

MEMORANDUM OF MEETING  
**Shopping Area Redevelopment Board (SARB)**

Thursday, January 10, 2019 – 12:00 p.m.

Zeeland City Hall—Red Room

PRESENT: Board members - VanKoevering, Cheyne, Clark, Visser, Klynstra

ABSENT: Vos

Staff: Marketing Director deRoo, Recording Secretary Humphrey

The meeting was called to order at 12:00 p.m. by Chairperson VanKoevering.

1. Motion was made by Board Member Visser and seconded by Board Member Cheyne to approve the minutes from the December 13, 2018 meeting. All voting aye, **Motion Carried**

2. **Right of Way License Agreement Edits**

3. **Sandwich-board Request - Get-Togethers**

DeRoo explained the Right-of-Way license agreement that a business must fill out if they would like to have sidewalk furniture, sandwich signs, planters, etc. Only 1 sign per building entrance is allowed.

Motion was made by Board Member Visser and seconded by Board Member Clark to grant the request of Get-Togethers for a second sandwich-board sign if the Sign Ordinance permits it. All voting aye, **Motion Carried**

4. **Sign Grant Application – Get Togethers**

DeRoo lead discussions regarding the creation of the Design Committee for the purpose of reviewing Sign Grant Applications. It has become somewhat redundant now due to the number of SARB members duly serving on the Design Committee.

Motion was made by Board Member Visser and seconded by Board Member Amy Cheyne to recommend to City Council to end the Design Committee and place the responsibility on SARB.

All voting aye, **Motion Carried**

Motion was made by Board Member Visser and seconded by Board Member Cheyne to support the Design Committee's recommendation for sign grant funding for Get-Togethers as presented.

All voting aye, **Motion Carried**

5. **Project updates/inquiries/requests**

6. **Vision Plan**

DeRoo presented the Vision Plan at the Zeeland Affinity Group (ZAG) meeting

7. The date of the next regularly scheduled meeting is Thursday, February 14, 2019, at 12:00.

8. Being no further business, the meeting adjourned at 12:50 p.m.

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Cindy Humphrey, Recording Secretary