



**ADA TOWNSHIP PLANNING COMMISSION
MINUTES OF THE MEETING OCTOBER 19, 2023, REGULAR MEETING**

A regular meeting of the Ada Township Planning Commission was held on Thursday, October 19, 2023, at 5:30 p.m., at the Ada Township Hall Rix Room, 7330 Thornapple River Dr., Ada, Michigan.

I. CALL TO ORDER

Chair Korth called the meeting to order at 5:30 p.m.

II. ROLL CALL

Members Present: Burton, Butterfield, Easter, Kluting, Korth, Moyer

Members Absent: Jacobs

Staff Present: Bajdek, Buckley, Said, Suchy

Others Present: 0

III. APPROVAL OF AGENDA

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

IV. APPROVAL OF MINUTES OF SEPTEMBER 21, 2023, REGULAR MEETING

Moved by Burton, supported by Easter, to approve the September 21, 2023, Regular Meeting minutes as presented. Motion carried.

V. PUBLIC HEARING - none

VI. UNFINISHED BUSINESS - none

VII. NEW BUSINESS

1. Review and Comment – September 21 Training Workshop

There was discussion among Commissioners and Planning Staff regarding the Training Workshop. Kluting shared that the workshop was very good, especially being the 'new guy', he said he feels more prepared to look at future agenda items with the power to guide through good decision making. Korth noted that it was a good idea to review good meeting practice at least once a year.

Butterfield arrived meeting at 5:37 p.m.

2. Strategic Review and Planning

a. Commission Process/Priorities – topics of discussion:

- Discussion about Planning Commission responsibilities – reviewed parts of the process
- Planning Staff 's part in helping to prepare applicants for meeting expectations
- Importance of communication with applicants and developers
- Brief review of the bylaws (state law requirements vs. other township requirements)
- Consider a survey of developers for feedback on the service provided by the township

b. Goal-Setting – topics of discussion:

- Educating and communicating with citizens – help others understand what is going on
- Getting more community involved
- Strong media relations/public awareness
- Good meeting practices
- Future training opportunities

c. Master Plan and Zoning Ordinance Update

Master Plan – topics of discussion:

- Initial steps in Master Plan implementation with the Zoning Ordinance rewrite process
- Consider different styles of housing, a mix of housing (like the idea of residential mix – attainable housing)
- Potential changes in criteria for housing varieties; lot size and width specifications, location requirements
- Fact: 74% of homes have no one under 18 years old

Zoning Ordinance Rewrite – topics of discussion:

- New regulations for new development in the PVM Overlay District
- New regulations to include tree preservation / prohibiting certain trees
- Hire a consultant to assist in the rewrite process

Said shared some charting/figures/zoning map examples that he would like to see implemented during the Zoning Ordinance rewrite process.

VIII. COMMISSION MEMBER / STAFF REPORTS

Said mentioned that Planning Staff and Commissioner Easter attended the Michigan Association of Planning Conference in Traverse City. Each of them shared pieces of the conference they attended and enjoyed; a mobile tour, co-op housing, making spaces with trees, ethics, and a walking and bike tour.

Township Manager Suchy provided detailed updates on:

Trails – non motorized (talked about trail etiquette)
Wayfinding signage presentation – how to use the system

New Township Hall plans/process – discussing a property purchase
Multiple pedestrian bridges
Parks Director Fitzpatrick retirement event, November 14, 2023, from 3P-7P –
Township hired Wesley Deason as new Parks Director

IX. PUBLIC COMMENT - none

X. ADJOURNMENT

Moved by Easter, supported by Burton, to adjourn the meeting at 7:41 p.m. Motion carried.

Respectfully submitted,

Jacqueline Smith, Ada Township Clerk

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