



ADA TOWNSHIP PLANNING COMMISSION MEETING MINUTES OF THE FEBRUARY 17, 2022 REGULAR MEETING

A regular meeting of the Ada Township Planning Commission was held on Thursday, February 17, 2022 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 7:01 p.m.

II. ROLL CALL

Members Present: Butterfield, Carter, Easter, Heglund, Jacobs, Korth

Members Absent: Burton

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

Others Present: 12

III. APPROVAL OF AGENDA

Moved by Carter, supported by Easter, to approve the agenda as presented. Motion carried.

IV. APPROVAL OF MINUTES OF THE JANUARY 20, 2022 REGULAR MEETING

Moved by Carter, supported by Easter, to approve the minutes as presented. Motion carried.

V. PUBLIC HEARING

- 1. Request for Special Use Permit to Allow an Accessory Building of 1,099 Sq. Ft., with a 13-foot sidewall height on east side of building, in Excess of 10-foot sidewall height permitted by right, per Sec. 78-20(a)(5) of the Zoning Regulations, 8745 Glen Nevis Rd. NE, Parcel No. 41-15-26-276-005, Compound Construction Inc., on behalf of Christopher Michaud, property owner**

Christopher (CJ) Michaud, 8745 Glen Nevis Road NE, presented his request for a Special Use Permit. Mr. Michaud said that his house had very little storage and he would like to build a detached garage with a shed behind it to accomplish additional inside and outside storage.

Mr. Michaud referred to the map included in the packet and explained that the house was built on a plateau of a hill which slopes away on all sides and his plan was to bring in fill to put the garage (a 10-foot wall) at the level of the driveway but then it follows grade down the hill and thus his request to allow for a 13-foot sidewall height at that portion of the building.

Jacobs arrived at 7:07 p.m.

Bajdek summarized the staff memo and said that the applicant wished to construct an accessory building of 1,099 sq. ft. with a 13-foot sidewall height on the east side of the building, which was greater than the 10-foot maximum height, but the remaining walls would meet the zoning height regulations.

Bajdek said pursuant to 78.20 Zoning Ordinance, the Planning Commission may authorize and increase in building floor areas and **heights** for accessory building greater than what is permitted by right, with approval of a special use permit, if the Commission determines that the size, height, placement, design, and appearance of the accessory building will be compatible with the character of the surrounding area.

Bajdek stated that staff recommends approval of the Special Use Permit, subject to the two conditions as mentioned in the staff memo.

Korth opened the public hearing at 7:08 p.m. There was no public comment and the public hearing was closed.

Korth stated that included in the packet was a letter submitted by neighbors, Michael and Maggi Fogue, who were clearly in support of the design as presented by the applicant, and the Commissioners should consider the letter since those neighbors were the most impacted by the request.

Easter asked the applicant if the accessory building exterior would match the house. Mr. Michaud replied, yes, the exterior would complement the house.

There was brief board discussion about the zoning ordinance and the Commissioners agreed that the process for extended sidewall height was cumbersome. Said stated that he and staff were looking into other options within the zoning ordinance to process these types of requests.

Moved by Carter, supported by Jacobs, to approve the Special Use Permit, subject to the following conditions:

1. The removal/demolition of the existing 120 sq. ft. shed.
2. Any building-mounted exterior lighting shall be of a non-glaring style, with the fixture specification subject to review and approval by Planning Department Staff prior to issuance of a building permit.

Motion carried 6-0, with 1 absent.

2. Request for Special Use Permit to Allow Construction of a Private Cemetery with parking, committal shelter building, burial area and mausoleum, 7300 Windy Hill Dr. SE, Parcel No. 41-15-34-301-010, VA Memorial Trust

Jim Morgan, Landscape Architect with RJM Design, introduced himself and said he was representing the VA Memorial Trust. Mr. Morgan said the requested project was very well described in the staff memo from the Planning Department and the only thing he would add was to the condition no. 1 regarding the low-level landscape lighting - he would like to have the ability to put in some security lighting also.

Mr. Morgan said the vision for the project had been going on a long time and he explained the items already reviewed: engineers studied the floodplain, the water table was sufficient, and he received a letter from Kent County Health Department with authorization to proceed.

Mr. Morgan concluded that he felt it was a very special piece of property in an extraordinary location and he hoped approval of the Special Use Permit would be considered.

Said explained that the addition of security lighting would not be a problem, but he had not seen specific drawings for the mausoleum and shared the concern of possible setback issues. Said concluded that from a staff perspective he believed the project meets all the Special Use standards.

Korth opened the public hearing at 7:20 p.m. There was no public comment and the public hearing was closed.

There was discussion between the Commissioners and the applicant regarding the State Laws for a private cemetery, the number of burial sites/mausoleum site, and whether there would be a concern for the Township Riparian Ordinance. Said noted that the project does not appear to have any difficulties with the riparian zoned setback requirements, and would confirm this with the applicant.

Moved by Jacobs, supported by Easter, to approve the Special Use of a private cemetery, subject to the following conditions:

1. Dusk-to-dawn exterior lighting shall be limited to low level landscape lighting from light sources no higher than 10-feet above grade, with the exception that motion activated security lighting could be placed within the shelter structure.
2. The applicant shall be required to adhere to applicable Zoning Ordinance requirements, or seek variances as appropriate, for the proposed mausoleum.

Motion carried 6-0, with 1 absent.

VI. NEW BUSINESS

1. Oxbow Preliminary Project Review for proposed Fase Street project, 7535 Fase St. and 7567 Fase St., Parcel Nos. 41-15-34-180-008 & 41-15-34-200-036, Mosaic Properties

Suzanne Schulz, Progressive AE, Brad Rottschafer, Mosaic Properties, and Jack Barr, Nederveld, presented their preliminary project. Mr. Rottschafer shared screen projections and went over the conceptual plan on the proposed project.

Mr. Rottschafer shared information about Mosaic Properties, introduced their design team, discussed project context, and relative work/projects Mosaic had completed. He said the proposed project was called Oxbow, where the river makes a loop shape in the form of an oxbow, and their vision was to connect and support the revitalization efforts of downtown Ada.

The development would contain a mix of residential types (81 units) of detached single-family, attached single-family, multi-family, and live-work units.

Mr. Rottschafer said they had two community engagement meetings and the biggest concerns expressed were traffic congestion, pedestrian safety, and flooding concerns, and those issues were being addressed.

Ms. Schulz discussed the zoning possibilities for the proposed development; density calculations for transition of commercial to residential, and zoning of Village Proper vs. Planned Village Mixed Use Overlay to allow for certain housing types. She said the purpose of the discussion was to get some direction/feedback from the Planning Commission on what zoning strategy made sense.

Parks Director, Mark Fitzpatrick, thanked Mosaic, designers, and the Planning Commission for working together through this project. Fitzpatrick said he appreciated all the details being looked at; the amount of greenspace, the connectivity to the Grand River Natural Area and bike trails, and the wonderful opportunities being envisioned to make public access.

There was discussion with Commissioners (and Planning staff) regarding: the property currently zoned R-3 and whether to keep current zoning and apply PVM Overlay, lot dimensions and widths, lot use options, amount of wetland, the work for the proposed connectivity trails, and the concerns of the people of Fase Street.

In conclusion, it was the consensus of the Commission to have the Planning Department staff and the applicant's team work on the PVM Overlay draft and then bring to the Planning Commission for consideration.

2. Consideration of Proposed Capital Improvements Plan, 2022-2028

Suchy stated that it was an annual process for the Planning Commission to review the (CIP) Capital Improvement Plan for 2022-2028, and that it was a planning document not an appropriation document. He said if there was a project in year 3, 4, 5, or 6, that Commissioners had questions on, not to worry, there was a good chance staff also had concerns and the project would be reviewed annually and potentially removed or refined.

Suchy referred to the memo and CIP Draft included in the packet and explained that every fund included a revenue and expense forecast, and he went over some specific items in the General Budget and shared an update on a significant project, the Ada Township Hall.

Moved by Carter, supported by Easter, to recommend approval of the (CIP) Capital Improvements Plan for 2022-2028 to the Township Board as presented. Motion carried.

VII. OTHER BUSINESS - none

VIII. COMMISSION MEMBER / STAFF REPORTS

Said informed the Commission that a letter was received from Lowell Township to say they have completed their new Master Plan and the plan could be reviewed on their website.

Said stated he would be sending out an email update to set up a Special Planning Commission meeting and it was crucial to hear back from each member on their availability for meeting dates.

IX. PUBLIC COMMENT – none

X. ADJOURNMENT

Moved by Easter, supported by Carter, to adjourn the meeting at 8:48 p.m. Motion carried.

Respectfully submitted,

Jacqueline Smith, Ada Township Clerk

rs:eb