



**SPECIAL MEETING
ADA TOWNSHIP PLANNING COMMISSION
MINUTES OF THE MEETING MARCH 6, 2023**

A special meeting between the Ada Township Planning Commission and the Downtown Development Authority was planned for Monday, March 6, 2023, at 7:00 p.m., at the Amy Van Andel Library, Community Room #1, 7215 Headley Street SE, Ada, Michigan.

Due to the limited DDA Board attendance, it was determined that this was not an official DDA meeting as there was not a quorum of the DDA Board. The meeting moved forward as a Planning Commission Special Meeting with DDA Board Member feedback and public comment.

I. CALL TO ORDER

Korth called the meeting to order at 7:01 p.m.

II. ROLL CALL

PC Members Present: Easter, Jacobs, Korth, Moyer
DDA Members Present: Bowersox, Idema, Turan
Staff Present: Buckley, Moran, Said, Stichman, Suchy
Others Present: 6

III. APPROVAL OF AGENDA

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

IV. NEW BUSINESS

1. Review of Planned Village Mixed-Use (PVM) Overlay District Requirements

Korth said that being this is a unique, Special Planning Commission meeting he asked the Commissioners if they would agree to allow any/all attendees to speak freely as part of the group discussions. The Commissioners concurred with Chair Korth.

Planning Director, Said, thanked the members who were able to attend the special meeting and he went over the PVM Overlay discussion outline and other reference materials. Referring to the PVM Transect Zone map, Said explained the locations of the zones; Village Center, Village Core, Village Edge, Village Proper 1, and Village Proper 2. He said that his observation over the past 1½ years (since he joined the Township) was that the Transect Zone has been working well and this review will be a good opportunity to determine any necessary changes.

Said went over the chart on Lot Types allowed in each Transect Zone (Sec. 78-474) showing the specific Lot Types; Village Blockfront, Village Shop, Rowhouse, Apartment House, Duplex, Village House, Civic Building, and Civic Space. There was general discussion on some of the specifications and/or regulations of the Lot Types.

Said defined the Uses allowed by Lot Type (Sec. 78-477); Single-Family Detached, Two-Family and Multiple-Family Dwelling, Upper Story/Attached Residential, Live Work Unit, Civic and Public Use, Neighborhood Commercial, Office and Institutional, and Village and Commercial Business District. There was general discussion about the PVM Regulations vs. the underlying Zoning District that applies on properties and the advantages or disadvantages with having the option of developing under either; like developing a dwelling using PVM guidelines vs. VR (Village Residential).

Next, Said went over the chart that showed Lot Type requirements for Lot sizes, widths, building frontage, lot coverage, heights, and accessory dwelling units (Table XX-A.2).

There was extended discussion amongst all attendees regarding lot sizes (minimum and maximums), double width lots, setbacks to sidewalks or front porches, building height requirements, and whether they should consider possible amendment for smaller lot size minimums/maximums.

Said went over the Parking Requirements (Sec. 78-478), Overall Parking Requirements (Sec. 78-788), and additional PVM Requirements; Architectural standards (Sec. 78-479), Development plan application requirements (Sec. 78-480), Departures, and VR (Village Residential) requirements.

There was overall discussion about departures within the PVM and concerns were shared about the Public Hearing process and when it was required to notify the public.

The following list summarizes recommendations discussed at this meeting:

- Consider requiring special use approval for departure requests for lot types in a transect zone where they are not otherwise permitted, which would require a public hearing.
- Determine if dimensional departures for building setbacks and heights should be subject to special use approval, which would require a public hearing.
- Eliminate/prohibit any new Planned Unit Development requests within the PVM Overlay District, even if PVM Development Review is not pursued.
- Consider establishing maximum lot size and lot width requirements in the VR (Village Residential) Zoning District, which is the primary underlying zoning district to the VP2 Transect Zone.
- Review setbacks as they relate to building heights in the VP2 (Village Proper 2) Transect Zone to determine if revisions are appropriate for residential home setbacks over a certain height (such as two stories). Another option would be to have graduated setbacks, where a lower floor can have a smaller setback, and an upper floor would have an increased setback, to help reduce building massing.
- Review building height requirements in the VP2 Transect Zone for residential homes, to determine if revisions are appropriate.

V. COMMISSION MEMBER / STAFF REPORTS

Said provided a brief update on the Master Plan process and that Progressive AE would present the first draft of the Master Plan to the Planning Commission at the meeting on March 16.

IX. PUBLIC COMMENT

Noelle Divozzo, 7115 Bronson Street, questioned developing under PVM vs. PUD regulations. Said explained the differences and mentioned that they may look into the possibility of removing PUD regulations from the PVM Zoning District.

Betty Jo Crosby, 411 Grand River Drive NE, said she thought a moratorium was a good idea. A good way to look at where we are at now, where we should be, and how to get there.

VI. ADJOURNMENT

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

Respectfully submitted,

Jacqueline Smith, Ada Township Clerk

rs:eb