

**ADA TOWNSHIP PLANNING COMMISSION
MINUTES OF THE JANUARY 18, 2018 MEETING**

A meeting of the Ada Township Planning Commission was held on Thursday, January 18, 2018, 7:00 p.m. at the Ada Township Offices, 7330 Thornapple River Dr., Ada, MI.

I. CALL TO ORDER

Meeting was called to order by Commissioner Leisman at 7:00 p.m.

II. ROLL CALL

Present: Commissioners Leisman, Carter, Easter, Burton, Butterfield, Jacobs

Absent: Lunn

Staff Present: Planning Director Ferro, Planner/Zoning Administrator Bajdek

III. APPROVAL OF AGENDA

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

IV. APPROVAL OF MINUTES OF DECEMBER 21, 2017

Moved by Easter, supported by Carter, to approve the December 21, 2017 Meeting minutes. Motion passed unanimously.

V. PUBLIC HEARING

Request for Special Use Permit, "Type 2" Home Occupation in the RR Rural Residential Zoning District, to permit Personal Training as a Home Occupation, 5127 E. Fulton St., Parcel No. 41-15-30-176-013, Katherine Baker, for property owned by Cory & Katherine Baker and Daniel & Marguerite White

Katherine Baker, 5127 E. Fulton St., stated she is requesting a business in her home for personal training. She has a treadmill, weights, etc., with about eight clients, which would put her at 12 sessions per week. The sessions are one-on-one, and with two people occasionally.

Leisman opened the Public Hearing; with no comments the Public Hearing was closed.

Planner/Zoning Administrator Bajdek explained that the proposed Home Occupation is classified as a "Type 2," and is subject to Special Use Permit approval by the Planning Commission with set standards. Nine standards need to be met and complied with. Regarding parking, the number 9 standard, the number of off street parking spaces provided for the Home Occupation shall not exceed two spaces, exclusive of parking required for the residential use of the dwelling; this standard has been met. With regards to traffic, no traffic shall be generated by such home occupation in greater volume than would normally be expected in a residential neighborhood. The applicant is proposing no more than 15 training sessions per week. The operation will primarily involve one-on-one personal training; however, on occasion there may be one-on-two. The property is two acres and zoned RR Rural Residential; it is rectangular in shape without frontage on a public road or private road right-of-way. Ingress/egress to the property is via a 30-foot wide easement located on the adjacent parcel, which borders the site to the south and east. Notice was sent to everyone within 300 feet; a letter of support was received from an adjacent neighbor.

Leisman asked if there was anything in the standards that would limit it to one-on-one or one-on-two so that five years from now it's not one-on-ten.

Bajdek stated there is not; a proposed condition of approval is a limit on the number of training sessions per week, which is limited to 15.

Ferro stated that in addition to the total number of sessions, you could put a limit on total number of clients, which could be a combination.

Easter stated couldn't we say the number of sessions and the total number of clients she can see in a year. That would be 15 times 30, and a couple of boot camps, not to exceed 50 clients served per year.

Baker stated she never trains more than 10 people, and that wouldn't happen more than once a week, and it wouldn't be every week.

Jacobs stated no more than one boot camp class per week with no more than 10 people.

Ferro recommended a maximum of 15 sessions per week and a maximum of two persons per session, except that one session per week may have a maximum of 10 persons.

Moved by Jacobs, supported by Carter, to approve the Special Use Permit for Type 2 Home Occupation in the RR Rural Residential Zoning District to permit Personal Training, subject to the following conditions:

1. The number of training sessions at the residential premises shall be limited to no more than fifteen (15) per week.
2. There shall be a maximum of two (2) clients per session, except that one (1) session per week may have a maximum of ten (10) clients.

Motion passed unanimously.

VI. UNFINISHED BUSINESS

Request for Special Use Permit, Accessory Building with its highest Sidewall Height being at 32 Feet and 7/8 inches at the Walkout Level, in the RP-1 Zoning District, 8951 E. Fulton St., Parcel No. 41-19-01-100-037, Design Build Concepts, for Timothy & Christina Forell

Ferro stated that four members of the Planning Commission went on site visits; two separate visits were conducted. The applicants' premises, as well as the property of a neighboring property, located on Sargent Avenue and owned by the Douglass', were visited.

Bajdek noted that one potential recommendation for a condition of approval would be an evergreen screen along the higher knoll. The proposed accessory building would be located in front of the existing dwelling, from the view of the neighbors to the east. The applicant stated he was willing to put in evergreen trees to add additional screening.

Carter stated he agreed to do it when we were there. He didn't think it was a hardship.

Leisman stated we could say: will maintain an appropriate screen consisting of existing vegetation and/or evergreen plants as determined by the Planning Department.

Easter stated he has gone out of his way to keep the consistent character of his existing house consistent with this outbuilding. He's doing his best to make it presentable, and accessible.

Leisman went over the recommendations, and stated the lighting should be non-glaring cutoff style...; No. 3 could say: "applicant shall maintain an appropriate vegetative screen as approved by the Planning Department."

Moved by Burton, supported by Easter, to approve the request for a Special Use Permit for an Accessory Building at 8951 E. Fulton St., subject to the following conditions:

1. The use of the accessory building shall be restricted to private residential storage and recreational use; no commercial storage or activities shall be permitted within the accessory building.
2. Any exterior lighting on the building shall be of a non-glaring cutoff style, subject to approval by the Planning Department.
3. The applicant shall maintain an appropriate landscape screen as approved by the Planning Department.

Motion passed unanimously.

VII. NEW BUSINESS

None.

VIII. COMMISSION MEMBER/STAFF REPORTS

Review of Proposed Regulations for Short Term Rentals

Ferro stated that a revised draft reflecting input from last month's meeting has not yet been prepared.

Approval of Meeting Schedule for Fiscal Year 2018-19

Moved by Easter, supported by Jacobs, to approve the Planning Commission meeting Schedule for Fiscal Year 2018-19. Motion passed unanimously.

IX. PUBLIC COMMENT

Brian Hilbrands, DDA Coordinator, explained that one of the critical success factors that came out of the Township's Strategic Plan was to foster transparent leadership and intergovernmental relations. An initiative to improve communication and interaction between the various Township boards and commissions was suggested. Hilbrands suggested quarterly work sessions be held with the DDA, Planning Commission, and Township Board to foster communication between them.

Leisman stated maybe twice a year.

Jacobs stated maybe one or two meetings per year with an individual from each board as a task force.

Easter expressed the need for further articulation on what is desired to be accomplished.

After further discussion, it was left with Hilbrands to take back the comments to the DDA.

Ferro noted that St. Robert Parish is working on starting an elementary school and housing it within the existing building. A Special Use Permit request for approval of an elementary school starting with first grade and gradually work up to fifth grade has been submitted. Little change to the property is proposed.

After a brief discussion regarding the subject project by the Planning Commission, it was determined, to add the request to next meeting's agenda for introduction only.

Easter noted concern about traffic generation from the all the local schools located on Ada Drive.

X. ADJOURNMENT

Moved by Jacobs, supported by Easter, to adjourn at 7:53 p.m. Motion passed unanimously.

Respectfully submitted,

Jacqueline Smith
Ada Township Clerk

JS/dr