



**ADA TOWNSHIP PLANNING COMMISSION
THURSDAY, JANUARY 20, 2022 MEETING, 7:00 P.M.
ADA TOWNSHIP OFFICE, ASSEMBLY ROOM
7330 THORNAPPLE RIVER DR SE, ADA, MI**

AGENDA

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. APPROVAL OF AGENDA**
- IV. APPROVAL OF MINUTES OF DECEMBER 16, 2021 REGULAR MEETING**
- V. PUBLIC HEARING** – none
- VI. NEW BUSINESS**
 - 1. Site Plan Review, Land Division Creating 4 Parcels on approximately 10 acres in the RR-Rural Residential District, 6080 Grand River Drive NE, Parcel No. 41-15-29-200-016 (part of), Engelsma Homes (property owned by Susan G. Duyser, Trust)
- VII. OTHER BUSINESS**
 - 1. Village East PUD Clarification Review – Proposed Building Façade Changes
 - 2. Zoning Ordinance Update Review
 - 3. Comprehensive Master Plan – Proposal Review Process
- VIII. COMMISSION MEMBER / STAFF REPORTS**
 - 1. Planning Commission Schedule
- IX. PUBLIC COMMENT**
- X. ADJOURNMENT**

**ADA TOWNSHIP PLANNING COMMISSION MEETING
MINUTES OF THE DECEMBER 16, 2021 REGULAR MEETING**

Draft

A regular meeting of the Ada Township Planning Commission was held on Thursday, December 16, 2021, at 7:00 p.m., at the Ada Township Hall, Assembly Room, 7330 Thornapple River Dr., Ada MI.

I. CALL TO ORDER

Chair, Korth, called the meeting to order at 7:00 p.m.

II. ROLL CALL

Present: Burton, Butterfield, Carter, Korth

Absent: Heglund, Jacobs, Easter

Staff Present: Bajdek, Buckley, Moran, Said, Suchy

Others Present: 9

III. APPROVAL OF REVISED AGENDA

Korth suggested a slight change in the agenda; to move the Block C item from New Business to Unfinished Business. Moved by Carter, supported by Burton, to approve the revised agenda as discussed. Motion carried.

**IV. APPROVAL OF MINUTES OF THE NOVEMBER 18, 2021,
REGULAR MEETING**

Korth pointed out a small addition/clarification to page 3 of 5, 5th paragraph, regarding footprint sizes in the PVM District.

Moved by Carter, supported by Burton, to approve the revised minutes of the November 18, 2021, Regular Meeting. Motion carried.

**APPROVAL OF MINUTES OF THE NOVEMBER 29, 2021,
SPECIAL MEETING**

Moved by Carter, supported by Burton, to approve the minutes of the November 29, 2021, Special Meeting. Motion carried.

**APPROVAL OF MINUTES OF THE DECEMBER 3, 2021,
SPECIAL MEETING**

Bajdek mentioned there was a typographical error in the Public Comment section, which would be revised to read MDOT. Moved by Carter, supported by Burton, to approve the revised minutes of December 3, 2021, Special Meeting. Motion carried.

V. PUBLIC HEARING

1. Proposed Text Amendment to Section 78-544 regarding minimum lot sizes and widths associated when lot splits are done

Said stated that an effort was undertaken to correct what he felt was a discrepancy in minimum lot sizes and lot widths for when land splits were done. Said referred to the chart in the staff memo showing the different Zoning Districts and their Minimum Lot Sizes for the subject Zoning District vs. Minimum Lot Sizes allowable for a Land Division per Sec. 78-544 of the Zoning Ordinance.

Said explained that currently the minimum lot sizes were much different in the Land Division Section of the Zoning Ordinance from the actual minimum lot sizes stated in the Zoning District sections of the Zoning Ordinance, which is difficult and inconsistent with the intent of the particular zoning districts and what was trying to be achieved, a more rural setting, in those particular areas of the community.

Korth summarized Said's request and said that essentially the exceptions that created smaller parcels than the zoning would normally allow for, were being rectified through the proposed amendment.

Korth opened the public hearing at 7:21 p.m. There was no public comment and the public hearing was closed.

Moved by Carter, supported by Butterfield, to approve the Text Amendment as line item presented by the Planning Department in the draft staff memo. Motion carried.

VI. UNFINISHED BUSINESS

1. Block C Conceptual Master Plan

Korth gave a brief summary of the Block C Concept and the two special meetings that took place with the Planning Commissioners regarding the new concept for the overall Township Master Plan update. Korth referred to the drawing on the screen, prepared by Dixon, and said that was the result that the Planning Commission came to at the December 3rd Special Meeting.

Ken Dixon, Dixon Architecture, presented the development of the Block C Concept and said that it was in the same essence as Block A and Block B were also developed, encompassing the parking and buildings. Dixon described the details of the concept drawing and said he felt it was a great concept to help lead the future development.

Following brief discussion, the Commissioners were in favor of the Block C Conceptual Concept as presented. **It was moved by Carter, supported by Burton, to approve the Commission's efforts from the special meetings and make the Block C Concept drawing the official document that would make its way into the Township Master Plan update/exercise. Motion carried.**

2. Review of PVM District Development Plan, Construction of a 19,025 Sq. Ft. 2- and 3-Story Office Building, 7500 East Fulton Street, Parcel No. 41-15-34-102-012, Dixon Architecture on behalf of PDL Ventures, LLC

Ken Dixon, Dixon Architecture, presented details on the proposed construction of the 2- and 3-story building, a 19,025 sq. ft. facility for office use. Dixon said that since the last Planning

Commission meeting and the two special meetings on the Block C Concept, he was able to enhance not only the property at 7500 East Fulton but the future development of the surrounding properties.

Dixon explained the details of the updated/improved changes to the 7500 building plans; a designated greenspace area between Dr. Norman's building and the proposed building, sidewalk connectivity, tree preservation, alignment of driveways, and parking. Dixon said the plans were a definite improvement and he was very happy with where the plan was at, however, there were still 4 departures being requested: Maximum lot area, maximum lot width, minimum building frontage, and maximum front yard setback.

Said summarized the staff memo and mentioned a few items of concern that the updated proposal drawing of the 7500 building showed vs. the drawing recently approved for the Block C Concept; the sidewalk connectivity, the placement of easements, landscaping of the greenspace area and the dumpster location.

There was extended Commission discussion about the different dumpster locations & enclosures, current and future parking space opportunities, the deviation from maximum lot size, the details on grading issue of the greenspace area, the reconfiguration of the Fulton Street access, and the possibility of conditions of approval to have the applicant/property owners commit to at a later date.

Dixon and Jeremy Frost of PDL, said they were open to specific changes; possible areas for the relocation of the dumpster, additional public/private parking spaces, and easement access.

Moved by Carter, supported by Burton, to approve the construction of PVM District Development Plan for 7500 East Fulton Street, subject to and including the following findings and conditions as mentioned in the staff memo.

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:
 - 1) Sec. 78-476 (a): Maximum lot area (25,000 SF max. allowed; 38,651 SF proposed).
 - 2) Sec. 78-476 (a): Maximum lot width (250 feet allowed; 303 feet proposed).
 - 3) Sec. 78-476 (c): Minimum building frontage (90% required; 0% proposed).
 - 4) Sec. 78-476 (a): Maximum front yard setback: 10 feet allowed; 10.6 feet proposed (along Fulton).
 - 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 alternative is consistent with the purpose and intent of the PVM District.
 - d. The proposed alternative, in comparison to conformance with PVM District standards, will not have a detrimental impact on adjacent property or the surrounding neighborhood.

- e. The proposed alternative is necessary and appropriate to accommodate a superior design of the proposed development.
2. The proposed development plan for a new 19,025 sq. ft. 2- and 3-story building is hereby approved, subject to the following conditions:
 - a. The applicant shall provide lighting plans consistent with applicable requirements and shall obtain Township Staff approval prior to the issuance of any building permit. Any exterior building-mounted light fixtures shall be full-cutoff to control light emission, subject to approval by Township Staff prior to issuance of a building permit.
 - b. Prior to the issuance of a building permit, the applicant shall obtain Staff approval for revised landscape plans that are consistent with applicable requirements, and that indicate a tree protection area, with tree protection fencing, to be maintained around the existing trees during the entire construction process.
 - c. The applicant shall install sidewalks to the property line and provide corresponding easements, subject to staff approval, if and when installation of future walkways along Fulton Street and/or on adjacent properties to address the Block C Plan.
 - d. 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 "PDL 7500 Building", as follows:
 - 1) Existing Conditions and Demolition Plan Sheet C-201 (most recent revision dated 12/06/21).
 - 2) Site Layout Plan Sheet C-205 (most recent revision dated 12/06/21).
 - 3) Grading & S.E.S.C. Plan Sheet C-300 (most recent revision dated 12/06/21).
 - 4) Utility Plan Sheet C-400 (most recent revision dated 12/06/21).
 - 5) Landscape Plan Sheet L-201 (most recent revision dated 12/06/21).
 - 6) Floor Plans Sheets A2.1, A2.2, and A2.3, and Exterior Elevations Sheet A4.1, all with most recent revision date of 12/8/21.
 - e. The applicant agrees to install 4 additional parking stalls west of the building and relocate the dumpster enclosure, to a location that shall be subject to Township staff and Township engineer approval.
 - f. The applicant agrees to share the cost of funding for the reconfiguration of a driveway access to Fulton Street as permitted by MDOT.
 - g. The applicant, at their option, can designate 12 stalls along the front edge/south edge of the building for on-site parking only, and also at their option can increase the parking count from 32 to as many as 40.

Motion carried by roll call vote 4-0, with 3 absent.

Devin Norman, 519, 515 & 517 Ada Drive, shared his thoughts in public comment. Norman thanked the Commission, and all the others involved for all their input and hard work. Norman referred to the Block C Plan and said that all the input that went into the concept was genius. Norman said that he's not excited about additional traffic and the egress was still a little sticky,

but the linear park/greenspace area was a home run. Norman still had a concern about the drainage and dumpster enclosures, but said he felt everyone involved was cognizant of them.

VII. NEW BUSINESS

1. Review of Draft RFP (Request for Proposals) for Comprehensive Master Plan Update

Said stated that the Township was prepared to embark on updating the Comprehensive Master Plan and that it would be a community wide Master Plan effort. The last time a full Master Plan was done was in 2007, with updates in 2011 and 2016. The plan opportunity would give the Township the chance to move forward and plan for the future/where we want to go next.

Said referred to the draft RFP and stated that he would like to send it out to Planning firms in early January.

There was Commission discussion on who the RFP would be sent to, the timeframe of the project (12-18 months), doing the initial interviews and the interview panel, public input, and the obligation to notify other local communities.

Said explained the process would be to form a sub-committee possibly meeting on a monthly basis to receive information, provide guidance and review progress, and to make recommendations to the project consultant.

VIII. COMMISSION MEMBER / STAFF REPORTS

Said mentioned a few topics for discussion at the next Planning Commission meeting on January 20, 2022, if no new project was presented, would be the Comprehensive Master Plan and a Zoning Ordinance update.

IX. PUBLIC COMMENT - none

Carter shared that he had heard from the Ada Business Association meeting that the Tinsel, Treats & Trollies event was a big hit and there was a lot of talk about Ada being such a wonderful, walkable village.

X. ADJOURNMENT

Moved by Butterfield, supported by Carter, to adjourn the meeting at 9:07 p.m. Motion carried.

Respectfully submitted,

Jacqueline Smith, Ada Township Clerk

rs:eb



MEMORANDUM

Date: 01-12-22

TO: Ada Township Planning Commission
FROM: Department of Planning
RE: 6080 Grand River NE – Proposed Land Division
(Agenda Item VI.1. – New Business)

Request Overview

The applicant proposes to create a total of 4 parcels from an existing parcel at the subject location. In December 2021, the subject parcel, which has no buildings on it, was split from a parcel to the south that has an existing home and accessory buildings. The subject property is zoned RR (Rural Residential), and each of the proposed lots contain at least 2.0 acres (exclusive of private road easements, as specified in the Zoning Ordinance for lot area). Single-family homes are expected to be constructed on the new lots.

A proposed private road access easement extends from the parcel to the south onto the proposed Parcels C and D. Depending on proposed layouts, the homes constructed on these parcels may utilize this private drive for access as well. An additional private road access easement is provided for Parcels A and B. Both private roads will access Grand River Dr. and will be required to meet all applicable requirements of the Zoning Ordinance.

The subject property contains primarily wooded areas, with a significant rise in elevation extending south from Grand River. Elevations at the highest points on the property are as much as 100 feet higher than areas along the property line at Grand River. Stormwater detention/retention will not be required, although grading plans for each parcel will need to be approved prior to the issuance of permits, indicating sheet flow for runoff (no point discharges will be allowed). The Township Engineer may require perforated underdrains in some areas to help dissipate runoff from the parcels.

The properties will be required to connect to the existing waterline along Grand River. They will be allowed to utilize private sanitary waste disposal systems (septic fields/tanks), although if a sanitary sewer is ever installed along Grand River, the properties will be required to connect to it.

Analysis

All proposed lots meet the minimum requirements for the RR District for lot size (2 acres) and lot width (200 feet). The applicant's plan has included applicable setback requirements for the lots for front, rear, and side yard setbacks, including required applicable setbacks from the private roads.

While Parcel D has a private road easement running through it, the proposed lot clearly has ample land available for a home site meeting setback requirements on the main portion of the lot, to the east/north of the private road. While the smaller portion of the lot, west/south of the private road, theoretically also contains building area, this area is very limited and would not easily accommodate a home; however, an accessory structure could be constructed on this location if it met all applicable placement requirements.

For the record, the applicant and all future property owners/developers/interested parties are so

informed that Staff would not support any future variance requests to placement (setback) requirements for these lots, as any unusual physical lot situations are self-created hardships.

The proposed land division meets the applicable lot division standards of the Zoning Ordinance, as identified in Sec. 78-544, and noted as follows:

- (1) Minimum lot dimension requirements, as noted above.
- (2) Lot shapes, which must be rectangular to the extent possible, although may be irregularly shaped dependent on natural features of the site such as topography and woodlands.
- (3) Maximum length-to-width ratio of 3-to-1.
- (4) All lots shall have legal access to a public street and shall have the capability of being provided with safe vehicular access to a public road, including driveway sight distance sufficient to avoid public hazard. (The applicant will be required to obtain Kent County Road Commission approval for the proposed ingress points to Grand River Dr.)
- (5) All lots shall have land area having natural features suitable for building construction for uses permitted in the zoning district in which the parcel is located, and be capable of being developed in compliance with applicable building setback requirements as specified in the township's zoning ordinance.
- (6) The size, shape and arrangement of lots and building envelopes shall be such that the following objectives, to the maximum extent practical, are accomplished, in the judgment of the planning commission:
 - a. Building envelopes are located such that they are least visible from the adjoining public road and adjoining properties.
 - b. Building envelopes are located such that excavation for buildings and access drives avoids wetlands, steeply sloped areas and other sensitive natural features, and such that natural vegetated buffers are maintained adjacent to wetlands and streams.
 - c. Building envelopes are located to avoid placement of buildings on prominent hilltops and ridgelines, in order to maintain scenic views and the natural visual qualities of the township.
- (7) The land division complies with the provision of natural vegetation zones in conformance with section 78-32, riparian area protection standards. (To the best of Staff's knowledge, there are no riparian features on or immediately adjacent to the subject property.)
- (8) Each lot to be created by the proposed land division shall fully comply with all other requirements of the Township's Zoning Ordinance.

Conclusion & Recommendation

Staff recommends approval of the land division, subject to the following conditions:

1. Prior to the recording of the land division, a Township Private Road Permit application shall be submitted, and a permit issued by the Township, in compliance with Kent County Road Commission requirements.
2. The applicant shall complete required private road and driveway access improvements prior to the release of building permits on all parcels.
3. A stormwater permit application shall be submitted, and a permit issued by the Township in compliance with the stormwater ordinance, prior to the release of any permits.



RECEIVED

DEC 23 2021

PLANNING & ZONING
ADA TOWNSHIP

**APPLICATION FOR APPROVAL OF LAND DIVISION
(Creating 3 or more lots, exclusive of remainder parcel)**

Applicant information:

Name: Engelsma Homes Attn: Jason Engelsma

Address: 237 Steel Street NW, Grand Rapids, MI 49534

Phone Number: 616-437-7909 Email: jason@engelsmahomes.com

Property Owner Name(s) and Address (if different than above): Susan G. Duyser Trust

6080 Grand River Drive NE

Permanent Parcel No.(s): 41-15-29-200-016 (part of) Property Address: 6080 Grand River Drive NE

Parent Parcel Size: 10.435 Acres (with ROW) Zoning District: RR

This application must contain the following information, as required by PA 591 of 1996, and the Ada Township Zoning Ordinance, unless it is determined, in consultation with the Zoning Administrator, that the information is not applicable to the proposed division:

A survey of the property must contain the following information:	YES	NO	N/A
Date of survey, north arrow and scale	X		
Boundaries, including bearings and dimensions of existing & proposed parcels	X		
Size of each proposed parcel, both inclusive of & exclusive of public and private road right-of-way	X		
Existing and proposed access and utility easements	X		
Zoning of the subject property and abutting properties	X		
Setback lines and lot width measurements for all proposed lots, or boundaries of allowable building envelopes	X		
Existing topographic contours, at 10-foot intervals or less	X		
Woodland boundaries and other predominant vegetative cover on the subject Property	X		
Wetland boundaries, regardless whether subject to State regulation			X
Planned location of future driveways, shared driveways and private roads that will provide access to proposed lots	X		
Other information that may be required for Land Division approval:	YES	NO	N/A
Accurate legal description for each parcel proposed to be created	X		
Proof that all due and payable taxes or installments of special assessments are paid in full			

Applicant Signature: *Jason Engelsma* dotloop verified 12/21/21 8:14 AM EST MWEY-KPTO-OH2C-OKNG

Date: _____

Owner Signature(s): *Sue Duyser* dotloop verified 12/21/21 1:11 PM EST 81D7-JB10-AJK0-7WZX

Date: _____

REVIEW AND APPROVAL PROCEDURE:

- If the proposed land division creates three (3) or more new parcels, not counting the remainder of the parent parcel, the review for compliance with the provisions of the Zoning Ordinance is carried out by the Planning Commission, rather than by the Zoning Administrator. Please contact the Planning department regarding the scheduled date of the Planning Commission meeting at which the application will be reviewed.
- A signed copy of the application form and a confirming cover letter will be sent to you following completion of the review process.

APPLICATION FEE:

An application fee in the amount of \$250.00 must accompany this application.

TO BE COMPLETED BY ADA TOWNSHIP

Application Received: 12-23-2021 Initial: eb
mm / dd / yy

App. Fee of \$ 250.00 Received: 12/23/21 Initial: eb Check # 267021 Receipt # 323065
mm / dd / yy Engelsma Homes LLC

Land Division Tax Payment Certification Form from the Kent County Treasurer's office received? Yes: No:

CERTIFICATION AS TO COMPLIANCE WITH THE LAND DIVISION ACT (ACT 288 OF 1967, AS AMENDED):

Approved by Assessor Signature: _____ Date: _____

CERTIFICATION AS TO COMPLIANCE WITH THE ADA TOWNSHIP ZONING ORDINANCE:

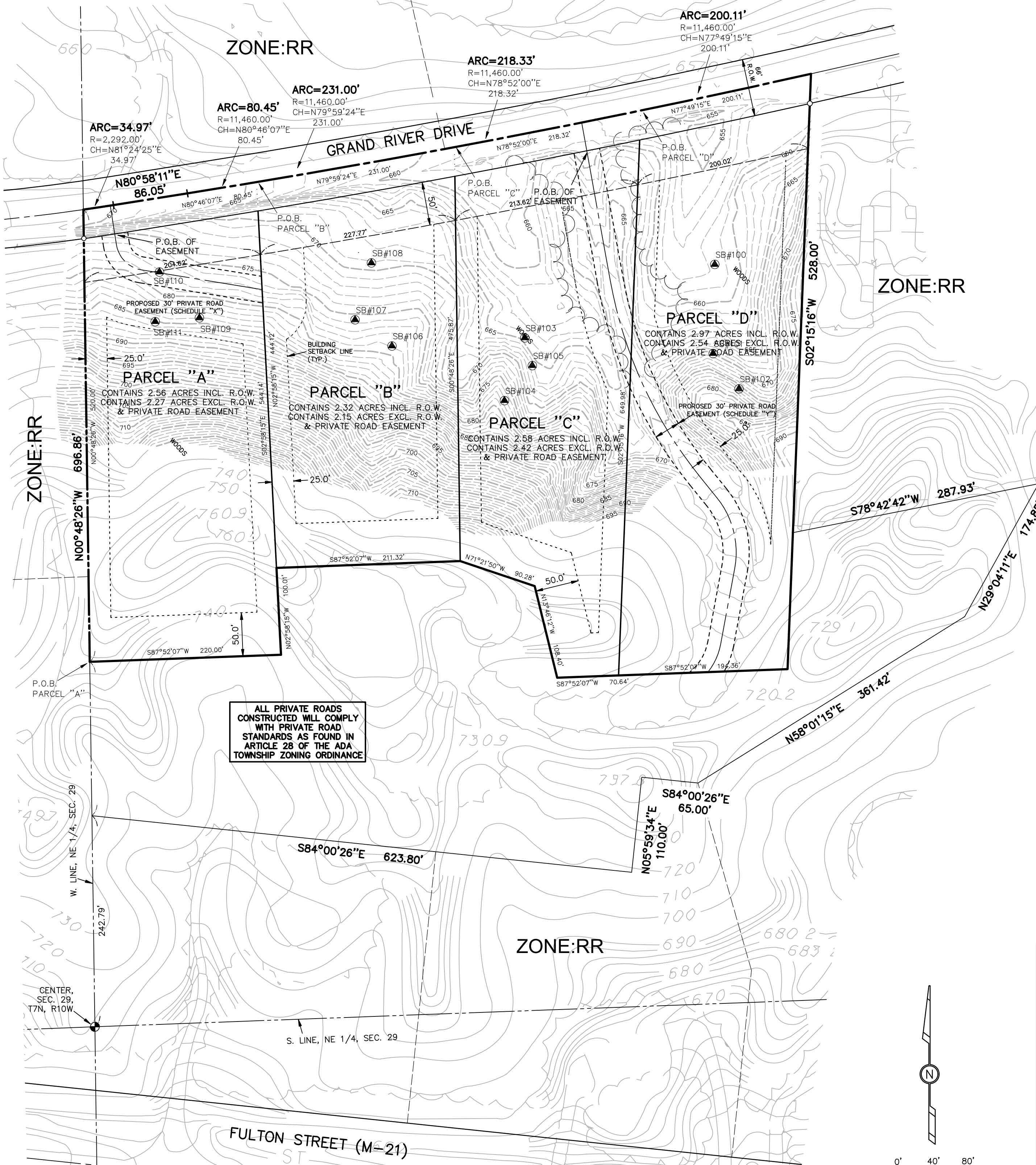
Planning Commission review required? Yes: No:

If yes, date of Planning Commission meeting: _____

Zoning Administrator's Signature: _____ Date: _____

Approval is denied by the Assessor Zoning Administrator Planning Commission,
for the following reasons: _____

Updated 11/19



ALL PRIVATE ROADS
CONSTRUCTED WILL COMPLY
WITH PRIVATE ROAD
STANDARDS AS FOUND IN
ARTICLE 28 OF THE ADA
TOWNSHIP ZONING ORDINANCE

Description of Overall Parcel:
Part of the NE 1/4, Section 29, T7N, R10W, Ada Township, Kent County, Michigan, described as: Commencing at the Center of Section 29; thence N00°48'26"W 419.65 feet along the West line of said NE 1/4 to the PLACE OF BEGINNING of this description; thence N00°48'26"W 520.00 feet along said West line to the centerline of Grand River Drive; thence Northeastly 34.97 feet along said centerline on a 2,292.00 foot radius curve to the left, the chord of which bears N81°24'25"E 34.97 feet; thence N80°58'11"E 86.05 feet along said centerline; thence Northeastly 729.89 feet along said centerline on an 11,460.00 foot radius curve to the left, the chord of which bears N79°08'42"E 729.77 feet; thence S02°15'16"W 685.00 feet; thence S87°52'07"W 265.00 feet; thence N13°46'12"W 108.40 feet; thence N71°21'50"W 90.28 feet; thence S87°52'07"W 211.32 feet; thence S02°58'15"E 100.01 feet; thence S87°52'07"W 220.00 feet to the place of beginning. Subject to highway R.O.W. for Grand River Drive. This parcel contains 10.435 acres including highway R.O.W. and 9.792 acres excluding highway R.O.W.

Description of Parcel "A":
Part of the NE 1/4, Section 29, T7N, R10W, Ada Township, Kent County, Michigan, described as: Commencing at the Center of Section 29; thence N00°48'26"W 419.65 feet along the West line of said NE 1/4 to the PLACE OF BEGINNING of this description; thence N00°48'26"W 520.00 feet along said West line to the centerline of Grand River Drive; thence Northeastly 34.97 feet along said centerline on a 2,292.00 foot radius curve to the left, the chord of which bears N81°24'25"E 34.97 feet; thence N80°58'11"E 86.05 feet along said centerline; thence Northeastly 80.45 feet along said centerline on an 11,460.00 foot radius curve to the left, the chord of which bears N80°46'07"E 80.45 feet; thence S02°58'15"E 544.14 feet; thence S87°52'07"W 220.00 feet to the place of beginning. Subject to highway R.O.W. for Grand River Drive. This parcel contains 2.56 acres including highway R.O.W. Subject to an easement for Ingress & Egress as described in Schedule "X" below.

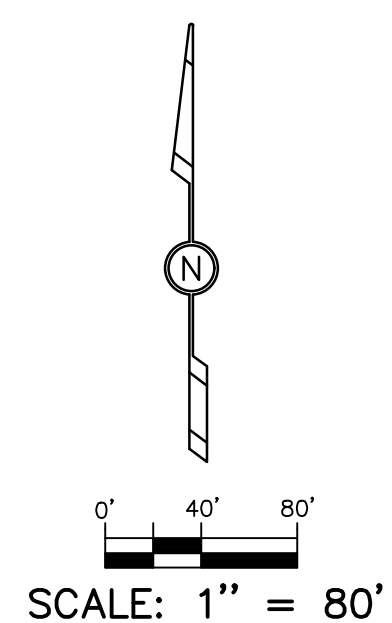
Description of Parcel "B":
Part of the NE 1/4, Section 29, T7N, R10W, Ada Township, Kent County, Michigan, described as: Commencing at the Center of Section 29; thence N00°48'26"W 939.65 feet along the West line of said NE 1/4 to the centerline of Grand River Drive; thence Northeastly 34.97 feet along said centerline on a 2,292.00 foot radius curve to the left, the chord of which bears N81°24'25"E 34.97 feet; thence N80°58'11"E 86.05 feet along said centerline; thence Northeastly 80.45 feet along said centerline on an 11,460.00 foot radius curve to the left, the chord of which bears N80°46'07"E 80.45 feet to the PLACE OF BEGINNING of this description; thence Northeastly 231.00 feet along said centerline on an 11,460.00 foot radius curve to the left, the chord of which bears N79°59'24"E 231.00 feet; thence S00°48'26"E 475.87 feet; thence S87°52'07"W 211.32 feet; thence N02°58'15"W 444.12 feet to the place of beginning. Subject to highway R.O.W. for Grand River Drive. This parcel contains 2.32 acres including highway R.O.W. Together with an easement for Ingress & Egress as described in Schedule "X" below.

Description of Parcel "C":
Part of the NE 1/4, Section 29, T7N, R10W, Ada Township, Kent County, Michigan, described as: Commencing at the Center of Section 29; thence N00°48'26"W 939.65 feet along the West line of said NE 1/4 to the centerline of Grand River Drive; thence Northeastly 34.97 feet along said centerline on a 2,292.00 foot radius curve to the left, the chord of which bears N81°24'25"E 34.97 feet; thence N80°58'11"E 86.05 feet along said centerline; thence Northeastly 311.46 feet along said centerline on an 11,460.00 foot radius curve to the left, the chord of which bears N80°11'28"E 311.45 feet to the PLACE OF BEGINNING of this description; thence Northeastly 218.33 feet along said centerline on an 11,460.00 foot radius curve to the left, the chord of which bears N78°52'00"E 218.32 feet; thence S02°15'16"W 649.98 feet; thence S87°52'07"W 70.64 feet; thence N13°46'12"W 108.40 feet; thence N71°21'50"W 90.28 feet; thence N00°48'26"W 475.87 feet to the place of beginning. Subject to highway R.O.W. for Grand River Drive. This parcel contains 2.58 acres including highway R.O.W. Subject to and together with an easement for Ingress & Egress as described in Schedule "Y" below.

Description of Parcel "D":
Part of the NE 1/4, Section 29, T7N, R10W, Ada Township, Kent County, Michigan, described as: Commencing at the Center of Section 29; thence N00°48'26"W 939.65 feet along the West line of said NE 1/4 to the centerline of Grand River Drive; thence Northeastly 34.97 feet along said centerline on a 2,292.00 foot radius curve to the left, the chord of which bears N81°24'25"E 34.97 feet; thence N80°58'11"E 86.05 feet along said centerline; thence Northeastly 529.78 feet along said centerline on an 11,460.00 foot radius curve to the left, the chord of which bears N79°38'43"E 529.73 feet to the PLACE OF BEGINNING of this description; thence Northeastly 200.11 feet along said centerline on an 11,460.00 foot radius curve to the left, the chord of which bears N77°49'15"E 200.11 feet; thence S02°15'16"W 685.00 feet; thence S87°52'07"W 194.36 feet; thence N02°15'16"E 649.98 feet to the place of beginning. Subject to highway R.O.W. for Grand River Drive. This parcel contains 2.82 acres including highway R.O.W. Subject to and together with an easement for Ingress & Egress as described in Schedule "Y" below.

Description of Easement for Ingress and Egress: (Schedule "X")
Part of the NE 1/4, Section 29, T7N, R10W, Ada Township, Kent County, Michigan, described as: Commencing at the Center of Section 29; thence N00°48'26"W 939.65 feet along the West line of said NE 1/4 to the centerline of Grand River Drive; thence Northeastly 31.25 feet along said centerline on a 2,292.00 foot radius curve to the left, the chord of which bears N81°27'12"E 31.25 feet; thence S08°56'15"E 33.00 feet to the Southerly R.O.W. line of Grand River Drive and the PLACE OF BEGINNING of the centerline of a 30 foot wide strip of land; thence S08°56'15"E 12.38 feet; thence Southerly 43.85 feet on a 35.00 foot radius curve to the left, the chord of which bears S44°49'57"E 41.04 feet; thence S80°43'39"E 140.32 feet to the place of ending of said 30 foot wide strip of land.

Description of Easement for Ingress and Egress: (Schedule "Y")
Part of the NE 1/4, Section 29, T7N, R10W, Ada Township, Kent County, Michigan, described as: Commencing at the Center of Section 29; thence N00°48'26"W 939.65 feet along the West line of said NE 1/4 to the centerline of Grand River Drive; thence Northeastly 34.97 feet along said centerline on a 2,292.00 foot radius curve to the left, the chord of which bears N81°24'25"E 34.97 feet; thence N80°58'11"E 86.05 feet along said centerline; thence Northeastly 460.46 feet along said centerline on an 11,460.00 foot radius curve to the left, the chord of which bears N79°49'07"E 460.43 feet; thence S10°14'26"E 33.00 feet to the Southerly R.O.W. line of Grand River Drive and the PLACE OF BEGINNING of the centerline of a 30 foot wide strip of land; thence S10°14'26"E 151.84 feet; thence Southerly 250.42 feet on a 500.00 foot radius curve to the left, the chord of which bears S24°35'18"E 247.81 feet; thence S38°56'10"E 30.79 feet; thence Southerly 86.23 feet on a 100.00 foot radius curve to the right, the chord of which bears S14°13'55"E 83.59 feet; thence S10°28'21"W 88.53 feet; thence Southerly 36.06 feet on a 75.00 foot radius curve to the right, the chord of which bears S24°14'42"W 35.71 feet to the place of ending of said 30 foot wide strip of land.



LAND DIVISION MAP
RE: 6080 GRAND RIVER DR NE
 FOR: ENGELSMAS HOMES, LLC
 ATTN: JASON ENGELSMAS
 0-237 STEELE ST; STE B
 GRAND RAPIDS, MI 49543
 PART OF THE NE 1/4, SECTION 29, T7N, R10W, ADA TOWNSHIP, KENT COUNTY, MICHIGAN

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01/10/22	REV. PER STAFF REVIEW	JDR	DRAWN BY: BAB
			APPROVED BY: .
			PROJ. ENG.: .
			PROJ. SURV.: .
			FILE NO.: 211903E
			DATE: 12/03/2021

SHEET
1 of 1



MEMORANDUM

Date: 01/12/22

TO: Ada Township Planning Commission
FROM: Department of Planning
RE: Final PUD Plan Approval – Village East Residential PUD – Request for Determination Regarding Plan Changes
(Agenda Item VII.1. – Other Business)

Request Overview

Staff seeks Planning Commission determination as to the consistency of the plans submitted for building permits with the plans approved for the original Planned Unit Development (PUD) approval.

In December 2021, plans were submitted by the Wheeler Development Group in an effort to secure building permits for the Village East multi-family residential project. Upon detailed review of these plans, Staff observed some discrepancies between these, and the original PUD plans approved by the Planning Commission. The differences are associated with the building footprints and the exterior building facades including reductions in windows and window sizes; the developer has indicated that these changes are due to modifications to internal common-area layouts, including staircases and mail rooms that have been added to each building.

Background

The Final PUD Plan for the Village East Residential PUD was approved by the Planning Commission in June 2020. The applicant submitted a request for extension of the Final PUD approval in May 2021. After review of the project over a few months, the Planning Commission granted approval of the extension in September 2021.

To obtain a permit, the applicant then submitted plans for Staff review in December 2021. At that time, Staff began conversing with the applicant concerning the project, including the changes to the building footprints and facades. Staff then concluded its review with the decision to send this matter to the Planning Commission for their determination.

Evaluation/Analysis

There are two primary aspects to consider in review of this matter:

- (1) Section 78-452 (c) of the Zoning Ordinance indicates that “the zoning administrator, without review by the planning commission” may approve “minor changes to a final development plan”, subject to specific limitations, including that multi-family residential buildings may be increased or reduced in size by 5%, provided that there is no increase in the number of

dwelling units.

- (2) Planning Commission approval of the PUD for this project included a condition specifying that “the approved PUD Plan shall be carried out in substantial conformance with the following documents submitted by the applicant...”, including building elevations (renderings), floor plans, and footprints (C-201, AE1-01, AE1-02, AE2-01, AE2-02, and others).

Staff concludes that, based on the language of Sec. 78-452(b), (c) and (d), Staff can refer decisions regarding any proposed change to a final development plan to the Planning Commission for final determination. As well, while the objective of the 5% rule has been met concerning floor area/footprint, the building exteriors are a more subjective matter that also merit Commission review and determination, especially with the reductions of windows from the original plans to the revised plans.

Recommendation:

Staff requests that the Planning Commission review the revised plans and determine whether:

- (a) The revised plans as submitted represent only minor changes to the original PUD approval as noted in Sec. 78-452; or
- (b) The plans represent a substantial change to the original PUD approval; therefore, the applicant must submit for a revised/amended PUD plan.



Wheeler Development Group
32 Market Ave SW, Suite 500
Grand Rapids, MI
www.wheelerdevgroup.com

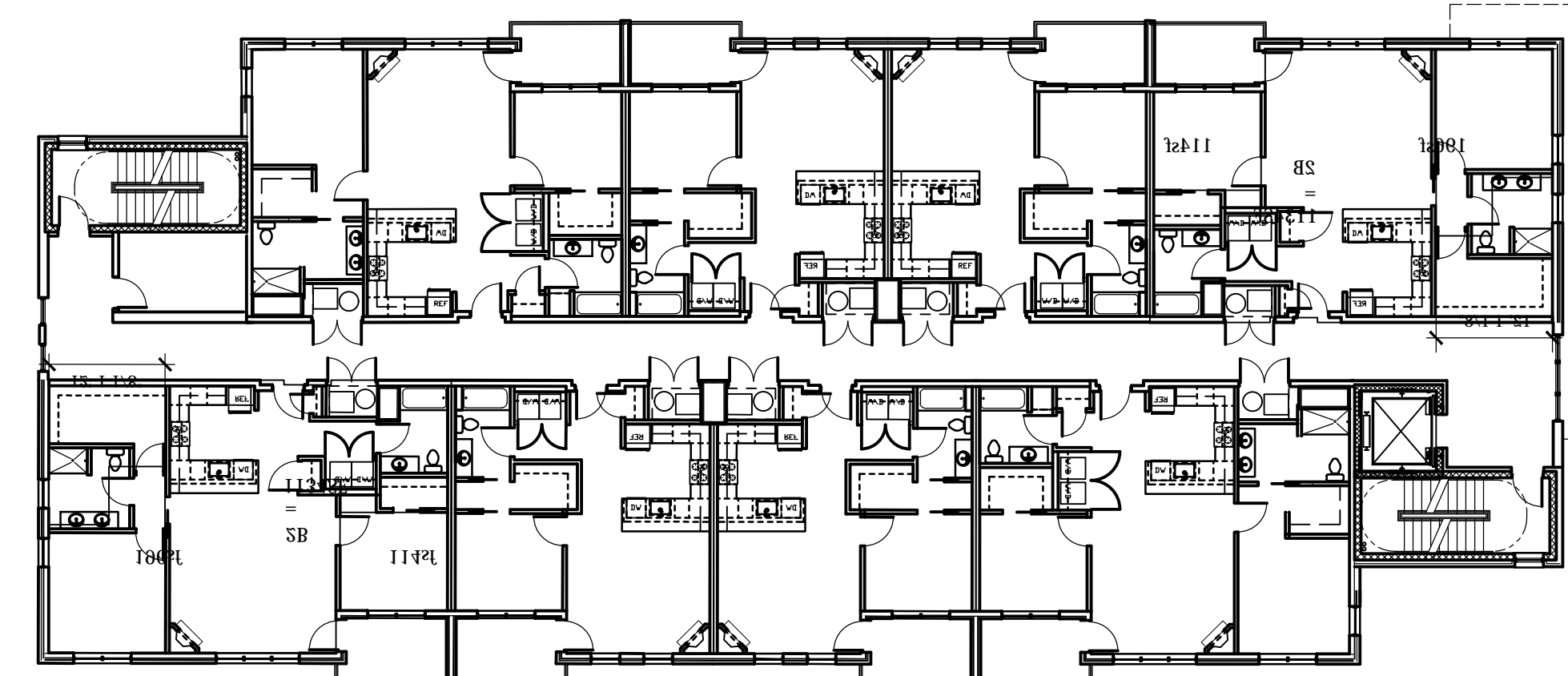
**VILLAGE EAST
RESIDENTIAL**
ADA, MI

GHAFARI

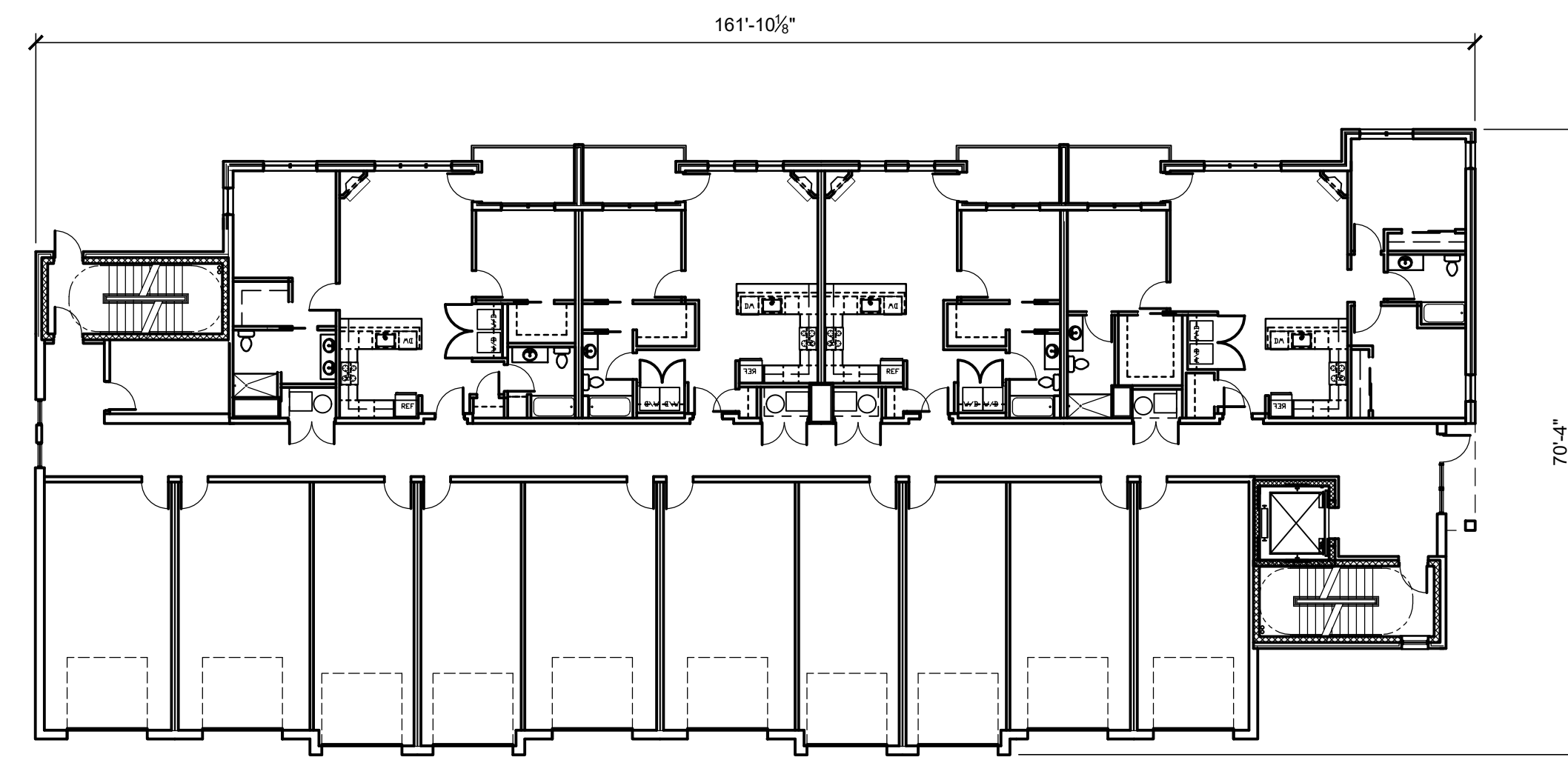
89 MONROE CENTER
SUITE 400
GRAND RAPIDS, MI 49503 USA
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www.ghafari.com

REGISTRATION SEAL

NOT FOR
CONSTRUCTION



**TYPICAL
UPPER LEVEL PLAN**
SCALE: 1/16"=1'-0"
NORTH



GROUND LEVEL PLAN
SCALE: 1/16"=1'-0"
NORTH

REV	DATE	DOC REL # - DESCRIPTION
01/23/20		DOC REL 01 - SITE PLAN APP.

PROJECT # 1969066
 PROJECT MANAGER A. ECKERT
 DESIGNED BY _____
 DRAWN BY _____
 QUALCHECK _____
 SHEET TITLE _____

**THREE STORY BUILDING
FLOOR PLANS**

AE1-01
SHEET NUMBER

REGISTRATION SEAL

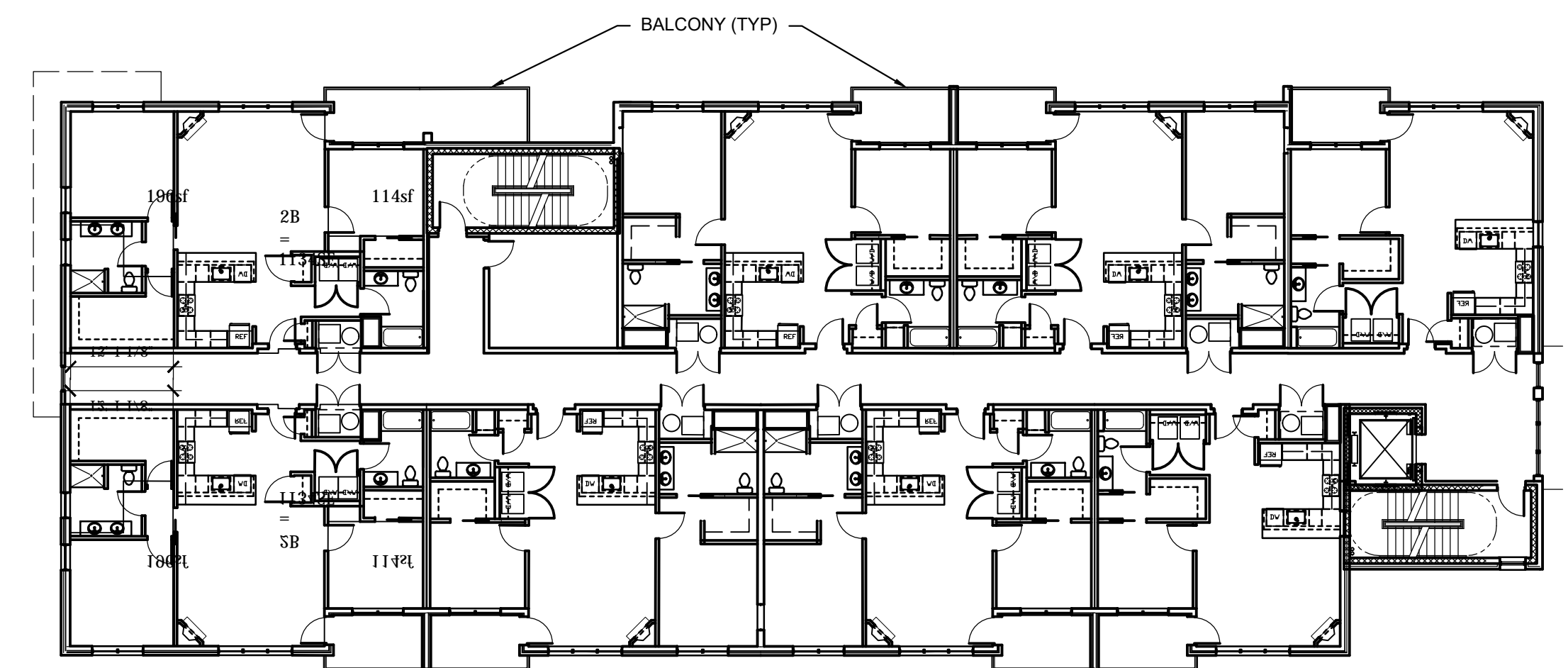
NOT FOR
CONSTRUCTION

REV	DATE	DOC REL #1 - SITE PLAN APP.	DOC REL #2 - DESCRIPTION
01/23/20			

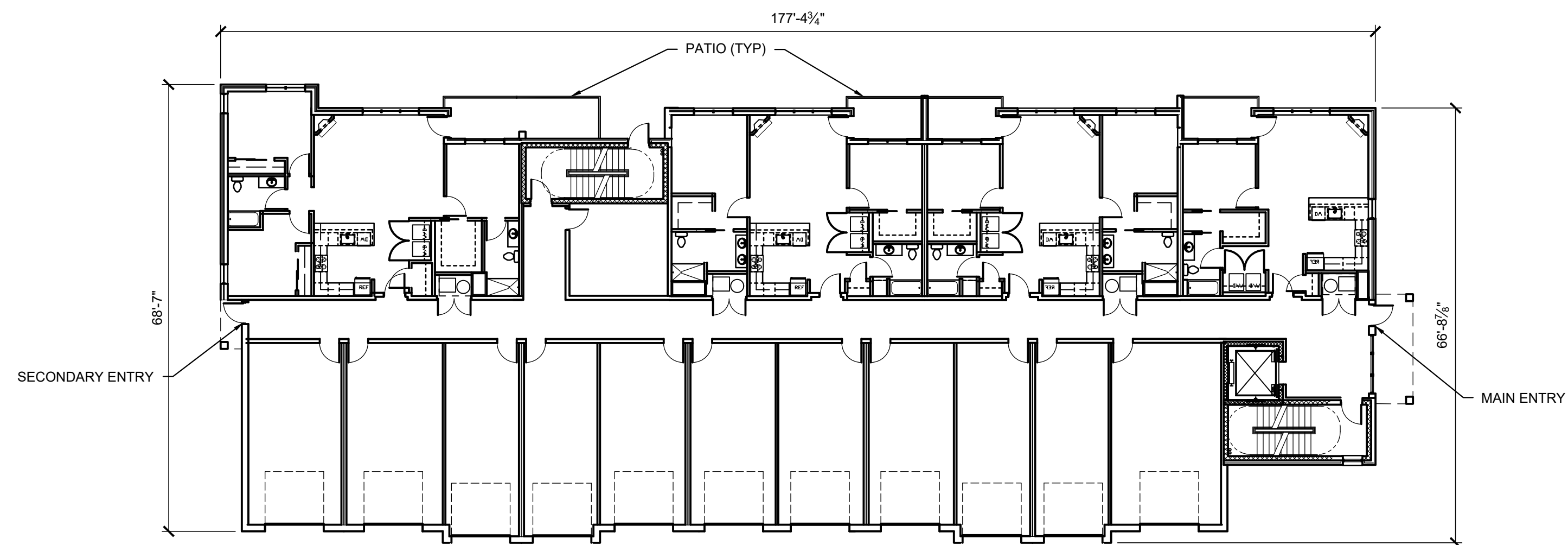
PROJECT #	1969066
PROJECT MANAGER	A. ECKERT
DESIGNED BY	
DRAWN BY	
QUALCHECK	
SHEET TITLE	

**FOUR STORY BUILDING
FLOOR PLANS**

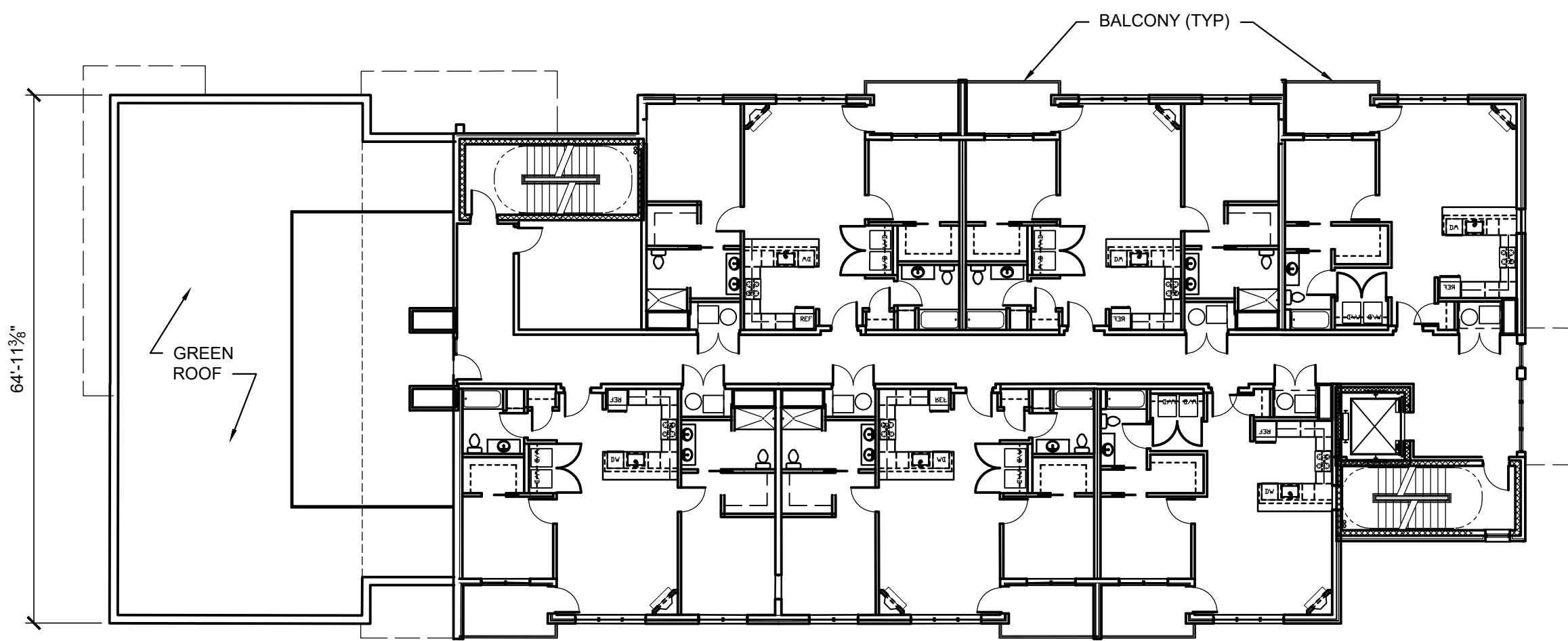
AE1-02
SHEET NUMBER



**SECOND AND
THIRD LEVEL PLAN**
SCALE: 1/16"=1'-0"
NORTH



GROUND LEVEL PLAN
SCALE: 1/16"=1'-0"
NORTH



FOURTH LEVEL PLAN
SCALE: 1/16"=1'-0"
NORTH

REGISTRATION SEAL

NOT FOR
CONSTRUCTION

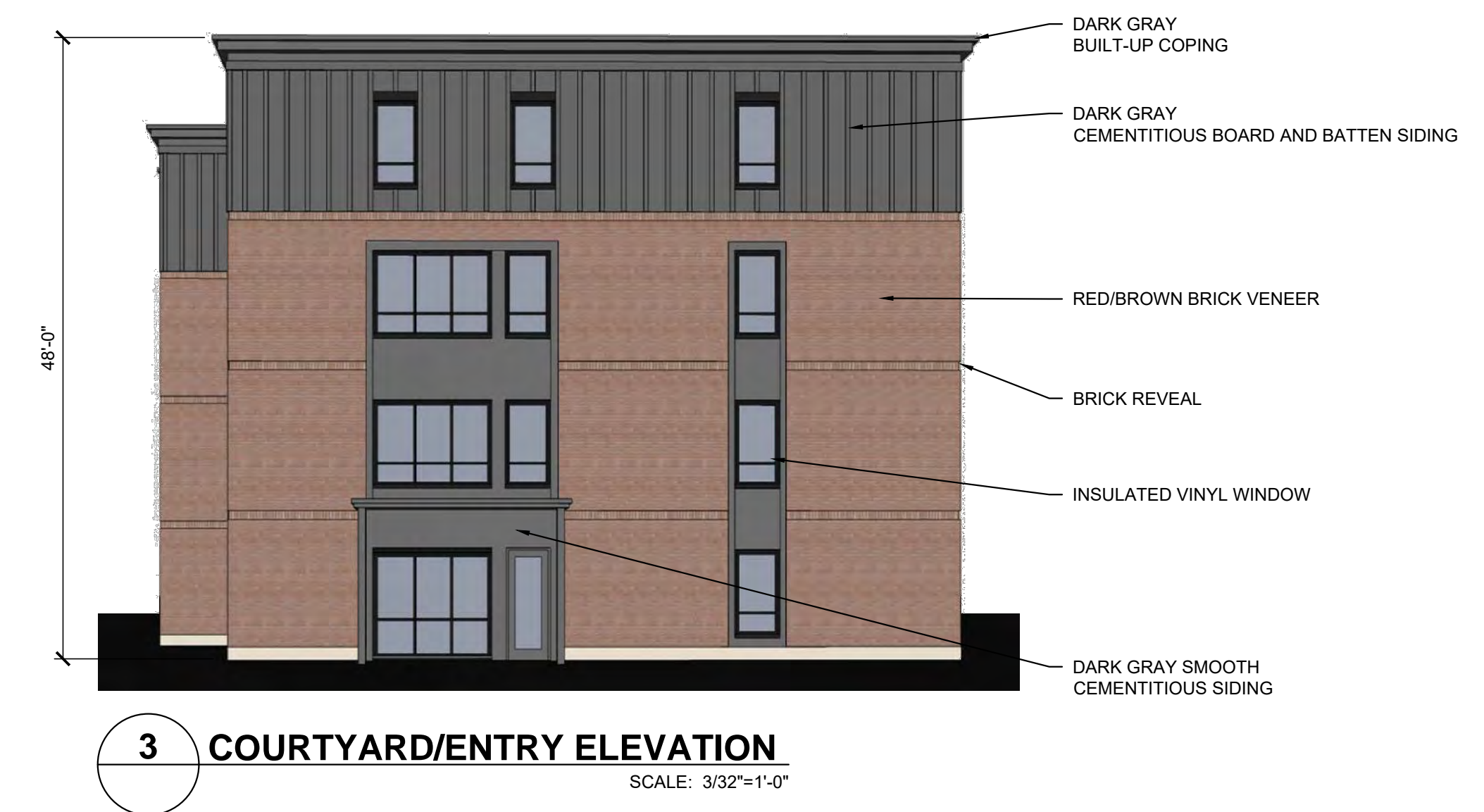
REV	DATE	DOC REL #1 - SITE PLAN APP.	DOC REL ## - DESCRIPTION
	01/23/20		

PROJECT #	1969066
PROJECT MANAGER	A. ECKERT
DESIGNED BY	
DRAWN BY	
QUALCHECK	
SHEET TITLE	

**FOUR STORY BUILDING
EXTERIOR PERSPECTIVES**



4 SIDE ELEVATION
SCALE: 3/32"=1'-0"



3 COURTYARD/ENTRY ELEVATION
SCALE: 3/32"=1'-0"



2 RIVER ELEVATION
SCALE: 3/32"=1'-0"



1 PARKING ELEVATION
SCALE: 3/32"=1'-0"



VIEW FROM FULTON



VIEW FROM ENTRY



VIEW FROM VILLAGE



VIEW FROM FULTON



VIEW FROM COURTYARD



Wheeler Development Group
32 Market Ave SW, Suite 500
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www.wheelerdevgroup.com

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ADA, MI

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REGISTRATION SEAL

NOT FOR
CONSTRUCTION

01/23/20	DOC REL 01 - SITE PLAN APP.
REV DATE	DOC REL #- DESCRIPTION

PROJECT #	1969066
PROJECT MANAGER	A. ECKERT
DESIGNED BY	
DRAWN BY	
QUALCHECK	
SHEET TITLE	

PERSPECTIVE VIEWS

AE2-04
SHEET NUMBER



ENTRY ELEVATION
(PERMIT DRAWING)
SCALE: 1/16" = 1' - 0"



SIDE ELEVATION
(PERMIT DRAWING)
SCALE: 1/16" = 1' - 0"



ENTRY ELEVATION
(PUD SUBMITTAL)



SIDE ELEVATION
(PUD SUBMITTAL)



PERMIT DRAWING
SCALE: 1/16" = 1' - 0"



PUD SUBMITTAL



PERMIT DRAWING
SCALE: 1/16" = 1' - 0"



PUD SUBMITTAL



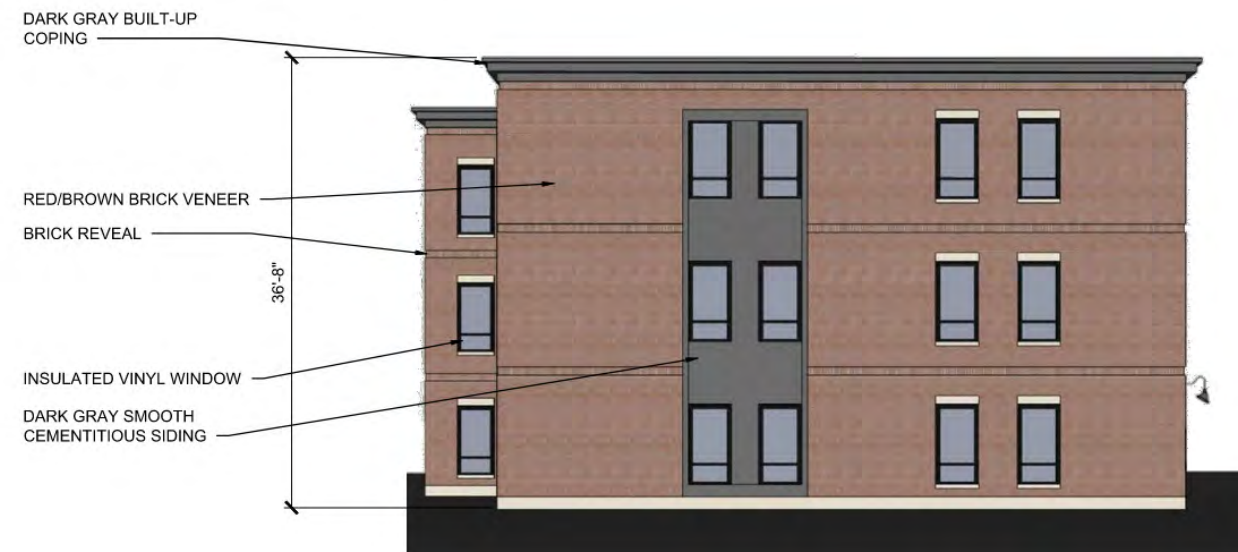
ENTRY ELEVATION
(PERMIT DRAWING)
SCALE: 1/16" = 1' - 0"



SIDE ELEVATION
(PERMIT DRAWING)
SCALE: 1/16" = 1' - 0"



ENTRY ELEVATION
(PUD SUBMITTAL)



SIDE ELEVATION
(PUD SUBMITTAL)



PERMIT DRAWING
SCALE: 1/16" = 1' - 0"



PUD SUBMITTAL



PERMIT DRAWING
SCALE: 1/16" = 1' - 0"



PUD SUBMITTAL



MEMORANDUM

Date: 01-12-22

TO: Ada Township Planning Commission
FROM: Department of Planning
RE: January 20, 2022 – Zoning Ordinance Update Review
(Agenda Item VII.2. – Other Business)

Overview

This memorandum is provided to update the Planning Commission concerning Staff's review of the Zoning Ordinance, and to request any Commissioner comments on future changes to be made to the Zoning Ordinance.

At the December 16, 2021, meeting, the Commission approved text amendments to eliminate discrepancies in minimum lot size allowances; the Board gave final approval to this request at their January 10, 2022, meeting. Now, Staff is reviewing other potential changes to the Zoning Ordinance for future amendments to be done.

Previous discussion concerning the Zoning Ordinance focused on a planned reorganization of the document without making significant changes to it. However, given the priority of the Comprehensive Master Plan project, the Ordinance rewrite will likely be delayed until FY 23/24. However, Staff will continue to pursue (relatively minor) adjustments to the Zoning Ordinance as the opportunities arise to do so. Among other possibilities, the following are being considered:

- Eliminating PUDs in the PVM overlay district.
- Revising sign requirements, including to reflect the U.S. Supreme Court decision (Reed vs. Town of Gilbert, 2015), which prohibits language regulating content.
- Clarifying farm/agricultural uses especially pertaining to "agricultural" accessory buildings.
- Prohibiting temporary structures, including tents, canopies and soft-sided structures, and shipping containers, etc. for occupancy or storage, except when allowed as part of a temporary special event.

Conclusion & Recommendation

Staff requests that the Planning Commission provide any other recommendations concerning potential Zoning Ordinance updates.



MEMORANDUM

Date: 01-12-22

TO: Ada Township Planning Commission
FROM: Department of Planning
RE: January 20, 2022 – Comprehensive Master Plan – Proposals Review Process
(Agenda Item VII.3. – Other Business)

Overview

Staff seeks Planning Commission input regarding the group to review proposals to be received in response to the Comprehensive Master Plan RFP (Request for Proposals). Staff recommends that the “proposal review committee” consist of 2 Planning Commissioners and Staff members. It seems most appropriate that the Commission Chair and the Commission’s Township Board Liaison be committee members, along with the Township Manager and Director of Planning. In addition to review and discussion of the proposals internally, it is anticipated that the committee will conduct interviews of the consultant candidates selected for that process.

RFPs were distributed nationally to the APA (American Planning Association), as well as statewide to the MAP (Michigan Assoc. of Planning; Michigan’s APA Chapter), for posting on their respective websites. The proposals were also distributed to all planning consultants registered with the MAP.

The RFP specifies a February 4, 2022, deadline for proposals. It is anticipated that review of the received proposals will take place during the following week or two, with interviews tentatively identified for the week of February 14 – 18 and/or February 21 – 25. It is then expected that the review committee will complete its review and make a recommendation for approval by the Township Board at their March 7, 2022, meeting.

As noted in the RFP (provided to the Commission and discussed at the December 16 meeting), the review criteria will consist of the following (specific weighting for each criterion not specified at this time):

- Project Team Qualifications and Experience.
- Proposed Approach and Methodology.
- Understanding of Ada Township and its strengths, weaknesses, and opportunities as well as its development trends and desired development.
- Timeframe and ability to complete the project within a 12 to 18-month timeframe.
- Proposed fees and costs.
- Skills in presenting, educating, and answering difficult questions.

As mentioned in December, during the actual Plan process, Staff hopes for the assistance of a Planning Commission Subcommittee (with 2 or 3 Commission members to be identified by the Commission) to be involved at a more active level with the project.

Conclusion & Recommendation

Staff respectfully requests Planning Commission concurrence with the recommendations noted above, including the Proposal Review Committee participants, any additional recommendations for proposal review criteria, and if possible, the Subcommittee members.