



**GRAND HAVEN CHARTER TOWNSHIP
BOARD AGENDA
Monday, August 29, 2022**

SPECIAL JOINT MEETING – 6:00 P.M.

- I. CALL TO ORDER
- II. PLEDGE TO THE FLAG
- III. ROLL CALL
- IV. APPROVAL OF MEETING AGENDA
- V. PUBLIC COMMENTS (*Agenda Items*)
- VI. NEW BUSINESS
 - 1. Discussion regarding the housing type compatibility for Residential Zoning Districts and Residential PUDs
 - 2. Discussion/Direction regarding Text Amendments to the Zoning Ordinance
- VII. PUBLIC COMMENTS – (*Non-Agenda Items*)
- VIII. ADJOURNMENT

Persons wishing to speak at public hearings, on agenda items, or extended comments, must fill out a “Speakers Form” located on the counter. Completed forms must be submitted to Township Staff prior to the meeting.

NOTE: The public will be given an opportunity to comment on any agenda item when the item is brought up for discussion. Please complete Speaker Information Sheet. The supervisor will initiate comment time.



GRAND HAVEN CHARTER TOWNSHIP

Community Development Memo

DATE: August 18, 2022
TO: Township Board, Planning Commission
FROM: Rory Thibault – Senior Planner
RE: Residential Character and PUD Compatibility

GOALS

- Understand the discretion the Planning Commission & Township Board have in determining the character and scale of new developments through the PUD process.
- Review what the current ordinances allow by right in the underlying Zoning Districts.
- Determine what Zoning Districts “Missing Middle” housing types are compatible with based on their character and scale.
- Determine what Ordinances should be amended based on the direction of the Planning Commission and Township Board.

Key Terms

Within the Township’s current Ordinances and Master Plan, there is a significant amount of language that relates to design, appearance, and location for any structure – from the scale of a single-family house and accessory structure to a new PUD. The following terms, show up in numerous places within these documents (see Appendix). These are the ways by which we characterize and therefore regulate the “look and feel” of the Township.

Design & Appearance

- *Design, Type, Character, Aesthetic, Bulk, Mass, Architectural Features, Consistent, Compatible*

Location

- *Placement, Comparison Area, Transition Area, Separation, Abut, Buffer, Obscure*

CHARACTER REVIEW

As we are reviewing how new development should integrate within the existing context of a given neighborhood in the Township, we must also characterize the “look and feel” of that given neighborhood and the development that is being proposed. The following are a series of housing types that were identified in the Master Plan as desirable for increasing the diversity of housing options in the Township. However, it is equally important to understand how the freedom of housing options can be provided while also preserving the unique and desirable aspects of the community.

Carriage Houses

- **Definition:**
Accessory Dwelling Unit
- **Currently Permitted:**
Prohibited (some exist as nonconforming)
- **Character:**
Appearance of a small structure, often smaller than the principal dwelling, with the same architectural character.



15954 152nd St., GHT

WHICH ZONING DISTRICTS ARE COMPATIBLE?

✓ R-1? R-2?



10975 Lakeshore Dr., GHT



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Duplex

- **Definition:**
*Two Attached Dwelling Units,
Two-Family Dwelling*
- **Currently Permitted:**
R-3, R-2 requires Special Land Use
- **Character:**
*Appearance of a small-to-medium
single-unit house with a front entry.*

WHICH ZONING
DISTRICTS ARE
COMPATIBLE?

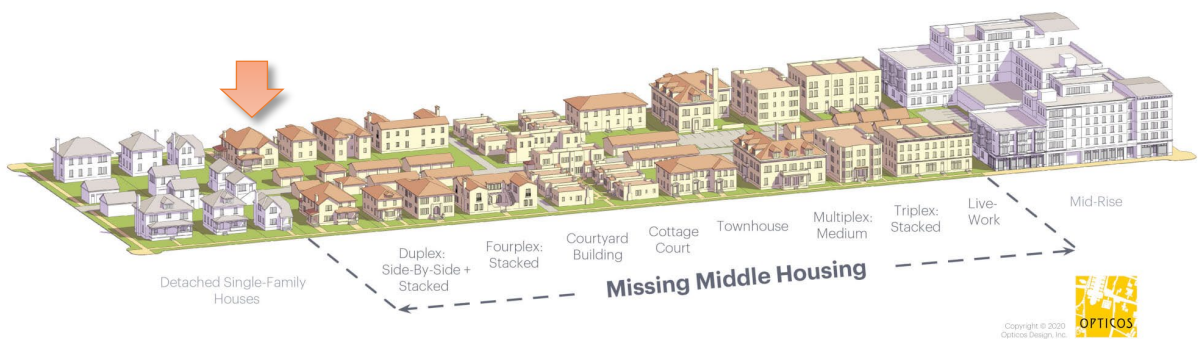
✓ R-1? R-2? R-3?



Lincoln Pines PUD, GHT



517 Sheldon, Grand Haven



Mansion Apartment

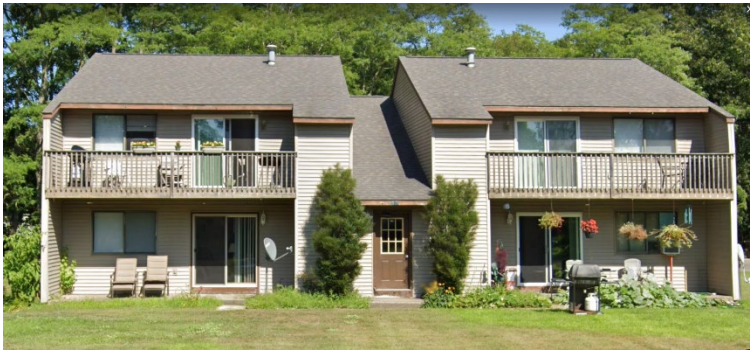
- **Definition:**
Multiple Attached Dwelling Units, Multi-Family Dwelling
- **Currently Permitted:**
R-3
- **Character:**
Appearance of a medium-to-large single-unit house with shared corridors and a shared entry from the street.



227 Henry Ave., Grand Rapids

WHICH ZONING DISTRICTS ARE COMPATIBLE?

✓ R-1? R-2? R-3?



Clovernook Dr., GHT

Fourplexes

- **Definition:**
Multiple Attached Dwelling Units, Multi-Family Dwelling
- **Currently Permitted:**
R-3
- **Character:**
Appearance of a medium-sized building with shared or individual entries from the street.

WHICH ZONING DISTRICTS ARE COMPATIBLE?

✓ R-2? R-3?



Courtyard Apartment

- **Definition:**
Multiple Attached Dwelling Units, Multi-Family Dwelling
- **Currently Permitted:**
R-3
- **Character:**
Appearance of a medium-to-large sized building oriented around a courtyard or series of courtyards.



43 North PUD, Grand Haven

WHICH ZONING DISTRICTS ARE COMPATIBLE?

✓ R-2? R-3?



Central Commons, Holland

Bungalow Court

- **Definition:**
Detached Single Dwelling Unit, Single-Family Dwelling
- **Currently Permitted:**
R-3
- **Character:**
*A close arrangement of buildings each containing one dwelling unit around a shared court.
(i.e. small condos)*

WHICH ZONING DISTRICTS ARE COMPATIBLE?

✓ R-1? R-2? R-3?



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Townhomes

- **Definition:**
Multiple Attached Dwelling Units, Multi-Family Dwelling
- **Currently Permitted:**
R-3
- **Character:**
Appearance of a small-to medium-sized attached structure, often multi-story. Entries typically face the front.



Hunters Woods PUD, GHT

WHICH ZONING DISTRICTS ARE COMPATIBLE?

✓ R-2? R-3?



Franklin Flats, Grand Haven



Live/Work

- **Definition:**
Residential Units on Upper Floors of Mixed Use Buildings
- **Currently Permitted:**
C-1, C-2 through Special Land Use
- **Character:**
A building consisting of one dwelling unit above a fire-separated ground floor space that can accommodate non-residential uses



114 N. 3rd St., Grand Haven

WHICH ZONING DISTRICTS ARE COMPATIBLE?

✓ R-3? C-1? C-2?



1322 Washington Ave., Grand Haven



RECOMMENDATION

Amend Current Standards: Zoning Ordinance

Note: Changes to the Ordinances are marked in red

Chapter 21: Definitions

✓ Add language clarifying terms used throughout Ordinance

- Define: massing.
The scale and proportions of a building or object.
- Define: scale.
The size and shape of a building or other element of the built environment, relative to its surroundings and to the people who interact with it.
- Define: bulk.
The term used to indicate the size, location and number of structures, including: a) size and height of structures; b) location of exterior walls; c) lot area and lot width.

✓ Add language clarifying dwelling unit types

(21.30) **Principal** Dwelling Unit. A building, or portion thereof, designed to provide complete independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation. A manufactured home which complies with the requirements of Section 14.08 (Regulations Applicable to All Dwellings) of this Ordinance shall be considered as a dwelling unit.

(21.30.a) Accessory Dwelling Unit. A detached dwelling unit that is permitted only on properties with a single detached principal dwelling unit. ADUs are a lesser size than the principal dwelling unit and including permanent provisions for living, sleeping, eating, cooking and sanitation.; often referred to as carriage houses or granny flats.

(21.30.b) Single Detached Dwelling Unit. A building containing one (1) dwelling unit not sharing common structural elements with any other structure intended for occupation, and surrounded on all sides by open spaces; often referred to as a Single-Family Building.

(21.30.c) Two Attached Dwelling Units. A building containing two (2) dwelling units, sharing common structural elements, each of which has separate and direct access to the outside. Examples include side-by-side or stacked duplexes; often referred to as a Two-Family Building.

(21.30.d) Multiple Attached Dwelling Units. A building, containing three (3) or more dwelling units, sharing common structural elements or party walls. Examples include apartment buildings or townhomes; often referred to as a Multi-Family Building.

✓ Add language clarifying terms

SECTION 14.08. – REGULATIONS APPLICABLE TO ALL DWELLINGS

(A.4) The dwelling shall be *compatible* in design and appearance with the design and appearance of other dwellings in the general vicinity of its proposed location.

- ✓ (A.4.iii) Bulk. The *massing* of the proposed dwelling is the same as or substantially similar to the established massing of the comparison area (excluding any dwelling located in a manufactured housing park)

✓ Add language requiring single-family lots in PUDs adjacent to other single-family areas

Section 7.10 – OPEN SPACE REQUIREMENTS

(G) Transition Areas

(G.1) Where the PUD *abuts* a single-family residential district, the Planning Commission or Township Board may require a transition area.

(G.2) A required *transition area* shall consist of the following:

- a) A row of single-family lots or condominium sites within the PUD similar to the adjacent single-family development in terms of density, lot area, lot width, setbacks, building spacing, and height; and
- b) Woodlands, natural features or a landscaped greenbelt sufficient to provide an OBSCURING effect; or
- c) Open or recreation space sufficient in depth to provide adequate SEPARATION; or
- d) Significant changes in topography which provides an effective BUFFER.

SECTION 2.09: TABLE OF PERMITTED USES

✓ Add language expanding Special Land Uses when compatible with the character of the neighborhood as agreed upon above

Residential Uses:

- Accessory Dwelling Unit: R-1 SLU, R-2 SLU

- Two Attached Dwelling Units: R-1 SLU, R-2 SLU, R-3
- Multiple Attached Dwelling Units: R-2 SLU, R-3
- Residential Dwelling Units above Commercial: R-1 SLU, R-2 SLU, R-3, C-1, C-2

**Amend Current Standards:
Ordinance N0.597**

✓ **Expanding two-family housing to include multi-unit housing (aka Mansion Apartments)**

SPECIAL LAND USE STANDARDS – TWO-UNIT AND MULTI-UNIT DWELLINGS

Section 12.50 TWO-UNIT & MULTI-UNIT DWELLINGS

(12.50.B) The minimum side yard setback shall meet the requirements of the underlying zoning district

(12.50.C) Two-unit and multi-unit dwellings shall be connected to municipal water, and if available, sanitary sewer.

(12.50.D) Two-unit and multi-unit dwellings shall be designed to look like a single-family dwelling and shall include *architectural details* found on the majority of dwellings in the neighborhood, so the building is consistent with the *aesthetic character* of existing buildings within the *comparison area*. Scaled elevations depicting the features shall be provided.

**Ordinance N0.605:
Accessory Dwelling Units**

✓ **New Ordinance permitting Accessory Dwelling Units by Special Land Use**

SPECIAL LAND USE STANDARDS – ACCESSORY DWELLING UNITS

A. Definition.

A detached dwelling unit that is permitted only on properties with a single detached principal dwelling unit. ADUs are a lesser size than the principal dwelling unit and including permanent provisions for living, sleeping, eating, cooking and sanitation.

B. Regulations and conditions.

1. Leasing or Rental. No ADU shall be leased or rented for less than twenty-eight (28) days, and shall not be used as a short-term rental.

2. All structures designed and/or used for the temporary or permanent dwelling of a person or persons and not integrated into the primary residence on a lot shall be considered an accessory dwelling unit (ADU).

3. Development Standards. ADUs may be permitted as a special land use, provided they meet the following standards:

a. The ADU shall be connected to municipal water, and if available, sanitary sewer.

1) Sanitary sewer facilities shall be approved by the Ottawa County Department of Health in accordance with applicable standards. The applicant shall submit proof that the proposed septic tank and drain field location for each dwelling would be approved, or has been approved, by the Ottawa County Health Department

b. The ADU shall include permanent provisions for living, sleeping, eating, cooking and sanitation separate from the primary residence, and shall meet all provisions of the Building Code and regulations.

c. The exterior design of an ADU, shall be compatible with the existing residence on the lot. The accessory structure must be aesthetically compatible with the Main Building on the site and surrounding Main Buildings. Aesthetic compatibility shall include roof pitch, façade materials/siding, inclusion of windows, colors, and other factors deemed necessary by the Planning Commission.

d. The ADU shall not result in excessive traffic or noise.

e. The design and location of the ADU shall maintain a compatible relationship to adjacent properties and shall not significantly impact the privacy, light, or air of adjacent properties.

f. Where applicable, the ADU shall be located and designed to protect neighboring views of the lakeshore and scenic coastal areas.

g. No more than one ADU shall be permitted on a single parcel.

h. Unit size. ADUs shall have a floor area no less than five hundred (500) square feet and no greater than one thousand one hundred (1,100) square feet.

1) Under no circumstances shall the maximum lot coverage for a given district be exceeded.

2) The floor area of an ADU shall not be greater than the size of the principal dwelling.

i. Setbacks. ADUs shall comply with all setbacks for accessory buildings in the zoning district in which they are located.

j. Number. An ADU shall count towards the maximum number of permitted accessory structures on the lot

k. Occupancy. The property owner must occupy either the principal or accessory dwelling.

l. Height. The height of an ADU shall not exceed twenty-four (24) feet or the height of the principal building, whichever is greater.

m. Orientation. Windows facing an adjoining residential property must be designed to protect the privacy of neighbors, unless fencing or landscaping is provided as screening.

4. Deed restrictions.

A. Before obtaining a building permit, or when a building permit is not required, before making an ADU available for use, the property owner shall file with the zoning administrator a declaration of restrictions containing a reference to the deed under which the property was acquired by the present owner, which shall state the following:

a. The use permit for the ADU shall be in effect only so long as either the main residence or the ADU is occupied as the principal residence by the applicant.

b. The ADU shall not be sold separately.

c. All above declarations shall run with the land, and are binding upon any successor in ownership.

d. The deed restrictions shall lapse upon the removal of the ADU.

B. Any covenant, restriction or condition contained in any deed, contract, security instrument or other instrument affecting the transfer or sale of any interest in a planned development, and any provision of a governing document that either effectively prohibits or unreasonably restricts the construction or use of an accessory dwelling unit as a rental unit, though the latter otherwise meets the requirements of this Act, is void and unenforceable.

This section does not apply to provisions that impose reasonable private restrictions on accessory dwelling units. For purposes of this subdivision, “reasonable private restrictions” means restrictions that do not unreasonably increase the cost to construct, effectively prohibit the construction of, or extinguish the ability to otherwise construct an accessory dwelling unit consistently with the provisions of this Act.

**Review Of Current Standards:
Zoning Ordinance**

Chapter 1: TITLE AND PURPOSE

Section 1.02 – PURPOSE AND INTENT

(1.02.D) Develop housing for Township residents in a wide variety of *types*, *designs*, and price points.

CHAPTER 2: ZONING DISTRICTS

(2.01.D) R-1 Single Family Residential

...very restrictive residential district to encourage an environment of low-density single family dwellings

(2.01.E) R-2 Single Family Residential

...restrictive residential district to encourage an environment of single family dwellings ...Densities in this district are intended be higher than in R-1, while maintaining a single family neighborhood *character*.

(2.01.F) R-3 Multiple Family Residential.

The R-3 district is intended to provide a wide range of housing *types*, to ensure that housing is provided in the Township in a wide variety of price points.

Chapter 7: Planned Unit Developments

Section 7.08 – GENERAL PUD DESIGN CONSIDERATIONS

(7.08.B) Buildings and Grounds

(B.1) The PUD shall be reasonably *compatible* with the natural environment of the subject premises and adjacent premises.

(B.6) The proposed buildings within the PUD, including consideration for *bulk*, *placement*, architecture, and type of materials shall be *compatible* with like buildings within the PUD as well as generally *compatible* with buildings in the general vicinity.

(B.6.e) The predominant building materials shall be those that are characteristic of Grand Haven Township such as brick, wood, native stone and tinted/textured concrete masonry units and/or glass products. Other materials such as smooth-faced concrete block, undecorated tilt-up concrete

panels, or pre-fabricated steel panels should only be used as accents and not dominate the building exterior of the structure. Metal roofs may be allowed if *compatible* with the overall architectural design of the building.

(B.6.g) On-site landscaping shall *abut* the walls so that the vegetation combined with the architectural features significantly reduce the visual impact of the building *mass* as viewed from the street.

Section 7.10 – OPEN SPACE REQUIREMENTS

(G) Transition Areas

(G.1) Where the PUD *abuts* a single-family residential district, the Planning Commission or Township Board may require a *transition area*.

(G.2) A required *transition area* may consist of one (1) or more of the following:

- a) A row of single-family lots or condominium sites within the PUD similar to the adjacent single-family development in terms of density, lot area, lot width, setbacks and building spacing.
- b) Woodlands, natural features or a landscaped greenbelt sufficient to provide an *obscuring* effect.
- c) Open or recreation space sufficient in depth to provide adequate *separation*.
- d) Significant changes in topography which provides an effective *buffer*.

Chapter 8: US-31 CHARACTER OVERLAY

Section 8.01 – Findings and Statement of Purpose

(A.9) Building design and architecture is an important *aesthetic* consideration for the future image of the Township. Architectural guidelines are necessary to ensure building design is *consistent* with the intended *character* of the area, but such guidelines must be flexible to encourage creativity.

Chapter 14: GENERAL REGULATIONS

Section 14.08. – Regulations Applicable to all Dwellings

(A.4) The dwelling shall be *compatible* in design and appearance with the design and appearance of other dwellings in the general vicinity of its proposed location.

(A.4.a) The Zoning Administrator or designee shall determine whether or not a dwelling is *compatible* by reviewing the plans submitted for a particular dwelling, photographs or drawing of it (if available), and may even inspect the actual dwelling prior to location on site (if reasonably available).

(A.4.b) The comparison area shall be the area within a one-half (1/2) mile radius of the proposed location.

(A.4.c) A proposed dwelling shall be considered compatible in design, appearance and condition if it satisfies all of the following:

(A.4.c.i) Design. The proposed dwelling has a design which is the same as or substantially similar to the design of another dwelling in the comparison area (excluding any dwelling located in a manufactured housing park);

(A.4.c.ii) Appearance. The proposed dwelling has architectural features such as roof, roof overhang, window treatment, door arrangement, and similar features which are the same as or substantially similar to the architectural features of another dwelling in the comparison area (excluding any dwelling located in a manufactured housing park); and,

(A.4.c.iii) Condition. The overall exterior condition of the proposed dwelling is the same as or substantially similar to the overall exterior condition of any other dwelling in the comparison area (excluding any dwelling located in a manufactured housing park).

(A.4.c.iv) The decision of the Zoning Administrator shall be appealable to the Zoning Board of Appeals as in the case of any other appealable decision.

CHAPTER 21: DEFINITIONS

(21.A) The following definitions shall apply throughout the Zoning Ordinance.

(A.1) Accessory Dwelling Unit. A second dwelling unit associated with the principal dwelling, which cannot be sold or leased separately from the principal dwelling unit.

(A.12) Building. Any structure, either temporary or permanent, having a roof and used or built for the shelter or enclosure of persons, animals, or property of any kind.

(A.12.e) Building Footprint. The footprint of the building is equal to the area of the building's foundation. The area is measured from the exterior faces of the foundation walls. Any overhanging roof or cantilevered floor shall be included in the footprint if the roof or floor extends three (3) feet or more beyond the exterior face of the foundation walls.

(A.30) Dwelling Unit. A building, or portion thereof, designed to provide complete independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation. A manufactured home which complies with the requirements of Section 14.08 (Regulations Applicable to All Dwellings) of this Ordinance shall be considered as a dwelling unit.

(A.30.a) Dwelling, Single Family. A building containing one (1) dwelling unit.

(A.30.b) Dwelling, Two Family. A building containing two (2) dwelling units.

(A.30.c) Dwelling, Multiple Family. A building or portion thereof, containing three (3) or more dwelling units.

**Review Of Current Standards: Ordinance N0.597
Special Land Use Standards – Two-Family Dwellings**

Section 12.50 TWO-FAMILY DWELLINGS

(12.50.A) Two-family dwellings shall only be permitted on paved public roads. Must be located so traffic generated will not tend to infiltrate and use streets running through any single-family areas.

(12.50.B) The minimum side yard setback shall be 35-feet each, for a combined total of at least 75-feet.

(12.50.C) Two-family dwellings shall be connected to municipal water, and if available, sanitary sewer.

(12.50.D) Two-family dwellings shall be designed to look like a single-family dwelling and shall include *architectural details* found on the majority of dwellings in the neighborhood, so the two-family dwelling is consistent with the *aesthetic character* of existing buildings. Scaled elevations depicting the features shall be provided.

(12.50.E) Any garage(s) serving a two-family dwelling shall be (1) placed to the rear of the dwelling with side or rear entry, or (2) recessed at least ¼ of the depth of the garage.

(E.1) For example, a 24’ wide x 30’ deep garage must be recessed at least 7½-feet from the front plane of the dwelling.

Review Of Current Standards: Master Plan

CHAPTER 3: HOUSING

MISSING MIDDLE HOUSING

Multi-unit or clustered housing types *compatible* in scale with single family homes that help meet the growing demand for walkable urban living.

The defining characteristics are walkability; medium density, but lower perceived densities; small footprint and blended densities; and smaller, well-designed units.

Examples of these housing types are carriage houses, duplexes, courtyard apartments, bungalow courts, townhomes, fourplexes, mansion apartments, mixed-use live/work developments, etc.

Missing Middle homes typically have the same footprint as a large single family home. Carriage houses and duplexes would be located closer to the single family neighborhoods and the multiplexes and townhomes are nearer to the downtown.

The Township should consider using either a Form Based Code overlay zone or a full Form Based Code ordinance in the future.

CHAPTER 7: GOALS & OBJECTIVES

(7.4) Support multiple housing options and mixed-use developments for all segments of the population that place users near daily services.

Please contact me if this raises questions.