



**CITY OF ZEELAND
PLANNING COMMISSION MEETING MINUTES
CITY HALL – 21 SOUTH ELM STREET
NOVEMBER 6th, 2025
5:45PM**

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

Present: Commissioners Rebecca Perkins, Sheri Holstege, Glenn Kass, Dan Klompmaker, Kevin Klynstra, Tim Klunder, and Chairman Bill Elhart.

Absent: Commissioners Amanda Cooper, and Bob Blanton.

Also Present: City Attorney Jim Donkersloot, Zoning Administrator Timothy Maday, and Recording Secretary Nadine Hopping.

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

Maday confirmed that there are no additional agenda items. However, two pieces of correspondence were received from a resident at 28 S. Sanford regarding the ongoing discussions about Mead Johnson's remediation project at 725 E. Main Avenue. Both letters have been included as part of this record.

Maday noted that Mead Johnson had originally planned to attend this evening's meeting, but later indicated that additional time is needed. The resident who submitted the two letters was informed of Mead Johnson's change in attendance and requested that his correspondence be forwarded to the Commissioners.

500 N Centennial St. – Redlum 12:2 LLC – Resolution for the application to rezone a portion of the property from I-1, the Light Industrial Zone District to I-2, the General Industrial Zone District.

Maday explained that tonight's resolution would be the Planning Commissions final action in the rezoning a portion of the property at 500 N Centennial St. If the resolution is adopted, it would then be forwarded to City Council for approval at their regular scheduled meeting of November 17th, 2025. Maday further noted that this application is to allow for consistent zoning & transfer of ownership to occur, adding that nothing visually nor operationally is expected to change. Additionally, he highlighted that staff would recommend the approval.

Motion 2025.26

Moved by Klompmaker to approve the resolution to recommend the 0.48 acre portion of the property at 500 N Centennial be rezoned into the I-2 General Industrial zoned district.

Supported by Holstege

Roll Call Vote on Motion 2025.26

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

Nays: None.

Absent: Cooper, Blanton.

Motion Passes.

-Moved by Commissioner Klompmaker to approve the Planning Commission meeting minutes from the October 2nd, 2025 meeting. Supported by Commissioner Holstege. All Commissioners voted aye.

2026 Capital Improvement Project List Discussion – Staff Liaison Tim Maday

Maday reminded the Commissioners of the recent City bus tour that took place during their last meeting on October 2, 2025. He explained that the Capital Improvement Plan (CIP) list is developed annually by the Commissioners and serves as a key resource for City Council during goal setting, strategic planning, and allocation of City funds.

Maday then reviewed the compiled 2025 CIP list with the Commissioners, noting that several projects are either ongoing or have not yet begun. He encouraged Commissioners to consider including those projects, along with any new ideas, as they develop the 2026 CIP list. Following the review, Maday informed the Commissioners that they would soon receive a blank worksheet to record their proposed projects and ideas, and he requested that they return the completed worksheets by November 21, 2025, so staff can compile the new list.

Downtown Parking System Representative Review – Staff Liaison Tim Maday

Maday informed the Commissioners that the City continues to work diligently to address parking challenges in the Central Business District. Staff are currently evaluating potential lease opportunities, reviewing all available public and private parking options, and exploring partnerships with local businesses. As part of these efforts and ongoing discussions with a parking consultant, the City believes it would be beneficial to establish an internal parking group composed of representatives from both the Planning Commission and the Shopping Area Redevelopment Board (SARB).

Maday noted that, following the recent election, there will likely be some changes to the makeup of the commission in the coming months. Therefore, staff recommend waiting until the new Commission and Council representative are officially in place before selecting members for the parking group. Maday noted the intention is to appoint two Commissioners to the group at the next scheduled Planning Commission meeting on December 4, 2025. Commissioners agreed to postpone the discussion until their next meeting.

Mayor Klynstra Recognition

Maday took a moment to express appreciation and congratulations to Mayor Klynstra for his exceptional leadership and dedication to the City's major development and community projects. He thanked the Mayor for his significant involvement, guidance, and oversight in these initiatives, noting the positive and lasting impact of his contributions both during his time as a Planning Commissioner and as Mayor. Maday extended sincere gratitude for the Mayor's commitment and service to the community.

Councilman Kass Recognition

Maday also expressed appreciation to Councilman Kass for his many years of dedicated service to the City. He noted that Councilman Kass's involvement has had a meaningful impact on the community and its future, and that his thoughtful contributions over the years have helped support the City's continued growth and success. Maday shared that both staff and residents are sincerely grateful for his time, commitment, and steady dedication to the community.

Both Mayor Klynstra and Councilman Kass expressed heartfelt gratitude for the opportunity to serve on the Commission and for the experiences they've shared throughout their years of service. They reflected on how meaningful it has been to contribute to the City's growth and to work

alongside dedicated staff and fellow Commissioners. Both shared their appreciation for the collaboration and friendships built along the way and expressed their confidence in the new Mayor and incoming Commissioners to continue moving the community forward. They noted that they will deeply miss the experience and the privilege of serving the residents of Zeeland in this capacity.

-6:22 PM Moved by Commissioner Klompaker to adjourn. Supported by Mayor Klynstra. All voted aye.

Respectfully submitted,

Nadine Hopping
Recording Secretary

DRAFT