

**ADA TOWNSHIP PLANNING COMMISSION MEETING
MINUTES OF THE NOVEMBER 18, 2021 REGULAR MEETING**

A regular meeting of the Ada Township Planning Commission was held on Thursday, November 18, 2021, 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 7:00 p.m.

II. ROLL CALL

Present: Burton, Butterfield, Carter, Easter, Jacobs, Korth

Absent: Heglund

Staff Present: Buckley, Said, Suchy

Others Present: 9

III. APPROVAL OF REVISED AGENDA

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

IV. APPROVAL OF MINUTES OF MEETING OF THE OCTOBER 21, 2021, REGULAR MEETING

Moved by Carter, supported by Jacobs, to approve the minutes of the October 21, 2021 Regular Meeting as presented. Motion carried.

V. PUBLIC HEARING - none

VI. UNFINISHED BUSINESS - none

VII. NEW BUSINESS

1. Review of PVM District Development Plan, Construction of a 11,305 Sq. Ft. 2- and 3-Story Building to be used for a Restaurant on 1st Floor & Office Space on 2nd & 3rd Floors, Unit A3 Building of River Street Commons Condominiums, 7423 River Street SE, Parcel No. 41-15-34-129-003, Ken Dixon on behalf of River Street Commons A3, LLC

Ken Dixon, Dixon Architecture, 523 Ada Drive, presented his proposal for the A3 building and described its location; across the street from Zeytin's, near the schoolhouse. Dixon said that the building was another wonderful example of a building that fits the designs that he has worked on over the past five years.

Dixon said the proposed building was 11,305 sq. ft. with the first floor utilized for a restaurant and second & third floors for office space and an outdoor deck up top. He said based on the review of the standards, the proposed building meets the requirements for lot area, width,

setbacks and frontage, but he was requesting one departure from the first floor window transparency requirement; which is 75% and his was only 71% on the Settlers Street side.

Dixon shared details on public utilities, capacity, stormwater, lighting, and parking. He also addressed the three items discussed in Said's staff memo; the awnings that retract for seasonal purpose, adequate space for outdoor seating, and the possibility of a "green roof area" on the third floor.

Easter shared her continued concern with the lack of residential housing in the proposed building. Dixon explained once again that the problem with housing came down to financials and that it required something with larger volume/occupancy units.

It was moved by Burton, supported by Easter, to approve the construction of 11,305 Sq. Ft. 2- and 3-story building at 7423 River Street, parcel no. 41-15-34-129-003, including the departure from the standard for the area of glass to be at 71% and including the following findings and conditions as mentioned in the staff memo:

1. The Planning Commission hereby makes the following findings:
 - a. The proposed development plan, as modified by the conditions of approval listed below, requires the following "departures" from the standards of the PVM District, which are hereby approved:
 - 1) Sec. 78-476 (g): Minimum transparent window coverage (75% req.; 71% proposed).
 - b. The above departure results in a plan that complies with the spirit and intent of the PVM District to a greater degree than would be possible without approval of the departure.
 - c. The proposed alternative is consistent with the purpose and intent of the PVM District.
 - d. The proposed alternative, in comparison to conformance with PVM District standards, will not have a detrimental impact on adjacent property or the surrounding neighborhood.
 - e. The proposed alternative is necessary and appropriate to accommodate a superior design of the proposed development.
2. The proposed development plan for a new 11,305 sq. ft. 2- and 3-story building is hereby approved, subject to the following conditions:
 - a. The applicant shall provide lighting plans consistent with applicable requirements and shall obtain Township Staff approval prior to the issuance of any building permit. Any exterior building-mounted light fixtures shall be full-cutoff to control light emission, or of a low-intensity non-glare light style, subject to approval by Township Staff prior to issuance of a building permit.
 - b. Except as modified in accordance with these conditions of approval, the building and site improvements shall be completed substantially as shown on the plan set titled "#7423 River Street SE; River Street Commons – A3 Building", as follows:

- 1) Engineer/Utility Plans Sheets 1-3, dated 10/21/21.
- 2) Floor Plan Sheets A2.1, A2.2, and A2.3, dated 11/04/21.
- 3) Exterior Elevation Sheets A4.1, A4.2, and A4.3, dated 11/04/21.
- 4) Landscape Plan Sheet L1.1, dated 11/04/21.

Motion Carried.

VII. NEW BUSINESS continued --

2. Review of PVM District Development Plan, Construction of a 19,491 Sq. Ft. 2- and 3-Story Office Building, 7500 East Fulton Street, Parcel No. 41-15-34-102-012, Dixon Architecture on behalf of PDL Ventures, LLC

Ken Dixon, Dixon Architecture, 523 Ada Drive, presented his proposal for the building at 7500 East Fulton and pointed out the engineers and property owners present; Jeremy Frost, Bill Payne and Steve Witte.

Dixon said that it had been three months since they last met on the project and gave a brief history of design revisions. Dixon stated that he was submitting the proposal under the Village Block Front, PVM District, and the architecture of the proposed building complied with PVM standards, but he struggled with the size of the existing site (area and width). Due to the site size he was requesting the Planning Commission to allow for several departures and explained the details.

Dixon addressed concerns regarding vehicular access and said Jeremy Frost was working with Fifth Third Bank for an agreement on the easement to allow for a second access to the property and he also referred to the parking study that was included in the packet. Dixon concluded that the traffic at the Ada Drive driveway would not be significantly affected with the new building.

Jeremy Frost, PDL Ventures, confirmed that he was working with Fifth Third Bank and said they expect to have an easement agreement shortly.

Korth shared concern about the proposed building site/footprint and discussed a history of footprint sizes that were previously approved for PVM District. He said that this building was a bigger footprint than anything approved by the Planning Commission **for the PVM District, other than the Market building.**

Korth stated that it was the Planning Commission's responsibility to develop a Master Plan for the location, which consists of Fifth Third Bank, Chase Bank, and the proposed site. He said a Master Plan would give the Commission the tools needed to understand how the building could end up being properly situated and help create framework of urban form as the rest of the Village.

There was Board discussion on the building alignment and/or road alignment, the need for a sidewalk system to create a full pedestrian network with the rest of the Village, and the possibility of postponing action to allow the Commissioners to meet and review site plan/Master Planning options; depending on the applicant's timeframe.

Frost gave a breakdown of the timeframe on the project and said if approved they would apply with EGLE for Flood Plain requirements, get appropriate approvals needed and would plan to break ground in Spring 2022.

There was additional Board discussion about setting up one or two special meetings to meet with Commissioners and Engineers/Architects to brainstorm together to “fine tune” the location of the building, and the sidewalks, streets and setbacks.

The Board was favorable to the idea of working with Ken Dixon at the special meetings. Korth asked Dixon if he would have any conflict of interest to meet with them. Dixon replied that he could see through any conflict of interest and that he respected all the Commissioners comments.

Moved by Easter, supported by Carter, to table action until the next regular meeting on December 16, 2021. Motion carried.

The Board and Dixon discussed possible dates for the two special meetings and the dates determined are:

Special Meeting dates: Monday, November 29, 2021, at 12:00 p.m. at the Library
Friday, December 3, 2021, at 7:30 a.m. at the Library

VII. NEW BUSINESS continued --

3. Potential Text Amendment regarding Area Regulations and Land Divisions

Said proposed a Text Amendment change in Sec. 78-544 of the Zoning Ordinance. Said stated that currently the Zoning Ordinance allows, when land divisions are done, for lot sizes (and widths) in various districts to be *smaller* than the minimum lot sizes and widths specified for those districts.

Said shared that in his view that section of the ordinance undercuts the intent of each of the districts and he gave some examples of minimum lot sizes in certain zoning districts and what happened when the land was divided/split; refer to the breakdown in his staff memo included in the packet. Said stated that that section of the ordinance was inconsistent with the provisions and minimum lot sizes for each of those zoning districts and it was also very difficult to administer from a staff perspective.

He said that he and his staff would like to see the amendment go through and he respectfully requested the Planning Commission review the draft text, as he plans to include on the agenda as a public hearing at the December meeting.

VIII. COMMISSION MEMBER / STAFF REPORTS

Said stated that he prepared a draft RFP for the Master Plan and will send to Commissioners for their review. Said felt it was appropriate to hire the process out to have an independent consultant review the Master Plan.

Said informed the Board that the Township would be moving forward with CIP, Capital Improvement Plan, for the next fiscal year and asked if any members were interested to participate on the CIP Committee. Easter, Korth, and Carter agreed to participate on the Ada Township Capital Improvement Committee.

IX. PUBLIC COMMENT - none

X. ADJOURNMENT

Moved by Jacobs, supported by Easter, to adjourn the meeting at 8:55 p.m. Motion carried.

Respectfully submitted,

Jacqueline Smith, Ada Township Clerk

rs:eb