



**ADA TOWNSHIP ZONING BOARD OF APPEALS AGENDA  
TUESDAY, JANUARY 5, 2021, 4:30 P.M.**

**NOTICE REGARDING ELECTRONIC PARTICIPATION:**

**PURSUANT TO PUBLIC ACT 228 OF 2020, IN ORDER TO PROTECT THE PUBLIC HEALTH, THIS MEETING WILL BE CONDUCTED ELECTRONIC COMMUNICATIONS. ANY MEMBER OF THE PUBLIC WISHING TO LISTEN AND/OR WATCH THE PROCEEDINGS OR PROVIDE PUBLIC COMMENT MAY DO SO BY USING THE FOLLOWING INTERNET LINK OR PHONE NUMBER, MEETING ID NUMBER AND PASS CODE:**

Internet address to join videoconference:

<https://us02web.zoom.us/j/83083298721>

Meeting ID: 830 8329 8721

Passcode: 095178

Dial by phone for audio connection:

301 715 8592 or

312 626 6799

Meeting ID: 830 8329 8721

Passcode: 095178

Those with disabilities may utilize the Michigan Relay System (7-1-1) to participate in the meeting. If other aids or services are needed for individuals with disabilities please contact the Township Clerk, Jackie Smith, at [jsmith@adatownshipmi.com](mailto:jsmith@adatownshipmi.com) or 616-676-9191 at least 24 hours prior to the meeting.

- I. CALL MEETING TO ORDER**
- II. ROLL CALL**
- III. APPROVAL OF AGENDA**
- IV. APPROVAL OF MINUTES** – December 22, 2020 Special Meeting Minutes
- V. UNFINISHED BUSINESS**
- VI. NEW BUSINESS**
  - 1. Request for a use variance to permit the continued use of a professional mortgage office and the construction of a 30' x 40' accessory building for storage and additional office/conference room space, 6410 Knapp St., Parcel No. 41-15-09-301-001, Jonathan Arnold, for 6410 Knapp Street LLC**
- VII. CORRESPONDENCE**
- VIII. PUBLIC COMMENT**
- IX. ADJOURNMENT**

**ADA TOWNSHIP ZONING BOARD OF APPEALS**  
**MINUTES OF THE TUESDAY, DECEMBER 22, 2020, SPECIAL MEETING**

**DRAFT**

A Special meeting of the Ada Township Zoning Board of Appeals was held on Tuesday, December 22, 2020, at 4:30 p.m. The meeting was held by video/audio-conferencing, in conformance with the Michigan Governor's Executive Order.

**CALL TO ORDER**

The meeting was called to order by Chair Dixon at 4:30 p.m.

**ROLL CALL**

Members present: Burton, Dixon, McNamara, Smith

Members absent: Nuttall

Staff present: Bajdek, Buckley, Ferro, Suchy

Public: 10

**APPROVAL OF AGENDA**

Moved by Smith, supported by Burton, to approve the agenda as presented. Motion passed by roll call vote 4-0, with 1 absent.

**APPROVAL OF MINUTES**

Moved by McNamara, supported by Burton, to approve the December 1, 2020 Meeting minutes as presented. Motion passed by roll call vote 4-0, with 1 absent.

**UNFINISHED BUSINESS**

- 1. Request for Variance from Private Road Standards to allow a new parcel to have access to a private road (Baer Dr.) which does not meet roadway width, easement width, or grade standards and does not have a recorded maintenance agreement, 201 Honey Creek Ave. NE, Ryan LaHaie for Emily Dietrich**

Ferro presented an email/letter received on Saturday, December 19, 2020, from Sara Lachman, Attorney representing Ryan LaHaie. Ms. Lachman's email said Mr. LaHaie has decided to withdraw his Application for Variance Request at this time.

Ferro said a motion to receive and file Mr. LaHaie's withdrawal communication is recommended.

Moved by McNamara, supported by Burton, to receive and file the variance withdrawal communication from Ryan LaHaie. Motion passed by roll call vote 4-0, with 1 absent.

**CORRESPONDENCE**

No correspondence was received.

## **PUBLIC COMMENT**

Emily Dietrich asked for the opportunity to clarify the series of events and said she wants to understand why this seems like an inappropriate request for the property with the road already going right through it.

Ferro responded, from a Zoning perspective our Zoning rules state that any newly created parcel must have access that conforms with current standards for private roads and Baer Drive does not conform with several of the standards thereby necessitating the need for a variance. Ferro stated the expectation of the Township is that they pursue an access using the easement shown on the Land Division application.

Ben Schaal shared concern about the current condition and activity on the private road and offered to share several images he had taken. Ferro stated Mr. Schaal could email the images to him and he would be happy to share them with the Zoning Board.

Public comments closed at 4:40 p.m.

## **ADJOURNMENT**

Moved by McNamara, supported by Smith, to adjourn meeting at 4:41 p.m. Motion passed by unanimous vote.

Respectfully submitted,

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Jacqueline Smith  
Ada Township Clerk

rs:eb

Date: 01-04-21



**TO:** Ada Township Zoning Board of Appeals  
**FROM:** Brent Bajdek – Planner/Zoning Administrator  
**RE:** Agenda Item for the January 5, 2021 Meeting

**1. Request for a use variance to permit the continued use of a mortgage office and the construction of a 30' x 40' accessory building for storage and additional office/conference room space, Parcel No. 41-15-09-301-001, 6410 Knapp St. NE, Jonathan Arnold for 6410 Knapp Street LLC**

**Overview**

The subject site (*approximately one (1) acre*) is located at the southeast corner of the Knapp Street and Egypt Valley Avenue intersection and zoned RP-1 Rural Preservation 1; driveway access is from Knapp Street.

The applicant is proposing to construct an additional building in the southeastern corner of the site, with a building footprint of 1,200 sq. ft. (30' x 40'); the attached drawing/site plan indicates a slightly smaller size. It is intended to be used for storage and office/meeting space auxiliary to the current mortgage office operating from an existing building located on the property. The ground level of the building is planned for storage/garage space, while a finished upper level/attic space is proposed to be used for additional office/meeting space and includes a bathroom and a kitchenette. (*Please note that the submitted construction plans have the finished upper level/attic space labeled as storage.*)

The applicant is proposing to construct the building to be in-line with the accessory building regulations (*per the Zoning Ordinance*), as if it was accessory to a principal residential structure.

**History of Property**

The existing structure was initially constructed and utilized as a 'Grange' building (*a fraternal organization*); it was dedicated in 1950. The 'Grange' building was used as a place to conduct meetings and to host social activities for the local agricultural community until the early 1970's. After 'Grange' operations ceased the building continued to be used to hold various community meetings/events until a photo studio occupied it from 1981 until 1993.

In 1994, the Zoning Board of Appeals granted a use variance to permit the use of the building as a commercial design studio.

In 2018, the Zoning Board Appeals granted a use variance permitting the current use of the building as a mortgage office.

*It should be noted that the mortgage office is considered a **conforming use**, based on the Zoning Board of Appeals approval of the use variance request in 2018; however, since a use expansion/modification of the property is proposed, the granting of a 'new' use variance by the ZBA is required for such use expansion/modification.*

### **Analysis**

*Please be reminded that a **use variance** is a variance that permits a use of land or structure in a way that would not otherwise be allowed in the zoning district in which the parcel is located. The granting of a use variance by the Zoning Board of Appeals effectively rezones the parcel without planning commission and legislative action. Use variances are considered inappropriate except when the property cannot be reasonably used as it is presently zoned and other attempts to obtain local approval have been denied.*

*The Board of Zoning Appeals may grant variances only upon finding that the following criteria have been satisfied:*

1. **Whether unique physical circumstances exist which cause a “practical difficulty” (“hardship” when related to a use variance) in complying with the Zoning Ordinance standards.**

It has been previously established that based on the physical location and size of the site, with a historically significant structure, a “hardship” existed and that the property cannot be reasonably used for uses that are permitted in the RP-1 Rural Preservation zoning district.

2. **Whether granting the variance would alter the essential character of the area.**

The granting of the 'new' variance to permit the subject building would not alter the essential character of the area; similar massed buildings exist/are permitted in the RP-1 zoning district. The continued use of the existing building for office purposes allows for the preservation of an existing structure with historical significance.

3. **Whether the circumstances leading to the variance are self-created.**

Circumstances leading to the variance are not self-created.

4. **Whether amending the Zoning Ordinance standards is a more appropriate remedy to the situation.**

An amendment to the Zoning Ordinance, through a rezoning, creating a 'commercial node' at the Knapp Street/Egypt Valley Avenue intersection was discussed in past by the Township; however, movement towards it was not viewed favorably. The conditions leading to this variance request are not so common or recurring, which would indicate that amending the zoning regulations would be a more appropriate solution.

### **Conclusion & Recommendation**

Although the office use of the property does not conform to the use regulations of the RP-1 Rural Preservation zoning district, it is consistent with other established uses that do not

conform with the zoning district in the area of the Knapp Street/Egypt Valley Avenue intersection. Due to the physical location and size of the property, with a historically significant structure, the reuse/redevelopment of the property for a residential or agricultural use would be challenging.

The addition of the proposed building to the property will not alter or adversely affect the essential character of the surrounding area; similar massed buildings exist/are permitted in the RP-1 zoning district.

Approval of the use variance request is recommended, subject to the following conditions:

1. The use of the property shall be limited to a mortgage office.
2. The proposed building shall only be used as an auxiliary use to a mortgage office operating from the existing building located on the property.
3. If the property is sold, any future owners must also conform to this use or apply for a new use variance.
4. A building permit application submittal satisfying all zoning and building code requirements for the construction of the subject building.



**ZONING BOARD OF APPEALS APPLICATION**  
(ZONING VARIANCE OR ADMINISTRATIVE APPEAL)

**1. Applicant Information:**

Name: Jonathan Arnold  
Address: 3909 Keeweenaw Dr. NE Grand Rapids MI 49525 Phone  
Number: 616-581-2374 Email: jonathanarnold@inlanta.com

**2. OWNER (if different than above):**

Name: 6410 Knapp St. LLC Address: 3909 Keeweenaw Dr. NE Grand Rapids MI  
49525 Phone Number: 616-581-2374 Email: jstonearnold@gmail.com

**3. DESCRIPTION OF VARIANCE OR APPEAL REQUEST:**

Permission to construct a 30' by 40' accessory building on to current site for the use of storage and additional office/conference room space

**4. PERMANENT PARCEL NUMBER: 41-15-09-301-001**

**5. PROPERTY ADDRESS:** 6410 Knapp St. Ada MI 49301 **6. ZONING DISTRICT:** RP1

**7 ATTACH:**

**A. AN ACCURATE SITE PLAN OF THE PROPERTY, DRAWN TO A STANDARD ENGINEERING SCALE, SHOWING:**

- 1) Property boundaries.
- 2) Existing and proposed buildings or structures.
- 3) Distance from lot lines of each existing and proposed building or structure.
- 4) Unusual physical features of the site, building, or structure.
- 5) Abutting streets.

**B. A NARRATIVE STATEMENT WHICH ADDRESSES COMPLIANCE OF THE VARIANCE REQUEST WITH THE STANDARDS FOR APPROVAL CONTAINED IN THE ZONING ORDINANCE AND LISTED ON THE REVERSE SIDE OF THIS APPLICATION FORM.**

**\* APPLICATIONS SUBMITTED WITHOUT A NARRATIVE STATEMENT WILL NOT BE ACCEPTED \***



**8. PETITIONER AFFIDAVIT:**

I understand that if the requested variance or appeal is granted, I am not relieved from complying with all other applicable requirements of the Ada Township Zoning Ordinance or any other Township Ordinances. By signing, the applicant and owner hereby grant permission to Ada Township officials and employees to enter upon the subject property for purposes of review and evaluation of this request.

APPLICANT'S SIGNATURE: \_\_\_\_\_ DATE: 12/15/2020

OWNER'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_  
(If different than applicant)

**9. PLEASE NOTE THE FOLLOWING BOARD OF APPEALS PROCEDURES:**

- a) The application form, application fee, site plan and narrative statement must be submitted at least one (1) month prior to the regularly scheduled Zoning Board of Appeals meeting. **Regular meetings of the Zoning Board of Appeals are generally held on the first (1<sup>st</sup>) Tuesday of each month at 4:30 p.m.**
- b) Notices of the hearing will be given at least 15 days prior to the hearing to the applicant and to all property owners and occupants within 300 ft. of the property subject to appeal.
- c) Following the hearing, the Board of Appeals will make its decision and may reverse or affirm, in whole or part, or may modify any order, requirement, decision or determination.
- d) The variance or exception expires one (1) year after it is granted if no action is taken to affect the variance within the period. The Zoning Board of Appeals may grant up to an additional one (1) year extension of this time limit.
- e) A zoning variance does not excuse the applicant from obtaining a building permit. A building permit must be secured before construction begins.

**CRITERIA FOR APPROVAL**

The Zoning Board of Appeals treats each variance or appeal request individually and approves or denies each request on its own merits. In order for the Board of Appeals to grant a variance or appeal the applicant must satisfy all of the following findings which are contained in Section 78-107 of the Ada Township Zoning Ordinance:

That where there are practical difficulties or unnecessary hardship in carrying out the strict letter of this Ordinance, the Board of Zoning Appeals shall have the power to vary or modify any of the provisions hereof so that the spirit of the Ordinance shall be observed, public safety promoted, and substantial justice done. The Board of Zoning Appeals may grant such variances only upon finding that all of the following conditions exist:

- a) *Where it is found that, by reason of the exceptional narrowness, shallowness or shape of a specific parcel of property, or by reason of exceptional topographic conditions or other extraordinary situation of the land or structure or of the use of property immediately adjoining the property in question, the literal enforcement of this Ordinance would involve practical difficulties or would cause undue hardship; provided that no variance shall be granted on a lot if the owner owns adjacent land which could, without undue hardship, be included as part of the lot in question avoiding the need for a variance.*



- b) Where it is found that there is practical difficulty or unnecessary hardship in carrying out the strict letter of this Ordinance and the ordinance can be varied in such a way that the spirit of this Ordinance shall be observed, public safety secured, and substantial justice done.
- c) Where it is found that the condition or situation of the specific piece of property or the intended use of said property for which the variance is sought is not so general or recurrent in nature as to make reasonably practicable the formulation of a general regulation in this Ordinance for such condition or situation.

Please note that the verbiage of the above stated conditions is generally abbreviated due to redundancy when reviewed by Staff and the Board.

**APPLICATION FEE:**      **RESIDENTIAL USE:** \$100.00      **NON-RESIDENTIAL USE:** \$300.00

**TO BE COMPLETED BY THE ADA TOWNSHIP PLANNING DEPARTMENT**

Application received: _____ by: _____ (date)	
Application fee of \$ _____ received: _____ (date)	by: _____ Check No: _____
Receipt No: _____	

Updated 05/30/19

## NARRATIVE STATEMENT IN SUPPORT OF APPLICATION FOR VARIANCE REQUEST

(6410 Knapp)

### Introduction

This request for a variance involves the property located at 6410 Knapp St, Ada Township, Michigan (the southeast corner of Knapp Street and Egypt Valley Avenue). The property is currently owned by 6410 Knapp St. LLC a single member LLC owned by Jonathan Arnold. Jonathan Arnold is the branch manager of Inlanta Mortgage, the current tenant of said property since June of 2018. The applicant for this request is proposing the construction of a 30' by 40' accessory building that would occupy the south east corner of the property and serve as a multifunction building that can be used for storage with additional meeting/office space for the current tenant.

### History of Use

The property has a rich historical relevance to the township of Ada. It was originally the "Egypt Grange No. 1969" and used by Grange members as a community meeting place and a hub for the local agricultural community to conduct business, host dinners, dances and many other fundraising types of activities. The current use variance has been in place since ownership was last transferred and as approved has been used as a residential mortgage office.

### Building

The Grange building is a unique single-story commercial type building containing of approximately 2,288 square feet on the main level with a lower level that is approximately 1920 sq feet. Both the upper and lower levels are currently finished and laid out for office use. The upper level consists of office partitions, a kitchen area, conference room and open office space with finishes including wood flooring, drywall, knotty pine walls and acoustical tile ceilings. The lower level consists of open office and conference space with finishing's including pressed wood ceilings, carpeted flooring and painted drywall walls. The building has been lovingly and tastefully updated by Mr. Arnold with period specific selections keeping the "spirit of the Grange" in mind including: new windows, siding, roof, half round galvalume gutters and new decking.

### Proposed Construction of Accessory Building

The applicant, Jonathan Arnold, is seeking permission and a use variance to construct a 30' by 40' accessory building on the most south east corner of the site set back from the rear and side property lines by 20 ft with walls not exceeding 10ft in height. The building will serve multiple functions to the current tenant and property owner serving as a storage building and garage as well as finished attic space that can be utilized for office and additional conference room space. The building will be

constructed using similar design and aesthetics so it looks as though it was meant to be adjacent to the main building and brings additional appeal, charm and character to the property and surrounding area.

#### Conditions Required for Approval

There are exceptional and extraordinary circumstances and conditions regarding the property and the “Grange structure” on the property, and the use of the property, whereby the literal enforcement of the current zoning ordinance would impose practical difficulties and undue hardship section 78-107(1). The requested variance is consistent with the spirit of the ordinance, will promote the public safety and is necessary to ensure that substantial justice is done section 78-107(2). It is clear that the condition or situation of the property and intended use of the property for which the variance is sought is not a general or recurrent condition or situation so as to make reasonably practicable the formulation of a general regulation in the Ordinance for such a condition or situation 78-107(3) The property consists of a pre-existing non-conforming lot improved with an existing structure which is unique both with regard to its construction and its place in the history of Ada Township. The site is too small to be used for residential purposes and the building is not adaptable to convert to a residence or agricultural structure. With the adjacent commercial and country club uses, the properties current use for the last 24 years as a low-intensity professional design office and for the last 2.5 years as a residential mortgage office this requested use will not result in adverse impacts. Under these exceptional circumstances, the property cannot be put to a reasonable and practicable use under the existing RP1 zoning regulations. The requested variance is necessary for the prevention of substantial property rights; to avoid practical difficulties and unnecessary hardships; and to ensure that the spirit of the ordinance is observed, the public safety promoted and substantial justice done.

#### Conclusion

The “Grange Structure” is a historic structure important to Ada Township history. The “spirit” of the Grange should continue to be preserved and the applicant’s proposed use provides an opportunity for the building and the site along with the rich history associated with it to remain intact and further the charm and positive impact that the property has on Ada Township. The purposed use is directly inline with the current approved use and will not negatively impact the area in any way. By granting this variance, the history of this building and property can be preserved and improved upon. Further, given the uniqueness of the circumstances underlying this request, it is clearly distinguishable and no adverse precedent will be established by the grant of the variance.

In summary, all of the required conditions in support of this variance have clearly been met and I respectfully request the Board of Zoning Appeals to grant the requested variance.

Jonathan Arnold



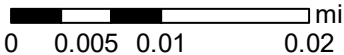


# Kent County Web Map

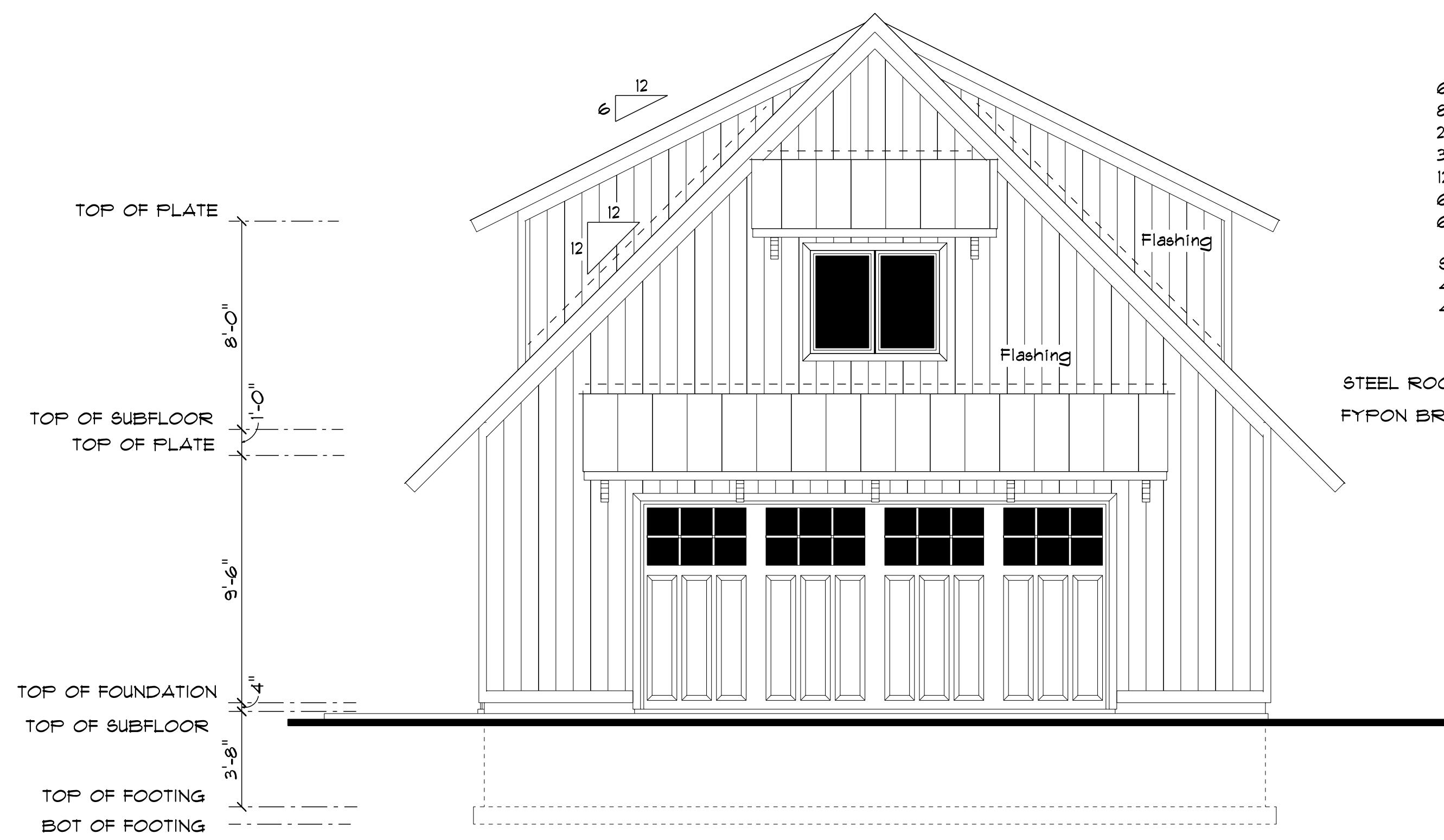
October 29, 2020



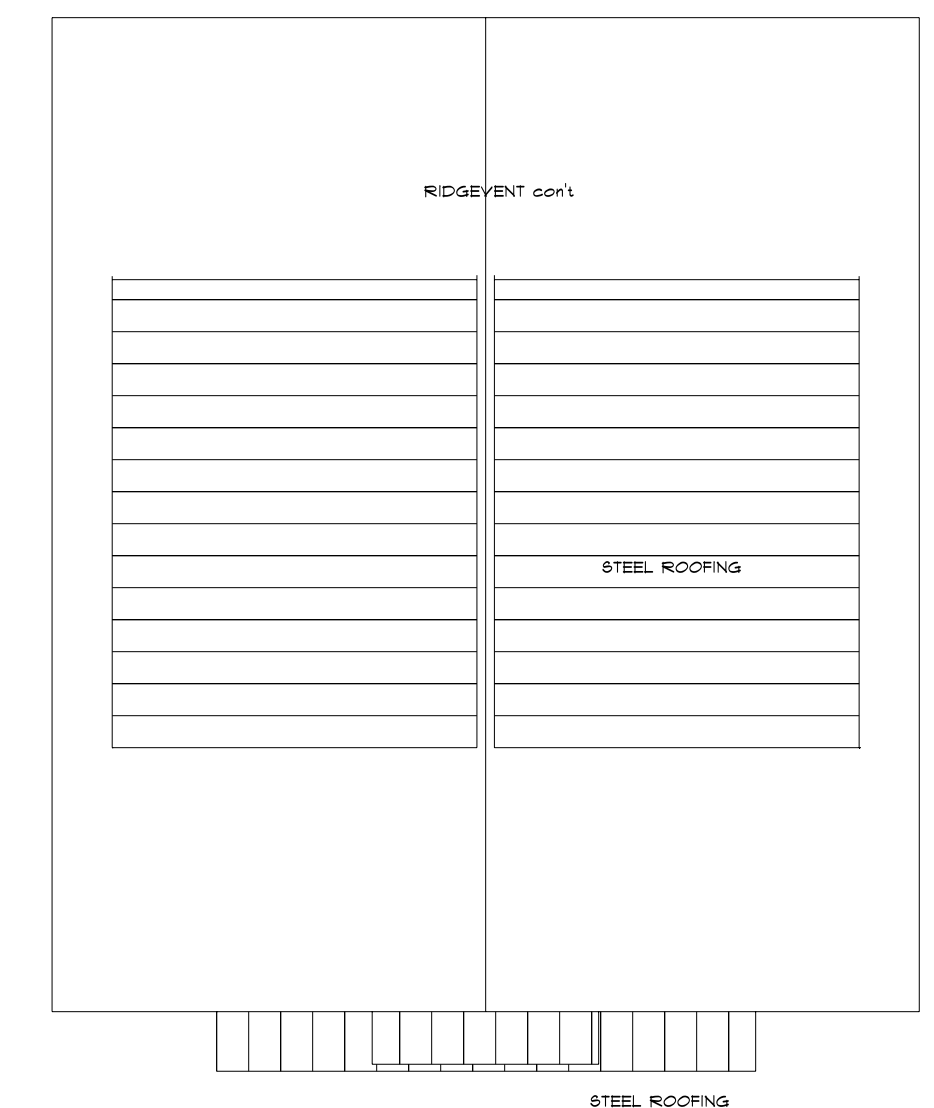
Kent County, MI makes no warranty, expressed or implied, regarding the accuracy, completeness or usefulness of information presented. Users of this information assume all liability for its fitness for a particular use.







WEST ELEVATION 40289  
SCALE: 1/4" = 1'-0"



NORTH ELEVATION 40289  
SCALE: 1/4" = 1'-0"



proposed accessory building - finished  
owner JONATHAN ARNOLD  
6410 Knapp Ave NE  
Ada, Michigan

- 6" ALUM FASCIA /
- 8" ALUM SOFFIT gables
- 24" ALUM SOFFIT eaves dormers
- 36" ALUM SOFFIT eaves
- 12" ALUM SOFFIT door / window shed
- 6" SMART TRIM FREIZE BOARD
- 6" SMART TRIM BASE TRIM

- SMART TRIM
- 4" Corners
- 4" Windows / Doors

STEEL ROOFING  
FYPON BRACKETS

1x6 T&G PINE Vert. Siding

RIDGEVENT (cont)

LANDMARK ASPHALT SHINGLES  
verify color

- 6" ALUM FASCIA /
- 8" ALUM SOFFIT gables
- 24" ALUM SOFFIT eaves dormers
- 36" ALUM SOFFIT eaves
- 12" ALUM SOFFIT door / window shed
- 6" SMART TRIM FREIZE BOARD
- 6" SMART TRIM BASE TRIM

- SMART TRIM
- 4" Corners
- 4" Windows / Doors

1x6 T&G PINE Vert. Siding

FYPON BRACKETS

MICHIGAN RESIDENTIAL CODE 2015

2ND FLOOR LOADING  
40lbs F&F LL  
10lbs F&F DL

ROOF LOADING  
35lbs F&F LLTC  
7lbs F&F DLTL  
10lbs F&F DLBC

SHEET SCHEDULE

- page 1 ELEVATIONS /
- ROOF VIEW
- page 2 ELEVATIONS
- page 3 SECTION PLANS
- page 4 FOUNDATION PLAN /
- MAIN FLOOR PLAN
- page 5 2ND FLOOR PLAN

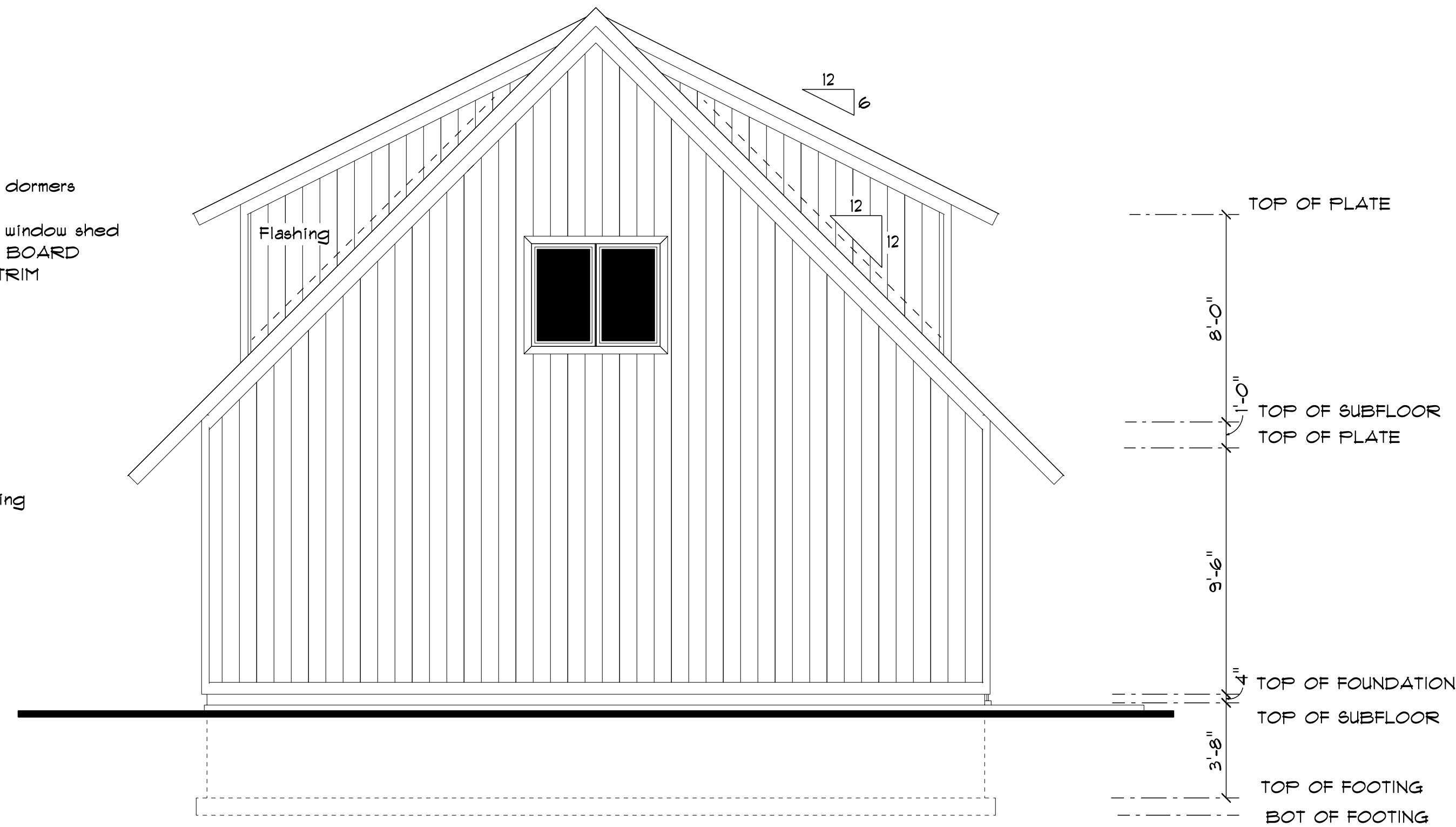
copy rite 2020



6" ALUM FASCIA /  
8" ALUM SOFFIT gables  
24" ALUM SOFFIT eaves dormers  
36" ALUM SOFFIT eaves  
12" ALUM SOFFIT door / window shed  
6" SMART TRIM FREIZE BOARD  
6" SMART TRIM BASE TRIM

SMART TRIM  
4" Corners  
4" Windows / Doors

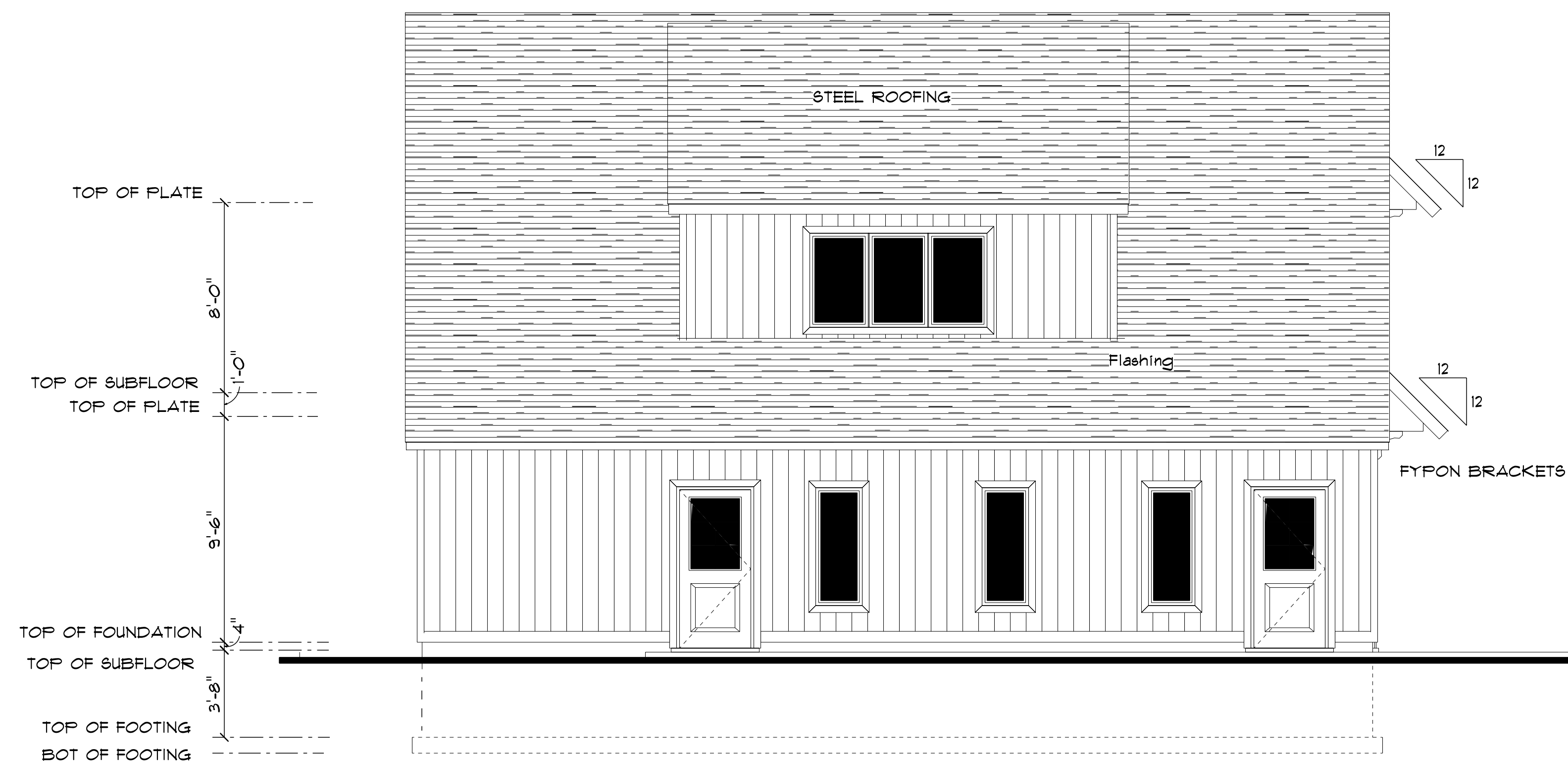
1x6 T&G PINE Vert. Siding



### EAST ELEVATION 40289

SCALE: 1/4" = 1'-0"

RIDGEVENT (cont)



### NORTH ELEVATION 40289

SCALE: 1/4" = 1'-0"

LANDMARK ASPHALT SHINGLES  
verify color

6" ALUM FASCIA /  
8" ALUM SOFFIT gables  
24" ALUM SOFFIT eaves dormers  
36" ALUM SOFFIT eaves  
12" ALUM SOFFIT door / window shed  
6" SMART TRIM FREIZE BOARD  
6" SMART TRIM BASE TRIM

SMART TRIM  
4" Corners  
4" Windows / Doors

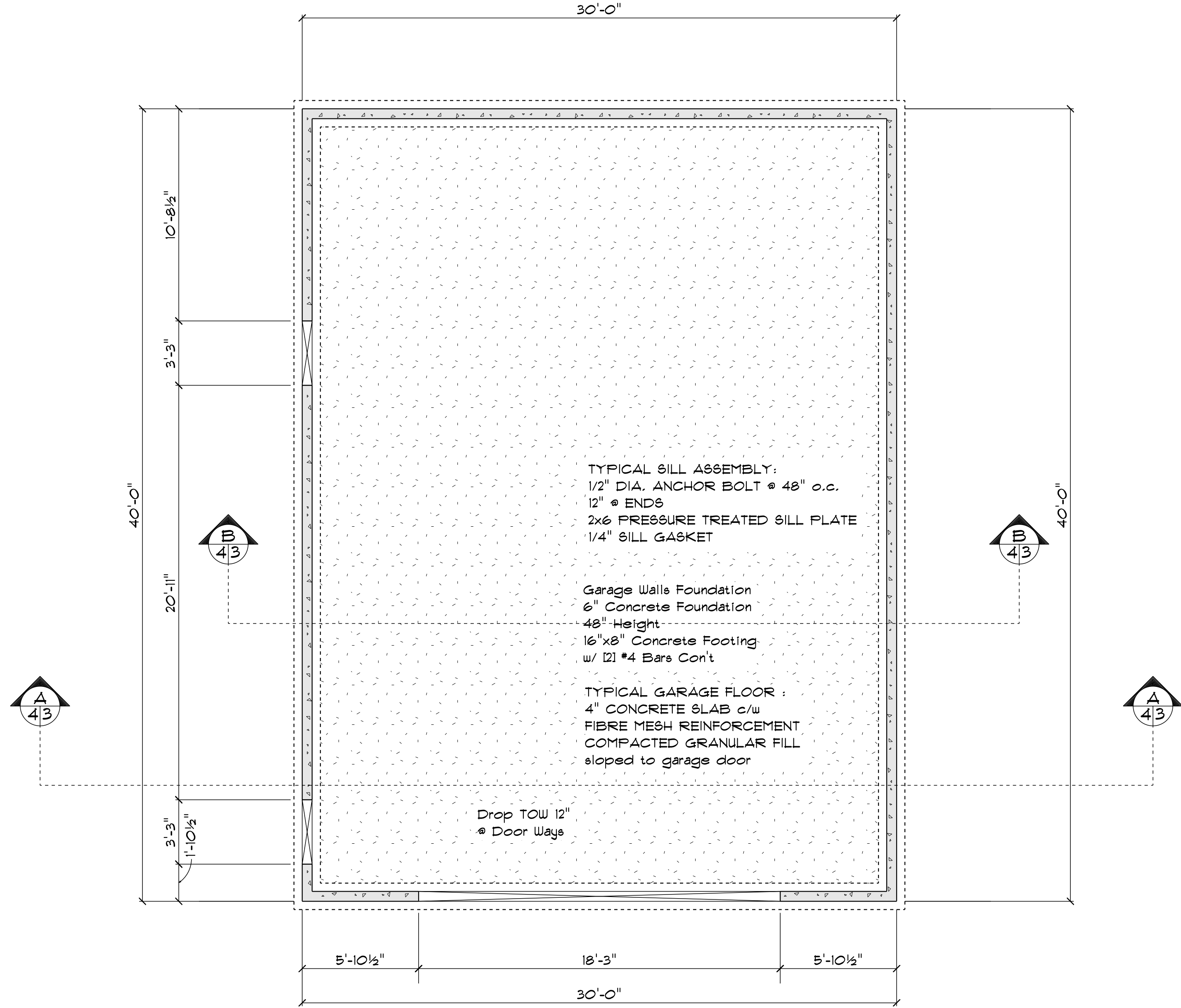
1x6 T&G PINE Vert. Siding





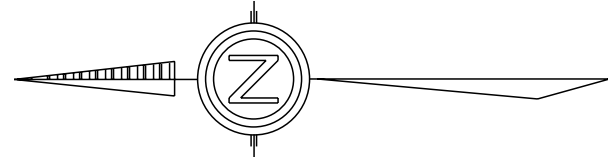
Garage Walls Foundation  
6" Concrete Foundation  
48" Height  
16"x8" Concrete Footing  
w/ [2] #4 Bars Con't



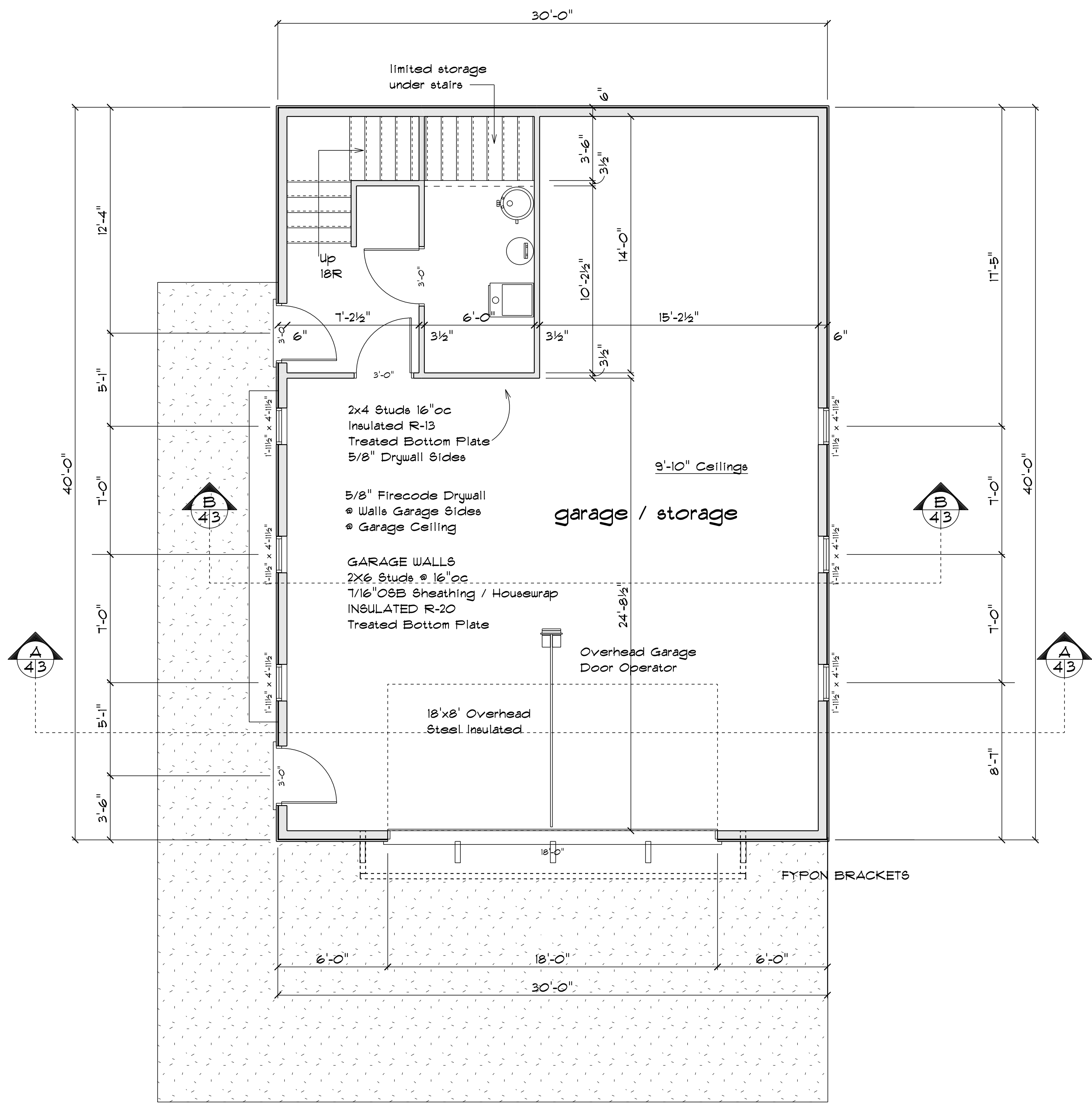


ASSUMED SOIL BEARING 2000lbs PSF  
IF THESE CONDITIONS ARE NOT PRESENT  
CONTRACTOR MUST NOTIFY OWNER

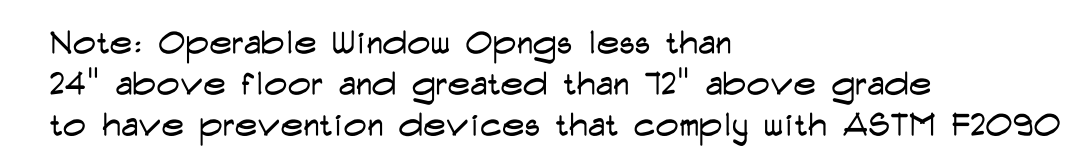
FOUNDATION 40289  
SCALE: 1/4" = 1'-0"



MAIN FLOOR OPTION 40289.2  
SCALE: 1/4" = 1'-0"



copy rite 2020



SCALE: 1/4" = 1'-0"

**Arnold, Jonathan - knapp 40289**

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PHONE: 616-581-2374  
FAX:  
MOBILE:

Grand Rapids (Kent)  
Michigan

**PM Building Design Inc.**  
PO Box 7509  
Grand Rapids  
Michigan  
49510  
PHONE: 616-965-6112  
FAX:  
MOBILE: 616-446-7249  
tim.hovingh@yahoo.com

SCALE: 1/4" = 1'-0"

GH	4, 2
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20

APPROVED:	
CHECKED BY:	

PAGE: 2nd fl

2nd floor - finished



