



## **ADA TOWNSHIP PLANNING COMMISSION MINUTES OF THE MEETING APRIL 20, 2023**

A regular meeting of the Ada Township Planning Commission was held on Thursday, April 20, 2023, at 5:30 p.m., at the Ada Township Hall Assembly Room, 7330 Thornapple River Dr., Ada, Michigan.

### **I. CALL TO ORDER**

Vice-Chair Butterfield called the meeting to order at 5:30 p.m.

### **II. ROLL CALL**

Members Present: Butterfield, Easter, Heglund, Jacobs, Moyer

Members Absent: Burton, Korth

Staff Present: Bajdek, Buckley, Said, Suchy

Others Present: 11

*Heglund arrived meeting at 5:31 p.m.*

### **III. APPROVAL OF AGENDA**

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

### **IV. APPROVAL OF MINUTES OF FEBRUARY 6, 2023, SPECIAL MEETING – PC & DDA**

Moved by Easter, supported by Heglund, to approve the February 6, 2023, Special Meeting minutes as presented. Motion carried.

### **V. APPROVAL OF MINUTES OF MARCH 6, 2023, SPECIAL MEETING**

Moved by Easter, supported by Heglund, to approve the March 6, 2023, Special Meeting minutes as presented. Motion carried.

### **VI. APPROVAL OF MINUTES OF MARCH 16, 2023, REGULAR MEETING**

Butterfield noted one edit on page 3 of the March 16 minutes (the third line of the first paragraph).

The word *Overlay* should be inserted to read "PVM (Planned Village Mixed-Use *Overlay* District).

Moved by Easter, supported by Moyer, to approve the March 16, 2023, minutes as amended.

Motion carried.

### **VII. PUBLIC HEARING**

- 1. Text Amendments Regarding a Proposed Temporary Moratorium on Approvals for Construction, Development, Lot Changes, and Related Approvals for Permits for Proposed Development within the VP2 (Village Proper 2) Transect Zone Area of the PVM (Planned Village Mixed-Use) Overlay District**

Planning Director Said explained that the 45-day temporary moratorium being proposed is an amendment to the Zoning Ordinance. The reason for the requested 45-day timeframe was that the Township Board approved a 90-day administrative moratorium at their March 27 meeting and this additional Zoning Ordinance moratorium was recommended by the Township Attorney.

Said further explained the process that the moratorium specifies a temporary cease to all approvals, lot changes, and permits within the geographic area of the VP2 (Village Proper 2) Transect Zone within the PVM (Planned Village Mixed-Use) Overlay District. Said noted that there are exceptions for projects already underway; any proposed remodels, as well as accessory structures (refer to the proposed draft ordinance included in the packet).

There was brief Commissioner discussion regarding the 45-day timeframe and review of any concern or risks if the moratorium were extended beyond the 45-days.

Butterfield opened the public hearing at 5:40 p.m. There was no public comment and the public hearing was closed.

Moved by Easter, supported by Jacobs, to recommend to the Township Board, adoption of the 45-day Zoning Ordinance moratorium. Motion Carried.

## **2. Text Amendments Regarding Requirements of the PVM (Planned Village Mixed-Use) Overlay District and the VR (Village Residential) Zoning District**

Said recapped that the text amendments were discussed at the last Special meeting. Said went over the new terms affected by the amendment for the PVM Overlay District with details regarding minimum and maximum setbacks, garage setbacks, lot sizes, and to allow for a public hearing for lot type departures and dimensional departures. He went over the changes affecting the VR Zoning District with examples of dimension differences; lot size and width maximums, rear yard setbacks and garage setbacks, all of which Said indicated helps maintain village character.

Butterfield opened the public hearing at 5:47 p.m.

Nevin Zolenski, 6151 3 Mile Road, said that he likes the opportunity for the public to speak about lot size dimensions and departures.

Margaret Idema, 7213 Bronson Street, asked a question about double-size lots and how the text amendment would affect them and she shared the example of the lot on Thornapple River Drive. Said explained that lot was a pre-existing lot and the proposed lot size minimums and maximums would help reduce creation of such lots in the future. Idema said she felt overall these were good improvements.

Joel Harner, 7181 Bronson Street, shared concern with the proposed lot area and width and said it has affect on a current project he was working on.

There was no other public comment and the public hearing was closed at 5:57 p.m.

Moved by Heglund, supported by Jacobs, to recommend to the Township Board, approval of the proposed text amendments regarding requirements of the PVM and the VR Zoning District. Motion carried.

**3. Request for Special Use Permit to allow the total combined ground level floor area of all detached accessory buildings to exceed the maximum 1,200 square feet permitted by right, Brian D. Papke, 780 Dogwood Ave. SE, Parcel No. 41-15-22-300-040**

Applicant, Brian Papke, 780 Dogwood Avenue, shared that with the development of his new home, it has always been a personal preference of his to have a greenhouse. He did not realize that it would be considered an accessory building nor was he aware of the requirements involved until he spoke with Zoning Administrator Bajdek.

Mr. Papke said he would like to request a Special Use Permit to allow him to build the proposed greenhouse with the proposed square footage. He explained that the greenhouse will be used for growing fruits and vegetables year-round for his family and he went over details of options he submitted with the application.

Butterfield opened the public hearing at 6:02 p.m.

Nevin Zolenski, 6151 3 Mile Road, questioned the precedence of enforcing the ordinance and shared concern of other requests like this one and whether there are equal opportunities for all taxpayers and property owners.

Planning Director Said addressed Mr. Zolenski's concern and explained the process of how and when a Special Use Permit is required; when anyone seeks an accessory building size that exceeds the maximum allowance, and the applicant is required to address the applicable standards.

There was no other public comment and the public hearing was closed at 6:08 p.m.

There was Commissioner discussion about the overall size of accessory buildings on the lot, the proposed chicken coop, the greenhouse water usage, and interior and exterior lighting.

Moved by Heglund, supported by Easter, to approve the Special Use Permit request, subject to the following conditions:

1. Any exterior lighting to be mounted on the accessory buildings shall be of non-glare style, with horizontal cut-off fixtures facing straight downwards.
2. The greenhouse shall remain for personal use, not commercial use.

Motion carried.

**VIII. UNFINISHED BUSINESS**

- 1. Amended PVM District Development Plan, with departures, for 7 total dwelling units (rowhouse units on apartment house lot type), Let Us Development, LLC, 7247, 7257, and 7267 Bronson Street SE, Parcel Nos. 41-15-34-103-011, 41-15-34-103-012, and 41-15-34-103-01 (No action on this item is expected at this meeting.)**

Said stated the applicant has requested this item remain tabled and that they have submitted revised plans that will be presented at the May 18 meeting.

## **IX. NEW BUSINESS**

### **1. Site Plan Review, Accessory Building in the front yard, Engelsma Homes for Ju & Katherine Yang, 6100 Grand River Dr. NE, Parcel No. 41-15-29-200-032**

Steve Corson, Engelsma Homes, said he was seeking approval for an accessory building constructed in the front yard of an existing residence on Grand River Drive. Mr. Corson referred to the renderings and survey included in the packet and informed that the exterior of the proposed building would match the same of the home that is currently being constructed.

There was Commissioner discussion regarding the height of the garage door, the purpose of the structure, and the distance of the building to Grand River Drive.

Zoning Administrator Bajdek noted/clarified that this is the first time the Planning Commission was hearing a request for a site plan review for an accessory building in the front yard since the recently amended ordinance; whereas previously an accessory building in the front yard was allowed as long as it met all the requirements.

Moved by Easter, supported by Heglund, to approve the site plan review of the accessory building in the front yard, subject to the following condition:

1. Any exterior lighting to be mounted on the accessory building 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.

### **2. Election of Planning Commission Officers (Chair, Vice-Chair, Secretary)**

Said informed that he spoke with Chair Korth prior to this meeting and that Korth was interested to act as Chairperson again. Moved by Heglund, supported by Jacobs, to re-elect the following officers:

Tom Korth, Chair; Angela Butterfield, Vice-Chair; and Sara Easter, Secretary

Motion carried.

*Note: Said suggested switching the next agenda items and have public comment next, with Commission/Staff reports at the end of the meeting.*

## **X. PUBLIC COMMENT**

Nevin Zolenski, 6151 3 Mile Road, asked a question about how long someone can serve (what is "term" time/age) as a Board member, on any Board or Commission.

Said offered to get back with Mr. Zolenski after a review of the Township Ordinance and any State Laws (State Planning Enabling Act) pertaining to terms in office.

## **XI. COMMISSION MEMBER / STAFF REPORTS**

Said previewed the possible items on the May 18 agenda and noted that at the June meeting, the Planning Commission may be reviewing the Master Plan for recommended approval to the Township Board. Said also mentioned a possible applicant for a PVM Development and asked if the Planning Commission would agree to a workshop (like an unofficial preliminary review) of the project at an upcoming commission meeting.

Township Manager Suchy provided an update on Forest Hills Eastern pursuit for a cell tower. Suchy said Forest Hills Eastern and the Township are discussing options, locations, review of their current agreement, requirements that need to be met, and legal processes. Suchy will provide updates as they progress.

Said gave an update on a site on 4 Mile Road and explained that there has been grading activity for approximately 9 months, with no permits being pulled as yet. Said stated that our Ordinance regarding permitting is not very precise so we have the Township Attorney working on establishing limitations for parameters on the timing of permits being issued.

Said also shared information about a diesel fuel spill on the 4 Mile Road site. Said reassured that it was being taken care of and he stated that there are a lot of pieces involved with this issue and the State Environmental Department (EGLE), Kent County Health Department, and Road Commission have all been involved.

## **XII. ADJOURNMENT**

Moved by Easter, supported by Jacobs, to adjourn the meeting at 6:48 p.m. Motion carried.

Respectfully submitted,

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Jacqueline Smith, Ada Township Clerk

rs:eb