

**ADA TOWNSHIP PLANNING COMMISSION MINUTES
THURSDAY, APRIL 19, 2018 MEETING, 7:00 PM
TOWNSHIP OFFICES, 7330 THORNAPPLE RIVER DR.
ADA, MICHIGAN**

I. CALL TO ORDER

II. ROLL CALL

Present: Butterfield, Burton, Leisman, Lunn
Absent: Carter, Easter, Jacobs
Staff Present: Ferro, Bajdek, Winczewski
Public Present: One member

III. APPROVAL OF AGENDA

Moved by Burton, supported by Butterfield, to approve agenda as written. Motion passed unanimously.

IV. ELECTION OF OFFICERS

Moved by Lunn, supported by Burton, to elect Leisman as chairperson. Motion passed unanimously.

Moved by Leisman, supported by Lunn, to elect Butterfield as vice-chairperson. Motion passed unanimously.

Moved by Burton, supported by Lunn, to elect Easter as secretary. Motion passed unanimously.

V. APPROVAL OF MINUTES OF MARCH 15, 2018 MEETING

Moved by Burton, supported by Butterfield, to approve the minutes of March 15, 2018 meeting. Motion passed unanimously.

VI. PUBLIC HEARINGS - None

VII. UNFINISHED BUSINESS - None

VIII. NEW BUSINESS - None

IX. COMMISSION MEMBER/STAFF REPORTS

1. Review of Regulations for Short Term Rentals

Planning Director, Ferro, stated the planning department has been preparing 2 different draft ordinances. One is a permitting ordinance that would work in concert with the zoning rules, and one that is an amendment to the zoning rules to regulate short-term rentals under a special use permit requirement. The companion ordinance is a separate regulatory, police-power ordinance that requires an issuance of an administrative permit by the Township Clerk for short-term rentals. The township already has similar administrative permits such as those for door-to-door sales or solicitors.

Both drafts have been revised from previous drafts in December based on input from commissioners and private parties. The regulatory ordinance requires an application to the clerk's office and an inspection by the fire department to determine the standards for issuance of a permit are satisfied.

The maximum occupancy has been revised to limit based solely on number of persons per bedroom plus 2 persons per finished floor, meeting the egress requirements.

There are now provisions related to disorderly conduct from our current code of ordinances.

Lunn requested for these provisions to be linked in the notice for the public hearing.

The draft zoning ordinance amendment includes the same definition of “short-term rental unit” proposed in the regulatory ordinance. It allows short-term rental in all our residential zoning districts. The phrase “while the unit’s owner does not reside in the unit” has been deleted from the definition. Fire department certification will require notices are posted within the dwelling unit regarding emergency contact information.

Ferro stated the minimum lot size of 2 acres has been deleted and replaced by a requirement that the lot area and width must meet the minimum required lot area and width for the zoning district applicable to the property.

Also deleted, was the minimum required 50 ft setback of the residence from any lot line and replaced with a requirement that the building setbacks comply with minimum front, side and rear yard setbacks for the zoning district applicable to the property.

There has been an addition of a 60-day limit on the number of days per year that a residence may be used as a short-term rental unit. Written records of short-term rentals must be maintained and provided to the Township on request. Ferro suggested modifying this standard to say who the records must be maintained by, referencing the property owner.

Ferro stated there is an addition of a limit of 2 on number of vehicles used by short-term rental occupants and their guests that may be parked on the subject property.

Ferro stated there was also a slight revision to the standard pertaining to generation of noise. It now applies to noise generated, both indoors and outdoors.

Ferro stated that although there has not been a public hearing, he has received some public input on this draft. Harvey Nuttal who resides on Boynton Ave submitted an email questioning the rationale for the 60-day limitation. Also received, was an email from Deb Jeffers who attended a previous meeting, suggesting some modified provisions to the current restriction that says short-term rentals are only permissible on properties that have vehicle access directly to a public road and not a shared driveway or private road.

Leisman stated we could add a provision that all property owners sharing a driveway must give unanimous written approval to the short-term rental property owner.

NOTE: Jacobs arrived at 7:20P.M.

Ferro stated he also received an email from resident, Tom Korth, who owns a residential rental property in the village inquiring whether short-term rental of his property would be permitted. Tom would like to provide input in the future. Ferro stated he also provided a copy of the draft to John Barr who has appeared several times before the Planning Commission who is interested in this topic.

Butterfield stated the Planning Commission should review Holland’s recent city ordinance approving short-term rentals. Holland’s ordinance says units are not to be within 500 feet of each other. That might be something Ada Township should consider.

Ferro stated that Holland’s short-term rental ordinance is currently a 2-year pilot program and it only applies to non-owner occupied short-term rentals. Ada’s short-term rental ordinance only applies to dwellings that are the principal residence of the property owner.

Jacobs asked if there has been any discussion on owner occupied vs. non-owner occupied. Ferro stated the thought process internally has been that if the property is owner occupied there will be a more vested interest from the property owner in making sure the renters are responsible and respecting of neighbors. It also allows the homeowner to rent out a room while still living there.

Ferro stated the 60-day limit is a balance in order to keep the residential character of the property and not become commercial-like.

Burton asked if a condo dwelling would be eligible for short-term rental. Ferro stated yes, but it would also depend on the condo association's bylaws.

Leisman recommended having a public hearing at next meeting.

Ferro stated the planning department could address some of the comments on shared driveways and private roads and offer a solution.

Moved by Jacobs, supported by Butterfield, to set short-term rental regulations amendment for public hearing at May 17, 2018 meeting. Motion passed unanimously

X. PUBLIC COMMENT

Leisman opened for public comment. There was no public comment. Public comment was closed.

XI. ADJOURNMENT

Motion by Lunn, supported by Burton, to adjourn meeting. Motion passed unanimously. Leisman adjourned at 7:36P.M.

Respectfully submitted,

Jacqueline Smith
Ada Township Clerk