CITY OF ZEELAND
PLANNING COMMISSION MEETING MINUTES
HOWARD MILLER COMMUNITY CENTER
ZEELAND, MI
June 4th, 2026
5:45 PM

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

Present: Commissioners, Rebecca Perkins, Sheri Holstege, Daniel Klompmaker, Rick VanDorp, and and Chairman Bill Elhart.

Absent: Commissioners CJ Otteman, Bob Blanton, and Tim Klunder.

Also Present: City Attorney Jim Donkersloot, Zoning Administrator Timothy Maday, Planning Consultant Tanya DeOliveria, Former Planning Consultant Paul Leblanc, and Recording Secretary Nadine Garza.

-Moved by Klompmaker, Supported by Holstege to excuse absent members. Motion carried unanimously by voice vote.

Maday noted that there were no additional agenda items.

Chairman Elhart opened the floor for public comment.

Keith Disselkoen, of 30 N. Carlton Street, stated that he had submitted a letter to the Planning Commission noting that he is not a traffic engineering expert but wished to express concerns regarding the volume of traffic that would utilize the Carlton Street entrance and exit. He noted that he and his wife, Georgie, have owned their property on Carlton Street for nearly 43 years, with his father owning it for 21 years prior. Mr. Disselkoen stated that he appreciates the improvements the City has made in this area, including recent road repairs, but believes the proposed entrance and exit could create significant congestion during peak traffic periods and negatively impact surrounding property values. He added that he and his wife have invested nearly $70,000 into their property, resulting in substantial improvements, and that they take great pride in maintaining and preserving it.

Mr. Disselkoen stated that he and his wife attended the meeting to appeal the application and request that the Commission reconsider the use of Carlton Street as an ingress and egress point for the parking lot. He expressed concern that the anticipated traffic volume, estimated at approximately 350 vehicles, would create significant congestion and adversely affect his tenants' ability to travel to and from the property. He referenced his written communication, which is attached to the record, and reiterated that while he is not a traffic expert, he has significant concerns regarding the proposed use of Carlton Street and its impact on him and his tenants. Mr. Disselkoen noted that although he and his wife do not currently reside in Zeeland, they have owned the property and rental units for many years.

DRAFT

Chairman Elhart asked staff about the traffic study conducted regarding the use of Carlton Avenue for parking lot ingress and egress as compared to Main Avenue. Maday explained that, as part of the project review process, Mead Johnson's team was required to submit a traffic impact study evaluating the potential effects of the proposed development on the City's transportation network. He stated that the study was reviewed by the City's consulting engineer, Joe Eberle of Progressive AE, who found the proposed traffic plan acceptable while continuing to work through final details with the applicant's engineering team.

Maday noted that Mr. Disselkoen had provided his comments in advance of the meeting and that those comments were distributed to the Planning Commission for review. He added that the correspondence was also reviewed by Mr. Eberle, who explained that the reported Synchro delay includes time spent in a vehicle queue and does not reflect the actual capacity of the intersection. Mr. Eberle further noted that peak-hour traffic volumes would be substantially lower than the total number of parking spaces, likely closer to 125 vehicles, and that traffic would be distributed among multiple intersections and further divided between left and right turning movements. According to the traffic analysis, these factors reduce delays at the intersections, and the traffic engineer's modeling indicates a Level of Service "C," which is typical and acceptable for one-way stop-controlled intersections.

Maday concluded by stating that the City's consulting engineer had reviewed the traffic plan submitted by Mead Johnson and found it to be acceptable. Chairman Elhart then confirmed that when Carlton Street was reconstructed, it was rebuilt in accordance with current codes and standards, which Maday affirmed.

Mr. Disselkoen questioned whether the roadway had been designed to accommodate heavy semi-truck traffic or primarily standard passenger vehicle traffic, noting that the street now includes on-street parking and sidewalks on both sides. He stated that he had just received Mr. Eberle's written response and observed that the second paragraph referenced approximately 122 vehicles exiting during shift changes but did not address the approximately 122 vehicles entering the site during the same period. Mr. Disselkoen reiterated his belief that the proposed traffic volumes would result in significant congestion on Carlton Street, Main Avenue, and Fairview Avenue. He further stated that Carlton Street is a quiet residential street and expressed concern that increased traffic would significantly alter its character.

Additionally, Mr. Disselkoen noted that Zeeland Public Schools frequently utilizes Carlton Street for bus movements, at times involving approximately 25 buses, and stated that the combination of school bus traffic, semi-truck traffic, and additional employee vehicle traffic would create further disruption along the corridor.

Georgie Disselkoen, of 30 N. Carlton Street, expressed concern regarding the proposed driveway connection on Carlton Street, noting that it would be located directly across from the driveway serving their property. She stated that she believes the increased traffic will create difficulties for their tenants when entering and exiting the property. Mrs. Disselkoen added that the property has historically been highly desirable to renters and expressed concern that the proposed traffic conditions could negatively impact tenant satisfaction, potentially leading tenants to seek housing elsewhere and making the property more difficult to lease in the future. She concluded by noting that the rental property serves as an important part of their retirement

DRAFT

income, as neither she nor her husband has additional sources of compensation, and they rely heavily on the property's rental revenue for their retirement.

Commissioner Perkins inquired about commercial traffic on Carlton Street and asked whether commercial vehicles entering and exiting the Mead Johnson site would be directed to follow a designated routing plan. Maday responded that the applicant was present at the meeting and would have the opportunity to address that question. He noted that the discussion was still within the public comment portion of the hearing and explained that the applicant would be able to respond to questions and provide additional information during the presentation of the application

Mr. Disselkoen then questioned if the portion of Carlton St that stretches from Washington Ave to the entrance for commercial traffic would be rebuilt as he noted that portion was only built for small vehicle traffic.

Kevin Plockmeyer, Assistant City Manager of City Services, Infrastructure, and Finance, stated that the specific section of Carlton Street has been reviewed by both the City and Mead Johnson engineers. He explained that, as the City continues to work through negotiations related to the project and the associated development agreement, improvements to the sanitary sewer, utilities, infrastructure, and street improvements would be addressed as part of the overall development. Mr. Plockmeyer referenced his memo included in the Commissioners' packet, which identifies street improvements as one of the items to be considered. He reiterated that these matters would be addressed through the development agreement process, as is typical, and are not part of the site plan approval process.

Mr. Disselkoen asked whether there was an intention to rebuild Carlton Avenue or add additional lanes. Chairman Elhart confirmed that Mr. Plockmeyer had already stated those details would be addressed as the City continues working through the project and development agreement.

Mr. Plockmeyer added that, based on the level of service information reviewed, including traffic reports, counts, and related data, there is currently no intention to modify the traffic pattern at this time.

Chairman Elhart then closed the public comment sector of the meeting, moving to communications received. Maday highlighted a communication received by Jeff Zylstra, Community Manager of Royal Park Place regarding 201 Royal Park Dr.

-5:59PM Chairman Elhart opened the public hearing to hear the Site Plan Review Application at 201 Royal Park Dr. to consider a 14 space parking lot addition – Helping Hands Residential Care.

Jason Hall, of Midwest Construction Group, explained that Hope Discovery's services have expanded to the point that the existing parking supply no longer adequately meets demand. He noted that efforts have been made to establish parking agreements with neighboring properties; however, on-street parking has become increasingly burdensome. Mr. Hall stated that the purpose of the request is to add 14 parking spaces to help alleviate traffic flow issues and reduce congestion caused by vehicles parking along the street. He further explained that employee parking is located at the rear of the property and that additional spaces would

DRAFT

provide more on-site parking for customers, reducing the need for parking on adjacent roadways.

Maday added that the property was improved in 2021 with the construction of the existing facility and currently provides more than the minimum amount of parking required by the Zoning Ordinance based on the building's size and occupancy. However, the applicant is requesting an additional 14 parking spaces to better accommodate operational needs.

Maday noted that the proposed parking lot expansion appears to comply with all applicable Zoning Ordinance requirements, including setbacks, access aisle widths, and parking space dimensions. He further stated that staff considers the proposed parking area to be a permitted accessory use within the zoning district. However, he noted that the ordinance would require one additional canopy tree beyond what is currently shown on the site plan. Given the nature and layout of the site, staff supports a waiver of the additional tree requirement and finds the landscaping plan acceptable as proposed.

Maday explained that staff had not yet received the final stormwater management review, which is typical for a project of this nature. As a result, staff recommended conditional approval subject to review and approval of the stormwater management and parking lot expansion plans by the City's engineering consultant.

Maday also noted that correspondence received from Jeff Zylstra expressed support for the proposed parking lot expansion. He further stated that no objections to the application were raised during the public comment portion of the hearing

Perkins confirmed that the waiver would be for only one tree, where the existing canopy tree would then be located elsewhere on site. Maday confirmed.

-6:02PM Motion made by Klompmaker to close the public hearing. Supported by Van Dorp. Motion carried unanimously by voice vote.

Motion 2026.08
Moved by Klompmaker to approve the site plan review application for 14 space parking lot addition at 201 Royal Park Dr. with the following conditions:

- **(a.) Stormwater management plan be approved.**
- **(b.) One landscaping waiver granted for one tree, noting the relocation of the existing tree elsewhere onsite.**

Supported by VanDorp

Roll Call Vote on Motion 2026.08
Ayes:, Perkins, Holstege, Klompmaker, VanDorp, Chairman Bill Elhart.
Nays: None.
Absent: Otteman, Blanton, Klunder.

Motion Passes

Resolution of approval for Mead Johnson & Company, LLC site plan review & special land use application for campus modernization project at 725 E Main Ave and related parcels.

DRAFT

Maday reviewed the discussion and actions previously taken by the Planning Commission regarding Mead Johnson's Site Plan Review and Special Land Use application for the Campus Modernization project. He referenced the resolution prepared for consideration at the meeting and noted that it had been slightly revised based on comments from Planning Consultant Paul LeBlanc. LeBlanc correctly identified that the Zoning Ordinance permits certain minor site plan amendments, such as the replacement of trees and similar modifications, to be handled administratively. Maday explained that the revised resolution acknowledges that such minor changes may occur and can be addressed in accordance with the provisions of the ordinance.

Maday then reviewed the resolution in greater detail, including the conditions that must be satisfied before staff may issue the necessary permits. He outlined each of the proposed conditions for the Commission's consideration. Additionally, he referenced the memorandum prepared by Assistant City Manager Kevin Plockmeyer, which was included in the Commissioners' meeting packets and outlines the types of items anticipated to be addressed through the development agreement process.

Maday further stated that staff finds the applicant's plans to be compliant with the requirements of the Zoning Ordinance and supports adoption of the resolution as presented. He noted that the applicant's written responses to questions raised by Commissioners and members of the public had been included in the meeting packets for review. Maday concluded by noting that representatives of the applicant were present at the meeting and available to review the proposal and answer any additional questions from the Commission or the public.

Commissioner Perkins stated that she understood the configuration of the driveway along N. Carlton Avenue would be further evaluated during the development agreement process. However, she questioned whether the driveway could be shifted farther north to reduce potential impacts on the rental properties located across the street.

Allan Barron, representing Mead Johnson, responded that the project team is currently evaluating that possibility. He explained that they are exploring how far north the driveway can be relocated while avoiding conflicts with an existing Consumers Energy utility pole, overhead wires, and the placement of required landscaping and trees. Barron added that the project's goal is to ensure vehicle headlights are not directly aligned with any of the nearby residential properties.

Perkin then commented that she is also aware that the pocket park will eventually be seen by commissioners as the application continues to be processed, although she noted that she wishes to see the pocket park bigger than the original proposal. She then referenced the communication that was received at the commissioner's last meeting, from resident Ryan Baas who had made a proposal for the park & wondered if that was something their team was considering.

Art Pike, representing Mead Johnson, stated that the company is currently in discussions with the City, Zeeland Public Schools, and representatives from Bethel Church regarding the relocation of the park. He expressed Mead Johnson's desire to preserve and relocate as much of the existing park as possible while also making enhancements that would improve upon the current facility.

DRAFT

Commissioner Perkins noted that the Planning Commission would not be taking action on matters related to the park, as the property is owned by Zeeland Public Schools. Maday confirmed this, explaining that school-owned properties fall under the jurisdiction of the State Superintendent of Public Instruction and are generally exempt from local zoning regulations. However, Maday noted that matters related to the park's relocation, including easements, maintenance responsibilities, and other associated agreements, would require approval by City Council, providing an additional level of oversight.

Commissioner Perkins then asked whether there was an appropriate contact for resident Ryan Baas to continue discussions regarding his previous proposal for a scholarship funded by Mead Johnson. Pike responded that he and Mr. Baas have already had conversations on the topic and intend to continue those discussions in the near future.

City Attorney Donkersloot provided an overview of the resolution prepared for consideration at the meeting. He explained that the resolution would approve the proposed plan subject to a number of contingencies and conditions that must be satisfied before a building permit may be issued. Donkersloot reminded the Commission of the correction made to the resolution, clarifying that certain minor modifications to the approved plan may be reviewed and approved or denied administratively by staff in accordance with the requirements of the Zoning Ordinance. He further stated that the resolution was drafted to address the concerns and issues raised throughout the review process. Donkersloot concluded by reviewing the next steps in the process and outlining the actions that would follow should the Commission approve the resolution.

Motion 2026.09
Moved by Klompmaker to adopt the resolution of approval for Mead Johnson & Company LLC, site plan review & special land use application for campus modernization projects at 725 E Main Ave and related parcels.

Supported by Holstege

Roll Call Vote on Motion 2026.09
Ayes:, Perkins, Holstege, Klompmaker, VanDorp, Chairman Bill Elhart.
Nays: None.
Absent: Otteman, Blanton, Klunder.

Motion Passes

Mast Plan Review of Draft, Chapter 2 – Demographics
Tanya DeOliveira, of Williams & Works, briefly reviewed the draft demographics chapter of the Master Plan and responded to questions from Commissioners, providing clarification on several topics discussed within the chapter.

Maday noted that he intends to provide Commissioners with additional local housing data, as that information was not included in the current draft chapter. He explained that he and Ms. DeOliveira will work together to compile and incorporate this data into future drafts / discussions of the Master Plan where appropriate.

Maday highlighted that he, Tanya DeOliveira, and SARB liaison Abby DeRoo are scheduled to meet in the coming weeks to provide Tanya with additional context and insight into the City of

DRAFT

Zeeland. He explained that the meeting will help familiarize her with the community as she assists the Planning Commission in updating and rewriting the Master Plan.

Commissioner Klompmaker noted that, as the Commission continues discussing improvements that would benefit the City, he believes it would be worthwhile to begin conversations regarding the development and expansion of bicycle infrastructure within Zeeland. Commissioners expressed agreement with the suggestion, and Mrs. DeOliveira noted that she would be happy to assist with those discussions.

Maday stated that he had no additional matters for the Planning Commissioners to discuss, while also highlighting that the next regular planning commission meeting has been set for July 9th, 2026.

-6:31 PM – Moved by Klompmaker, supported by Holstege, to adjourn. Motion carried unanimously by voice vote.

Nadine Garza
Recording Secretary

DRAFT