



**ADA TOWNSHIP ZONING BOARD OF APPEALS  
MINUTES OF THE TUESDAY, NOVEMBER 7, 2023, REGULAR MEETING**

A regular meeting of the Ada Township Zoning Board of Appeals was held on Tuesday, November 7, 2023, at 4:30 p.m. at the Ada Township Hall, 7330 Thornapple River Dr. SE, Ada, Michigan

**I. CALL TO ORDER**

The meeting was called to order by Chair McNamara at 4:30 p.m.

**II. ROLL CALL**

Members present: Burton, Courtade, McNamara, Nuttall, Smith

Members absent: 0

Staff Present: Buckley, Said

Others Present: 3

**III. APPROVAL OF AGENDA**

Moved by Courtade, supported by Nuttall, to approve the agenda as presented. Motion carried.

**IV. APPROVAL OF MINUTES OF SEPTEMBER 5, 2023, REGULAR MEETING**

Moved by Courtade, supported by Burton, to approve the September 5, 2023, meeting minutes as presented. Motion carried.

**V. UNFINISHED BUSINESS – none**

**VI. NEW BUSINESS**

**1. Request for lot size variance in the RP-1 zoning district to allow for boundary line change with an adjacent property, 8842 Beech Hill Court NE, Parcel No. 41-15-14-400-020, Sara Easter and Kathryn Hoffman Trust**

Sara Easter, 8842 Beech Hill Court, presented her request for lot size variance. She explained that she had a fence installed about 15 years ago not realizing that a portion of the fence was on land owned by the Kent Conservation League. The Conservancy contacted Ms. Easter to notify her that a portion of the fence was on their property. Easter said they were going to do a land swap but the Conservancy requested an additional 4 square feet, which basically makes her property even more non-conforming.

Planning Director Said echoed what the applicant indicated. Said explained that the applicant has to go through this process even for this small amount of square footage because technically it reduces the size of her property, which is already below the minimum lot size, this request increases the non-conformity of her property.

Said concluded that the request does not meet the exact letter of all three of the Standards in Sec. 78-107, but the change being requested is of the smallest scale and does not result in an appreciable change to the neighborhood or impacted properties. Other residential lots in the area have similar, or even smaller, lot sizes. As such, Staff has no objections to the approval of the requested variance if the Zoning Board of Appeals determines that the standards for a zoning variance have been satisfied.

McNamara opened the public hearing at 4:34 p.m.

Michael Condon, 8675 Conservation Street, said he has no objection on what the applicant is asking to do. He said he lives on the south side of Ms. Easter's property and the fence goes between them. He was asking for assurance from Ms. Easter that the fence is on her property line between their two properties. Ms. Easter confirmed that the fence was moved and is on her property line.

There was no other public comment and the public hearing was closed at 4:36 p.m.

Moved by Courtade, supported by Nuttall, to approve the requested lot size variance. Motion carried 5-0.

## **VII. CORRESPONDENCE**

Said shared some updates:

Parks Director, Mark Fitzpatrick, is retiring. There is a retirement party on November 14<sup>th</sup> from 3:00-7:00 p.m. at Roselle Park and welcomed all to attend. Wesley Deason is Mark's successor.

The Planning Commission has been reviewing/discussing the Planning process/procedures, and is preparing to update the Zoning Ordinance rewrite for 2024 fiscal year. Said stated that the goal is to not change the rules, but to help reorganize it, make it more transparent, and much easier to use.

ZBA member Burton, also on the Planning Commission Board, said she was able to review examples/charts of what the Zoning Ordinance Rewrite would look like and the way it was organized in the new method is light-years better.

## **VIII. PUBLIC COMMENT**

Tim Klaes, 6365 Knapp Street, also Paragon Construction, said he had questions related to an addition to his building that is currently operating on a non-conforming use as a business. He said that he previously spoke with Ada's Zoning Administrator and was looking for the best way to pursue an addition.

Said explained that there are certain procedures/proper steps that an applicant needs to go through for requests (whether it be amending the use variance or request a rezoning) and whether it involves the ZBA or Planning Commission review, involving public hearings, and/or public notices. Said welcomed Mr. Klaes to contact him for additional information/data on the proper steps and the possible processes to help pursue a specific request. Mr. Klaes appreciated the opportunity to further discuss his options with the Planning Staff.

**IX. ADJOURNMENT**

Moved by Nuttall, supported by Courtade, to adjourn meeting at 4:49 p.m. Motion carried.

Respectfully submitted,

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Jacqueline Smith  
Ada Township Clerk

rs:eb