



**CITY OF ZEELAND  
PLANNING COMMISSION MEETING MINUTES  
CITY HALL – 21 SOUTH ELM STREET  
JANUARY 3, 2019  
5:45PM**

Chairman Elhart called the meeting to order at 5:47PM and requested a roll call.

Present: Commissioners Doug Bareense, Amanda Cooper, Bill Elhart, Glenn Kass, Dan Klompmaker, Tim Klunder, Kevin Klynstra and Jeremy vanEyck

Absent: Commissioner Robert Blanton

Also Present: City Marketing Director Abby deRoo, City Attorney Jim Donkersloot, Zoning Administrator Timothy Maday, and Recording Secretary Amy LeVesque

-Moved by Bareense to excuse absent member Blanton because he had given prior notice that he would be unable to attend this meeting. Supported by Klompmaker. All voted aye.

-Moved by Bareense to approve the minutes of the December 6, 2018 Regular Planning Commission meeting. Supported by Klompmaker. All voted aye.

-Moved by Bareense to approve the minutes of the December 10, 2018 Special Planning Commission meeting. Supported by Klompmaker. All voted aye.

Elhart asked if there was progress on the City sign ordinance draft. Maday reported that there were no new developments.

221 E Washington Avenue – Kevin Karsten – Site Plan Review & Special Land Use Application

-Chairman Elhart opened the public hearing at 5:50PM.

Kevin Karsten, of Centennial Crossing, LLC, explained that his current application is an adjustment to the 2015 plan submitted for the Centennial Crossings project. He stated that he received Planning Commission approval for Phase I of the project and constructed an 8,400 square foot 4-unit building in 2016. He explained that he planned to construct a mirror image of that building on the eastern portion of the property but that he has decided on a smaller 3-unit building situated perpendicular to the existing building. He reasoned that a 5,700 square foot building would make the site more usable and allow for an outdoor storage area, more maneuvering room for semis, and more parking. He also requested Special Land Use permission for Main Street Auto Repair of 303 E Main Avenue to operate in suite "B" of the proposed new building. He explained that the center unit, service area B, would be used for additional work space and that vehicles would be transported to Centennial Crossings. He stated that as a condition of a dimensional variance approved by the Zoning Board of Appeals (ZBA) on October 16, 2018, the south elevation of the new building will have faux windows to match those on the south side of the existing building.

Klynstra commented that the 3 faux windows are an improvement and that they will look nicer than a blank wall. He asked if there will be any changes to the driveway onto N Centennial Street. Karsten stated that the driveway will be widened by about 5 feet to allow for 2-way traffic. He stated that most vehicles use the main entrance from W Washington Avenue and that the N Centennial Avenue entrance is not often used.

Elhart asked about the notched paved area on the southeast side of the parking lot. Karsten explained that semis would use the extra pavement as space to turn around.

Karsten noted that a fenced outdoor storage area is planned for the north side of the new building. He stated that the dumpster would be kept inside the fenced area.

Donkersloot asked about the deciduous trees on the east side of the property. Karsten stated that he was undecided about whether or not all of the trees would remain.

Maday reported the following Staff comments on the application:

Clean Water "1000 gallon grease/oil interceptor & monitoring manhole needed."

Maday explained that plans show a grease interceptor and monitoring manhole, as required and that plans also show the 3 faux inset windows as required by the ZBA. He stated that the site plan complies with requirements and that the fence of the outdoor storage area meets requirements for screening. He stated that light automotive repair is a Special Land Use in I-1 districts. He explained that Main Street Auto Repair received Special Land Use permission from the Planning Commission in January 2018 for a light automotive repair facility in Suite 2 of the existing building but that they found it difficult to meet building department requirements and abandoned the idea.

vanEyck asked about uses for the 2 other units in the new building. Karsten explained that uses will be light industrial, similar to those in the existing building.

Klunder asked if it would be possible to move the sidewalk along W Washington Avenue about 3 feet to the north to make it easier to plow the sidewalk. Karsten replied that he does not believe that it will be possible to move the sidewalk location due to the water retention areas just north of the sidewalk.

-6:00PM moved by Barense to close the public hearing, supported by Klompmaker. All voted aye.

#### **Motion 2019.01**

**Moved by Klompmaker to approve the Site Plan for the property located at 221 E Washington Avenue, parcel number 70-17-18-355-028, for the construction of a new 5700 square foot 3-unit building as Phase II of the Centennial Crossings development with related landscaping and parking improvements and also to approve the Special Land Use for a light automotive repair facility in service area "B" of the new building, as presented.**

**Supported by: Barens**

**Ayes: Barens, Cooper, Elhart, Kass, Klompmaker, Klunder, Klynstra and vanEy**

**Nays: None**

**Absent: Blanton**

**Motion Passes**

Downtown Vision Plan – Abby deRoo

City Marketing Director Abby deRoo presented the draft 2018 Downtown Vision Plan. She explained that the current plan is an update of the 2008/2009 version since that vision is still on track. She explained that the Downtown Vision Plan may be adopted as part of the Master Plan and also includes many items from Commissioners' draft Capital Improvement Projects(CIP) list.

2019 CIP List – Tim Maday

Maday presented the draft ranked CIP list and asked if Commissioners are satisfied with the list as is or if they would like to make any changes. He explained that the CIP list would be submitted to the City Council after it is approved by the Planning Commission. He also explained that he would include a memo introducing the list and explaining the Planning Commission's wish to support additional housing development.

**Motion 2019.02**

**Moved by Barens to approve the 2019 Capital Improvement Projects list as presented.**

**Supported by: Klompmaker**

**Ayes: Barens, Cooper, Elhart, Kass, Klompmaker, Klunder, Klynstra and vanEy**

**Nays: None**

**Absent: Blanton**

**Motion Passes**

-7:07PM moved by Barens to adjourn. Supported by Klompmaker. All voted aye.

Submitted by,



Amy LeVesque  
Recording Secretary