



PLANNING COMMISSION MEETING PACKET CONTENTS

Thursday, July 10, 2025 – 5:45pm

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NOTICE OF

PLANNING COMMISSION MEETING LOCATION CHANGE

Zeeland City Planning Commission

TO ALL PERSONS INTERESTED IN THE
JULY 10, 2025
PLANNING COMMISSION MEETING

TAKE NOTICE that the Zeeland City Planning Commission whose chambers are located at City Hall, 21 S Elm Street, Zeeland, Michigan, and whose telephone number is 616-772-0872, has scheduled a meeting to occur on:

THURSDAY, JULY 10, 2025

at

City on a Hill

City on a Hill Banquet Room – Main Floor

100 S Pine Street, Zeeland, MI 49464

- **5:45pm – Meeting called to order**

Tim Maday

Zoning Administrator / Community Development Director

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, upon being provided with a notice to the City of Zeeland three days prior to the public hearing. Individuals with disabilities requiring auxiliary aids or services should contact the City of Zeeland by writing or calling the City Clerk's Office 616-772-6400.

**CITY OF ZEELAND
PLANNING COMMISSION
AGENDA
JULY 10, 2025
CITY ON A HILL
100 S PINE ST – ZEELAND, MI 49464
CITY ON A HILL BANQUET ROOM
MAIN FLOOR**

5:45PM

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

VISITORS/PUBLIC COMMENT:

- Public comment

ACTION:

- Resolution – Recommending 605 E Main Ave be rezoned to I-2 – General Industrial District
- Resolution – Recommending 633 E Main Ave be rezoned to I-2 – General Industrial District
- Planning Commission meeting minutes of June 25, 2025

COMMUNICATIONS/REPORTS:

-

PUBLIC HEARINGS:

- 5:50pm – 539 W Alice Ave – Haven Christian Reformed Church - Site plan review application for the construction of an 800 square foot storage addition on the south side of the existing education building
- 5:55pm – 791 Case Karsten Dr – Petcuts Grooming and Boutique – Site plan review and special land use application for a dog daycare/commercial kennel and pet grooming use of units 19 & 20 in commercial/industrial condominium development
- 6:05pm – 350 E Washington Ave – Zeeland Board of Public Works – Site plan review application for the construction of a 2,312 square foot addition on the east side of existing building with related site alterations and improvements

UNFINISHED BUSINESS:

-

NEW BUSINESS:

-

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: Wednesday, July 2, 2025

TO: Planning Commission

FROM: Tim Maday, Community Development Director

RE: **July 10th Planning Commission meeting agenda - Rezoning Application for 605 and 633 E Main Ave**

Background: The Planning Commission has been considering an application from Mead Johnson & Company seeking to rezone the parcels at 605 E Main Ave and 633 E Main Ave from residential zone districts to the I-2 – General Industrial District. If approved, the parcels would be incorporated into the adjacent I-2-zoned Mead Johnson site.

The Commission’s review of the application has included a public hearing with public comment on June 12 and deliberation at a special meeting held on June 25. Following their deliberation, the Commission gave preliminary approval to the two enclosed resolutions recommending that the parcels be rezoned to the I-2 Zone District. The draft minutes of the June 25 Planning Commission meeting, which include a summary of the Commission’s discussion, are also enclosed with this memo.

These resolutions will come before the Commission for final consideration at their July 10 meeting. If they are adopted, this will be the Commission’s final action on the matter. The requested rezoning would then advance to City Council for a final decision, likely at its July 21 meeting.

As previously noted, staff acknowledges that this rezoning request has generated resident interest and concern. While the requested rezoning represents a departure from the parcels’ historical land use, staff believes the change aligns with the broader goals of the City’s Master Plan. This recommendation is based on several factors, including:

- The predominance of industrial zoning and land use in the surrounding area;
- The inconsistency of residential zoning within that context; and
- Alignment with Master Plan objectives for industrial growth.

The City’s planning consultant also observed that issues raised during the public hearing—such as traffic and buffering—can be addressed during the site plan review process.

Recommendation: Staff recommends that the Planning Commission adopt the enclosed resolutions recommending that the parcels at 605 E Main Ave (PIN 70-17-18-471-008) and 633 E Main Ave (PIN 70-17-18-400-045) be rezoned to the I-2 – General Industrial Zone District.

I hope this memo is helpful in outlining the current status of the rezoning application and the upcoming steps in the process. Please feel free to reach out with any questions regarding this memo, the resolutions, or related matters.

RESOLUTION

(To Approve Rezoning for 605 E. Main Avenue)

**City of Zeeland
County of Ottawa, Michigan**

Portions of minutes of a Regular Meeting of the Planning Commission of the City of Zeeland, County of Ottawa, Michigan, held in the Howard Miller Library and Community Center in said City on July 10, 2025, at 5:45 o'clock p.m., Local Time.

PRESENT: Commissioners _____

ABSENT: Commissioners _____

The following preamble and resolution were offered by Commissioner _____ and supported by Commissioner _____.

WHEREAS, Mead Johnson & Company, LLC has requested a zoning change for 605 E. Main Avenue to change the zoning from R-3, the Two-Family and Multiple-Family Residential District, to I-2, the General Industrial District;

AND WHEREAS, if rezoned, the subject property would be consolidated with the adjacent Mead Johnson properties to accommodate an expansion and complete upgrade of existing industrial facilities;

AND WHEREAS, the subject property abuts I-2 zoned properties on its North side ;

AND WHEREAS, the subject property is located within an area designated as a “Land Use Conflict” area in the 2011 Master Plan;

AND WHEREAS, the subject property is located within a block designated as “Inconsistent Land Use Area” in the 2011 Master Plan which states: “Most of these residential uses are proposed to be redeveloped into the surrounding non-residential use”;

AND WHEREAS, approximately 90 percent of the entire block on which the subject property is located is currently zoned I-2, Industrial;

AND WHEREAS, both the 2011 Master Plan and the 2020 amendment to that Plan contain goals related to the expansion of industry and employment opportunities within the City;

AND WHEREAS, a community-wide opinion survey conducted in conjunction with the preparation of the 2011 Master Plan found that over 78 percent of those expressing an opinion agreed or strongly agreed with the statement that more industrial employers are needed and when asked how much effort should be directed toward attracting manufacturing to the City, 82 percent of those offering an opinion indicated either great effort or some effort;

AND WHEREAS, both the 2011 Master Plan and the 2020 amendment to that Plan stress the importance of following the Master Plan when making zoning decisions but also acknowledge that change is likely over time and may warrant deviations from the Plan;

AND WHEREAS, the proposed rezoning of the subject property would remove eight existing dwelling units, but such loss is offset by the City of Zeeland's aggressive pursuit of expanding residential opportunities within the community through various amendments to the Zoning Ordinance and approval of nearly 90 new dwelling units within the downtown area;

AND WHEREAS, the proposed rezoning is consistent with the Michigan Zoning Enabling Act in promoting the public health, safety, and general welfare by enabling continuation of a vibrant industrial economy, retention and growth of a significant employment base, reduction or elimination of current nuisance conditions impacting surrounding properties, using the land in accordance with its predominant character and adaptability, meeting the needs of the City's and state's residents for industry, and ensuring that the use is situated in an appropriate location and relationship;

AND WHEREAS, reasonable consideration has been given to the character of the expanded I-2 district, its peculiar suitability for the uses, the conservation of property values, and the general and appropriate trend and character of the land and future building development;

AND WHEREAS, a public hearing was held on this matter on June 12, 2025;

AND WHEREAS, the Planning Commission has considered and weighed the comments, communications and testimony of those who have objected to the rezoning of the said parcel compared to the comments, communications and testimony of those who requested the rezoning or who supported the rezoning of the said parcel;

AND WHEREAS, after considering the information which has been received by the Planning Commission, it is believed that the rezoning of such property will not significantly adversely affect the property interests of the adjacent property owners and ;that the rezoning will not be detrimental to adjacent property owners since traffic will be reduced on Main Avenue and since it is believed that the modernization of the Mead Johnson production facilities will reduce and/or eliminate odors and other nuisances which previously had been present;

AND WHEREAS, the proposed rezoning is consistent with the Michigan Zoning Enabling Act in promoting the public health, safety, and general welfare of the public by enabling continuation of a vibrant industrial economy, retention and growth of a significant employment base, reduction or elimination of current nuisance conditions impacting surrounding properties, using the land in accordance with its predominant character and adaptability, meeting the needs of the City's and state's residents for industry, and ensuring that the use is situated in an appropriate location and relationship.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Planning Commission hereby recommends that the property at 605 E. Main Avenue, Zeeland, Michigan, that is owned by Mead Johnson & Company, LLC, be rezoned from R-3, the Two-Family and Multiple-Family Residential District to I-2, the General Industrial District. The property is legally described as follows:

PART OF SW 1/4 OF SE 1/4 COM ON S SEC LI S 89D 55M 52S W 1310.09 FT FROM SE SEC COR, TH ALG S SEC LI S 89D 55M 52S W 161.08 FT, N 03D 04M 59S W 222.4 FT ALG E LI OF DIVISION ST, TH N 86D 57M 32S E I76.2 FT ALG S LI OF LOT 4 OF NAGELKERK ADD & ITS EXTENSION, TH S 0D 43M 15S W 231.25 FT ALG E LI OF W 1/2 OF SE 1/4 TO BEG. SEC 18 T5N R14W. CITY OF ZEELAND, OTTAWA COUNTY, MICHIGAN. PPN: 70-17-18-471-008.

2. This resolution and the attached comments from the public hearing of this rezoning constitute the final report of the Planning Commission.

This Resolution is hereby adopted on the 10th day of July, 2025, at a Regular Meeting of the Zeeland Planning Commission, with the following votes:

AYES: Commissioners _____

NAYS: Commissioners _____

ABSENT: Commissioners _____

CITY OF ZEELAND

By: _____
William Elhart, its Chairman

By: _____
Nadine Hopping, its Clerk

RESOLUTION

(To Approve Rezoning for 633 E. Main Avenue)

**City of Zeeland
County of Ottawa, Michigan**

Portions of minutes of a Regular Meeting of the Planning Commission of the City of Zeeland, County of Ottawa, Michigan, held in the Howard Miller Library and Community Center in said City on July 10, 2025, at 5:45 o'clock p.m., Local Time.

PRESENT: Commissioners _____

ABSENT: Commissioners _____

The following preamble and resolution were offered by Commissioner _____ and supported by Commissioner _____.

WHEREAS, Mead Johnson & Company, LLC has requested a zoning change for 633 E. Main Avenue to change the zoning from R-2, the Single-Family and Two-Family Residential District to I-2, the General Industrial District;

AND WHEREAS, if rezoned, the subject property would be consolidated with the adjacent Mead Johnson properties to accommodate an expansion and complete upgrade of existing industrial facilities;

AND WHEREAS, the subject property abuts I-2 zoned properties on its North side and on its East side;

AND WHEREAS, 633 E. Main is designated as "Industrial" on the future land use map in the 2020 amended Master Plan;

AND WHEREAS, the subject property is located within an area designated as a “Land Use Conflict” area in the 2011 Master Plan;

AND WHEREAS, the subject property is located within a block designated as “Inconsistent Land Use Area” in the 2011 Master Plan which states: “Most of these residential uses are proposed to be redeveloped into the surrounding non-residential use”;

AND WHEREAS, approximately 90 percent of the entire block on which the subject property is located is currently zoned I-2, Industrial;

AND WHEREAS, both the 2011 Master Plan and the 2020 amendment to that Plan contain goals related to the expansion of industry and employment opportunities within the City;

AND WHEREAS, a community-wide opinion survey conducted in conjunction with the preparation of the 2011 Master Plan found that over 78 percent of those expressing an opinion agreed or strongly agreed with the statement that more industrial employers are needed and when asked how much effort should be directed toward attracting manufacturing to the City, 82 percent of those offering an opinion indicated either great effort or some effort;

AND WHEREAS, both the 2011 Master Plan and the 2020 amendment to that Plan stress the importance of following the Master Plan when making zoning decisions but also acknowledge that change is likely over time and may warrant deviations from the Plan;

AND WHEREAS, the proposed rezoning of the subject property would remove an existing dwelling unit, but such loss is offset by the City of Zeeland’s aggressive pursuit of expanding residential opportunities within the community through various amendments to the Zoning Ordinance and approval of nearly 90 new dwelling units within the downtown area;

AND WHEREAS, reasonable consideration has been given to the character of the expanded I-2 district, its peculiar suitability for the uses, the conservation of property values, and the general and appropriate trend and character of the land and future building development;

AND WHEREAS, a public hearing was held on this matter on June 12, 2025;

AND WHEREAS, the Planning Commission has considered and weighed the comments,

communications and testimony of those who have objected to the rezoning of the said parcel compared to the comments, communications and testimony of those who requested the rezoning or who supported the rezoning of the said parcel;

AND WHEREAS, after considering the information which has been received by the Planning Commission, it is believed that the rezoning of such property will not significantly adversely affect the property interests of the adjacent property owners and that the rezoning will not be detrimental to adjacent property owners since traffic will be reduced on Main Avenue and since it is believed that the modernization of the Mead Johnson production facilities will reduce and/or eliminate odors and other nuisances which previously had been present;

AND WHEREAS, the proposed rezoning is consistent with the Michigan Zoning Enabling Act in promoting the public health, safety, and general welfare of the public by enabling continuation of a vibrant industrial economy, retention and growth of a significant employment base, reduction or elimination of current nuisance conditions impacting surrounding properties, using the land in accordance with its predominant character and adaptability, meeting the needs of the City's and state's residents for industry, and ensuring that the use is situated in an appropriate location and relationship.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Planning Commission hereby recommends that the property at 633 E. Main Avenue, Zeeland, Michigan, that is owned by Mead Johnson & Company, LLC, be rezoned from R-2, the Single-Family and Two-Family Residential District to I-2, the General Industrial District. The said property is legally described as follows:

PART OF SE 1/4 COM S 89D 55M 52S W 1099 FT FROM SE SEC COR, TH S 89D 55M 52S W 211.09 FT, N 0D 43M 15S E 304 FT ALG E LI OF W 1/2 OF SE 1/4, TH N 89D 55M 52S E 212.47 FT, S 0D 58M 53S W 304.02 FT TO PT OF BEG. SEC 18 T5N R14W, CITY OF ZEELAND, OTTAWA COUNTY, MICHIGAN. PPN: 70-17-18-471-045.

2. This resolution and the attached comments from the public hearing of this rezoning constitute the final report of the Planning Commission.

This Resolution is hereby adopted on the 10th day of July, 2025, at a Regular Meeting of the Zeeland Planning Commission, with the following votes:

AYES: Commissioners _____

NAYS: Commissioners _____

ABSENT: Commissioners _____

CITY OF ZEELAND

By: _____
William Elhart, its Chairman

By: _____
Nadine Hopping, its Clerk



**CITY OF ZEELAND
PLANNING COMMISSION
NOTICE OF PUBLIC HEARING**

Please take notice that the Zeeland City Planning Commission whose chambers are in the Zeeland City Hall at 21 South Elm Street, Zeeland, Michigan, and whose telephone number is (616) 772-0872, will meet at 5:45pm on Thursday, July 10, 2025 for its regular monthly meeting. The following applications will be reviewed at:

5:50pm

Applicant: Chad Geenen
Property Owner: Haven Christian Reformed Church
Project Location: 539 W Alice Ave
PIN: 70-16-24-176-016
Zoning: PF - Public Facilities District
Description of Request: Site Plan Review Application for the construction of a 20' long by 40' wide approximately 800 square foot storage addition to the south side of existing approximately 5,600 square foot education building.

5:55pm

Applicant: Anna Benson
Property Owner: Case Karsten Properties, LLC
Project Location: 791 Case Karsten Drive – Units 19 & 20
PIN: 70-17-18-203-001
Zoning: I-1 – Light Industrial District
Description of Request: Site Plan Review and Special Land Use Application for a dog daycare/commercial kennel and pet grooming use of units 19 & 20 in industrial condominium development.

6:05pm

Applicant: Bob Mulder
Property Owner: Zeeland Board of Public Works
Project Location: 334, 350, 352 E Washington Ave, 20 N Maple St
PIN: 70-17-18-399-006, 70-17-18-399-024, 70-17-18-399-009, 70-17-18-399-030
Zoning: PF – Public Facilities District
Description of Request: Site Plan Review Application for renovations and alterations to existing facility including the construction of a single story 2,300 square foot addition on the east side of the existing building. Project also includes alterations to vehicle parking and movement areas, and landscaping improvements.

The public, anyone receiving this notice, or any interested person may be heard or may present their written comments during the said hearing, or may file written comments during normal business hours with the Zoning Administrator's Office prior to the date and time of the public hearing. Information regarding this meeting and the public hearing may be reviewed in the Zoning Administrator's Office from 8:30 A.M. to 12:00 P.M. and from 1:00 P.M. to 4:30 P.M. on any day not a holiday from Monday through Friday.

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, upon being provided with a notice to the City of Zeeland three days prior to the public hearing. Individuals with disabilities requiring auxiliary aids or services should contact the City of Zeeland by writing or calling the City Clerk's Office 772-6400.

Dated: June 16, 2025
Timothy Maday – Zoning Administrator



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

MEMORANDUM

DATE: Wednesday, July 02, 2025

TO: Planning Commission

FROM: Tim Maday, Community Development Director

RE: **July 10th Planning Commission meeting agenda – Site plan review application for 539 W Alice Ave – Haven Christian Reformed Church – Storage addition**

Background: The property at 539 W Alice Ave is 2.6 acres in area and zoned PF – Public Facilities District. The parcel is occupied by Haven Christian Reformed Church and improved with a sanctuary building that is approximately 25,000 square feet in area, a 5,800 square foot education building and vehicle movement and parking areas.

In 2017, an addition was constructed onto the sanctuary building. That project included significant landscaping, and vehicle movement and parking area expansions, upgrades and alterations. No significant site changes have occurred since that time.

Description of Application: The applicant proposes to construct a 20' x 40' - 800 square foot single-story addition on the south side of the existing 5,800 square foot education building. The addition is proposed to be used for storage purposes.

City Ordinance review: Planning Commission site plan review, and compliance with the City's site development requirements were required as part of the 2017 expansion project at the site. With no significant site changes since that time, and no zoning ordinance changes that would impact this site's design or layout occurring since that time, the existing site is in compliance with the City's landscaping and screening, parking, and building setback/lot area requirements.

The proposed addition follows the existing, ordinance compliant, east setback of the education building. The proposed south building line would have a front setback of approximately 186 feet. Including the subject addition, the proposed lot coverage increases to 28.50%, still in compliance with the 40% maximum coverage limit in the PF zone district. No additional parking is required as a result of the addition.

Review by City Departments: As with all site plan review applications, this application was distributed to each City Department for comment. Comments will be reported at the public hearing for this application.

Next steps: Following the public hearing at the July 10th meeting, action will be needed to approve or deny the site plan review application for the project.

As the proposed education building addition is minimal, and complies with City Ordinance, and the site was developed under current ordinance requirements, staff believes that the proposed project complies with City Ordinance and recommends that the site plan review application for the project be approved.

I hope that this memo is helpful in explaining the application that will come before the Commission on July 10th. Please do not hesitate to contact me with any questions regarding this memo, or the related application.



MAY 13 2025

**Application for
SITE PLAN REVIEW &
SPECIAL LAND USE
Planning Commission
City of Zeeland**

Community Development Department
21 S ELM ST - ZEELAND, MI 49464
Phone 616-772-0872 - Fax 616-772-0880
buildinginspector@cityofzeeland.com
www.cityofzeeland.com

Received

Received by _____ Date _____ \$350 Fee _____ Check No _____

The City of Zeeland will not discriminate against any individual or group because of race, sex, religion, age, nation origin, color, marital status, handicap or political belief.

Please submit this application with checklist at least 30 days prior to the requested Planning Commission meeting (usually 1st Thursday of the month) along with 10 copies of the proposed site plan and related documents and an electronic file which may be submitted by email to buildinginspector@cityofzeeland.com. The applicant or a representative is required to present the application at the Planning Commission meeting.

I. PROPERTY INFORMATION

Property address 541 Alice St	Parcel number 70- 16-24-176-009
Name of development Haven CRC	Acreage

II. CONTACT INFORMATION

Property owner Haven CRC	Contact Chad Geenen
Phone 616-446-1815	Email chadg@gdkconstruction.com

Applicant Chad Geenen	Company GDK Construction		
Address 12 W 8th St, Ste 250	City Holland	State MI	Zip 49423
Phone 616-446-1815	Email chadg@gdkconstruction.com		
If applicant is other than owner, what is the relationship?			

Plan preparer Brad Shiel	Company Ambient Architecture		
Address 3508 Bird Ave NE	City Grand Rapids	State MI	Zip 49525
Phone 616-306-8198	Email brad@ambientarchitecture.studio		

III. PROPOSED USE OF PROPERTY

PROJECTED COST OF PROJECT \$ 56,000⁻

Description of use of property/buildings to be constructed 20' x 40' addition to existing building, to be a new storage room.
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NOTE:

If an application is submitted in accordance with information required in Chapters 16 and 17 of the Zoning Ordinance on a Site Plan and Special Land Use application, thirty (30) days should be sufficient for required reviews and minor revisions necessary for action by the Planning Commission. Major revisions and/or additional reviews could delay placement on the agenda or action by the Planning Commission.

FEE Information:

The application filing fee for Site Plan Review and Special Land Use of \$350 entitles the applicant to two (2) plan submissions, original and one (1) revision. Each additional submission over two (2) will require an additional filing fee equal to 50% of the original filing fee. Note: The applicant is liable for any attorney, engineering, or consultant fees incurred by the municipality and will be invoiced for any such charges. Fee for a Special Meeting of the Planning Commission is \$700.

OTHER Approvals:

If it is determined that other agency approvals are required, it is the applicant's responsibility to obtain and submit written approvals from these reviewing agencies to the Zoning Administrator before the project may be approved.

PLAN Revisions:

After Planning Commission review of the plans, any such plans that are revised or changed must be resubmitted with a revision date and change list attached. Please indicate sheet number where revisions have been made.

ADDITIONAL Information:

The Planning Commission may request from the applicant any additional graphics or written materials, prepared by a qualified person to assist in determining the appropriateness of the site plan. Such material may include, but need not be limited to: aerial photography; photographs; estimated impact on public schools and utilities; traffic impacts; impact on significant natural features and drainage; soil tests; and estimated construction costs.

**Planning Commission
SITE PLAN REVIEW & SPECIAL LAND USE
SITE PLAN CHECKLIST**

The above application and plan(s) will be reviewed in accordance with the City Zoning Ordinance and other applicable City ordinances and regulations. The review will be conducted on a preliminary basis by the Zoning Administrator to determine if minimum information was provided on the site plan. The checklist below indicates the MINIMUM information that normally should be provided in the site plan in order for the application to be scheduled for hearing by the Planning Commission.

APPLICANT: PLEASE CHECK THE APPROPRIATE BOXES BELOW:

A. General Information

<u>Provided</u>	<u>N/A (Not Applicable)</u>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Applicants – owners/occupant names, addresses, telephone numbers.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Date (Mo/Day/Yr) including revisions.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Block Title.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4. Scale.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5. Northpoint.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	6. Location map drawn at a scale of 1"= 2000' with north point indicated.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7. Architect, Engineer, Surveyor, Landscape Architect, or Planner's name address and telephone number.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	8. <u>Existing</u> lot line, building lines, structures, parking areas, etc. on the parcel and within 100 ft. of the site.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	9. <u>Proposed</u> lot lines, property lines and all structures, parking areas, etc., within the site, and within 100 ft. the site.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	10. Centerline and existing and proposed right-of-way lines of any street.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	11. Zoning classification of petitioner's parcel and all abutting parcels.

B. Physical Features

<u>Provided</u>	<u>N/A (not applicable)</u>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	1. Entrance and abutting street tapers, acceleration, deceleration and passing lanes and approaches.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Proposed locations of access drives, street, intersections, driveway locations, sidewalks, bike-paths, curbing and areas for public use.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	3. Locations of existing and proposed service facilities above and below ground, including: - Well sites. - Septic systems. Location of the treatment systems, of the septic tank and the drain field (soil absorption system) should be clearly distinguished. - Chemical and fuel storage tanks and containers. - Storage, loading and disposal areas for chemicals, hazardous substance salt and fuels. - Water mains, hydrants, pump houses, standpipes, and building services and sizes. - Sanitary sewer and pumping stations. - Storm water control facilities and structures including storm sewers, swales, retention and detention basins, drainage-ways and other facilities including calculations for sizes. - Locations of all easements. - Telephone/Communications/Cable. - Gas Meter/Lines, etc. - Electric/Transformers/Lines, etc.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	4. All structures with dimensioned floor plans, set-back & yard dimensions & typical elevation views, including building heights, etc.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	5. Dimensional parking spaces and calculations, drives and type of surfacing.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	6. Exterior lighting locations and illumination patterns.

B. Physical Features (continued)

<u>Provided</u>	<u>N/A (not applicable)</u>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	7. Trash receptacle pad location and method of screening.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	8. Transformer pad location and method of screening.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	9. Dedicated road or service drive locations.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	10. Entrance details including sign location and size.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	11. Designation of fire lanes.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	12. Location of snow storage areas.

C. Landscaping, Greenbelts, Buffers and Screening

<u>Provided</u>	<u>N/A (not applicable)</u>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	1. Separate Landscaping plan.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	- Location, spacing, size and descriptions for each plant type within required landscape areas.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	- Minimum scale: 1"=50' for property less than three acres, or 1"=100' for property three acres or more.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	- Typical straight cross section including slope, height and width of berms and type of groundcover, or height and type of construction of wall including footings.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	- Planting and staking details.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	- Identification of existing trees and vegetative cover to be preserved.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	- Identification of groundcover and method of planting.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	- Identification of landscape maintenance program.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	- Lawn sprinkling design.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	2. Screening between land uses.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	- Visual screening between conflicting land uses providing a total visual screen.

C. Landscaping, Greenbelts, Buffers and Screening (continued)

<u>Provided</u>	<u>N/A (not applicable)</u>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Parking lot landscaping. - Landscaped areas within the parking lot(s). - Landscaping between parking lot and adjacent private property. - Landscaping between parking lot and adjacent public property.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	4. Greenbelt Buffers. - A strip of land with a minimum width determined by the front yard setback of the property's zoning classification, shall be located between abutting right-of-way of a public street, freeway, or major thoroughfare and the buildings. - Trees within buffer area to be not less than twelve (12) feet in height or have a minimum caliper of 2-1/2 inches, whichever is greater, at the time of the planting. - The remainder of the open area to be landscaped in natural landscape material. - Date of landscape completion.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	

D. Natural Features

<u>Provided</u>	<u>N/A (not applicable)</u>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	1. Soil characteristics of the parcel to be at least the detail provided by the U.S. Soil Conservation Service "Soil Survey of Ottawa County, Michigan, 1972".
<input type="checkbox"/>	<input checked="" type="checkbox"/>	2a. On parcels of more than one acre, existing topography with a maximum contour interval of two feet.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	2b. Topography on the site and beyond the site for a distance of 100 feet in all directions should be indicated.

D. Natural Features (continued)

<u>Provided</u>	<u>N/A (not applicable)</u>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	2c. Grading plan, showing finished contours at a maximum interval of two feet, correlated with existing contours so as to clearly indicate required cutting, filling and grading.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	3. Location of existing drainage courses and associated bodies of water, on and off site, and their elevations.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	4. Location of existing wetlands to at least the detail indicated on the City of Zeeland zoning map.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	5. Location of natural resource features including woodlands and areas with slopes greater than 10 percent (one foot of horizontal distance).

E. Additional Requirements for Multiple Family, Cluster and PUD Developments

<u>Provided</u>	<u>N/A (not applicable)</u>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	1. Density calculations by type of unit, by bedroom count.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	2. Designation of units by type and number of units in each building.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	3. Carport locations and details where proposed.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	4. Specific amount and location of recreation spaces.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	5. Type of recreation facilities to be provided in recreation space.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	6. Details of community building and fencing of swimming pool if proposed.

F. Additional Requirements for Non-residential Developments

<u>Provided</u>	<u>N/A (not applicable)</u>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Loading/unloading areas.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	2. Total and useable floor area.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	3. Number of occupants during peak usage, i.e. shift change.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	4. DNR Air Quality Permit attached.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	5. Noise abatement procedure/technique.

**Planning Commission
SITE PLAN REVIEW & SPECIAL LAND USE
STANDARDS CHECKLIST**

In reviewing, approving, disapproving or modifying the application and site plan, the Planning Commission and/or the Planning Commission Site Plan Review Committee shall be governed by the following standards, which the applicant is also asked to respond to:

- | | <u>Yes</u> | <u>No</u> |
|---|-------------------------------------|-------------------------------------|
| a. Is there a proper relationship between the existing streets and highways within the vicinity and proposed deceleration lanes, service drives, entrance and exit driveways and parking areas to insure the safety and convenience of pedestrian and vehicular traffic? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| b. Are the buildings and structures proposed to be on the premises situated to minimize adverse effects upon owners and occupants of adjacent properties? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| c. Will the natural features of the landscape be retained when they furnish a barrier or buffer between the project and adjoining properties and where they assist in preserving the general appearance of the neighborhood? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| d. In the case of elderly housing, will there be sufficient open space on the site to provide additional off-street parking should the development revert to conventional housing in the future? This amount of reserved space shall be adequate in size to meet the parking requirements for multiple family housing set forth in Chapter 17 while maintaining conformance of the development to all other provisions of the Zoning Ordinance. A variance may be granted by the Zoning Board of Appeals for reserving off-street parking if the applicant can demonstrate that the project shall be permanently restricted to elderly housing. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

Yes No

- | | | | |
|----|---|-------------------------------------|-------------------------------------|
| e. | Will any off-street parking be integrated with the use of existing off-street parking facilities in the vicinity of the development? The Planning Commission or the Planning Commission Site Plan Review Committee shall approve the Site Plan only when the developer has incorporated the use of alternate off-street parking facilities, such as municipal lots or lots which are used at non-conflicting times or days of the week. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| f. | Have impacts, if any, of the proposed development which negatively affect adjoining residents or owners been minimized by appropriate screening, fencing, landscaping, setback and location of buildings, structures and entryways. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| g. | Have the buildings been situated to minimize any harmful or adverse effect which the development might otherwise have upon the surrounding neighborhood? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| h. | Have all provisions of the City Zoning Ordinance been met? This would not preclude the applicant from applying for an appropriate variance with the Zoning Board of Appeals. The Planning Commission or the Planning Commission Site Plan Review Committee may conditionally approve a site plan subject to the granting of any appropriate variance. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

**Planning Commission
SITE PLAN REVIEW & SPECIAL LAND USE**

This application shall also include a drawn to scale site plan(s) that include the information listed below. The Zoning Administrator may authorize omissions as noted in the left margin.

<u>OFFICE USE</u>
_____ a) Applicant identification.
_____ b) Street address.
_____ c) North arrow.
_____ d) Size of property in square feet or acre.
_____ e) Property lines and dimensions.
_____ f) Location of significant natural features including wetlands, steep slopes, flood prone areas, unique vegetation, any other unusual features.
_____ g) Location of all structures on the land with location dimensions and building dimensions.
_____ h) Lot lines and all structures within one hundred feet (100') of the site's property lines including driveways and other access points along both sides of the street where access to the site is proposed.
_____ i) Identification of all rights-of-way and easements pertaining to the subject land and adjoining parcels.
_____ j) Copy of latest surveyor's engineering drawing.

The undersigned hereby certifies that the information given in this application and supplementary materials is true and correct to the best of their knowledge. It is also understood that any information requested, and not included with the application, may cause delays in a decision being made by the Planning Commission.

I hereby grant permission for members of the City of Zeeland Planning Commission to enter the above described property (or as described in the attached) for the purposes of gathering information related to this application/request/proposal. **(NOTE TO APPLICANT: This is optional and will not affect any decision on your application.)**

YES NO

Carl Geenen
Signature of Applicant

5/13/2025
Date

This application, ten (10) copies & electronic file required, and filing fee of _____ received by:

Administrative Official

Date

HAVEN CHURCH EDUCATION BUILDING STORAGE ADDITION CONCEPT



EXISTING SOUTH-WEST ELEVATION FOR REFERENCE



EXISTING SOUTH-WEST ELEVATION FOR REFERENCE



PIER BUMP-OUT AT NEW CONSTRUCTION

○ PROPOSED SOUTH-WEST ELEVATION



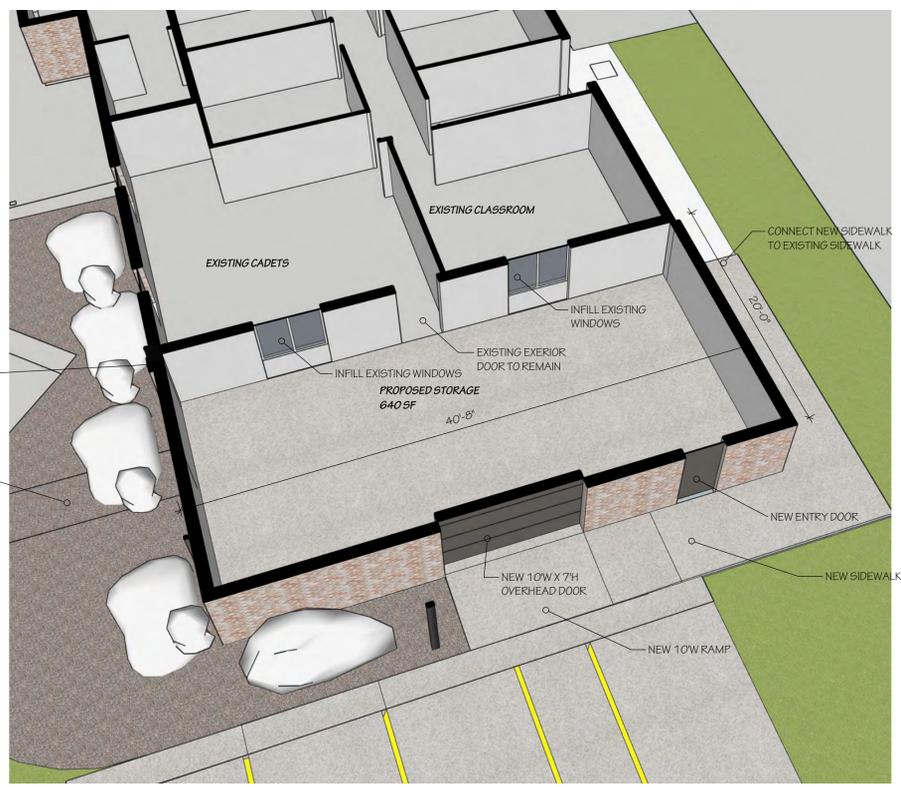
NEW LIGHT FIXTURE(S) TO MATCH CHURCH ADDITION

NEW PROPOSED SIDING AND TRIM TO MATCH CHURCH AS CLOSELY AS POSSIBLE

BRICK TO MATCH EXISTING AS CLOSELY AS POSSIBLE

BASKETBALL HOOP TO REMAIN

○ PROPOSED SOUTH ELEVATION



BRICK PIER BUMP-OUT AT NEW CONSTRUCTION

REMOVE EXISTING SIDEWALK & ADD NEW LANDSCAPING

EXISTING CADETS

EXISTING CLASSROOM

IN-FILL EXISTING WINDOWS

EXISTING EXTERIOR DOOR TO REMAIN

PROPOSED STORAGE 640 SF

NEW ENTRY DOOR

NEW 10'W X 7'H OVERHEAD DOOR

NEW 10'W RAMP

NEW SIDEWALK

CONNECT NEW SIDEWALK TO EXISTING SIDEWALK

⌚ PROPOSED FLOOR PLAN PERSPECTIVE APPROX 640 SF

PRELIMINARY BUILDING CODE STUDY

2021 MI Rehab Code

Chapter 9 Alterations—Level 3

Additions: See Requirements in Chapter 11

1101.1 Scope

An addition to a building or structure shall comply with the International Codes as adopted for new construction without requiring the existing building or structure to comply with any requirements of those codes or of these provisions, except as required by this chapter. Where an addition impacts the existing building or structure, that portion shall comply with this code.

1102.2 Area Limitations

An addition shall not increase the area of an existing building beyond that permitted under the applicable provisions of Chapter 5 of the Michigan Building Code for new buildings unless fire separation as required by the Michigan Building Code is provided.

506.2 Allowable Area Determination

The allowable area of a building shall be determined in accordance with the applicable provisions of Sections 506.2.1, 506.2.2 and 506.3.

2021 MBC

TABLE 506.2

A3 @ Type 5B Construction / Non-Sprinkled = 6,000 SF Max+Frontage increase:

$$A=6000+(6000 \times .5) = 9,000 \text{ SF Allowable (Exist=5,619 SF + 640 Proposed = 6,259 Total Proposed)}$$

Owner:
Haven CRC
c/o Chad Geenen

Architect:
Ambient Architecture
3508 Bird Ave NE
Grand Rapids, MI 49525
616.306.8198

Construction Manager:
GDK Construction
12 W 8th Street, Ste 250
Holland, MI 49423
616-355-0300



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

MEMORANDUM

DATE: Thursday, May 29, 2025 **Note: Re-issued for July 10, 2025 Planning Commission Meeting**

TO: Planning Commission

FROM: Tim Maday, Community Development Director

RE: **June 5th Planning Commission meeting agenda – Site plan review and special land use application for 791 Case Karsten Drive Units 19 & 20 – Commercial kennel and dog grooming**

Background: In November of 2024, the Planning Commission approved a site plan review application for the construction of a commercial/industrial condominium development at 791 Case Karsten Drive. Construction is now underway at the property.

A site plan review and special land use application has been filed seeking approval of a commercial kennel/dog grooming use of units 19 & 20.

Description of Application: The applicant proposes to relocate their existing dog grooming and boarding business to a 2,400 square foot building at 791 Case Karsten Drive on the northeast corner of the site. As proposed, the use would be an interior use of the facility. No dog runs, or outdoor dog areas are proposed to be constructed.

City Ordinance review: The design and layout of the site were approved by the Commission in November 2024. In the I-1 zone district, commercial kennel/dog grooming uses require Planning Commission special land use approval, following a finding that the City's use specific criteria has been met. That criteria, from Section 9.167.05 of Volume II of the Zeeland City Code is below. Selected staff notes are below several items in red.

- (1) The setbacks for buildings shall be the same as for other structures within the zone district in which a facility is located.

Staff note: Setbacks are compliant for I-1 – Light Industrial District

- (2) The setback for outdoor dog runs and/or exercise areas are as follows:
 - a. One hundred feet from any residential structure; and,
 - b. Thirty feet from all other property lines.

Staff note: No outdoor spaces are proposed.

- (2) Unless an adjacent property owner has a fence, a fence of not less than three feet in height shall be constructed and maintained on a property line between a commercial kennel and an adjacent property owner. Such fence shall also be subject to all other fencing regulations of this ordinance.

Staff note: As a condominium unit, the building walls are its property lines. No outdoor spaces are proposed.

- (4) No animal shall be left unattended, caged or fenced in at any time outside of an enclosed building and a barking dog shall not be permitted to remain outside of a building.
- (5) Rooms within a commercial kennel shall be sound proofed so that animal sounds cannot be heard inside a structure of an adjacent property owner.

(6) Animal feces shall be picked up on a daily basis.

(7) Grassy areas on the premises shall be maintained so as not to have dead spots.

(8) Carcasses shall be removed from the premises so as to not cause a nuisance odor for the public or for an adjacent property owner.

Review by City Departments: As with all site plan review applications, this application was distributed to each City Department for comment. Comments will be reported at the public hearing for this application.

Next steps: Following the public hearing at the June 5th meeting, action will be needed to approve or deny the site plan review and special land use application for the project.

I hope that this memo is helpful in explaining the application that will come before the Commission on June 5th. Please do not hesitate to contact me with any questions regarding this memo, or the related application.



Application for
**SITE PLAN REVIEW &
 SPECIAL LAND USE**
 Planning Commission
 City of Zeeland

Community Development Department
 21 S ELM ST - ZEELAND, MI 49464
 Phone 616-772-0872 - Fax 616-772-0880
buildinginspector@cityofzeeland.com
www.cityofzeeland.com

MAY 16 2025

Received by _____ Date _____ \$350 Fee _____ Check No _____

The City of Zeeland will not discriminate against any individual or group because of race, sex, religion, age, nation origin, color, marital status, handicap or political belief.

Please submit this application with checklist at least 30 days prior to the requested Planning Commission meeting (usually 1st Thursday of the month) along with 10 copies of the proposed site plan and related documents and an electronic file which may be submitted by email to buildinginspector@cityofzeeland.com. The applicant or a representative is required to present the application at the Planning Commission meeting.

I. PROPERTY INFORMATION

Property address 791 Case Karsten Dr Zeeland MI 49464	Parcel number 70- 17-18-203-001
Name of development Riley Industrial Units & Toy Barns	Acreage

II. CONTACT INFORMATION

Property owner Case Karsten LLC	Contact Steve Sterken
Phone 6164034748	Email stevesterken@gmail.com

Applicant <i>Anna Benson</i>	Company <i>Petcuts</i>		
Address <i>52 E. Main Ave</i>	City <i>Zeeland</i>	State <i>MI</i>	Zip <i>49464</i>
Phone <i>616 405 9952</i>	Email <i>Petcuts@gmail.com</i>		
If applicant is other than owner, what is the relationship?			

Plan preparer	Company		
Address	City	State	Zip
Phone	Email		

III. PROPOSED USE OF PROPERTY **PROJECTED COST OF PROJECT \$**

Description of use of property/buildings to be constructed <i>Dog grooming / Boarding</i>
--

NOTE:

If an application is submitted in accordance with information required in Chapters 16 and 17 of the Zoning Ordinance on a Site Plan and Special Land Use application, thirty (30) days should be sufficient for required reviews and minor revisions necessary for action by the Planning Commission. Major revisions and/or additional reviews could delay placement on the agenda or action by the Planning Commission.

FEE Information:

The application filing fee for Site Plan Review and Special Land Use of \$350 entitles the applicant to two (2) plan submissions, original and one (1) revision. Each additional submission over two (2) will require an additional filing fee equal to 50% of the original filing fee. Note: The applicant is liable for any attorney, engineering, or consultant fees incurred by the municipality and will be invoiced for any such charges. Fee for a Special Meeting of the Planning Commission is \$700.

OTHER Approvals:

If it is determined that other agency approvals are required, it is the applicant's responsibility to obtain and submit written approvals from these reviewing agencies to the Zoning Administrator before the project may be approved.

PLAN Revisions:

After Planning Commission review of the plans, any such plans that are revised or changed must be resubmitted with a revision date and change list attached. Please indicate sheet number where revisions have been made.

ADDITIONAL Information:

The Planning Commission may request from the applicant any additional graphics or written materials, prepared by a qualified person to assist in determining the appropriateness of the site plan. Such material may include, but need not be limited to: aerial photography; photographs; estimated impact on public schools and utilities; traffic impacts; impact on significant natural features and drainage; soil tests; and estimated construction costs.

**Planning Commission
SITE PLAN REVIEW & SPECIAL LAND USE
SITE PLAN CHECKLIST**

The above application and plan(s) will be reviewed in accordance with the City Zoning Ordinance and other applicable City ordinances and regulations. The review will be conducted on a preliminary basis by the Zoning Administrator to determine if minimum information was provided on the site plan. The checklist below indicates the MINIMUM information that normally should be provided in the site plan in order for the application to be scheduled for hearing by the Planning Commission.

APPLICANT: PLEASE CHECK THE APPROPRIATE BOXES BELOW:

A. General Information

<u>Provided</u>	<u>N/A (Not Applicable)</u>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Applicants – owners/occupant names, addresses, telephone numbers.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Date (Mo/Day/Yr) including revisions.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Block Title.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4. Scale.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5. Northpoint.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	6. Location map drawn at a scale of 1"= 2000' with north point indicated.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7. Architect, Engineer, Surveyor, Landscape Architect, or Planner's name address and telephone number.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	8. <u>Existing</u> lot line, building lines, structures, parking areas, etc. on the parcel and within 100 ft. of the site.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	9. <u>Proposed</u> lot lines, property lines and all structures, parking areas, etc., within the site, and within 100 ft. the site.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	10. Centerline and existing and proposed right-of-way lines of any street.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	11. Zoning classification of petitioner's parcel and all abutting parcels.

B. Physical Features

<u>Provided</u>	<u>N/A (not applicable)</u>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Entrance and abutting street tapers, acceleration, deceleration and passing lanes and approaches.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Proposed locations of access drives, street, intersections, driveway locations, sidewalks, bike-paths, curbing and areas for public use.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Locations of existing and proposed service facilities above and below ground, including: <ul style="list-style-type: none"> - Well sites. - Septic systems. Location of the treatment systems, of the septic tank and the drain field (soil absorption system) should be clearly distinguished. - Chemical and fuel storage tanks and containers. - Storage, loading and disposal areas for chemicals, hazardous substance salt and fuels. - Water mains, hydrants, pump houses, standpipes, and building services and sizes. - Sanitary sewer and pumping stations. - Storm water control facilities and structures including storm sewers, swales, retention and detention basins, drainage-ways and other facilities including calculations for sizes. - Locations of all easements. - Telephone/Communications/Cable. - Gas Meter/Lines, etc. - Electric/Transformers/Lines, etc.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4. All structures with dimensioned floor plans, set-back & yard dimensions & typical elevation views, including building heights, etc.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5. Dimensional parking spaces and calculations, drives and type of surfacing.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	6. Exterior lighting locations and illumination patterns.

B. Physical Features (continued)

<u>Provided</u>	<u>N/A (not applicable)</u>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7. Trash receptacle pad location and method of screening.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	8. Transformer pad location and method of screening.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	9. Dedicated road or service drive locations.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	10. Entrance details including sign location and size.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	11. Designation of fire lanes.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	12. Location of snow storage areas.

C. Landscaping, Greenbelts, Buffers and Screening

<u>Provided</u>	<u>N/A (not applicable)</u>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Separate Landscaping plan.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	- Location, spacing, size and descriptions for each plant type within required landscape areas.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	- Minimum scale: 1"=50' for property less than three acres, or 1"=100' for property three acres or more.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	- Typical straight cross section including slope, height and width of berms and type of groundcover, or height and type of construction of wall including footings.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	- Planting and staking details.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	- Identification of existing trees and vegetative cover to be preserved.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	- Identification of groundcover and method of planting.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	- Identification of landscape maintenance program.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	- Lawn sprinkling design.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Screening between land uses.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	- Visual screening between conflicting land uses providing a total visual screen.

C. Landscaping, Greenbelts, Buffers and Screening (continued)

<u>Provided</u>	<u>N/A (not applicable)</u>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Parking lot landscaping. - Landscaped areas within the parking lot(s). - Landscaping between parking lot and adjacent private property. - Landscaping between parking lot and adjacent public property.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4. Greenbelt Buffers. - A strip of land with a minimum width determined by the front yard setback of the property's zoning classification, shall be located between abutting right-of-way of a public street, freeway, or major thoroughfare and the buildings. - Trees within buffer area to be not less than twelve (12) feet in height or have a minimum caliper of 2-1/2 inches, whichever is greater, at the time of the planting. - The remainder of the open area to be landscaped in natural landscape material. - Date of landscape completion.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	

D. Natural Features

<u>Provided</u>	<u>N/A (not applicable)</u>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	1. Soil characteristics of the parcel to be at least the detail provided by the U.S. Soil Conservation Service "Soil Survey of Ottawa County, Michigan, 1972".
<input type="checkbox"/>	<input checked="" type="checkbox"/>	2a. On parcels of more than one acre, existing topography with a maximum contour interval of two feet.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	2b. Topography on the site and beyond the site for a distance of 100 feet in all directions should be indicated.

D. Natural Features (continued)

<u>Provided</u>	<u>N/A (not applicable)</u>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2c. Grading plan, showing finished contours at a maximum interval of two feet, correlated with existing contours so as to clearly indicate required cutting, filling and grading.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Location of existing drainage courses, and associated bodies of water, on and off site, and their elevations.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4. Location of existing wetlands to at least the detail indicated on the City of Zeeland zoning map.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5. Location of natural resource features including woodlands and areas with slopes greater than 10 percent (one foot of horizontal distance).

E. Additional Requirements for Multiple Family, Cluster and PUD Developments

<u>Provided</u>	<u>N/A (not applicable)</u>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	1. Density calculations by type of unit, by bedroom count.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	2. Designation of units by type and number of units in each building.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	3. Carport locations and details where proposed.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	4. Specific amount and location of recreation spaces.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	5. Type of recreation facilities to be provided in recreation space.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	6. Details of community building and fencing of swimming pool if proposed.

F. Additional Requirements for Non-residential Developments

<u>Provided</u>	<u>N/A (not applicable)</u>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Loading/unloading areas.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Total and useable floor area.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Number of occupants during peak usage, i.e. shift change.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	4. DNR Air Quality Permit attached.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	5. Noise abatement procedure/technique.

**Planning Commission
SITE PLAN REVIEW & SPECIAL LAND USE
STANDARDS CHECKLIST**

In reviewing, approving, disapproving or modifying the application and site plan, the Planning Commission and/or the Planning Commission Site Plan Review Committee shall be governed by the following standards, which the applicant is also asked to respond to:

- | | Yes | No | |
|---|-------------------------------------|--------------------------|-----|
| a. Is there a proper relationship between the existing streets and highways within the vicinity and proposed deceleration lanes, service drives, entrance and exit driveways and parking areas to insure the safety and convenience of pedestrian and vehicular traffic? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| b. Are the buildings and structures proposed to be on the premises situated to minimize adverse effects upon owners and occupants of adjacent properties? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| c. Will the natural features of the landscape be retained when they furnish a barrier or buffer between the project and adjoining properties and where they assist in preserving the general appearance of the neighborhood? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| d. In the case of elderly housing, will there be sufficient open space on the site to provide additional off-street parking should the development revert to conventional housing in the future? This amount of reserved space shall be adequate in size to meet the parking requirements for multiple family housing set forth in Chapter 17 while maintaining conformance of the development to all other provisions of the Zoning Ordinance. A variance may be granted by the Zoning Board of Appeals for reserving off-street parking if the applicant can demonstrate that the project shall be permanently restricted to elderly housing. | <input type="checkbox"/> | <input type="checkbox"/> | N/A |

- | | Yes | No |
|--|-------------------------------------|--------------------------|
| e. Will any off-street parking be integrated with the use of existing off-street parking facilities in the vicinity of the development? The Planning Commission or the Planning Commission Site Plan Review Committee shall approve the Site Plan only when the developer has incorporated the use of alternate off-street parking facilities, such as municipal lots or lots which are used at non-conflicting times or days of the week. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| f. Have impacts, if any, of the proposed development which negatively affect adjoining residents or owners been minimized by appropriate screening, fencing, landscaping, setback and location of buildings, structures and entryways. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| g. Have the buildings been situated to minimize any harmful or adverse effect which the development might otherwise have upon the surrounding neighborhood? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| h. Have all provisions of the City Zoning Ordinance been met? This would not preclude the applicant from applying for an appropriate variance with the Zoning Board of Appeals. The Planning Commission or the Planning Commission Site Plan Review Committee may conditionally approve a site plan subject to the granting of any appropriate variance. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

**Planning Commission
SITE PLAN REVIEW & SPECIAL LAND USE**

This application shall also include a drawn to scale site plan(s) that include the information listed below. The Zoning Administrator may authorize omissions as noted in the left margin.

<u>OFFICE USE</u>	
_____	a) Applicant identification.
_____	b) Street address.
_____	c) North arrow.
_____	d) Size of property in square feet or acre.
_____	e) Property lines and dimensions.
_____	f) Location of significant natural features including wetlands, steep slopes, flood prone areas, unique vegetation, any other unusual features.
_____	g) Location of all structures on the land with location dimensions and building dimensions.
_____	h) Lot lines and all structures within one hundred feet (100') of the site's property lines including driveways and other access points along both sides of the street where access to the site is proposed.
_____	i) Identification of all rights-of-way and easements pertaining to the subject land and adjoining parcels.
_____	j) Copy of latest surveyor's engineering drawing.

The undersigned hereby certifies that the information given in this application and supplementary materials is true and correct to the best of their knowledge. It is also understood that any information requested, and not included with the application, may cause delays in a decision being made by the Planning Commission.

I hereby grant permission for members of the City of Zeeland Planning Commission to enter the above described property (or as described in the attached) for the purposes of gathering information related to this application/request/proposal. **(NOTE TO APPLICANT: This is optional and will not affect any decision on your application.)**

YES NO



Signature of Applicant

5-16-25

Date

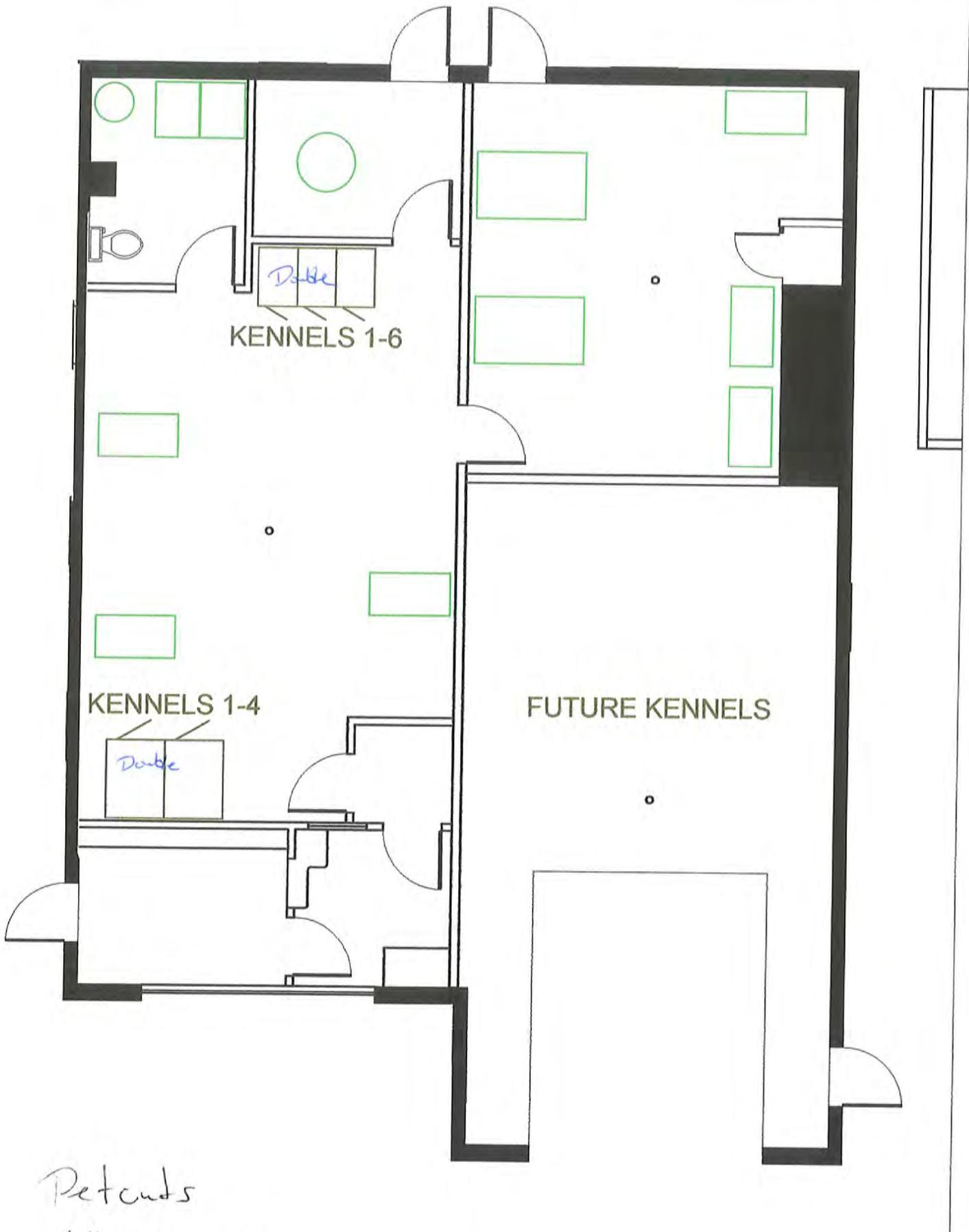
This application, ten (10) copies & electronic file required, and filing fee of _____ received by:



Administrative Official

5/16/25

Date



Petcuts
616 405-9952

GENERAL NOTES

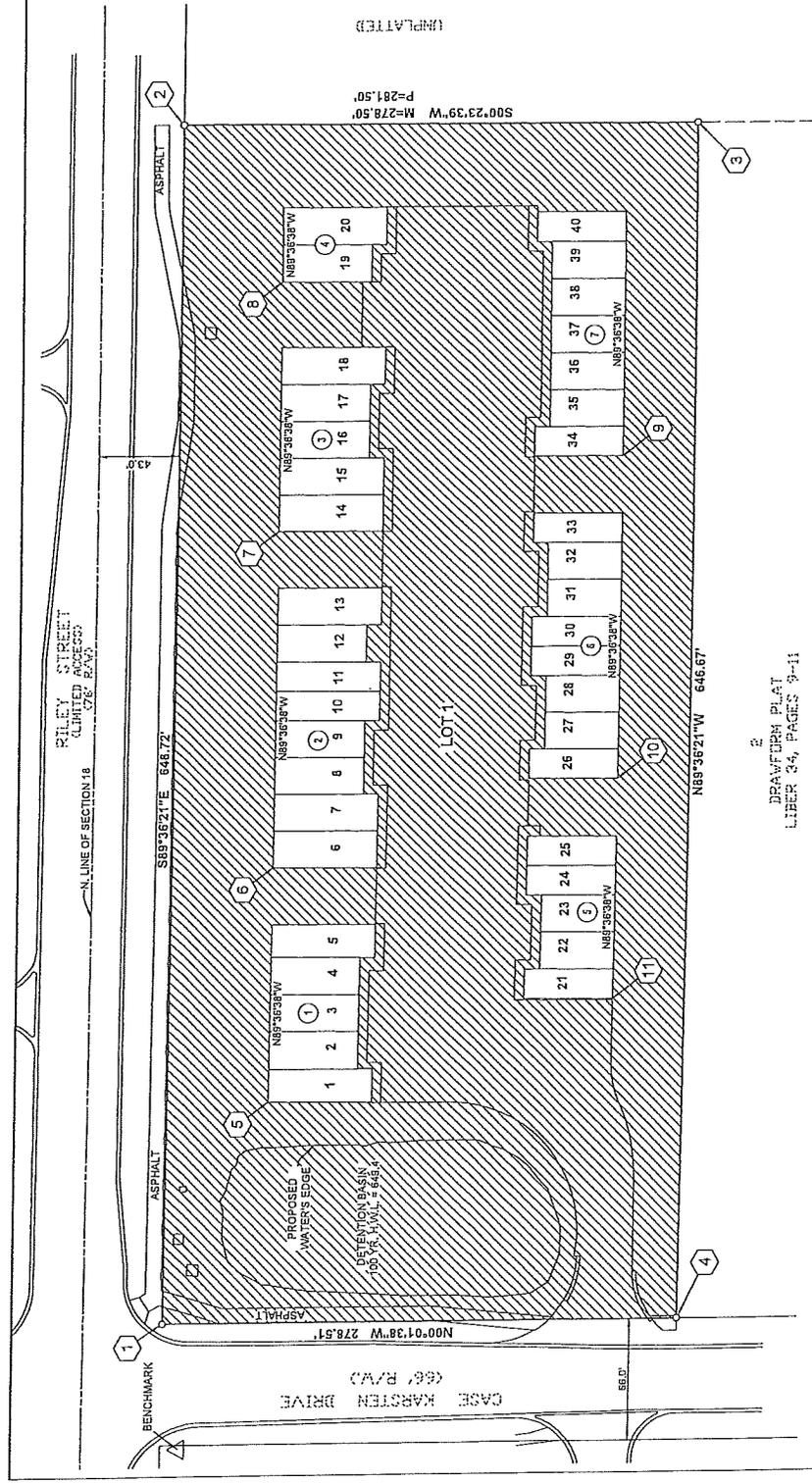
- 1) Benchmark Elevation: Elev.= 650.84 (NAVD83). Top of flange bolt (under "A" of "USA") on hydrant at the SW corner of Riley St. & Case Karsten Dr., located 69 feet West and 9 feet South from coordinate point #1.
- 2) Bearings as shown hereon are based on the recorded plat of "DRAWFORM PLAT" as recorded in Liber 34 of Plats, Pages 9-11.
- 3) All dimensions are in feet.
- 4) Flood Plain Note: An examination of the National Flood Insurance Program's Flood Insurance Rate Map for Community Panel Number 26199C0309E, with an Effective Date of December 15, 2011, shows this parcel to be located in Zone X (area of minimal flood hazard).
- 5) The total area of the condominium is 4.14 Acres.
- 6) Each structure shall be located in strict compliance with the ordinances of the City of Zeeland, Ottawa County, and the State of Michigan.
- 7) All improvements and utilities needed for Units 1 through 5 must be built. All improvements and utilities needed for Units 6 through 40 need not be built.
- 8) Building interior dimensions are derived from architectural plans provided by: **BEX Engineering**. This condominium subdivision plan reflects the individual unit ownership lines and should not be used or relied upon for any architectural renovations.
- 9) All land, airspace, and rooftop area of the project located outside of the building is general common element and is convertible area, unless otherwise designated.
- 10) All unsoil units and limited common element areas, and all general common element areas are convertible areas.
- 11) Unit square footages shown are inclusive of interior partitioning within units and may include square footage occupied by structural load bearing building components. It is not the intent of these drawings to detail the dimensions or placement of said components, said components being general common elements.
- 12) Prior to excavation, contact MISS D/C (1-800-482-7171) three working days in advance.
- 13) Utility Note: All the utilities will be shown on the "As-Built" plans, including service size and meter locations.

NOT FOR RECORDING

PROPOSED DATED _____, 2025

SHEET NO. 3

© 2025 Nederveld, Inc.

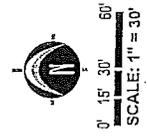


LEGEND

- = CONCRETE MONUMENT
- ① = BUILDING NAME
- ④ = COORDINATE LOCATION
- ▨ = GENERAL COMMON ELEMENT
- ▩ = LIMITED COMMON ELEMENT

COORDINATE TABLE

POINT #	NORTHING	EASTING
1	3000.000	3000.000
2	2995.537	3546.704
3	2717.044	3546.768
4	2721.490	3000.132
5	2944.051	3118.646
6	2943.189	3245.404
7	2941.948	3428.014
8	2941.028	3565.397
9	2759.679	3172.653
10	2758.868	3291.994
11	2757.678	3467.167



**SITE PLAN
RILEY CONDOMINIUMS**

NEDERVELD, INC. - 217 GRANDVILLE AVENUE SW, GRAND RAPIDS, MI 49503

From: stevesterken@gmail.com
To: [Tim Maday](#)
Subject: [External] appliaction and narrative
Date: Tuesday, May 6, 2025 2:06:49 PM
Attachments: [anna_benson.pdf](#)

The applicant proposes the establishment of a **kennel and dog grooming facility** located at 791 Case Karsten, situated within the I1 district of the city of Zeeland. The proposed use aligns with the permitted uses under Section 9.167.05 of the local zoning ordinance, which expressly allows for “animal boarding,” “kennels,” and/or “pet grooming services” within the district, either as a permitted use or a conditionally permitted use.

This facility will provide professional grooming services including bathing, nail trimming, coat maintenance, and general hygiene for domestic dogs. In addition to grooming, the business will offer short-term kennel accommodations for dogs in a clean, climate-controlled environment. No breeding, veterinary services, or exotic animal care will occur on-site.

Compatibility with District Intent

The I1 is intended to support commercial uses that serve the general public and promote compatible neighborhood services. The proposed kennel and grooming facility fits this intent by:

- Serving a growing demand for pet care services in the area, enhancing local commercial diversity.
- Operating within a fully enclosed structure that minimizes noise and odor impacts to adjacent properties.
- Adhering to all health and safety standards required for animal care, ensuring welfare for animals and peace of mind for neighbors.
- Generating moderate traffic volumes typical of personal service businesses, with adequate parking provided on-site per zoning requirements.

Conclusion

As a locally owned small business, the proposed kennel and dog grooming facility supports the economic vitality and service-oriented character of the district. By offering convenient and compassionate care for pets, the business will be an asset to local pet owners and contribute positively to the commercial landscape of the community. Accordingly, it is consistent with the intent and permitted uses of the I1 and is respectfully submitted for approval

Thank you,




COLDWELL BANKER
WOODLAND SCHMIDT
ART OFFICE

STEVE STERKEN
ASSOCIATE BROKER | REALTOR*
616-403-4748
Steve.Sterken@CBGreatLakes.com
SteveSterkenHomes.com
51 E. Main | Zeeland, MI 49464



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

MEMORANDUM

DATE: Wednesday, July 02, 2025

TO: Planning Commission

FROM: Tim Maday, Community Development Director

RE: **July 10th Planning Commission meeting agenda – Site plan review application for 350 E Washington Ave– Zeeland Board of Public Works – Building addition**

Background: The Zeeland Board of Public Works campus on the south side of E Washington Ave is approximately two acres in area and is zoned PF – Public Facilities District. The campus has frontage on E Washington Ave and N Maple St. It is improved with an existing 12,540 square foot office and warehouse building, a 5,500 square foot warehouse building and vehicle movement and parking areas.

Description of Application: The applicant proposes to construct a 2,312 square foot single-story office addition on the east side of the existing 12,540 square foot building. The office addition is part of a larger renovation of the entire facility. As part of the project it is proposed that the vehicle parking and movement areas be expanded/altered. Landscaping improvements are also proposed.

City Ordinance review: Planning Commission site plan review, and compliance with the City’s site development requirements are required for this project. Selected ordinance review notes are below:

- Building and parking lot setbacks: Compliant with PF Zone District requirements
- Parking spaces: 26 required by ordinance, 41 provided on-site
- Parking lot landscaping: 5 canopy trees and 500 sf of landscaping required, all provided
- Parking lot design: Aisle width, space length & space width comply with requirements
- Greenbelts: A total of 12 trees are required, 14 are provided
- Lot coverage: 22.5%, complies with 40% maximum coverage by buildings

Staff finds that the proposed site plan complies with the requirements of the City Zoning Ordinance.

Review by City Departments: As with all site plan review applications, this application was distributed to each City Department for comment. Comments will be reported at the public hearing for this application.

Next steps: Following the public hearing at the July 10th meeting, action will be needed to approve or deny the site plan review application for the project.

As the proposed project is an expansion of a permitted use on a PF zoned property, and the site plan complies with the requirements of City Ordinance, staff recommends approval of the site plan review application for the ZBPW office expansion project at 350 E Washington Ave.

Please do not hesitate to contact me with any questions you may have about this memo or the related site plan review application.



June 10, 2025

City of Zeeland Planning Commission
Community Development Department
21 South Elm St.
Zeeland, MI 49464

RE: Application for BPW Administrative Office Renovation & Expansion: 350 E. Washington Ave.

Members of the City of Zeeland Planning Commission,

The Zeeland Board of Public Works (BPW) Administrative Office was constructed in the early 1990's and although well maintained, most areas of the building remain significantly unchanged requiring updates throughout. In the fall of 2019, the BPW initiated a facilities space utilization and master planning study to strategically identify the long-term campus needs of the organization. Phase One of that study concluded that the long-term program requirements would not be met by the BPW's existing facilities, and that expansion would be necessary. Since the completion of that study, the BPW has constructed a new warehouse, installed offices in the Water Department warehouse, and remodeled select portions of the BPW Office. However, staff recognize that comprehensive updates are needed in the customer service area, Board room, break room, and employee offices.

In 2024, BPW staff re-engaged the A&E services of InterActive Studio, LLC, to assist with renovating the BPW's Administrative Office & Customer Service Center. The plans submitted with this application represent the collaborative efforts of BPW staff, InterActive Studio, Moore+Bruggink, Lakewood Construction and their contractors. Staff are excited about the proposed upgrades to this facility and the opportunity it will provide to better serve our customers and community in the years to come.

I would like to thank the members of the Planning Commission for considering this application and look forward to meeting with you to discuss the project in further detail.

Sincerely,

A handwritten signature in blue ink, appearing to read "Robert W. Mulder", with a long horizontal flourish extending to the right.

Robert W. Mulder
Power Supply & Market Operations Manager
Zeeland Board of Public Works

cc: Andrew Boatright: Zeeland Board of Public Works - General Manager
Tim Maday: City of Zeeland - Community Development Director

Attachments:

City of Zeeland Planning Commission: Application for Site Plan Review & Special Land Use
Zeeland BPW Office Addition - Site Plan Drawings
Zeeland BPW Office Addition - Architectural Plan Drawings



City of Zeeland

JUN 10 2025

Application for SITE PLAN REVIEW & SPECIAL LAND USE

Planning Commission City of Zeeland

Community Development Department 21 S ELM ST - ZEELAND, MI 49464 Phone 616-772-0872 - Fax 616-772-0880 buildinginspector@cityofzeeland.com www.cityofzeeland.com

Received

Received by NHOPPING Date 6/10/25 \$350 Fee [checked] Check No 184304

The City of Zeeland will not discriminate against any individual or group because of race, sex, religion, age, nation origin, color, marital status, handicap or political belief.

Please submit this application with checklist at least 30 days prior to the requested Planning Commission meeting (usually 1st Thursday of the month) along with 10 copies of the proposed site plan and related documents and an electronic file which may be submitted by email to buildinginspector@cityofzeeland.com. The applicant or a representative is required to present the application at the Planning Commission meeting.

I. PROPERTY INFORMATION

Table with 2 columns: Property address (334, 350, 352 E Washington Ave, 20 N Maple St), Parcel number (70- 17-18-399-006, 024, 009, 030), Name of development (Zeeland BPW Office Addition), Acreage (1.59 combined)

II. CONTACT INFORMATION

Table with 2 columns: Property owner (Zeeland BPW), Contact (Bob Mulder), Phone (616-772-6212), Email (bobm@zeelandbpw.com)

Table with 2 columns: Applicant (same as owner), Company, Address, City, State, Zip, Phone, Email. Includes a question: If applicant is other than owner, what is the relationship?

Table with 2 columns: Plan preparer (Zachary S. Voogt, PE), Company (Moore+Bruggink), Address (2020 Monroe Ave NW), City (Grand Rapids), State (MI), Zip (49505), Phone (616-437-1187 cell), Email (zvoogt@mbce.com)

III. PROPOSED USE OF PROPERTY

PROJECTED COST OF PROJECT \$ TBD

Table with 1 column: Description of use of property/buildings to be constructed (Building addition to existing office building.)

NOTE:

If an application is submitted in accordance with information required in Chapters 16 and 17 of the Zoning Ordinance on a Site Plan and Special Land Use application, thirty (30) days should be sufficient for required reviews and minor revisions necessary for action by the Planning Commission. Major revisions and/or additional reviews could delay placement on the agenda or action by the Planning Commission.

FEE Information:

The application filing fee for Site Plan Review and Special Land Use of \$350 entitles the applicant to two (2) plan submissions, original and one (1) revision. Each additional submission over two (2) will require an additional filing fee equal to 50% of the original filing fee. Note: The applicant is liable for any attorney, engineering, or consultant fees incurred by the municipality and will be invoiced for any such charges. Fee for a Special Meeting of the Planning Commission is \$700.

OTHER Approvals:

If it is determined that other agency approvals are required, it is the applicant's responsibility to obtain and submit written approvals from these reviewing agencies to the Zoning Administrator before the project may be approved.

PLAN Revisions:

After Planning Commission review of the plans, any such plans that are revised or changed must be resubmitted with a revision date and change list attached. Please indicate sheet number where revisions have been made.

ADDITIONAL Information:

The Planning Commission may request from the applicant any additional graphics or written materials, prepared by a qualified person to assist in determining the appropriateness of the site plan. Such material may include, but need not be limited to: aerial photography; photographs; estimated impact on public schools and utilities; traffic impacts; impact on significant natural features and drainage; soil tests; and estimated construction costs.

**Planning Commission
SITE PLAN REVIEW & SPECIAL LAND USE
SITE PLAN CHECKLIST**

The above application and plan(s) will be reviewed in accordance with the City Zoning Ordinance and other applicable City ordinances and regulations. The review will be conducted on a preliminary basis by the Zoning Administrator to determine if minimum information was provided on the site plan. The checklist below indicates the MINIMUM information that normally should be provided in the site plan in order for the application to be scheduled for hearing by the Planning Commission.

APPLICANT: PLEASE CHECK THE APPROPRIATE BOXES BELOW:

A. General Information

<u>Provided</u>	<u>N/A (Not Applicable)</u>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Applicants – owners/occupant names, addresses, telephone numbers.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Date (Mo/Day/Yr) including revisions.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Block Title.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4. Scale.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5. Northpoint.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	6. Location map drawn at a scale of 1"= 2000' with north point indicated.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7. Architect, Engineer, Surveyor, Landscape Architect, or Planner's name address and telephone number.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	8. <u>Existing</u> lot line, building lines, structures, parking areas, etc. on the parcel and within 100 ft. of the site.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	9. <u>Proposed</u> lot lines, property lines and all structures, parking areas, etc., within the site, and within 100 ft. the site.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	10. Centerline and existing and proposed right-of-way lines of any street.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	11. Zoning classification of petitioner's parcel and all abutting parcels.

B. Physical Features

<u>Provided</u>	<u>N/A (not applicable)</u>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Entrance and abutting street tapers, acceleration, deceleration and passing lanes and approaches.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Proposed locations of access drives, street, intersections, driveway locations, sidewalks, bike-paths, curbing and areas for public use.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Locations of existing and proposed service facilities above and below ground, including: - Well sites. - Septic systems. Location of the treatment systems, of the septic tank and the drain field (soil absorption system) should be clearly distinguished. - Chemical and fuel storage tanks and containers. - Storage, loading and disposal areas for chemicals, hazardous substance salt and fuels. - Water mains, hydrants, pump houses, standpipes, and building services and sizes. - Sanitary sewer and pumping stations. - Storm water control facilities and structures including storm sewers, swales, retention and detention basins, drainage-ways and other facilities including calculations for sizes. - Locations of all easements. - Telephone/Communications/Cable. - Gas Meter/Lines, etc. - Electric/Transformers/Lines, etc.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4. All structures with dimensioned floor plans, set-back & yard dimensions & typical elevation views, including building heights, etc.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5. Dimensional parking spaces and calculations, drives and type of surfacing.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	6. Exterior lighting locations and illumination patterns.

B. Physical Features (continued)

<u>Provided</u>	<u>N/A (not applicable)</u>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	7. Trash receptacle pad location and method of screening.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	8. Transformer pad location and method of screening.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	9. Dedicated road or service drive locations.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	10. Entrance details including sign location and size.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	11. Designation of fire lanes.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	12. Location of snow storage areas.

C. Landscaping, Greenbelts, Buffers and Screening

<u>Provided</u>	<u>N/A (not applicable)</u>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Separate Landscaping plan. - Location, spacing, size and descriptions for each plant type within required landscape areas. - Minimum scale: 1"=50' for property less than three acres, or 1"=100' for property three acres or more. - Typical straight cross section including slope, height and width of berms and type of groundcover, or height and type of construction of wall including footings. - Planting and staking details. - Identification of existing trees and vegetative cover to be preserved. - Identification of groundcover and method of planting. - Identification of landscape maintenance program. - Lawn sprinkling design.	
<input checked="" type="checkbox"/>	<input type="checkbox"/>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
<input type="checkbox"/>	<input checked="" type="checkbox"/>		2. Screening between land uses. - Visual screening between conflicting land uses providing a total visual screen.

C. Landscaping, Greenbelts, Buffers and Screening (continued)

<u>Provided</u>	<u>N/A (not applicable)</u>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Parking lot landscaping. - Landscaped areas within the parking lot(s). - Landscaping between parking lot and adjacent private property. - Landscaping between parking lot and adjacent public property.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4. Greenbelt Buffers. - A strip of land with a minimum width determined by the front yard setback of the property's zoning classification, shall be located between abutting right-of-way of a public street, freeway, or major thoroughfare and the buildings. - Trees within buffer area to be not less than twelve (12) feet in height or have a minimum caliper of 2-1/2 inches, whichever is greater, at the time of the planting. - The remainder of the open area to be landscaped in natural landscape material. - Date of landscape completion.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	

D. Natural Features

<u>Provided</u>	<u>N/A (not applicable)</u>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Soil characteristics of the parcel to be at least the detail provided by the U.S. Soil Conservation Service "Soil Survey of Ottawa County, Michigan, 1972".
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2a. On parcels of more than one acre, existing topography with a maximum contour interval of two feet.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2b. Topography on the site and beyond the site for a distance of 100 feet in all directions should be indicated.

D. Natural Features (continued)

<u>Provided</u>	<u>N/A (not applicable)</u>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2c. Grading plan, showing finished contours at a maximum interval of two feet, correlated with existing contours so as to clearly indicate required cutting, filling and grading.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Location of existing drainage courses and associated bodies of water, on and off site, and their elevations.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	4. Location of existing wetlands to at least the detail indicated on the City of Zeeland zoning map.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	5. Location of natural resource features including woodlands and areas with slopes greater than 10 percent (one foot of horizontal distance).

E. Additional Requirements for Multiple Family, Cluster and PUD Developments

<u>Provided</u>	<u>N/A (not applicable)</u>	
<input type="checkbox"/>	<input type="checkbox"/>	1. Density calculations by type of unit, by bedroom count.
<input type="checkbox"/>	<input type="checkbox"/>	2. Designation of units by type and number of units in each building.
<input type="checkbox"/>	<input type="checkbox"/>	3. Carport locations and details where proposed.
<input type="checkbox"/>	<input type="checkbox"/>	4. Specific amount and location of recreation spaces.
<input type="checkbox"/>	<input type="checkbox"/>	5. Type of recreation facilities to be provided in recreation space.
<input type="checkbox"/>	<input type="checkbox"/>	6. Details of community building and fencing of swimming pool if proposed.

F. Additional Requirements for Non-residential Developments

<u>Provided</u>	<u>N/A (not applicable)</u>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	1. Loading/unloading areas.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Total and useable floor area.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Number of occupants during peak usage, i.e. shift change.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	4. DNR Air Quality Permit attached.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	5. Noise abatement procedure/technique.

**Planning Commission
SITE PLAN REVIEW & SPECIAL LAND USE
STANDARDS CHECKLIST**

In reviewing, approving, disapproving or modifying the application and site plan, the Planning Commission and/or the Planning Commission Site Plan Review Committee shall be governed by the following standards, which the applicant is also asked to respond to:

- | | Yes | No |
|---|-------------------------------------|--------------------------|
| a. Is there a proper relationship between the existing streets and highways within the vicinity and proposed deceleration lanes, service drives, entrance and exit driveways and parking areas to insure the safety and convenience of pedestrian and vehicular traffic? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| b. Are the buildings and structures proposed to be on the premises situated to minimize adverse effects upon owners and occupants of adjacent properties? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| c. Will the natural features of the landscape be retained when they furnish a barrier or buffer between the project and adjoining properties and where they assist in preserving the general appearance of the neighborhood? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| d. In the case of elderly housing, will there be sufficient open space on the site to provide additional off-street parking should the development revert to conventional housing in the future? This amount of reserved space shall be adequate in size to meet the parking requirements for multiple family housing set forth in Chapter 17 while maintaining conformance of the development to all other provisions of the Zoning Ordinance. A variance may be granted by the Zoning Board of Appeals for reserving off-street parking if the applicant can demonstrate that the project shall be permanently restricted to elderly housing. | <input type="checkbox"/> | <input type="checkbox"/> |

Yes _____ No _____

- e. Will any off-street parking be integrated with the use of existing off-street parking facilities in the vicinity of the development? The Planning Commission or the Planning Commission Site Plan Review Committee shall approve the Site Plan only when the developer has incorporated the use of alternate off-street parking facilities, such as municipal lots or lots which are used at non-conflicting times or days of the week.

- f. Have impacts, if any, of the proposed development which negatively affect adjoining residents or owners been minimized by appropriate screening, fencing, landscaping, setback and location of buildings, structures and entryways.

- g. Have the buildings been situated to minimize any harmful or adverse effect which the development might otherwise have upon the surrounding neighborhood?

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**Planning Commission
SITE PLAN REVIEW & SPECIAL LAND USE**

This application shall also include a drawn to scale site plan(s) that include the information listed below. The Zoning Administrator may authorize omissions as noted in the left margin.

<u>OFFICE USE</u>	
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_____	b) Street address.
_____	c) North arrow.
_____	d) Size of property in square feet or acre.
_____	e) Property lines and dimensions.
_____	f) Location of significant natural features including wetlands, steep slopes, flood prone areas, unique vegetation, any other unusual features.
_____	g) Location of all structures on the land with location dimensions and building dimensions.
_____	h) Lot lines and all structures within one hundred feet (100') of the site's property lines including driveways and other access points along both sides of the street where access to the site is proposed.
_____	i) Identification of all rights-of-way and easements pertaining to the subject land and adjoining parcels.
_____	j) Copy of latest surveyor's engineering drawing.

The undersigned hereby certifies that the information given in this application and supplementary materials is true and correct to the best of their knowledge. It is also understood that any information requested, and not included with the application, may cause delays in a decision being made by the Planning Commission.

I hereby grant permission for members of the City of Zeeland Planning Commission to enter the above described property (or as described in the attached) for the purposes of gathering information related to this application/request/proposal. **(NOTE TO APPLICANT: This is optional and will not affect any decision on your application.)**

YES NO



Signature of Applicant

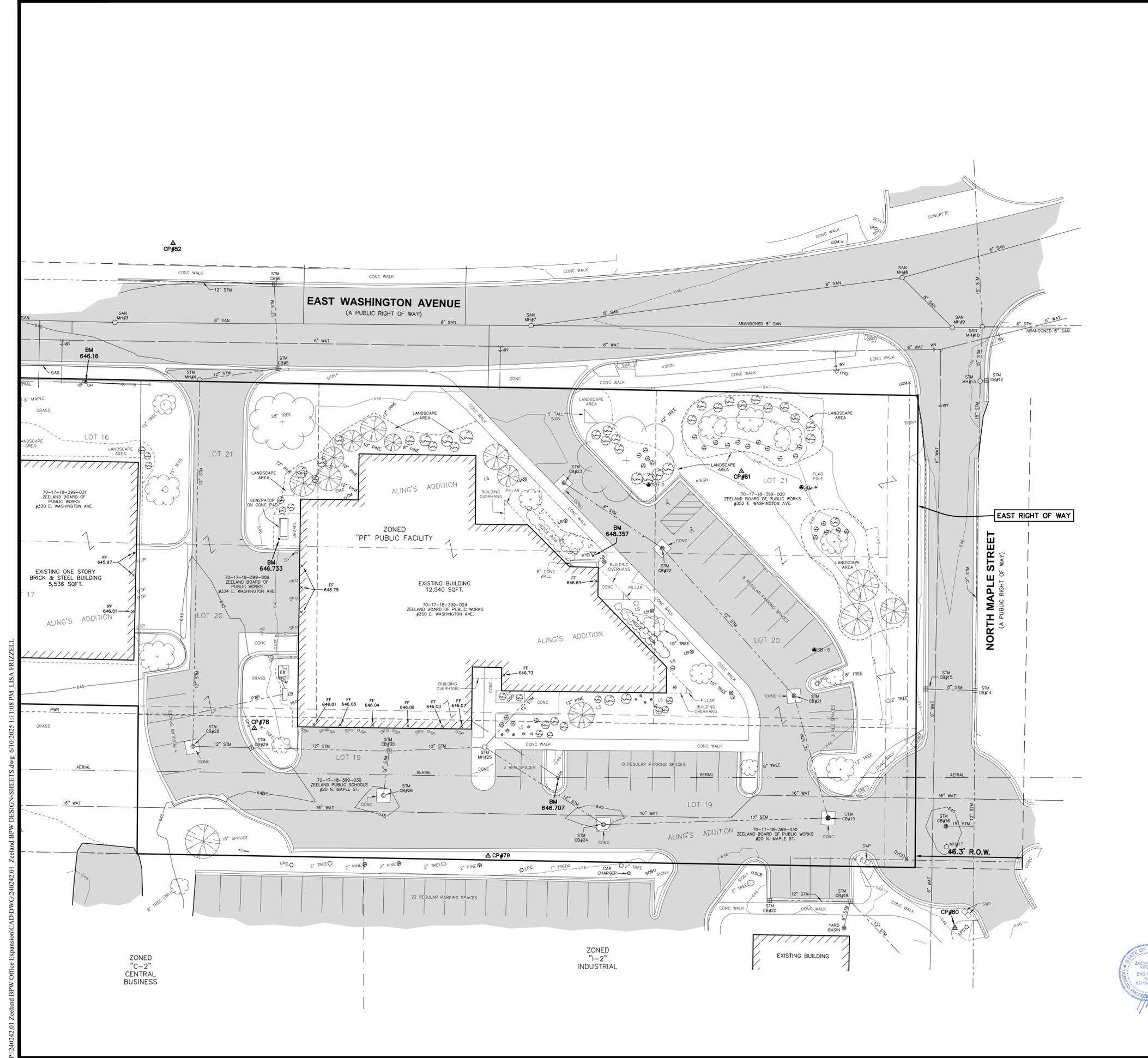
6/10/2025

Date

This application, ten (10) copies & electronic file required, and filing fee of _____ received by:

Administrative Official

Date



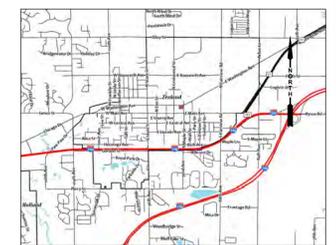
BENCHMARKS - NAVD88 (GEOID 18)

ELEVATION 646.150
RAILROAD SPIKE IN NORTH SIDE OF UTILITY POLE, LOCATED ON THE SOUTH SIDE OF WASHINGTON AVENUE & 316' EAST OF THE C/L OF N. CENTENNIAL STREET.

ELEVATION 646.240
RAILROAD SPIKE IN EAST SIDE OF UTILITY POLE, LOCATED 194' SOUTH OF THE C/L E. WASHINGTON AVENUE & 226' EAST OF THE C/L OF NORTH CENTENNIAL STREET.

ELEVATION 648.357
TOP OF SOUTHERN BOLT ON TOP OF HISTORICAL HYDRANT, LOCATED 10'± NORTH OF THE BPW MAIN LOBBY ENTRANCE DOOR (1.3' ABOVE GROUND)

ELEVATION 646.733
SOUTHWEST CORNER OF A 4'x9' CONCRETE GENERATOR PAD, LOCATED 10'± WEST & 17'± SOUTH OF THE NORTHWEST CORNER OF BUILDING #350 E. WASHINGTON (0.4' ABOVE GROUND)



CONTROL POINTS - LOCAL SYSTEM

CP#77 M+B RED CAP N 82996.6365 E 83672.5890 ELEV 644.463	CP#79 M+B RED CAP N 82943.7471 E 83905.8202 ELEV 645.634	CP#81 M+B RED CAP N 83109.4069 E 84015.4858 ELEV 647.152	CP#102 X-CUT N 83152.5163 E 83568.5090 ELEV 644.598
CP#78 M+B RED CAP N 82998.7713 E 83804.7126 ELEV 645.286	CP#80 M+B RED CAP N 82912.6774 E 84107.9260 ELEV 645.976	CP#82 M+B RED CAP N 83207.7159 E 83769.5104 ELEV 646.018	

EXISTING UNDERGROUND UTILITY DATA

STORM CB#1 RIM 644.08 8" STEEL INV S 641.58 12" CONC INV W 641.58 12" CONC INV E 641.58 STRUCTURE BOTTOM 639.58 2'x2' RIM	STORM CB#12 RIM 645.52 12" CONC INV W 643.08 DEBRIS 642.08 2'x2' RIM	STORM CB#22 RIM 645.52 8" CONC INV NW 12" CPP INV SE 642.62 WATER LEVEL 643.22 DEBRIS 639.12 LEACHING STRUCTURE 2' DIA RIM
STORM CB#2 RIM 644.01 8" STEEL INV E 641.76 STRUCTURE BOTTOM 639.71 2'x3' RIM	STORM MH#13 RIM 645.80 8" CPP UNDERDRAIN N 642.25 12" CONC INV E 641.90 15" CONC INV S 641.90 WATER LEVEL 645.80 DEBRIS 643.09 2' DIA RIM	STORM CB#23 RIM 645.89 8" CONC INV SE 643.2± WATER LEVEL 643.34 DEBRIS 643.09 2' DIA RIM
SANITARY MH#3 RIM 645.14 8" INV E 8" INV W 2' DIA RIM	STORM CB#14 RIM 645.45 8" PVC INV W 642.55 12" PVC INV N 642.05 12" CPP INV S 642.05 WATER LEVEL 642.35 DEBRIS 641.95 2'x2' RIM	STORM CB#24 RIM 644.80 12" CPP INV E 12" CPP INV NW 641.35 WATER LEVEL 644.80 DEBRIS 639.30 LEACHING STRUCTURE 2' DIA RIM
STORM MH#4 RIM 645.21 12" CONC INV E 642.6± 12" CONC INV S 640.21 STRUCTURE BOTTOM 638.61 2' DIA RIM	STORM CB#15 RIM 645.54 8" PVC INV E 642.64 WATER LEVEL 642.74 DEBRIS 641.74 2'x2' RIM	STORM MH#25 RIM 646.27 12" CONC INV W 12" CONC INV NE 12" CPP INV SE 642.07 WATER LEVEL 638.62 STRUCTURE BOTTOM 638.27 2' DIA RIM
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STORM CB#6 RIM 644.96 12" CONC INV W 642.26 12" CONC INV S 641.96 WATER LEVEL 642.36 DEBRIS 641.06 2'x2' RIM	TELCOM MH#17 RIM 644.97 WATER LEVEL 641.72 STRUCTURE BOTTOM 636.77 2.65' DIA RIM	SANITARY MH#27 RIM 644.99 8" INV E 8" INV W 8" INV S 2' DIA RIM
STORM CB#7 RIM 645.76 8" INV W 8" INV E 8" INV E (ABANDONED) 2' DIA RIM	STORM CB#18 RIM 645.26 8" PVC INV SSW 642.2± 12" CPP INV W 642.11 12" CPP INV SE 642.1± WATER LEVEL 642.11 STRUCTURE BOTTOM 639.76 2'x2' RIM	STORM CB#28 RIM 644.18 12" CONC INV E 640.18 12" CONC INV N 640.18 STRUCTURE BOTTOM 637.68 2' DIA RIM
SANITARY MH#8 RIM 646.47 8" INV W 8" INV ENE 8" INV SE 2' DIA RIM	STORM CB#19 RIM 645.28 12" CPP INV NNW 12" CPP INV W WATER LEVEL 641.63 DEBRIS 641.18 LEACHING STRUCTURE 8" INV E (ABANDONED) 2' DIA RIM	STORM CB#29 RIM 644.22 12" CONC INV W 640.52 12" CONC INV E 640.52 STRUCTURE BOTTOM 638.22 2' DIA RIM
SANITARY MH#9 RIM 646.17 8" INV NW 8" INV W (ABANDONED) 8" INV E (ABANDONED) 2' DIA RIM	STORM CB#20 RIM 645.23 12" CPP INV E 8" INV E 15" CONC INV N 15" CONC INV S 2' DIA RIM STRUCTURE IS PAVED OVER	STORM CB#30 RIM 645.54 12" CPP INV S 641.74 12" CONC INV W 639.9± 12" CONC INV E 639.9± STRUCTURE BOTTOM 637.84 2'x2' RIM

EXISTING ZONING: "PF" PUBLIC FACILITY

MIN FRONT SETBACK: 15' (ABUTS C-3/C-3 FRONT YARD)

MIN SIDE SETBACK: 15' PLUS 1/2 OF THE HEIGHT OVER 20' FOR VERTICAL WALL OF THE BUILDING ADJACENT TO THE LOT LINE

MIN REAR SETBACK: 20'

PARKING DATA:

EXISTING PARKING ON SITE: 28 SPACES (INCL. 2 BARRIER FREE)

ZONED
"C-2"
CENTRAL BUSINESS

ZONED
"I-2"
INDUSTRIAL

EXISTING BUILDING



SHEET SCHEDULE

- 1 SURVEY PLAN
- 2 REMOVAL PLAN
- 3 SITE PLAN
- 4 UTILITY PLAN
- 5 GRADING PLAN
- 6 ENLARGED GRADING PLAN
- 7 SITE LANDSCAPING PLAN
- 8 CONSTRUCTION DETAILS

PREPARED FOR:
INTERACTIVE STUDIO, LLC
100 CESAR E CHAVEZ AVENUE, SW
GRAND RAPIDS, MI 49503
ATTN: MR. DWAYNE WASSERLINK
DWAYNE@IA-STUDIO.COM

PLAN REVISIONS

SITE PLAN SUBMISSION 06-10-2025

Moore+Bruggink
Consulting Engineers
2020 Monroe Ave.
Grand Rapids, MI 49505
(616) 365-9801
mailto:info@mbce.com

ME

SURVEY PLAN FOR ZEELAND BPW IMPROVEMENTS
CITY OF ZEELAND, OTTAWA COUNTY, MI

FIELD SURVEY / DATE
M&B-01-08-2025

PROJECT NO.: 240242.01

DESIGN DRAWN BY: FEF

DESIGNED BY: ZSV

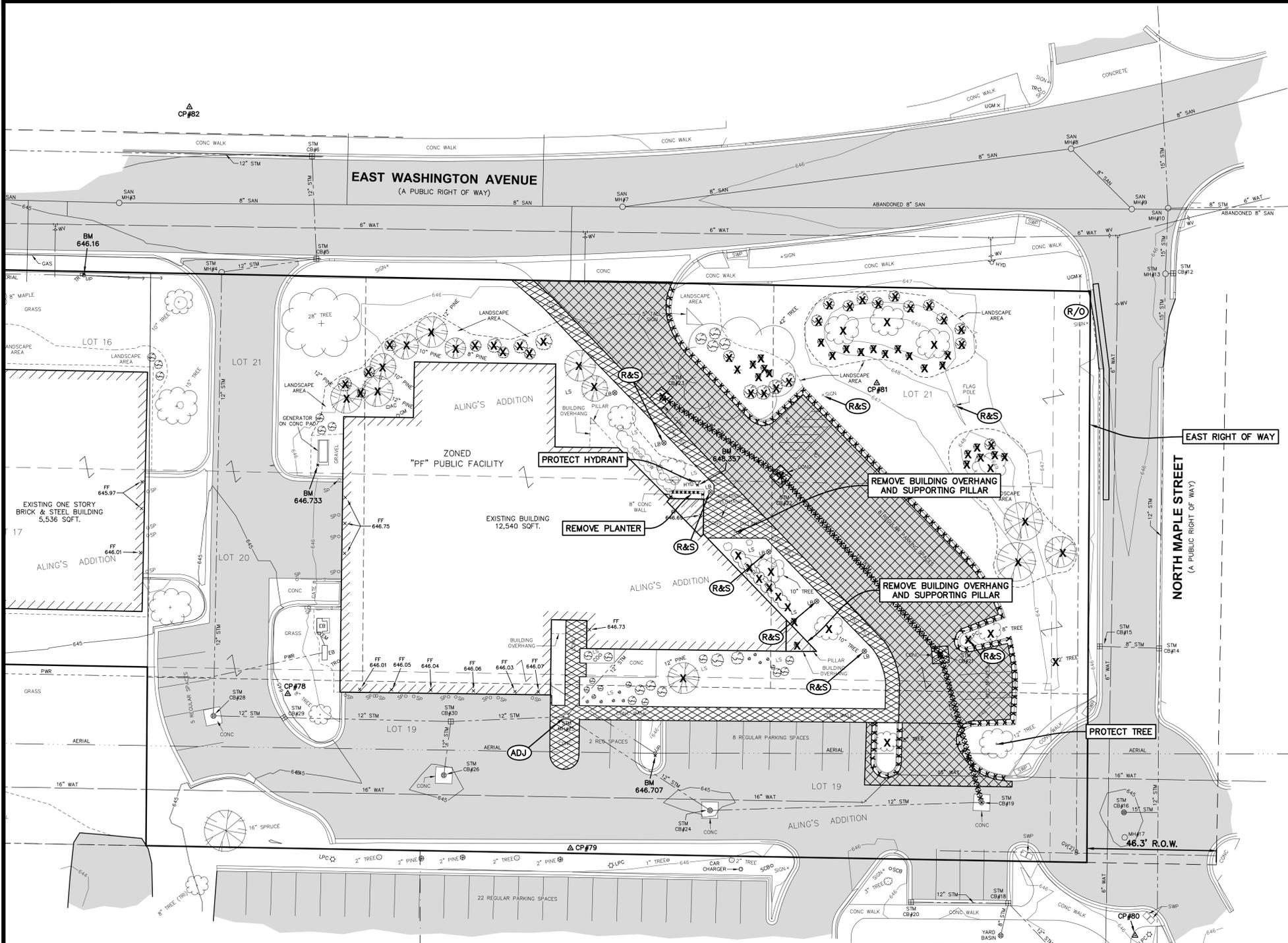
CHECKED BY: ZSV

PLAN DATE: 06-03-2025

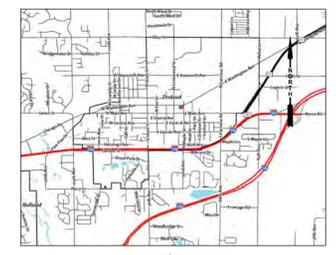
SHEET NUMBER
1 OF 8

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BENCHMARKS - NAVD88 (GEOID 18)
 ELEVATION 646.150
 RAILROAD SPIKE IN NORTH SIDE OF UTILITY POLE, LOCATED ON THE SOUTH SIDE OF WASHINGTON AVENUE & 316' EAST OF THE C/L OF N. CENTENNIAL STREET.
 ELEVATION 646.240
 RAILROAD SPIKE IN EAST SIDE OF UTILITY POLE, LOCATED 194' SOUTH OF THE C/L E. WASHINGTON AVENUE & 230' EAST OF THE C/L OF NORTH CENTENNIAL STREET.
 ELEVATION 648.357
 TOP OF SOUTHERN BOLT ON TOP OF HISTORICAL HYDRANT, LOCATED 10'± NORTH OF THE BPW MAIN LOBBY ENTRANCE DOOR (1.3' ABOVE GROUND)
 ELEVATION 646.733
 SOUTHWEST CORNER OF A 4'x9' CONCRETE GENERATOR PAD, LOCATED 10'± WEST & 17'± SOUTH OF THE NORTHWEST CORNER OF BUILDING #350 E. WASHINGTON (0.4' ABOVE GROUND)



0 10 20
 PLAN SCALE: 1" = 20'

 Know what's below.
 Call before you dig.

CONTROL POINTS - LOCAL SYSTEM

CP#77 M+B RED CAP N 82996.6365 E 83672.8990 ELEV 644.463	CP#79 M+B RED CAP N 82943.7471 E 83905.8202 ELEV 645.634	CP#81 M+B RED CAP N 83109.4069 E 84015.4858 ELEV 647.152	CP#102 X-CUT N 83152.5163 E 83568.5009 ELEV 644.598
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STORM MH#7 RIM 645.76 8" INV W 8" INV E 8" INV E (ABANDONED) 2' DIA RIM	STORM CB#21 RIM 645.40 12" CPP INV NW 12" CPP INV SSE 642.70 WATER LEVEL 641.75 DEBRIS 640.50 LEACHING STRUCTURE 2' DIA RIM	STORM CB#28 RIM 644.18 12" CONC INV E 640.18 12" CONC INV N 640.18 STRUCTURE BOTTOM 637.68 2' DIA RIM	STORM CB#28 RIM 644.18 12" CONC INV E 640.18 12" CONC INV N 640.18 STRUCTURE BOTTOM 637.68 2' DIA RIM
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PLAN REVISIONS
 SITE PLAN SUBMISSION 06-10-2025

Moore+Bruggink
 Consulting Engineers
 2020 Monroe Ave.
 Grand Rapids, MI 49505
 (616) 363-9801
 mailbox@mbce.com

REMOVAL PLAN FOR
ZEELAND BPW IMPROVEMENTS
 CITY OF ZEELAND, OTTAWA COUNTY, MI

FIELD SURVEY / DATE	M&B-01-08-2025
PROJECT NO.	240242.01
DESIGN DRAWN BY:	FEF
DESIGNED BY:	ZSV
CHECKED BY:	ZSV
PLAN DATE:	06-03-2025
SHEET NUMBER	2 OF 8

REMOVAL LEGEND

	REMOVE BUILDING/BUILDING OVERHANG
	REMOVE BITUMINOUS
	REMOVE CONCRETE
	REMOVE CURB & GUTTER
	REMOVE/ABANDON UTILITY
	TREE REMOVAL
	RELOCATE BY OTHERS
	REMOVE & SALVAGE

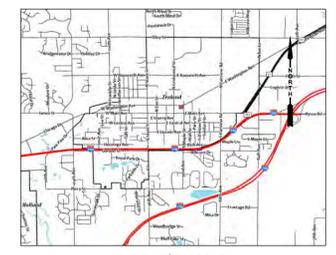
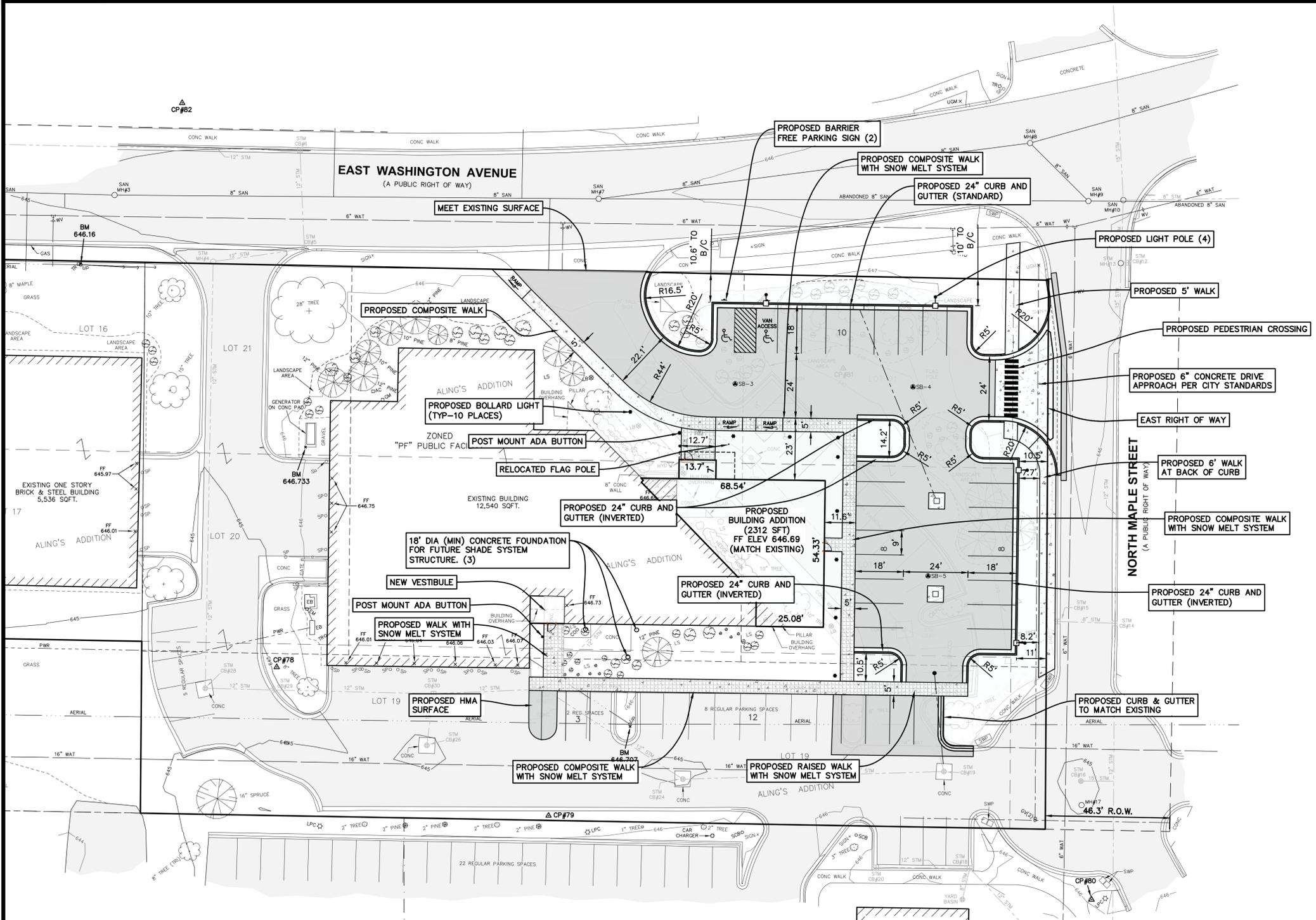
- GENERAL DEMOLITION NOTES:**
- THE CONTRACTOR SHALL OBTAIN ALL PERMITS AND SURETY AS PART OF THIS WORK.
 - THE CONTRACTOR SHALL CALL MISS DIG 3 WORKING DAYS PRIOR TO THE START OF CONSTRUCTION.
 - THE CONTRACTOR SHALL REMOVE ALL CONCRETE, BIT PAVEMENT, STORM SEWER STRUCTURES, STORM SEWER PIPE, LIGHT POLES, FENCING, UNDERGROUND ELECTRIC, VEGETATION AND SO ON AS INDICATED TO PREPARE THE SITE FOR IMPROVEMENTS. CASTINGS, VALVE BOXES, HYDRANTS AND/OR OTHER UTILITY STRUCTURES TO REMAIN SHALL BE ADJUSTED AND PROTECTED FROM DAMAGE.
 - ALL SOIL EROSION CONTROL MEASURES SHALL COMPLY ACT 451 OF PUBLIC ACTS OF 1997, SOIL EROSION AND SEDIMENTATION CONTROL, NATURAL RESOURCES AND ENVIRONMENTAL PROTECTION ACT.
 - ALL SOIL EROSION CONTROL MEASURE SHALL BE IN PLACE PRIOR TO COMMENCEMENT OF EARTHWORK ACTIVITIES.
 - THE CONTRACTOR SHALL CLEAN PUBLIC STREETS DAILY OF ANY DIRT AND/OR DEBRIS FROM CONSTRUCTION SITE.

SHEET SCHEDULE

1	SURVEY PLAN
2	REMOVAL PLAN
3	SITE PLAN
4	UTILITY PLAN
5	GRADING PLAN
6	ENLARGED GRADING PLAN
7	SITE LANDSCAPING PLAN
8	CONSTRUCTION DETAILS

PREPARED FOR:
 INTERACTIVE STUDIO, LLC
 100 CESAR E CHAVEZ AVENUE, SW
 GRAND RAPIDS, MI 49503
 ATTN: MR. DWAYNE MARSSELINK
 DWAYNE@IA-STUDIO.COM

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0 10 20
PLAN SCALE: 1" = 20'

811
Know what's below.
Call before you dig.

- SITE PLAN GENERAL NOTES:**
1. THE CONTRACTOR SHALL OBTAIN ALL PERMITS AND SURETY AS PART OF THIS WORK.
 2. THE CONTRACTOR SHALL CALL MISS DIG 3 WORKING DAYS PRIOR TO THE START OF CONSTRUCTION.
 3. THE CONTRACTOR SHALL FURNISH AND PLACE THE DRIVE APPROACH WITHIN THE PUBLIC RIGHT OF WAY IN ACCORDANCE WITH THE CITY OF ZEELAND STANDARD CONSTRUCTION SPECIFICATIONS.
 4. ALL STORM SEWER PIPE SHALL BE ADS HP STORM DUAL WALL PIPE UNLESS OTHERWISE SPECIFIED.
 5. ALL CATCH BASINS AND MANHOLES SHALL BE MINIMUM 4' DIAMETER PRECAST CONCRETE, UNLESS NOTED OTHERWISE.
 6. THE PAVED AREAS SHALL BE CONSTRUCTED WITH:
12" MDOT CL-2 SAND SUBBASE (C.I.P)
8" 21AA GRAVEL BASE (C.I.P)
2"-13A/4EML HMA LEVELING COURSE
2"-13A/4EML HMA WEARING COURSE
 7. THE CONTRACTOR SHALL BED AND BACKFILL ALL UNDERGROUND PIPING WITH MDOT CL-2 SAND TO A MINIMUM OF 95% MAXIMUM DRY DENSITY PER ASTM-1557.
 8. THIS SITE PLAN SHALL NOT BE USED TO STAKE THE LOCATION OF PROPOSED BUILDING COLUMN LINES. THE SURVEYORS ARE TO USE THE BUILDING FOUNDATION PLANS.
 9. THE CONTRACTOR SHALL PLACE AND COMPACT FILL UNDER THE PROPOSED BUILDING AREA TO A MINIMUM OF 95% MAXIMUM DRY DENSITY PER ASTM-1557. ALL OTHER AREAS SHALL BE COMPACTED TO A MINIMUM OF 90% MAXIMUM DRY DENSITY.
 10. THE CONTRACTOR SHALL REQUEST CONSTRUCTION STAKING BY EMAIL USING THE MOORE & BRUGGINK, INC. CONTRACTORS CONSTRUCTION STAKING REQUEST FORM. ONLY COMPLETED REQUESTS WILL BE SCHEDULED. NOTE THE PROJECT OWNER WILL PAY THE SURVEYOR TO PLACE STAKES ONLY ONCE. ALL LOST AND DAMAGED STAKES ARE THE CONTRACTORS RESPONSIBILITY.

EXISTING ZONING: "PF" PUBLIC FACILITY

MIN FRONT SETBACK: 15' (ABUTS C-3/C-3 FRONT YARD)

MIN SIDE SETBACK: 15' PLUS 1/4 OF THE HEIGHT OVER 20' FOR VERTICAL WALL OF THE BUILDING ADJACENT TO THE LOT LINE

MIN REAR SETBACK: 20'

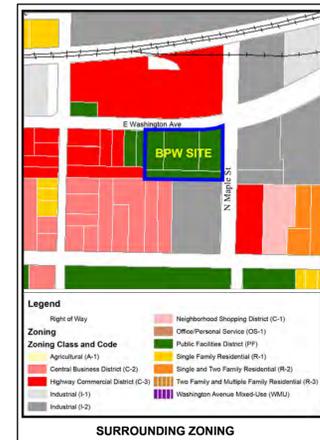
PARKING DATA:

EXISTING PARKING ON SITE: 28 SPACES (INCL. 2 BARRIER FREE)

EXISTING PARKING TO REMAIN: 14 SPACES

PROPOSED NEW PARKING: 26 SPACES (INCL. 2 BARRIER FREE)

TOTAL PARKING ON SITE: 41 SPACES (INCL. 2 BARRIER FREE)



SHEET SCHEDULE

1	SURVEY PLAN
2	REMOVAL PLAN
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4	UTILITY PLAN
5	GRADING PLAN
6	ENLARGED GRADING PLAN
7	SITE LANDSCAPING PLAN
8	CONSTRUCTION DETAILS

PREPARED FOR:
INTERACTIVE STUDIO, LLC
100 CESAR E CHAVEZ AVENUE, SW
GRAND RAPIDS, MI 49503
ATTN: MR. DWAYNE MARSELINK
DWAYNE@IA-STUDIO.COM

PLAN REVISIONS

SITE PLAN SUBMISSION 06-10-2025

Moore+Bruggink
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ME

SITE PLAN FOR ZEELAND BPW IMPROVEMENTS
CITY OF ZEELAND, OTTAWA COUNTY, MI

FIELD SURVEY / DATE
M&B-01-08-2025

PROJECT NO.:
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DESIGN DRAWN BY:
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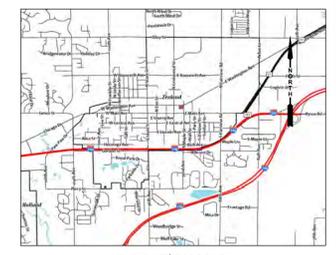
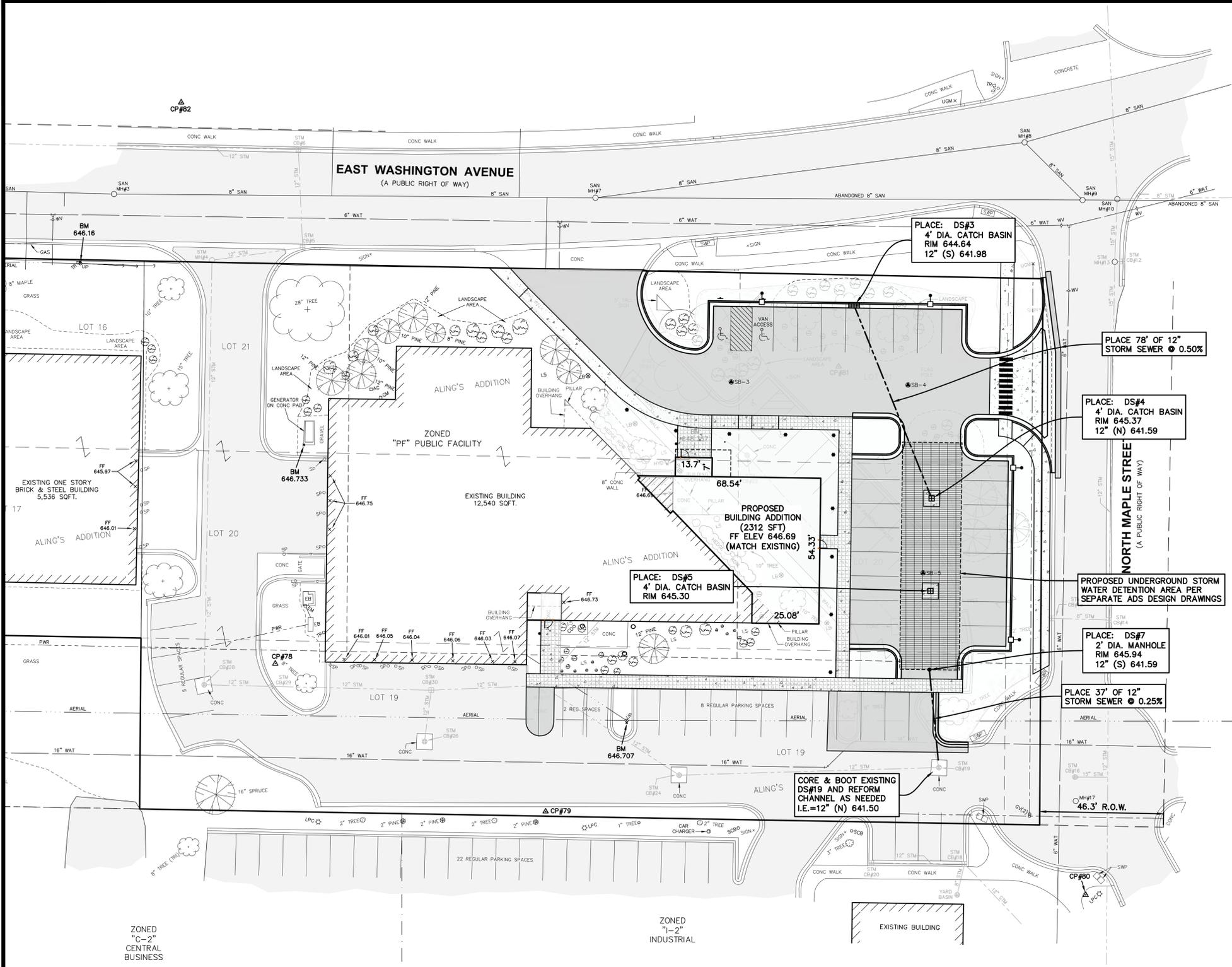
DESIGNED BY:
ZSV

CHECKED BY:
ZSV

PLAN DATE:
06-03-2025

SHEET NUMBER
3 OF 8

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0 10 20
PLAN SCALE: 1" = 20'

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Call before you dig.

UTILITY PLAN GENERAL NOTES:

1. THE CONTRACTOR SHALL OBTAIN ALL PERMITS AND SURETY AS PART OF THIS WORK.
2. THE CONTRACTOR SHALL CALL MISS DIG 3 WORKING DAYS PRIOR TO THE START OF CONSTRUCTION.
3. ALL STORM SEWER PIPE SHALL BE ADS HP STORM DUAL WALL PIPE UNLESS OTHERWISE SPECIFIED.
4. ALL CATCH BASINS AND MANHOLES SHALL BE MINIMUM 4' DIAMETER PRECAST CONCRETE, UNLESS NOTED OTHERWISE.
5. THE CONTRACTOR SHALL BED AND BACKFILL ALL UNDERGROUND PIPING WITH MDOT CL-2 SAND TO A MINIMUM OF 95% MAXIMUM DRY DENSITY PER ASTM-1557.
6. THE CONTRACTOR SHALL PIPE ALL BUILDING ROOF WATER TO THE STORM WATER DETENTION POND AS SHOWN AND SPECIFIED.
7. PRIVATE UTILITIES FOR THE PROPOSED BUILDING ADDITION SHALL BE SUPPLIED FROM THE EXISTING BUILDING SERVICES.
8. THE CONTRACTOR SHALL REQUEST CONSTRUCTION STAKING BY FAX USING THE MOORE & BRUGGINK, INC. CONTRACTORS CONSTRUCTION STAKING REQUEST FORM. ONLY COMPLETED REQUESTS WILL BE SCHEDULED. NOTE THE PROJECT OWNER WILL PAY THE SURVEYOR TO PLACE STAKES ONLY ONCE. ALL LOST AND DAMAGED STAKES ARE THE CONTRACTORS RESPONSIBILITY.

PLAN REVISIONS
SITE PLAN SUBMISSION 06-10-2025

Moore+Bruggink
Consulting Engineers
2020 Monroe Ave.
Grand Rapids, MI 49505
(616) 363-9801
mailto:mail@mbce.com

UTILITY PLAN FOR
ZEELAND BPW IMPROVEMENTS
CITY OF ZEELAND, OTTAWA COUNTY, MI

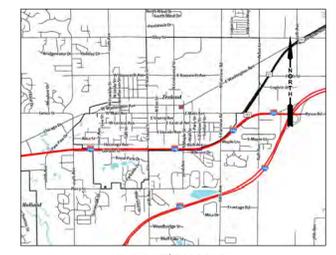
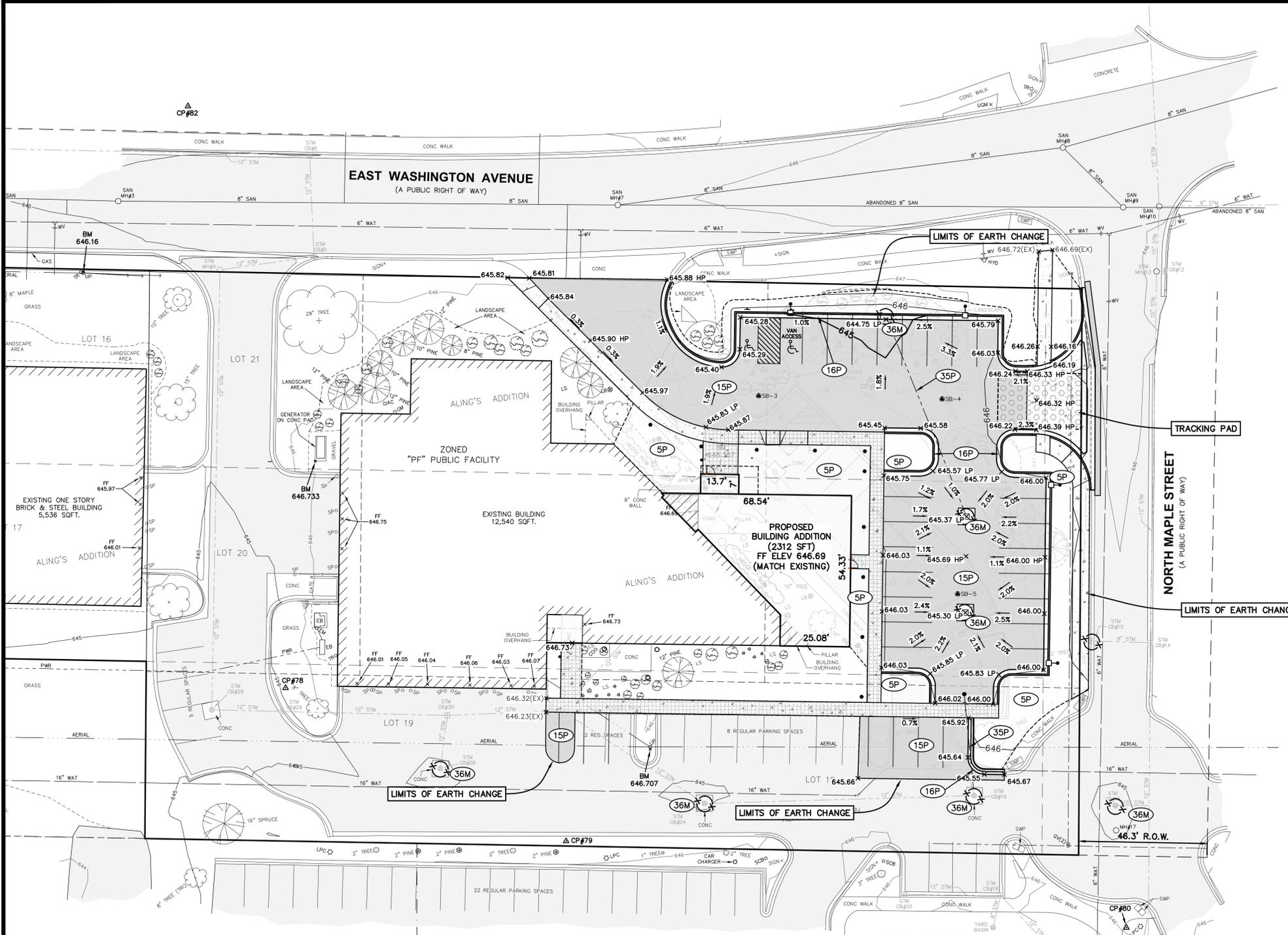
FIELD SURVEY / DATE	M&B-01-08-2025
PROJECT NO.	240242.01
DESIGN DRAWN BY:	FEF
DESIGNED BY:	ZSV
CHECKED BY:	ZSV
PLAN DATE:	06-03-2025

SHEET SCHEDULE

1	SURVEY PLAN
2	REMOVAL PLAN
3	SITE PLAN
4	UTILITY PLAN
5	GRADING PLAN
6	ENLARGED GRADING PLAN
7	SITE LANDSCAPING PLAN
8	CONSTRUCTION DETAILS

PREPARED FOR:
INTERACTIVE STUDIO, LLC
100 CESAR E CHAVEZ AVENUE, SW
GRAND RAPIDS, MI 49503
ATTN: MR. DWAYNE MASSELINK
DWAYNE@IA-STUDIO.COM

P:\240242.01 Zeeland BPW Office Expansion\CAD\DWG\340242.01_Zeeland BPW DESIGN SHEETS.dwg_6/10/2025 11:12:20 PM LISA FRIZZELL



0 10 20
PLAN SCALE: 1" = 20'

811
Know what's below.
Call before you dig.

SOIL EROSION CONTROL NOTES:

1. THE CONTRACTOR SHALL OBTAIN ALL PERMITS AND SURETY AS PART OF THIS WORK.
2. THE CONTRACTOR SHALL CALL MISS DIG 3 WORKING DAYS PRIOR TO THE START OF CONSTRUCTION.
3. THE CONTRACTOR SHALL REQUEST CONSTRUCTION STAKING BY EMAIL USING THE MOORE & BRUGGINK, INC. CONTRACTORS CONSTRUCTION STAKING REQUEST FORM. ONLY COMPLETED REQUESTS WILL BE SCHEDULED. NOTE THE PROJECT OWNER WILL PAY THE SURVEYOR TO PLACE STAKES ONLY ONCE. ALL LOST AND DAMAGED STAKES ARE THE CONTRACTORS RESPONSIBILITY.
4. THE CONTRACTOR SHALL REMOVE ALL CONCRETE, BIT PAVEMENT, STORM SEWER STRUCTURES, STORM SEWER PIPE, LIGHT POLES, FENCING, UNDERGROUND ELECTRIC, VEGETATION AND SO ON TO PREPARE THE SITE FOR IMPROVEMENTS, CASTINGS, VALVE BOXES AND/OR OTHER UTILITY STRUCTURES TO REMAIN SHALL BE ADJUSTED AND PROTECTED FROM DAMAGE.
5. NORTH AMERICAN GREEN DS-150 EROSION CONTROL BLANKET SHALL BE PLACED ON ALL SLOPES 1:3 OR GREATER. SECURE BLANKET TO SLOPE PER MANUFACTURERS SPECIFICATIONS.
6. ALL SOIL EROSION CONTROL MEASURES SHALL COMPLY WITH ACT 451 OF PUBLIC ACTS OF 1997, SOIL EROSION AND SEDIMENTATION CONTROL, NATURAL RESOURCES AND ENVIRONMENTAL PROTECTION ACT.
7. NEW & EXISTING STORM SEWER INLET POINTS SHALL BE PROTECTED FROM SEDIMENT INFILTRATION WITH INLET FABRIC DROP (SLT SACK).
8. ALL SOIL EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE INSPECTED AND MAINTAINED ON A DAILY BASIS, AND IMMEDIATELY FOLLOWING EVERY SIGNIFICANT RAINFALL EVENT.
9. ALL EXCESS SPOILS ARE TO BE REMOVED FROM THE SITE. OTHERWISE STOCKPILES MUST BE PROVIDED WITH TEMPORARY AND PERMANENT STABILIZATION MEASURES.
10. IF EXCESS DIRT IS TO BE PLACED ON SITE, THE LOCATION SHALL BE APPROVED BY THE PROPERTY OWNER & ENGINEER.
11. ALL TEMPORARY EROSION CONTROLS MUST REMAIN IN PLACE UNTIL VEGETATION IS UNIFORMLY RE-ESTABLISHED.
12. DUST CONTROL SHALL BE PROVIDED BY MEANS OF WATER DISTRIBUTION ON A REGULAR BASIS OVER AREAS THAT COULD POTENTIALLY PRODUCE DUST CONDITIONS.
13. A TRACKING PAD MUST BE PROVIDED AT CONSTRUCTION ACCESS POINTS TO PREVENT SOILS FROM BEING TRACKED OFF-SITE, PER DETAIL.
14. CONTRACTOR SHALL SWEEP PAVED AREAS EACH DAY (OR MORE AS NEEDED) BY MECHANICAL MEANS FOR ALL PAVED AREAS IN AND AROUND THE PERIMETER OF THE PROJECT AFFECTED BY TRUCKING OPERATIONS.
15. ALL DISTURBED AREAS SHALL BE RESTORED WITH 4" TOPSOIL (MIN), SEED, FERTILIZER AND MULCH UNLESS OTHERWISE NOTED.
16. CONSTRUCTION ENTRANCE SHALL BE PROVIDED FROM NORTH MAPLE STREET.
17. EXISTING SOIL CONDITIONS: SAND & GRAVEL, BASED ON SOIL BORINGS.

SOIL EROSION CONTROL LEGEND:

- 5 SEEDING
- 6 SEEDING W/ MULCH
- 13 RIP-RAP
- 15 PAVING
- 16 CURBING
- 33 SEDIMENT TRAP
- 35 STORM SEWER
- 36 CATCH BASIN
- 53 SILT FENCE
- P PERMANENT
- T TEMPORARY
- M MODIFIED

CONSTRUCTION SCHEDULE

ITEM	2025	2025	2025	2025	2025	2025	2025	2025	2025			
	J	A	S	O	N	D	J	F	M	A	M	J
TEMP. EROSION CONTROL												
REMOVALS												
SITE GRADING												
SITE UTILITIES												
BUILDING CONSTRUCTION												
PERM. EROSION CONTROL												
LANDSCAPING												
PAVING												
REMOVE TEMP. EROSION CONTROL												

SHEET SCHEDULE

- 1 SURVEY PLAN
- 2 REMOVAL PLAN
- 3 SITE PLAN
- 4 UTILITY PLAN
- 5 GRADING PLAN
- 6 ENLARGED GRADING PLAN
- 7 SITE LANDSCAPING PLAN
- 8 CONSTRUCTION DETAILS

PLAN REVISIONS
SITE PLAN SUBMISSION 06-10-2025

Moore+Bruggink
Consulting Engineers
2020 Monroe Ave.
Grand Rapids, MI 49505
(616) 363-9801
mailto:mbrace@mbrace.com

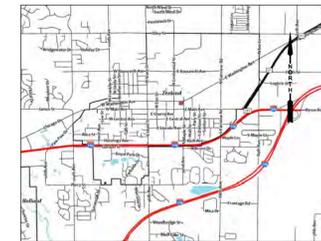
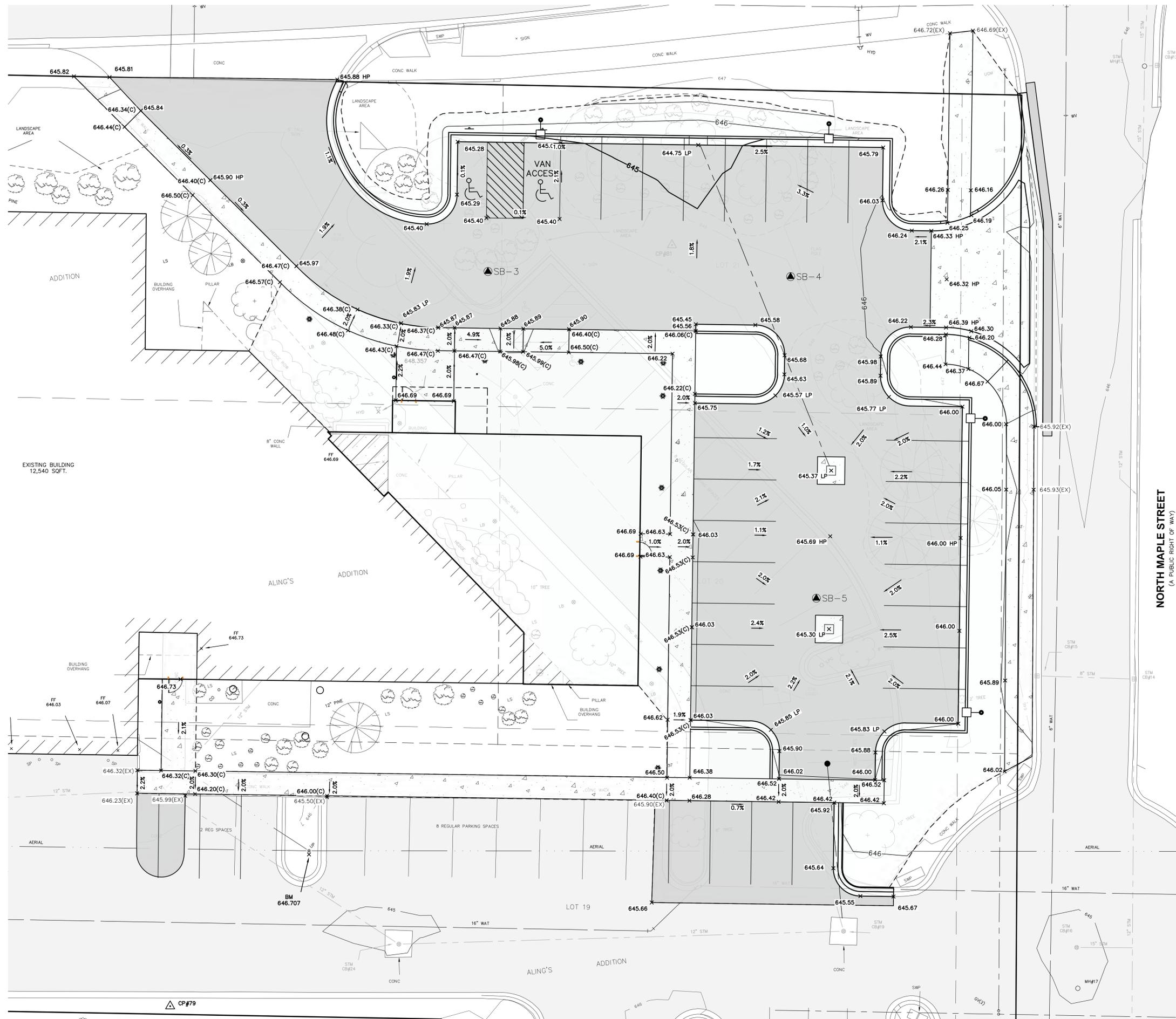


GRADING PLAN
FOR
ZEELAND BPW
IMPROVEMENTS
CITY OF ZEELAND, OTTAWA COUNTY, MI

FIELD SURVEY / DATE
M&B-01-08-2025
PROJECT NO.
240242.01
DESIGN DRAWN BY:
FEF
DESIGNED BY:
ZSV
CHECKED BY:
ZSV
PLAN DATE:
06-03-2025
SHEET NUMBER
5 OF 8

PREPARED FOR:
INTERACTIVE STUDIO, LLC
100 CESAR E CHAVEZ AVENUE, SW
GRAND RAPIDS, MI 49503
ATTN: MR. DWAYNE WASSSELINK
DWAYNE@IA-STUDIO.COM

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0 5 10
PLAN SCALE: 1" = 10'

811
Know what's below.
Call before you dig.

PLAN REVISIONS

SITE PLAN SUBMISSION 06-10-2025

Moore+Bruggink
Consulting Engineers
2020 Monroe Ave.
Grand Rapids, MI 49505
(616) 363-9801 | mailbox@mboe.com

ENLARGED GRADING PLAN
FOR
**ZEELAND BPW
IMPROVEMENTS**
CITY OF ZEELAND, OTTAWA COUNTY, MI

FIELD SURVEY / DATE	M&B-01-08-2025
PROJECT NO.	240242.01
DESIGN DRAWN BY:	FEF
DESIGNED BY:	ZSV
CHECKED BY:	ZSV
PLAN DATE:	06-03-2025
SHEET NUMBER	6 OF 8

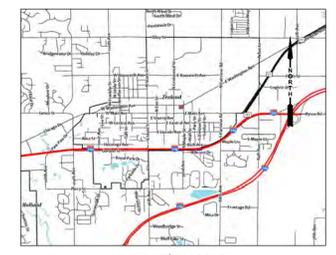
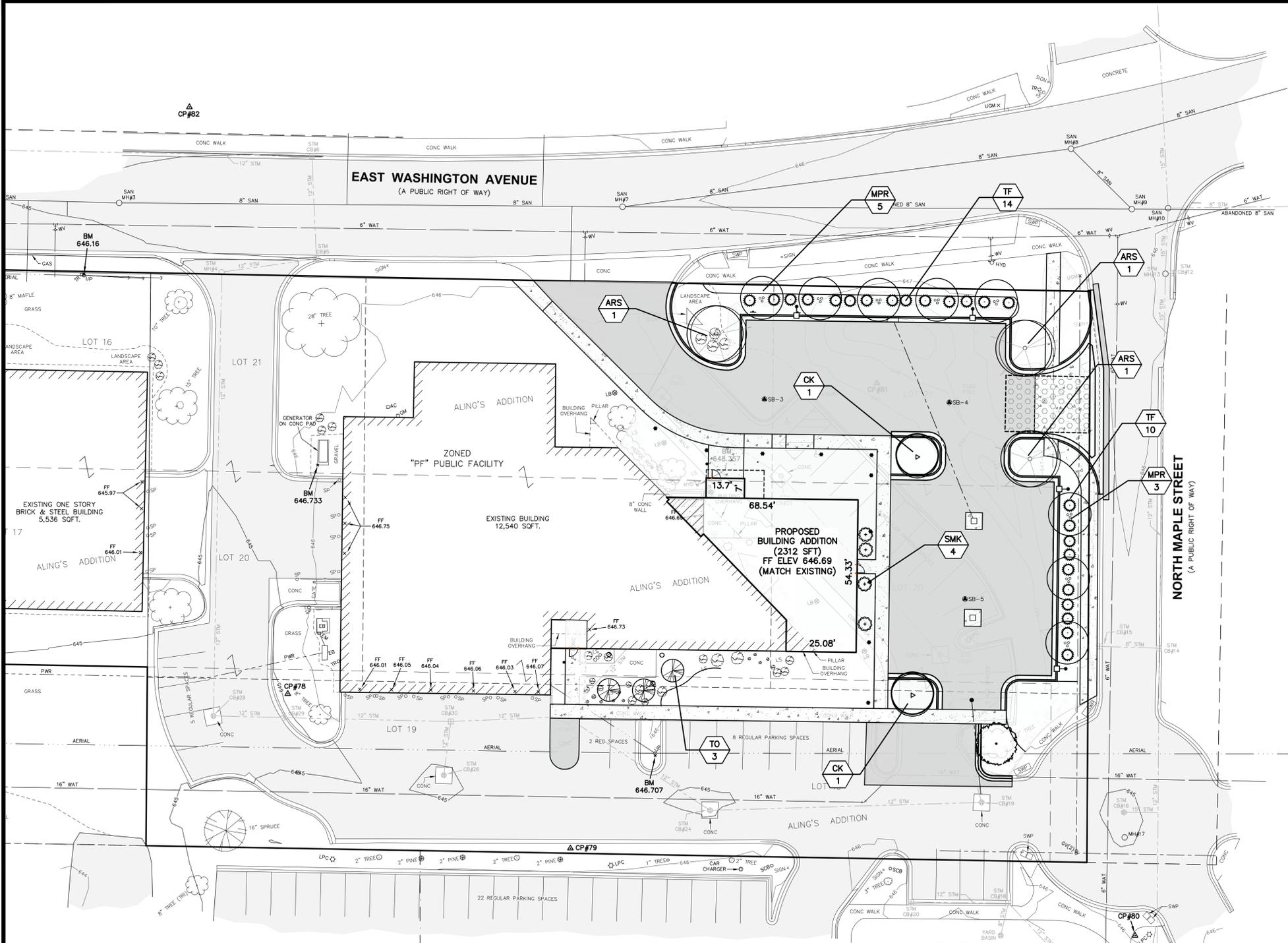
SHEET SCHEDULE

1	SURVEY PLAN
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PREPARED FOR:
INTERACTIVE STUDIO, LLC
100 CESAR E CHAVEZ AVENUE, SW
GRAND RAPIDS, MI 49503
ATTN: MR. DWAYNE MARSELINK
DWAYNE@IA-STUDIO.COM

NORTH MAPLE STREET
(A PUBLIC RIGHT OF WAY)

P:\240242.01_Zeeland BPW Office Expansion\CADD\DWG\240242.01_Zeeland BPW DESIGN\LANDSCAPE SHEET.dwg, 6/10/2025 11:13:37 PM, LISA FRIZZELL



0 10 20
PLAN SCALE: 1" = 20'

Know what's below.
Call before you dig.

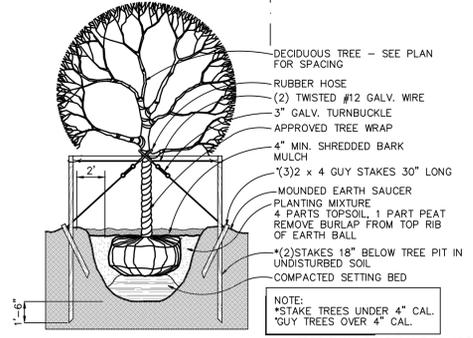
PLANT LIST					
CODE	QNTY.	BOTANICAL NAME	COMMON NAME	SIZE	DESCR.
DECIDUOUS CANOPY TREES					
ARS	3	<i>Acer freemanii</i> 'Red Sunset'	Red Sunset Maple	2-2 1/2"	B&B
ORNAMENTAL TREES					
CK	2	<i>Cornus kousa</i>	Clump Chinese Dogwood	7-8' Clump	B&B
MPR	8	<i>Malus 'Prairifire'</i>	Prairifire Crabapple	2-2 1/2"	B&B
EVERGREEN SHRUBS					
TF	24	<i>Thuja 'Fire Chief'</i>	Fire Chief Arborvitae	5'	B&B
TO	3	<i>Thuja occidentalis</i> Techny	Techny Arborvitae	6'	B&B
DECIDUOUS SHRUBS					
SMK	4	<i>Syringa 'Miss Kim'</i>	Miss Kim Lilac	24"	B&B

LANDSCAPING GENERAL NOTES:

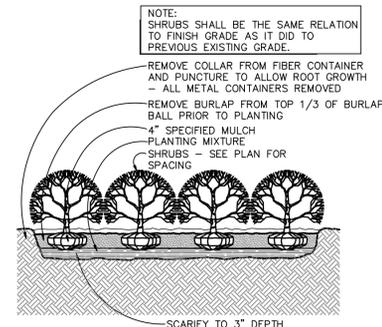
- ALL TREES TO HAVE CLAY OR CLAY LOAM BALLS, TREES WITH SAND BALLS WILL BE REJECTED.
- ALL SINGLE STEM SHADE TREES TO HAVE STRAIGHT TRUNKS AND SYMMETRICAL CROWNS.
- ALL SINGLE TRUNK SHADE TREES TO HAVE A CENTRAL LEADER; TREES WITH FORKED OR IRREGULAR TRUNKS WILL NOT BE ACCEPTED.
- ALL MULTI-STEM TREES SHALL BE HEAVILY BRANCHED AND HAVE SYMMETRICAL CROWNS; ONE SIDED TREES OR THOSE WITH THIN OR OPEN CROWNS SHALL NOT BE ACCEPTED.
- ALL EVERGREEN TREES SHALL BE HEAVILY BRANCHED AND FULL TO THE GROUND, SYMMETRICAL IN SHAPE AND NOT SHEARED FOR THE LAST FIVE GROWING SEASONS.
- SHRUBS AND PERENNIALS SHALL BE FULL AND WELL ROOTED. INSTALLATION SHALL BE MARCH 1 - NOVEMBER 30, ANNUALLY.
- ALL PLANT MATERIALS SHALL BE NORTHERN NURSERY GROWN, NO. 1 GRADE AND INSTALLED ACCORDING TO ACCEPTED PLANTING PROCEDURES. ALL PLANT MATERIALS SHALL MEET CURRENT AMERICAN ASSOCIATION OF NURSERYMAN STANDARDS.
- ALL PROPOSED MULCH TO BE NATURAL COLOR, DOUBLE PROCESSED, SHREDDED HARDWOOD BARK, 4" THICK BARK MULCH FOR TREES IN A 4-FOOT DIAMETER CIRCLE WITH 3" PULLED AWAY FROM THE TRUNK, 3" THICK BARK FOR SHRUBS AND 2" THICK BARK FOR PERENNIALS, TYP.
- THE CONTRACTOR SHALL GUARANTEE ALL PLANTINGS FOR A TIME PERIOD OF ONE YEAR AFTER FINAL ACCEPTANCE OF ALL WORK ITEMS. DURING THIS GUARANTEE PERIOD, THE CONTRACTOR SHALL IMMEDIATELY REPLACE ALL PLANT MATERIALS THAT DIE OR ARE DISEASED.
- YARD AREAS ARE TO BE RESTORED WITH 4" OF TOPSOIL, CLASS A SEED AT 200#/ACRE, FERTILIZER & MULCH (MULCH BLANKET ON SLOPES 1:3 OR STEEPER).

ZONED "C-2" CENTRAL BUSINESS

ZONED "I-2" INDUSTRIAL



DECIDUOUS TREE PLANTING DETAIL
SCALE: 1"=6'



SHRUB PLANTING DETAIL
SCALE: 1"=2'

SHEET SCHEDULE

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8	CONSTRUCTION DETAILS

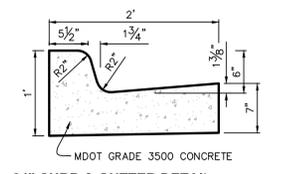
PREPARED FOR:
INTERACTIVE STUDIO, LLC
100 CESAR E CHAVEZ AVENUE, SW
GRAND RAPIDS, MI 49503
ATTN: MR. DWAYNE MARSELLINK
DWAYNE@IA-STUDIO.COM

PLAN REVISIONS
SITE PLAN SUBMISSION 06-10-2025

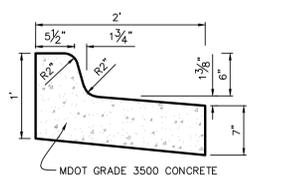
Moore+Bruggink
Consulting Engineers
2020 Monroe Ave.
Grand Rapids, MI 49505
(616) 363-9801
mailto:info@mbce.com

LANDSCAPE PLAN FOR
ZEELAND BPW IMPROVEMENTS
CITY OF ZEELAND, OTTAWA COUNTY, MI

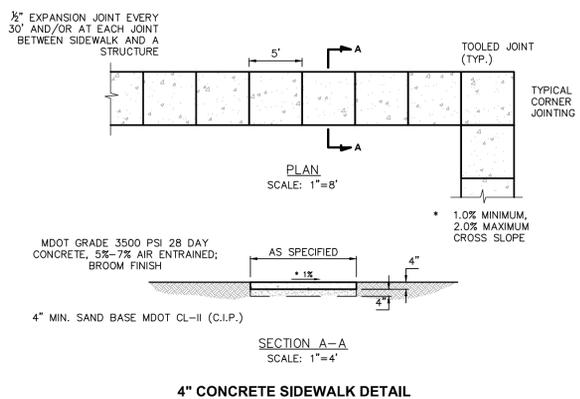
FIELD SURVEY / DATE	M&B-01-08-2025
PROJECT NO.	240242.01
DESIGN DRAWN BY:	FEF
DESIGNED BY:	ZSV
CHECKED BY:	ZSV
PLAN DATE:	06-03-2025
SHEET NUMBER	7 OF 8



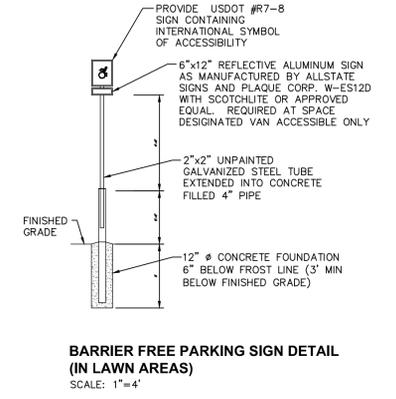
**24" CURB & GUTTER DETAIL
(STANDARD RESIDENTIAL/COMMERCIAL)**
SCALE: 1"=1'



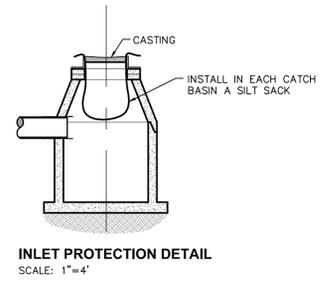
**24" CURB & GUTTER DETAIL
(INVERTED RESIDENTIAL/COMMERCIAL)**
SCALE: 1"=1'



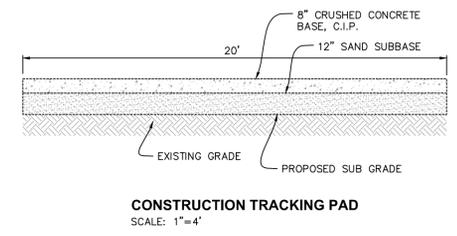
4" CONCRETE SIDEWALK DETAIL
SCALE: 1"=8'



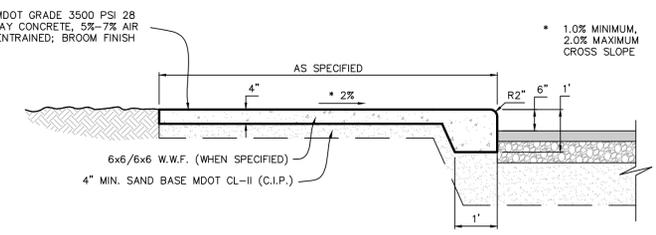
**BARRIER FREE PARKING SIGN DETAIL
(IN LAWN AREAS)**
SCALE: 1"=4'



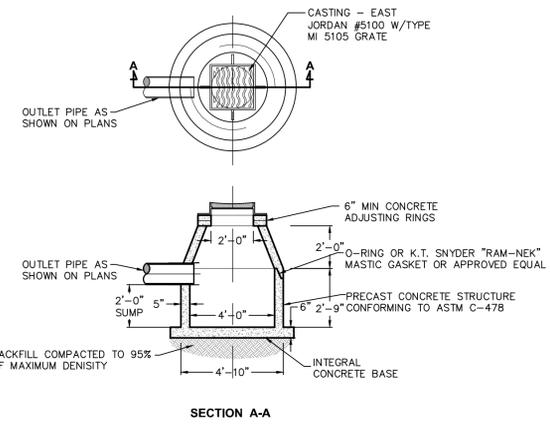
INLET PROTECTION DETAIL
SCALE: 1"=4'



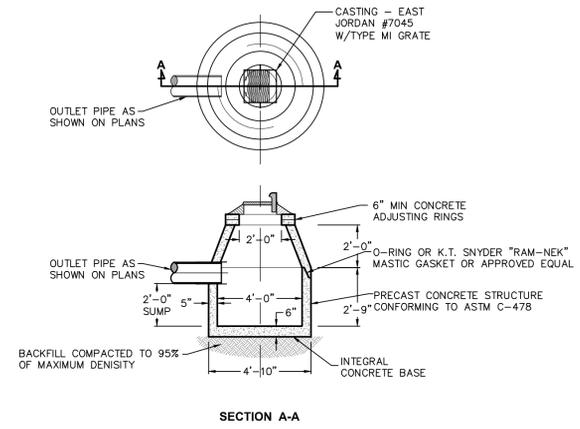
CONSTRUCTION TRACKING PAD
SCALE: 1"=4'



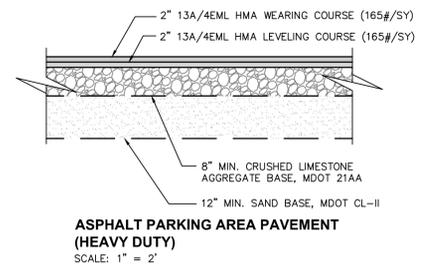
COMPOSITE CONCRETE WALK & CURB DETAIL
SCALE: 1"=2'



**4" DIA. CATCH BASIN DETAIL
(IN PAVED AREAS)**
SCALE: 1"=4'



**4" DIA. CATCH BASIN DETAIL
(IN CURB AREAS)**
SCALE: 1"=4'



**ASPHALT PARKING AREA PAVEMENT
(HEAVY DUTY)**
SCALE: 1"= 2'

SHEET SCHEDULE

1	SURVEY PLAN
2	REMOVAL PLAN
3	SITE PLAN
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PLAN REVISIONS
SITE PLAN SUBMISSION 06-10-2025

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CONSTRUCTION DETAILS
FOR
**ZEELAND BPW
IMPROVEMENTS**
CITY OF ZEELAND, OTTAWA COUNTY, MI

FIELD SURVEY / DATE	M&B-01-08-2025
PROJECT NO.	240242.01
DESIGN DRAWN BY:	FEF
DESIGNED BY:	ZSV
CHECKED BY:	ZSV
PLAN DATE:	06-03-2025
SHEET NUMBER	8 OF 8

P:\240242.01 Zeeland BPW Office Expansion\CADD\DWG\240242.01_Zeeland BPW DESIGN-SHEETS.dwg, 6/10/2025 11:13:39 PM, LISA FRIZZELL

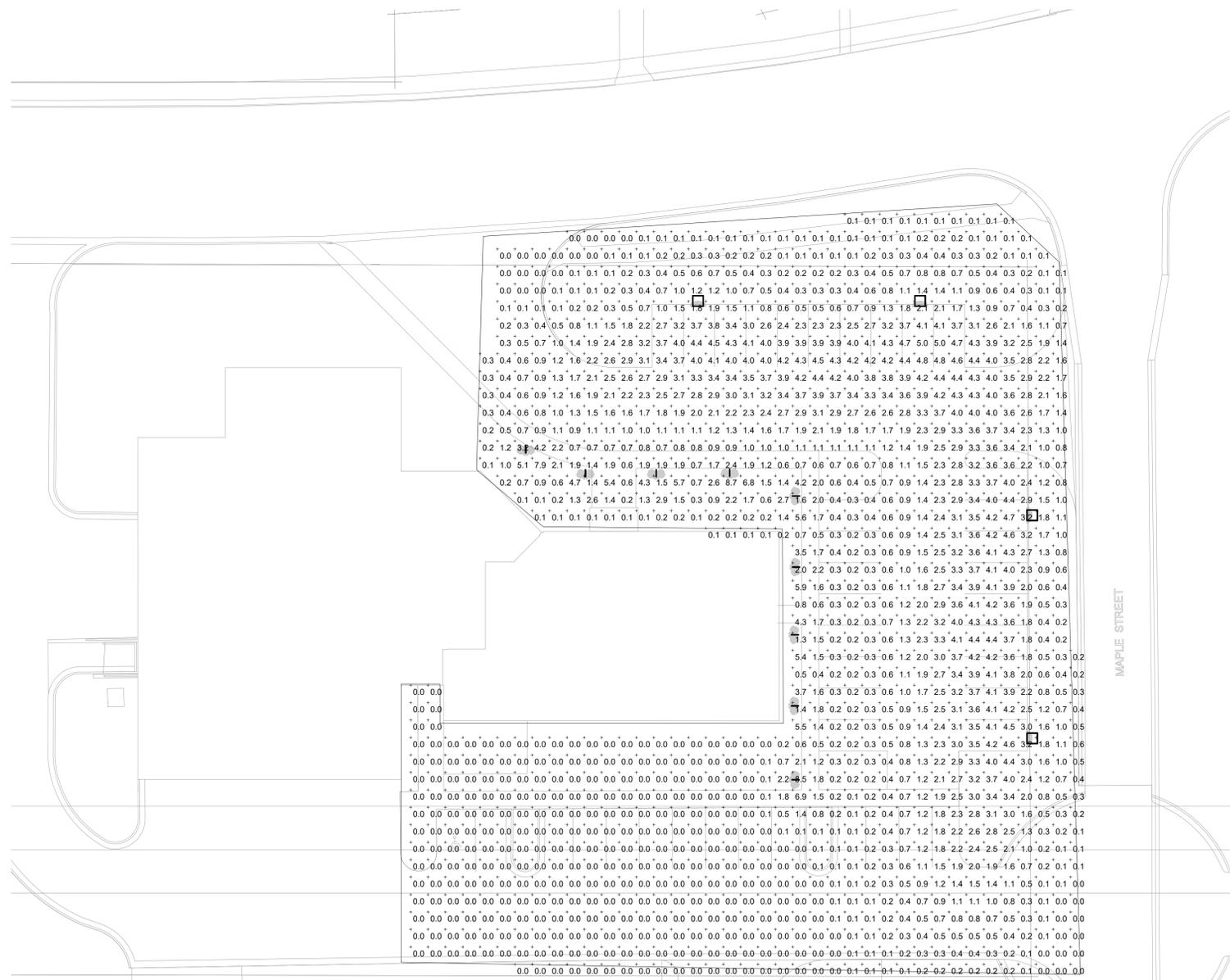
GENERAL ELECTRICAL NOTES:

- THIS PROJECT CONSISTS OF RENOVATING EXISTING INTERIOR SPACES AS SHOWN. USE EXISTING CIRCUITS, AND PROVIDE NEW CIRCUITS AS MAY BE NECESSARY TO SUPPLY ALL LOADS SHOWN ON THE PLANS.
- ALL WORK IS TO BE PERFORMED IN STRICT ACCORDANCE WITH THE 2023 NATIONAL ELECTRIC CODE, STATE LAWS, AND ALL OTHER REGULATIONS GOVERNING WORK OF THIS NATURE.
- THE CONTRACTOR SHALL PROVIDE AND PAY FOR ALL WORK, MATERIAL, AND LABOR TO ESTABLISH COMPLETE AND PROPERLY WORKING SYSTEMS.
- THE CONTRACTOR SHALL OBTAIN AND PAY FOR ALL REQUIRED PERMITS, APPLICATIONS AND FEES AS MAY BE NECESSARY TO COMPLETE THE WORK.
- FINAL ROUTING OF ALL CONDUITS SHALL BE ESTABLISHED BY THE ELECTRICAL CONTRACTOR IN COORDINATION WITH THE WORK OF ALL OTHER TRADES.
- FIELD MOUNTED DEVICES SUCH AS SWITCHES, MOTOR STARTERS, RECEPTACLES, ETC., ARE SHOWN IN THEIR APPROXIMATE LOCATIONS UNLESS NOTED TO THE CONTRARY ON THE PLANS. COORDINATE EXACT LOCATIONS BASED ON ACTUAL FIELD CONDITIONS.
- ALL POWER WIRING SHALL BE STRANDED COPPER CONDUCTOR WITH THHN INSULATION RATED 600 VOLTS. MINIMUM WIRE SIZE, #12 AWG.
- INCREASE WIRE SIZES NOTED ON PLANS OR IN SCHEDULES AS REQUIRED BY CODE FOR LONG RUNS.
- USE RIGID PVC CONDUIT WHERE BURIED IN CONCRETE, MASONRY, OR OUTDOORS.
- THE ELECTRICAL CONTRACTOR SHALL PROPERLY GROUND ALL SYSTEMS AND EQUIPMENT IN ACCORDANCE WITH THE REQUIREMENTS OF THE NATIONAL ELECTRIC CODE.
- ALL MATERIALS AND EQUIPMENT PROVIDED FOR THIS PROJECT SHALL BE NEW AND UL APPROVED FOR THE INTENDED USE.
- THE ELECTRICAL CONTRACTOR SHALL COORDINATE THE INSTALLATION OF THE NEW UNDERGROUND POWER SERVICE WITH THE ELECTRIC UTILITY COMPANY.
- THE CONTRACTOR SHALL PERFORM ALL REQUIRED TESTING OF ALL ELECTRICAL SYSTEMS.

Luminaire Locations										
No.	Label	Location			MH	Orientation	Tilt	Aim		
		X	Y	Z				X	Y	Z
1	SL-1	161.28	137.10	20.00	20.00	180.00	0.00	161.28	137.10	0.00
2	SL-1	225.22	137.10	20.00	20.00	180.00	0.00	225.22	137.10	0.00
3	SL-1	267.50	75.69	20.00	20.00	270.00	0.00	267.50	75.69	0.00
4	SL-1	267.50	11.75	20.00	20.00	270.00	0.00	267.50	11.75	0.00
1	SL-2	189.35	-0.12	3.00	3.00	270.00	0.00	189.35	-0.12	0.00
2	SL-2	189.19	41.42	3.00	3.00	270.00	0.00	189.19	41.42	0.00
3	SL-2	189.19	21.05	3.00	3.00	270.00	0.00	189.19	21.05	0.00
4	SL-2	189.50	81.20	3.00	3.00	270.00	0.00	189.50	81.20	0.00
5	SL-2	189.50	60.83	3.00	3.00	270.00	0.00	189.50	60.83	0.00
6	SL-2	170.41	87.89	3.00	3.00	180.00	0.00	170.41	87.89	0.00
7	SL-2	128.87	87.73	3.00	3.00	180.00	0.00	128.87	87.73	0.00
8	SL-2	149.24	87.73	3.00	3.00	180.00	0.00	149.24	87.73	0.00
9	SL-2	111.68	94.57	3.00	3.00	180.00	0.00	111.68	94.57	0.00

Statistics						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
Parking and Drives	+	1.2 fc	8.7 fc	0.0 fc	N/A	N/A

Schedule												
Symbol	Label	Image	QTY	Manufacturer	Catalog	Description	Number	Lamp Output	Intensity Multiplier	LLF	Total Output	Input Power
□	SL-1		4	Lithonia Lighting	RSX1 LED P3 30K R3 HS	RSX LED Area Luminaire Size 1 P3 Lumen Package 3000K CCT Type R3 Distribution with HS shield	1	8968	1	1	8968	109.44
	SL-2		9	Lithonia Lighting	KBA8 LED 12C 350 30K ASY MVOLT	KBA8 WITH 3 LIGHT BOARDS (12 LEDs), 350mA DRIVER, 3000K COLOR TEMP, AND ASYMMETRIC OPTIC.	1	641	1	1	641	16



New Building Addition for:

Zeeland BPW Office

350 East Washington Avenue
Zeeland, Michigan 49564

ELECTRICAL PLANS

1/8" = 1' - 0"



Issued for:
Site Lighting Permits

Date:
05-22-2025

MORGAN M. LANDON, PE, LLC

2054 Brandon Drive NW
Grand Rapids, Michigan 49504
phone & fax 616-890-9321
morgan@mmandon.com

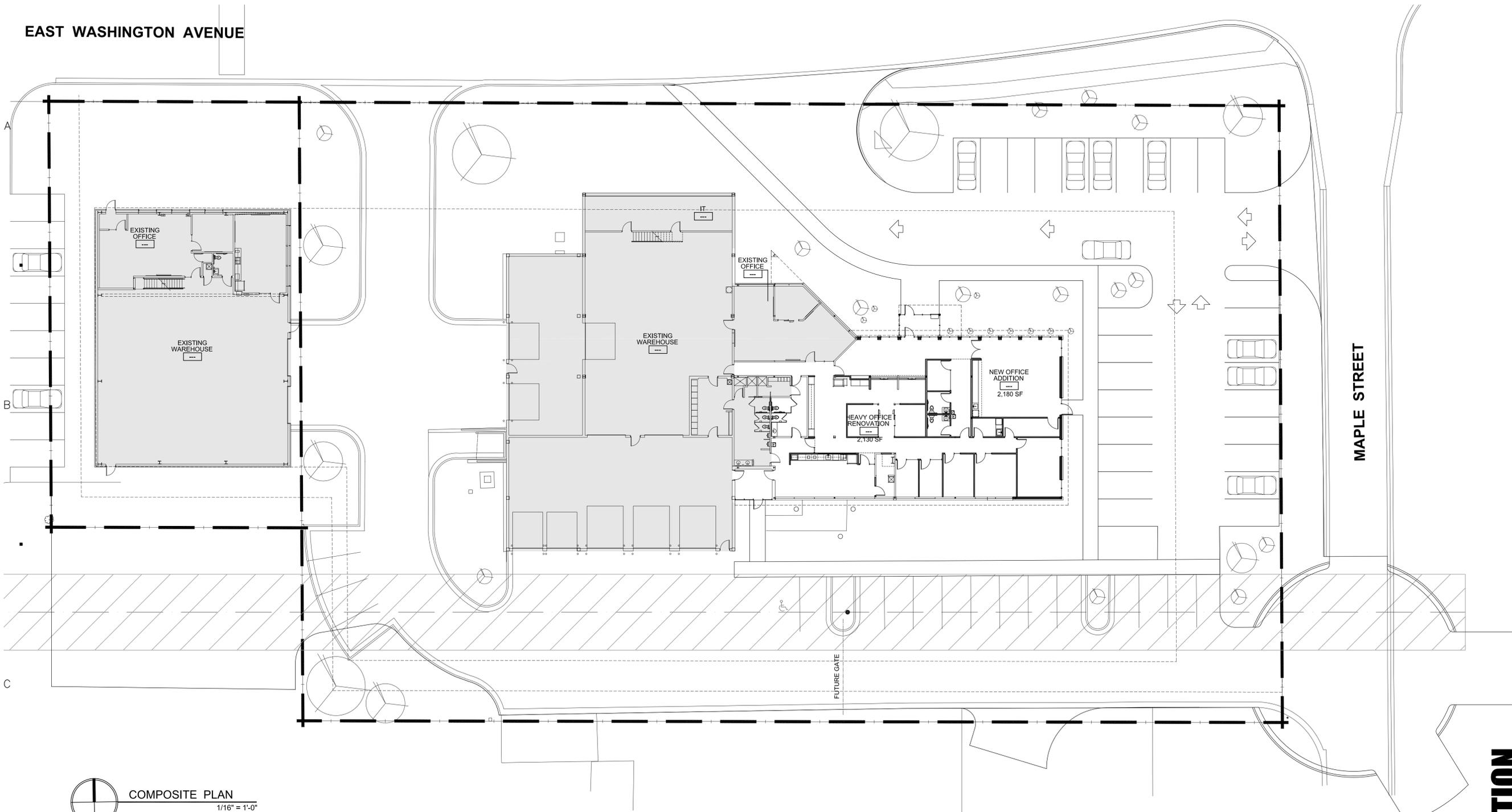


Sheet

E101

EAST WASHINGTON AVENUE

MAPLE STREET




COMPOSITE PLAN
 1/16" = 1'-0"


INTERACTIVESTUDIO
 Architecture + Interior Design
 100 Cesar E. Chavez Ave. SW, Suite 201
 Grand Rapids, Michigan, 49503
 616.458.2488 ■ www.ia-studio.com

new addition/renovation for:


ZEELAND
 Board of Public Works
 350 E. Washington Ave,
 Zeeland, MI 49464

project team:

 **Moore+Bruggink**
 **SOILS & STRUCTURES**

- 05.16.25 50% DD REVIEW
- 06.06.25 100% DD REVIEW
- 06.12.25 SITE PLAN SUBMITTAL

DATE	ISSUED FOR:
START DATE	01/25/24
PROJECT FILE	240125
DRAWN BY	MDS
PROJECT LEADER	MDS/DSM

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A100
Composite Plan

NOT FOR CONSTRUCTION

From: [Mark Southwell](#)
To: [Tim Maday](#)
Subject: [External] Reckitt Expansion
Date: Tuesday, July 1, 2025 10:17:35 AM

Attention: This email was sent to City of Zeeland / Zeeland BPW from an ***external source***. Please be extra vigilant when opening attachments or clicking links.

Tim,

Although the outcome was not as the east side neighbors had hoped I thought it would be helpful to offer some input on the future site plan that Reckitt will present to the City of Zeeland. There is an item that seemed so obvious to me that I would have to believe it has already been discussed with Reckitt. Reckitt's initial site plan shows the continued use of Main St. for employee parking and traffic. However, with the access to Washington it makes sense to me that for the future site plan they could push all Reckitt traffic to Washington. I would go as far as suggesting that they push their future office building closer to Main St. (as opposed to the 150' buffer proposed) and tuck future parking behind the building or use any Main St. buffer for parking. For example, they have a nice buffer with their newer parking lot to the west. I have to believe that proper planning would rather see an office building than a parking lot buffering Main St. The elevation renderings they showed at the Planning Commission meetings seemed to show an attractive building facade (more attractive than a parking lot). In the future if you are looking for neighbor input I would be willing to be a productive participant. Please share this input with Bill Elhart. I was hoping to find an email address for him on the city's website. You are also welcome to share it with your contact(s) at Reckitt. I live at 38 Wall St.



CITY OF ZEELAND
PLANNING COMMISSION MEETING MINUTES
HOWARD MILLER COMMUNITY CENTER – 14 S CHURCH ST
JUNE 25th, 2025
6:00PM

-6:00PM – Chairman Elhart called the meeting to order and requested a roll call of Planning Commissioners.

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

Absent: None.

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

- Staff confirmed there were no additional items beyond those listed in the agenda packet. The conflict of interest report was briefly referenced.

- Commissioner Cooper voluntarily disclosed her employment with Lakeshore Advantage, noting no direct involvement with the Mead Johnson project and no financial interest. To avoid the appearance of conflict, she requested that the Commission make a motion for her to be excused from the meeting.

Motion 2025.09

Moved by Klompmaker to excuse Commissioner Cooper due to the potential appearance of conflict of interest.

Supported by Holstege

Roll Call Vote on Motion 2025.09

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

Nays: None.

Absent: None.

Motion Passes

- Commissioner Blanton voluntarily disclosed his wife's employment at Lakeshore Advantage and echoed Cooper's rationale. To avoid the appearance of conflict, He also requested that the Commission make a motion for him to be excused from the meeting.

Motion 2025.10

Moved by Klompmaker to excuse Commissioner Blanton due to the potential appearance of conflict of interest.

Supported by Klynstra

Roll Call Vote on Motion 2025.10

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

Nays: None.

Absent: None.

Motion Passes

Chairman Elhart then opened the floor for public comment.

Bruce Vanden Beldt of 40 S Division St addressed the Commission with a motivational analogy comparing Zeeland's strength to that of a sports team, urging commissioners to make bold decisions for the good of the community.

Colin Ebels of 19 S Park reiterated concerns about conflict of interest, legal vulnerabilities in decision-making, and urged the Commission to consider restarting the rezoning process for transparency and community trust.

Chairman Elhart reminded attendees that the public hearing for the rezoning matter closed on June 12, and additional comments on that topic would be accepted.

Staff Liaison Tim Maday explained the contents of the packet and reiterated the importance of voting on each parcel separately. Maday also noted that resolutions for approval and denial were prepared for Commissioners and have been included in the packet.

Chairman Elhart asked Commissioners if they had any questions or wished to further discuss the rezoning of 605 & 633 E Main.

Commissioner Kass and Klynstra spoke on the challenges of balancing industrial growth and housing needs.

Commissioner Perkins asked Mead Johnson at what point they can no longer use the existing equipment, and wondered if Reith Riley was an option for purchase since it is already industrial.

Aaron Holder of Mead Johnson reiterated that modernization was necessary for compliance and viability, existing equipment has a finite lifespan. Justin Griner of Mead Johnson added that alternatives such as acquiring nearby parcels, such as Reith Riley, presents regulatory and timeline challenges.

Commissioner Klompaker asked if it was possible to move the location of the parking lots to allow the townhomes to remain.

Aaron Holder of Mead Johnson clarified that the current site plan is preliminary and that various alternatives have been explored. He emphasized that all properties acquired are essential to fulfilling the objectives of the project. He also noted that parking locations will be thoroughly reviewed during the site planning phase, which will follow rezoning approval.

Commissioner Perkins asked if the budget for this project includes portions of the existing Mead Johnson facility, or if the budget would be directed towards the new properties acquired for this project.

Aaron Holder of Mead Johnson explained that remediation efforts are currently underway within the existing facilities, primarily focused on improving the movement of materials and personnel around equipment. He noted that fully modernizing the existing manufacturing assets would require extended shutdowns, which are not feasible due to the facility's critical role in supplying infant formula nationwide. As a major producer in the U.S. market, Mead Johnson cannot afford the disruption such a shutdown would cause. Therefore, new construction is necessary to achieve modernization goals. He added that any new or modernized manufacturing assets must undergo a lengthy and complex regulatory process involving validation and approval by agencies in the U.S. and all 31 countries served by the facility—a process that can take several years.

Chairman Elhart referenced Planning Consultant Paul Leblanc's favorable resolution for the rezoning, and expressed his support of this rezoning.

Tim Maday addressed Commissioners noting that a resolution has been prepared for each of the parcels, one to approve and one to deny. Maday encouraged Commissioners to discuss their findings, make any proposed amendments, or motion to approve / deny the resolutions prepared.

Motion 2025.11

Moved by Klompmaker to preliminarily approve the resolution recommending that the parcel at 633 E Main Ave be rezoned into the I-2 – General Industrial District.

Supported by Klynstra

Roll Call Vote on Motion 2025.11

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

Nays: None.

Absent: None.

Excused: Blanton, Cooper.

Motion Passes

Motion 2025.12

Moved by Klompmaker to preliminarily approve the resolution recommending that the parcel at 605 E Main Ave be rezoned into the I-2 – General Industrial District.

Supported by Holstege

Roll Call Vote on Motion 2025.12

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

Nays: Kass.

Absent: None.

Excused: Blanton, Cooper.

Motion Passes

- Moved by Commissioner Holstege to approve the Planning Commission meeting minutes from the June 12, 2025 meeting. Supported by Commissioner Klynstra. All Commissioners voted aye.

-6:32PM Moved by Commissioner Klompmaker to adjourn. Supported by Commissioner Klynstra. All voted aye.

Respectfully submitted,

Nadine Hopping
Recording Secretary