



## **ADA TOWNSHIP PLANNING COMMISSION MEETING MINUTES OF THE DECEMBER 15, 2022 REGULAR MEETING**

A regular meeting of the Ada Township Planning Commission was held on Thursday, December 15, 2022 at 5:30 p.m., at the Ada Township Hall Assembly 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, Jacobs, Korth, Moyer

Members Absent: Easter, Heglund

Staff Present: Buckley, Said

Others Present: 10

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

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

### **IV. APPROVAL OF MINUTES OF THE NOVEMBER 17, 2022, REGULAR MEETING**

Moved by Burton, supported by Jacobs, to approve the November 17, 2022, minutes as presented. Motion carried.

### **V. PUBLIC HEARING**

#### **1. Proposed Text Amendments to amend the Industrial (I) Zoning District to allow for sales, service, and repair of vehicles as a special use**

Planning Director Said, summarized the staff memo that provides an explanation of the request and the general locations of the C-2 (General Business) Zoning District and the I (Industrial) Zoning District. Said stated that the Industrial District runs primarily along the south side of Fulton Steet and this particular request would take what is currently allowed as a Special Use in the C-2 District and would add it to the Industrial District. He added that the staff memo includes other factors that the Planning Commission may consider as part of their review.

Applicant Bruce Heys, 5990 East Fulton Street, said his belief was that when the Master Plan was developed for that area, the service industry was not in existence yet. He said being that this request would be set up as a Special Use, the Planning Commission would still have the authority to review each case as proposed. Mr. Heys said they plan to do all service work inside the building and nothing done outside, so there would not be a concern for any offended neighbor.

Said stated for clarification, while the applicant was speaking about a particular property and their interest in planned operations at a particular property, we have to look at this request on the basis of the entire district. Said noted that if the text amendment is approved, any requests for

a particular property would need to return for approval of a Special Use.

There was brief Commissioner discussion regarding clarification of the request and review of the specific rules of a Special Use request; the Special Use start date and expiration date.

Korth opened the public hearing at 5:45 p.m. There was no public comment and the public hearing was closed.

There was Commissioner discussion regarding the notices for a public hearing and how they are distributed, concern of sight barriers from Fulton Street and on-site storage, and the need to maintain the sensitivity of the Fulton Street corridor and the Zoning Ordinance.

Moved by Moyer, supported by Burton, to recommend to the Township Board, approval of the Text Amendments to Section 78-382 to allow for the sales, service, and repair of automobiles, boats, campers, farm equipment, motorcycles, recreational vehicles, tractors, trailers, and trucks, when authorized as a Special Use in the I (Industrial) Zoning District. Motion carried.

## **2. Proposed Text Amendments to the Planned Village Mixed-Use (PVM) Overlay District regarding allowed Departures from District Standards and live-work unit uses**

Said explained that the request for text amendments was initiated by the Township regarding various sections of the PVM Overlay District regarding lot types, uses, and allowed departures. Said stated that overall the amendments would allow greater consistency among permitted lot types by transect zone and allowed uses in various lot types.

Said summarized the staff memo and noted that the changes would allow rowhouse and duplex lot types within the Village Proper 2 Transect Zone and allow live-work units in duplex, rowhouse, and apartment house lot types; ground floor only for apartment house.

There was Commissioner discussion regarding clarification of the request and review of the chart and zoning map of the zones-lot types-uses, review of an example of possible two live-work areas within one living unit and what type of departures may be necessary, and specific language for the departures.

Korth opened the public hearing at 6:05 p.m.

Bernie Veldkamp, 5580 Hall Street, shared his concern that he felt we would lose the feel and charm of the village if we allowed other than single-family housing in the area that is currently single-family housing. He said we need to be very careful about what we do and allow.

Joel Harner, 7187 Bronson Street, said he felt that all of the development and changes that we have seen are attracting people to Ada and he was in support of the proposal requested.

Said went over the zoning map to show location of current PVM Overlay area vs. requested amendment.

There were no other public comment and the public hearing was closed at 6:13 p.m.

Korth shared history on how the PVM was developed; Village Proper 1 and Village Proper 2.

There was extended Commission discussion regarding possibly postponing decision to review/revisit

what the text change will affect, revisit the definitions of rowhouse and duplex, possibly separating the request for lot types vs allowed uses, and creating a sub-committee (Burton, Korth and Moyer) for further discussion.

Moved by Jacobs, supported by Burton, to recommend to the Township Board, to amend the PVM Overlay District to allow for live-work units in rowhouse, apartment, and duplex lot types, with apartment houses being ground floor only. Motion carried.

Moved by Moyer, supported by Burton, to table decision on lot types by Transect Zone allowing a sub-committee to discuss further and present findings to the Planning Commission at the next meeting. Motion carried.

**VI. UNFINISHED BUSINESS - none**

**VII. NEW BUSINESS**

**1. Land Division creating 4 parcels in the RR Zoning District, 8761 Bailey Drive NE, Parcel No. 41-15-26-227-016, Epique Homes**

Troy Schrock, with Epique Homes, 6440 Grace Meadow Ct., went over details on the maps included in the packet and explained that the land division would result in a total of four lots with each of the proposed lots to exceed the 2-acre minimum, except for the lot fronting on Bailey Drive (approximately 1.4 acres for that parcel).

Mr. Schrock said that he has met with the Planning Staff to go over lot size layouts and discussed how to make 2-acre lots, except for the one lot. He explained the different options with the lot sizes, driveway accesses, and some of the confusion with the surveyor drawing errors from his original request.

Said referred to the maps in the packet and proceeded to clarify the process that Mr. Schrock was going through and explained that parcel 1 started off as a smaller lot at 1.25 acres and because of the purchase of land around it, he ended up combining parcel 1 with the remainder of the property on the site. Said stated that he and Mr. Schrock were working together to try and reconcile that lot and Said continued explanation on the process with attorney's to help meet conformity of the lots.

There was discussion amongst the applicant, the Commissioners and Planning Staff regarding the land division and they reviewed the maps with Mr. Schrock for further clarification, discussed the combination of the lots and lot line adjustments and whether a variance request would be necessary or other direction from Township attorney to meet conformity.

Moved by Jacobs, supported by Burton, to approve the land division creating 4 parcels, subject to Township attorney approval or obtaining approval from the Zoning Board of Appeals for the parcel 1 lot size. Motion carried.

**2. Site Plan Review, Building 55/56-2 Renovation, 7575 Fulton Street SE, Parcel No. 41-15-28-401-018, Amway Corporation**

Ken Bransen, Project Manager with Progressive AE, on behalf of Amway Corporation, presented his request and explained that recently they went over a master plan for the Amway campus and

they identified 3 key drivers; celebrate Amway's commitment to health, wellness and beauty; enable flexibility and mobility for responding to organizational needs and changes; enable employee contributions to success to the organization. He said that building 55 was established to be the focal point for the campus allowing them to refocus and push their organization towards a culture of more meaningful connections.

Mr. Bransen referred to the narrative that explained several elements of the project and he went over a few details: a new leadership suite, collaborative area for the global leadership team, relocating the cafeteria, and the hardscape and landscape features along Fulton.

Steve Teitsma, Civil Engineer with Progressive AE, went over the site details and described the front entrance/executive entrance, the additional glass usage on the building and interjection of new materials, updated landscaping with more curb appeal on the Fulton Street side, and he went over the stormwater details that were reviewed/approved by the Township Engineer.

There was brief Commissioner discussion regarding landscaping and tree buffers. Said verified that requirements have been met.

Moved by Burton, supported by Moyer, to approve the site plan review for Building 55/56-2 Renovation. Motion carried.

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

Said shared an update on the Master Plan process and stated that Progressive AE was beginning to proceed with drafting of the text for the Master Plan. He said he sent an email to the Master Plan Steering Committee to target some dates to meet with Progressive.

Said noted that Progressive AE has offered to present a review of the Master Plan to the Planning Commission at the February 16<sup>th</sup> meeting, provided the agenda would allow, or a potential Special Planning Commission meeting may be necessary (possibly February 23<sup>rd</sup>).

#### **IX. PUBLIC COMMENT**

Bernie Veldkamp, 5580 Hall Street, shared a concern in relation to communication/notification (email list) that used to be sent out from the Township to the public informing of upcoming meetings and their agendas. He said he was disappointed that that communication has stopped.

#### **X. ADJOURNMENT**

Moved by Jacobs, supported by Moyer, to adjourn the meeting at 7:12 p.m. Motion carried.

Respectfully submitted,

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Jacqueline Smith, Ada Township Clerk

rs:eb