area for public access and parking, and Township legal counsel review and approval shall be required for the easement agreement prior to recording.
 - b. Prior to the issuance of any building permit, the applicant shall submit written documentation to the Township to confirm adjacent owner approval, and Kent County Road Commission approval, of the relocated and altered driveway adjacent to the subject site.
 - c. Prior to the issuance of any certificate of occupancy, the adjacent driveway (7195 Thornapple River Drive) relocation shall be completed, and the approval of the Township Planning Department shall be obtained.
 - d. A storm water permit application and accompanying plans for storm water management shall be submitted, subject to review and approval of a permit by the Planning Department, prior to initiation of site improvements.
 - e. The applicant shall provide lighting plans consistent with applicable requirements and shall obtain Township Staff approval prior to the issuance of any building permit. All exterior light fixtures, both building-mounted and pole-mounted, shall be full-cutoff to control light emission, and subject to approval by Township Staff prior to issuance of a building permit.
 - f. Except as modified in accordance with these conditions of approval, the building and site improvements shall be completed substantially as shown on the plan set titled "7210 Headley Street, Ada, Mi", as follows:

- 1) Site Topographical Survey & Demolition Plan, dated 07/31/24.
- 2) Site Development Plan, dated 07/31/24.
- 3) Site Utility Plan, dated 07/31/24.
- 4) Site Grading and Soil Erosion Control, dated 07/31/24.

And those plans titled "Dr. Salhadar – Ada Family Dentistry," as follows:

- 5) Site Plan A1.1 (SPR v2), dated 08/01/24.
- 6) Floor Plans A2.1 (SPR v2), dated 08/01/24.
- 7) Exterior Elevations A4.1 and A4.2 (SPR v2), dated 08/01/24.
- 8) Building Renderings A5.1 (SPR v2), dated 08/01/24.
- 9) Landscape Plan L1.1 (SPR v2), dated 08/01/24.

3. The following additional conditions:

- a. The applicant shall plant additional trees on the south side of the building.
- b. The applicant shall revise the parking area south of the building to accommodate a sidewalk stub.
- c. For the back parking lot, the applicant shall either change the lot to a one-way system or remove one spot to improve access to farthest spots in the parking lot.
- d. The applicant shall revise window framing and add mullions to the building.

Motion carried.

2. Request for Special Use for an Accessory Building with height that exceeds allowed requirements in the RP-1 zoning district, Scott O. & Sarah Floyd, 8665 Conservation Street NE, Parcel No. 41-15-14-400-012

Scott Floyd, Applicant, 8665 Conservation Street, said that due to the elevations and area of wetland on his property, the most feasible location for an accessory building is in the southwest corner. Mr. Floyd explained that he is requesting a height deviation (proposed sidewall height of 23' vs. max. permitted height of 20') to allow for an extended vehicle, work out equipment, and a workshop area for his family.

Korth opened the public hearing at 6:36 p.m.

Said mentioned that he received a written document from Matt Maletich & Jeremy Herr at 8661 Conservation, stating that they were in support of the requested Special Use.

(Staff note: an additional note, from Dan & Randee Murphy of 8659 Winding Brook NE, indicated that they had no objection to the request).

There was no other public comment and the public hearing was closed at 6:37 p.m.

Following brief Commissioner discussion regarding the topography and elevations of the property, it was moved by VanderVennen, supported by Jacobs, to approve the Special Use request, subject to the following condition:

1. Any exterior lighting to be mounted on the accessory building shall be of a downward-facing and a non-glaring style, with the fixture specification subject to review and approval by Planning Department Staff prior to issuance of a building permit.

Motion carried.

VII. UNFINISHED BUSINESS - none

VIII. NEW BUSINESS

- 1. Request for Site Plan Approval for an Accessory Building in the front yard in the RP-1 zoning district, David B. & Patricia J. Woods, 9065 Vergennes Street SE, Parcel No. 41-15-25-300-078**

David Woods, Applicant, 9065 Vergennes Street, said it was not practical to locate an accessory building behind the house and he is requesting you to allow for construction of an accessory building in the front yard. Mr. Woods explained that because of the elevations of his property and the remote location, no neighbor would be able to see the proposed building.

Moved by Moyer, supported by Jacobs, to approve the Site Plan Review for an accessory building in the front yard. Motion carried.

IX. COMMISSION MEMBER / STAFF REPORTS

Said provided updates:

The Planning Department received a public notice from Plainfield Township informing they are in process of a Master Plan update and have a public hearing scheduled for August 27th at 6:30 p.m. at the Plainfield Township Hall.

Said shared concern with the Commissioner attendance requirements. He reminded Commissioners to please reach out and inform Planning Staff in advance of not being able to attend a meeting. He explained that Susan Burton resigned and later this year Chair Korth would also be leaving the Planning Commission. Korth said that he spoke with Township Supervisor Leisman and Leisman is reviewing applications for Commissioners/Chair. Said briefly went over the Chairperson responsibilities.

Korth encouraged the Commissioners to sign up for training at the Grand Rapids Planning Conference (MAP).

X. PUBLIC COMMENT

Township Manager Suchy provided updates on:

The Knapp Street drain retention problem – the City of Grand Rapids and GR Township are working on solutions. The Township Board is not supportive of drain hookup with Ada – legal counsel involved.

The Township Board approved a Wayfinding Signage System and installation should take place by November.

The Connecting Community Campaign – total goal is \$8.5 million, we have reached \$8.1 million.

Pedestrian bridges: Knapp Street pedestrian bridge on the south side of Knapp Street (from Grand River over to Watercrest) scheduled by 2026, Park to Park bridge (from Roselle Park to Chief Hazy Cloud) a suspension bridge funded through the Grand River Greenway with assistance from Kent County – scheduled for 2026/2027, Thornapple River Drive (from Legacy Park to Oxbow) which is tied to the Connecting Community Campaign/Grant funding/donor funds/Trail milage funds, and Pettis Avenue pedestrian bridge - phase 2 (will be on the north side) – currently come down Pettis from Knapp Street to Chief hazy Cloud on the south side, then over to the north side to Vergennes and connect with the existing trail system.

XI. ADJOURNMENT

Moved by Moyer, supported by Jacobs, to adjourn the meeting at 7:02 p.m. Motion carried.

Respectfully submitted,

Susan Burton, Ada Township Clerk

rs:eb