



**CITY OF ZEELAND
PLANNING COMMISSION MEETING MINUTES
CITY HALL – 21 SOUTH ELM STREET
MAY 5, 2022
5:45PM**

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

Present: Commissioners Doug Barensen, Bill Elhart, Glenn Kass, Tim Klunder, Kevin Klynstra, and Rebecca Perkins

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

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

-Moved by Barensen to excuse absent members because they had given prior notice that they would be unable to attend this meeting. Supported by Kass. All voted aye.

-Moved by Barensen to approve the minutes of the April 14, 2022 Planning Commission meeting. Supported by Perkins. All voted aye.

280 S State St – Michelle Lampen – Site Plan Review & Special Land Use Application

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

Dan Seaborn of Winning At Home explained the nonprofit wishes to replace their existing sign at 280 S State St with a similar-sized new sign with media options that reflects who Winning At Home is, that the organization has been here a long time and has grown. He stated Winning At Home wishes to make a difference for families and the new sign will help let people know they are here.

Maday explained Winning At Home's March 2021 letter requesting a zoning ordinance amendment to allow electronic changeable copy signs (ECS) in the OS, Office/Personal Service district prompted study by the Commission. He noted eliminating the OS district was considered since few properties are zoned OS, but Commissioners decided to allow ECS as a Special Land Use in OS with added restrictions on sign size and setback of 25 feet from a residence. He noted a signed certification from a licensed engineer stating requirements for programming, text, duration, and brightness have been met must be submitted.

Maday noted sign placement complies with requirements and sign size of 10.8 square feet is less than allowed 16 square feet and standard of 35 feet from another ECS has been met. He noted there were no Staff comments.

Kass asked about sign size. Maday explained the ECS panel is a small portion of the new 23 square foot sign while the old sign was 32 square feet.

Barensen asked about animation. Seaborn stated text will change, but he did not know details. He noted Winning At Home has been in the City for 20 years and recently purchased 4,000 square feet of additional office space. Maday noted that Michelle Lampen is aware that animation is not allowed.

-5:56PM Moved by Barensen to close the public hearing. Supported by Kass. All voted aye.

Motion 2022.19

Moved by Klynstra to approve the Special Land Use request for 280 S State Street, parcel number 70-16-24-200-008, for the replacement of existing sign with a new 43 inch tall ground sign with a sign area of 23.3 square feet including a 10.8 square foot electronic changeable sign panel with the following stipulations:

- The property owner must sign a Special Land Use Agreement regarding the installation and operation of the subject sign prior to a Building Permit being issued for the installation.
- A licensed engineer or a trained sign company employee must certify in writing that the sign meets the requirements of the zoning ordinance at the time of the sign's installation, before a final inspection of the installation will occur.

Supported by: Barens

Roll Call Vote on Motion 2022.19

Ayes: Barens, Elhart, Kass, Klunder, Klynstra, and Perkins

Nays: None

Absent: Blanton, Cooper and Klompmaker

Motion Passes

Other Business

Maday stated a draft zoning ordinance amendment to allow fences up to 4 feet in secondary front yards would be in Commissioners' June 2, 2022 meeting packet and he plans to review food producing pets at that meeting.

Maday noted the Zoning Board of Appeals approved the use variance request for 120 E Main Ave for a first floor residential unit with discussion similar to the Commission's. He stated site plan review is scheduled for the June 2 meeting, that a tax abatement request was approved by City Council and a Michigan Economic Development Corporation (MEDC) grant is being requested.

Maday reported a development agreement for 3 E Main Ave has been reached with Midwest Construction Group, Inc and the next item would be Planning Commission site plan review.

Maday explained 2 request for proposal responses were received for the 135 & 137 downtown passageway and infill building and a meeting with developers is scheduled. He noted a determination of excess City property would come before the Commission.

-6:03PM moved by Barens to adjourn. Supported by Klynstra. All voted aye.

Submitted by,


Amy LeVesque
Recording Secretary