



**CITY OF ZEELAND  
PLANNING COMMISSION MEETING MINUTES  
CITY HALL – 21 SOUTH ELM STREET  
MAY 4, 2023  
5:45PM**

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

Present: Commissioners Doug Barese, Bill Elhart, Glenn Kass, Kevin Klynstra, and Rebecca Perkins

Absent: Commissioners Bob Blanton, Amanda Cooper, Dan Klompmaker, and Tim Klunder

Also Present: City Planning Consultant Paul LeBlanc, City Attorney Jim Donkersloot, Zoning Administrator Timothy Maday, and Recording Secretary Amy LeVesque

-Moved by Barese to excuse absent members Blanton, Cooper, Klompmaker, and Klunder since they had given prior notice that they would be unable to attend this meeting. Supported by Klynstra. All voted aye.

-Moved by Barese to approve the minutes of the March 2, 2023 Planning Commission meeting. Supported by Kass. All voted aye.

Holland Charter Township – Notice of Proposed Comprehensive Plan Amendments – 0 Paw Paw Dr, 10753 Macatawa Dr, and 10721 Paw Paw Dr

Maday explained after the meeting packet was sent, a corrected notice was received from Holland Township regarding a Master Plan amendment Future Land Use map designation from Community Commercial to Low Density Residential zoning for vacant land on Paw Paw Dr and Macatawa Dr.

Central Business District Parking Study

Maday noted the 2022 central business district parking study by Rich & Associates was included in the meeting packet for information. He explained the City Council has accepted the study, and Staff has requested permission to implement study recommendations. He noted the study shows current parking in the City is adequate.

651 Case Karsten Dr – Harvey Drumond – Site Plan Review

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

Todd Stuiwe of Exxel Engineering, Inc explained Extol, Inc would like to construct a 21,000 square foot addition on the south side of their 47,000 square foot facility at 651 Case Karsten Dr. He stated the addition would be mostly manufacturing space with some office space. He explained a loading dock would be added on the east, north and south parking lots connected and 28 spaces added with adequate drainage in the pond on the northwest.

Maday noted a 2017 site plan review application added parking with landscaping on the south and showed a future addition, which is the current request. He stated landscaping was approved in 2017, use is a permitted use, and the plan meets setback requirements. He noted the following Staff comments, noting these comments would not require any condition on approval:

Fire Chief: "Project must comply with the requirements of the 2015 International Fire Code and all applicable NFPA standards."

ZBPW Water Department: "No concerns. Please contact the ZBPW Water Department following site plan approval to discuss future water usage and the water service to the building."

Elhart commented it was good to see the company expanding and asked when the building was first constructed. Maday explained a Zoning Board of Appeals variance for parking was granted in 2001 and the building constructed shortly thereafter.

-6:02 PM Moved by Barese to close the public hearing. Supported by Kass. All voted aye.

**Motion 2023.06**

**Moved by Klynstra to approve the Site Plan for a 21,000 square foot building addition onto the south side of the existing building at 651 Case Karsten Dr, parcel number 70-17-18-203-003, with parking lot alterations and additional parking.**

**Supported by: Barese**

**Roll Call Vote on Motion 2023.06**

**Ayes: Barese, Elhart, Kass, Klynstra, and Perkins**

**Nays: None**

**Absent: Blanton, Cooper, Klompmaker, and Klunder**

**Motion Passes**

100 Mulder Dr – Matt French – Site Plan Review

-6:03PM Chairman Elhart opened the public hearing.

Matt French of ODL, Inc explained they are requesting to remove the driveway at 100 Mulder Dr that runs between Innovation Dr to ODL's truck parking lot at 109 E Roosevelt Ave. He noted there is reduced truck traffic to the lot, which can also be accessed from Roosevelt Ave. He stated the driveway is currently most used by employees from nearby factories as a shortcut to Roosevelt Ave. He stated the asphalt would be removed and the lawn seeded.

Elhart asked if the driveway was blocked off this past winter. French stated yes.

Maday explained the property owner has deeds allowing permanent access from the Roosevelt Ave driveway. He noted Roosevelt Ave is designated for truck traffic. He stated notices were mailed to owners and occupants of properties within 300 feet and no comments were received. He noted there were no Staff comments, just the following reminder:

*ZBPW Water: "...There is an 8" Fire Protection Valve that is right at the entrance of the access drive they are removing. Please make sure the contractor knows about it and not to hit the valve box during the removal of asphalt..."*

Maday stated Staff has no concerns and appreciates there will be grass and not an impervious surface.

Barese asked if there were future plans for the use of the property. French stated not at this time.

-6:06PM Moved by Barese to close the public hearing. Supported by Kass. All voted aye.

**Motion 2023.07**

Moved by Kass to approve the Site Plan for 100 Mulder Drive, parcel number 70-17-18-100-071, for the removal of a private drive from Innovation Drive to truck parking lot at 109 E Roosevelt Avenue, with access to 109 E Roosevelt Avenue provided by deeded permanent easement from Roosevelt Avenue.

Supported by: Barese

**Roll Call Vote on Motion 2023.07**

**Ayes: Barese, Elhart, Kass, Klynstra, and Perkins**

**Nays: None**

**Absent: Blanton, Cooper, Klompaker, and Klunder**

**Motion Passes**

**Accessory Dwelling Units (ADU's) Draft Text Review**

Elhart asked Commissioners if they would like to move forward with Accessory Dwelling Units (ADU's), noting he is not in favor of ADU's, and asked Maday if he had received any public comments.

Maday stated no. Elhart noted public comments could be received at a public hearing.

Kass stated he would like to move forward with ADU discussions, expressed concerns about parking, density and affordability and noted he had asked Maday for numbers of housing units added in recent years. Maday stated 104 housing units have been added since 2015, made up of condos, 4 to 5 single family homes, and apartments including the Sligh building units at 349 E Main Ave.

Kass commented there is vacant land outside the City that could be developed for housing instead of increasing density in the City.

Perkins commented she supports affordable housing, has concerns about parking, and would like to hear from the public.

Klynstra commented a basement ADU would be cheaper, that he is on the fence and would like to hear from the public. He noted there are premade ADU's that can be placed in a back yard. Maday commented any type of ADU would require Special Land Use approval, the Commission could specify exterior materials, and structures must meet building codes.

LeBlanc commented Maday had provided current construction costs for ADU's: a new detached \$250 per square foot, and interior \$70 - \$100 per square foot. LeBlanc noted a maximum size 850 square foot detached ADU would cost more than \$200,000. He noted owners could downsize and move into an ADU. He explained due to changes in draft text, families would not be able to live in ADU's.

LeBlanc noted he made 3 substantive changes to draft text: ADU size minimum of 350 square feet and maximum of 35% dwelling area; one bedroom only; maximum lot coverage requirements must be met. He noted manufactured housing concerns could be addressed in the ordinance.

Barese commented he supports ADU's to encourage a variety of housing types and noted owners could do the work themselves to reduce costs.

Perkins asked about paving restrictions. Maday explained 33% maximum of front yard may be paved and no restrictions on rear yard paving.

Perkins stated she would like to restrict paving but is not sure about the percentage. LeBlanc stated he would work with Maday on suggestions.

Commissioners decided to continue ADU discussion at their June 1, 2023 meeting.

-6:49PM moved by Barense to adjourn. Supported by Klynstra. All voted aye.

Submitted by,



Amy LeVesque  
Recording Secretary