



PLANNING COMMISSION MEETING PACKET CONTENTS

Thursday, October 1, 2026 – 5:30pm

Zeeland City Hall – Council Chambers

NOTE: 5:30 Start time for Capital Improvement Projects List bus tour – Meet at City Hall front entrance

1. Agenda
2. Staff Memo – October 1, 2026 Planning Commission meeting agenda
3. Public Hearing Notice - 500 E Roosevelt Ave and 44 W Garfield Ave
4. Staff Memo – Site Plan Review Application for 500 E Roosevelt Ave
5. Site Plan Review Application – 500 E Roosevelt Ave
6. Plans - Site Plan Review Application for 500 E Roosevelt Ave
7. Staff Memo – Site Plan Review and Special Land Use Application for 44 W Garfield Ave
8. Site Plan Review and Special Land Use Application – 44 W Garfield Ave
9. Plans - Site Plan Review and Special Land Use Application for 44 W Garfield Ave
10. Staff Memo – 2027 Capital Improvement Projects List development
11. Draft Planning Commission Meeting Minutes – September 10, 2026

**CITY OF ZEELAND
PLANNING COMMISSION
AGENDA
OCTOBER 1, 2026
CITY COUNCIL CHAMBERS – ZEELAND CITY HALL
21 S ELM STREET**

5:30PM – Capital Improvement Projects List Bus Tour – Meet at City Hall front entrance

6:10PM

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

VISITORS/PUBLIC COMMENT:

-

COMMUNICATIONS/REPORTS:

-

PUBLIC HEARINGS:

- 6:15PM – 500 E Roosevelt Ave – Core Ventures, LLC - Site Plan Review Application for the construction of an 83,500 square foot industrial building with related parking, landscaping and site improvements.
- 6:20pm – 44 W Garfield Ave – Cindy Werp – Site Plan Review and Special Land Use Application for the construction of a 384 square foot detached accessory dwelling unit as an addition to an existing detached garage

ACTION:

- Draft minutes of September 10, 2026 Planning Commission meeting

UNFINISHED BUSINESS:

-

NEW BUSINESS:

- 2027 Capital Improvement Projects List development
- Election of Officers for remainder of 2026 – Vice Chair and Secretary

MASTER PLAN:

-

PUBLIC COMMENT:

-

OTHER:

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



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

MEMORANDUM

DATE: Friday, September 25, 2026

TO: Planning Commission

FROM: Tim Maday, Community Development Director

RE: **October 1st Planning Commission meeting – Agenda overview and staff update**

This memo provides an overview of the October 1, 2026 Planning Commission meeting agenda and other information that may be of interest to Commissioners.

Meeting Format and Location: The October regular Planning Commission meeting will begin at 5:30pm at City Hall and start with a 30-40 minute bus tour of the City as the kickoff to the development of the Commission's annual Capital Improvement Projects List. The Commission will then return to City Hall for the remainder of the meeting. The first public hearing is scheduled for 6:15 p.m.

A separate memo in the meeting packet explains the process and schedule for developing this year's CIP List, provides background materials, and outlines the proposed bus tour stops.

Public Hearings: The Commission will hold two public hearings at the October 1st meeting. The first hearing is related to Core Ventures, LLC's site plan review application to construct a new 83,500 square foot industrial building and related site improvements at Plascore's 500 E Roosevelt Avenue site. The second hearing is related to a special land use and site plan review application for a 384 square foot accessory dwelling unit at 44 W Garfield Avenue. Each application is addressed in separate staff memos contained in the meeting packet.

Master Plan Website: The City's [2026–2027 Comprehensive Master Plan website](#) is now live. It provides an overview of the planning process, the draft chapters the Commission has reviewed, the current status of the project, and information about upcoming opportunities for public participation. The page will be updated as work on the plan progresses.

303 E Main Avenue: On Monday, September 21, City Council authorized staff to begin negotiations with GL Rentals/David and Laura Wilson toward a purchase and development agreement for the former Main Street Auto property at 303 E Main Avenue. Their proposal includes a four story mixed-use building, off-site parking for the development, and use of their 44 N Elm Street lot by the City for parking for a period of 10 years. Staff is excited about the opportunity to work with an established community partner to bring downtown closer to the City's vision for the area.

New Planning Commissioner: Welcome to Commissioner Phil Dirkse, who was appointed to the Planning Commission by City Council on September 21. We look forward to having him join the Commission.

Election of Officers: Under the Commission's bylaws, the Vice Chair assumes the role of Chair for the remainder of 2026 following Commissioner Bill Elhart's resignation. At the October meeting, the Commission will elect a Vice Chair and Secretary to serve for the remainder of the year.

November Planning Commission Meeting: Staff has received one application for consideration at the November meeting: a proposed gymnasium addition for The Bridge Youth Center at 435 W Main Avenue. Staff is reviewing the application and anticipates bringing it to the Commission for consideration in November.

I hope this memo is helpful in providing an overview of the October meeting agenda and upcoming Planning Commission activities. Please do not hesitate to reach out to me with any questions.



**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 5:30pm on Thursday, October 1, 2026 for its regular monthly meeting. The following applications will be reviewed at the following times:

6:15pm

Applicant:	Bethany Meza
Property Owner:	Core Ventures LLC
Project Location:	500 E Roosevelt Ave
PIN:	70-17-18-400-049
Zoning:	I-2 – General Industrial District
Description of Request:	Site Plan Review Application for the construction of an approximately 150 feet long by 560 feet wide, 27 foot 6 inch tall, 83,500 square foot industrial building on existing improved industrial site. Project includes parking lot, utility and stormwater management improvements.

6:20pm

Applicant:	Cindy Werp
Property Owner:	Cindy Werp
Project Location:	44 W Garfield Ave
PIN:	70-16-13-478-004
Zoning:	R-1 – Single Family Residential District
Description of Request:	Special Land Use Application for the construction of a 384 square foot detached accessory dwelling unit as an addition to an existing detached accessory building.

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: September 11, 2026
Timothy Maday – Zoning Administrator



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

MEMORANDUM

DATE: Friday, September 25, 2026

TO: Planning Commission

FROM: Tim Maday, Community Development Director

RE: **October 1st Planning Commission meeting agenda – Site plan review application for 500 E Roosevelt Ave – Core Ventures, LLC – New industrial building**

Background: Core Ventures, LLC (Plascore) owns several parcels in the City of Zeeland, including the property at 500 E Roosevelt Avenue. The property is improved with existing industrial buildings and related parking, drives, and site infrastructure. It is adjacent to the Core Ventures, LLC owned industrial property at 450 E Roosevelt Avenue, and the two properties share a driveway and parking facilities. The 500 E Roosevelt Avenue property is zoned I-2, General Industrial District, where the existing manufacturing use is permitted by right.

Description of Application: The applicant proposes to construct a new industrial building between two existing buildings at 500 E Roosevelt Avenue. The proposed building is approximately 150 feet by 560 feet, by 27 feet 6 inches tall, and 83,500 square feet in area. Parking lot expansions, landscaping, stormwater management, utility work, and related site 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 setbacks:** The existing buildings establish the front and rear setbacks for the parcel, with the proposed building being located between the two existing buildings. The proposed building would provide more than the 40-foot side yard setbacks required by ordinance.
- **Parking spaces:** The proposed building generates an ordinance calculated demand of 109 additional parking spaces. The plan adds 143 spaces by expanding the parking areas on the site, bringing the total to 278 spaces.
- **Parking lot landscaping:** Based on the expanded parking areas, seven additional canopy trees and 2,400 additional square feet of landscaping are needed for the overall parking lots to meet ordinance requirements. The plan provides seven additional trees and more than 10,000 square feet of green space in parking lot islands and areas adjacent to the parking lots.
- **Parking lot design:** The proposed aisle width (26 feet), space length (18 feet), and space width (9 feet) comply with City ordinance.
- **Greenbelt:** The greenbelt for the facility is existing, and complies with the City's greenbelt requirement of one canopy tree for every forty feet of road frontage.
- **Lot coverage:** Existing and proposed structures would cover approximately 33% of the parcel, below the I-2 district maximum of 60%.
- **Stormwater management:** Plans are currently under review by the City's consulting engineer.

Review by City Departments: The applicant met with City staff before submitting the application to discuss potential site design issues. The plans address many of the items identified during that meeting. After the application was filed, it was distributed to City department heads for review and comment. The following comments were received:

- **Clean Water Plant Superintendent:** The plans show an extension of the sanitary sewer main. The final main size must be confirmed, and the extension will require an EGLE Part 41 permit. Because the proposed building will have floor drains, the sanitary design must also include a 1,000-gallon oil and grease interceptor and a monitoring manhole before the connection to the main. The plan shows one sanitary sewer discharge from the proposed building, as required.
- **Fire Chief:** The proposed location of the fire department connection (FDC) could cause hoses to block access along the main campus drive during a fire response. The Fire Chief identified two possible solutions: locate the FDC at the southwest corner of the building or add a hydrant near the southwest corner of the parking lot and proposed fire lane. The applicant should coordinate the final design with the Fire Chief.

These are typical comments for a project of this size and can be addressed as the final site utility and building plans are prepared.

Next Steps: Following the public hearing, the Planning Commission will need to approve or deny the site plan review application. Staff finds that the proposed site plan generally complies with City ordinance requirements. The remaining stormwater, utility, and fire access details can be addressed through final plan review, and staff recommends approval with the conditions below.

Staff Recommendation: Approve the site plan review application submitted by Core Ventures, LLC for the property at 500 E Roosevelt Avenue, including construction of a new 83,500 square foot industrial building and related site and infrastructure improvements, subject to the following conditions:

1. The stormwater management plans must be reviewed and approved by the City's consulting engineer.
2. Final site utility and fire access plans, including hydrant and FDC locations, must be reviewed and approved by the appropriate City departments before permits are issued for the affected work.



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 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 500 East Roosevelt Ave	Parcel number 70- 17-18-400-049
Name of development Plascore	Acreage 48.86+/-

II. CONTACT INFORMATION

Property owner Core Ventures LLC	Contact <i>Olaf Huebner</i>
Phone <i>616-772-1220</i>	Email <i>Olaf.Huebner@plascore.com</i>

Applicant Bethany Meza	Company Plascore		
Address 500 East Roosevelt Ave	City Zeeland	State MI	Zip 49464
Phone <i>616-210-4154</i>	Email <i>bethany.meza@plascore.com</i>		
If applicant is other than owner, what is the relationship? <i>Facility Manager, Plascore</i>			

Plan preparer Chris Gilbert	Company Holland Engineering, Inc.		
Address 220 Hoover Blvd	City Holland	State MI	Zip 49423
Phone (616) 392-5938	Email <i>cgilbert@hollandengineering.com</i>		

III. PROPOSED USE OF PROPERTY

PROJECTED COST OF PROJECT \$ _____

Description of use of property/buildings to be constructed Proposed construction of a new 83,500 sqft bldg, public watermain extension, parking lot expansion, & stormwater management facilities on an existing site
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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

Provided N/A (Not Applicable)

- | | | |
|--------------------------|--------------------------|---|
| ☐ | ☐ | 1. Applicants – owners/occupant names, addresses, telephone numbers. |
| ☐ | ☐ | 2. Date (Mo/Day/Yr) including revisions. |
| ☐ | ☐ | 3. Block Title. |
| ☐ | ☐ | 4. Scale. |
| ☐ | ☐ | 5. Northpoint. |
| ☐ | ☐ | 6. Location map drawn at a scale of 1"= 2000' with north point indicated. |
| ☐ | ☐ | 7. Architect, Engineer, Surveyor, Landscape Architect, or Planner's name address and telephone number. |
| ☐ | ☐ | 8. <u>Existing</u> lot line, building lines, structures, parking areas, etc. on the parcel and within 100 ft. of the site. |
| ☐ | ☐ | 9. <u>Proposed</u> lot lines, property lines and all structures, parking areas, etc., within the site, and within 100 ft. the site. |
| ☐ | ☐ | 10. Centerline and existing and proposed right-of-way lines of any street. |
| ☐ | ☐ | 11. Zoning classification of petitioner's parcel and all abutting parcels. |

B. Physical Features

<u>Provided</u>	<u>N/A (not applicable)</u>	
☐	☐	1. Entrance and abutting street tapers, acceleration, deceleration and passing lanes and approaches.
☐	☐	2. Proposed locations of access drives, street, intersections, driveway locations, sidewalks, bike-paths, curbing and areas for public use.
☐	☐	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.
☐	☐	4. All structures with dimensioned floor plans, set-back & yard dimensions & typical elevation views, including building heights, etc.
☐	☐	5. Dimensional parking spaces and calculations, drives and type of surfacing.
☐	☐	6. Exterior lighting locations and illumination patterns.

B. Physical Features (continued)

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

C. Landscaping, Greenbelts, Buffers and Screening

<u>Provided</u>	<u>N/A (not applicable)</u>	
☐	☐	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.
☐	☐	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>	
☐	☐	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.
☐	☐	
☐	☐	
☐	☐	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.
☐	☐	
☐	☐	
☐	☐	
☐	☐	

D. Natural Features

<u>Provided</u>	<u>N/A (not applicable)</u>	
☐	☐	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".
☐	☐	2a. On parcels of more than one acre, existing topography with a maximum contour interval of two feet.
☐	☐	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>	
☐	☐	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.
☐	☐	3. Location of existing drainage courses and associated bodies of water, on and off site, and their elevations.
☐	☐	4. Location of existing wetlands to at least the detail indicated on the City of Zeeland zoning map.
☐	☐	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>	
☐	☐	1. Density calculations by type of unit, by bedroom count.
☐	☐	2. Designation of units by type and number of units in each building.
☐	☐	3. Carport locations and details where proposed.
☐	☐	4. Specific amount and location of recreation spaces.
☐	☐	5. Type of recreation facilities to be provided in recreation space.
☐	☐	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>	
☐	☐	1. Loading/unloading areas.
☐	☐	2. Total and useable floor area.
☐	☐	3. Number of occupants during peak usage, i.e. shift change.
☐	☐	4. DNR Air Quality Permit attached.
☐	☐	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? | ☐ | ☐ |
| b. Are the buildings and structures proposed to be on the premises situated to minimize adverse effects upon owners and occupants of adjacent properties? | ☐ | ☐ |
| 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? | ☐ | ☐ |
| 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. | ☐ | ☐ |

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? ☐ ☐
- 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. ☐ ☐

**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.

OFFICE USE

- _____ 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**

Bethany Mer
Signature of Applicant

9-1-2026
Date

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

Administrative Official

Date

PARCEL DESCRIPTION

PER TAX DESCRIPTIONS, OTTAWA COUNTY PUBLIC RECORDS, MICHIGAN.

CORE VENTURES LLC PARCEL #70-17-18-400-049

PART OF THE SOUTHEAST 1/4, SECTION 18, TOWN 5 NORTH, RANGE 14 WEST, COMMENCING SOUTH 89 DEGREES 40 MINUTES 01 SECONDS WEST 708.17 FEET FROM THE EAST 1/4 CORNER, THENCE SOUTH 00 DEGREES 01 MINUTES 25 SECONDS EAST 907.81 FEET PARALLEL WITH EAST SECTION LINE, THENCE SOUTH 80 DEGREES 15 MINUTES 29 SECONDS WEST 300.79 FEET ALONG THE NORTHERLY LINE OF C&O RAILROAD, THENCE SOUTHWESTERLY 379.5 FEET ALONG THE NORTHERLY LINE OF C&O RAILROAD ON A 5779.61 FEET RADIUS CURVE TO RIGHT (CHORD BEARS SOUTH 63 DEGREES 07 MINUTES 46 SECONDS WEST 579.25 FEET), THENCE NORTH 00 DEGREES 01 MINUTES 25 SECONDS WEST 1314.31 FEET, THENCE NORTH 89 DEGREES 40 MINUTES 01 SECONDS EAST 778.06 FEET ALONG THE EAST & WEST 1/4 LINE TO THE POINT OF BEGINNING.

AND

CORE VENTURES LLC PARCEL #70-17-18-400-051

PART OF THE SOUTHEAST 1/4, SECTION 18, TOWN 5 NORTH, RANGE 14 WEST, COMMENCING SOUTH 89 DEGREES 40 MINUTES 01 SECONDS WEST 1484.23 FEET FROM THE EAST 1/4 CORNER, THENCE SOUTH 89 DEGREES 40 MINUTES 01 SECONDS WEST 835 FEET, THENCE SOUTH 00 DEGREES 32 MINUTES 56 SECONDS EAST 160 FEET, THENCE SOUTH 80 DEGREES 15 MINUTES 29 SECONDS WEST 325 FEET, THENCE SOUTH 00 DEGREES 32 MINUTES 56 SECONDS EAST 391 FEET ALONG THE NORTH & SOUTH 1/4 LINE, THENCE NORTH 89 DEGREES 40 MINUTES 01 SECONDS EAST 865.72 FEET, THENCE SOUTH 19 DEGREES 24 MINUTES 13 SECONDS EAST 423.83 FEET, THENCE NORTHEASTERLY 339.58 FEET ALONG THE NORTH LINE OF THE CSX RAILROAD RIGHT-OF-WAY ON A 5779.61 FEET RADIUS CURVE TO LEFT (CHORD BEARS NORTH 67 DEGREES 41 MINUTES 10 SECONDS EAST 339.53 FEET), THENCE NORTH 00 DEGREES 01 MINUTES 25 SECONDS WEST 1314.31 FEET TO THE POINT OF BEGINNING.

SURVEYOR'S NOTES

THIS SURVEY WAS PREPARED FOR THE LANDS AS DESCRIBED HEREIN WITHOUT THE BENEFIT OF CURRENT TITLEDWORK. IT IS NOT A CERTIFICATION OF TITLE, ZONING OR FREEDOM OF ENCUMBRANCES.

EASEMENTS FOR ABOVE GROUND AND UNDERGROUND UTILITIES, IF ANY, WERE NOT PROVIDED TO HOLLAND ENGINEERING, INC. AND ARE NOT SHOWN HEREON.

UTILITIES SHOWN HEREON ARE BASED UPON A COMBINATION OF VISIBLE ABOVE GROUND OBSERVATIONS AND MARKINGS AS THE RESULT OF A MISS DIG TICKET. THEY SHOULD NOT BE INTERPRETED TO BE EXACT LOCATIONS NOR SHOULD IT BE ASSUMED THAT THEY ARE THE ONLY UTILITIES IN THIS AREA. THIS SURVEY SHOULD NOT BE RELED UPON TO DEPICT THE LOCATION OF ALL UNDERGROUND UTILITIES.

NOTE: CONNECTIVITY AS SHOWN HEREON IS BASED UPON BEST AVAILABLE INFORMATION. HOWEVER, LACKING EXCAVATION, THE EXACT LOCATION OF ALL UNDERGROUND FEATURES CANNOT BE ACCURATELY, COMPLETELY AND RELIABLY DEPICTED.

BEARINGS ARE BASED ON A LOCAL COORDINATE SYSTEM, AND THE NORTH LINE OF THE SOUTHEAST 1/4 OF SECTION 18 HAVING A BEARING OF SOUTH 89°40'01" WEST.

ELEVATIONS SHOWN HEREON ARE BASED ON THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88).

SOURCE BENCHMARK: TOP OF NORTHWEST BOLT ON HYDRANT FLANGE
PER HOLLAND ENGINEERING INC. DRAWING NO. 18-09-010, DATED OCTOBER 14, 2020.
ELEVATION = 650.49' (NAVD 88)

SOURCE OF FLOOD INFORMATION: <http://nlsc.fema.gov>

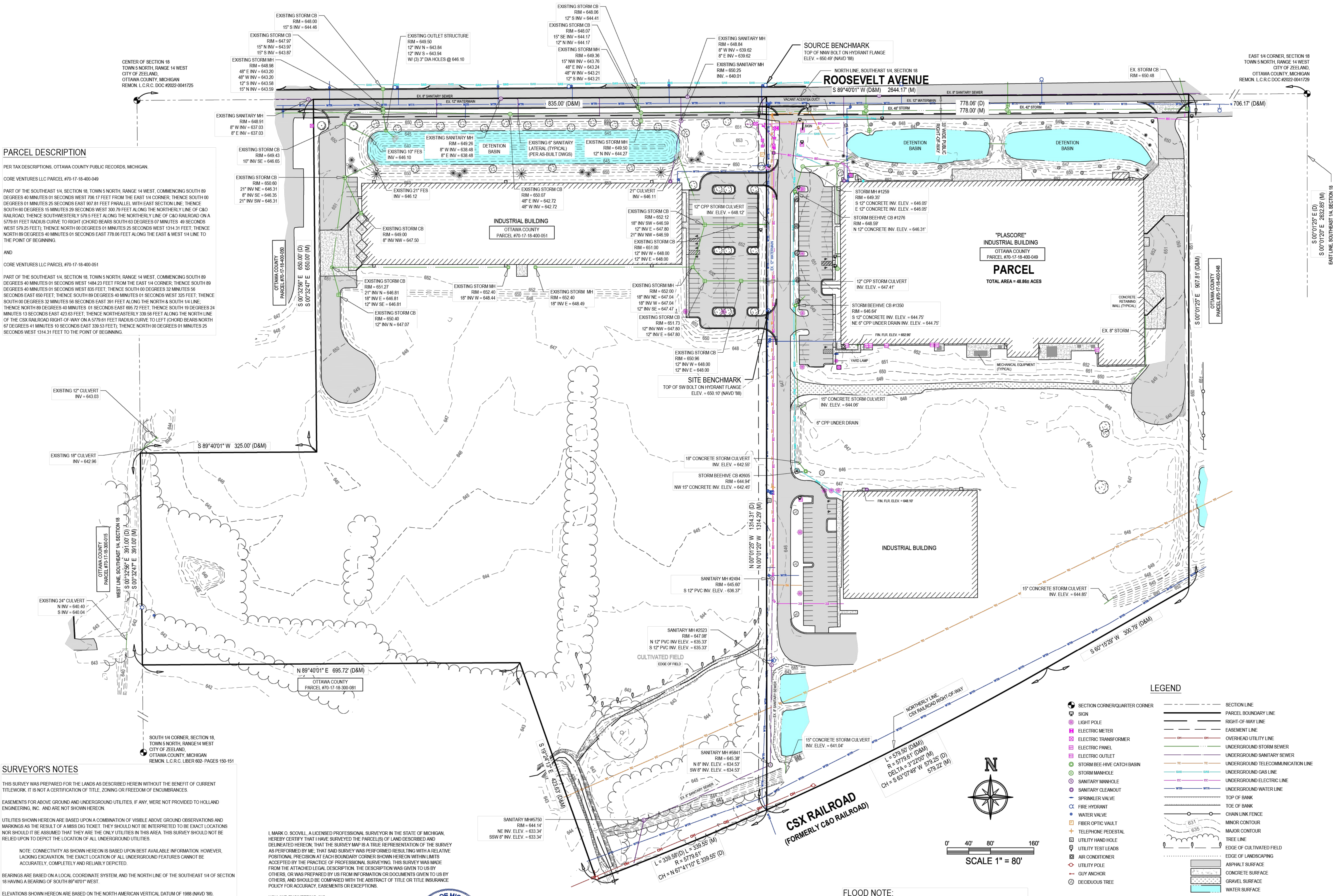
SOURCE OF ADJOINING PARCEL DATA: <https://gis.michigan.gov/ottawa/geocortex/propertymapping/>

DATE OF FIELD SURVEY: JUNE 4, 2026.

I, MARK O. SCOVILL, A LICENSED PROFESSIONAL SURVEYOR IN THE STATE OF MICHIGAN, HEREBY CERTIFY THAT I HAVE SURVEYED THE PARCELS OF LAND DESCRIBED AND DELINEATED HEREON, THAT THE SURVEY MAP IS A TRUE REPRESENTATION OF THE SURVEY AS PERFORMED BY ME, THAT SAID SURVEY WAS PERFORMED RESULTING WITH A RELATIVE POSITIONAL PRECISION AT EACH BOUNDARY CORNER SHOWN HEREON WITHIN LIMITS ACCEPTED BY THE PRACTICE OF PROFESSIONAL SURVEYING. THIS SURVEY WAS MADE FROM THE ATTACHED LEGAL DESCRIPTION. THE DESCRIPTION WAS GIVEN TO US BY OTHERS, OR WAS PREPARED BY US FROM INFORMATION OR DOCUMENTS GIVEN TO US BY OTHERS, AND SHOULD BE COMPARED WITH THE ABSTRACT OF TITLE OR TITLE INSURANCE POLICY FOR ACCURACY, EASEMENTS OR EXCEPTIONS.

HOLLAND ENGINEERING, INC.
220 HOOVER BOULEVARD
HOLLAND, MICHIGAN 49423
(616) 392-5938

MARK O. SCOVILL
MICHIGAN PROFESSIONAL SURVEYOR #400145504



FLOOD NOTE:
PER THE FLOOD INSURANCE RATE MAP:
CITY OF ZEELAND, OTTAWA COUNTY, MICHIGAN
MAP NUMBER: 26130C0300E
EFFECTIVE DATE: DECEMBER 16, 2011
THE SUBJECT PARCEL LIES IN:
ZONE X, AREA OF MINIMAL FLOOD HAZARD, AND IS NOT IN A SPECIAL FLOOD HAZARD AREA.

LEGEND

- SECTION CORNER/QUARTER CORNER
- SIGN
- LIGHT POLE
- ELECTRIC METER
- ELECTRIC TRANSFORMER
- ELECTRIC PANEL
- ELECTRIC OUTLET
- STORM BEE-HIVE CATCH BASIN
- STORM MANHOLE
- SANITARY MANHOLE
- SANITARY CLEANOUT
- SPRINKLER VALVE
- FIRE HYDRANT
- WATER VALVE
- FIBER OPTIC VAULT
- UTILITY TEST LEADS
- UTILITY POLE
- GUY ANCHOR
- DECIDUOUS TREE
- SECTION LINE
- PARCEL BOUNDARY LINE
- RIGHT-OF-WAY LINE
- EASEMENT LINE
- OVERHEAD UTILITY LINE
- UNDERGROUND STORM SEWER
- UNDERGROUND SANITARY SEWER
- UNDERGROUND TELECOMMUNICATION LINE
- UNDERGROUND GAS LINE
- UNDERGROUND ELECTRIC LINE
- UNDERGROUND WATER LINE
- TOP OF BANK
- TOE OF BANK
- CHAIN LINK FENCE
- MINOR CONTOUR
- MAJOR CONTOUR
- TREE LINE
- EDGE OF CULTIVATED FIELD
- ASPHALT SURFACE
- CONCRETE SURFACE
- GRAVEL SURFACE
- WATER SURFACE
- REMON - REMONUMENTATION
- L.C.R.C. - LAND CORNER RECORDATION CERTIFICATE
- INV. - INVERT
- F.F. - FINISHED FLOOR
- ELEV. - ELEVATION
- CPP - CORRUGATED PLASTIC PIPE
- (M) - MEASURED DIMENSION
- (D) - DEEDED DIMENSION

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PLASCORE

PLASCORE WEST
450 ROOSEVELT AVENUE
ZEELAND, MI 49464

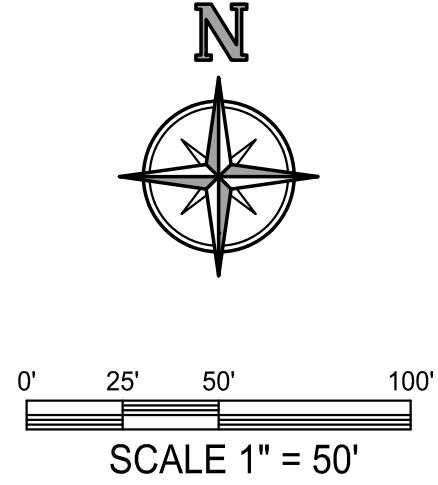
No.	Description	Date
1	EXISTING CONDITIONS TOPOGRAPHIC MAP	08/28/2026
2	EXISTING CONDITIONS TOPOGRAPHIC MAP	08/28/2026
3	EXISTING CONDITIONS TOPOGRAPHIC MAP	08/28/2026
4	EXISTING CONDITIONS TOPOGRAPHIC MAP	08/28/2026
5	EXISTING CONDITIONS TOPOGRAPHIC MAP	08/28/2026
6	EXISTING CONDITIONS TOPOGRAPHIC MAP	08/28/2026
7	EXISTING CONDITIONS TOPOGRAPHIC MAP	08/28/2026
8	EXISTING CONDITIONS TOPOGRAPHIC MAP	08/28/2026
9	EXISTING CONDITIONS TOPOGRAPHIC MAP	08/28/2026
10	EXISTING CONDITIONS TOPOGRAPHIC MAP	08/28/2026

Project Manager	RYAN T. YSELDOYCE PE
Vertical Datum	NAVD 88
Horizontal Datum	LOCAL
Drawn by	JOHN M. RANKIN
Checked by	Survey JCD
Date	08/28/2026
Struc.	
L.A.	
HEI Project Number	26-05-024
Sheet Title	EXISTING CONDITIONS
Sheet No.	V-101

ATTN: MS. BETHANY MEZA

PT. OF THE SE 1/4 SEC. 18 T5N, R14W
CITY OF ZEELAND, OTTAWA COUNTY, MICHIGAN

220 Hoover Boulevard
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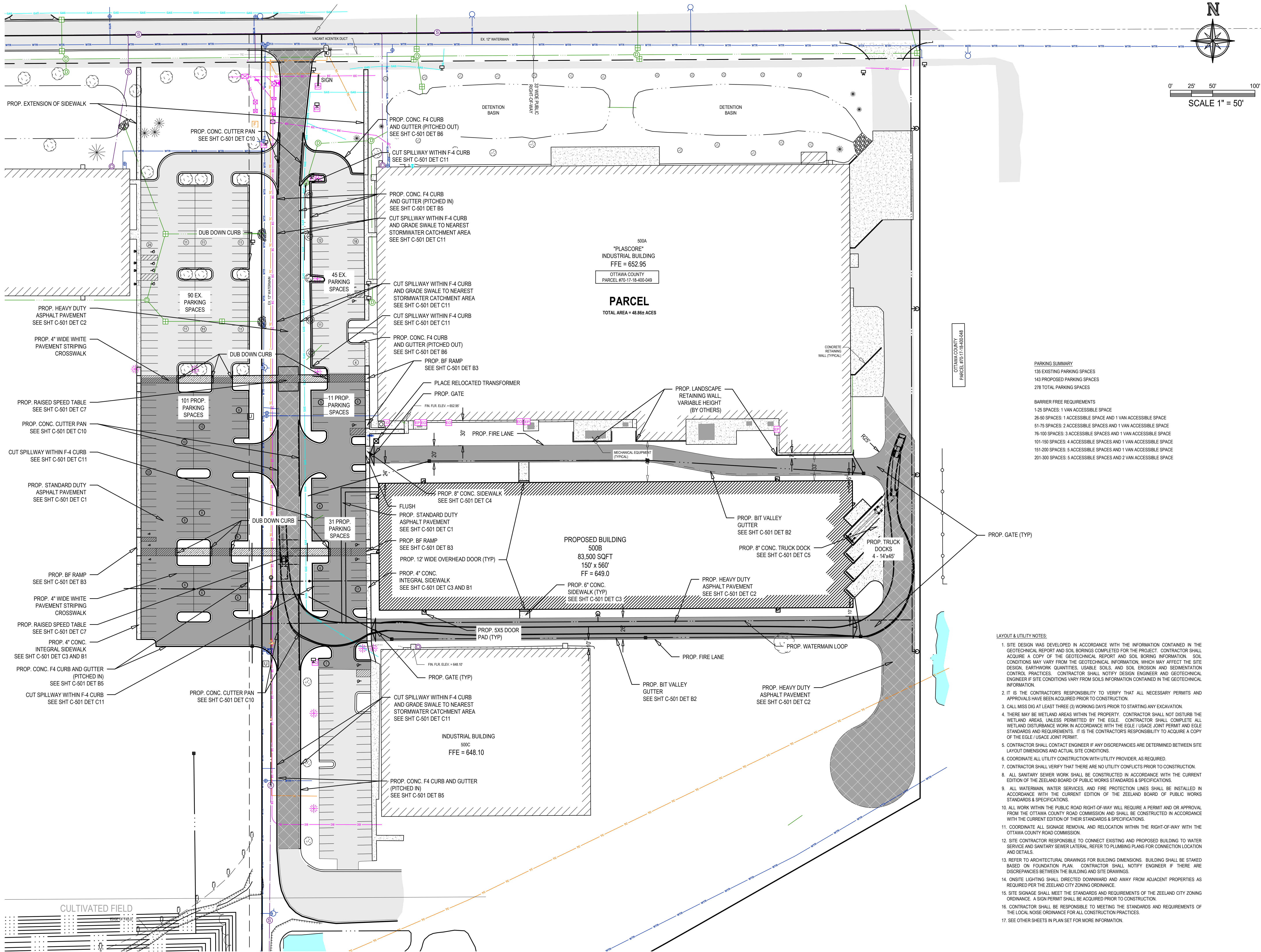
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100 EAST ROOSEVELT AVE
ZEELAND, MI 49464

Issued for:		
Date	Description	No.
06/24/2026	CONCEPT	A
09/01/2026	SITE PLAN REVIEW	B

Plans are preliminary & incomplete until ISSUED FOR CONSTRUCTION

Project Manager CHRIS GILBERT	
Vertical Datum NAVD' 88	Horz. Datum LOCAL
Drawn by PETER BULTEN, P.E.	
Checked by Survey	Date
Civil	
Struc.	
L. A.	
HEI Project Number 26-05-024	
Sheet Title CIVIL DEMOLITION	
Sheet No. CD-101	



PARKING SUMMARY	
135 EXISTING PARKING SPACES	
143 PROPOSED PARKING SPACES	
278 TOTAL PARKING SPACES	
BARRIER FREE REQUIREMENTS	
1-25 SPACES: 1 VAN ACCESSIBLE SPACE	
26-50 SPACES: 1 ACCESSIBLE SPACE AND 1 VAN ACCESSIBLE SPACE	
51-75 SPACES: 2 ACCESSIBLE SPACES AND 1 VAN ACCESSIBLE SPACE	
76-100 SPACES: 3 ACCESSIBLE SPACES AND 1 VAN ACCESSIBLE SPACE	
101-150 SPACES: 4 ACCESSIBLE SPACES AND 1 VAN ACCESSIBLE SPACE	
151-200 SPACES: 5 ACCESSIBLE SPACES AND 1 VAN ACCESSIBLE SPACE	
201-300 SPACES: 5 ACCESSIBLE SPACES AND 2 VAN ACCESSIBLE SPACE	

- LAYOUT & UTILITY NOTES:
1. SITE DESIGN WAS DEVELOPED IN ACCORDANCE WITH THE INFORMATION CONTAINED IN THE GEOTECHNICAL REPORT AND SOIL BORINGS COMPLETED FOR THE PROJECT. CONTRACTOR SHALL ACQUIRE A COPY OF THE GEOTECHNICAL REPORT AND SOIL BORING INFORMATION. SOIL CONDITIONS MAY VARY FROM THE GEOTECHNICAL INFORMATION, WHICH MAY AFFECT THE SITE DESIGN, EARTHWORK QUANTITIES, USABLE SOILS, AND SOIL EROSION AND SEDIMENTATION CONTROL PRACTICES. CONTRACTOR SHALL NOTIFY DESIGN ENGINEER AND GEOTECHNICAL ENGINEER IF SITE CONDITIONS VARY FROM SOILS INFORMATION CONTAINED IN THE GEOTECHNICAL INFORMATION.
 2. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THAT ALL NECESSARY PERMITS AND APPROVALS HAVE BEEN ACQUIRED PRIOR TO CONSTRUCTION.
 3. CALL MISS DIG AT LEAST THREE (3) WORKING DAYS PRIOR TO STARTING ANY EXCAVATION.
 4. THERE MAY BE WETLAND AREAS WITHIN THE PROPERTY. CONTRACTOR SHALL NOT DISTURB THE WETLAND AREAS, UNLESS PERMITTED BY THE EGLE. CONTRACTOR SHALL COMPLETE ALL WETLAND DISTURBANCE WORK IN ACCORDANCE WITH THE EGLE / USACE JOINT PERMIT AND EGLE STANDARDS & REQUIREMENTS. IT IS THE CONTRACTOR'S RESPONSIBILITY TO ACQUIRE A COPY OF THE EGLE / USACE JOINT PERMIT.
 5. CONTRACTOR SHALL CONTACT ENGINEER IF ANY DISCREPANCIES ARE DETERMINED BETWEEN SITE LAYOUT DIMENSIONS AND ACTUAL SITE CONDITIONS.
 6. COORDINATE ALL UTILITY CONSTRUCTION WITH UTILITY PROVIDER, AS REQUIRED.
 7. CONTRACTOR SHALL VERIFY THAT THERE ARE NO UTILITY CONFLICTS PRIOR TO CONSTRUCTION.
 8. ALL SANITARY SEWER WORK SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CURRENT EDITION OF THE ZEELAND BOARD OF PUBLIC WORKS STANDARDS & SPECIFICATIONS.
 9. ALL WATERMAIN, WATER SERVICES, AND FIRE PROTECTION LINES SHALL BE INSTALLED IN ACCORDANCE WITH THE CURRENT EDITION OF THE ZEELAND BOARD OF PUBLIC WORKS STANDARDS & SPECIFICATIONS.
 10. ALL WORK WITHIN THE PUBLIC ROAD RIGHT-OF-WAY WILL REQUIRE A PERMIT AND OR APPROVAL FROM THE OTTAWA COUNTY ROAD COMMISSION AND SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CURRENT EDITION OF THEIR STANDARDS & SPECIFICATIONS.
 11. COORDINATE ALL SIGNAGE REMOVAL AND RELOCATION WITHIN THE RIGHT-OF-WAY WITH THE OTTAWA COUNTY ROAD COMMISSION.
 12. SITE CONTRACTOR RESPONSIBLE TO CONNECT EXISTING AND PROPOSED BUILDING TO WATER SERVICE AND SANITARY SEWER LATERAL. REFER TO PLUMBING PLANS FOR CONNECTION LOCATION AND DETAILS.
 13. REFER TO ARCHITECTURAL DRAWINGS FOR BUILDING DIMENSIONS. BUILDING SHALL BE STAKED BASED ON FOUNDATION PLAN. CONTRACTOR SHALL NOTIFY ENGINEER IF THERE ARE DISCREPANCIES BETWEEN THE BUILDING AND SITE DRAWINGS.
 14. ONSITE LIGHTING SHALL DIRECTED DOWNWARD AND AWAY FROM ADJACENT PROPERTIES AS REQUIRED PER THE ZEELAND CITY ZONING ORDINANCE.
 15. SITE SIGNAGE SHALL MEET THE STANDARDS AND REQUIREMENTS OF THE ZEELAND CITY ZONING ORDINANCE. A SIGN PERMIT SHALL BE ACQUIRED PRIOR TO CONSTRUCTION.
 16. CONTRACTOR SHALL BE RESPONSIBLE TO MEETING THE STANDARDS AND REQUIREMENTS OF THE LOCAL NOISE ORDINANCE FOR ALL CONSTRUCTION PRACTICES.
 17. SEE OTHER SHEETS IN PLAN SET FOR MORE INFORMATION.

The Surveyor's / Engineer's liability for any errors or omissions in this drawing shall be limited to the amount of the fee paid for the service fee.

Surveyor's / Engineer's representations shall not be limited to those arising out of the negligence, gross negligence, or misrepresentation of the Surveyor's / Engineer's amount no greater than the service fee.

PLASCORE

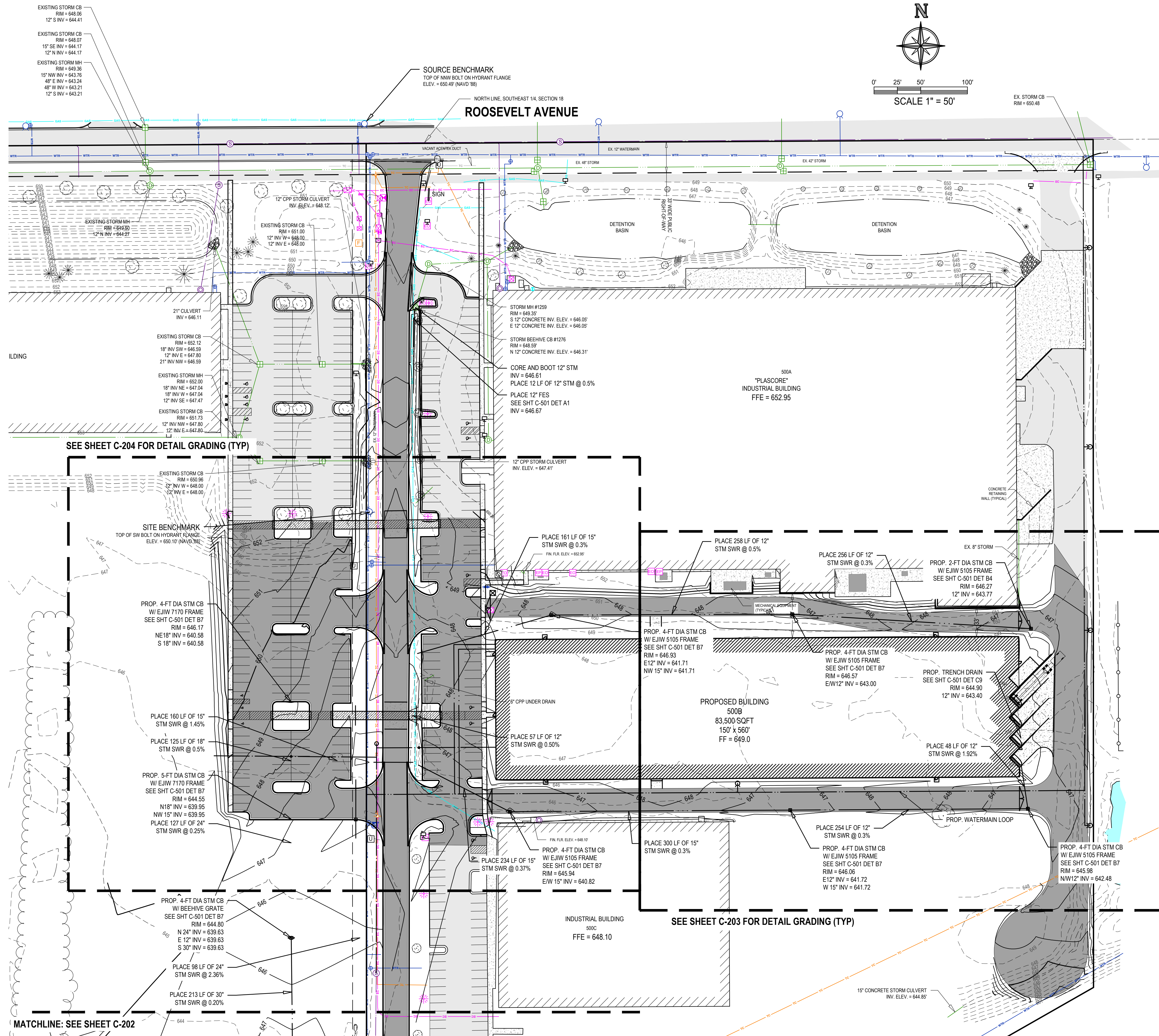
ATTN: MS. BETHANY MEZA
500 ROOSEVELT AVENUE
ZEELAND, MICHIGAN, 49464

PLASCORE 2026
500 EAST ROOSEVELT AVE
ZEELAND, MI 49464

PT. OF THE SE 1/4 SEC. 18 T5N, R14W
ZEELAND, OTTAWA COUNTY, MICHIGAN

Issued for:		No.	A	B
Date	Description	CONCEPT		
06/24/2026	CONCEPT			
09/01/2026	SITE PLAN REVIEW			

Project Manager		CHRIS GILBERT	
Vertical Datum	Horz. Datum	NAVD 88 LOCAL	
Drawn by		PETER BULTEN, P.E.	
Checked by	Date	Survey	
Civil		Struc.	
L. A.		HEI Project Number	
26-05-024		Sheet Title	
SITE LAYOUT PLAN		Sheet No.	
C-101			



- GRADING & STORM SEWER NOTES:**
- IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THAT ALL NECESSARY PERMITS AND APPROVALS HAVE BEEN ACQUIRED PRIOR TO CONSTRUCTION.
 - SITE DESIGN WAS DEVELOPED IN ACCORDANCE WITH THE INFORMATION CONTAINED IN THE GEOTECHNICAL REPORT AND SOIL BORINGS COMPLETED FOR THE PROJECT. CONTRACTOR SHALL ACQUIRE A COPY OF THE GEOTECHNICAL REPORT AND SOIL BORING INFORMATION. SOIL CONDITIONS MAY VARY FROM THE GEOTECHNICAL INFORMATION, WHICH MAY AFFECT THE SITE DESIGN, EARTHWORK QUANTITIES, USABLE SOILS, AND SOIL EROSION AND SEDIMENTATION CONTROL PRACTICES. CONTRACTOR SHALL NOTIFY DESIGN ENGINEER AND GEOTECHNICAL ENGINEER IF SITE CONDITIONS VARY FROM SOILS INFORMATION CONTAINED IN THE GEOTECHNICAL INFORMATION.
 - CALL MISS DIG AT LEAST THREE (3) WORKING DAYS PRIOR TO STARTING ANY EXCAVATION.
 - WETLANDS EXIST WITHIN THE PROPOSED SITE IMPROVEMENTS. CONTRACTOR SHALL NOT DISTURB THE WETLAND AREAS. UNLESS PERMITTED BY THE EGLE, CONTRACTOR SHALL COMPLETE ALL WETLAND DISTURBANCE WORK IN ACCORDANCE WITH THE EGLE / USACE JOINT PERMIT AND EGLE STANDARDS AND REQUIREMENTS. IT IS THE CONTRACTOR'S RESPONSIBILITY TO ACQUIRE A COPY OF THE EGLE / USACE JOINT PERMIT.
 - CONTRACTOR SHALL VERIFY THAT THERE ARE NO UTILITY CONFLICTS PRIOR TO CONSTRUCTION.
 - ALL WORK WITHIN THE RIGHT-OF-WAY WILL REQUIRE A PERMIT AND OR APPROVAL FROM THE OTTAWA COUNTY ROAD COMMISSION AND SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CURRENT EDITION OF THEIR STANDARDS & SPECIFICATIONS.
 - STORM WATER MANAGEMENT SYSTEM AND GRADING SHALL BE IN ACCORDANCE WITH THE MACC STORM WATER ORDINANCE.
 - SITE CONTRACTOR RESPONSIBLE TO CONNECT STORM / ROOF WATER TO STORM DRAIN AS SHOWN. REFER TO PLUMBING PLANS FOR CONNECTION TO THE BUILDING AND DETAILS.
 - SITE SHALL BE GRADED WITH SMOOTH CONTOURS IN ALL AREAS OF DISTURBANCE AND GRADED TO SLOPE AWAY FROM THE EXISTING AND PROPOSED BUILDINGS AND SIDEWALKS.
 - ALL STORM SEWER PIPING SHALL BE ADS N-12, HANCOR HQ OR APPROVED EQUIVALENT POLYETHYLENE (PE) PLASTIC PIPE AND FITTINGS, UNLESS OTHERWISE NOTED. WHERE SPECIFIED IN THE PLANS, CONCRETE CLASS IV PIPE WITH RUBBER GASKETS IS REQUIRED.
 - SEE OTHER SHEETS IN PLAN SET FOR MORE INFORMATION.

- SESC NOTES:**
- CONTRACTOR SHALL OBTAIN ALL STATE AND LOCAL PERMITS AS NECESSARY FOR CONSTRUCTION.
 - SITE DESIGN WAS DEVELOPED IN ACCORDANCE WITH THE INFORMATION CONTAINED IN THE GEOTECHNICAL REPORT AND SOIL BORINGS COMPLETED FOR THE PROJECT. CONTRACTOR SHALL ACQUIRE A COPY OF THE GEOTECHNICAL REPORT AND SOIL BORING INFORMATION. SOIL CONDITIONS MAY VARY FROM THE GEOTECHNICAL INFORMATION, WHICH MAY AFFECT THE SITE DESIGN, EARTHWORK QUANTITIES, USABLE SOILS, AND SOIL EROSION AND SEDIMENTATION CONTROL PRACTICES. CONTRACTOR SHALL NOTIFY DESIGN ENGINEER AND GEOTECHNICAL ENGINEER IF SITE CONDITIONS VARY FROM SOILS INFORMATION CONTAINED IN THE GEOTECHNICAL INFORMATION.
 - CONTRACTOR IS RESPONSIBLE TO ACQUIRE THE CITY OF ZEELAND SOIL EROSION AND SEDIMENTATION CONTROL PERMIT AND THE NPDES NOTICE OF COVERAGE AND COMPLY WITH ALL PERMIT REQUIREMENTS AND WITH ALL STANDARDS AND REQUIREMENTS OF THE AGENCIES HAVING JURISDICTION.
 - BEST MANAGEMENT PRACTICES SHALL BE UTILIZED DURING AND AFTER CONSTRUCTION FOR TEMPORARY AND PERMANENT SOIL EROSION AND SEDIMENTATION CONTROL MEASURES.
 - CONTRACTOR SHALL PROVIDE A CERTIFIED STORM WATER OPERATOR FROM CONSTRUCTION COMMENCEMENT THROUGH FINAL SITE STABILIZATION.
 - THE TEMPORARY SOIL EROSION CONTROL MEASURES SHALL BE INSPECTED AND MAINTAINED WEEKLY AND AFTER EACH SIGNIFICANT RAIN EVENT IN ACCORDANCE WITH THE EGLE REQUIREMENTS.
 - CALL MISS DIG AT LEAST THREE (3) WORKING DAYS PRIOR TO STARTING ANY EXCAVATION.
 - ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE CITY OF ZEELAND AND OTTAWA COUNTY ROAD COMMISSION STANDARDS AND SPECIFICATIONS.
 - SOIL EROSION CONTROL MEASURES SHALL BE PLACED PRIOR TO EARTH MOVING OR GROUND DISTURBANCE AND REMAIN IN PLACE UNTIL FINAL RESTORATION HAS BEEN ESTABLISHED.
 - THE STORM WATER MANAGEMENT BASIN SHALL BE CONSTRUCTED FIRST. CONTRACTOR IS RESPONSIBLE TO REMOVE SEDIMENT FROM BOTTOM OF DETENTION BASIN UNTIL THE SITE IS FULLY STABILIZED.
 - ALL FOREIGN MATERIAL OR DEBRIS FROM JOB SITE WHICH IS DEPOSITED ON PAVED ROADWAY SHALL BE REMOVED IMMEDIATELY.
 - THE PAVED ROADWAY SHALL BE SWEEPED CLEAN AS NEEDED, BUT AT LEAST ONCE A WEEK.
 - TEMPORARY CONSTRUCTION ENTRANCES SHALL BE PLACED AS LOCATED ON THE DEMOLITION SHEET (CD-101).
 - SOIL EROSION CONTROL MEASURES ARE THE RESPONSIBILITY OF THE CONTRACTOR DURING CONSTRUCTION AND THE OWNER UPON COMPLETION.
 - CONTRACTOR SHALL PHASE THE PLACEMENT OF THE SOIL EROSION CONTROL MEASURES AS NECESSARY FOR THE SITE IMPROVEMENTS WITHIN THE LIMITATIONS OF THE ACQUIRED SOIL EROSION CONTROL PERMIT.
 - STOCKPILE AREAS SHALL BE STABILIZED WITH TEMPORARY OR PERMANENT SEED IN ACCORDANCE WITH THE CITY OF ZEELAND SOIL EROSION AND SEDIMENTATION CONTROL REQUIREMENTS. ALL EXCESS SPOILS SHALL BE REMOVED FROM SITE.
 - ALL EXCESS SPOILS SHALL BE HAULED OFFSITE AND LEGALLY PLACED IN AN UPLAND AREA NOT ENCUMBERED BY WETLANDS OR FLOODPLAIN.
 - THERE SHALL BE NO EARTH MOVEMENT OR DISTURBANCE OUTSIDE THE LIMITS OF DISTURBANCE WITHOUT PRIOR AUTHORIZATION FROM THE CITY.
 - THE MINIMUM AMOUNT OF SOIL EROSION AND SEDIMENTATION CONTROL MEASURES ARE SHOWN THE DRAWINGS. CONTRACTOR SHALL PROVIDE ADDITIONAL CONTROL MEASURES, MAINTENANCE, AND/OR STABILIZATION MEASURES AS NECESSARY FOR CONSTRUCTION ACTIVITIES.
 - SEE OTHER SHEETS IN PLAN SET FOR MORE INFORMATION.

PROPOSED CONSTRUCTION SCHEDULE

ACTIVITY	2027						
	APRIL	MAY	JUNE	JULY	AUG.	SEPT.	
INSTALL CONTROLS							
CLEARING							
GRADE							
BUILDING							
UTILITIES							
PAVING							
RESTORE							

*NOTE: CONSTRUCTION SCHEDULE MAY VARY BASED ON CONTRACTOR'S SCHEDULE. CONTRACTOR SHALL UPDATE THE **COWRC** IF CONSTRUCTION SCHEDULE VARIES FROM ABOVE.

S.E.S.C. LEGEND MICHIGAN UNIFIED KEYING SYSTEM

No.	Description	Key	Notes
E1	SELECTIVE GRADING AND SHAPING		To reduce slope steepness and erosive velocities.
E8	PERMANENT SEEDING		Stabilization method utilized on sites where earth change has been completed (final grading attained).
E9	MULCH BLANKETS		On exposed slopes, newly seeded areas, new ditch bottoms, or areas subject to erosion.
E12	RIPRAP		Use along shorelines, waterways, or where concentrated flows occur. Slope velocity reduces sediment load and reduces erosion.
S51	SILT FENCE		Use adjacent to critical areas, to prevent sediment laden sheet flow from entering these areas.
S53	STABILIZED CONSTRUCTION ACCESS		Used at every point where construction traffic enters or leaves a construction site.
S58	INLET PROTECTION FABRIC DROP		Use at stormwater inlets, especially at construction sites.

*NOTE: SEE SHEET C-501 FOR DETAILS

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PLASCORE

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500 ROOSEVELT AVENUE
ZEELAND, MICHIGAN, 49464

PLASCORE 2026
500 EAST ROOSEVELT AVE
ZEELAND, MI 49464

PT. OF THE SE 1/4 SEC. 18 T5N, R14W
ZEELAND, OTTAWA COUNTY, MICHIGAN

Issued for:

Date	Description	No.	A	B
06/24/2026	CONCEPT			
09/01/2026	SITE PLAN REVIEW			

Project Manager
CHRIS GILBERT

Vertical Datum
NAVD'88

Horizontal Datum
LOCAL

Drawn by
PETER BULTEN, P.E.

Checked by
Civil

Date

Survey

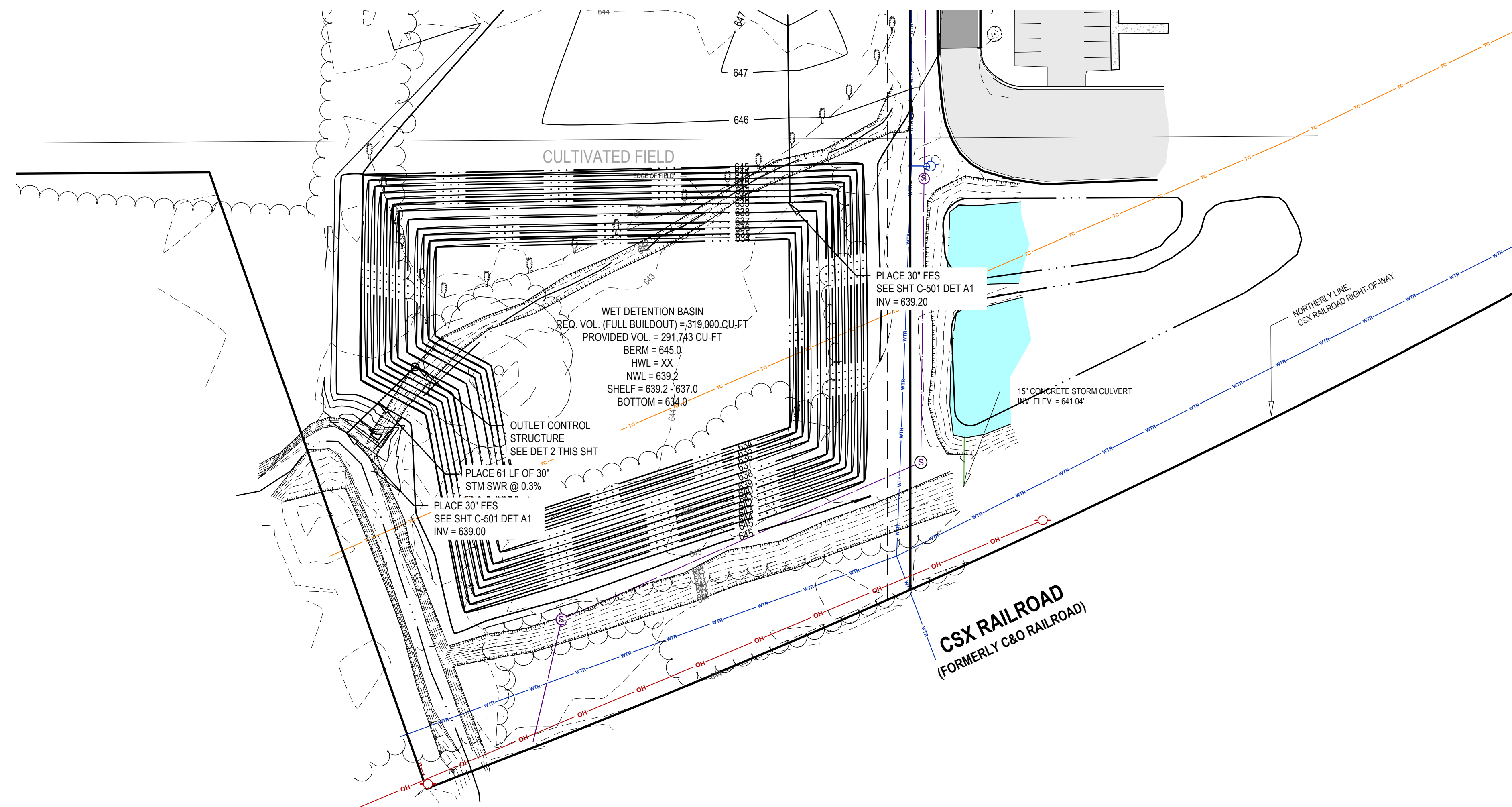
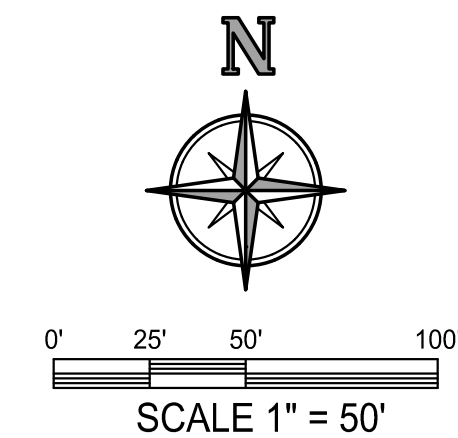
Struc.

L. A.

HEI Project Number
26-05-024

Sheet Title
GRADING DRAINAGE & SESC PLAN

Sheet No.
C-201



HOLLAND
ENGINEERING

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PLASCORE

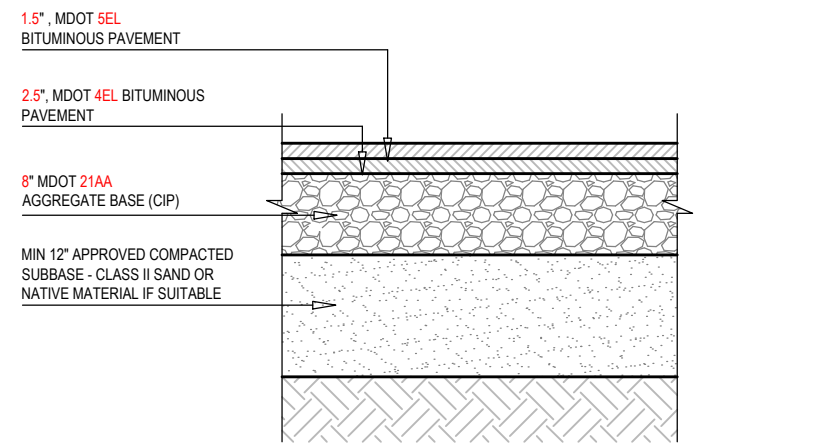
ATTN: MS. BETHANY MEZA
500 ROOSEVELT AVENUE
ZEELAND, MICHIGAN, 49464

PLASCORE 2026
500 EAST ROOSEVELT AVE

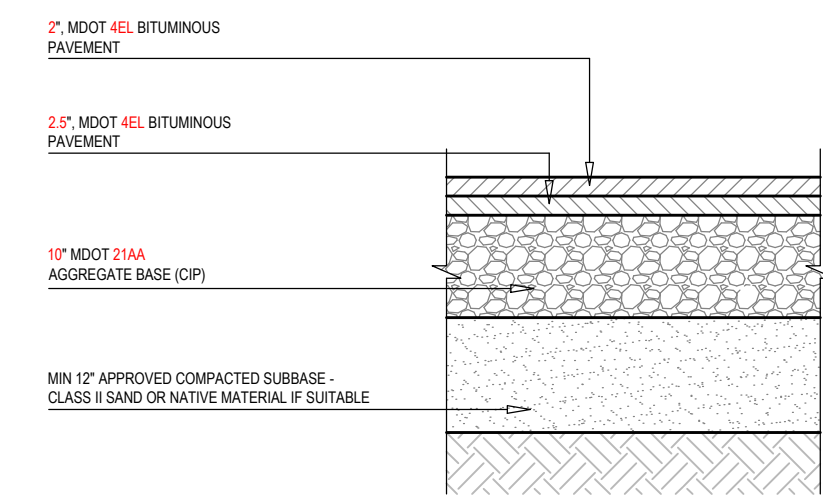
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ZEELAND, OTTAWA COUNTY, MICHIGAN

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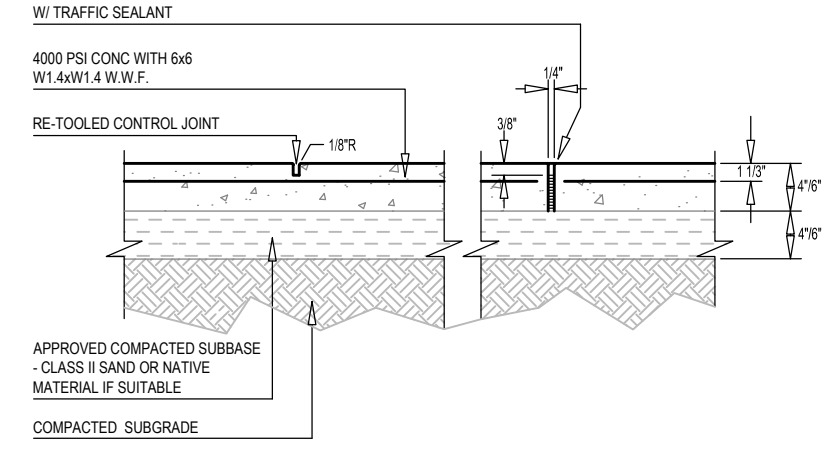
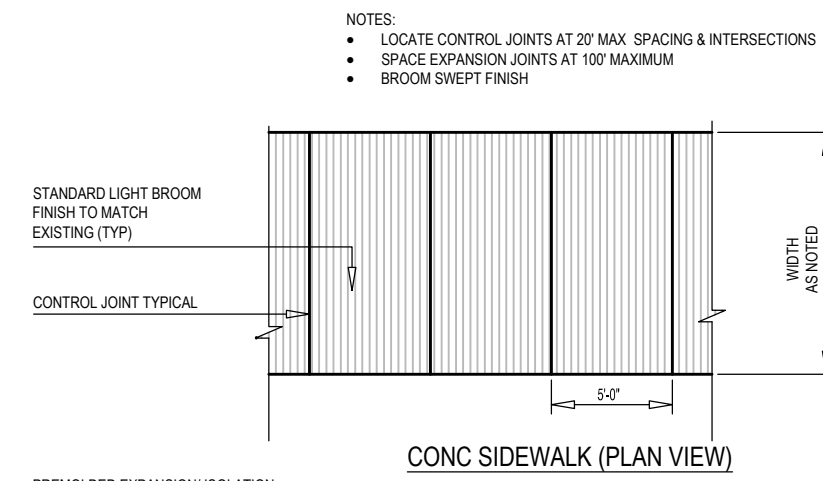
Project Manager CHRIS GILBERT	
Vertical Datum NAVD' 88	Horz. Datum LOCAL
Drawn by PETER BULTEN, P.E.	
Checked by Survey	Date
Civil	.
Struc.	.
L. A.	.
HEI Project Number 26-05-024	
Sheet Title DETENTION BASIN GRADING	
Sheet No. C-202	



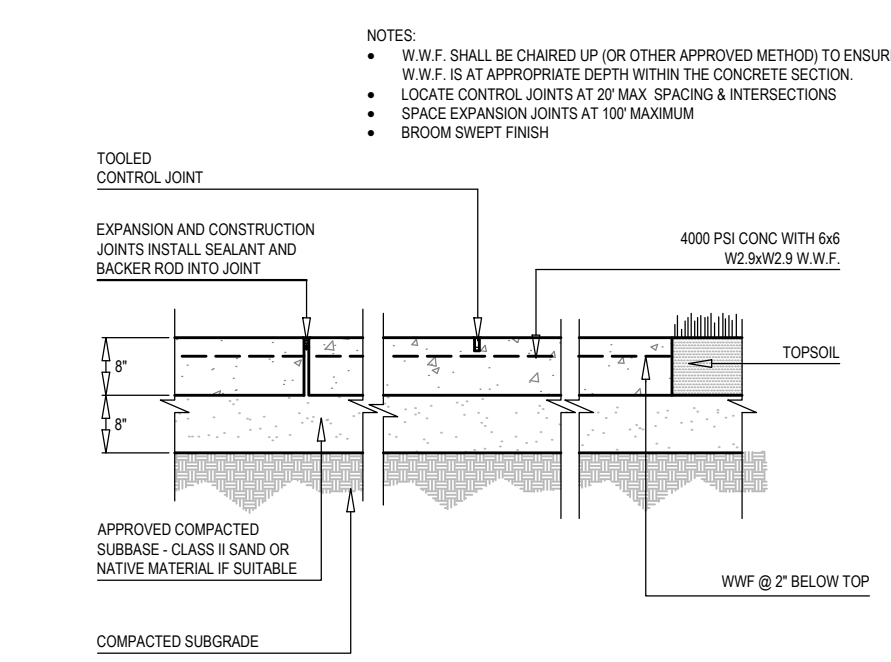
C1 PARKING LOT BITUMINOUS PAVEMENT SECTION



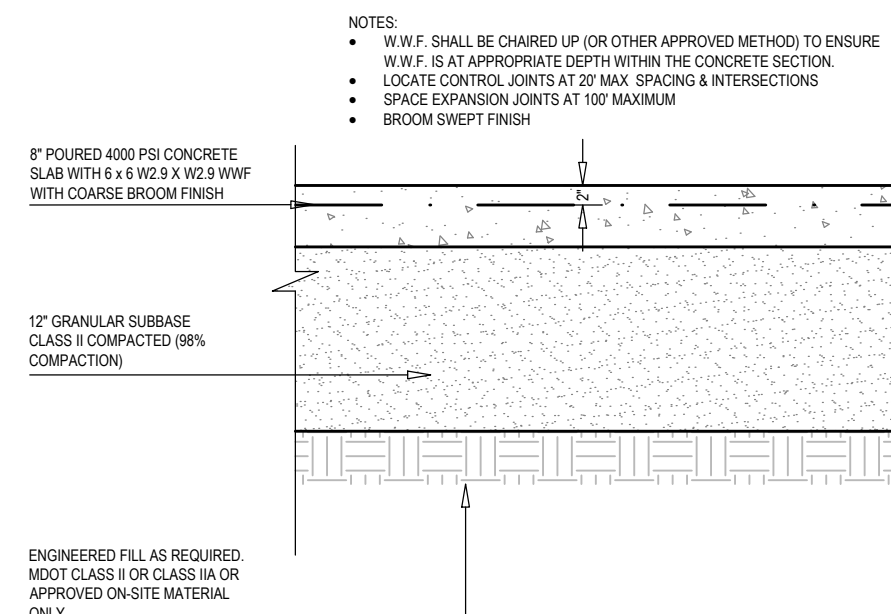
C2 HEAVY DUTY BITUMINOUS PAVEMENT SECTION



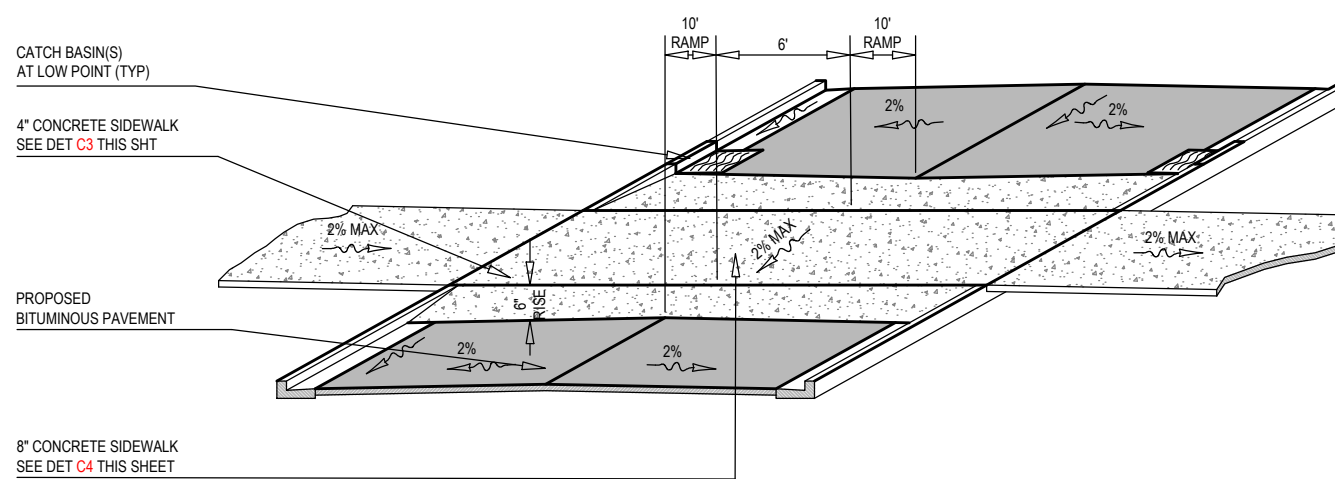
C3 4" & 6" CONCRETE SIDEWALK



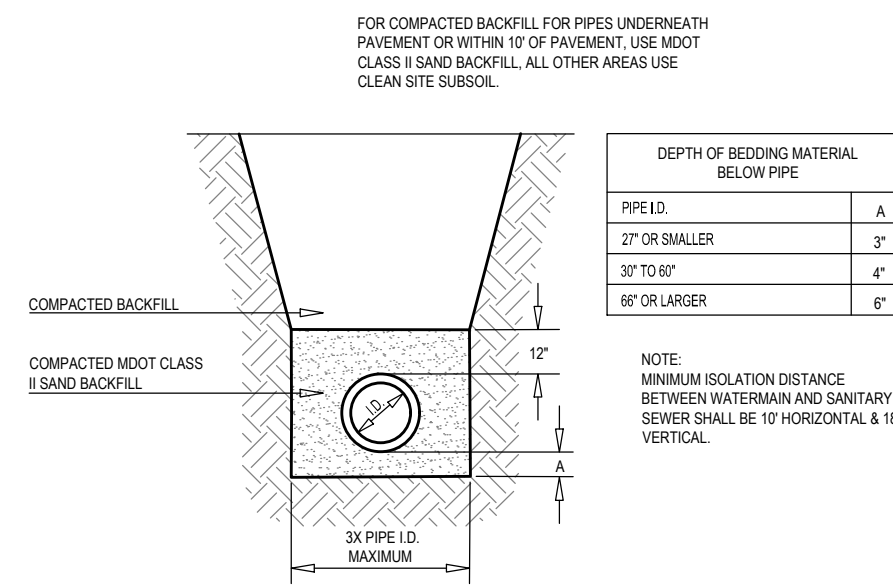
C4 8" CONCRETE PAVEMENT



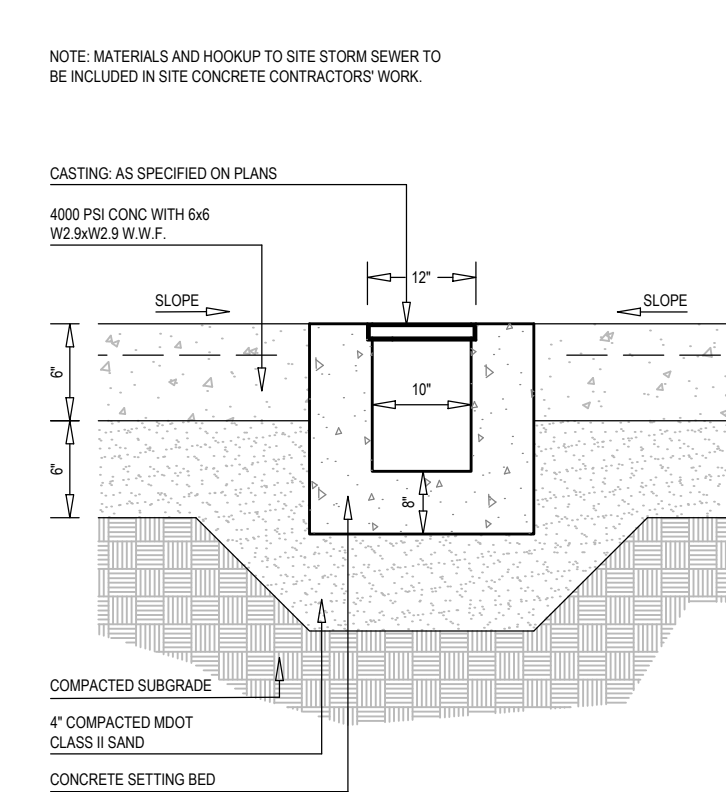
C5 CONCRETE LOADING RAMP



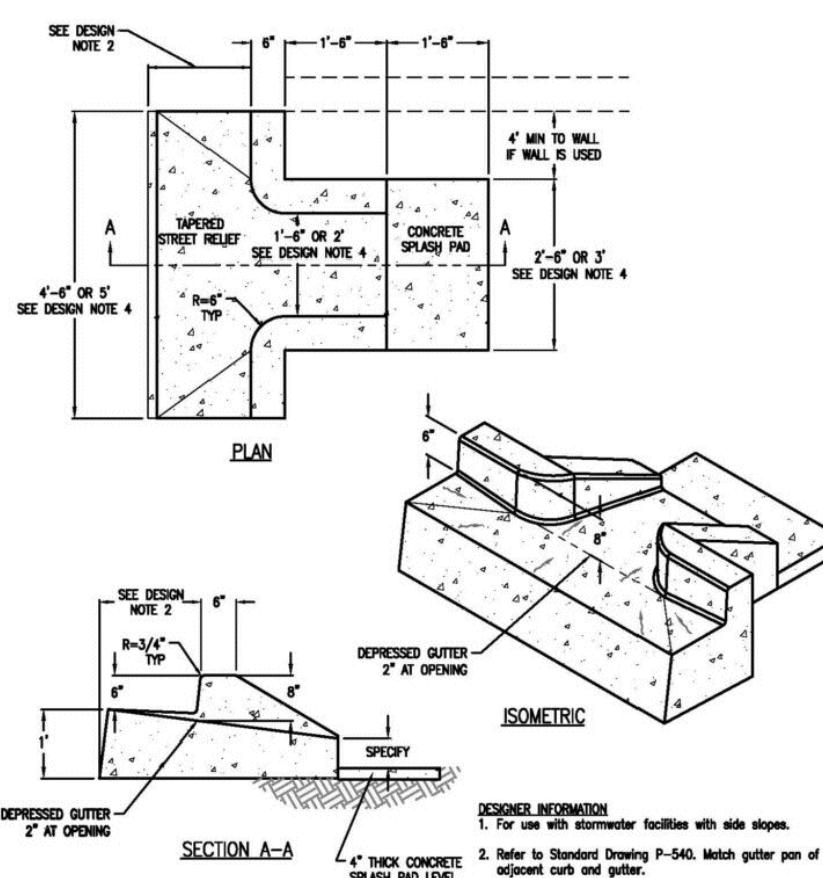
C7 RAISED CONCRETE CROSS WALK



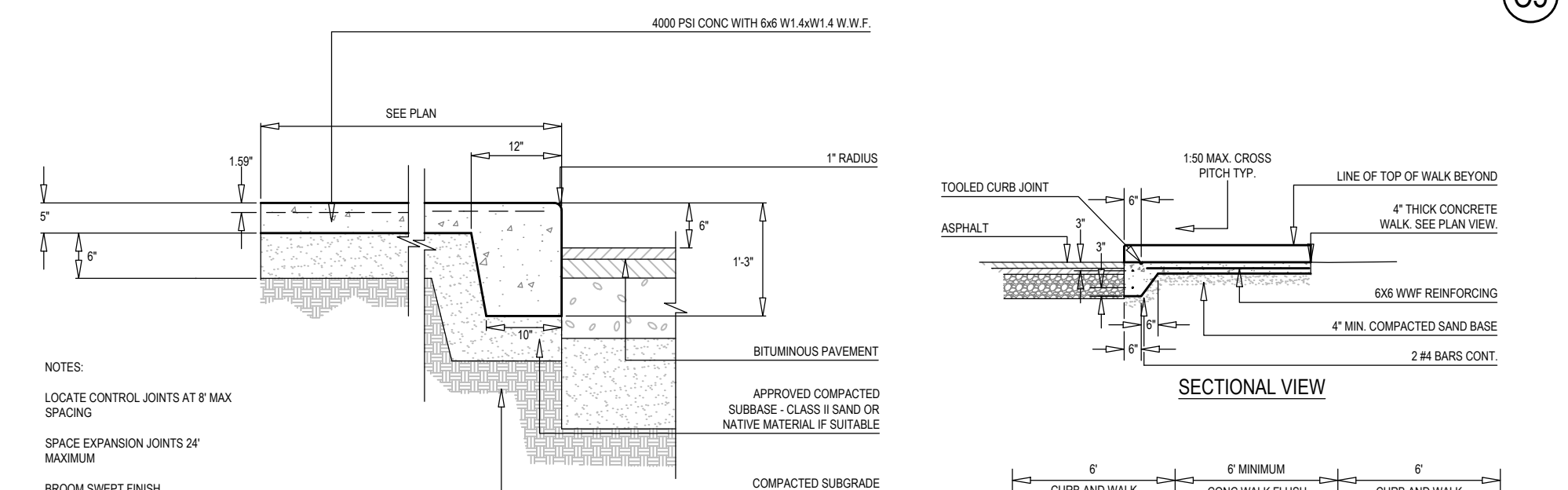
C8 CLASS B PIPE BEDDING



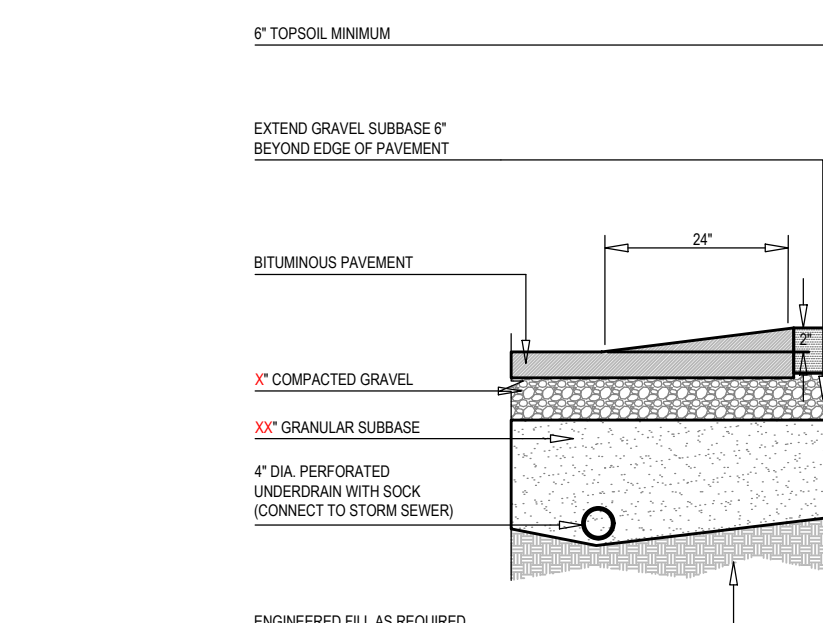
C9 TRENCH DRAIN



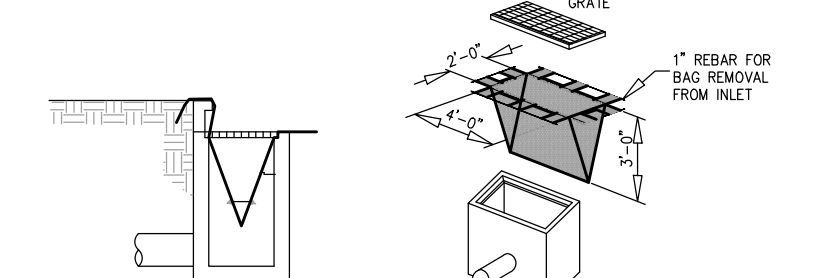
C11 HEAD CURB SPILLWAY



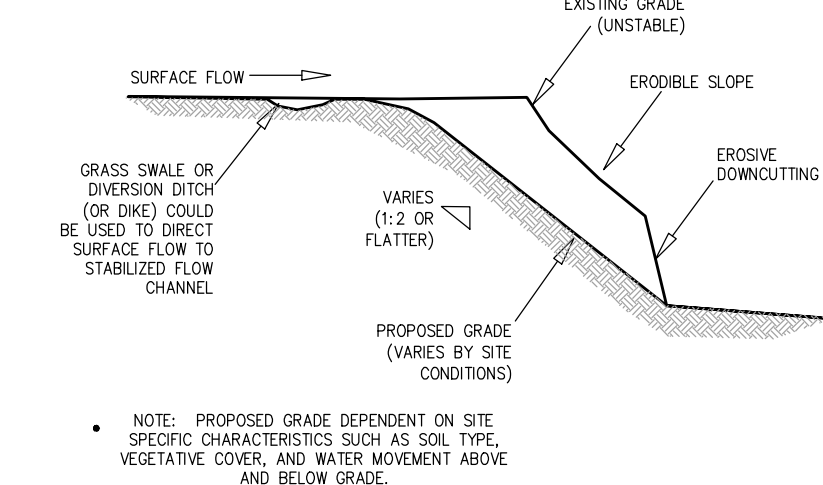
B1 4" INTEGRAL CONC WALK AND CURB



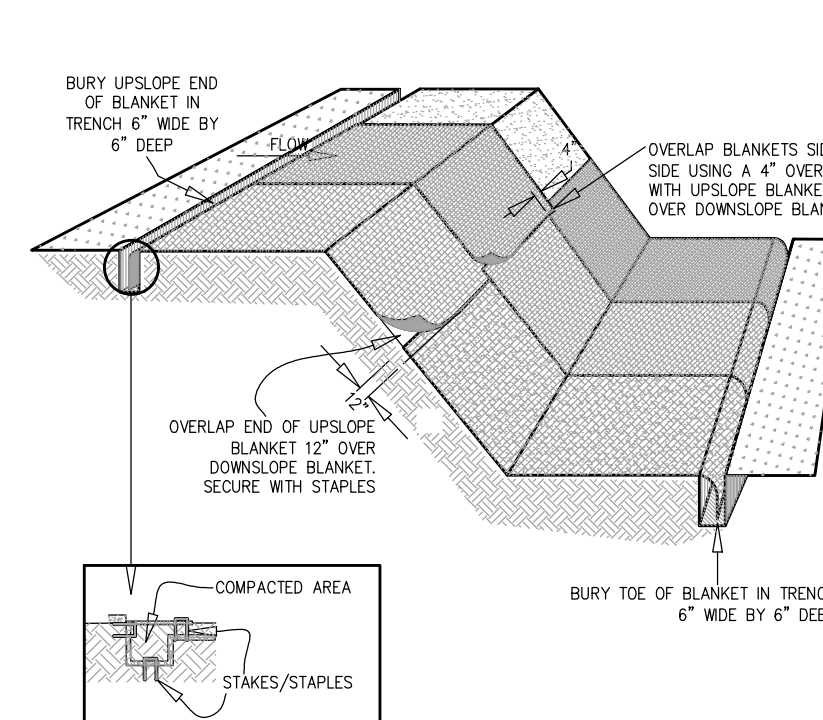
B2 BITUMINOUS VALLEY GUTTER WITH UNDERDRAIN



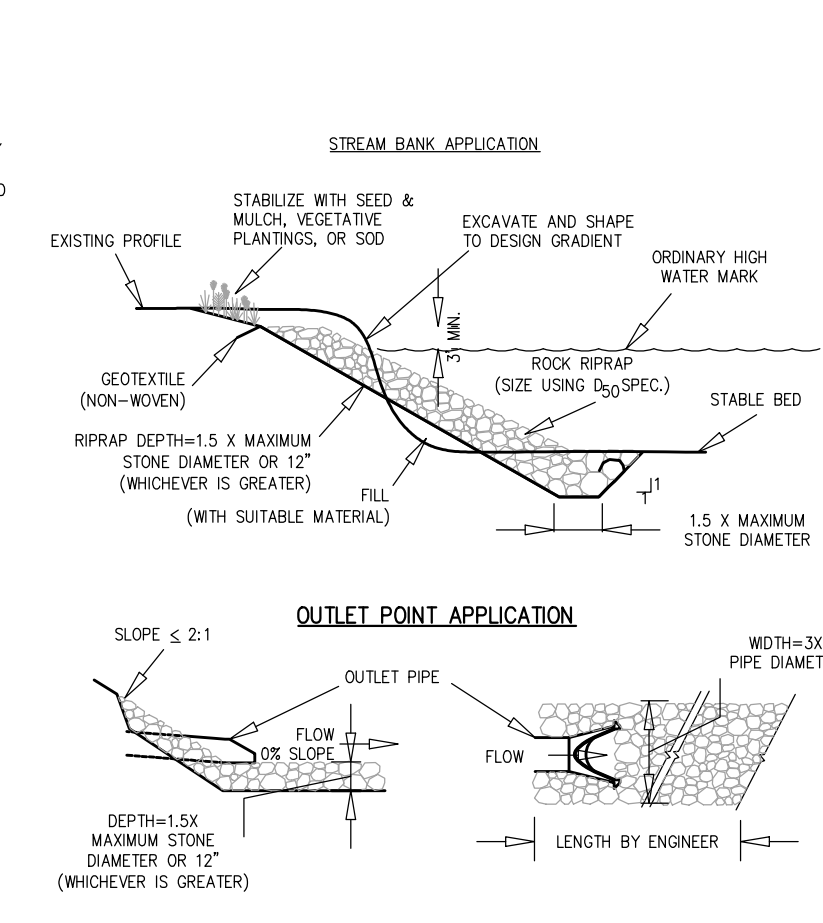
S58 INLET PROTECTION - FABRIC DROP



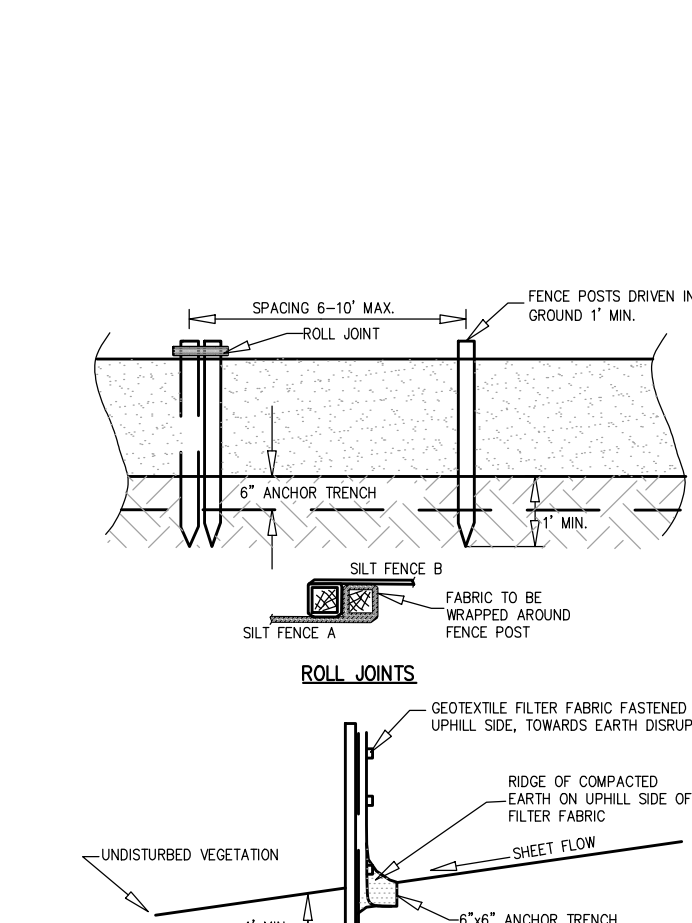
E1 SELECTIVE GRADING AND SHAPING



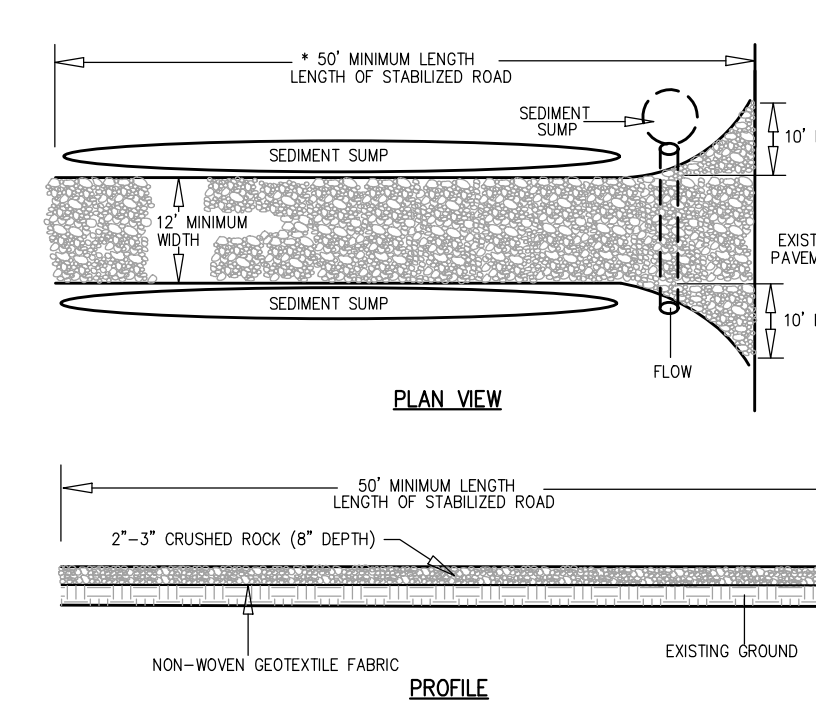
E9 MULCH BLANKETS



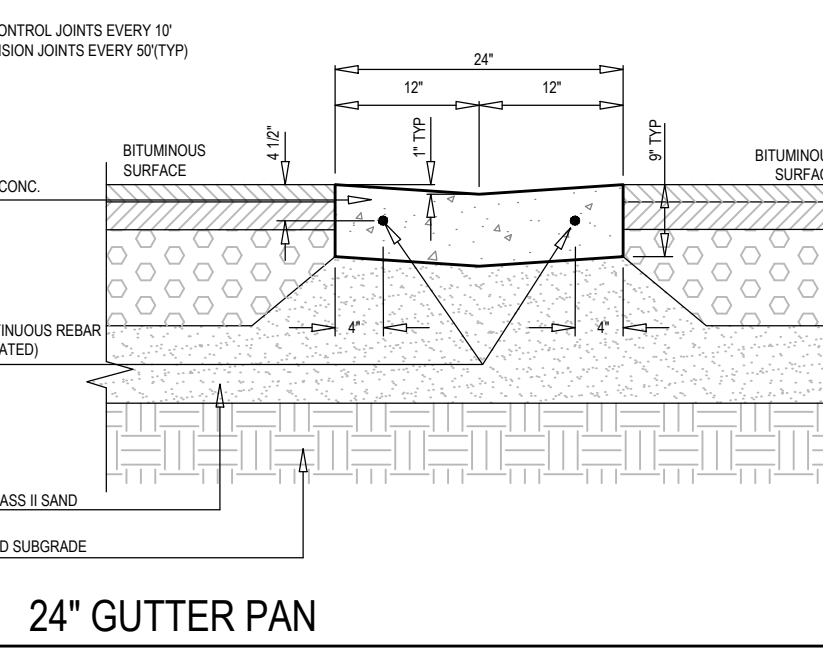
E12 RIPRAP



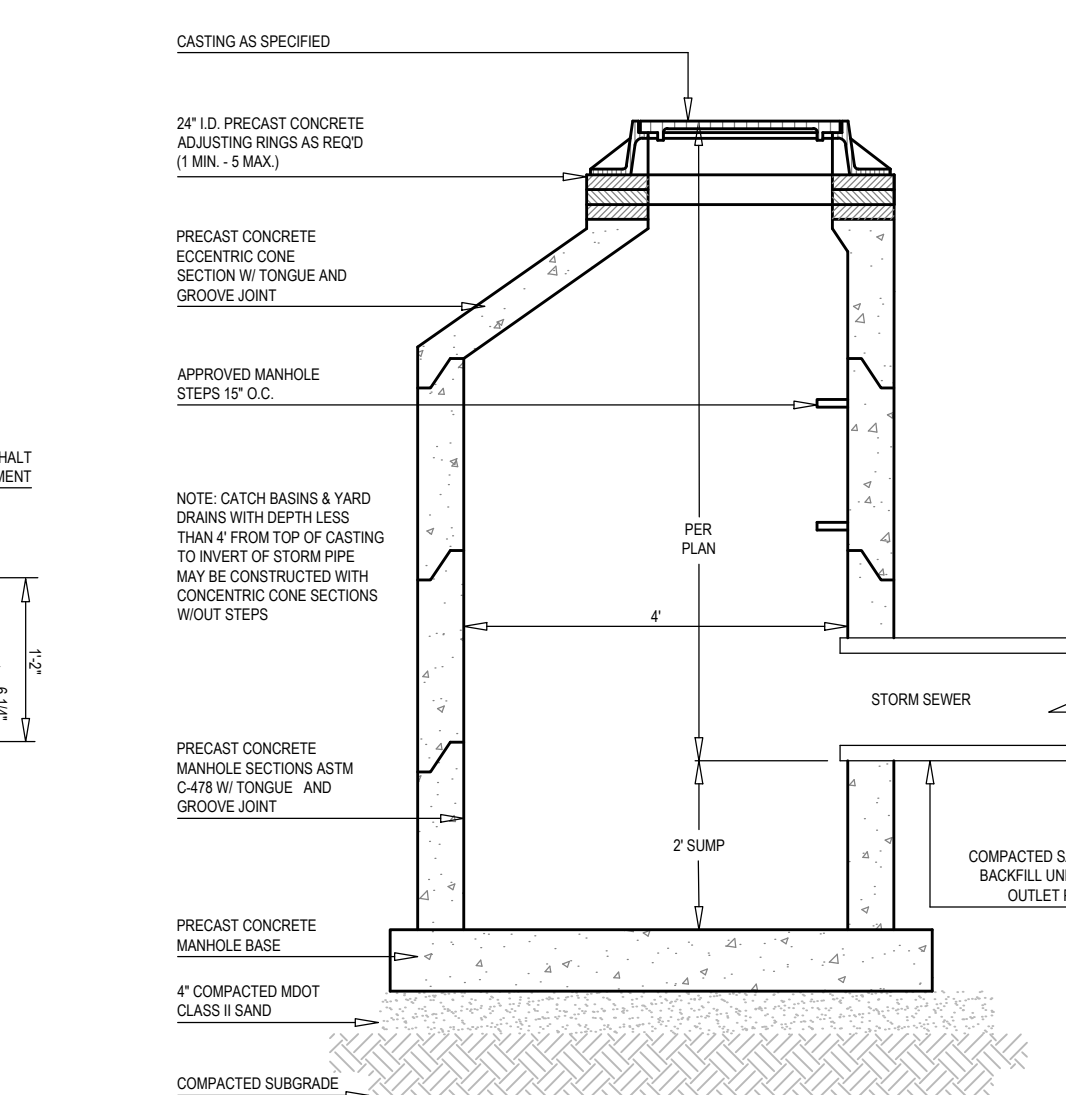
S51 SILT FENCE



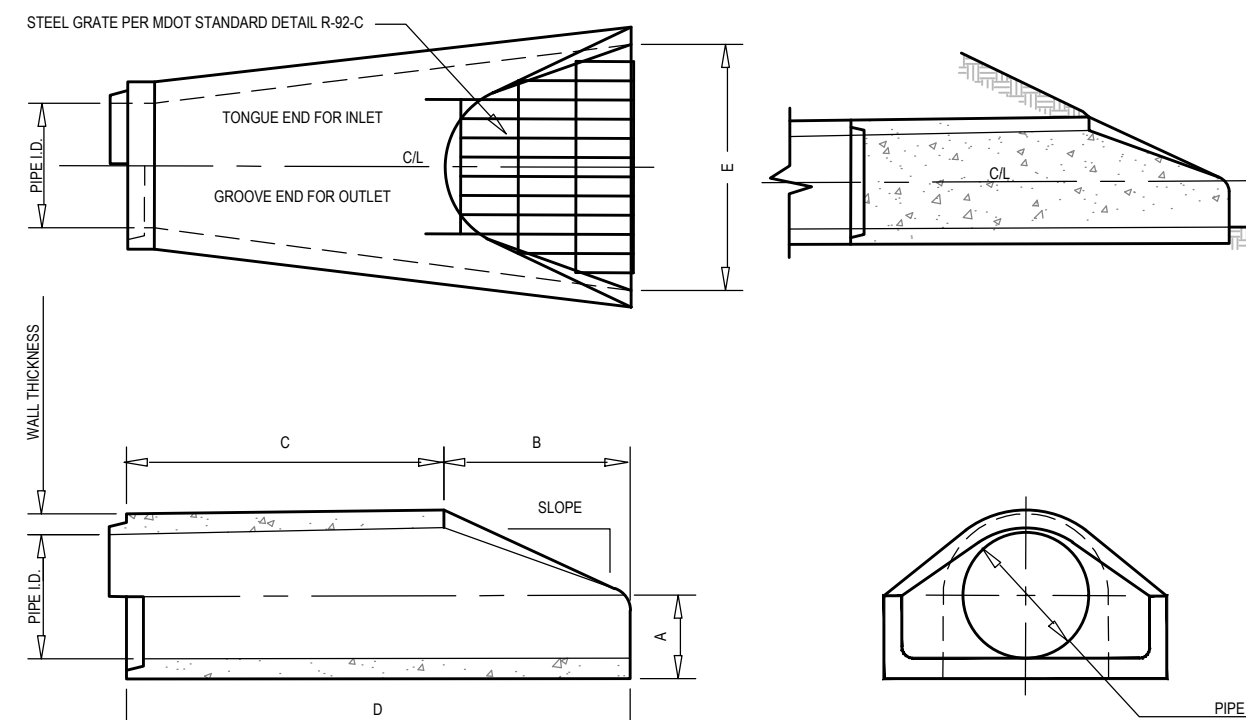
S53 STABILIZED CONSTRUCTION ACCESS



C10 24" GUTTER PAN



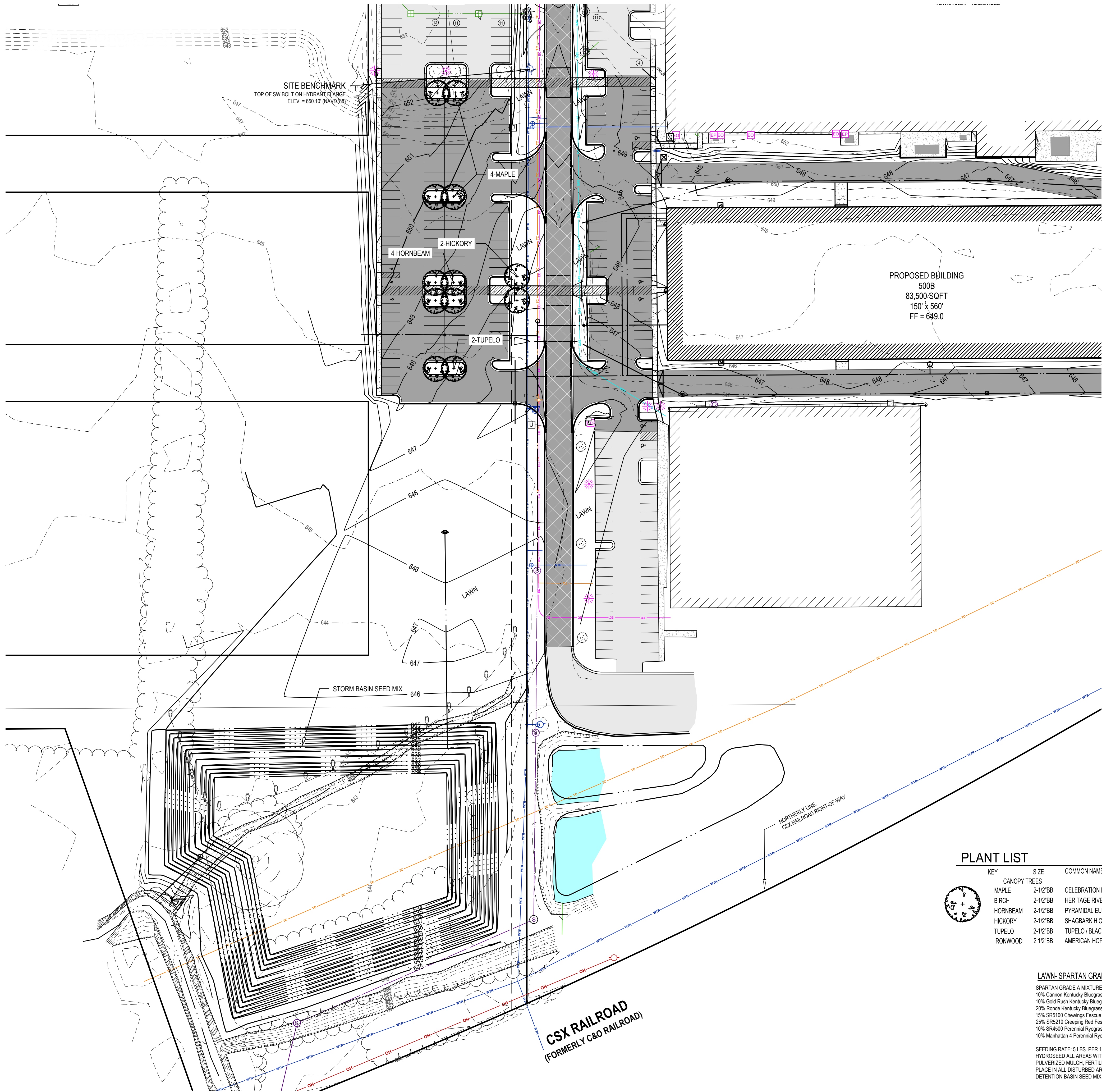
B7 4" DIA. CATCH BASIN



A1 CONCRETE FLARED END SECTION W/ GRATE

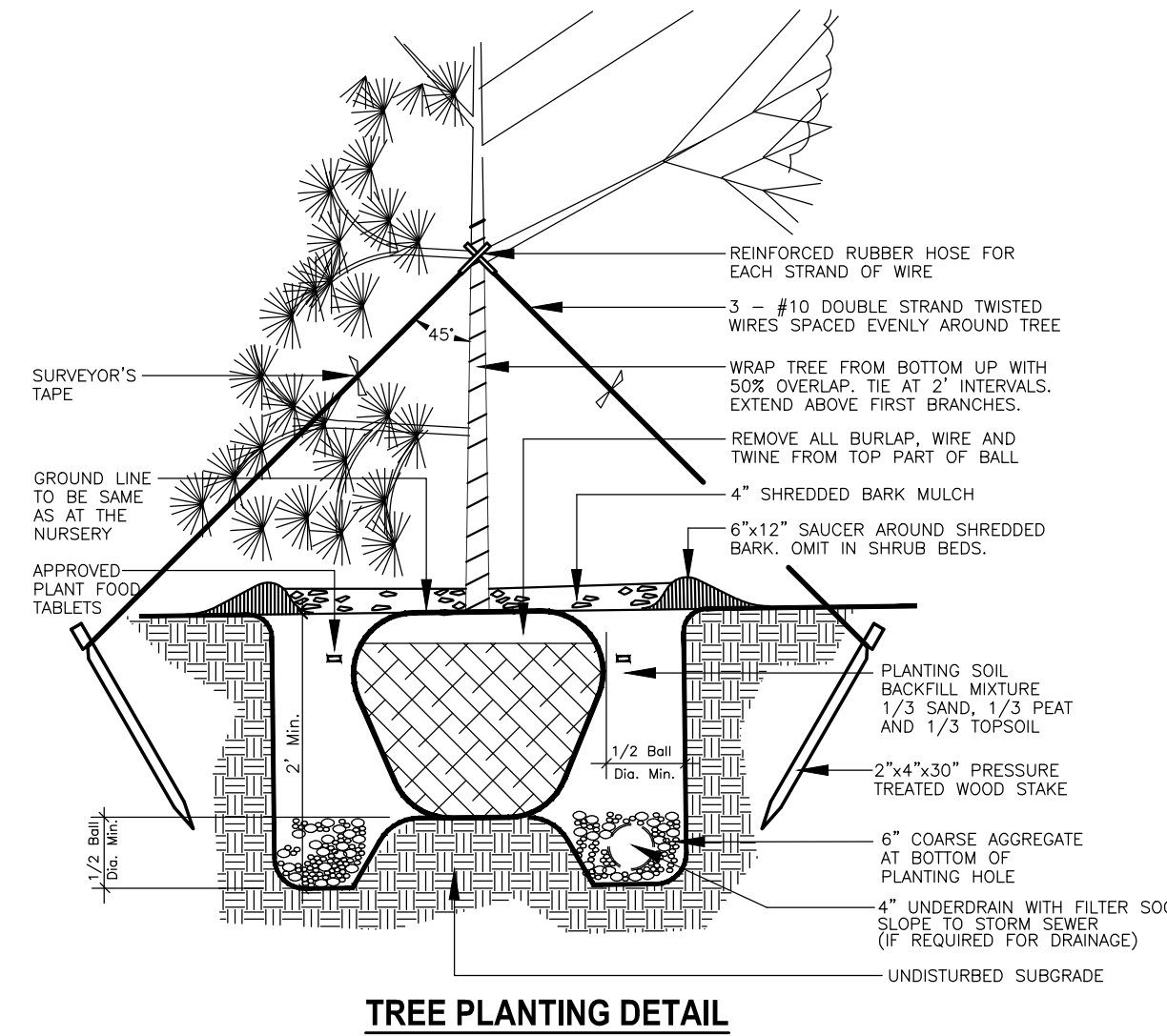
No.	Description	Date	A	B	C	D	E	SLOPE
1	CONCEPT	06/24/2026						
2	SITE PLAN REVIEW	08/01/2026						
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Project Manager		CHRIS GILBERT	
Vertical Datum		Horz. Datum	
NAVD 88		LOCAL	
Drawn by		PETER BULTEN, P.E.	
Checked by		Date	
Survey		Civil	
Struc.		L. A.	
HEI Project Number		26-05-024	
Sheet Title		GENERAL	
		DETAILS	
Sheet No.		C-501	



PLANTING NOTES:

- LANDSCAPE REQUIREMENTS:
 - PARKING: 1 CANOPY TREE + 100 SF AREA PER 12 SPACES
 - REQUIRED: 273 SPACES / 12 = 22.75 = 23 TREES
 - PROVIDED: 16 EXISTING TREES + 7 PROPOSED TREES
 - ALL TREES AND SHRUBS SHALL BE PLANTED A MINIMUM OF 4' AWAY FROM PAVEMENT.
 - ALL LAWN AND PLANTING AREAS SHALL BE IRRIGATED WITH UNDERGROUND IRRIGATION IN SUCH WAY TO MAINTAIN VEGETATION IN A HEALTHY AND GROWING MANNER.
 - ALL LANDSCAPE AREAS SHALL BE MAINTAINED BY OWNER. TREES AND OTHER VEGETATION THAT DIE SHALL BE PROMPTLY REPLACED WITH IN KIND VEGETATION.
 - CONTRACTOR SHALL PROVIDE SPECIFIED TREES, SHRUBS, GROUND COVERS AND OTHER PLANT MATERIAL THAT COMPLY WITH ALL RECOMMENDATIONS AND REQUIREMENTS OF ANSI Z60.1 "AMERICAN STANDARD FOR NURSERY STOCK." PLANT MATERIAL SHALL BE HEALTHY, VIGOROUS STOCK GROWN WITH GOOD HORTICULTURAL PRACTICE AND INSTALLED IN ACCORDANCE WITH METHODS ESTABLISHED BY THE AMERICAN ASSOCIATION OF NURSERYMEN.
 - SEED SHALL BE PLACED OVER 6" TOPSOIL. IN ALL PROPOSED LAWN AREAS AND ALL AREAS DISTURBED BY CONSTRUCTION EXCEPT AS NOTED ON THE PLANS, SOD SHALL BE PLACED IN ALL AREAS AS SHOWN ON THE PLANS OVER 4" TOPSOIL.
 - PLANTING SOIL CONSISTING OF 1/3 TOPSOIL, 1/3 PEAT MOSS AND 1/3 SAND SHALL BE PLACED IN ALL GROUND COVER AND FLOWER BEDS. DEPTH SHALL BE NOT LESS THAN 8".
 - FOLLOWING CONSTRUCTION, RESTORE ALL DISTURBED AREAS WITH EARTH CARPET SPARTAN GRADE "A" SEED MIX, UNLESS OTHERWISE NOTED.
 - PLANT MATERIAL SUBSTITUTIONS SHALL BE APPROVED BY OWNER & LANDSCAPE ARCHITECT.



PLANT LIST

KEY	SIZE	COMMON NAME	BOTANICAL NAME	MATURE SIZE/COMMENTS
CANOPY TREES				
MAPLE	2-1/2"BB	CELEBRATION MAPLE	ACER X FREEMANII 'CELZAM'	45Hx25S; SEEDLESS, COMPACT; RED & GOLD FALL COLOR
BIRCH	2-1/2"BB	HERITAGE RIVER BIRCH	BETULA NIGRA 'CULLY'	45Hx35S; WHITE EXFOLIATING BARK; GOLDEN-YELLOW FALL COLOR
HORNBEAM	2-1/2"BB	PYRAMIDAL EUROPEAN HORNBEAM	CARPINUS BETULUS 'FASTIGIATA'	35Hx25S; NARROW, DENSE HABIT; YELLOW-ORANGE FALL COLOR
HICKORY	2-1/2"BB	SHAGBARK HICKORY	CARYA OVATA	70Hx45S; MAJESTIC FORM, PEELING BARK, GOLDEN-YELLOW FALL COLOR
TUPELO	2-1/2"BB	TUPELO / BLACK GUM	NYSSA SYLVATICA	50Hx30S; PYRAMIDAL; ORANGE, RED & GOLD FALL COLOR
IRONWOOD	2 1/2"BB	AMERICAN HOPHORNBEAM	OSTRYA VIRGINIANA	30Hx25S; SLOW GROWTH; TOLERATES URBAN CONDITIONS; GOLDEN FALL COLOR

LAWN- SPARTAN GRADE A MIX

SPARTAN GRADE A MIXTURE by Earth Carpet
15% Cannon Kentucky Bluegrass
10% Gold Rush Kentucky Bluegrass
20% Ronde Kentucky Bluegrass
15% SR5100 Chewings Fescue
25% SR5210 Creeping Red Fescue
10% SR4500 Perennial Ryegrass
10% Manhattan 4 Perennial Ryegrass

SEEDING RATE: 5 LBS. PER 1,000 SQUARE FEET.
HYDROSEED ALL AREAS WITH A SLURRY OF SEED,
PULVERIZED MULCH, FERTILIZER AND WATER.
PLACE IN ALL DISTURBED AREAS NOT LABELED AS
DETENTION BASIN SEED MIX

DETENTION BASIN SEED MIX

STORMWATER SEED MIX BY STANTEC
A WETLAND SEED MIX FOR SATURATED SOILS IN A
DETENTION POND OR FOR SEEDING A SATURATED
BASIN. THIS MIX WILL TOLERATE HIGHLY
FLUCTUATING WATER LEVELS AND POOR WATER
QUALITY ASSOCIATED WITH URBAN STORMWATER
WETLANDS AND PONDS. FOR DETENTION BASINS
THAT EXPERIENCE LONG, DRY PERIODS, USE THE
ECONOMY PRAIRIE SEED MIX IN THE UPPER THIRD TO
HALF OF THE BASIN AREA IN COMBINATION WITH THIS
MIX. THIS SEED MIX INCLUDES AT LEAST 10 OF 13
NATIVE PERMANENT GRASS AND SEDGE SPECIES AND
13 OF 17 NATIVE FORB SPECIES.
APPLY AT 35-38 PLS POUNDS PER ACRE.
[HTTPS://WWW.STANTEC.COM/EN/SERVICES/NATIVE-PLANT-NURSERY](https://www.stantec.com/en/services/native-plant-nursery)
PLACE EROSION CONTROL BLANKET ON ALL SLOPES
GREATER THAN 1:3 AFTER SEEDING.

The Surveyor's
Engineer's liability for any
errors or omissions shall be
limited to those arising out of the
Surveyor's / Engineer's
negligence, gross
misconduct, warranties or
misrepresentations shall
not be limited in amount to
the service fee.

PLASCORE

ATTN: MS. BETHANY MEZA
500 ROOSEVELT AVENUE
ZEELAND, MICHIGAN, 49464

PLASCORE 2026
500 EAST ROOSEVELT AVE
ZEELAND, MI 49464

PT. OF THE SE 1/4 SEC. 18 T5N, R14W
ZEELAND, OTTAWA COUNTY, MICHIGAN

Issued for:		No.	A.
		B.	
Date	Description		
06/24/2026	CONCEPT		
10/01/2026	SITE PLAN REVIEW		

Project Manager		CHRIS GILBERT	
Vertical Datum	Horz. Datum		
NAVD' 88	LOCAL		
Drawn by			
XXXXXXXXXXXXXXXXXX			
Checked by	Date		
Survey	.	.	
Civil	.	.	
Struc.	.	.	
L. A.	.	.	
HEI Project Number			
26-05-024			
Sheet Title			
LANDSCAPE PLANTING PLAN			
Sheet No.			
L-101			

Plascore 500B

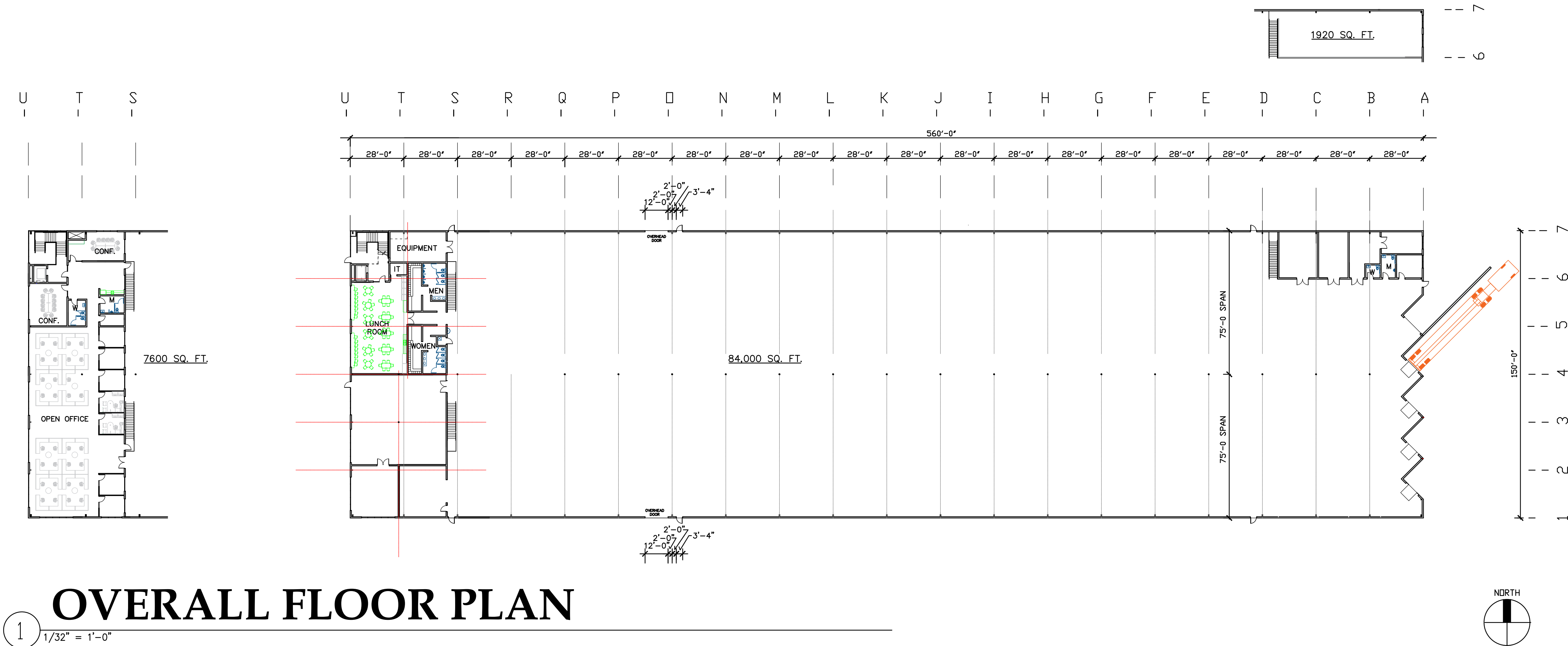
New Facility

Zeeland, MI

J. ANDREW BAER
ARCHITECT
222 SOUTH RIVER AVE.
HOLLAND, MI 49423
(616) 395-8235

PLASCORE 500B
PRELIM FLOOR PLANS

- DRAWING INDEX: Architectural
- A1 OVERALL PLANS
 - A1.2 ENLARGED PLANS
 - A1.3 ENLARGED PLANS
 - A2 ELEVATIONS
 - A2.2 ELEVATIONS
 - A2.3 ELEVATIONS



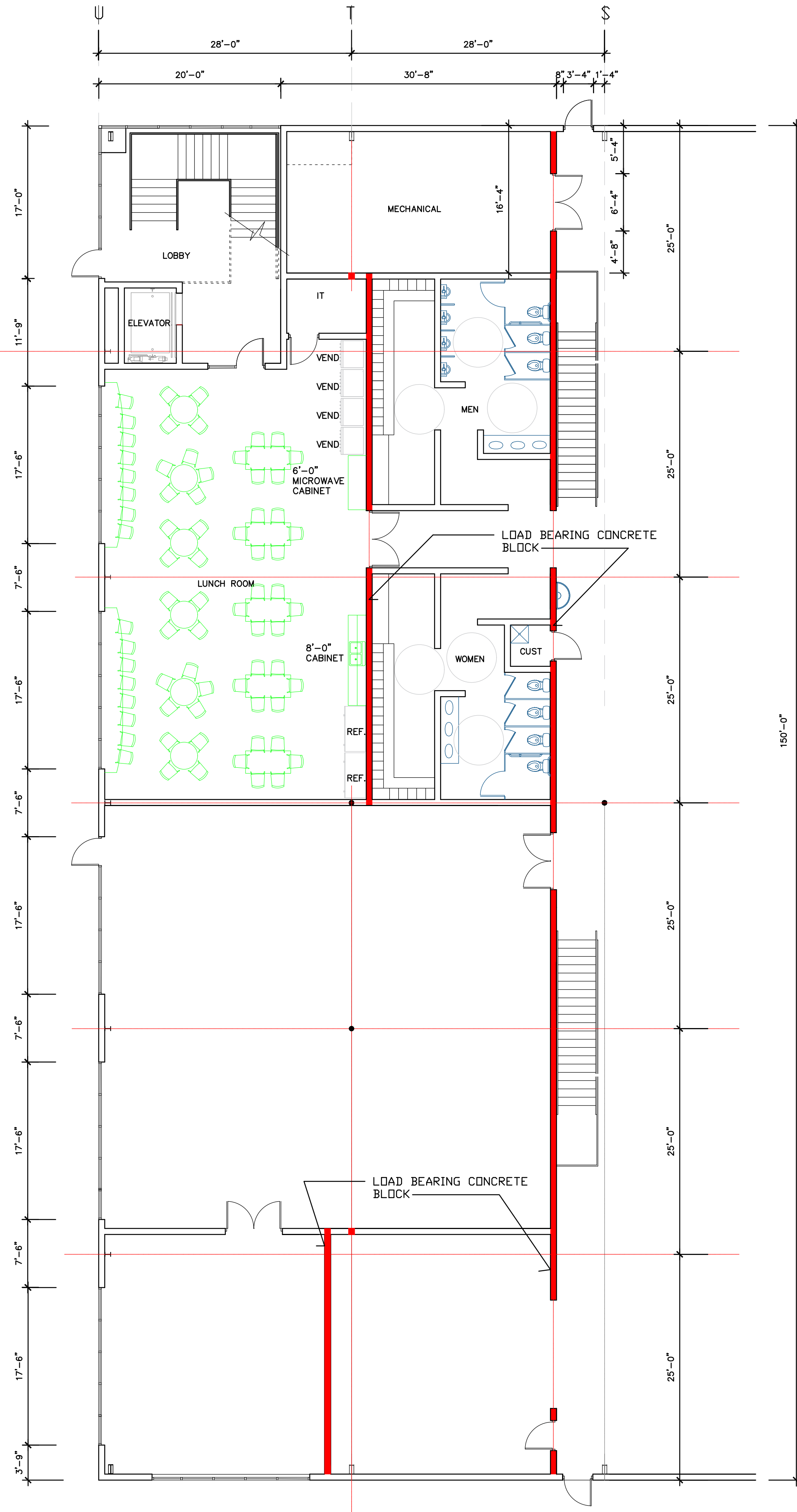
THIS SEAL APPLIES TO THE FOLLOWING DOCUMENTS	
SHEET NUMBER: XX	THRU XX
ALL DOCUMENTS UNDER THIS STAMP BEAR THE SAME ISSUE DATE AS THE SEALED COPY.	
I HEREBY CERTIFY THAT THESE DRAWINGS WERE PREPARED UNDER MY DIRECTION AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, CONFORM TO THE APPLICABLE CODES AND ORDINANCES.	
J. ANDREW BAER	DATE
LICENSE EXPIRES	07-22-2027
THESE DRAWINGS MAY HAVE BEEN REPRODUCED AT A SCALE DIFFERENT THAN ORIGINALLY DRAWN. OWNER AND ARCHITECT ASSUME NO RESPONSIBILITY FOR USE OF INCORRECT SCALE.	
CONTRACTOR SHALL VERIFY ALL EXISTING CONDITIONS PRIOR TO PROCEEDING WITH CONSTRUCTION AND NOTIFY ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES OR CONFLICTS. DO NOT SCALE DRAWINGS.	
DATE:	ISSUED FOR:
05/20/26	REVIEW
05/28/26	REVIEW
06/10/26	REVISED
06/25/26	REVISED
07/28/26	REVISED
08/30/26	SITE PLAN APPLICATION
SHEET NO:	

A1



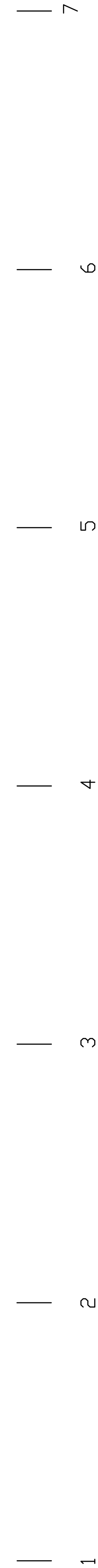
UPPER OFFICE FLOOR

1/8" = 1'-0"



GROUND FLOOR OFFICE

1/8" = 1'-0"



J. ANDREW BAER
ARCHITECT
222 SOUTH RIVER AVE.
HOLLAND, MI 49423
(616) 395-8235

PLASCORE 500B

PRELIM FLOOR PLANS

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05/28/26	REVIEW
06/10/26	REVISED
06/25/26	REVISED
08/30/26	SITE PLAN APPLICATION

SHEET NO:

A1.2



GROUND FLOOR LOADING AREA

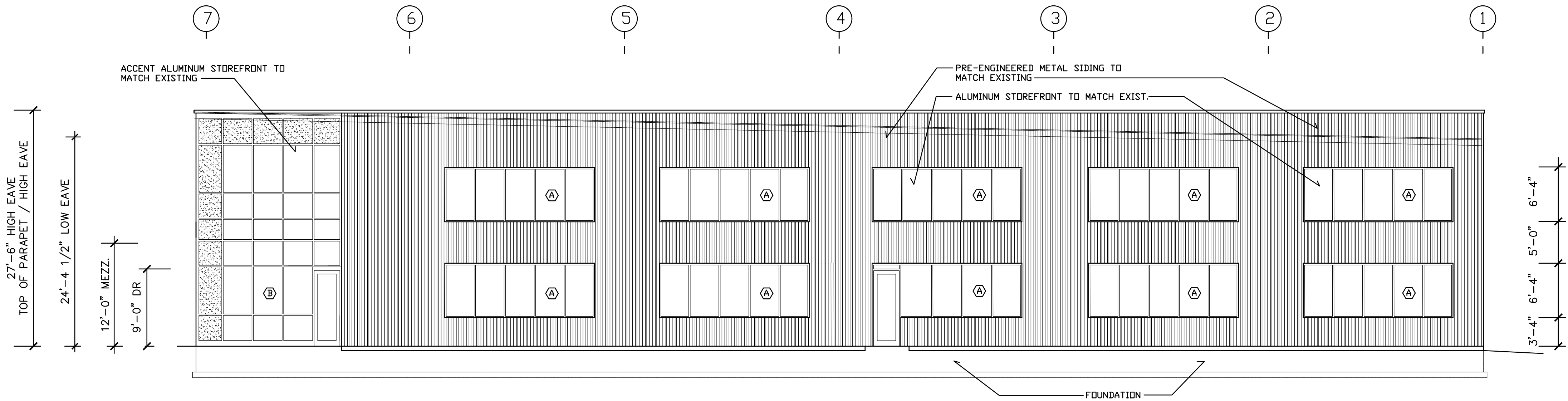
1/8" = 1'-0"

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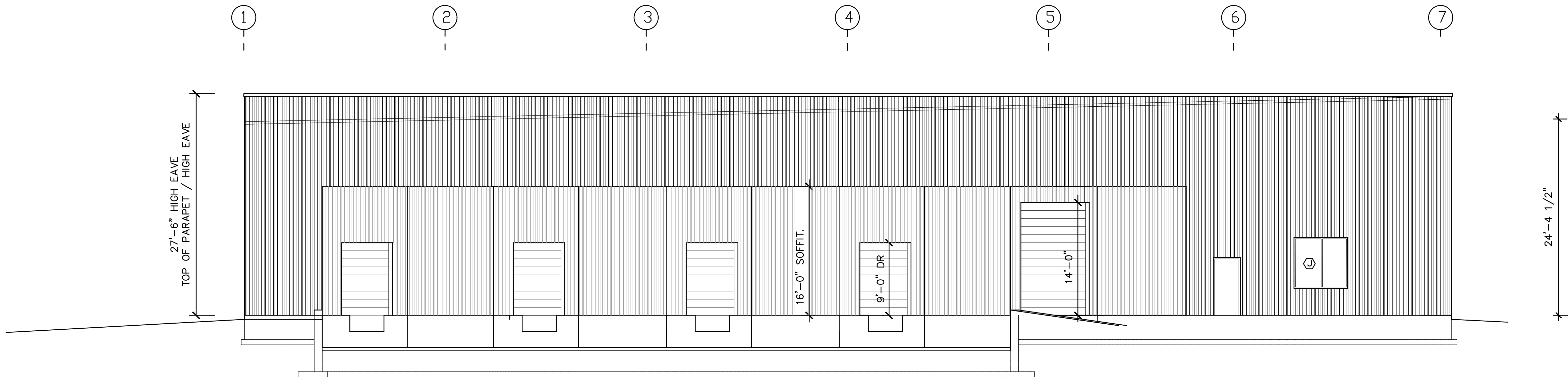
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PRELIM FLOOR PLANS

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05/20/26	REVIEW
05/28/26	REVIEW
06/10/26	REVISED
06/25/26	REVISED
08/30/26	SITE PLAN APPLICATION
SHEET NO:	

A1.3



2 WEST ELEVATION
1/8" = 1'-0"



1 EAST ELEVATION
1/8" = 1'-0"

J. ANDREW BAER
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222 SOUTH RIVER AVE.
HOLLAND, MI 49423
(616) 395-8235

PLASCORE 500B
ELEVATIONS

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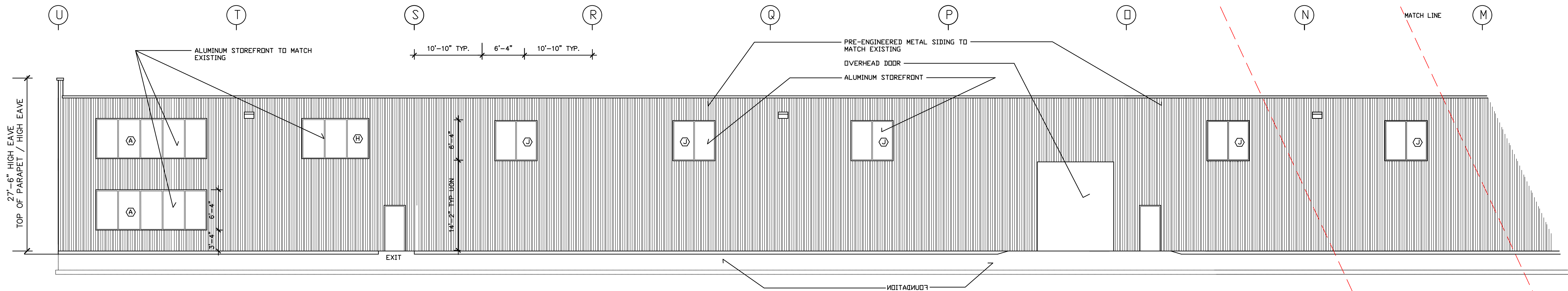
DATE: ISSUED FOR:

06/10/26 REVIEW

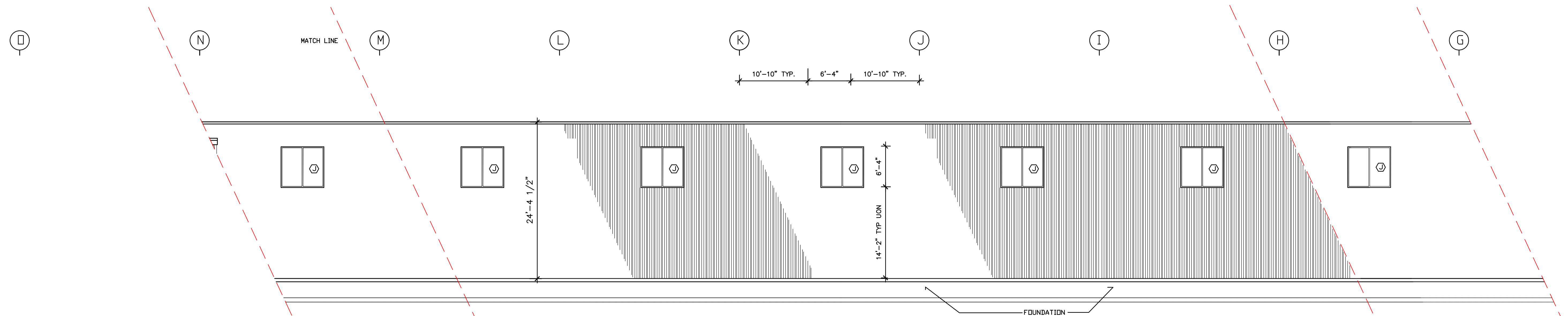
08/19/26 SITE PLAN APPLICATION

SHEET NO:

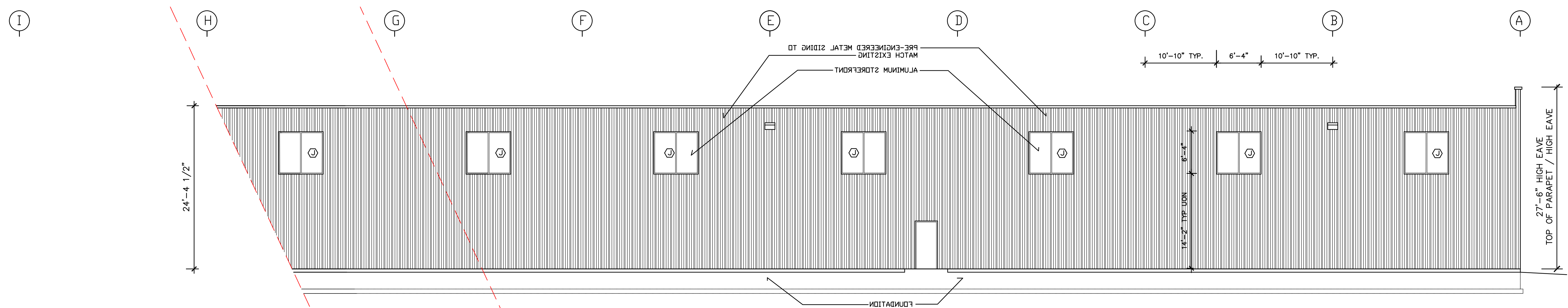
A2



1 PARTIAL SOUTH ELEVATION
1/8" = 1'-0"



1 PARTIAL SOUTH ELEVATION
1/8" = 1'-0"



1 PARTIAL SOUTH ELEVATION
1/8" = 1'-0"

J. ANDREW BAER
ARCHITECT
222 SOUTH RIVER AVE.
HOLLAND, MI 49423
(616) 395-8235

PLASCORE 500B
ELEVATIONS

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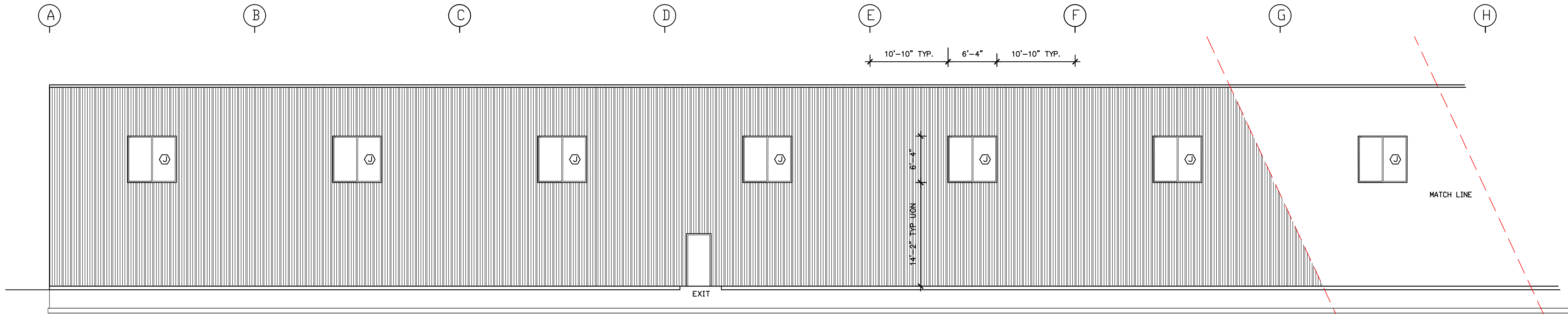
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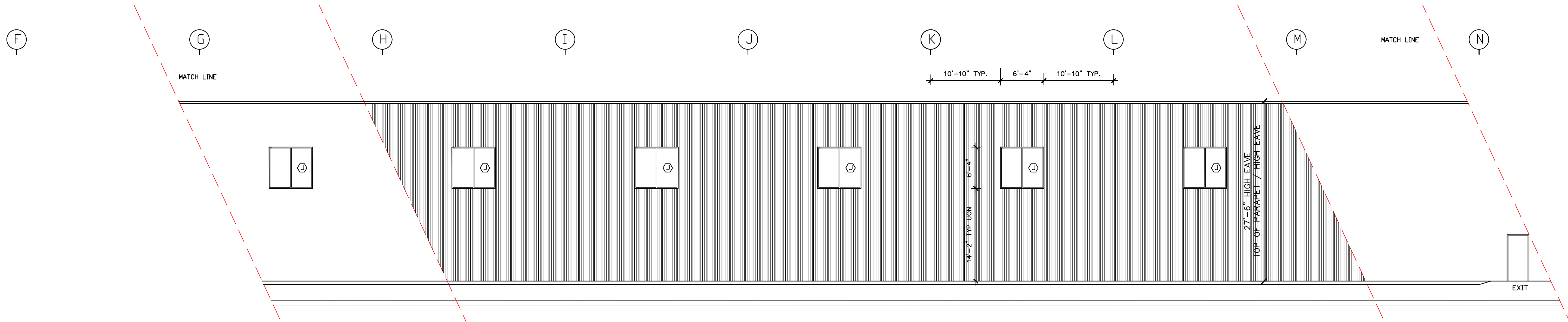
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06/10/26 SITE PLAN APPLICATION
REVIEW

SHEET NO:

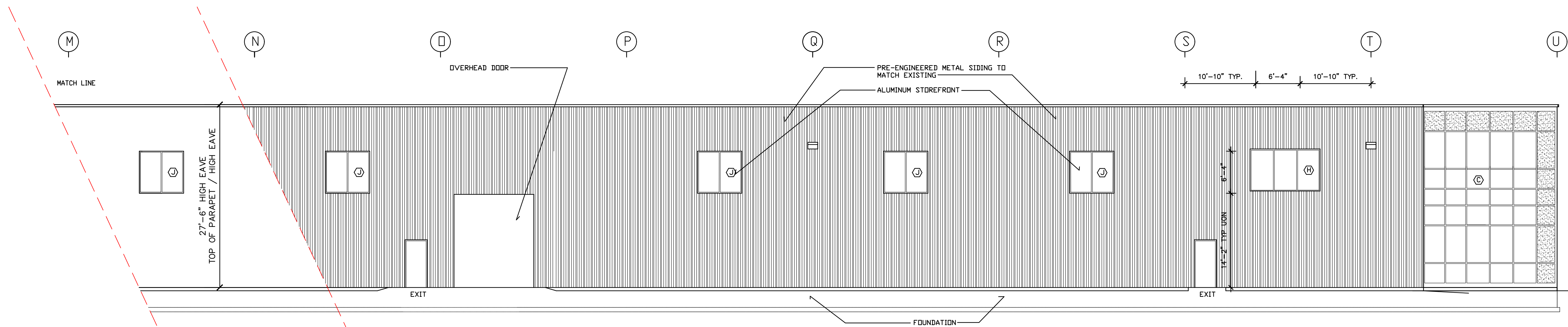
A2.1



1 PARTIAL NORTH ELEVATION
1/8" = 1'-0"



1 PARTIAL NORTH ELEVATION
1/8" = 1'-0"



1 PARTIAL NORTH ELEVATION
1/8" = 1'-0"

J. ANDREW BAER
ARCHITECT
222 SOUTH RIVER AVE.
HOLLAND, MI 49423
(616) 395-8235

PLASCORE 500B
ELEVATIONS

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DATE: ISSUED FOR:

06/10/26 REVIEW
08/19/26 SITE PLAN APPLICATION

SHEET NO:

A2.2



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

MEMORANDUM

DATE: Friday, September 25, 2026

TO: Planning Commission

FROM: Tim Maday, Community Development Director

RE: **October 1st Planning Commission meeting agenda – Site plan review and special land use application for 44 W Garfield Ave – Cindy Werp – Accessory Dwelling Unit**

Background: Cindy Werp owns the property at 44 W Garfield Avenue. The 75-foot by 115.5-foot parcel is zoned R-1, Single-Family Residential District, and is improved with a single-family dwelling and a detached garage. Ms. Werp has filed an application seeking approval of an accessory dwelling unit at her residence. Accessory dwelling units are permitted in the R-1 district with Planning Commission special land use approval.

Description of Application: The applicant proposes to construct a 16-foot by 24-foot, 384-square-foot accessory dwelling unit (ADU) as an addition to the south side of the existing detached garage. The proposed unit would contain a living area, kitchen, bathroom, and one bedroom. The exterior is proposed to match the existing garage.

Accessory Dwelling Unit Ordinance Review: Staff reviewed the proposal against the requirements of Section 10.300 of Volume II of the Zeeland City Code - the City Zoning Ordinance:

- **Use and occupancy:** The property contains a single-family dwelling, and this would be the only ADU on the parcel. The owner resides on the property and has a principal residence exemption on file. The proposed unit is classified as a detached ADU because it would be attached to a garage that is separate from the principal dwelling.
- **Floor area and bedrooms:** The proposed ADU is 384 square feet, above the 350-square-foot minimum and below the approximately 395-square-foot maximum applicable to this property. The floor plan shows one bedroom.
- **Lot and building placement:** The parcel exceeds the R-1 district's 7,200-square-foot minimum lot area. The ADU would be added to the existing detached garage. The garage and proposed addition comply with the applicable accessory building size and setback requirements. The ADU would be at least 10 feet from the nearest property line and farther than 10 feet from the principal dwelling.
- **Height:** The proposed roof peak is approximately 13 feet above grade. Because ordinance height is measured halfway between the eave and ridge, the ADU is below the 14-foot height limit for an addition to the side of an existing detached garage.
- **Lot coverage:** Existing and proposed structures would cover approximately 19% of the lot, below the 35% maximum. Existing and proposed buildings and pavement would cover approximately 2,748 square feet, or 31.7% of the lot, below both the 45% impervious surface limit and the 4,800-square-foot maximum for a lot of this size.
- **Parking:** The existing driveway and garage provide sufficient on-site parking for the principal dwelling and proposed ADU.

- **Deed restriction:** The ordinance requires a deed restriction addressing ownership, occupancy, and use of the ADU. The City Attorney will prepare and approve the restriction, which must be recorded with the Ottawa County Register of Deeds before a building permit is issued.

General Special Land Use Standards: Section 9.102 of the Zoning Ordinance establishes five general standards for special land use approval. Staff's findings on each standard are as follows:

1. **Compatibility with the surrounding area:** The proposed ADU is a residential use in a residential district. It would be added to an existing garage and constructed with materials and finishes that match the garage and are compatible with the principal dwelling.
2. **Adequate public services and facilities:** The property and surrounding neighborhood are already developed and served by public streets and utilities. Staff does not anticipate that the ADU would require additional public facilities.
3. **Potential adverse effects:** The ADU would continue the residential use of the property in a residential neighborhood. Staff does not anticipate adverse traffic, noise, odor, or similar effects from the proposed use.
4. **Natural environment and energy conservation:** The ADU must meet the applicable energy requirements of the Michigan Residential Code and Michigan Energy Code as part of building permit review.
5. **Use-specific standards:** Staff's review of the ADU-specific standards in Section 10.300 is provided above. The proposal meets those standards, subject to the required deed restriction.

Next Steps: Following the public hearing, the Planning Commission will need to approve or deny the special land use and site plan review application. Staff finds that the proposal meets the applicable ADU and general special land use standards and recommends approval with the condition below.

Staff Recommendation: Approve the special land use and site plan review application submitted by Cindy Werp for the property at 44 W Garfield Avenue, allowing construction of a 384-square-foot accessory dwelling unit as an addition to the existing detached garage, subject to the following condition:

1. A deed restriction meeting the requirements of Section 10.300 of the Zoning Ordinance must be prepared and approved by the City Attorney and recorded with the Ottawa County Register of Deeds before a building permit is issued for the accessory dwelling unit.

City of Zeeland

AUG 10 2026



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

Received

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 by Cindy Werp Date 8-10-26 \$350 Fee ☒ Check No 1101

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 <u>44 W Garfield Zeeland, Mi</u>	Parcel number <u>70-16-13-478-0004 004</u>
Name of development	Acreage <u>Frontage 75F/Depth 116.00</u>

II. CONTACT INFORMATION

Property owner <u>Cindy Werp</u>	Contact
Phone <u>1-616-403-3573</u>	Email <u>cindy.werp@yahoo.com</u>

Applicant <u>Cindy Werp</u>	Company <u>N/A SELF</u>		
Address <u>44 W Garfield ave</u>	City <u>Zeeland</u>	State <u>MI</u>	Zip <u>49464</u>
Phone <u>1-616-403-3573</u>	Email <u>cindy.werp@yahoo.com</u>		
If applicant is other than owner, what is the relationship?			

Plan preparer <u>Beso Sharabidze</u>	Company		
Address <u>708 east Central</u>	City <u>Zeeland</u>	State <u>MI</u>	Zip <u>49464</u>
Phone <u>1-616 953-0388</u>	Email		

III. PROPOSED USE OF PROPERTY

PROJECTED COST OF PROJECT \$ 90-100,000

Description of use of property/buildings to be constructed <u>Extra room and space space for Property owner</u>

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>	
☒	☐	1. Applicants – owners/occupant names, addresses, telephone numbers.
☒	☐	2. Date (Mo/Day/Yr) including revisions.
☐	☒	3. Block Title.
☐	☒	4. Scale.
☐	☒	5. Northpoint.
☒	☐	6. Location map drawn at a scale of 1"= 2000' with north point indicated.
☒	☐	7. Architect, Engineer, Surveyor, Landscape Architect, or Planner's name address and telephone number.
☐	☒	8. <u>Existing</u> lot line, building lines, structures, parking areas, etc. on the parcel and within 100 ft. of the site.
☐	☒	9. <u>Proposed</u> lot lines, property lines and all structures, parking areas, etc., within the site, and within 100 ft. the site.
☐	☒	10. Centerline and existing and proposed right-of-way lines of any street.
☐	☒	11. Zoning classification of petitioner's parcel and all abutting parcels.

B. Physical Features

Provided

N/A (not applicable)

- | | | |
|-------------------------------------|-------------------------------------|--|
| ☐ | ☒ | 1. Entrance and abutting street tapers, acceleration, deceleration and passing lanes and approaches. |
| ☐ | ☒ | 2. Proposed locations of access drives, street, intersections, driveway locations, sidewalks, bike-paths, curbing and areas for public use. |
| ☐ | ☒ | 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. |
| ☒ | ☒ | 4. All structures with dimensioned floor plans, set-back & yard dimensions & typical elevation views, including building heights, etc. |
| ☐ | ☒ | 5. Dimensional parking spaces and calculations, drives and type of surfacing. |
| ☐ | ☒ | 6. Exterior lighting locations and illumination patterns. |

B. Physical Features (continued)

Provided

N/A (not applicable)

- | | | |
|--------------------------|-------------------------------------|---|
| ☐ | ☒ | 7. Trash receptacle pad location and method of screening. |
| ☐ | ☒ | 8. Transformer pad location and method of screening. |
| ☐ | ☒ | 9. Dedicated road or service drive locations. |
| ☐ | ☒ | 10. Entrance details including sign location and size. |
| ☐ | ☒ | 11. Designation of fire lanes. |
| ☐ | ☒ | 12. Location of snow storage areas. |

C. Landscaping, Greenbelts, Buffers and Screening

Provided

N/A (not applicable)

- | | | |
|--------------------------|-------------------------------------|--|
| ☐ | ☒ | 1. Separate Landscaping plan. <ul style="list-style-type: none">- 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. |
| ☐ | ☒ | <ul style="list-style-type: none">- Planting and staking details. |
| ☐ | ☒ | <ul style="list-style-type: none">- Identification of existing trees and vegetative cover to be preserved. |
| ☐ | ☒ | <ul style="list-style-type: none">- Identification of groundcover and method of planting. |
| ☐ | ☒ | <ul style="list-style-type: none">- Identification of landscape maintenance program. |
| ☐ | ☒ | <ul style="list-style-type: none">- Lawn sprinkling design. |
| ☐ | ☒ | 2. Screening between land uses. <ul style="list-style-type: none">- 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>	
☐	☒	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.
☐	☒	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.

D. Natural Features

<u>Provided</u>	<u>N/A (not applicable)</u>	
☐	☒	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".
☐	☒	2a. On parcels of more than one acre, existing topography with a maximum contour interval of two feet.
☐	☒	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>	
☐	☒	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.
☐	☒	3. Location of existing drainage courses, and associated bodies of water, on and off site, and their elevations.
☐	☒	4. Location of existing wetlands to at least the detail indicated on the City of Zeeland zoning map.
☐	☒	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>	
☐	☒	1. Density calculations by type of unit, by bedroom count.
☐	☒	2. Designation of units by type and number of units in each building.
☐	☒	3. Carport locations and details where proposed.
☐	☒	4. Specific amount and location of recreation spaces.
☐	☒	5. Type of recreation facilities to be provided in recreation space.
☐	☒	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>	
☐	☒	1. Loading/unloading areas.
☐	☒	2. Total and useable floor area.
☐	☒	3. Number of occupants during peak usage, i.e. shift change.
☐	☒	4. DNR Air Quality Permit attached.
☐	☒	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? | ☐ | ☒ |
| b. Are the buildings and structures proposed to be on the premises situated to minimize adverse effects upon owners and occupants of adjacent properties? | ☐ | ☒ |
| 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? | ☐ | ☒ |
| 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. | ☐ | ☒ |

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? ☐ ☒
- 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. ☐ ☒

**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.

OFFICE USE

- _____ 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**

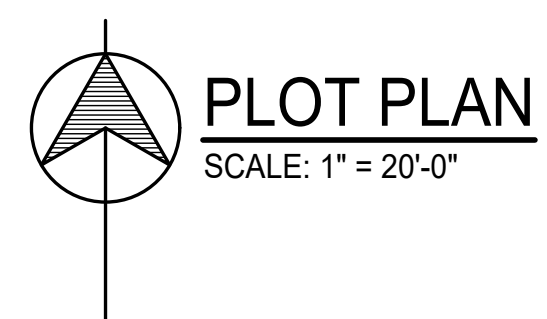
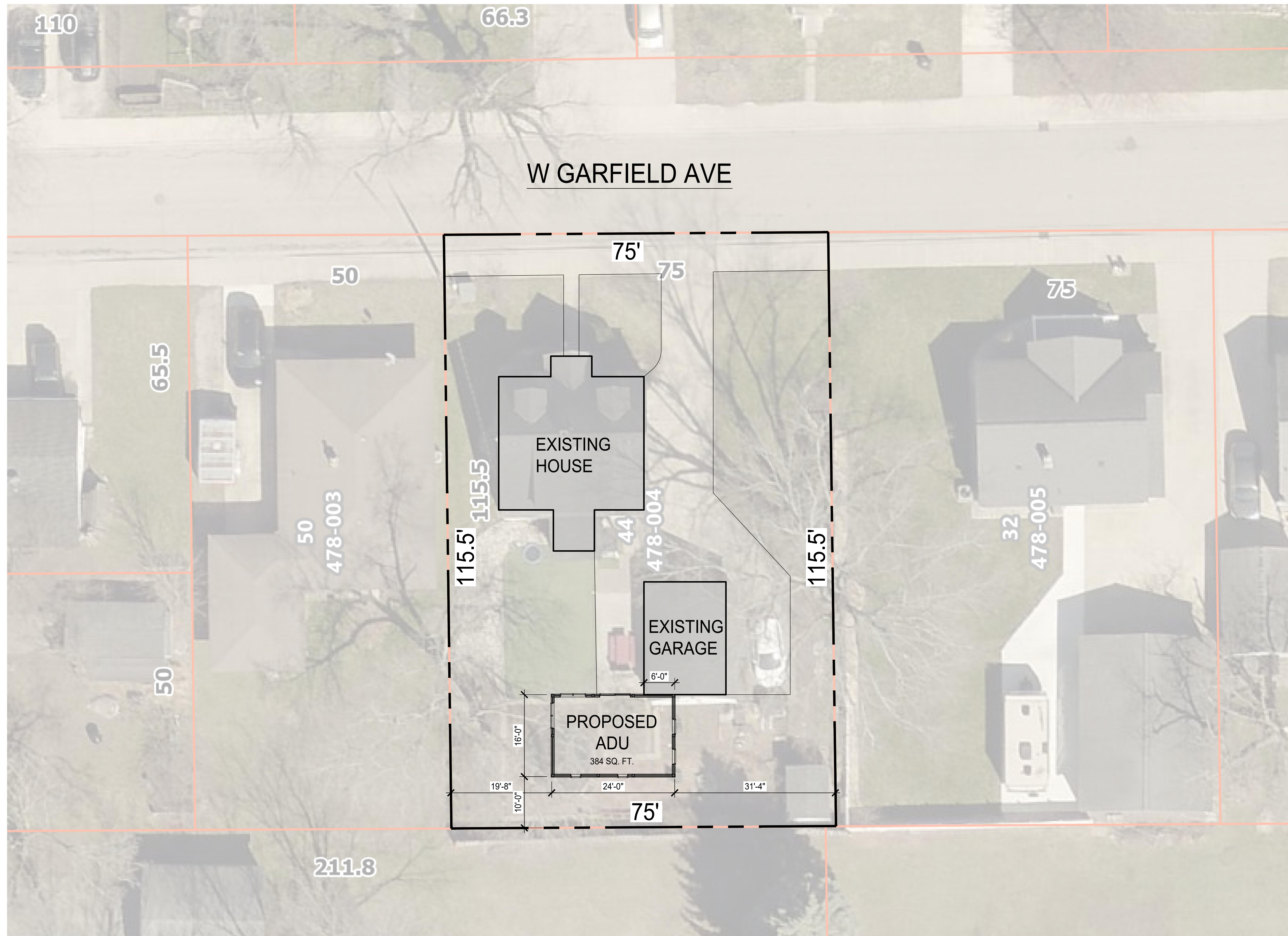
Cindy Werp
Signature of Applicant

8-10-26
Date

This application, ten (10) copies & electronic file required, and filing fee of 350 received by:

[Signature]
Administrative Official

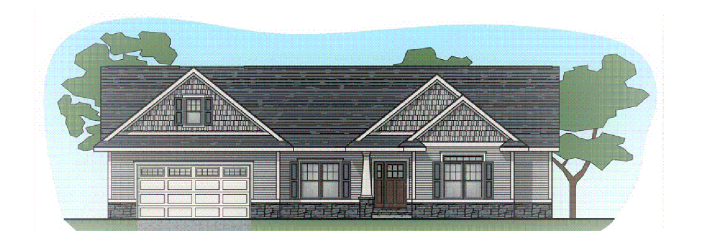
8/10/26
Date



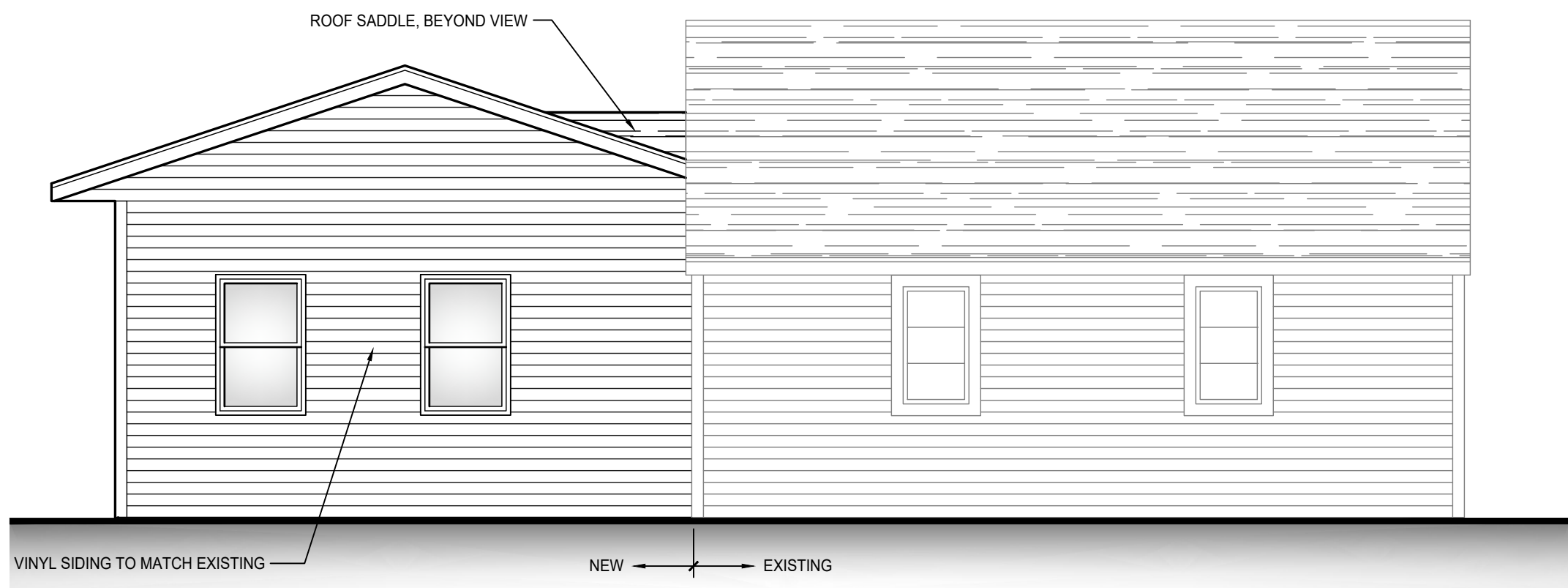
Werp Residence

44 W Garfield Ave,
Zeeland, MI 49464

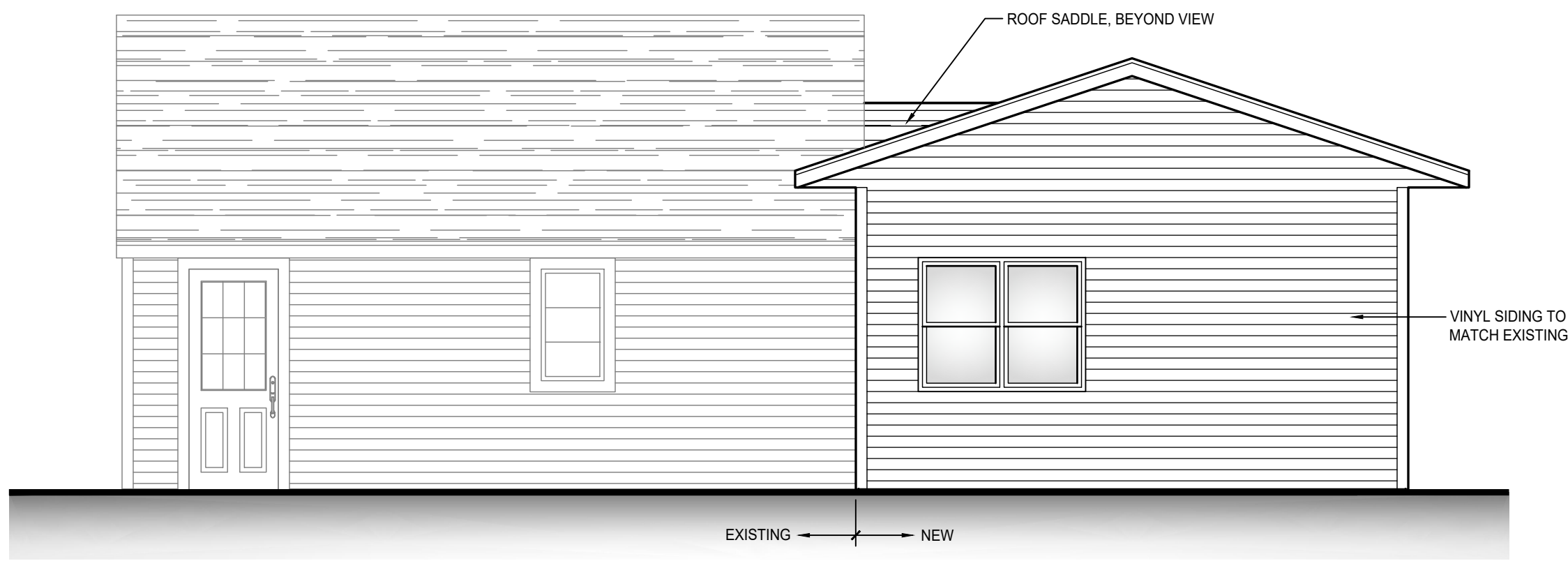
DATE: 8-26-2026	SHEET NO.
REV'D:	1
BY: C. DANIELS	



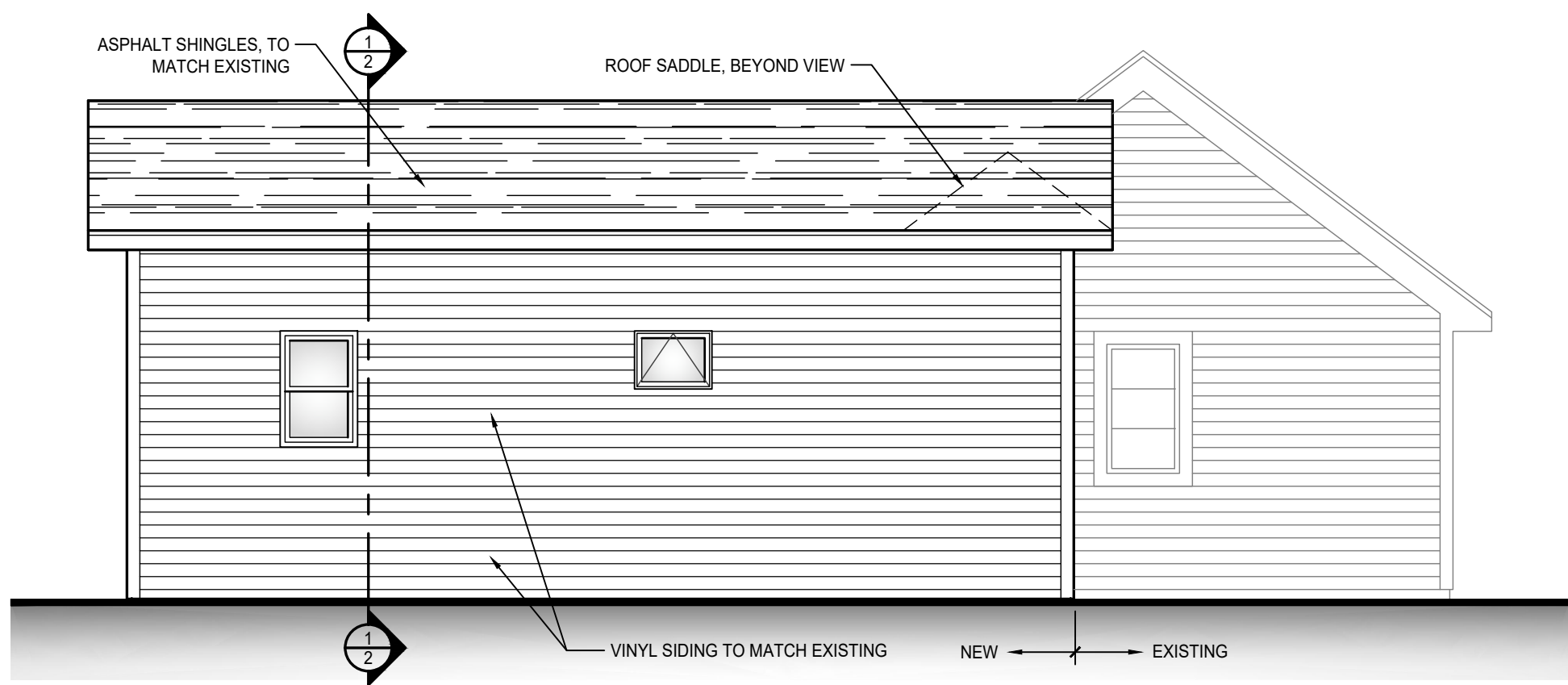
Daniels Home Design, LLC
Phone: 616-834-5062



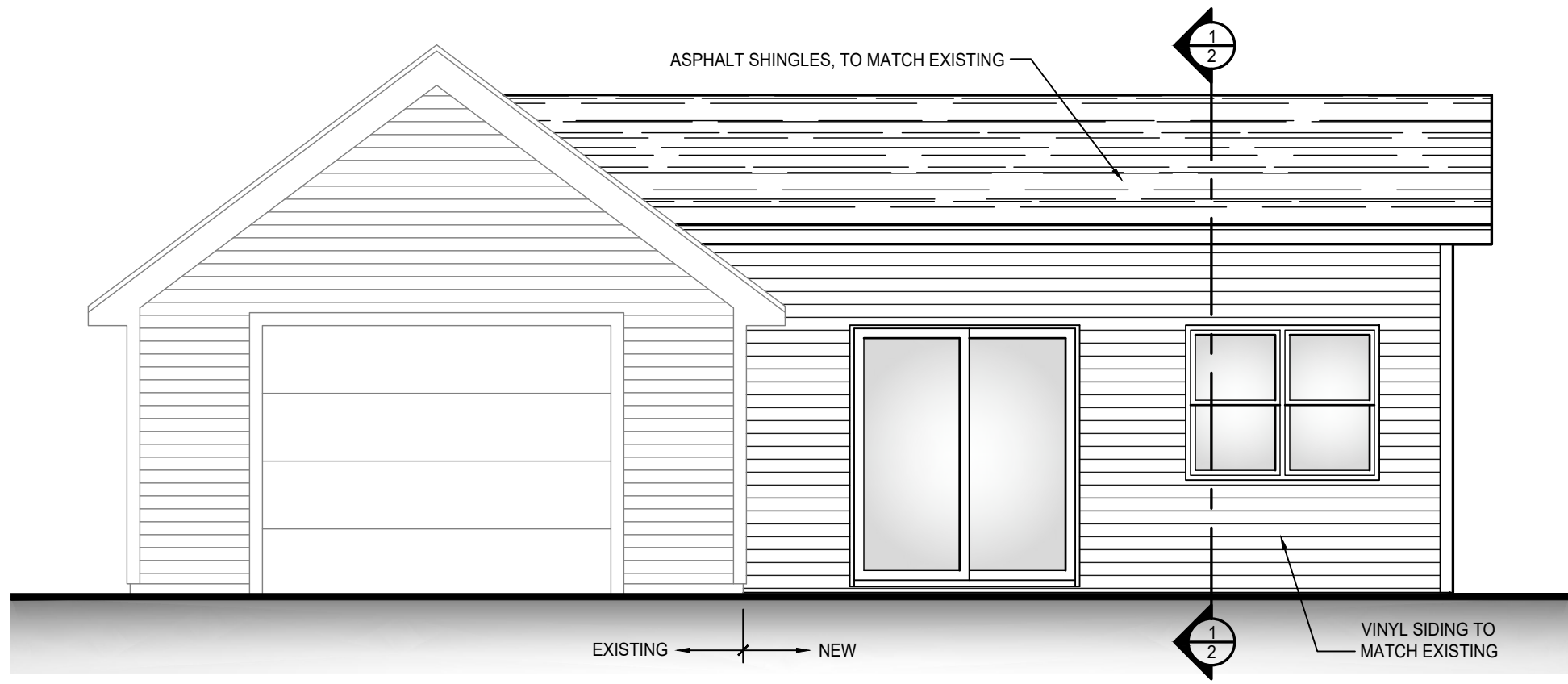
PROPOSED EAST ELEVATION
SCALE: 1/4" = 1'-0"



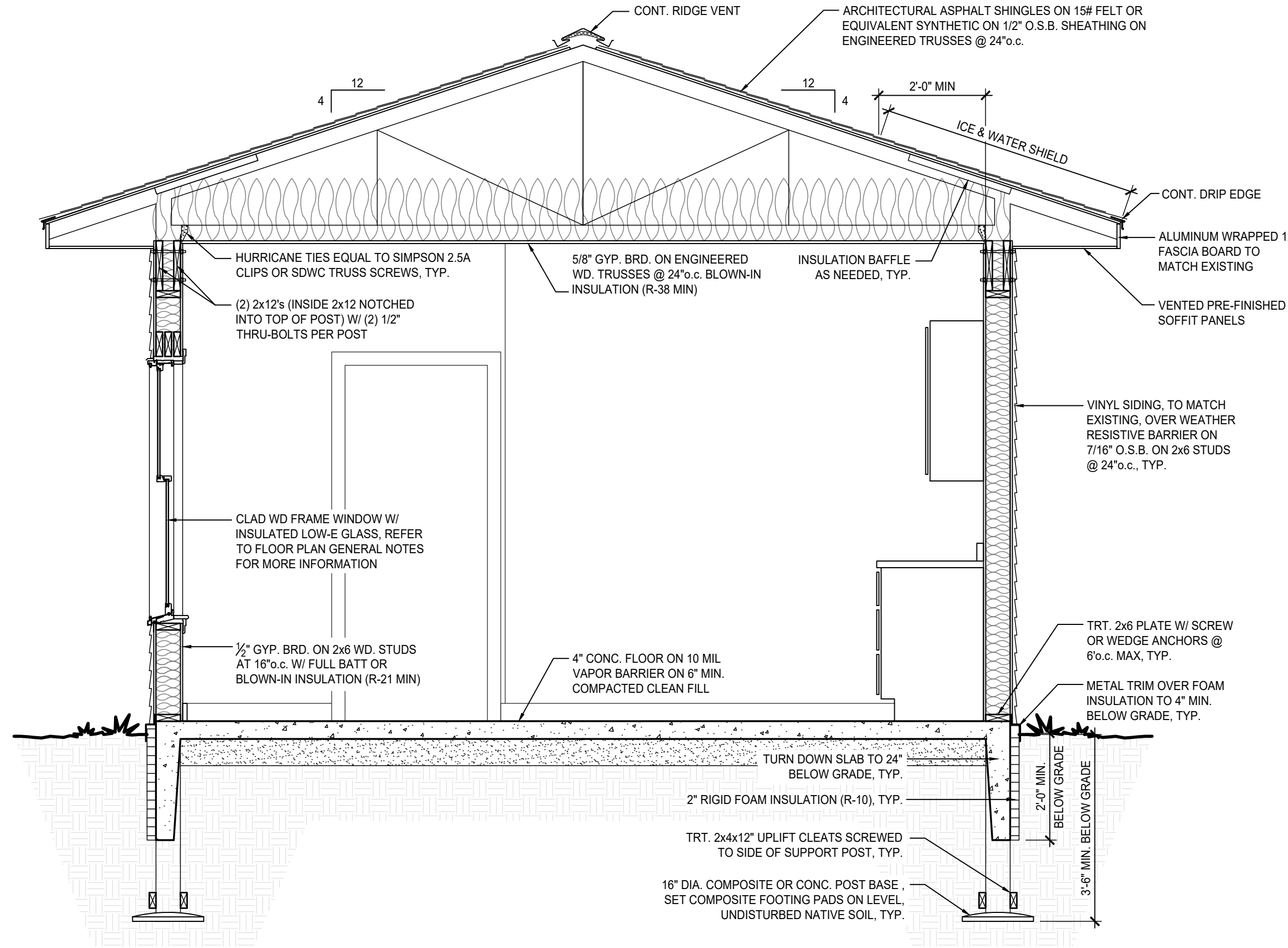
PROPOSED WEST ELEVATION
SCALE: 1/4" = 1'-0"



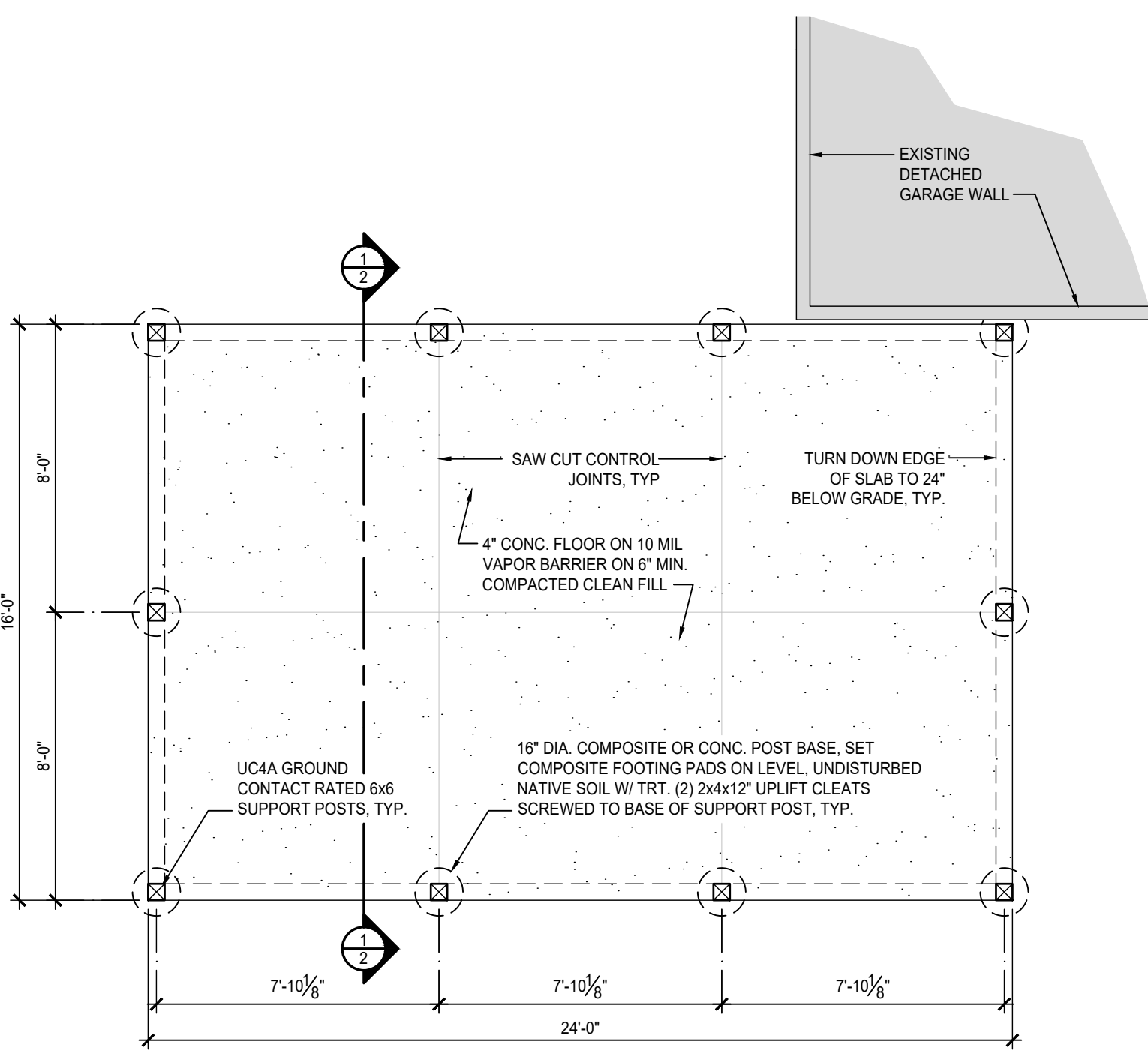
PROPOSED SOUTH ELEVATION
SCALE: 1/4" = 1'-0"



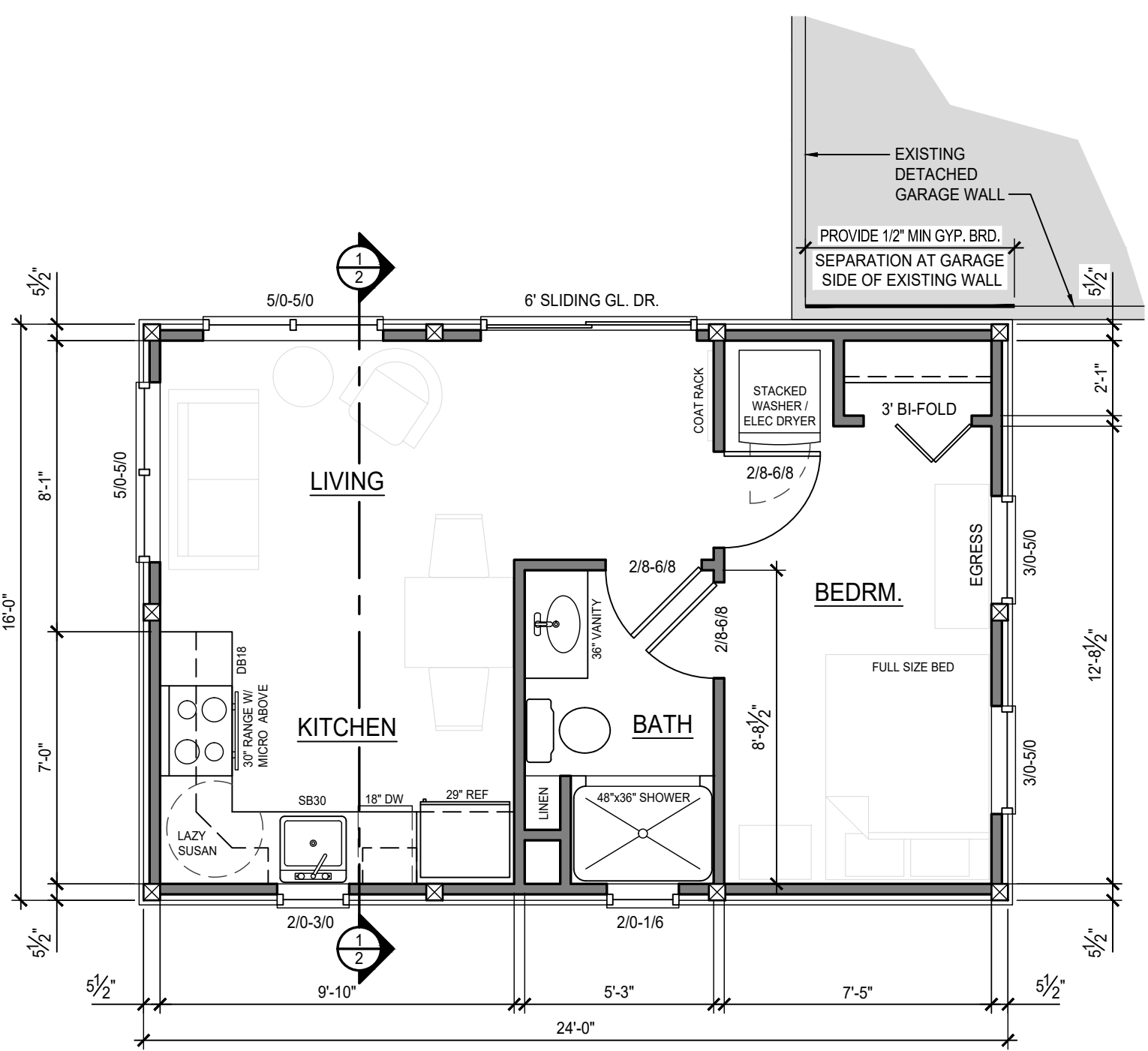
PROPOSED NORTH ELEVATION
SCALE: 1/4" = 1'-0"



BUILDING SECTION
SCALE: 1/2" = 1'-0"



FOUNDATION PLAN
SCALE: 1/4" = 1'-0"



PROPOSED FLOOR PLAN
SCALE: 1/4" = 1'-0"

GENERAL PROJECT NOTES:

NOTICE: CONTRACTOR TO VERIFY ALL DIMENSIONS AND EXISTING CONDITIONS PRIOR TO START OF CONSTRUCTION.

WINDOWS: WINDOW TAGS INDICATE NOMINAL WINDOW SIZE. CONTRACTOR TO VERIFY ROUGH OPENINGS AND FRAMING PER MANUFACTURER SPECIFICATIONS. WINDOWS MARKED "EGRESS" MUST MEET ALL EGRESS REQUIREMENTS AND INCLUDE REQUIRED MANUFACTURER HARDWARE. WINDOW PERFORMANCE TO MEET OR EXCEED A 0.32 U-FACTOR PER ENERGY CODE. PROVIDE WINDOW SUBMITTAL TO THE BUILDING OFFICIAL FOR REVIEW.

ENERGY CODE COMPLIANCE: CONTRACTOR MAY USE PRESCRIPTIVE OR PERFORMANCE PATH FOR ENERGY CODE COMPLIANCE. PROVIDE REQUIRED CERTIFICATION TO THE BUILDING OFFICIAL. DWELLING TO RECEIVE A BLOWER DOOR TEST BY A CERTIFIED THIRD PARTY. AIR LEAKAGE NOT TO EXCEED 4 AIR CHANGES PER HOUR. TEST REPORT TO BE SIGNED BY THE TESTING PARTY AND PROVIDED TO THE BUILDING OFFICIAL.

SMOKE DETECTORS: PROVIDE SMOKE DETECTORS ON EACH FLOOR, IN EACH SLEEPING ROOM, AND OUTSIDE EACH SLEEPING AREA. DETECTORS TO BE HARDWIRED WITH BATTERY BACKUP AND INTERCONNECTED SO ALL UNITS ACTIVATE TOGETHER. AT LEAST ONE DETECTOR PER FLOOR TO BE A COMBINATION SMOKE/CO UNIT.

SMOKE DETECTORS TO BE A MINIMUM OF 36 INCHES FROM AN HVAC SUPPLY VENT, CEILING FAN BLADE OR BATHROOM DOOR. THE MAXIMUM ALLOWABLE DISTANCE FROM A HALLWAY SMOKE DETECTOR TO A BEDROOM IS 20 FEET ON AN UNOBSTRUCTED CEILING.

ATTIC ACCESS: PROVIDE MINIMUM 22x30 FULLY INSULATED AND AIR SEALED PANEL. VERIFY LOCATION IN FIELD. MAINTAIN MINIMUM 30\"/>

GENERAL STRUCTURAL NOTES:

1. ALL STRUCTURAL LUMBER TO BE MINIMUM GRADE #2 S-P-F.
2. SECURE BEAMS & HEADERS TO COLUMNS W/ GALVANIZED HANGERS OR BRACKETS EQUAL TO SIMPSON. REFER TO MANUFACTURER FOR CONFIGURATION AND ALLOWABLE LOADS.
3. STRUCTURAL MEMBERS TO SUPPORT ROOF STRUCTURE ARE SPECIFIED BY TRUSS MANUFACTURER.

DESIGN LOADS:

ROOF LOADS:	
GROUND SNOW LOAD:	50 P.S.F.
DEAD LOAD:	10 P.S.F.
WIND LOADS:	
90 MPH W/	
3 SEC. GUST:	20 P.S.F.

CODE REQUIRED FLASHING:

1. DRIP FLASHING IS REQUIRED AT ALL WINDOW AND DOOR HEADS.
2. DRIP FLASHING IS REQUIRED AT ALL HORIZONTAL TRIM PROJECTIONS (I.E. HORIZONTAL BAND BOARDS, LEDGER BOARDS, FASCIA BOARDS, ETC.)
3. CONTINUOUS FLASHING IS REQUIRED AT TOP OF ALL MASONRY VENEER SILLS AND WEEP FLASHING IS REQUIRED AT BOTTOM. INSTALL PER MANUFACTURER WHERE VENEERS STONE PRODUCTS ARE USED.
4. CONTINUOUS OR STEP FLASHING REQUIRED AT ALL ROOF/WALL INTERSECTIONS.
5. CONTINUOUS MEMBRANE OR GALVANIZED FLASHING AT BASE OF WOOD FRAMED WALL SHEATHING WHERE PRESERVATIVE TREATED WOOD NOT PROVIDED AT LOCATIONS SPECIFIED IN MICHIGAN RESIDENTIAL CODE SECTION R317.1

**Werp
Residence**

44 W Garfield Ave,
Zeeland, MI 49464

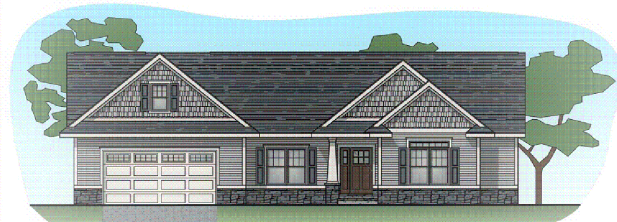
DATE: 8-26-2026

SHEET NO.

REV'D:

BY: C. DANIELS

2



Daniels Home Design, LLC

Phone: 616-834-5062



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

MEMORANDUM

DATE: Friday, September 25, 2026

TO: Planning Commission

FROM: Tim Maday, Community Development Director

RE: **2027 Planning Commission Capital Improvement Projects List Development and October 1st bus tour**

Background: The Planning Commission Capital Improvement Projects (CIP) List is a document that contains the public improvement projects that the Planning Commission believes would be desirable for the City, and further the development of the City in accordance with the Master Plan. Each year the Planning Commission develops the list in the fall and early winter so that it can be provided to the City Council for consideration as they conduct their strategic visioning and budgeting processes for the upcoming fiscal year.

Schedule: Below is a table that contains the schedule for the development of the 2027 CIP List. This schedule should allow for the list to be completed, adopted and forwarded to the City Council for consideration during their fiscal year 2027-2028 planning. At the October regular Planning Commission meeting, we plan to start the development of the 2027 list with a 30-40 minute bus tour of the City, and a review of the status of items contained on the 2026 CIP list.

Date	Step
October 2026 Planning Commission meeting (10/1/26)	Bus tour and review status of 2026 CIP projects.
November 2026 Planning Commission Meeting (11/5/26)	Discuss CIP List ideas at meeting
By Friday, November 20, 2026	Commissioners send their 2027 CIP list ideas to staff for compilation
December 2026 Planning Commission Meeting (12/3/26)	Planning Commission discusses the compiled list, makes combinations/changes/removals as desired
Friday, December 11, 2026	Final compiled list emailed to Commissioners for ranking
By Monday, December 28, 2026	Commissioners send ranked lists to staff
January 2027 Planning Commission Meeting (01/7/27)	Planning Commission reviews ranked lists, makes changes as desired and approves 2027 CIP list

Next Steps: At the October regular Planning Commission meeting (October 1, 2026), we will begin the development of the 2027 CIP list by taking a 30-40 minute bus tour of the City to review the status of projects, and develop new ideas for the 2027 list. A copy of the 2026 Planning Commission Capital Improvement Project List is enclosed with this memo for your review.

The bus tour will go quickly, and we will be unable to view the entire City. This year, we are planning to prioritize viewing of the following areas:

- **Washington Avenue:** The Washington Avenue Corridor Vision Report was endorsed by the Planning Commission and City Council in 2025. It examines how the corridor can better support downtown growth and redevelopment while improving pedestrian safety and the street's appearance within a constrained right-of-way. City Council recently authorized a traffic study to better understand traffic flows and inform decisions about how to use the available right-of-way.
- **Main Street Auto and the east downtown block:** City Council recently selected a preferred development partner for the 303 E Main Avenue property and authorized staff to negotiate a purchase and development agreement that would establish the framework for redevelopment. The tour would provide an opportunity to view the property and surrounding block as discussion begins about the potential for ground-floor residential uses in this part of downtown.
- **East Main Avenue and Fairview Road:** Following site plan approval for Mead Johnson's campus modernization in 2026 and the start of limited infrastructure work, the tour would allow Commissioners to revisit this area. City Council recently approved agreements for a relocated and expanded playground on the Zeeland Public Schools athletic fields property across the street. The Main and Fairview intersection is also worth another look. Future improvements will be needed, and the City has identified a potential funding source for intersection improvements up to and including a roundabout.
- **JR Automation and the East Riley Street corridor:** A return to the 800 E Riley Street development will allow Commissioners to see the project's progress and consider changes across the broader corridor. Installation of a multi-use path and paving of 84th Avenue, including reopening the railroad crossing, are in process.
- **North State Street:** The tour will highlight properties where redevelopment may allow for more efficient and productive land use. Seeing the corridor together would be useful as the Commission approaches the future land use and housing portions of the comprehensive master plan rewrite.

To supplement the bus tour and the review of the previous CIP list, staff has assembled the following items for Commissioners to review as they think about capital projects for the list:

- Overall Snowmelt Plan - Endorsed by City Council in 2025, this plan illustrates the potential full extent of the City's snowmelt system and guides its expansion as an economic development tool. The plan is enclosed with this memo.
- Washington Avenue Corridor Studies - Reviewed by the Planning Commission and City Council, these studies explore opportunities for redevelopment and downtown connections along Washington Avenue, as well as streetscape and gateway improvements farther east. Both studies are enclosed with this memo.
- Updated Downtown Vision Plan – The Plan can be viewed [here](#).
- The City's 2026 Strategic Action Plan summary and priority action steps – This includes a number of short- and long-term projects that are in various stages of process. The Plan can be viewed [here](#)
- The Capital Improvement Project section of the City's 2026-2027 budget. The CIP portion of the budget is enclosed with this memo and includes information regarding the City Park improvement, street construction, downtown vision and snowmelt construction funds.
- The City's Non-Motorized System Plan – This plan can be viewed [here](#). The Plan includes possible stand-alone projects such as a crossing of Business Loop 196, and items that could be incorporated into street construction or larger projects such as the installation of pathway/sidewalk where missing, bike lanes etc.

- The City's 2011 Master Plan can be viewed [here](#).
- The City's 2020 Master Plan update can be viewed [here](#).

I hope that this memo is helpful both in providing background information related to potential CIP list items, and providing a clear timeline for the development of the Planning Commission's 2027 Capital Improvements Project List. Please do not hesitate to contact me regarding this memo, the enclosures or anything else you may have questions about.



RANKED 2026
CITY OF ZEELAND PLANNING COMMISSION
CAPITAL IMPROVEMENT PROJECTS RECOMMENDATION LIST
ADOPTED 01-08-26

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

38	Plant a native wildflower garden at the old water tank lot (474 W Main Ave)
39	Install a traffic hump at the Main Ave midblock crossing between Elm St and Church St
40	Return Maple Street to two-way traffic where currently one-way

SNOW MELT LEGEND

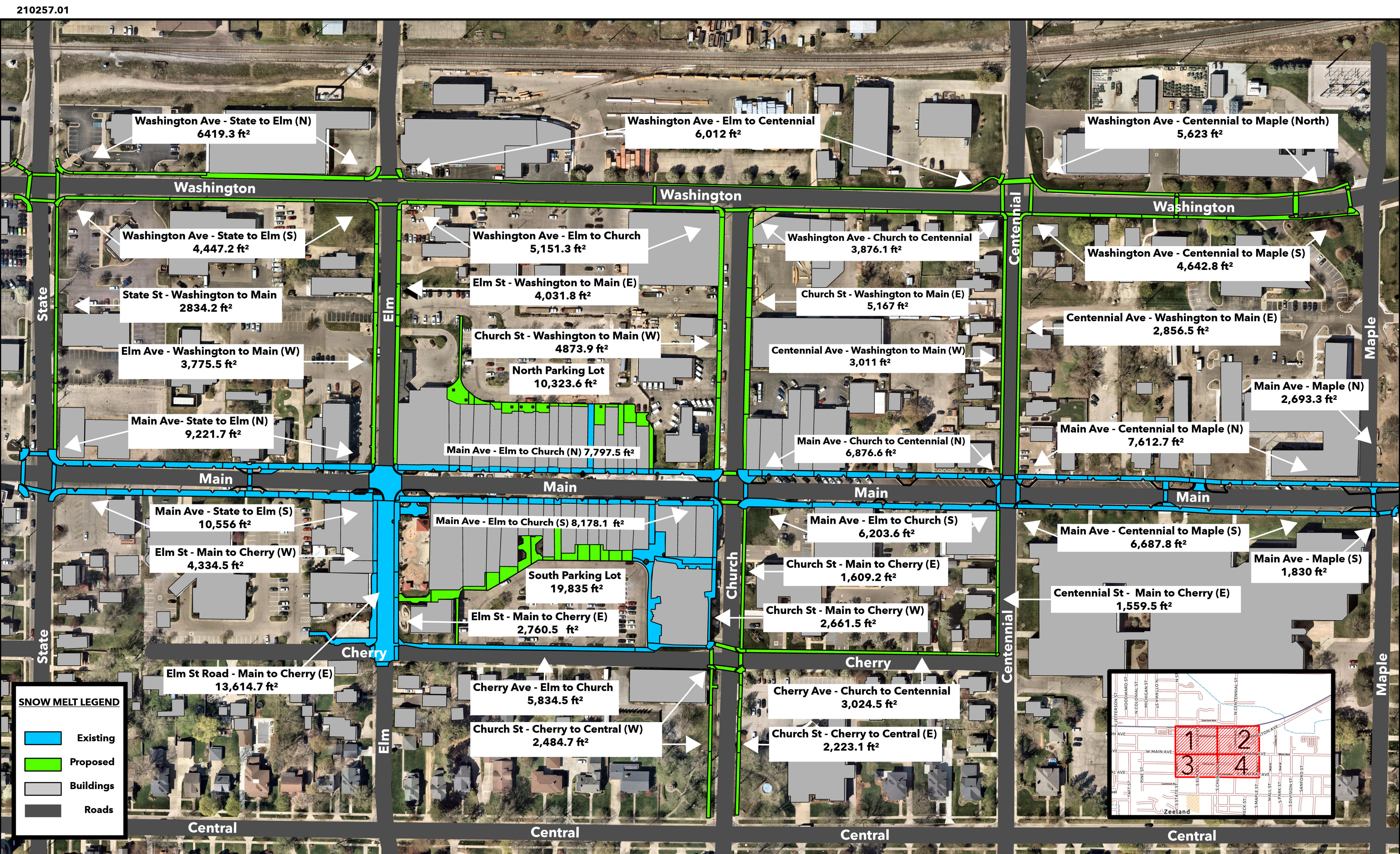
-  Existing
-  Proposed
-  Buildings
-  Roads

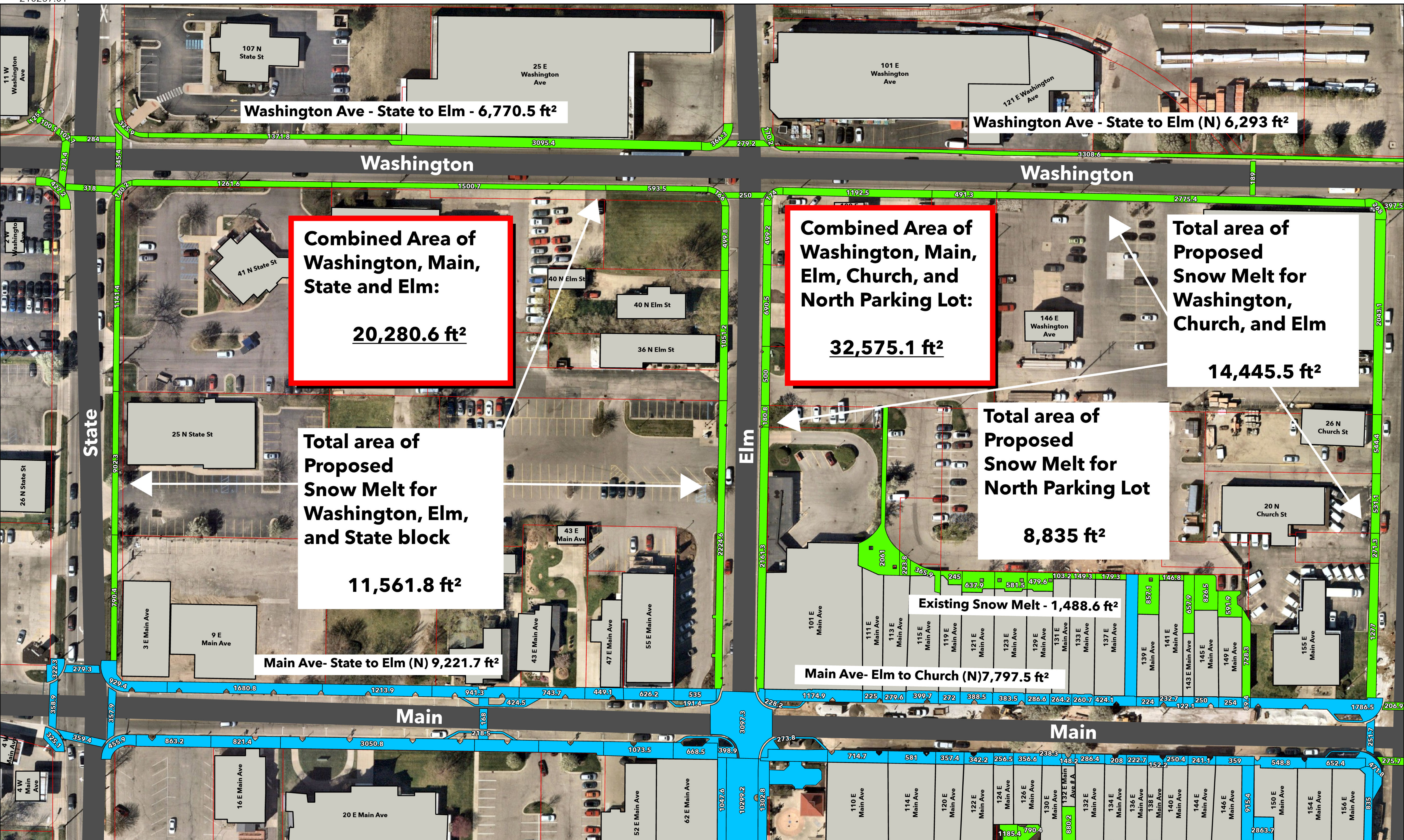
Future Snow Melt Map

City of Zeeland, Ottawa County, Michigan

1 inch equals 75 feet

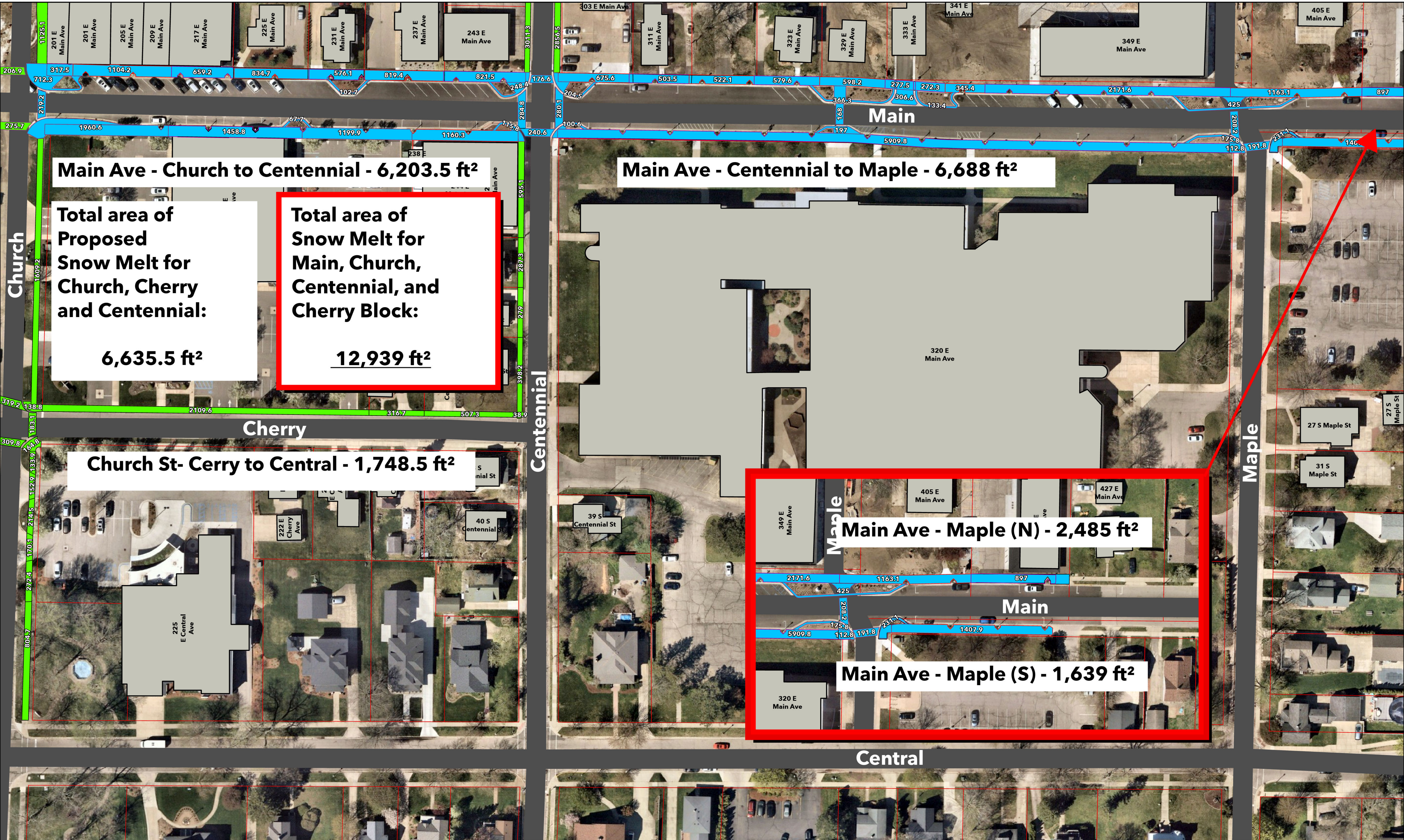
Total Existing Snow Melt Area: 104,884.6 ft²
Total Proposed Snow Melt Area: 95,118 ft²













DOWNTOWN VISION PLAN

ZEELAND, MICHIGAN

Washington Avenue Corridor Workshop Report

August, 2024

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Washington Avenue Corridor Workshop

May 21-23, 2024
Howard Miller Community Center

Workshop Committee

- Sally Gruppen, Mayor Pro Tem
- Bill Elhart, Planning Commission Chair
- Doug Vos, SARB Chair, Don’s Flowers & Gifts
- Brian Van Hoven, SARB, Zeeland Print
- Mitch Bakker, 3D Properties, StrEATs Taco Kitchen, IDa Design
- Nate Gentry, Tripelroot
- AJ Konynenbelt, Zeeland Lumber
- David Wilson, Generational Wealth Management, GL Rentals
- Amanda Cooper, Planning Commission, Lakeshore Advantage
- Andrew Boatright, Zeeland Board of Public Works

City of Zeeland

- Tim Klunder, City Manager
- Kevin Plockmeyer, Assistant City Manager/Finance Director
- Abby deRoo, Marketing Director
- Tim Maday, Community Development Director

Interview Participants

- DeBruyn’s**
- Ken DeBruyn
 - Caleb Hulsman

- GDK**
- Doug DeKock
 - Dillon Hassevoort

- Peerbolt’s Inc.**
- Andy Peerbolt
 - Nate Peerbolt

- Zeeland Board of Public Works**
- Andrew Boatright
 - Bob Mulder

- Western Michigan Fleet Parts**
- Tim Wierda

- Centennial Crossings**
- Kevin Karsten

- 500 E. Washington Avenue**
- Jim Edewaard

- John’s Battery**
- Joe Latoza

- Generational Wealth Management**
- David Wilson

- Zeeland Lumber**
- AJ Konynenbelt

Consulting Team

- Greg Holcombe, Urban Innovations
- Tyler Sprague, Johnson Hill Land Ethics Studio

INTRODUCTION



Why is Zeeland doing this Workshop?

Addressing and improving Washington Avenue and the idea for initiating this workshop emerged from the City's Strategic Planning sessions in January 2024, and as documented in the 2024 Strategic Action Plan (SAP). The Washington Avenue priority is shown in the Vibrant Downtown section of the SAP summary poster.

While Washington Avenue between State Street and Maple Street has always been a component of the Downtown Vision Plan, it has not been the focus of a deeper study of its current issues and opportunities for improvement. Discussions by City Council and City Staff affirmed: 1.) the importance of the key corridor and the need for additional attention and 2.) to update this portion of the Downtown Vision Plan. This led to its inclusion in the 2024 Strategic Action Plan, and further discussions by City staff led to the initiation of the Workshop.

As the workshop process was being designed, it was felt that this effort would be an expanded version of the earlier Sligh Block Workshop held in Nov 2021. That one-day effort produced a substantial and helpful Report which helped inform the principal property owners in the Sligh Block and the City – especially as the Sligh Building renovation was being planned and the City’s Main Avenue Streetscape/Snowmelt plans were coming together.

This Washington Avenue Workshop was considered to be a more complex situation – due to the larger scale (4 blocks and both sides of the Avenue) and the numerous property/business owners along the Corridor. Washington is also a major east/west connector and high-volume transportation corridor. This complexity led to the 3-day workshop design, as outlined on the following page.



Downtown Vision Plan, updated 2018 (31 pages)



DOWNTOWN VISION PLAN ZEELAND, MICHIGAN Sligh Block Workshop Report November, 2021	Key Results and Takeaways: a. This was a very good information sharing session about the Sligh block. b. Several inspiring ideas and projects about Sligh/nearby areas were raised and discussed. c. Relationships were strengthened between key Private and Public Leaders, demonstrating the ongoing Public/Private Partnership in Downtown Zeeland. d. The participating stakeholders are an informal group that can provide important feedback/advice to the City and be advocates for the Sligh block and other Downtown changes.
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Sligh Block Workshop Report, 2021 (5 pages)

01

INTRODUCTION



Washington Avenue Workshop Plan

The City determined that an ad hoc Committee would be appropriate to oversee and assist in the Workshop effort. Participants included members from the Downtown Vision Plan Committee as well as representatives from key downtown organizations and businesses, property owners, city staff, and consultants.

Workshop Agenda

Workshop Work Plan – May 2024

May 21	Committee Meeting and Overview Walking tour of the Washington Ave. Lunchtime tour debrief, observations, discussion
May 21-22	Meetings with key business and property owners – city staff and consultants
May 23	Workshop Committee meeting and lunch Share and discuss Committee member thoughts and impressions Review Consultant working findings and initial sketches <i>Contexts:</i> City Strategic Plan/Downtown Vision/Washington <i>Observations:</i> Issues and concerns (“what’s not working well”) <i>Opportunities:</i> General, identified for further analysis

Discussion and Next Steps

Planned activities during the next month:

Consultant work

Findings: review, analyze, consolidate, and prioritize.
Prepare draft Workshop Report.

City staff

Providing support, information, discussion



Washington Avenue Corridor walking tour



Washington Avenue Corridor walking tour

Executive Summary

Vision

The vision for Washington Avenue is to become a safer, quieter, and more attractive destination and business corridor, and to continue to support Main Avenue business and community activities.

Aspirations

Washington Ave should continue to serve the Zeeland Community by carrying significant east-west traffic and providing vital commercial services and related jobs. Washington Avenue should also complement Main Avenue, and to do so in a safer, quieter and more attractive manner than it does today.

Refer to page 10 for more information on the overall vision and aspirations for the Washington Avenue Corridor.

Overview Statements

Observations and candid conversations among Committee Members, City Staff, and the consulting teams produced the following statements about Washington Avenue:

1. Washington Avenue is a very important traffic corridor and business center that supports Main Avenue businesses and Community activities
2. Traffic on Washington is perceived as simply “too fast”
3. Washington Avenue is a noisy, bare corridor with very little landscaping. Minimal grass, flowers, and trees are present partially due to its limited 50’-wide right-of-way. The unsightly overhead utility lines were also a key observation.
4. The Washington corridor is not pedestrian friendly – with existing sidewalks positioned close to the busy and noisy roadway. A portion of Washington between Elm and Church does not have sidewalks.
5. Other downtown streets have been given attention through prior Vision Plans, and now seem attractive and welcoming. In contrast, since Washington Avenue has not been deeply addressed in previous Vision Plans, it appears to be uniquely undesirable and unwelcoming. That presence runs directly contrary to so many impressive Downtown Vision Plan achievements and aspirations.
6. There is no current plan for a comprehensive review and reconstruction of the roadway.
7. A highlight: Washington Avenue is also the setting for key Zeeland Board of Public Works assets, including its management offices, power generation station, maintenance facilities, and warehouses.



PROPERTY OWNERSHIP AND LAND USES

The adjacent graphic show the current property ownership and land uses within the western portion of the Washington Avenue Corridor, including several major Commercial owners as well as individual Commercial owners and Residential/home properties. Several of these properties and uses are illustrated by representative photos.

INSTITUTIONAL

City of Zeeland (Public Parking)

COMMERCIAL

Zeeland Lumber

West Michigan Fleet Parts

Retail/Office/Services

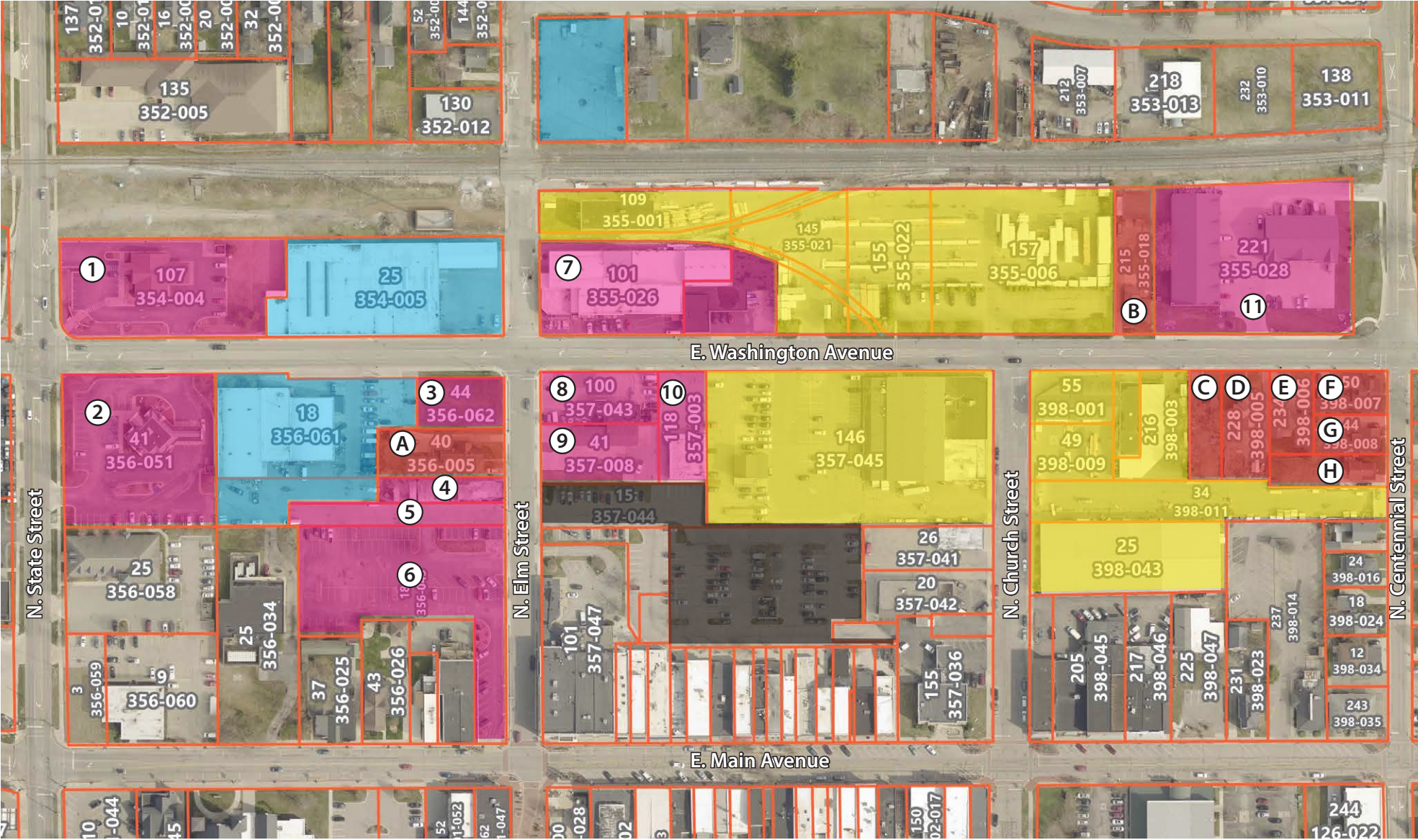
- 1 West Michigan Community Bank
- 2 Macatawa Bank
- 3 Vacant (GL Rentals Property)
- 4 Mixed-Use Building - Rob Witteveen
- 5 Huntington Bank Parking Lot (Access Drive)
- 6 Huntington Bank Parking Lot*
- 7 DeBruyn Seed Company
- 8 Venema Service Station
- 9 John's Battery & Electric Inc.
- 10 Zeeland Dry Cleaners
- 11 Centennial Crossings

* The City of Zeeland has established a shared use agreement with Huntington Bank for a section of this parking lot.

RESIDENTIAL

Various Residential Properties

- A 40 N. Elm Street
- B 215 E. Washington Avenue
- C 222 E. Washington Avenue
- D 228 E. Washington Avenue
- E 234 E. Washington Avenue
- F 50 N. Centennial Street
- G 44 N. Centennial Street
- H 38 N. Centennial Street



Washington Avenue Corridor: N. State Street to N. Centennial Street



DeBruyn Seed Company



Sidewalk in front of the Zeeland Lumber Showroom

PROPERTY OWNERSHIP AND LAND USES



The adjacent graphic show the current property ownership and land uses within the eastern portion of the Washington Avenue Corridor, including several major Commercial owners as well as individual Commercial owners and Residential/home properties. Several of these properties and uses are illustrated by representative photos.

INSTITUTIONAL

 **Zeeland Board of Public Works**

 **City of Zeeland**

 **Zeeland Public Schools**

COMMERCIAL

 **GDP (Sligh Townhomes and Apartments)**

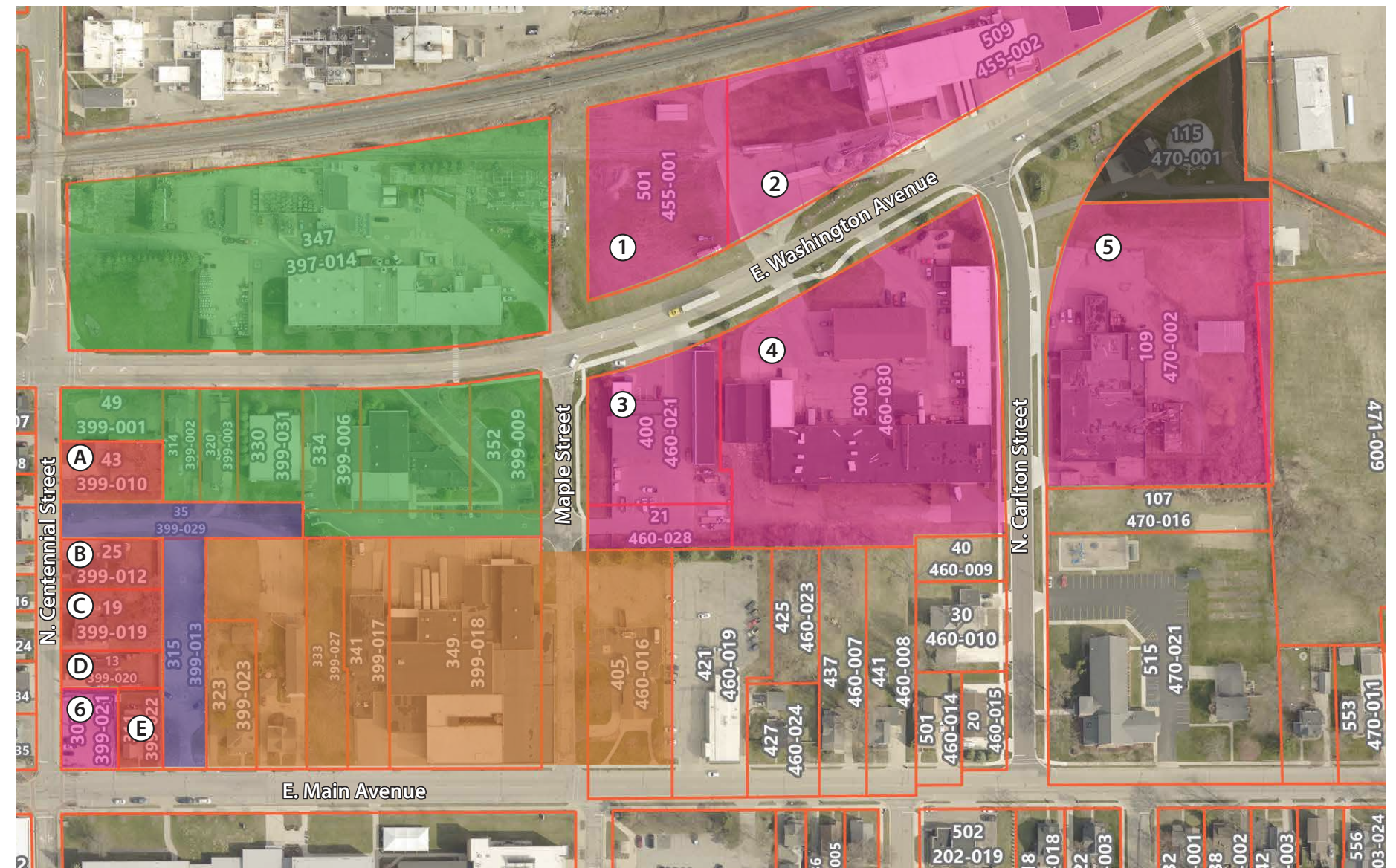
 **Retail/Office/Services**

- ① Vacant (Heinz Property)
- ② John A. Van Den Bosch Co.
- ③ Peerbolts Inc.
- ④ Jim Edewaard Property (3 Tenants)
- ⑤ Bennett Building
- ⑥ Future Commercial Development Opportunity

RESIDENTIAL

 **Various Residential Properties**

- (A) 43 N. Centennial Street
- (B) 25 N. Centennial Street
- (C) 19 N. Centennial Street
- (D) 13 N. Centennial Street
- (E) 311 E. Main Avenue



Washington Avenue Corridor: N. Centennial Street to Carlton Street



Vacant lot owned by Zeeland BPW at the southeast corner of N. Centennial Street and Washington Avenue.



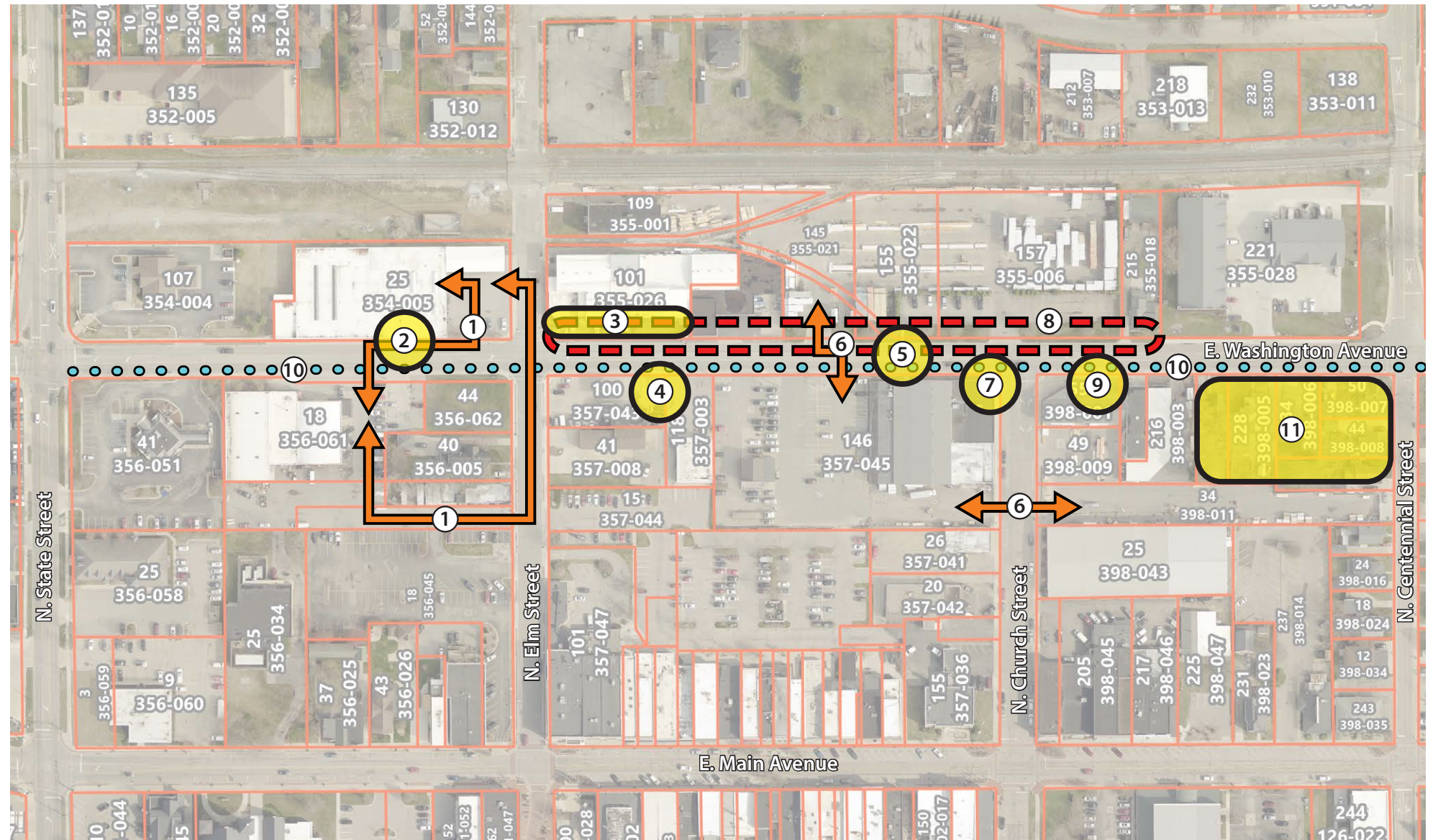
New Zeeland BPW warehouse building.

OBSERVATIONS, ISSUES, AND CONCERNS



The following represent issues, concerns, and general observations documented during the Washington Corridor Workshop.

- ① This hi-lo movement has existed for many years between WMFP facilities on either side of Washington, and is a potential safety issue for Washington traffic and WMFP employees.
- ② This important WMFP loading dock – especially when served by larger tractor-trailers (with sleeping cabs and 48’ trailers) – creates a significant traffic obstacle, forcing westbound traffic into the center turning lane.
- ③ DeBruyn. This convenient customer parking also creates a significant safety condition – when parked vehicles back into the westbound traffic lane on Washington, especially when the traffic is freely flowing.
- ④ The corner service station often contains many parked vehicles, that also occasionally block sidewalks, and generally create an untidy visual appearance.
- ⑤ Zeeland Lumber (ZL). This mid-block crosswalk area is not well marked, though in recent years, is used less often.
- ⑥ This hi-lo movement has existed for many years between ZL facilities on either side of Washington and is a potential safety issue for Washington traffic and ZL employees. Recent changes to how “lumber packages for new homes” are loaded has significantly decreased these hi-lo crossings but still necessitate hi-lo movements.
- ⑦ These ZL buildings are positioned at/near the sidewalk and create limited visibility for northbound drivers on Church Street.
- ⑧ The present lack of a northside sidewalk creates a safety hazard for pedestrians. However, very few pedestrians use the Avenue, so the hazard is not a persistent problem.
- ⑨ Along these ZL buildings, the limited setbacks present a challenge for landscaping improvements although noticable efforts have been made.
- ⑩ The overhead utilities along the southside of Washington are owned/controlled by the Zeeland BPW. These create a cluttered aerial view of the area, and limit the potential trees/landscaping that can be planted beneath them.
- ⑪ Potential underutilized properties (See letter “D” under general observations at right).



Washington Avenue Corridor: N. State Street to N. Centennial Street

General Observations

In addition to the various specific observations shown on Pages 6-7, Committee Members, City Staff, and the Consulting team made the following general and qualitative observations:

- A. Washington Avenue is a noisy, bare corridor with very little landscaping. Minimal grass, flowers, and trees are present partially due to its limited 50'-wide right-of-way. The unsightly overhead utility lines were also a key observation.
- B. Traffic speeds along Washington appear and “feel” excessive. Additional traffic speed and volume studies are probably warranted.

- C. The Elm/Washington intersection, which hosts the DeBruyn facilities, is a difficult pedestrian crossing situation. Without a traffic signal, it can feel unsafe during normal business hours.
- D. Underutilized properties that might be susceptible to change and improvement. While there are vibrant/thriving commercial businesses and residences along Washington Avenue, there are also properties that are informally “for sale” and generally under-utilized. It is possible to view these as approaching their “end of commercial life,” or, more generously, as worthy of re-investment and transformation to new uses and higher values.

OBSERVATIONS, ISSUES, AND CONCERNS

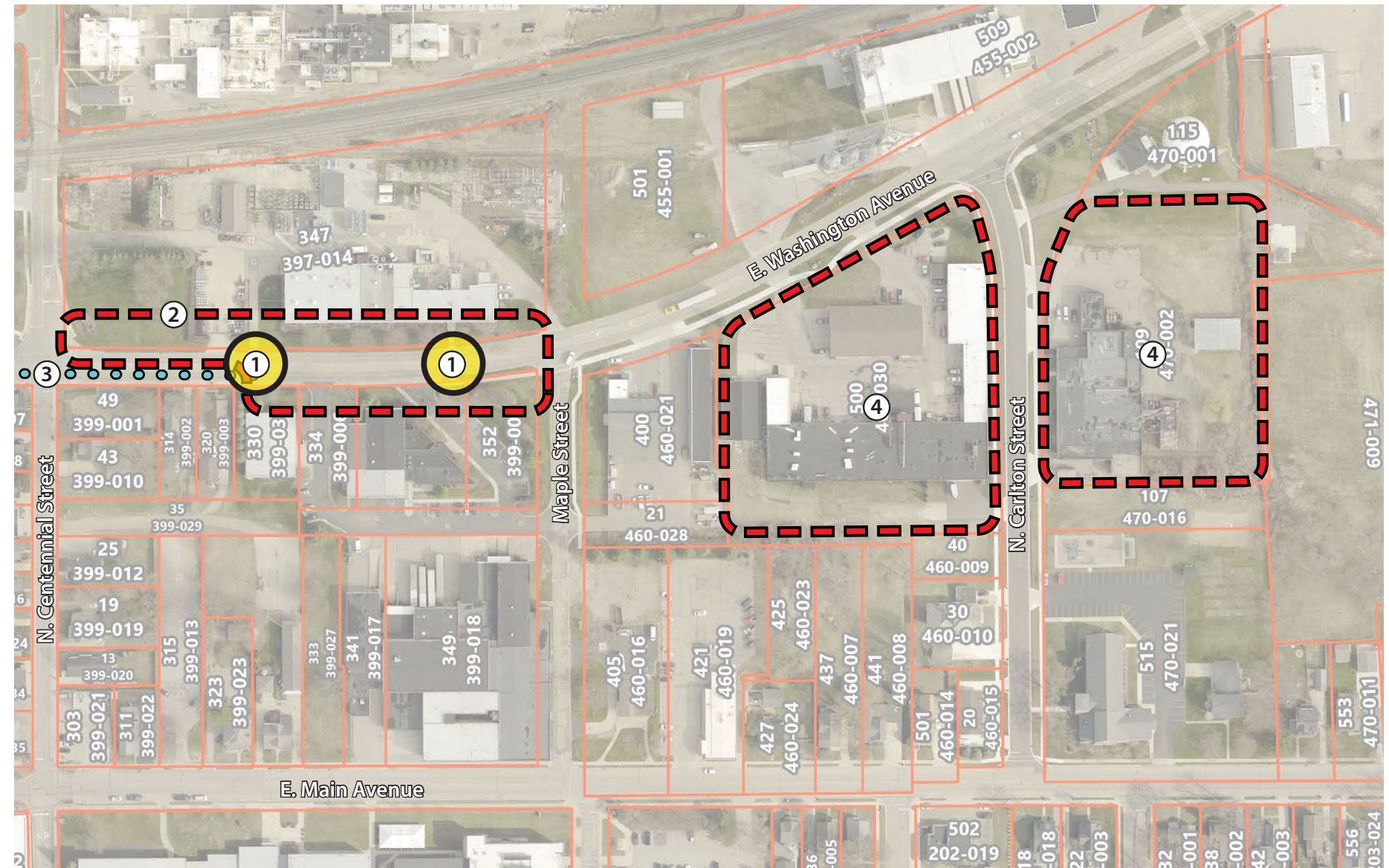


The following represent issues, concerns, and general observations documented during the Washington Corridor Workshop.

- ① ZBPW. These mid-block crosswalks are well marked, but the reality of high-speed westbound traffic entering this area of Washington Ave creates challenging pedestrian safety conditions.
- ② ZBPW Landscaping. In general, the BPW building setbacks and intensive landscaping creates the most attractive road-edge conditions along Washington.
- ③ ZBPW's overhead utilities carry into this block, along with the Consumers Energy overhead utilities located in the mid-block to the south.
- ④ These older facilities might benefit from a fresh review and potential reinvestment.



ZL showroom at corner of N. Church Street and E. Washington Avenue.



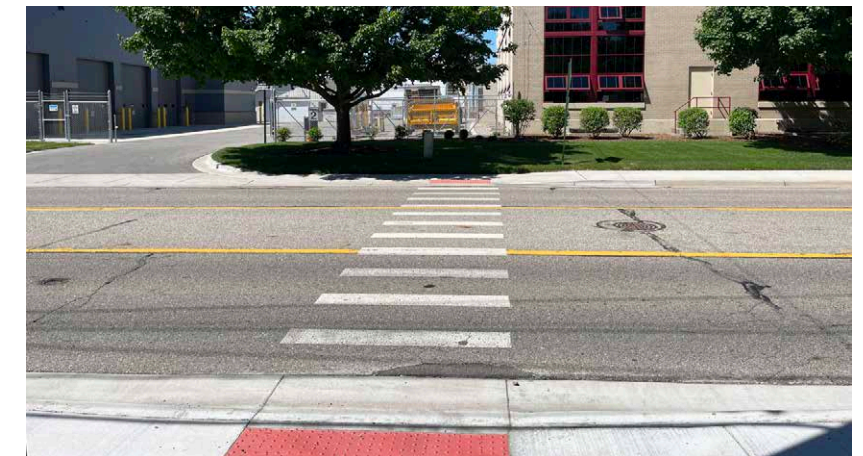
Washington Avenue Corridor: N. Centennial Street to Carlton Street



Parking in front of DeBruyn's Seed Co.



Overhead utilities on the south side of E. Washington Avenue.

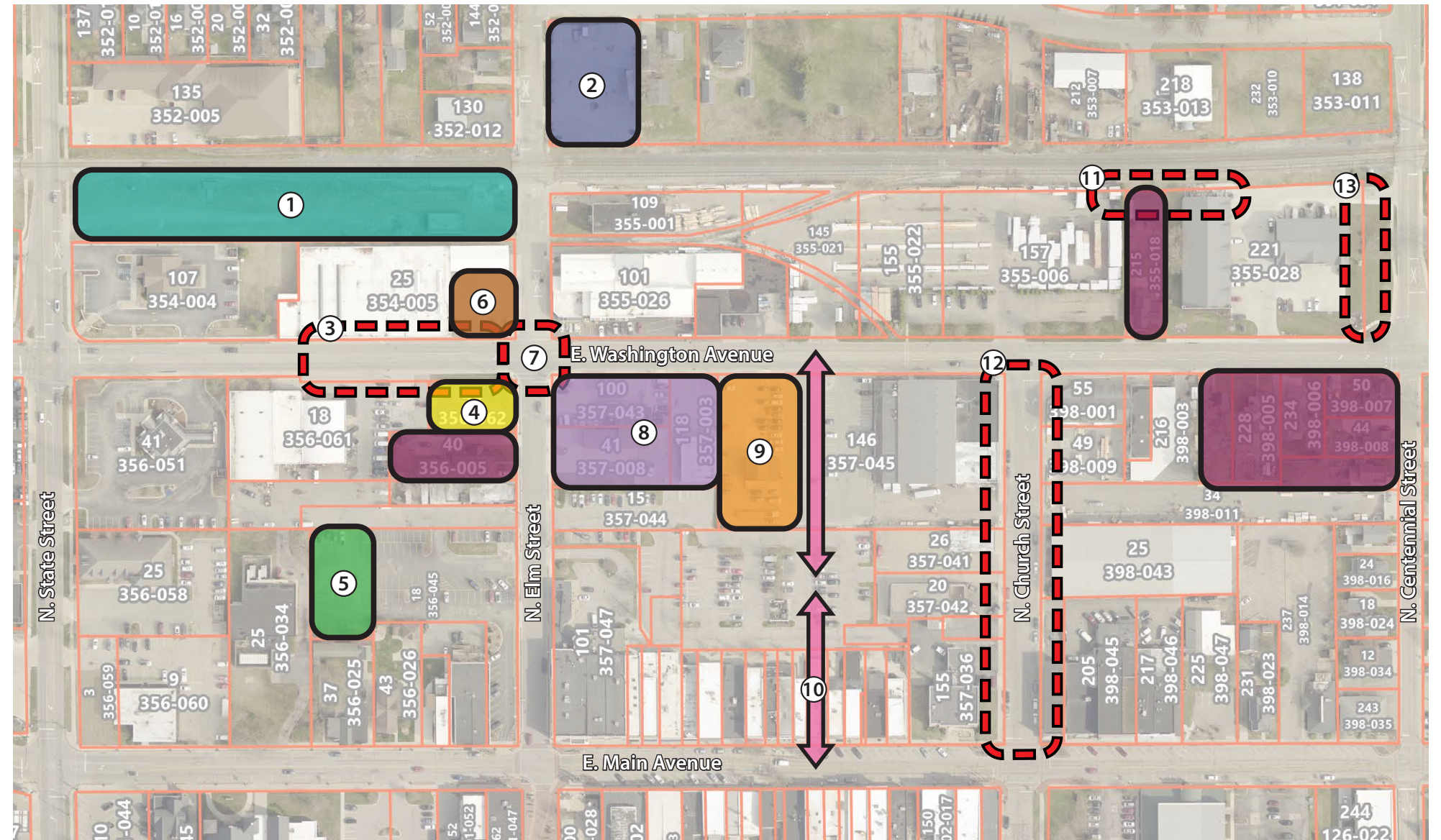


Mid-block crossing at E. Washington Avenue connecting Zeeland BPW buildings.

OPPORTUNITIES: SHORT AND LONG TERM CONSIDERATIONS

The following opportunities were derived from the insightful conversations that took place during the Washington Corridor Workshop.

- ① CSX. For example, this strip of land – even with a newer cellular tower located in it – could be used for parking.
- ② West Michigan Fleet Parts (WMFP) property has potential value for additional parking, other accessory uses, or standalone development.
- ③ This block, west of Elm, has been identified as a potential location for the planned West Michigan Express (WMX) bus service between Holland and Grand Rapids – if its Pilot is successfully implemented.
- ④ This corner property is owned by GL Rentals and appears well-suited to a new mixed-use project. For example, a multi-story building with ground floor retail and upper floor residential uses might be appropriate (see page 11).
- ⑤ Recently, the City leased 40 spaces from Huntington Bank for public parking. It is possible that these public parking spaces could be shared for use by future WMX users.
- ⑥ A potential shared use parking agreement between WMFP and DeBruyn's could increase capacity and provide a safer alternative to the current parking arrangement for DeBruyn's customers.
- ⑦ Potential future traffic signal. If one or more of these new building projects at the Elm/Washington intersection moves forward, a new traffic signal could be studied to enhance pedestrian (crossing) safety and create gaps, improving other traffic crossing movements.
- ⑧ The successful re-development of this corner location might require the acquisition of one or both adjacent properties. If assembled, this attractive corner location could be used for a multi-story mixed use building – with ground floor retail or services plus upper floor residential uses (see page 11).
- ⑨ If this portion of the ZL properties became available it could aid in future development of the corner, improve public parking access off Washington or provide additional parking supply in the north lot.
- ⑩ This passageway project at 135/137 Main Street will add new commercial spaces to downtown and provide a very convenient pedestrian link between Main Avenue and the north parking lot.
- ⑪ This is a speculative link if/when there is a need to connect more effectively between Centennial Street and ZL properties along the CSX Railroad.



Washington Avenue Corridor: State Street to Centennial Street

- ⑫ Church Street. This planned 2025 project will involve a comprehensive reconstruction of this essential central city street which connects Downtown with nearby neighborhoods, churches, and park/recreation/cemetery assets.
- ⑬ The planned parking expansion at Centennial Crossings will support ongoing and prospective tenant uses and users.

Long Term Transition Properties

These residential properties presently provide essential housing for their owners and residents. Over time, it is possible that new and different projects could emerge that might replace these homes with additional commercial and/or residential uses.

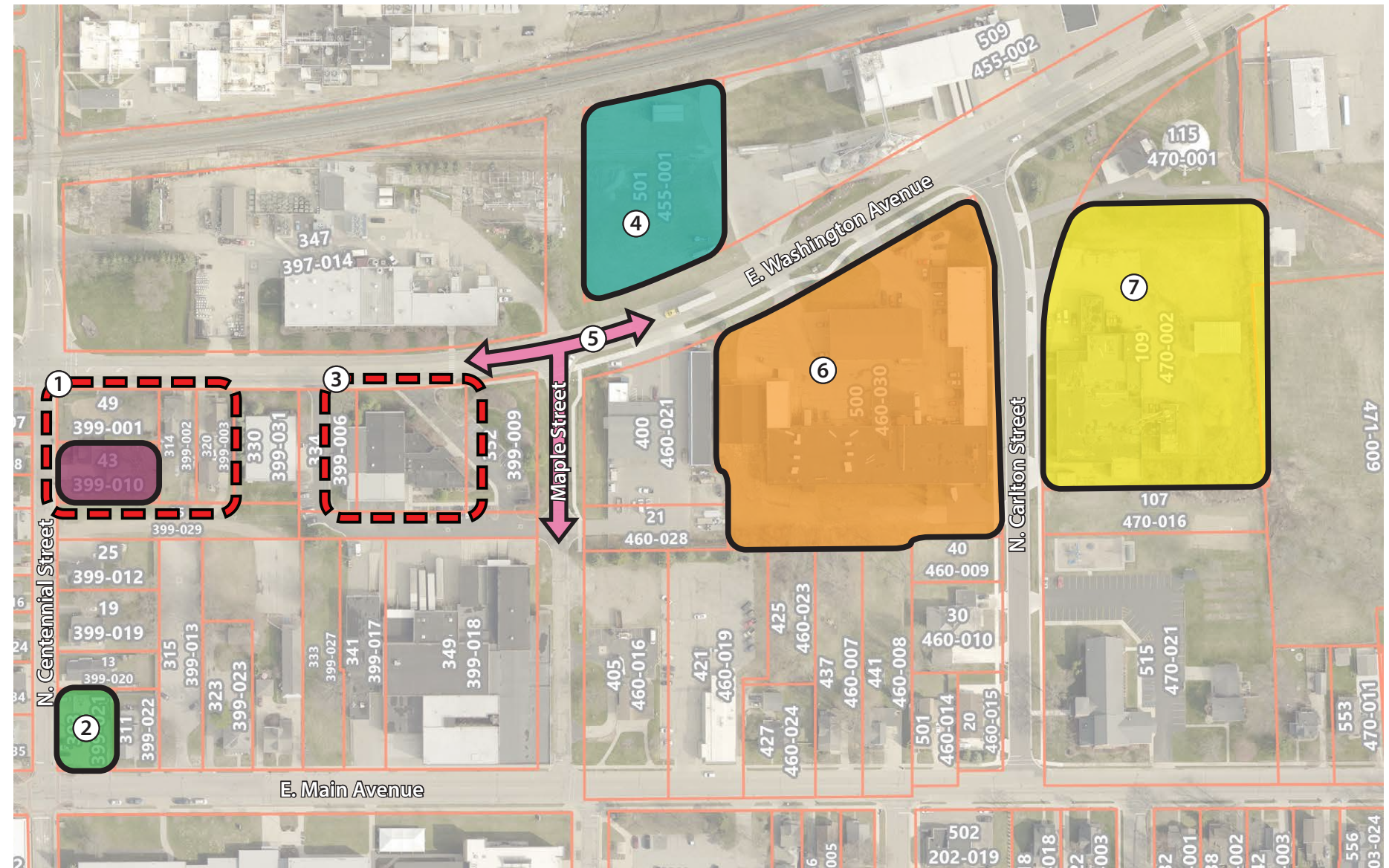


135/137 E. Main Avenue development and passageway project

OPPORTUNITIES: SHORT AND LONG TERM CONSIDERATIONS

The following opportunities were derived from the insightful conversations that took place during the Washington Corridor Workshop.

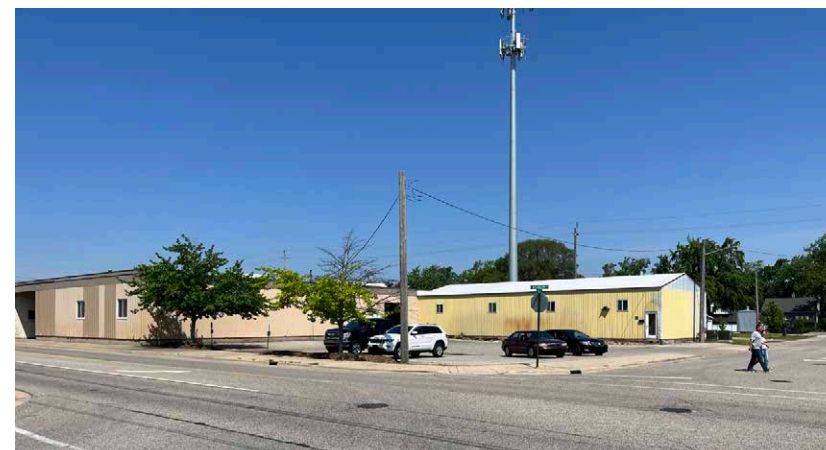
- ① The ZBPW purchased these parcels to provide control and flexibility for its future needs and opportunities.
- ② This corner lot has recently been purchased by the City of Zeeland and is expected to be the location of a future mixed-use development (as opposed to refurbishing the current 1-story building). The successful redevelopment of this corner might require the acquisition of one or both adjacent properties.
- ③ ZBPW is currently contemplating changes to its main office building and site to improve its internal building efficiency and create safer parking operations.
- ④ This parcel is owned by Heinz, and its long-term status is unclear. Additional landscaping and beautification would provide an attractive interim use for this parcel.
- ⑤ Soon, with the opening of the Sligh residential project, traffic to/ from the project along Maple will create new movement patterns and practices.
- ⑥ These older industrial buildings are well used and might prosper for many more years. It is also possible that newer ideas and possibilities will emerge that could allow these facilities to be renovated or replaced with more robust facilities, possibly with a mix of uses, including residential living units.
- ⑦ This older industrial building has a strong design feel, and might be suitable for longer-term renovation/upgrading – to either continue its present uses or to support new uses and users, including residential purposes.



Washington Avenue Corridor: Centennial Street to Carlton Street

Long Term Transition Properties

These residential properties presently provide essential housing for their owners and residents. Over time, it is possible that new and different projects could emerge that might replace these homes with additional commercial and/or residential uses.



WMFP parking lot at the corner of N. Elm Street and E. Washington Avenue.



Centennial Crossings parking expansion location

WORKSHOP VISION FOR WASHINGTON AVENUE



Washington Avenue Reconstruction

The following aspirational vision statement for Washington Avenue represents the future for this downtown corridor.

Washington Avenue should continue to serve the Zeeland Community by carrying significant east-west traffic and providing vital commercial services and related jobs. Washington Avenue should also complement Main Avenue, and to do so in a safer, quieter and more attractive manner than it does today.

To accomplish this goal, solid information, insights, and aspirations from the Workshop suggest there is a need for a comprehensive reconstruction and freshening of Washington Avenue.

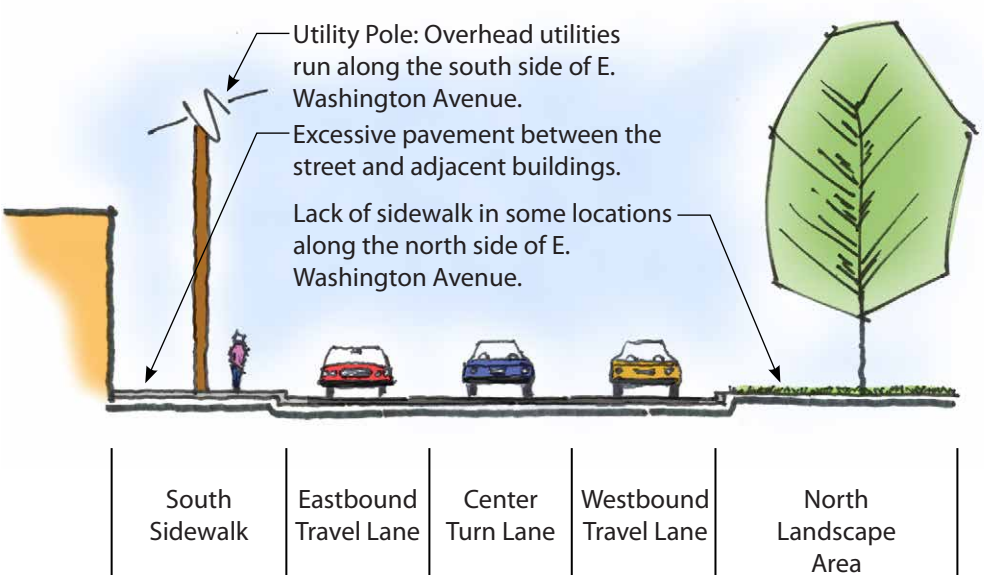
Currently, such an extensive and impactful project is not in the City's 6-year Capital Improvement Plan, but we believe it should be addressed and included at the first opportunity.

This transformative project design should re-think the constrained 50' public right-of-way and today's virtually 100% paved condition. Such a project should address and consider improvements to the following existing conditions:

- 1. **Underground utilities:** the age/lifespan of the relevant underground utilities (water, wastewater, gas, storm)
- 2. **Overhead lines:** the pervasive overhead utility lines along the south side of Washington
- 3. **Safety concerns:** numerous curb cuts, difficult parking, challenging loading/unloading situations, and regular forklift movements along and across Washington Avenue.
- 4. **Landscaping:** the lack of attractive significant landscaping (trees, shrubs, flowers).
- 5. **Public parking:** confusing access to and movement within the parking lots between Main & Washington Avenues.
- 6. **Signage:** the limited and small wayfinding signage directing visitors to Main Avenue commercial businesses, civic buildings, and parking.

Depending on the future status of larger, under-utilized private properties, as well as newly-assembled properties and potential projects, the reconstruction project should include and optimize solutions to many of the above shortcomings.

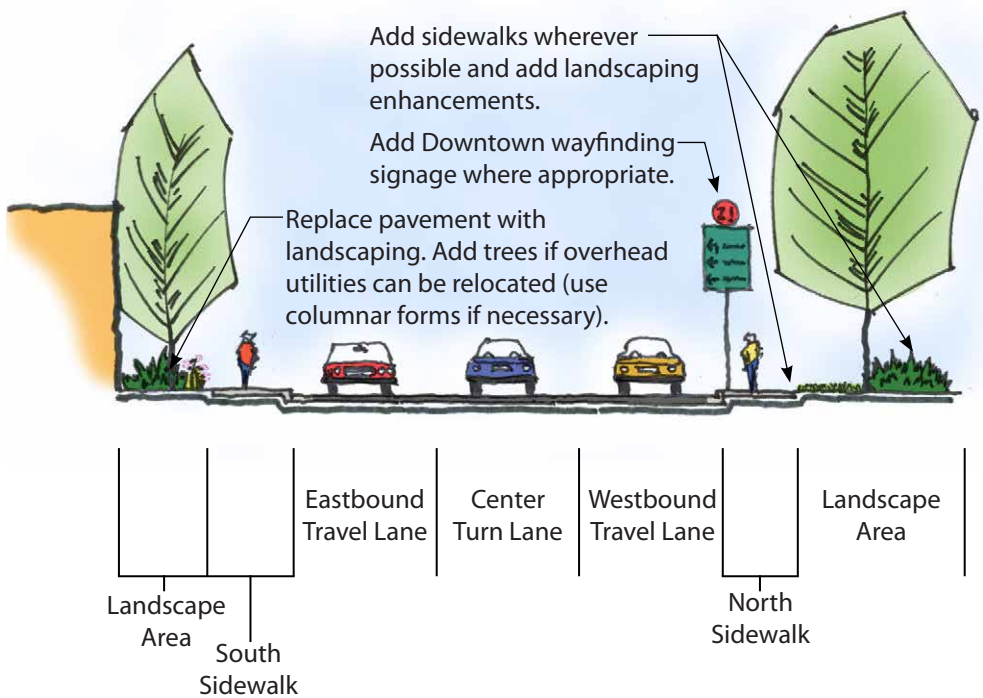
Existing Conditions



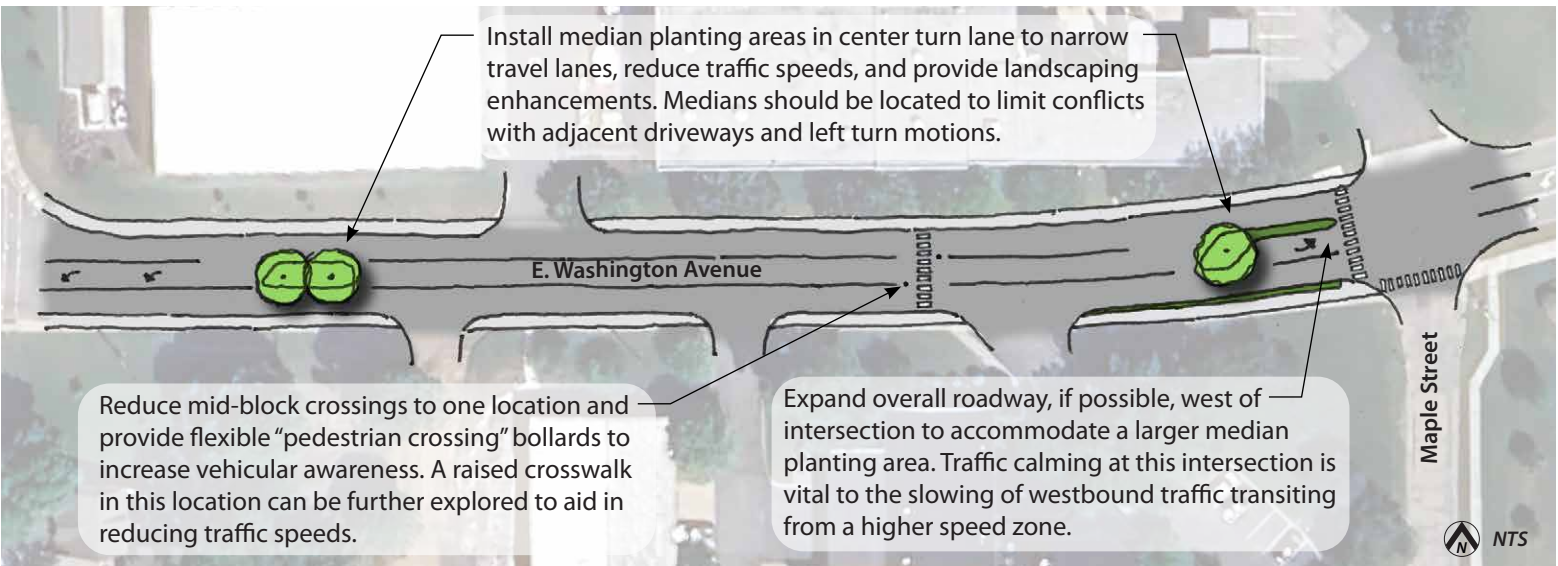
Notes:

- 1. The above drawing is representative of certain sections of E. Washington Avenue. Existing conditions vary.
- 2. The improvements shown are conceptual and may not be applicable in all areas along E. Washington Avenue. Further evaluation is required prior to implementation.

Potential Improvements



E. Washington Avenue Street Sections



Notes:

- 1. Improvements shown within the roadway are intended to create a safer mid-block crossing between ZBPW facilities and to slow/calm traffic in this block.
- 2. Further analysis of traffic patterns, road widths, and deceleration distances associated with left turn motions are required prior to developing a final solution.
- 3. The use of speed humps or tables require investigation as they relate to posted traffic speeds and emergency vehicle requirements.



Short Term Solutions:

Curbed medians with landscape enhancements may be the best solution for both traffic calming and beautification along Washington Avenue, but implementation may not be feasible in the near future.

Recommendation: Consult with City Traffic Engineer for appropriate temporary traffic calming measures

E. Washington Avenue Traffic Calming and Pedestrian Safety

WORKSHOP VISION FOR WASHINGTON AVENUE



E. Washington Avenue and N. Elm Street Development Opportunities

During the Workshop, this intersection was identified for new/enhanced project opportunities, as shown in the adjacent sketch and outlined in the following descriptions:

- ① **WMFP:**
 - Potential improvements to its parking lot – possibly to support DeBruyn parking
 - Relocation of its Washington Avenue loading dock to this northern location... using a portion of the CSX property.
- ② **DeBruyn Seed Company:**
 - Proposed parking re-configuration to create a safety buffer and intermittent parking spaces when the truck dock is not being used by semi-trucks.
- ③ **GL Rentals Property**
 - This speculative footprint portrays a potential multi-story mixed use building with ground floor commercial uses and upper floor residential uses.
- ④ **Vennema Corner**
 - This speculative project shows a larger building footprint on the present Vennema service station property plus John's Battery site. The mixed-use multi-story building could accommodate ground floor commercial spaces as well as upper floor residential units.
 - Potential mixed-use development could extend further to the east as shown, if the Laundromat property and a portion of the Zeeland Lumber Showroom parking lot became available.
- ⑤ **Elm Street and Washington Avenue Intersection**
 - If one or more of these new building projects at the Elm/Washington intersection moves forward, a new traffic signal could be studied to enhance pedestrian (crossing) safety and create gaps, improving other traffic crossing movements.

The graphic to the right represents a potential development scenario at the intersection of Washington Avenue and Elm Street and features safety improvements for the northern corners and new/transformational mixed-use projects for the southern corners.



E. Washington Avenue at N. Elm Street Development Opportunities



DOWNTOWN UPDATES



Downtown Public Parking - North Lot considerations

The City manages the off-street parking system in downtown Zeeland parking lots. This includes the municipal lot adjacent to Washington Avenue. This key lot contains 132 total parking spaces, including 6 accessible spaces and 2 spaces with electric charging capability. Importantly, overnight apartment tenant parking - by City permit - is also allowed in the North lot.

Recently, the City negotiated the lease of 40 spaces in a lot owned by Huntington Bank just west of Elm that will soon be available for public use.

In general terms, the City is continuously seeking to improve public parking, and has regularly collected information on public parking use volumes and patterns of use, potential conflicts, and expansion/enhancement opportunities.

If/when additional new/renovated projects are initiated within the Washington Avenue corridor, the City is committed to seeking additional public parking. For example, acquiring some edge properties from ZL might allow the municipal lot to be made more efficient and “rational” in terms of lot access, parking configurations, and overall appearance.

Parking Decks for Downtown Zeeland

An intriguing parking possibility for Zeeland arose during Workshop discussions. This concerned parking decks and their ability to expand parking capacity with minimal additional land, though they do involve considerable capital costs and ongoing maintenance expenses. Decks are often used to support existing development or to attract/ encourage new projects and investments.

The group discussed highly effective one-story parking decks: downtown Plymouth Michigan’s Central Parking Deck as well as downtown Holland’s Seventh Street Parking Deck. These decks are illustrated in the adjacent photographs, and show efficient layouts and simple access ramps to upper-level parking. Parking decks become increasingly more complicated and costly when additional stories are added above a single-level deck.



A single-level parking deck situated behind Main Street supports Plymouth, Michigan’s vibrant downtown area.



A linear single-level parking deck situated along 7th Street in Holland, Michigan provides additional parking for the downtown area.

Passageway Project at 135-137 Main Mixed Use Project

This 3-story mixed use building is under construction after a City-initiated process to acquire these key underutilized properties to both facilitate a new commercial building and a public pedestrian passageway between Main Ave and the municipal parking lot. The building developer, Wooden Nickel, LLC has designated the ground floor for both retail and dental office uses, as well as the passageway, as specified by the City’s RFP process. The upper two floors will provide 8 total 2-bedroom apartments. Overnight parking will rely on the City’s public parking supply.



Progress on the 135-137 E. Main Avenue project.



A rendering produced by Gen1 Architectural Group showing the design of the 135-137 E. Main Avenue Project.

06

DOWNTOWN UPDATES



Main Avenue Streetscape and Snowmelt Project: Church to State Street

This project is a continuation of last year's major public infrastructure project between Maple and Church Streets. The overall project involves replacing utility service lines (water, wastewater, gas) as well as installing new street surfaces, new snowmelted sidewalks, and related streetlights and other street furniture.

Once completed, downtown Zeeland will have over a mile of snowmelted sidewalks connecting together significant public and commercial buildings: City Hall, Community Center/Library, Post Office, Dekker Huis Museum, CitySide Middle School, the new Sligh apartments, First CRC, North CRC, and all businesses along Main Ave and both the North and South Parking Lots.

Sligh Building Restoration: New Townhomes, Apartments and Maple Street Gateway enhancements

The restoration of this keystone project – which has been a priority opportunity since the Vision Plan was created in 2009 – is nearing completion (August 2024). The developer GDP has invested more than \$15 million to completely transform the former industrial building into an iconic apartment building with 48 1-2-3 bedroom apartments and townhomes, other related amenities, and 73 parking spaces for residents.

Midwest Construction 3 Story Mixed Use Project at 17 E. Main

Site work has begun on this 3-story mixed-use building which will house office/service businesses on the ground floor and up to 22 workforce-designated apartments on the upper floors. The project developer has been awarded a \$900,000 MEDC CRP grant toward the projects estimated 6.8 million dollar construction cost.

This project was also facilitated by the City's purchase of the underutilized corner property at 3 East Main. Through a careful RFP process, developers were invited to bid on the project, along with their potential project designs. Midwest Construction was the successful bidder, and then proceeded to purchase the adjacent property at 9/11 E. Main to expand the project site for the larger project opportunity.

First Christian Reformed Church Transition, including The Bridge youth ministry: Potential strengthening of inter-generational attention and programs

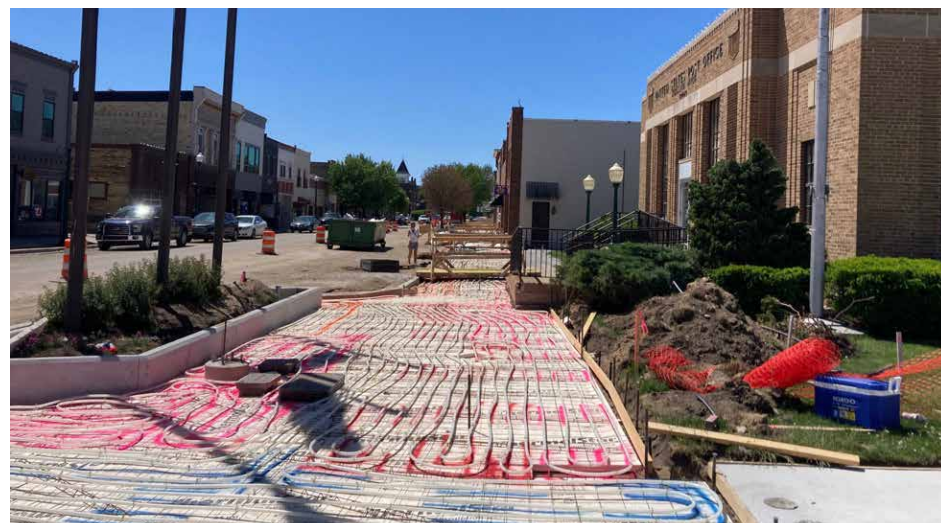
One of Zeeland's original and iconic churches, First CRC, is in the midst of a transition. Recently, the church notified other community churches and civic organizations (including the City) of its intention to sell/convey its significant church property (which includes the Bridge Youth Center building) to another Christian-Mission-focused organization(s). The City is monitoring the process, and encouraging a smooth transition toward a vibrant re-use of these important legacy buildings, located in a very strategic downtown location.



The site of the future 17 E. Main mixed-use project.



The First Christian Reformed Church Sanctuary.



E. Main Avenue 2024 Construction



The Sligh Building restoration with Maple Street gateway enhancements.



The Bridge Youth Ministry building.



Agenda for the Washington Avenue Corridor Workshop:

Downtown Zeeland Vision Plan
Washington Avenue Corridor Workshop, May 21-23, 2024

Workshop Agenda

1. Welcome and Introductions

2. Goals and Scope of the Workshop

3. Vision Plan Background:

a. Excerpts highlighting the overall vision and type of next level planning to follow

b. 2021 Sligh Block Workshop example.

4. Current Property Ownership Review

5. Walking Tour

6. Open Discussion

7. Next Steps

During Workshop and Near Term:

a. Meetings with property and business owners in the corridor

b. Team review/analysis/compilation

c. Draft Workshop deliverables

d. Meet with Committee and present draft Workshop deliverables

Next Month:

a. Work with the City Team on Workshop results and deliverables

Washington Avenue Corridor Workshop Questionnaire:

Downtown Zeeland Vision Plan
Washington Avenue Corridor Workshop, May 21-23, 2024

Questions for your consideration:

Based on your own experience as a community leader and/or Downtown businessperson, and considering the above materials provided about Downtown, please creatively think about the Washington Ave. Corridor – in its present state as well as its longer-term Future.

What are your thoughts and responses to the following questions and scenarios?

1. Does the Washington Corridor have a unique identity or “feel”? What is the “character” of the Corridor – including its buildings, sidewalks, and street elements?

2. How is the Corridor different and distinctive from Main Avenue?

3. General Questions:

a. What’s “Working Well” in the Washington Corridor

b. What’s “Not Working Well” in the Corridor?

c. What might be “Missing” in the Corridor?

4. What do you hope the Corridor will look like in the future? Please be as specific if possible.

5. Are there unique physical aspects or buildings or landscapes along Washington that might be worth protecting/preserving into the future?

6. What type of physical/landscape changes along the Corridor do you believe would strengthen the Corridor and make it more attractive for businesses and community pride?

7. As you think about the Washington Corridor as a location for businesses, are certain businesses particularly suited for the corridor? Are there other/new businesses that could fit well within the area? Are there any businesses along Washington that might perform even better along Main Avenue?

14 Washington Avenue Corridor Workshop Report - Downtown Vision Plan for Zeeland, Michigan

A

APPENDIX



Washington Avenue Corridor Draft Report Outline (2 pages):

ZEELAND DOWNTOWN VISION PLAN

WASHINGTON AVENUE WORKSHOP – MAY 21-23, 2024

Overview and Executive Summary – after the report is drafted

Purpose and Introduction – Abby letter/invitation

City 2024 Strategic Action Plan – overall context

Downtown Vision Plan context

Washington Avenue corridor focus

ZEELAND DOWNTOWN VISION PLAN

WASHINGTON AVENUE WORKSHOP – MAY 21-23, 2024

AGENDA and Work Plan

Day 1 Meeting

Walkaround

Debrief/Discussion

Day 3 Debrief and Working Presentation

Committee impressions

Consultant working findings

Contexts: City Strategic Plan/Downtown Vision/Washington

Observations – issues and concerns (not working)

Opportunities – general, not short or long term

Discussion

NEXT MONTH

Review, analysis, consolidation, and priorities

Prepare draft Workshop Report

OUTLINE OF KEY PAGES (POWER POINT PRESENTATION)

COVER – Title and strong image

WHY DOING this Workshop – 2024 Strategic Action Plan

WORKSHOP PLAN – see above page

COMMITTEE meetings

Washington Avenue Corridor –

Property Ownership and Uses – Colors and Patterns

Observations – issues and concerns – not working

Opportunities – Short Term and Longer Term

Potential Vision Pages – Medium and Longer Term?

Private Page? ZLS ideas... Hotel, Housing, Parking Deck, Other

POST REPORT

Strategy for Advancing the Plan – Working the Plan

Staying in touch with private owners – property and business

Initiate Public Improvements within Corridor – parking, landscaping, calming...

NOW/NEW Prospects

Main Avenue Project – reconstruction, utilities, plus Snowmelt sidewalks Church to State

ZLS – Showroom, large and impressively comprehensive

135-137 Passageway Mixed Use Building with restaurant and apartments

Short Term Opportunities

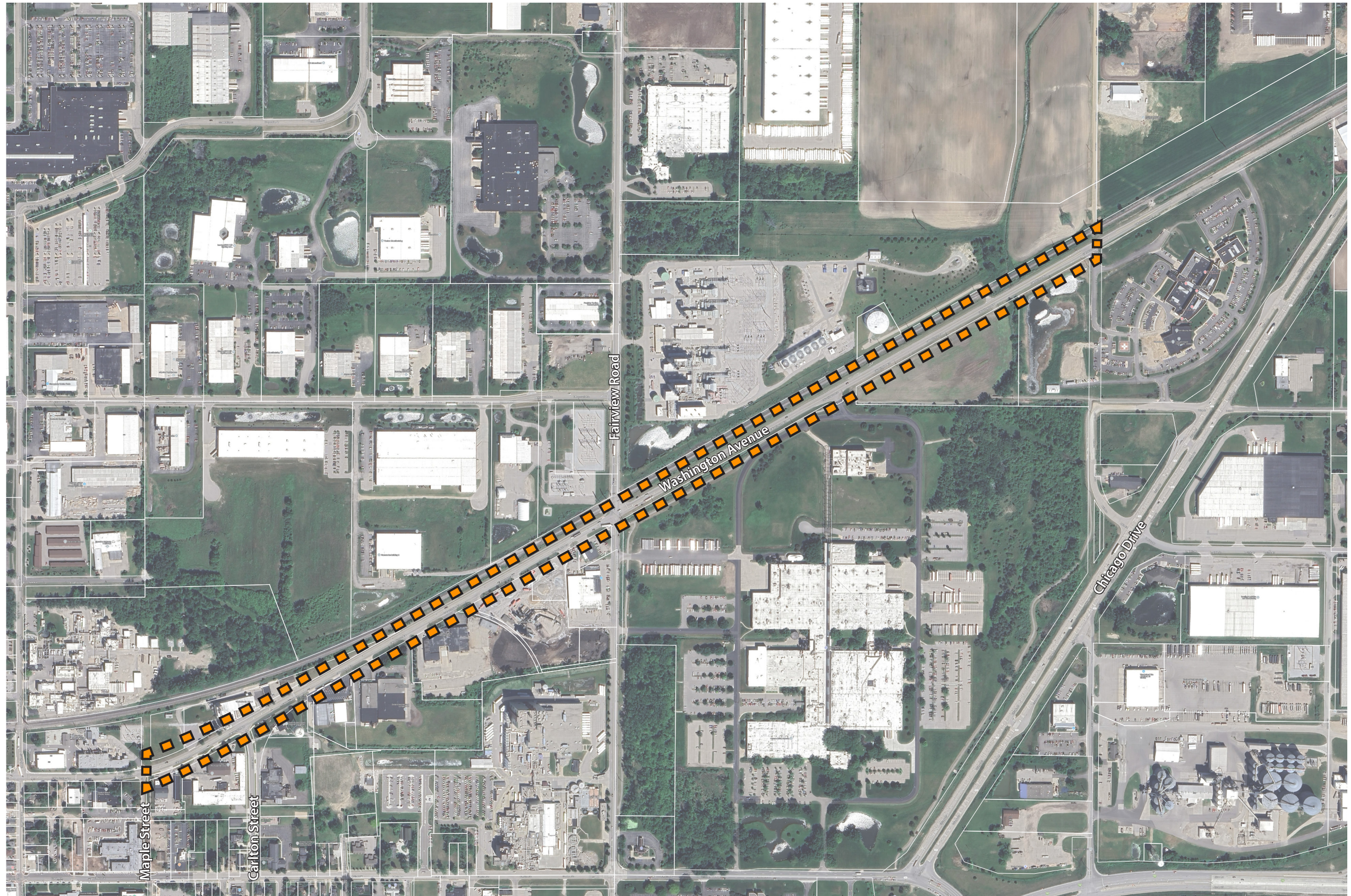
Longer Term Opportunities

APPENDIX

Questions that were asked – Committee and Property/Business Owners

Committee Agenda





WASHINGTON AVENUE STREETSCAPE STUDY

NOVEMBER, 2024

OBSERVATIONS, ISSUES, AND CONCERNS: WEST

General Observations

In addition to the various specific observations shown on pages 2-3, the following are general and qualitative observations:

- The section of Washington Avenue between Maple Street and Fairview Road is three lanes wide (two travel lanes with a center turn lane). The road right-of-way also varies from 100' wide at Maple Avenue, to 66' wide starting near the mid-block crossing, and finally shifting to 73' wide east of Fairview Road.
- Several curb cuts are located along the south side of Washington Avenue between Maple Street and Fairview Road. Very few curb cuts are located along the north side of Washington Avenue throughout the entire stretch between Maple Street and 84th Avenue. This is a result of the adjacent CSX railroad.
- Limited to no street lighting exists between Maple Street and Fairview Road. Street lighting is present east of Fairview Road to the city limit.

Pedestrian paths exist along the north side of Washington Avenue east of the mid-block crossing. Limited space exists between the roadway and pedestrian path, limiting landscaping opportunities. Pedestrian paths do not extend beyond Fairview Road along Washington Avenue.

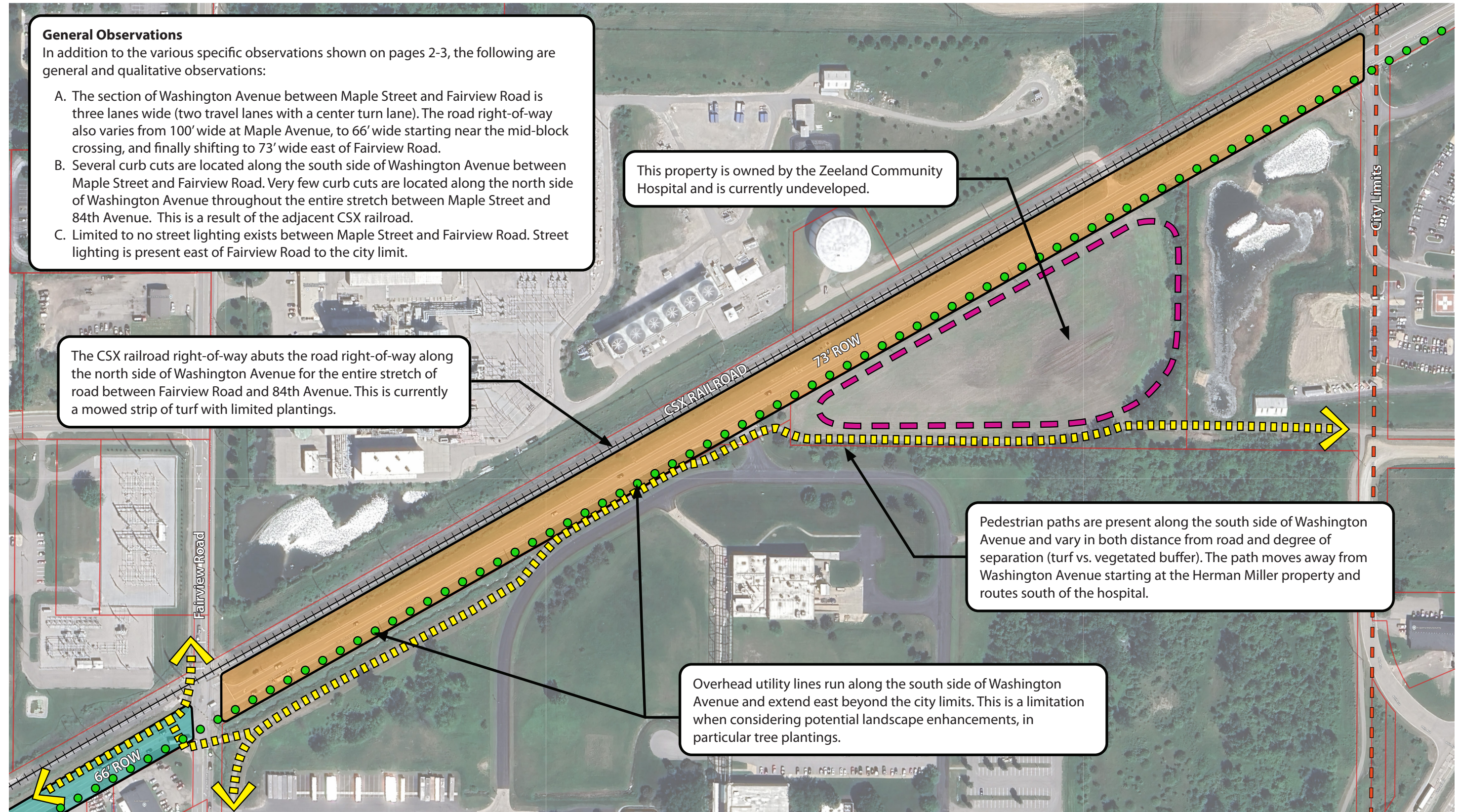
The existing mid-block crossing is striped and signed but no signal is present.

Multiple trees have been planted along the south side of Washington at the Rieth-Riley Co. property. At the time of the site visit, the trees and turf did not appear as though they had been recently maintained.

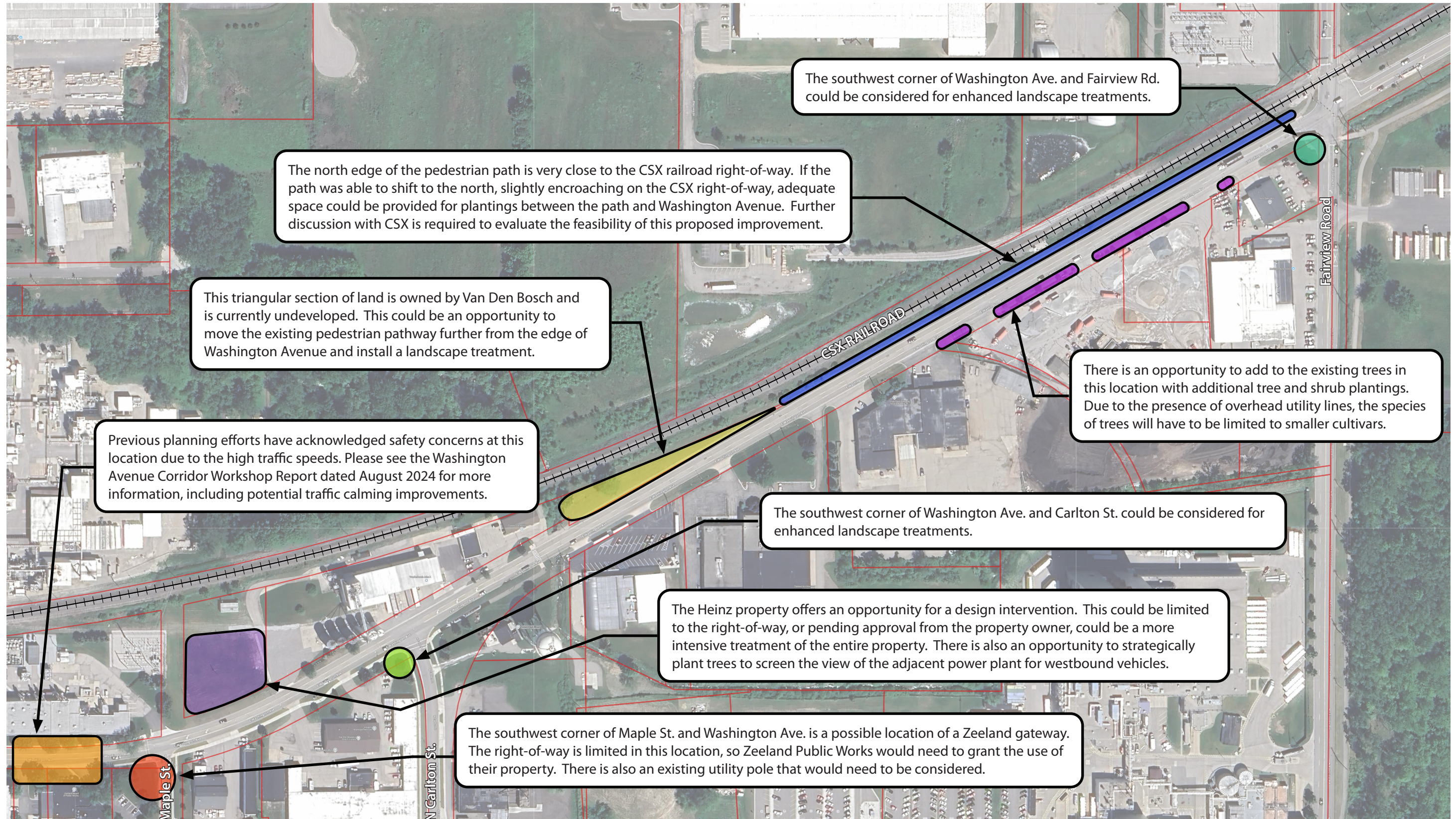
Overhead utility lines run along the south side of Washington Avenue and extend east beyond the city limits. This is a limitation when considering potential landscape enhancements, in particular tree plantings.

John A. Van Den Bosch Co. is positioned along the north side of Washington Avenue and due to the infrastructure supporting the loading/unloading of trucks and storage silos, limited opportunity exists for streetscape improvements. It is worth noting that where space is available along the John A. Van Den Bosch Co. frontage, quality landscaping has been installed.

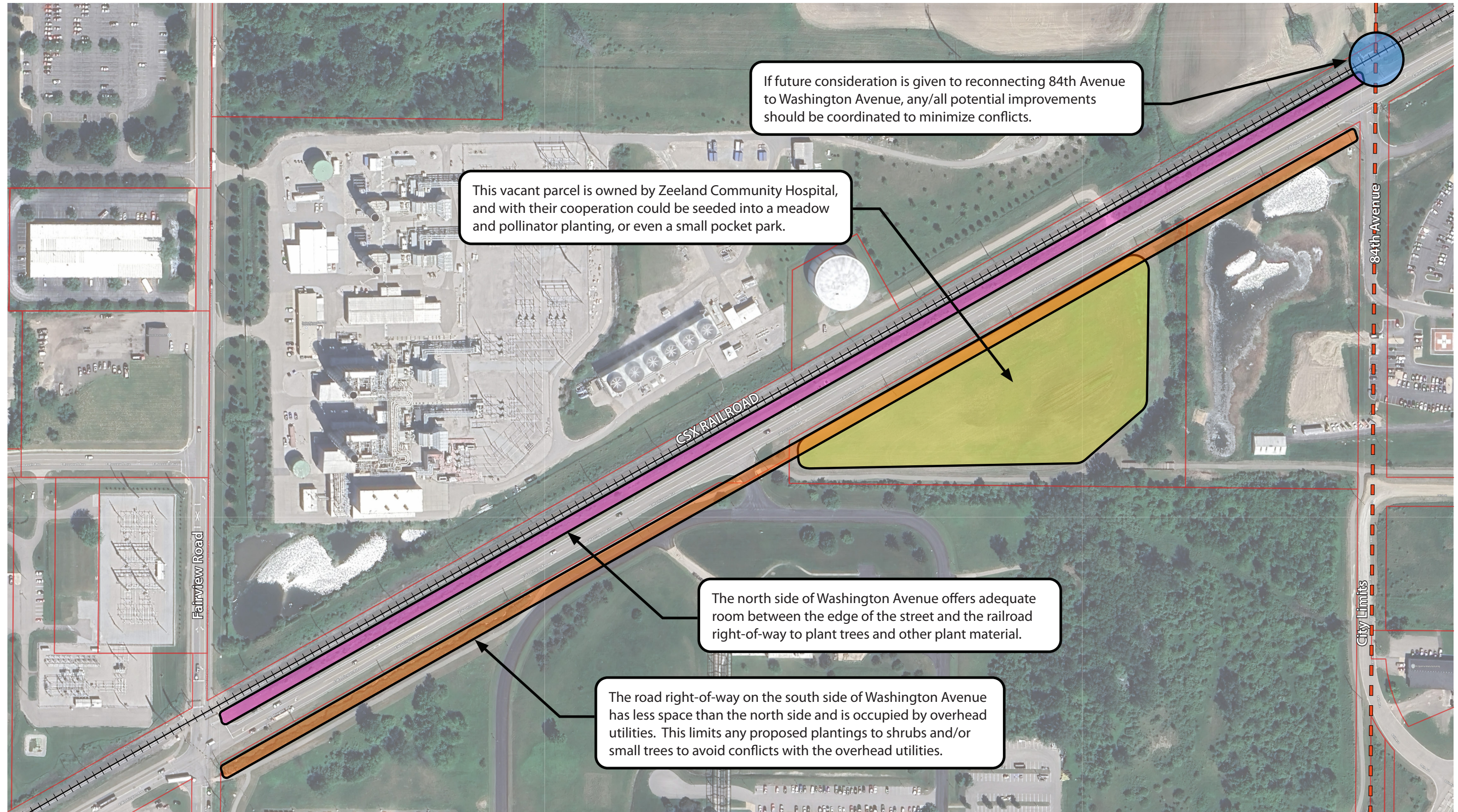
Washington Avenue Corridor: Maple Street to Fairview Road



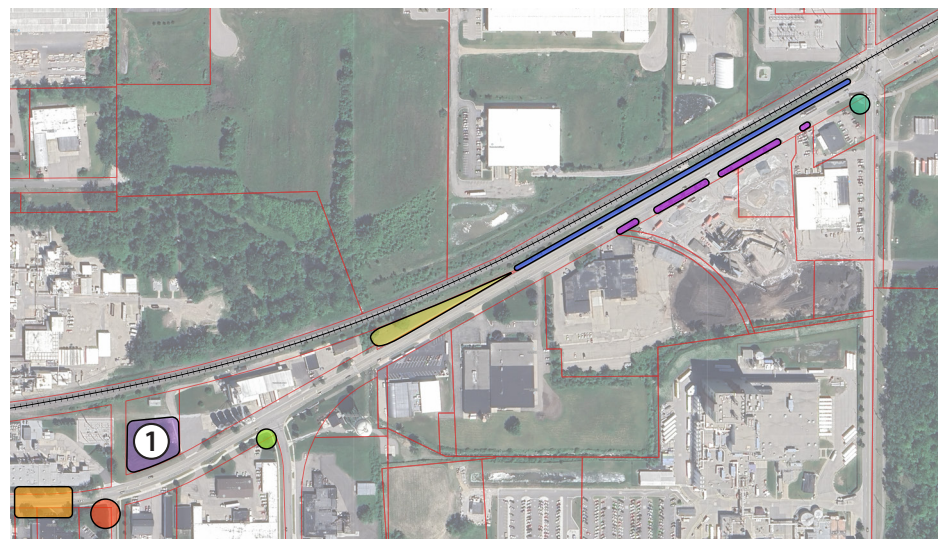
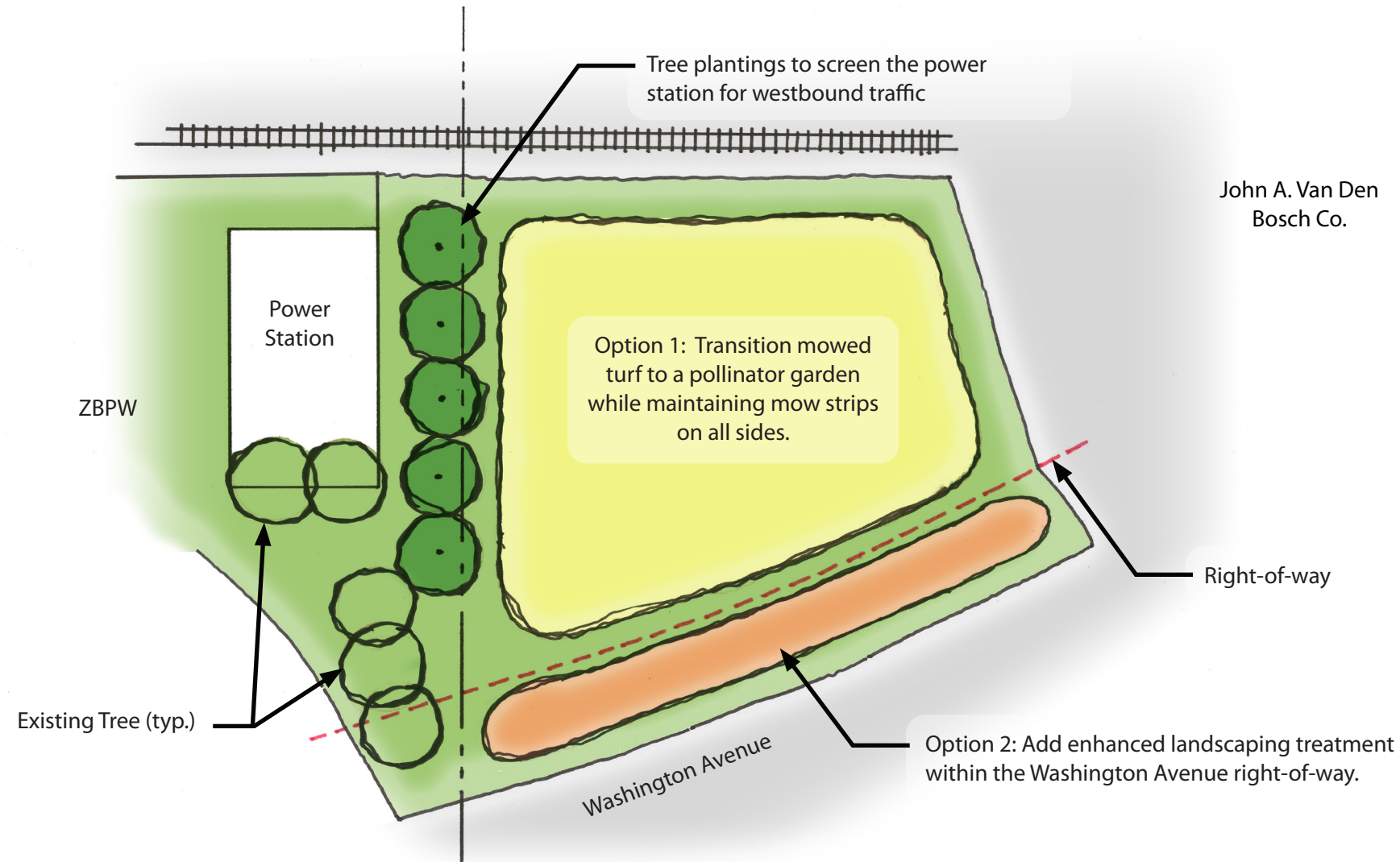
Washington Avenue Corridor: Fairview Road to 84th Avenue



Washington Avenue Corridor: Maple Street to Fairview Road



Washington Avenue Corridor: Fairview Road to 84th Avenue

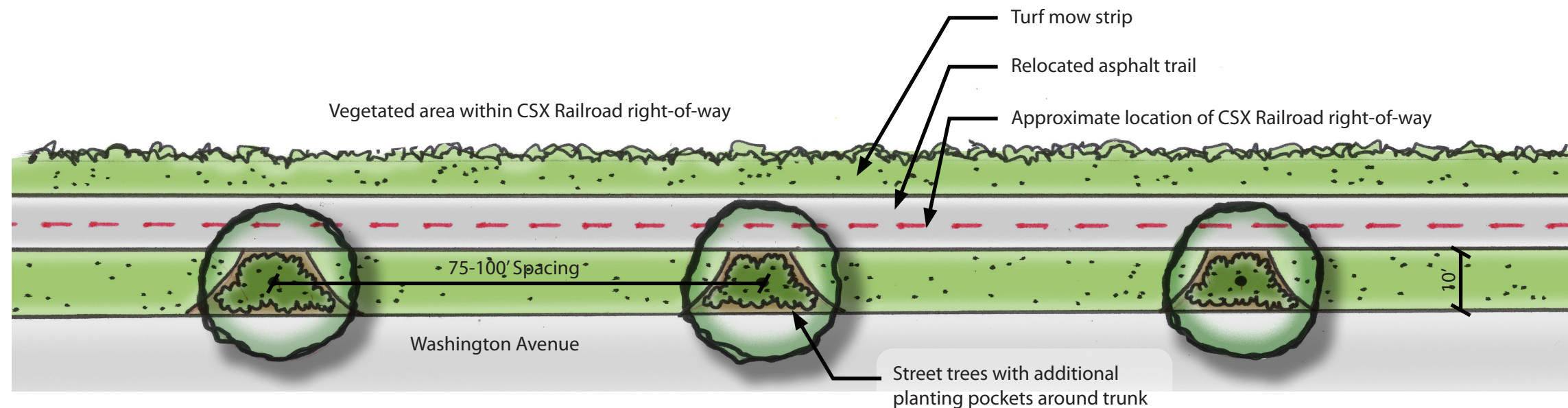


Key Map: Maple Street to Fairview Road

Heinz Property Improvement Notes:

Due to the unknown status of this property, any potential improvements would require further discussion with the property owner. Of the improvements highlighted on this page, the power station tree screening and right-of-way landscape enhancements are the most feasible options as they are proposed on ZBPW property and within the Washington Avenue right-of-way, respectively. The power station tree screening would also require discussions with ZBPW.

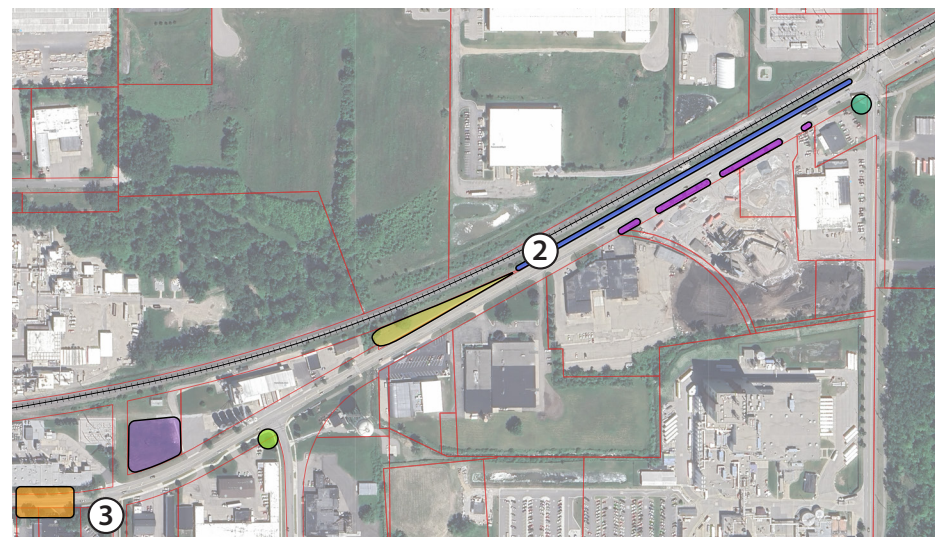
① Heinz Property Improvements: Perspective Studies



Washington Avenue North Side Landscape Improvements Notes:

As a result of the of reduced road right-of-way on this stretch of Washington Avenue, the asphalt path is nearly abutting the CSX railroad right-of-way to the north and minimal greenspace is left between the path and roadway. In order to achieve an adequate amount of space for landscape enhancements, the path would need to shift north, encroaching on the CSX railroad right-of-way. This would require further discussion and ultimately approval from CSX.

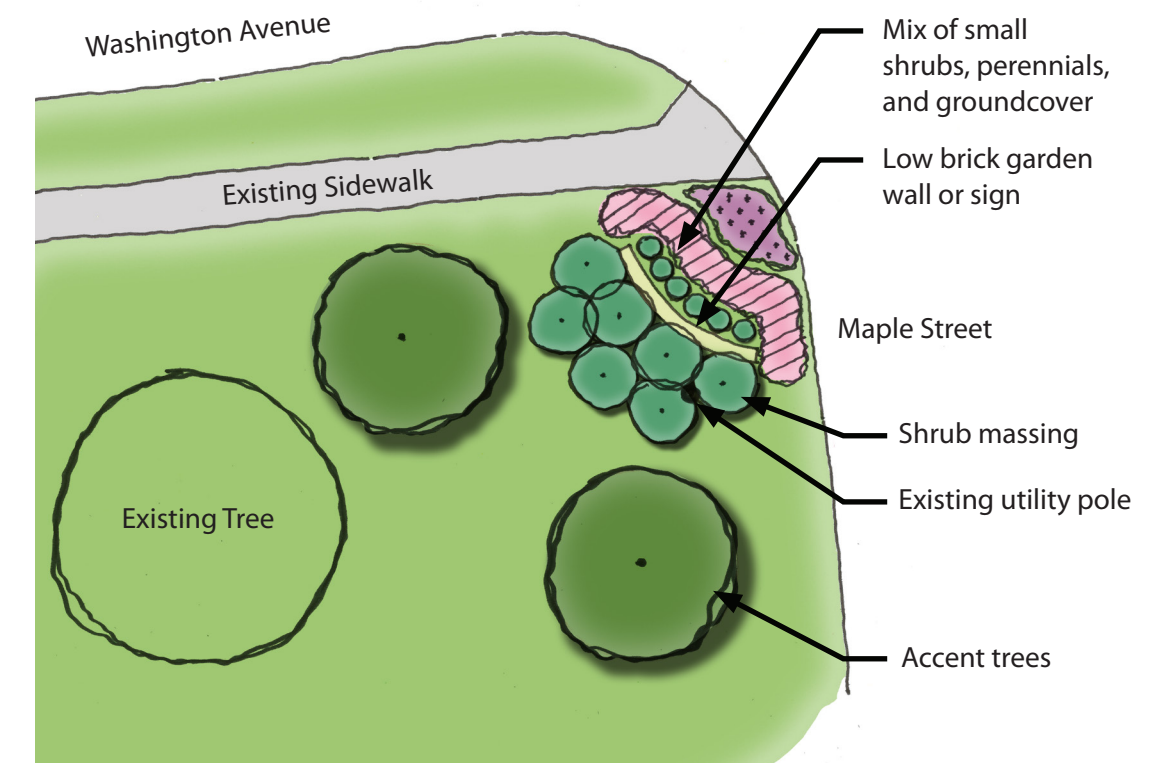
② Washington Avenue North Side Landscape Improvements



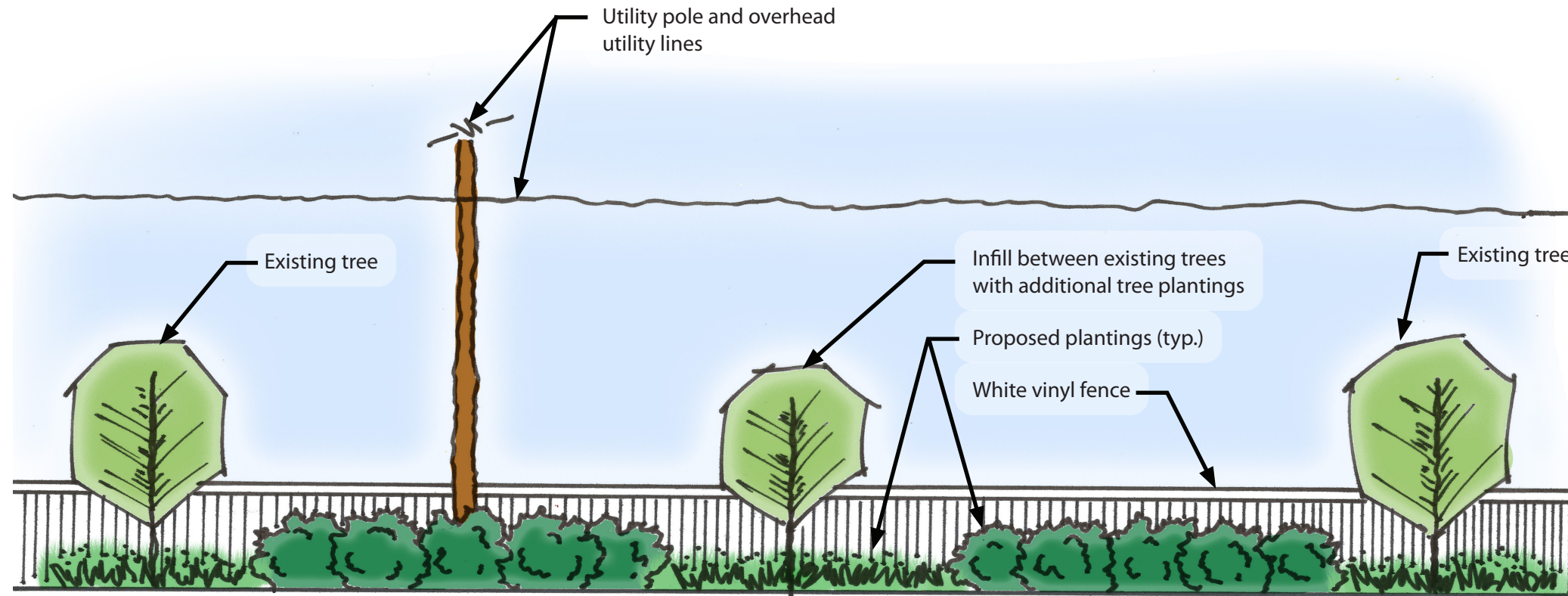
Key Map: Maple Street to Fairview Road

Enhanced Corner Landscape Treatment Notes:

This mutually beneficial landscape enhancement would not only beautify the corner of ZBPW's Office but also add visual interest for westbound vehicles entering the Downtown Zeeland Area. It would also be an opportunity to incorporate subtle Downtown Zeeland characteristics such as the distinct tan brick in the proposed low garden wall.



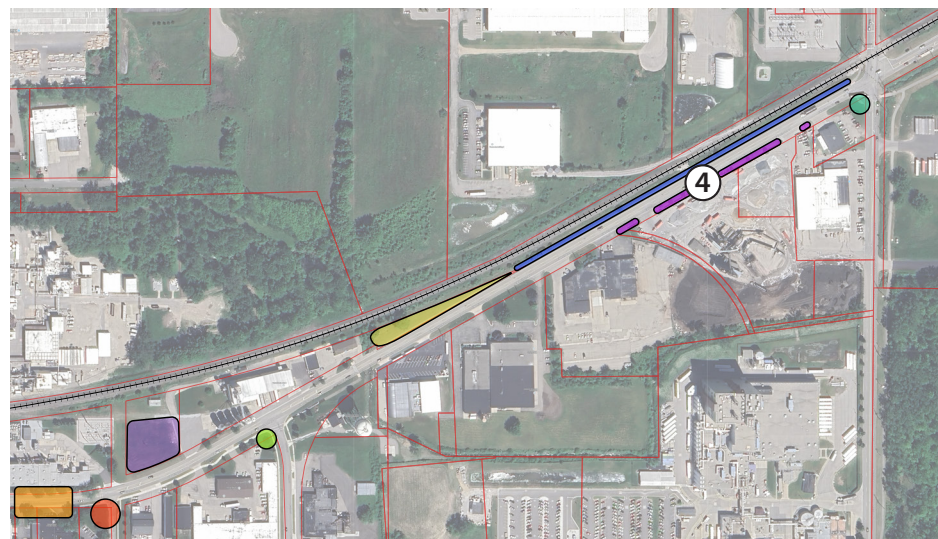
③ Enhanced Corner Landscape Treatment



Landscape Enhancements at the Rieth Riley Property Notes:

A minor effort to enhance this area was evident in the existing trees that had been previously planted. The potential improvements shown here would bolster that initial effort, increasing the visual appeal along the south side of this stretch of Washington Avenue. Considerations should be given to both the truck traffic entering/exiting the property and the impact on visibility, as well as tree varieties and the proximity to the overhead utility lines.

④ Landscape Enhancements at the Rieth Riley Property



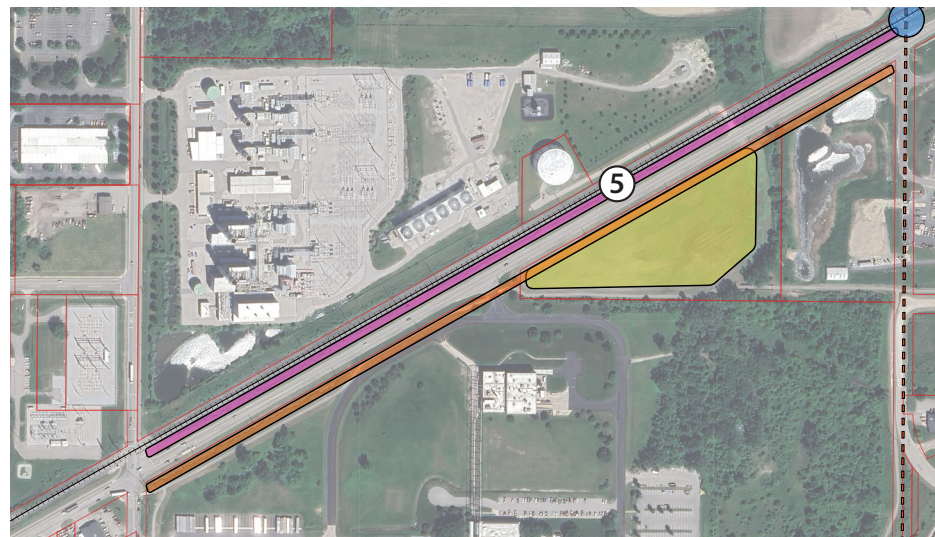
Key Map: Maple Street to Fairview Road



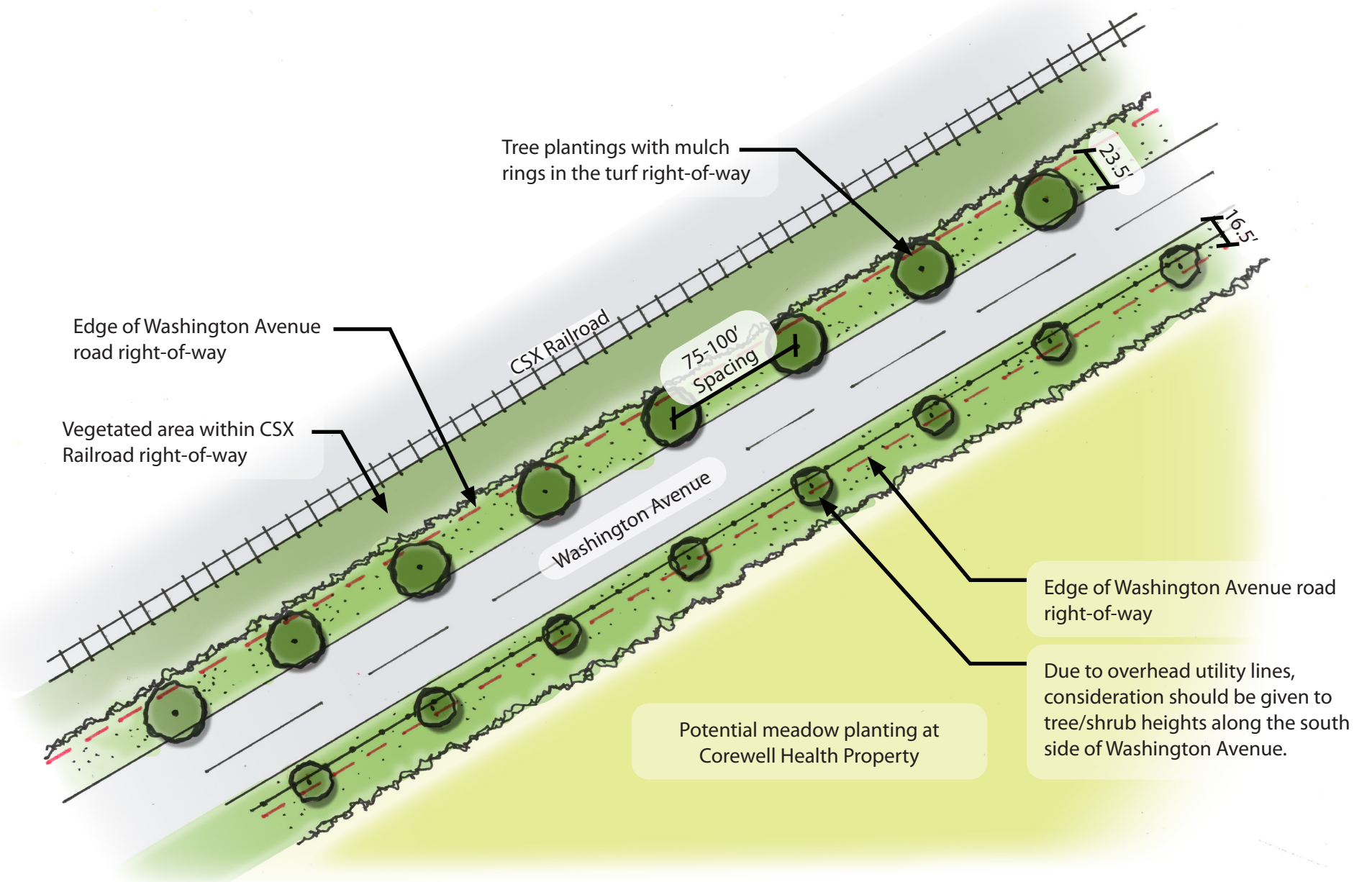
Eastern Washington Avenue Potential Improvements Notes:

Conditions are more favorable for landscape enhancements along the portion of Washington Avenue east of Fairview Road. The right-of-way is slightly larger, curb cuts are minimal, and there is no asphalt path north of the roadway. The overhead utility lines are still present along the south side of the roadway and should be a consideration.

One of the more unique possibilities exists along the south side of the roadway near the Corewell Health facility. What appears to be a small agricultural plot of land is owned by Corewell Health and could be a prime opportunity for a public/private partnership. Native meadow plantings or a large stand of sunflowers could provide visual interest for both vehicles and pedestrians utilizing the pathway that routes just south of the property. Additional interventions, if desired, promoting more interaction with the site could have health and wellness benefits and be appealing to the Corewell Health organization.



Key Map: Fairview Road to 84th Avenue



⑤ Eastern Washington Avenue Potential Improvements

**Summary**

The Washington Avenue streetscape study area is just over one mile in length and extends from Maple Street to 84th Avenue (city limits). The goal of the study is to review the current conditions along Washington Avenue and identify potential design solutions to add aesthetic value.

Factors such as speed limit, presence of a center turn lane, number of driveway openings, overhead utilities, and overall road right-of-way width vary throughout this stretch of Washington Avenue, resulting in the need for multiple design approaches. Some of the more limiting factors include narrow road right-of-way widths that lack adjacent space for landscape enhancements, overhead utility lines which limit tree plantings, and the presence of multiple driveway openings where visibility may be a concern.

Informed by the existing conditions, design interventions were identified, specific to each location. These potential design interventions can be classified into two different categories:

Right-of-Way Improvements

Where space is available, landscape enhancements are proposed within the Washington Avenue road right-of-way. This consists of both trees and smaller plantings and provides screening and aesthetic value to Washington Avenue. Items such as visibility, overhead utilities, and maintenance are considerations when determining appropriate locations for right-of-way landscape enhancements.

Public/Private Partnerships

Multiple locations along Washington Avenue were identified for potential design interventions which extend beyond the road right-of-way. These potential design interventions will require a partnership between the City and each individual private landowner. These potential partnerships enable the use of more extensive enhancements than the existing road right-of-way space would allow and offer benefits to both the City and private landowners.

Due to the varying conditions along Washington Avenue, the potential design interventions are tailored to each location and can be pursued as individual projects or phases. The implementation of these design interventions varies from straightforward to more involved, and further investigation will be required to determine feasibility.

Next Steps

The following represent the recommended next steps to further determine feasibility and ultimately implement some of the potential improvements.

1. Any improvements that require a partnership and/or approval from a private landowner would benefit from an initial discussion to determine if the project is feasible prior to any further design work.
2. Information on road widths, right-of-way locations and any other existing structures has been obtained through the review of past road improvement drawings, the County's GIS database, and aerial imaging. Prior to any detailed design or construction documentation, a full topographic survey including both above ground and below grade utilities would need to be performed to ensure accuracy.
3. A detailed design process with cost studies can be developed to determine the scope of improvements and outline a phasing strategy if applicable.



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**CITY OF ZEELAND
FY 2027-2032 CAPITAL IMPROVEMENT PROGRAM**

The Capital Improvement Program (CIP) is a 6-year plan for major capital expenditures of \$10,000 or more. The program includes documentation of project description, expenditures, and financing sources for a six-year period.

The CIP program involves a process of annual review, budget stabilization, and planned decision making. Original budget requests are submitted by Department Heads, reviewed by the City Manager, and approved or disapproved by the City Council during the budget review cycle. Projects that span more than one fiscal year are reviewed and updated during the annual budget preparation and review process.

The timetable for the development of the CIP is as follows:

December	Planning Commission submits an updated list of recommended capital improvement projects in the general order of their priority to City Council for review and consideration.
January - February	CIP budget request forms are distributed to Department Heads for recommendations. CIP budget requests are completed by Department Heads and returned to City Manager and Finance Director for review and consideration.
February - March	City Manager and Finance Director review CIP budget requests with individual Department Heads and review financing to determine fund availability.
March - April	CIP recommendations reviewed by City Council in work-study sessions.
May	Public hearing on CIP along with City operating budget. CIP adopted by the City Council

Projects presented in the document are grouped in ten major categories: (1) general technology; (2) streets and sidewalks; (3) parks; (4) cemetery; (5) central business district; (6) electric system; (7) water system; (8) clean water system; (9) facilities; and (10) motor pool. Each section provides an overview of the improvements for that particular type of project that is scheduled for the 2027-2032 Fiscal Years.

Major financing sources for the FY 2027-2032 Capital Improvement Program projects include: (1) general operating millage; (2) utility funds reserves, user fees; (3) motor pool interdepartmental rental fees; (4) borrowed funds, including general obligation and revenue bonds; (5) special assessments and (6) grants and donations.

Following this narrative are separate descriptions of each project within the major categories. Only those projects that are scheduled in the FY 2027-32 CIP are included in the FY 2027 operating budget.

CITY OF ZEELAND
2026-27 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF ALL IMPROVEMENTS

PROJECT TITLE	Estimated FY 2026	6-Year Plan					
		FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
General Technology Type Improvements	256,500	386,500	290,000	210,000	227,000	200,000	216,000
Street and Sidewalk Improvements	5,863,007	6,359,543	1,886,729	1,684,263	1,699,788	2,957,784	2,970,018
Park Improvements	1,165,000	105,000	50,000	1,100,000	-	-	-
Cemetery Improvements	-	-	1,500,000	-	-	-	-
Downtown/CBD Improvements	256,000	1,390,000	550,000	320,000	300,000	300,000	-
Clean Water Utility Type Improvements	2,575,000	2,500,000	1,300,000	1,065,000	1,120,000	1,300,000	1,500,000
Building Facilities Improvements	478,161	78,000	-	-	-	-	-
Motor Pool Vehicles and Equipment	1,418,035	1,450,963	717,657	2,966,995	606,288	574,571	543,178
Electric Utility Type Improvements	5,271,625	5,890,500	16,202,000	13,345,000	2,097,500	2,927,500	1,655,000
Water Utility Type Improvements	3,165,500	2,322,500	1,859,000	2,085,000	1,197,500	1,360,000	1,380,000
TOTAL CAPITAL EXPENDITURES	20,448,828	20,483,006	24,355,386	22,776,258	7,248,076	9,619,855	8,264,195

SOURCE OF FUNDS	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
General Fund(101)	1,960,925	1,639,675	1,919,950	1,554,500	1,426,350	2,890,000	1,597,200
Cemetery Perpetual Care (151)	-	-	1,500,000	-	-	-	-
Street Funds (202,203,464)	3,703,007	578,539	60,000	100,000	57,839	50,000	50,000
County Road Millage	360,000	369,342	376,729	384,263	391,949	407,784	420,018
Street Construction Bond Proceeds (464)	-	3,006,000	-	-	-	-	-
Brownfield Fund (243)	-	-	-	-	-	-	-
SARB Reserves (296)	-	40,000	15,000	-	15,000	-	-
City Park Improvement Fund (408)	1,125,000	65,000	10,000	960,000	-	-	-
City Building Fund (470)	220,000	-	-	-	-	-	-
Downtown Vision Fund (494)	210,000	50,000	200,000	200,000	200,000	-	-
Snowmelt Fund (497)	-	1,300,000	-	-	-	-	-
Clean Water Fund Bond Proceeds (590)	-	-	-	-	-	-	-
Clean Water Fund Reserves (590)	613,325	786,075	725,550	275,500	338,150	510,000	510,800
Clean Water Repair and Replacement Fund (590)	2,025,000	500,000	600,000	800,000	800,000	800,000	1,000,000
Building Maintenance Fund (631)	258,161	78,000	-	-	-	-	-
Motor Pool Fund (661)	1,418,035	1,450,963	717,657	2,966,995	606,288	574,571	543,178
Grants	-	905,662	-	-	-	-	1,000,000
Contributions	63,460	3,700,074	75,000	75,000	75,000	75,000	75,000
Electric Fund (582)	5,325,603	3,663,489	10,295,125	7,373,750	2,131,625	2,952,500	1,686,000
Electric Fund Bond Proceeds (582)	-	-	6,000,000	6,000,000	-	-	-
Water Fund (591)	3,166,313	2,350,188	1,860,375	2,086,250	1,205,875	1,360,000	1,382,000
Water System Revenue Bonds (591)	-	-	-	-	-	-	-
Contributions Local Units	-	-	-	-	-	-	-
Private Contributions	-	-	-	-	-	-	-
TOTAL SOURCE OF FUNDS	20,448,828	20,483,006	24,355,386	22,776,258	7,248,076	9,619,855	8,264,195

**CITY OF ZEELAND
CAPITAL IMPROVEMENT PROGRAM
STREET AND SIDEWALK IMPROVEMENTS**

ANNUAL STREET AND SIDEWALK PROJECTS: Plans for the financing of the annual street construction projects are scheduled for FY 2027 – FY 2032. Also included in the plan are annual mill and resurfacing projects.

Fiscal Year 2027 projects include Church (W. Washington/W. Main), 84th Street (Riley to Washington), miscellaneous local paving and miscellaneous bike path paving.

**CITY OF ZEELAND
2026-27 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM**

STREET IMPROVEMENTS

PROJECT TITLE	Estimated FY 2026	6-Year Plan					
		FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
<u>Annual Street Projects:</u>							
Taft/W. Lawrence/Jefferson (Main to Huizenga) Local	2,208,852						
Church (W. Washington/W. Main) Major	3,044,155	2,953,543					
84th Street (Riley to Washington)	150,000	3,006,000					
Goodrich (Central to Lincoln)			760,000				
Winterhalder (Central to Dead End)			700,000				
Valley (Taft to Dead End)/South Jefferson				1,250,000	1,250,000		
Washington (State to Carlton)						2,500,000	2,500,000
<u>Mill and Resurfacing</u>							
Misc. Local Paving	360,000	350,000	376,729	384,263	399,788	407,784	420,018
<u>Sidewalks</u>							
Misc. Bike Path Paving		50,000	50,000	50,000	50,000	50,000	50,000
Northside Pathway Boardwalk	100,000						
TOTAL CAPITAL EXPENDITURES	5,863,007	6,359,543	1,886,729	1,684,263	1,699,788	2,957,784	2,970,018

SOURCE OF FUNDS	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
General Fund Appropriation	1,800,000	1,500,000	1,450,000	1,200,000	1,250,000	2,500,000	1,500,000
Grants - STP (Church)		905,662					1,000,000
Grants- Category F							
Grants - Safety							
Street Construction Fund Reserves	3,653,007	528,539	10,000	50,000	7,839	-	(0)
Bond Proceeds		3,006,000					
Major Street Reserve Funds							
Local Street Reserve Funds	50,000	50,000	50,000	50,000	50,000	50,000	50,000
County Road Millage	360,000	369,342	376,729	384,263	391,949	407,784	420,018
Contributions Local Units							
Private Contributions							
TOTALS	5,863,007	6,359,543	1,886,729	1,684,263	1,699,788	2,957,784	2,970,018

**CITY OF ZEELAND
CAPITAL IMPROVEMENT PROGRAM
PARK IMPROVEMENTS**

CITY PARK IMPROVEMENTS:

Splash Pad: Bathroom doors, mechanical room door and light poles.

Huizenga Park: No projects scheduled this fiscal year.

Michigan Tot Lot: No projects scheduled this fiscal year.

Hoogland Park: No projects scheduled for this fiscal year.

Skateboard Park: No projects scheduled this fiscal year.

Lawrence Park: No projects scheduled for this fiscal year.

Paw Paw Park: No projects scheduled this fiscal year.

Vande Luyster Square: Gazebo repairs and underground sprinkler replacement .

Elm Street Park: No projects scheduled this fiscal year.

**CITY OF ZEELAND
2026-27 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM

CITY PARK IMPROVEMENTS**

PROJECT TITLE	Estimated FY 2026	6-Year Plan					
		FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
<u>Splash Pad/Elm Street Park</u> New Furniture for Splash Pad Bathroom and Mechanical Room Doors (3) Splash Pad Light Poles	5,000	15,000 10,000					
	5,000	25,000	-	-	-	-	-
<u>Huizenga Park</u>							
	-	-	-	-	-	-	-
<u>Michigan Tot Lot</u>							
	-	-	-	-	-	-	-
<u>Lawrence Park</u> Design and Reconstruction Picnic Tables Repaint Lawrence Bowl	10,000 25,000 15,000		50,000	1,100,000			
	50,000	-	50,000	1,100,000	-	-	-
<u>Vande Luvster Square</u> Gazebo Repairs Sprinkling Replacement	10,000	50,000 30,000					
	10,000	80,000	-	-	-	-	-
<u>Hoogland Park</u> Hoogland Park Design and Reconstruction	1,100,000						
	1,100,000	-	-	-	-	-	-
<u>Paw Paw Bridge Park</u>							
	-	-	-	-	-	-	-
TOTAL CAPITAL EXPENDITURES	1,165,000	105,000	50,000	1,100,000	-	-	-

SOURCE OF FUNDS	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
General Fund (101)	40,000	40,000	40,000	140,000	-	-	-
Capital Improvement Fund (408) Reserves	1,125,000	65,000	10,000	960,000	-	-	-
Bond Proceeds							
Private Contributions							
BPW Community Funds Grant							
Grants (DNR)							
TOTAL SOURCE OF FUNDS	1,165,000	105,000	50,000	1,100,000	-	-	-

**CITY OF ZEELAND
CAPITAL IMPROVEMENT PROGRAM**

DOWNTOWN

DOWNTOWN IMPROVEMENTS: Downtown improvements include a downtown mural, boilers for snowmelt system expansion, and Washington Ave. development.

PARKING LOTS: No parking lot improvements scheduled for this fiscal year.

**CITY OF ZEELAND
2026-27 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM**

DOWNTOWN IMPROVEMENTS

PROJECT TITLE	Estimated FY 2026	6-Year Plan					
		FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
<u>Downtown</u>							
Banners				20,000			
Downtown Cameras	25,000						
Downtown Murals	25,000	25,000					
Parking Expansion	20,000						
Snowmelt System Expansion - Boilers		1,300,000					
Washington Ave. Development		50,000					
Wayfinding Signage		15,000					
<u>Downtown Strategic Action Plan Support including:</u>			300,000	300,000	300,000	300,000	
Strategic Property Purchases							
Other Downtown Initiatives							
Downtown Improvements	70,000	1,390,000	300,000	320,000	300,000	300,000	-
<u>Municipal Parking Lots</u>							
South Parking Lot Repaving	186,000						
North Parking Lot Repaving			250,000				
Parking Lots	186,000	-	250,000	-	-	-	-
TOTAL CAPITAL EXPENDITURES	256,000	1,390,000	550,000	320,000	300,000	300,000	-

SOURCE OF FUNDS	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
SARB Fund (296)		40,000	15,000		15,000		
General Fund (101)	46,000	-	335,000	120,000	85,000	300,000	-
Major Streets (202)							
Brownfield Fund (243)							
Electric Fund (582)							
Capital Improvement Fund (401)							
Park Improvement Fund (408)							
City Building Fund (470)							
Downtown Vision Fund (494)	210,000	50,000	200,000	200,000	200,000		
Snowmelt Fund (497)		1,300,000					
Municipal Street Fund							
Bond Proceeds							
Private Contributions							
Grants							
Special Assessments							
TOTAL SOURCE OF FUNDS	256,000	1,390,000	550,000	320,000	300,000	300,000	-



**CITY OF ZEELAND
PLANNING COMMISSION MEETING MINUTES
ZEELAND CITY HALL
ZEELAND, MI
SEPTEMBER 10, 2026
5:45 PM**

-5:46 PM Vice Chair Klompmaaker called the meeting to order and requested a roll call of Planning Commissioners.

Present: Commissioners, CJ Otteman, Rebecca Perkins, Sheri Holstege, Aaron Mason and Vice Chair Daniel Klompmaaker.

Absent: Commissioners, Bob Blanton, Rick VanDorp

Also Present: City Attorney Jim Donkersloot, Zoning Administrator Timothy Maday, and Planning Consultant Tanya DeOliveira

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

Maday noted that Chairman Elhart had resigned from his position following declaring his northern Michigan property as his principal residence. Maday noted the significant contribution Elhart made in the development of the City since his appointment in 1992.

Maday stated that the Planning Commission bylaws provide that when the Chair resigns, the Vice Chair shall become the Chair for the remainder of the term. Maday stated that in practice, this meant that Klompmaaker was now the Planning Commission Chair for the remainder of 2026, and that a new Secretary and Vice Chair would need to be elected at the Commission's October regular meeting.

-Moved by Perkins to approve the Planning Commission meeting minutes of July 9, 2026. Supported by Holstege. Motion carried unanimously by voice vote.

-5:50pm – Chair Klompmaaker opened the public hearing for the Site Plan Review Application for the construction of a 600 square foot accessory building at 425 N Fairview Rd – Consumers Energy Zeeland Generating Station

Zach Voogt of Moore and Bruggink Consulting Engineers, engineer for the owner, presented the application.

Maday reviewed the ordinance criteria applicable to this project. He stated that the project complies with the relevant portions of City Ordinance and staff recommends approval of the application.

-5:52pm Moved by Holstege to close the public hearing. Supported by Perkins. Motion carried unanimously via voice vote.

Motion 2026.10

Moved by Holstege to approve the Site Plan Review application for the construction of a 600 square foot accessory building at 425 N Fairview Rd – Consumers Energy Zeeland Generating Station as presented.

Supported by Perkins

Roll Call Vote on Motion 2026.10

Ayes: Otteman, Perkins, Holstege, Mason and Chairman Klompmaker.

Nays: None.

Absent: Blanton, Van Dorp.

Motion Passes

DeOliveira reviewed draft Chapter 4 of the Master Plan update, *Community Facilities & Services*. She explained that the chapter is primarily informational and provides an overview of community facilities and infrastructure, including City and Board of Public Works properties and facilities, schools, transportation and non-motorized infrastructure, parks, and public utilities.

Commissioners reviewed the maps included in the chapter and discussed potential additions and revisions. Commissioners also asked clarifying questions regarding the facilities shown on the maps and how facilities were selected for inclusion.

Commissioners reviewed the questions outlined in DeOliveira's August 20, 2026 memorandum and provided feedback regarding the draft chapter. Maday reported that the chapter had also been distributed to City departments for review and that staff comments had been provided separately to DeOliveira.

DeOliveira stated that she would review the verbal and written comments received and revise the chapter accordingly. Maday stated that he would provide any remaining staff comments to DeOliveira.

DeOliveira then discussed the timing and scope of the community engagement activities planned as part of the Master Plan development, including an open house, a community survey and two topic-specific workshops. She stated that her team would provide draft community survey questions for the City of Zeeland project at the November meeting. Commissioners would then have an opportunity to review, revise, add and delete questions. DeOliveira stated that the survey would be developed to obtain information useful to the planning process while remaining concise enough to encourage participation and completion.

DeOliveira stated that the open house would occur later in the Master Plan process and would provide an opportunity to present the Commission's work and receive community feedback as the plan nears completion.

DeOliveira also reviewed the anticipated format of the topic-specific workshops. She explained that workshops are typically approximately 1½ to 2 hours in length and begin with a brief presentation to provide context and a common base of information, followed by small and larger group activities and discussion.

Commissioners discussed potential workshop topics and formats, including the possibility of holding multiple sessions on the same evening. Commissioners requested that staff and the consultant return with several potential workshop topics for consideration, with the specific format to be determined after the topics are selected.

Maday noted that the Commission's October meeting would include development of the annual Capital Improvements Project List and two public hearings and asked whether the Commission preferred to resume its Master Plan work in November. Commissioners agreed, and Maday stated that the Master Plan materials discussed would be included with the November Planning Commission packet.

-6:55PM Moved by Holstege to adjourn the meeting. Supported by Perkins. Motion carried unanimously by voice vote.

Timothy Maday
Community Development Director