

**ADA TOWNSHIP PLANNING COMMISSION
MINUTES OF THE APRIL 17, 2008 MEETING**

A meeting of the Ada Township Planning Commission was held on Thursday, April 17, 2008, at the Ada Township Offices, 7330 Thornapple River Dr., Ada, Michigan.

I. CALL TO ORDER

Meeting was called to order by Korth at 7:30 p.m.

II. ROLL CALL

Present: Chairperson Korth, Commissioners Burton, Butterfield, Gutierrez, Hoeks, Lowry and Sytsma.
Also present: Planning Director Ferro.

III. APPROVAL OF AGENDA

Motion by Sytsma, second by Hoeks, to approve the agenda as presented. Motion passed unanimously.

IV. APPROVAL OF MINUTES OF JANUARY 22, 2008, FEBRUARY 21, 2008 AND MARCH 20, 2008 MEETINGS.

Motion by Hoeks, second by Sytsma, to approve the January 22, 2008 meeting minutes as corrected.
Motion passed unanimously.

Motion by Hoeks, second by Sytsma, to approve the February 21, 2008 meeting minutes as presented.
Motion passed unanimously.

Motion by Burton, second by Lowry, to approve the March 20, 2008 meeting minutes as presented.
Motion passed unanimously.

V. PUBLIC HEARINGS

1. Special Use Permit for Type II Home Occupation, Martial Arts Instruction in the AG-Agricultural District, 9580 East Fulton St. (Parcel No. 41-19-12-200-002), Thomas Park.

The applicant Thomas Park presented his request. He noted he would be holding classes three times a week, Monday, Wednesday and Friday, 2-3 classes per night between the hours of 5:00 p.m. and 8:00 p.m., with a maximum of 10 students per class.

Ferro stated this is a Type II home occupation. He spoke regarding the standards that need to be met for approval. The site plan shows where the accessory building would be, with a size of approximately 1,500 square feet. The applicant submitted a photograph showing the circular drive. Ferro submitted minutes from a similar home occupation approval dating back a few years ago. There should be no relative traffic impact and should not be any noise concern. Ferro set forth one concern regarding the additional parking space shown on the site plan. Gutierrez asked about the maximum number of students per class. Burton stated there would be enough parking spaces in the existing circular drive area, without adding additional parking spaces. Lowry said he believes the maximum number of students should remain at 8.

The public hearing was opened. There were no comments and the hearing was closed.

The Commissioners discussed options on the class sizes.

Motion by Burton, second by Sytsma, to approve the special use permit for Type II home occupation, martial arts instruction in the AG-Agricultural District, at 9580 East Fulton St. (Parcel No. 41-19-12-200-002), Thomas Park., subject to the following conditions:

1. Class sizes shall be limited to a maximum of 10 students per class;
2. There shall be no more than 2 classes per evening, on a maximum of 3 nights per week, Monday through Friday only, with classes ending no later than 8:30 p.m.;
3. There shall be no business sign on the premises, other than one wall sign on the accessory building, with a maximum area of 1 square foot, as permitted by the sign regulations;
4. On-site parking shall be confined to the existing improved driveway surface.
5. The driveway access shall meet requirements of the Kent County Road Commission, prior to initiation of classes; and
6. There shall be no employees engaged in the home occupation on the premises, other than residents of the household.

Motion passed by 6 to 1 vote, with Commission Lowry voting no.

VI. UNFINISHED BUSINESS

None.

VII. NEW BUSINESS

1. Review of Home Occupation Special Use Permit for Outdoor Recreational Vehicle Storage Facility, for Conformance with 2006 Approval Conditions, 8381 and 8495 Two Mile Road, NE, Parcel Nos. 41-15-11-300-010 and 013

Ferro stated this is a special use permit which was approved two years ago, so it is technically not a new application. This is a review which was called for in March 2006 under the conditions of approval which stated there shall be a review for conformance two years from the original approval and every three years thereafter. Ferro stated he visited the site to look over the operations and landscaping. The only concern was with the condition of the evergreen screening required to be planted along the road frontage. Due to long extensive dry periods the past two summers, the evergreens have suffered. A number of trees have been replaced with smaller trees of a different species, but there is still some tree replacement needed.

Matt Inman stated that at the current time he cannot afford to replace all 20 of the 4-foot trees. He stated Ferro recommended he go to the Kent County Conservation District annual tree sale to obtain some 2-foot trees. Inman stated he would be open to this suggestion.

Ferro stated one issue with this is the deadline for picking up the trees is nearing. Lowry suggested calling other county conservation departments to check their availability of trees.

Motion by Lowry, second by Sytsma, to revise condition No. 2 of the special use permit approval for outdoor recreational vehicle storage facility (at 8381 and 8495 Two Mile Road, N.E, Parcel Nos. 41-15-11-300-010 and 013), pertaining to landscape screening along the Two Mile Road frontage, to require that trees to replace those that have died be 18" to 24" White Spruce trees, to provide a total of 42 trees along the road frontage, and that the replacement trees be installed no later than April 30, 2009.

Motion passed unanimously.

2. Site Plan Review, 826 Square Foot Addition to O'Brien's Market and Deli, 6650 East Fulton St., Parcel No. 41-15-28-335-002, Jamie Ladd

Jamie Ladd presented an overview of his request for an 826 square foot addition, a 34' x 24' space on the southwest corner of the building, which is an extension off the back of the building. Ladd noted the

exterior will match the existing building. The roof will have a peak and be tied into the main roof of the primary building. The purpose of the addition is for two additional bathrooms, a small office and small coffee area with seating. Sytsma asked if there would be additional exterior lighting. Ladd stated he would like to discuss lighting with the O'Brien's Market tenants.

Ferro stated the addition is directly adjacent to the Brookside Development, but there is a very large berm that will effectively screen view from Brookside.

It was moved by Sytsma, and seconded by Butterfield, to approve the site plan for an 826 square foot addition to O'Brien's Market and Deli, 6650 East Fulton St. (Parcel No. 41-15-28-335-002), with the condition that any additional exterior lighting be motion sensor controlled. Motion passed unanimously.

3. Request for Rezoning from R-3-Single Family Residential to PO-Professional Office, 5018 and 5038 Cascade Rd., Part of Parcel No.'s 41-15-31-376-001 and 002, Highpoint Real Estate, for Forest Hills Baptist Church

Brian Sikma presented the request on behalf of Forest Hills Baptist Church. He introduced Brian Mulda from Forest Hills Baptist Church. He stated the front of the property is zoned professional office and the rear is zoned low density residential. He stated that the church wishes to sell the property and move to another location. The Church wants to move forward with getting the zoning approval, but the purchasers do not have a full plan at this point. Sikma stated they are having a wetland determination completed by a wetland consultant. He noted they will not be moving forward on any mitigation until they know exactly what they are going to build.

Ferro summarized the request noting that a small portion of the northwest corner of the property was rezoned to office in 1987. The remainder of the property remains zoned R-3, single family residential. The applicant is requesting this portion be rezoned to PO also. Ferro stated the factors to take into account are: (1) the Master Plan goals and land use recommendations; (2) whether the property has physical and environmental characteristics suited for the proposed zoning; and (3) the compatibility of uses permitted in the proposed zone with the existing and future uses in the surrounding area. Ferro stated a rezoning request requires a public hearing and this should be the next step.

Hoeks stated he believes all of the materials should be before the Commission prior to consideration for rezoning. He added that we should not consider the church's scheduling needs in deciding this. Long-term planning considerations should govern our decision, and the applicant should not necessarily expect a speedy decision process.

Lowry brought up existing high vacancy rates for office buildings, and said that this raises questions of the need for additional office-zoned land.

Korth agrees that it is important to follow the steps, as quickly as possible, but being thorough at the same time.

Commissioners agreed to schedule this request for a public hearing at the May 15, 2008 Planning Commission meeting.

VIII. REPORTS FROM COMMISSION MEMBERS/STAFF

1. Proposed Comment on Grand Rapids Township Master Plan Amendment.

Ferro stated Grand Rapids Township is considering an amendment to their recently-approved Master Plan, to change the land use designation for land near the southwest corner of Forest Hills Avenue and

Cascade Road from Office to Neighborhood Commercial. Ferro has drafted a comment letter to Grand Rapids Township explaining how this is relevant to the Ada Township Master Plan for the Cascade Road corridor. It states this is somewhat consistent with Ada's no-linear development concept near this intersection. In this sense, the Ada Township Master Plan is supportive of what is being proposed in the Grand Rapids Township amendment. The letter expresses comments about making sure the design of any new development incorporates good urban form elements and places buildings closer to the road with less visual parking. Ferro notes that the Grand Rapids Township planner has already suggested some of these ideas to the applicant.

Korth stated he believes the letter is good and Commissioners concurred in sending the letter to Grand Rapids Township.

2. Thornapple River Drive Repaving Project..

Korth spoke about the Board of Trustee's review of the Planning Commission's ideas for the reconstruction of Thornapple River Drive. He stated the Commission spent a good 35 minutes on 10 or 11 specific bullet points on what the Commission felt about the redevelopment and questioned if the Board had reviewed this.

Hoeks stated that their primary goals of traffic calming and speed reduction were not addressed.

Korth stated another example of not doing what the community needs is that the main street is a disaster – we do not seem to be a community that is a priority to its own businesses. There hasn't been a personal meeting with the Road Commission and the Board regarding the roads and parking. He suggested a letter needs to be written before the next Board meeting addressing these issues. Korth stated he would prepare a draft and circulate it to the Commissioners prior to that Board meeting.

3. Ferro stated there are several events coming up: (1) the annual June Grand Valley Metro Council Growing Communities Conference; (2) training session on the new Municipal Planning Act; (3) Conservation Organization Expo at the Wittenbach Center in Vergennes Township on April 19th, where the Township will have a Parks Department display..

Ferro stated he would email the Commissioners with specific dates, time, etc. on these events.

IX. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

None.

X. ADJOURNMENT

Motion by Sytsma, second by Lowry, to adjourn the meeting at 8:53 p.m. Motion passed unanimously.

Respectfully submitted,

Deborah Ensing Millhuff, CMC
Ada Township Clerk
rs:lm