



PLANNING COMMISSION MEETING PACKET CONTENTS

Thursday, January 8, 2026 – 5:45pm

1. Agenda
2. Staff Memo – January 8, 2026 meeting agenda
3. 2026 Capital Improvement Projects Recommendations List– Draft ranked list
4. 2026 Planning Commission meeting calendar
5. Draft Planning Commission Meeting Minutes – December 4, 2025

**CITY OF ZEELAND
PLANNING COMMISSION
AGENDA
JANUARY 8, 2026
CITY HALL – COUNCIL CHAMBERS**

5:45PM

- Meeting called to order
- Roll Call
- Excuse absent members
- Additional agenda items

VISITORS/PUBLIC COMMENT:

-

COMMUNICATIONS/REPORTS:

-

PUBLIC HEARINGS:

-

ACTION:

- Planning Commission Meeting Minutes of December 4, 2025

UNFINISHED BUSINESS:

- 2026 Capital Improvement Projects List development

NEW BUSINESS:

- Election of 2026 Officers

PUBLIC COMMENT:

-

OTHER:

- Consider any other business which may lawfully come before the Planning Commission



21 South Elm Street • Zeeland, Michigan 49464 • (616) 772-0872 • (616) 772-0880

MEMORANDUM

DATE: Friday, January 2, 2026
TO: Planning Commission
FROM: Tim Maday, Community Development Director
RE: **January 8th Planning Commission meeting agenda overview**

This memo is being sent to provide an overview of the agenda of the upcoming January 8th Planning Commission meeting.

Unfinished Business/Action Item – 2026 Capital Improvements Projects List

Enclosed with this memo is a draft ranked 2026 Capital Improvements Project List. The overall rankings were developed using the Commissioners' individual ranked lists.

At the January 8th meeting, the list will come before the Commission for review, revision and ultimately approval. Approval of the list on January 8th will allow it to be forwarded to City Council for consideration during their annual goal setting sessions.

New Business – Election of Officers

The Planning Commission elects its officers annually at its first meeting of the year, which will be its January 8th meeting. The positions to be filled include Chair, Vice Chair, Secretary and Site Plan Review Committee Alternate.

The 2025 Planning Commission Officers are below:

Chair	Bill Elhart
Vice Chair	Dan Klompmaker
Secretary	Amanda Cooper
Site Plan Review Committee Alternate	Rebecca Perkins

2026 Planning Commission meeting calendar

The proposed 2026 Planning Commission meeting calendar is included with this memo. At the January 8th meeting, staff will ask the Commission if the calendar is acceptable, or if meeting dates should be moved.

I hope this memo is helpful in explaining the items that will be on the agenda of the January 8, 2026 Planning Commission meeting. Please do not hesitate to contact with me questions you may have regarding any items in this memo, or anything else.



DRAFT RANKED 2026
CITY OF ZEELAND PLANNING COMMISSION
CAPITAL IMPROVEMENT PROJECTS RECOMMENDATION LIST

Rank	Recommendation
1	Develop additional parking downtown
2	Bury overhead utility lines, prioritizing lines that run through rear yards and along busy streets
3	Construct a pedestrian crossing of Business Loop I-196
4	Add a four-way stop at East Main Ave and Centennial St
5	Expand the City's snowmelt system
6	Study the construction a parking structure on the north side of downtown
7	Construct a roundabout at Main Ave and Fairview Rd
8	Implement the Washington Avenue Visioning Report recommendations between State St and Maple St
9	Purchase property to support the implementation of the Washington Ave Visioning Report
10	Redevelopment of industrial sites on Washington Avenue adjacent to downtown
11	Eliminate gaps in the City sidewalk/pathway system
12	Implement the parks master plan
13	Identify the future use of 303 E Main Ave and a developer to redevelop the site in accordance with the Downtown Vision Plan
14	Replace pathway boardwalks
15	Make improvements to Lawrence St Park
16	Washington Avenue right-of-way beautification
17	Add on-street parking on Cherry Ave
18	Redevelopment of property at the SW corner of Main Ave and State St
19	Add ornamental street lighting to Lincoln Ave, State St, Church St and Elm St
20	Develop and implement a long term State Street traffic plan
21	Install additional bicycle parking downtown
22	Ensure east side industrial developments compliment existing neighborhoods
23	Continue tree replacement
24	Make improvements to Michigan St Tot Lot
25	Add traffic calming measures on Central Ave and Lincoln Ave
26	Add more dog waste stations throughout the City
27	Identify locations for additional multiple family housing
28	Business Loop I-196 right-of-way beautification
29	Install bus shelters at most used bus stops
30	Develop a dog park
31	Create a recycling drop off point
32	Develop a senior center facility
33	Develop a community garden
34	Plant a native wildflower garden at the old water tank lot (474 W Main Ave)
35	Convert all city owned lots covered in turf grass to native wildflower covering
36	Construct noise reduction barrier on Washington Avenue
37	Partner with Zeeland Charter Township to develop a recreation center

38	Install a permanent community patio around the gazebo at Church St and Central Ave
39	Install a traffic hump at the Main Ave midblock crossing between Elm St and Church St
40	Return Maple Street to two-way traffic where currently one-way

NOTICE OF SCHEDULE OF REGULAR MEETINGS OF THE
PLANNING COMMISSION
CITY OF ZEELAND, TO BE
HELD DURING THE CALENDAR YEAR
COMMENCING JANUARY 1, 2026 AND ENDING DECEMBER 31, 2026

TO ALL PERSONS INTERESTED IN THE MEETINGS OF THE
PLANNING COMMISSION, ZEELAND, MICHIGAN

PLEASE TAKE NOTICE that the Planning Commission of the City of Zeeland, 21 S. Elm St.,
Telephone 772-0872, will hold regular meetings at the following dates, times, locations during the calendar year
commencing January 1, 2026 and ending December 31, 2026:

<u>DATE</u>		<u>TIME</u>	<u>LOCATION</u>	<u>ADDRESS</u>
January	8	5:45 p.m.	City Hall 2nd Floor	21 S Elm Street
February	5	5:45 p.m.	City Hall 2nd Floor	21 S Elm Street
March	5	5:45 p.m.	City Hall 2nd Floor	21 S Elm Street
April	2	5:45 p.m.	City Hall 2nd Floor	21 S Elm Street
May	7	5:45 p.m.	City Hall 2nd Floor	21 S Elm Street
June	4	5:45 p.m.	City Hall 2nd Floor	21 S Elm Street
July	2	5:45 p.m.	City Hall 2 nd Floor	21 S Elm Street
August	6	5:45 p.m.	City Hall 2nd Floor	21 S Elm Street
September	3	5:45 p.m.	City Hall 2nd Floor	21 S Elm Street
October	1	5:45 p.m.	City Hall 2nd Floor	21 S Elm Street
November	5	5:45 p.m.	City Hall 2nd Floor	21 S Elm Street
December	3	5:45 p.m.	City Hall 2nd Floor	21 S Elm Street

Proposed minutes of each of the meetings listed above will be available for public inspection during regular business hours at the City Clerk's Office not more than eight business days after the date of said meeting, and approved minutes of each meeting will be available for public inspection during regular business hours, at the same location, not more than five business days after the meeting at which the minutes were approved.

Special meeting dates will be announced by the City Clerk in accordance with this law.

THIS NOTICE is given in compliance with Act No. 267 of the Public Acts of Michigan 1976.

Kristi DeVerney, City Clerk

DATED: December 2025

The City of Zeeland will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing with a need for an accommodation being provided upon a notice to the City of Zeeland by the Monday preceding the meeting by 5:00 p.m. With advance notice of seven calendar days, the City will provide interpreter services at public meetings, including language translation. Individuals requiring auxiliary aids or services should contact the City of Zeeland by writing or calling the City Clerk's office 772-6400.



**CITY OF ZEELAND
PLANNING COMMISSION MEETING MINUTES
CITY HALL – 21 SOUTH ELM STREET
DECEMBER 4TH, 2025
5:45PM**

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

Present: Commissioners Amanda Cooper, Bob Blanton, Rebecca Perkins, Sheri Holstege, Dan Klompmaker, Rick VanDorp, and Chairman Bill Elhart.

Absent: Commissioner Tim Klunder.

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

- Moved by Klompmaker, Supported by Cooper to excuse absent members. Motion carried unanimously by voice vote. Maday confirmed that there are no additional agenda items. However, noted that he'd like to share a few updates with the Commissioners at the end of tonight's meeting.

-Motion by Klompmaker to approve the Planning Commission meeting minutes from the November 6th, 2025 meeting. Supported by Commissioner Cooper Motion carried unanimously by voice vote.

-Chairman Elhart acknowledged that Commissioner Holstege is now present for tonight's meeting and is no longer required to be excused.

2026 Capital Improvement Project (CIP) List Discussion – Staff Liaison Tim Maday

Maday reviewed the updated draft of the 2026 CIP list with the Commissioners and reminded them of the recent city bus tour held at their October 2, 2025 meeting. He explained that tonight's meeting is an opportunity for Commissioners to discuss the CIP items, ask questions, and propose any changes.

Maday also asked Commissioners to revisit the 2025 CIP list that was developed last year, noting that items from that list remain incomplete. After Commissioners make their revisions; whether adding, combining, or removing items from the 2025 list—staff will compile all suggested items by Commissioners and will contact Commissioners by email to request that they rank the items in order of priority. He explained that after collecting and aggregating those rankings, staff will present the finalized 2026 CIP list for Commissioners to adopt, ensuring alignment with City Council's Strategic Action Plan and Goal Setting Sessions.

Maday then reviewed with the Commissioners all items included in the initial draft of the combined CIP list contained in their meeting packet. This draft represents the items identified by Commissioners in their individual submissions provided to staff prior to the meeting. During the review, Commissioners discussed the items in detail, asked questions, and worked collaboratively to revise the list and identify any additional items they wished to include in the 2026 CIP list. Commissioners ultimately agreed to pull the highlighted items from the 2025 CIP list for inclusion in the updated draft.

Downtown Parking System Representative Review – Staff Liaison Tim Maday

Maday reminded Commissioners of the City's continued effort in addressing the parking challenges in the Central Business District – Downtown Zeeland. Furthermore, he noted that as part of these efforts and ongoing discussions with a parking consultant, Maday added that 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 asked if there were any Commissioners interested in participating, and Commissioners Klompmaker and Cooper volunteered.

Mayor VanDorp & Commissioner Perkins Recognition

Maday welcomed Mayor VanDorp to the Planning Commission and congratulated Commissioner Perkins on her election to City Council, noting that she will now also serve as the City Council Liaison to the Planning Commission. He also informed the commission that there is currently one vacancy on the Planning Commission, though several applications have already been received. The position will be filled following the mayor's recommendation and subsequent appointment by City Council.

Additionally, Maday noted that the responses to the City's master plan rewrite RFP are due on Friday, December 12, 2025. He shared that he has already received responses from a few planning consultants and anticipates additional submissions in the coming days. Furthermore, Maday provided an update on the proposed demolition & reconstructions of Koele Godfrey Investment Group at 123 E Main Ave, noting that they are expecting to begin demolition construction in the early weeks of January 2026.

-6:11 PM Moved by Klompmaker to adjourn and supported by Cooper. Motion carried unanimously by voice vote.

Respectfully submitted,

Nadine Garza
Recording Secretary