

**ADA TOWNSHIP BOARD MEETING  
MINUTES  
JUNE 12, 2006**

**DRAFT**

Meeting was called to order by Supervisor Haga at 7:30 p.m. Members present: Supervisor Haga, Treasurer Pratt, Clerk Ensing Millhuff, Trustees Proos and Sytsma. Also present: Planning Director Ferro, Fire/Rescue Chief DuVall, Parks Director Tatar, Recording Secretary Smith and 21 community members. Members absent: Trustee Westra. Trustee Damstra arrived at 7:35 p.m.

**APPROVAL OF AGENDA**

**Moved by Proos, supported by Sytsma, to approve the agenda as presented. Motion carried.**

**GENERAL TOWNSHIP BUSINESS**

**CONSENT AGENDA:**

**Approval of Minutes**

May 22, 2006, Regular Board Meeting

**Receive and File Various Reports**

1. Planning Commission Minutes - 04/20/06; 2. Financial Report - 04/06; 3. Ada Clean-Up Day Report - 05/23/06.

**Receive and File Various Communications**

1. MTA Legislative Update Fax - 05/19/06 & 05/26/06; 2. Region 8 Notes - 05/06; 3. Ada Historical Society Minutes - 04/08/06; 4. Comcast - pricing changes - 05/10/06; 5. Bos- Consumers Energy Power Line Project Pond Impact - 05/24/06; 6. Stop over spending (SOS) Ballot Initiative; 7. MTA & MML - News release - Cable franchise - 05/15/06; 8. Representative Ehlers - cable franchise - 05/11/06; 9. Utility Advisory Board (UAB) Minutes - 04/20/06; 10. Communication Regarding Pettis ZBA Matter (4); 11. Letter from Andrus Regarding Edie Pettis.

**Moved by Pratt, supported by Sytsma, to approve items on the Consent Agenda. Motion carried.**

**APPROVAL OF WARRANTS AND RECEIPTS**

Treasurer Pratt presented Warrants and Receipts in the following amounts: Hand Checks: #101 \$5,999.67; #205 \$2,183.47; #208 \$668.90; #249 \$; #590 \$364.60; #591 \$214.55; #592 \$42.74. Total Hand Checks \$9,473.93. Warrants: #101 \$48,887.99; #205 \$6,451.06; #208 \$8,692.49; #590 \$6,282.32; #591 \$38,197.20; #592 \$2,196.87. Total Warrants \$110,707.93. Total Checks and Warrants \$120,181.86.

**Moved by Sytsma, supported by Proos, to approve the Warrant Report of June 12, 2006, in the amount of \$120,181.86. Roll Call: Yes - Sytsma, Ensing Millhuff, Haga, Pratt, Damstra, Proos. No - 0. Absent - Westra. Motion carried.**

**PUBLIC COMMENT**

There was no public comment.

**BOARD COMMENT**

Trustee Damstra stated there seemed to be some significant DEQ issues related to Consumers Power.

Trustee Proos complimented the ZBA on their thoroughness and efforts with the Edie Pettis situation.

Trustee Sytsma agreed with Trustee Proos regarding the ZBA. Adding, she encouraged attendance at the meeting regarding the Natural Features Inventory on Wednesday. Supervisor Haga clarified it was a public information meeting, not a public hearing.

Clerk Ensing Millhuff distributed statistics regarding the school election and information regarding Music on the Lawn.

Supervisor Haga referenced information regarding 117 Honey Creek and the riparian buffer issue.

**OLD BUSINESS**

There was no Old Business.

**NEW BUSINESS**

**LOCAL ROAD CONSTRUCTION - GRAVELING**

Supervisor Haga explained the Township's share of the cost to be \$9,900. **Moved by Pratt, supported by Sytsma, to approve the local road construction authorization for graveling Crampton Avenue between Leonard and Conservation, at a cost to the township of \$9,900. Motion carried.**

#### **LOCAL ROAD CONSTRUCTION - REPAVING ALLEY**

Supervisor Haga explained the total cost of this project would be \$15,000, with the Township's share at \$7,500. **Moved by Ensing Millhuff, supported by Pratt, to approve the local road construction authorization for repaving of the alley in the amount of \$7,500. Motion carried.**

#### **FENCING BETWEEN STONE PILLARS AT ADA PARK**

Wendy Tatar, Parks Director, explained additional pillars were constructed last summer on the southeast side of the driveway, and this request is for vinyl fencing consistent with the existing fencing. **Moved by Sytsma, supported by Pratt, to approve the vinyl fencing at Ada Park with Fencing Forever in the amount of \$4,173.75. Motion carried.**

#### **NEW EQUIPMENT PURCHASE - ADA PARK - TRACTOR**

Wendy Tatar, Parks Director, explained there is quite a bit of extra mowing with the addition of Roselle Park. Thornapple River Nursery currently does the mowing. Purchase of a tractor would allow present staff to mow, and the tractor would pay for itself in three to four years. In addition, the tractor would have other uses such as applying wood chips. **Moved by Damstra, supported by Sytsma, to approve the purchase of the John Deere tractor and attachments in the amount of \$19,645.47, for the park use.** There were questions from board members regarding storage of the tractor, a trailer to tow the tractor, Utility Department usage, and making sure additional staff is not needed. **Motion carried.**

#### **2006 TAX RATE REQUEST**

Supervisor Haga explained the amounts to be requested and which have been reflected in the budget. **Moved by Pratt, supported by Ensing Millhuff, to approve the 2006 tax rates of .8938 for allocated, 1.945 for fire rescue .2388 for parks and .3865 for land and parks. Motion carried.**

#### **TERMITE CONTROL ON TOWNSHIP OFFICES**

Fire/Rescue Chief DuVall explained that termites had been discovered in the township office building. The recommendation was to contract with Griffin Pest Control at a cost of \$1,795 for one year and \$449 each year thereafter. **Moved by Proos, supported by Sytsma, to contract with Griffin Pest Control for termite control at the township offices in the amount of \$1,795 for the first year and to make certain \$449 per year is documented in the project. Motion carried.**

#### **LEASE AND RELEASE AGREEMENT WITH ALTICOR - GREENSPACE FOR 4TH OF JULY ACTIVITIES**

Supervisor Haga explained the lease was the same as last year, and there were no changes anticipated. The original had not been received back, so changes were manually made on the copy. **Moved by Proos, supported by Ensing Millhuff, to approve the license and release agreement between Alticor and Ada Township for the area commonly known as the green space for the 4<sup>th</sup> of July activities. Motion carried.**

#### **ADA VILLAGE DESIGN CHARETTE TASK FORCE CONSULTANT RECOMMENDATION**

Planning Director Ferro explained the 11-member task force spent quite a bit of time on the selection process. The recommendation was for ACP Visioning and Planning, a firm with offices in Columbus, Ohio and New York City. Planning Director Ferro explained the process the task force had followed to select a consultant as well as the three-phase process of actually conducting the charette. **Moved by Pratt, supported by Sytsma, to accept the recommendation from the Charette Task Force to contract with ACP Visioning & Planning, in the amount of \$99,685, with the total contract for the project budget to be \$111,560.**

Board members had questions and comments regarding the cost, possibility of private fundraising, contracting with an out-of-state company, lack of "Village" residents representation on the charette committee, funds budgeted for Bronson Street project being available, importance of public input, targeting the 4<sup>th</sup> of July and August in Ada participants, need to amend the budget, disparity between proposals, thoroughness of the task force's involvement, whether private fundraising would delay process, location of the charette studio. **Motion carried.**

**RESOLUTION R-061206-1 - ROAD CLOSURE FOR AUGUST IN ADA**

**Moved by Ensing Millhuff, supported by Sytsma, to adopt Resolution R-061206-1, which is the road closure request for August in Ada activities.** Clerk Ensing Millhuff noted that the insurance had already been obtained. **Roll Call: Yes - Damstra, Proos, Haga, Pratt, Ensing Millhuff, Sytsma. No - 0. Absent - Westra. Resolution adopted.**

**RESOLUTION R-061206-2 - MORATORIUM ON PROCESSING OF ZONING APPROVAL APPLICATIONS AND PERMITS FOR DEMOLITION OF EXISTING BUILDINGS IN THE ADA VILLAGE AREA**

Planning Director Ferro explained on May 8, the Planning Commission had unanimously recommended a moratorium be placed on development approvals and demolitions, pending the outcome of the charette process. The Planning Commission believed decisions on any major new project should be postponed until there was an outcome of the charette. A few exemptions were listed. **Moved by Ensing Millhuff, supported by Pratt, to adopt Resolution R-061206-2, which is a moratorium on processing of zoning approval applications and permits for demolition of existing buildings in the Ada village area.**

**PUBLIC COMMENT:**

Devin Norman, Norman Family Dentistry, commended board members for approving the charette task force project and thought it would be good for long-term planning Ada Township. He explained the building he had been planning for over nine months and stated that it was very important to him and would be a hardship if he were not able to move forward. He urged the board to adopt the proposal but to exempt projects that had already been submitted.

Clerk Ensing Millhuff stated the board had voted unanimously to place the Bronson Street project part of the Village Restoration plan approved over a decade ago on hold due to the charette and this request was a similar situation. Asking since Dr. Norman was a member of the charette committee if the expansion plan had been discussed with the other members. Supervisor Haga noted as chairperson, neither he nor any member of the committee had been given information regarding the expansion plan at the time of Dr. Norman's appointment. **Moved by Proos, supported by Damstra, to add the first Paragraph G in Planning Director Ferro's memo of June 12, the approval of any site plan for which a completed application for approval had been submitted on or before June 12, 2006.**

Tom Korth, Chairman of Planning Commission, stated the goals and desire to complete a charette went back to at least the late 90s and the current opportunity began last summer during a joint session. Adding, though the master plan had not been completed, surveys are heavily relied upon. The 2004 survey showed the residents of Ada Township top priorities were low crime rate, surrounding open space and small-town character of Ada Village. Further, the 2004 survey showed 66% of the community believed in regulating the architectural style and appearance of new commercial buildings in the township. While he didn't want to slow down Mr. Norman's plan, he felt the May 8 unanimous vote preceded Mr. Norman's application and the current zoning did not effectively provide the framework the community felt was necessary to protect the village. He strongly recommended the board consider approval of the moratorium with the PUD requirement.

Henry Hoeks, 5671 Michigan NE, Planning Commission member, stated this issue was testing the board's confidence in the charette process, the township was in the midst of a master-plan revision which staff was having a difficult time finding time to put forward, and stated he was shocked on May 8 to see a sign about the building going up without the Planning Commission having even seen an application or plan. He encouraged the board to take into great consideration the demand on staff time.

Scott Rseza, president of the Ada Business Association, stated he would not be against the moratorium, provided Mr. Norman's project received an exemption. While he felt the moratorium made sense in the short-term, he didn't know if it made sense to block current projects from progress. He offered assistance from the ABA for the marketing of the charette project.

Susan Burton, Planning Commission and charette committee member, stated they had interviewed the firms and chosen one of the highest caliber. While \$99,000 was a lot of money to spend on a planning process, she was confident the results would be worth the expenditure. She also stated to not pass the moratorium would put a "clinker" into the process.

Craig Baker, construction manager for Dr. Norman, stated he was put in a difficult position. They had been working on the project for some time and finally had financing, etc. in place and were ready to go. Delaying the project would cost Dr. Norman a significant amount of money.

Tom Korth added if the moratorium were approved subject to the PUD process, Dr. Norman's application would still be on the agenda for Thursday's meeting. He also stated they were not trying to slow down the process.

**Motion to amend failed.**

**Moved by Proos, supported by Damstra, to amend the motion to add the second Paragraph G.**

Trustee Sytsma reminded the board the survey had an unprecedented 37-38% response. She asked why Dr. Norman had not extended to the front of the building. Stating Dr. Norman had a self-created hardship which under the ZBA regulations would not allow for an approval. Adding, Dr. Norman's request should not even be a consideration or part of the discussion of the moratorium. She was in favor of the second amendment to the moratorium issue.

Dr. Norman added it was logistically impossible to extend the building to the front.

**Moved by Ensing Millhuff, supported by Sytsma, to add language of “on or before June 30, 2006,” to the second Paragraph G. Motion carried.**

**Motion to amend (to include second Paragraph G) carried.**

**Roll Call on resolution as amended: Yes - Proos, Haga, Pratt, Ensing Millhuff, Sytsma, Damstra. No - 0. Absent - Westra. Resolution, as amended, adopted.**

**PRELIMINARY PUD PLAN AND PUD REZONING REQUEST - MONTREUX PUD, 24 LOT SINGLE FAMILY DEVELOPMENT - JOHN POSTMA**

**A. ORDINANCE O-061206-1 - TO REZONE PROPERTY FROM AG DISTRICT TO THE AG/PUD DISTRICT**

Planning Director Ferro explained the proposed single-family development of 24 lots at the southeast corner of Three Mile Road and Pettis Avenue. **Moved by Proos, supported by Ensing Millhuff, to adopt Ordinance O-061206-1, which is an ordinance to amend the Zoning Ordinance, which is a rezoning from AG to AG/PUD.**

Doug Stalsonburg, Exxel Engineering, stated he had detected some negative feelings. He had gone through three meetings with the Planning Commission, including one public hearing. As a result, the plans had been changed, and he felt they had compromised and come up with a good plan (although he felt the developer was doing all the compromising).

There were questions and comments from board members including the comparison plan, the hillside, health and safety, lot and lawn sizes, the use of organic fertilizer due to the contour, traffic, and Three Mile as a natural beauty road

John Postma stated the comparison plan would have been a lot simpler for him. The reason for the request was to have a better plan for Ada Township and its residents. The applicant stated there would be an association, open space, and restrictions and the type of fertilizer to be used could be incorporated into the policies for association members.

**Roll Call: Yes - Haga, Pratt, Damstra, Sytsma, Proos, Ensing Millhuff. No - 0. Absent - Westra. Ordinance adopted.**

**B. RESOLUTION R-061206-3, TO APPROVE THE PRELIMINARY PUD PLAN**

**Moved by Proos, supported by Damstra, to adopt Resolution R-061206-3, which is the preliminary PUD plan. Roll Call: Yes - Pratt, Proos, Damstra, Sytsma, Ensing Millhuff, Haga. No - 0. Absent - Westra. Resolution adopted.**

**OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT**

There was no additional public comment.

**ADJOURNMENT**

The meeting was adjourned at 10:15 p.m.

Respectfully submitted,

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Deborah Ensing Millhuff, CMC  
Ada Township Clerk

RS: JS