

CITY OF ZEELAND
PLANNING COMMISSION MEETING MINUTES
CITY HALL – 21 SOUTH ELM STREET
SEPTEMBER 4, 2025

5:45 PM – Chairman Elhart called the meeting to order and requested a roll call of Planning Commissioners.

Present: Commissioners Sheri Holstege, Glenn Kass, Don Klompmaker, Kevin Klystra., Tim Klunder, and Chairman Bill Elhart.

Absent: Commissioners Amanda Cooper and Bob Blanton

Also Present: City Attorney Jim Donkersloot, Zoning Administrator Timothy Maday, and Interim Deputy Clerk Sharon Lash

-Moved by Klompmaker to excuse absent members. Supported by Holstege. All voted aye.

Maday noted two communications that were included in the meeting packet, a notice of plan amendment from Holland Charter Township, and a letter from Marie and Kevin Boussie dated August 13, 2025.

Staff confirmed there were no additional items beyond those listed in the agenda packet.

Chairman Elhart opened the floor for general public comment. No comments were made.

-5:46pm – Elhart opened the public hearing for the site plan review and special land use application for 123 E Main Ave

Commissioners Klompmaker and Klunder stated that the owner of the property at 123 E Main Ave is their financial advisor and asked to be excused from hearing the application.

-Moved by Holstege to excuse Klompmaker from the 123 E Main Ave public hearing due to the potential appearance of a conflict of interest. Supported by Klynstra. All voted aye.

-Moved by Holstege to excuse Klunder from the 123 E Main Ave public hearing due to the potential appearance of a conflict of interest. Supported by Klynstra. All voted aye.

Carey Koele of 123 Development, Inc presented the application stating that they proposed to demolish the existing single-story building at the property and construct a new two-story office building in its place. The new building would be used for offices for their financial planning business.

Maday reminded Commissioners that the full main floor office use of the property was a special land use. In the C-2 district, by right offices may only occupy the rear 60% of most buildings. The proposed office use of the main floor of the new building would require renewal of the special land use for the property. Maday stated that staff supports the office special land use for the project, without it the redevelopment would not occur.

Perkins asked if the construction would impact the snowmelt system on the Main Ave side of the property. Koele noted that during the recent street reconstruction of Main Ave, they put in a foundation wall to eliminate potential issues when the site is redeveloped.

Commissioners discussed the requested office special land use for the property. Generally, Commissioners were in favor of granting the special land use, but questioned if it should be discontinued should the current occupant leaves. Typically, the office special land use remains in place despite the occupant, until the use is changed.

Maday stated that if desired, the Commission could consider amending city ordinance to address the concern about change of occupant versus change of use.

-6:14pm – Moved by Klynstra to close the public hearing. Supported by Holstege. All voted aye.

Motion 2025.18

Moved by Klynstra to approve the site plan review and special Land use application for 123 E Main Ave – 123 Development, Inc. for the demolition of existing building and construction of a two-story 6,350 square foot building on the site. Building is proposed office use. Finding that the special land use criteria in Section 9.102 of Volume II of the Zeeland City Code had been met.

Supported by Kass

Roll Call Vote on Motion 2025.18

Ayes: Perkins, Holstege, Kass, Klynstra, and Chairman Elhart

Nays: None

Abstain: Klompmaker and Klunder

Absent: Cooper and Blanton

Motion Passes

-6:17pm – Chairman Elhart opened the public hearing for the site plan review application for 800 E Riley Street – JR Automation Technologies, LLC

Becky Page, the project engineer presented the application for the project which includes the development of a 45-acre site with manufacturing space, office space and related site improvements.

She noted that the site had been designed in compliance with City Ordinance and had been provided to staff previously for preliminary review.

Joel Cooper of JR Automation Technologies, LLC explained that the company was excited to locate their global headquarters in the City of Zeeland. He explained that the site has been designed to be energy efficient and includes natural landscaping and features.

Maday presented staff comments on the application, noting that the project was viewed by staff as transformational in nature and aligns with the City's Master Plan. He noted that the site was compliant with city ordinance, but there were a number of administrative type items including final utility plan design that were still in process. Maday noted that a traffic study was being conducted and that the results would be reviewed by the City Consulting Traffic Engineer.

Staff supports the application, but requested a number of conditions to resolve outstanding items:

1. Relocation of required plantings outside the clear visibility triangle at Riley St. and 84th St.
2. Final approval of the site utility plan by City of Zeeland and Zeeland BPW staff.
3. Final approval of the plan package by City Fire Rescue.
4. Final approval of stormwater management plans and related documents by the City's consulting engineer.

5. Concurrence with the findings of the traffic impact study by the City's consulting traffic engineer. Any required traffic improvements, on- or off-site, must be completed at the developer's expense.

-6:31pm – Moved by Klompmaker to close the public hearing. Supported by Klynstra. All voted aye.

Motion 2025.19

Moved by Klompmaker to approve the site plan review application for 800 E Riley St – JR Automation Technologies, LLC for the development of approximately 45.5-acre parcel to include and approximate 40,000 square foot office building, a 210,000 square foot manufacturing building with office area and site improvements including vehicle parking and movement areas, landscaping and stormwater management with the following conditions:

- 1. Relocation of required plantings outside the clear visibility triangle at Riley St. and 84th St.**
- 2. Final approval of the site utility plan by City of Zeeland and Zeeland BPW staff.**
- 3. Final approval of the plan package by City Fire Rescue.**
- 4. Final approval of stormwater management plans and related documents by the City's consulting engineer.**
- 5. Concurrence with the findings of the traffic impact study by the City's consulting traffic engineer. Any required traffic improvements, on- or off-site, must be completed at the developer's expense.**

Supported by Holstege

Roll Call Vote on Motion 2025.19

Ayes: Holstege, Kass, Klompmaker, Klynstra, Klunder, Perkins, and Chairman Elhart

Nays: None

Absent: Blanton and Cooper

Motion Passes

Motion 2025.20

Moved by Klompmaker to approve Special Land use application for 17 East Main – 17 East Main, LLC. an approximate 132 – seat table service restaurant on the east half of

the main floor of existing multi-use building. Applicants propose the sale of alcohol for on-premises consumption.

Supported by Klynstra

Roll Call Vote on Motion 2025.20

Ayes: Klompmaker, Klynstra, Klunder, Perkins, Kass, and Chairman Elhart

Nays: None

Abstain: Holstege

Absent: Cooper and Blanton

Motion Passes

Motion 2025.21

Moved by Klompmaker to approve Temporary Land use at 55 N Division, 637 & 725 E Main Ave – Mead Johnson & Company for the construction of a 300' wide by 253' long, 136 space, temporary gravel parking lot on the interior existing industrial site. Proposed parking lot is to be accessed from existing driveways. Proposed term of temporary land use is for one year.

Supported by Holstege

Roll Call Vote on Motion 2025.21

Ayes: Klynstra, Klunder, Perkins, Holstege, Kass, Klompmaker, Chairman Elhart

Nays: None

Absent: Cooper and Blanton

Motion Passes

7:20 PM Moved by Commissioner Klompmaker to adjourn, Supported by Commissioner Klynstra.

All voted aye.

Respectfully submitted,

Sharon Lash

Interim Deputy Clerk