

**ADA TOWNSHIP PLANNING COMMISSION
MINUTES OF THE MAY 18, 2006 MEETING**

A regular meeting of the Ada Township Planning Commission was held on Thursday, May 18, 2006, at the Ada Township Offices, 7330 Thornapple River Dr., Ada, Michigan.

I. CALL TO ORDER

Meeting was called to order by Vice-Chairperson Gutierrez at 7:30 p.m.

II. ROLL CALL

Present: Commissioners Burton, Butterfield, Gutierrez, Hoeks, Lowry and Sytsma.

Absent: Chairperson Korth.

Also present: Planning Director Ferro.

III. APPROVAL OF MINUTES

Motion by Sytsma, second by Hoeks, to approve the April 20, 2006 regular meeting minutes as presented. Motion passed unanimously.

Motion by Hoeks, second by Sytsma, to approve the May 3, 2006 work session meeting minutes as presented. Motion passed unanimously.

Motion by Sytsma, second by Lowry, to approve the May 8, 2006 special meeting minutes as presented. Motion passed unanimously.

IV. APPROVAL OF AGENDA

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

V. PUBLIC HEARINGS

1. Request for Special Use Permit to Allow a Church in the Industrial Zoning District, 6452 East Fulton St. (Parcel No. 41-15-28-324-008), Honey Creek Community Church

Richard Teft, Pastor of Honey Creek Community Church, and Tim Theisen, presented the request. The changes to the building will mostly be interior – drywall, bathroom, etc.

Ferro stated churches are allowed in the Industrial District by special use permit approval. The peak usage times for a church are typically off-peak times for other businesses, and thus the shared parking concept can work well. The applicant submitted a signed parking agreement with the adjacent property owner.

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

Hoeks stated the plan looks fine. He asked about the expansion of community churches in general and what happens if they would want to expand. He believes the dumpster is not in the best location and if there is no other location, it should be adequately fenced and screened. Sytsma asked what their current membership is. Teft stated around 120. Sytsma stated she agrees with Hoeks' comments regarding the dumpster. She believes the shared parking is good. Ferro noted there is no landscaping between the parking and the road and he would like to see a landscaping plan submitted. Teft stated they intend to make it more pleasing to the eye.

Motion by Lowry, second by Sytsma, to approve the request for special use permit to allow a church in the Industrial Zoning District, at 6452 East Fulton St. (Parcel No. 41-15-28-324-008), for Honey Creek Community Church, subject to the condition that a landscape plan be submitted prior to the issuance of a

building permit and subject to approval by the Planning Director. Motion passed unanimously.

VI. UNFINISHED BUSINESS:

1. Preliminary PUD Plan, Request for Rezoning from AG to AG/PUD, Montreux, 24 Site Condominium Lots on 72.14 Acres (Parcel No. 41-15-08-101-002), 2700 Pettis Ave., John Postma

Doug Stalsonburg of Exxel Engineering presented the plan on behalf of John Postma. He thanked the Commissioners for visiting the site on May 8th. He noted that they now better understand what the Township is trying to accomplish with this plan and he believes the changes accomplish what they are after. The applicants provided supplemental information regarding the plan and summarized changes made to the plan. The lots along 4 Mile now have the consistent 100' building setback; Lot 7's building envelope has been reduced in size; Lots 19 and 20 have been made into one lot with the Unit 19 building setback from Pettis now being 350', and the open space off Pettis has been increased. Stalsonburg called attention to the narrative submitted by the applicant outlines architectural suggestions for the home on Lot 19. He pointed out that the average lot size has been reduced slightly by .17 acres. He believes this plan meet's the Township goals and they are requesting approval of the plan.

Ferro asked the applicant if there are plans to permit detached accessory buildings, and if they would be restricted to placement within the building envelopes. Mr. Postma responded yes, but in accordance with the Township's ordinance. Ferro stated the applicant submitted a letter from an individual who is anticipated to be on the architectural control committee. Ferro suggests there be a height limitation on Unit 19 not to exceed 30 feet. There was some discussion regarding roof lines/pitches and conditions regarding Unit 19.

Hoeks stated he is thankful that the applicant is open to the ideas and insights of the Commission and he feels the changes look good. His only hesitation is home style/design factors and the possibility of having the rear façade of a home facing Pettis. He would like assurance that both sides of the homes facing Pettis Ave. will be equally aesthetically pleasing.

Sytsma stated that views from areas other than Pettis are important.

Gutierrez asked if Unit 19 is already sold. Postma stated it has not been sold. Gutierrez believes that when Unit 19 is sold, whatever house plan is designed should be approved by the Planning Commission. This house will be unique to the rest of the subdivision. Postma stated he would be willing to agree to no accessory building on Unit 19.

Butterfield asked if there have been any comments from the neighbors given there has been some change to the plan.

Stalsonburg next spoke regarding the grading of the road, which is demonstrated on the plan.

Sytsma set forth her appreciation to the applicants regarding their willingness to work with the Township. Sytsma stated she met with the Johnsons (neighbors) and noted she is very sensitive to them and their concerns. They are the ones mostly affected by this development. She reiterated her concerns regarding the preservation of the natural features and the Village feel. Postma stated he met with the Johnsons a couple of times and has offered to put up a fence and pine trees for screening, but the Johnson also want to preserve their view, so do not wish to have solid screening.

Gutierrez stated he is torn with this project.

Ms. Johnson, 5702 3 Mile, next spoke. She noted it is heartbreaking to see the land go – she does not

want a fence and large trees to shield them. She would like the developer to respect the beauty of the land and be kind to the wildlife, and keep the land as rural and uncluttered as possible. She noted she does not want to look at million dollar homes out her window – that's not what they bought the property for.

Motion by Hoeks, seconded by Burton, to recommend approval of the preliminary PUD plan and rezoning request for the Montreux PUD, subject to the following conditions:

1. The PUD shall consist of a condominium containing a maximum of 24 single-family condominium lots, all substantially as shown on the plan titled "Montreux PUD" with a revision date of 05-11-06, prepared by Exxel Engineering.
2. Area designated on the PUD as "Open Space" shall forever remain open space, subject only to uses approved by the Township on the approved Preliminary Development Plan. Further subdivision of open space land or its use for other than recreation or conservation purposes, shall be prohibited.
3. Areas designated on the PUD as "Open Space" shall be set aside by the applicant through an irrevocable instrument, in a form approved by the Township Attorney and recorded with the Kent County Register of Deeds, that assures that the open space areas will be protected in perpetuity for all forms of development, except as shown on the approved PUD, and will not be changed to another use without the prior approval of Ada Township, according to the provisions of the Zoning Ordinance. The instrument of record shall indicate the allowable uses of the dedicated open space, and shall require that the open space be maintained by the Association of condominium unit owners within the development. Said instrument shall be recorded with the recording of the condominium subdivision plan.
4. Areas labeled as "no disturb zone" on the PUD Plan shall be so identified in the recorded condominium documents. Deed restriction language that provides for preservation of no disturb zones in a substantially natural and undisturbed condition shall be included in the recorded condominium documents.
5. Dwelling units on each condominium unit shall be located within the building envelopes as drawn on the Preliminary Development Plan as revised, dated May 11, 2006.
6. The design and placement of the home on Unit 19 shall be subject to approval of the Planning Department, in accordance with the following standards:
 - (a) design style shall be a low profile ranch
 - (b) home to be located as far east on the building site as possible
 - (c) roof pitch is not to exceed 8/12
 - (d) chimney height shall be minimized and not obtrusively high
 - (e) there shall be no detached accessory structure placed on this lot that requires a building permit and is placed outside the building envelope
 - (f) color of home is to blend with the natural surroundings
 - (g) maximum height of the home on this unit shall not exceed 30 feet, measured from lowest grade to the midpoint between the roof eave and ridgeline, or 1 and 1/2 stories plus walkout level, whichever is less.
7. Development on all condominium units shall be subject to conformance with all other requirements of the Zoning Ordinance applicable to development in the Rural Residential (RR) District, including size and height of accessory buildings.
8. There shall be no street lighting in the development and all lighting fixtures on houses shall be

shielded on top.

9. There shall be no driveway access to 3 Mile Rd. from any condominium unit, for any purpose.
10. The Final PUD Plan submittal shall include the following:
 - (a) preliminary grading plan for the private road system.
 - (b) development entry landscaping plans and typical cul-de-sac island landscape plan.
 - (c) plans for proposed entrance signage.
 - (d) plans for any amenity improvements proposed for Open Space Area "B."
11. A Township private road permit and Road Commission driveway permit shall be applied for and issued by the Township, prior to construction of the private roads.
12. The private roads shall either be completed, or a financial guarantee equal to the cost of construction deposited with the Township, prior to issuance of any building permits for each phase of the development.
13. A Township stormwater permit shall be obtained, prior to initiation of any site grading or issuance of any building permits.
14. Electrical service, telephone service and other private utilities serving the condominium shall be placed underground.
15. The condominium subdivision plan and master deed for any phase of the development shall be submitted to the Township for review for conformance with the PUD plan and zoning standards, prior to its recording with the Register of Deeds

Motion passed by a 4 to 2 vote (with Sytsma and Gutierrez voting no).

2. **Review of Preliminary PUD Plan, Villas of Ada, 58 Attached Condo Units on 40.37 Acres (Parcel Nos. 41-15-29-325-015 and 41-15-29-376-001), 5686 Forest Bend Dr. and 211 Alta Dale Ave., Covenant Two, LLC**

This item was requested to be postponed by the applicant.

VII. NEW BUSINESS:

1. **Site Plan for a 576 Square Foot Accessory Building, 5125 Cascade Rd., SE, (Parcel No. 41-15-31-326-031) St. Matthew Lutheran Church**

Conrad Boston, 2007 Conservation Trail, presented the site plan for St. Matthew Lutheran Church. They want to build a storage facility on their site, basically the size of a two-stall garage. There is an existing shed on the site that they have not decided what they are going to do with yet.

Ferro stated the building will be located behind the church building and would not be visible from Cascade or affect any surrounding properties. There was an addition constructed several years ago which had two conditions which need to be complied with – one pertaining to cut-off exterior lighting, and the other pertaining to landscape plantings. Ferro pointed out that the church is just now in the process of installing parking lot light poles, and he has not verified the fixture style. Ferro stated he recommends approval of the site plan subject to verification that these previous conditions of approval have been met.

The applicant noted there is no lighting planned on this requested structure. Photos of the proposed light

fixtures were handed out by the applicant. It was stated by the applicant that the light fixtures are “shoebox” type cutoff fixtures. Hoeks noted that the design should be compatible with the main structure. Boston noted the siding would match the church and the roof shingles will match also. There was discussion regarding landscaping between the church and the office building.

Motion by Lowry, second by Sytsma, to approve St. Matthew Lutheran Church’s site plan for a 576 square foot accessory building, subject to the conditions that a landscaping plan be submitted and approved by the Township Planner, and that all exterior lighting shall be cut-off style. Motion passed unanimously.

2. Site Plan Review, Saw Grass Site Condominium, 8 Single Family Lots on 27.8 Acres, 5785 3 Mile Rd., NE (Parcel No. 41-15-05-300-024), Chris Barlow

Jim Roezema of Williams & Works presented the plan on behalf of Chris Barlow. He noted the homes would have attached garages and individual well and septic systems. The private road will be 22 foot wide with a infiltration trench on both sides for storm water runoff. The Kent County Road Commission has preliminarily approved the private road access location. They are also working with the Health Department for on-site well and septic system approval. There was some discussion regarding natural gas versus LP. The applicant noted that they are investigating use of a common, shared LP tank, at a location at the end of the cul-de-sac.

Ferro stated this property is zoned for 3-acre minimum lots of 200 feet wide. These 8 lots meet all the requirements and are served by a private road cul-de-sac. Approval by the County Health Department is required before the condos can be officially recorded with the register of deeds. Ferro asked whether the Road Commission has looked at the drive location. Roezema stated yes – they have given preliminary approval, but have not received written approval yet.

Hoeks stated there seem to be items pending (well borings not yet taken, the question over gas service, etc.) which makes it difficult to vote on this at this time. Hoeks also believes there should be some design criteria/limits.

Ferro stated we do not have authority to exercise this type of design control. Ferro spoke briefly about existing landscaping and the entry sign. Gutierrez stated he would really like them to look into having natural gas service. Butterfield asked what the benefits are of considering a landscape turnaround island. Ferro stated it helps reduce the paved area, helps with runoff, and provides green space. Hoeks stated he would like there to be a condition of no street lights in the development. Ferro stated he is not sure whether we have the authority to do that.

Motion by Burton, second by Lowry, to approve the site plan for Saw Grass Site Condominium, 8 single family lots on 27.8 Acres, at 5785 3 Mile Rd., NE (Parcel No. 41-15-05-300-024) (Chris Barlow), subject to the following conditions:

1. A private road permit shall be issued by the Township, prior to initiation of site development, and prior to issuance of any building permits.
2. A storm water permit shall be issued by the Township, prior to issuance of any building permits.
3. A driveway permit shall be issued by the Road Commission, prior to approval of the private road permit.
4. The private roads shall either be completed, or a financial guarantee equal to the cost of construction deposited with the Township, prior to issuance of any building permits.

5. All utilities shall be underground.

Motion passed unanimously.

VIII. REPORTS FROM COMMISSION MEMBERS, BOARD LIAISONS, COMMITTEES AND/OR STAFF

Sytsma spoke regarding the Open Space Advisory Board noting that it had been verified with the MTA that the Planning Commission has the authority to review the riparian protection regulations, without action by the Township Board. A recommendation from the Open Space Advisory Board that this be done will be coming before the Commission in the near future.

Ferro noted there is a conference, the Grand Valley Metro Council's Annual "Growing Communities" Conference, on Thursday, June 8th. The program this year focuses on intergovernmental cooperation. Ferro stated he would e-mail the program information to the Commissioners.

IX. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Karen Holt, 5701 3 Mile – stated she lives directly west of the proposed Sawgrass site condominium. She stated she is deeply committed to protecting the rural lands of Ada Township. She stated her concern goes way beyond the local township – it goes nationwide. She spoke about her concern for the loss of habitat for animals.

Hoeks asked about the lease available on the building on Cascade Road and the status of the lighting. Ferro stated the light intensity is supposed to be lowered and a shield placed on the light poles along the south property line, and a couple of evergreen trees that are not doing well are in the process of being replaced.

X. WRITTEN COMMUNICATIONS ENTERED ON THE RECORD

None.

XI. ADJOURNMENT

Motion by Hoeks, second by Sytsma, to adjourn the meeting at 10:00 p.m. Motion passed unanimously.

Respectfully submitted,

Deborah Ensing Millhuff, CMC
Ada Township Clerk
rs:lm