



**CITY OF ZEELAND**  
**PLANNING COMMISSION MEETING MINUTES**  
**CITY HALL – 21 SOUTH ELM STREET**  
**July 13, 2023**  
**5:45PM**

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

Present: Commissioners Doug Barensse, Amanda Cooper, Bill Elhart, Glenn Kass, Dan Klompmaker, Kevin Klynstra, Tim Klunder and Rebecca Perkins

Absent: Commissioner Bob Blanton

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

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

-Moved by Barensse to approve the minutes of the June 1, 2023 Planning Commission meeting. Supported by Klompmaker. All voted aye.

-Moved by Klompmaker to approve the minutes of the July 6, 2023 Planning Commission Special meeting. Supported by Cooper. All voted aye.

60 Gordon Ave – Jeff Zylstra – Special Land Use

-5:48PM Chairman Elhart opened the public hearing.

Jeff Zylstra, Community Manager at Royal Park Place, explained Providence Development Group, LLC owns 60 Gordon Ave adjacent to Royal Park Place and Royal Atrium Inn property at 500 Parkside Dr. He stated they wish to construct a 20 foot tall by 11 foot wide monument sign to direct people to Royal Park. He explained Royal Park's office directs people coming from Holland to take northbound 96<sup>th</sup> Ave and turn left into Royal Park, but traffic makes the turn difficult. He explained a sign visible to BL I-196 would be helpful to people new to the area.

Maday explained Special Land Use permission is required since the zoning ordinance doesn't allow freestanding signs in the OS, Office/Personal Service district or offsite signage. He stated Providence Life Services owns the main Royal Park parcel 500 Parkside Dr and contiguous parcels at 101 Royal Park Dr, 25 Royal Park Dr, 60 Gordon Ave, split from the main parcel by Royal Park Dr. Maday reviewed Special Land Use standards noting all standards must be met: the use must be harmonious in character, served by public services, not detrimental to public health, and be environmentally compatible. He also explained all sign standards must also be met:

- Size not exceed 100 square foot maximum freestanding sign standard by more than 50%: Sign exceeds standard by 40%;
- Number of signs not exceed permitted number of signs times the number of street frontages: 5 signs could be permitted;
- Height standard maximum of 25 feet may not be exceeded: Sign is 20 feet tall;
- Necessity such as traffic patterns, buildings, etc is required before number of signs can be increased;
- Sign setback may vary from required setback based on traffic safety or adjacent property owner hardship;
- Sign not have adverse effect on adjacent property owner: if the adjacent property owner is a competitor this is not a reason to deny the request.

Maday explained the Planning Commission shall also consider the right to advertise, public right to be protected against too many signs, Master Plan, public health, traffic hazards, harmonious community, property values, economic development, free speech and other zoning ordinance standards.

He stated there were no Staff comments. Maday noted the height of Mast Heating & Cooling sign at 355 Royal Park Dr is 23 feet and the Joy 99 (WJQ) sign at 425 Centerstone Ct is 20 feet tall.

Barense stated 60 Gordon St is an undeveloped site that could be developed, and asked if an easement could be required. Maday explained an ownership transfer would create a landlocked property with no frontage and limited development options, noting variances from Zoning Board of Appeals (ZBA) would be needed. He commented an approval condition of common ownership of 60 Gordon St with the main parcel could be added.

Elhart asked about a master plan for Royal Park. Zylstra explained there is no master plan and no plan to sell 60 Gordon St. He stated plans are to construct an independent living community at 60 Gordon St and 25 Royal Park Dr within 5 years. He stated they wouldn't construct the sign without a future development located on the site.

Cooper asked if all 4 parcels should be included in a condition of common ownership or just 25 Royal Park Dr. Donkersloot stated it is an elective decision.

Perkins suggested including just 25 Royal Park Dr, since it is adjacent. She asked if the new sign would be similar in size to Mast's sign and Joy 99's sign. Maday explained Royal Park's 100 square foot sign would be the same size as Joy 99's sign, without the post supports.

Perkins asked about the two sign styles submitted. Zylstra stated there will be brick trim at the bottom of both sides of the sign with aluminum surrounding. Doug Smith of D-Sign, LLC stated brick veneer around sign will match brick on Royal Park buildings.

Perkins asked if all 3 parcels had the same owner and not different LLC's. Maday stated 60 W Gordon St and 25 Royal Park Dr have a common owner, but the larger parcel has many owners.

Klompemaker asked if Royal Park Place and Royal Park Atrium associations are the owners. Zylstra stated the association does not own, there are about 30 different owners in Providence Life Services, LLC.

Klynstra asked for confirmation the sign does not have an electronic changeable panel. Smith stated correct.

-6:07PM Moved by Barense to close the public hearing. Supported by Klompemaker. All voted aye.

#### **Motion 2023.12**

**Moved by Klompemaker to approve the Special Land Use request for 60 Gordon Ave, parcel number 70-16-24-400-008, for the installation of a 20 foot tall by 10 foot 11 inch freestanding sign with a sign face of approximately 140 square feet for residential development on the south side of Royal Park Drive since Special Land Use standards have been met, this parcel is contiguous with other parcels with the same residential development ownership, and a future development is planned on this parcel, with the following stipulation:**

- Requirement of common ownership of 60 Gordon Ave, 25 Royal Park Dr and common areas of 500 Parkside Dr by Providence Life Services, LLC.

**Supported by: Barense**

**Roll Call Vote on Motion 2023.12**

**Ayes: Bareense, Cooper, Elhart, Kass, Klompmaker, Klunder, Klynstra, and Perkins**

**Nays: None**

**Absent: Blanton**

**Motion Passes**

Accessory Dwelling Units (ADU's)

Maday stated a public hearing for ADU's has been scheduled for August 3, 2023, with a link on the City's Facebook page to information on the City's website. He noted City Planning Consultant Paul LeBlanc has updated draft text and would be at the public hearing.

Donkersloot asked if maximum impervious surface coverage should be 40% of lot size for lots larger than 12,000 square feet, or if there should be an area cap. He commented 40% of an acre lot would be 16,000 square feet.

Maday noted parcels 5,000 up to 12,000 square feet can have 50%, but amount is reduced to 40% for larger parcels. He stated there is currently no restriction on impervious surface in rear yards.

Perkins commented she is fine with continuing the 40% of lot size limit. Cooper asked if a hard cap could be appealed. Kass stated homeowners could apply to the ZBA for a variance.

Klompmaker asked which parcels currently have the largest amount of paving. Maday stated it's a good question, but he did not know.

Commissioners decided to seek direction on impervious surface limits from LeBlanc.

Maday stated 3 applications would be heard at the ZBA meeting on August 8, 2023.

-6:17PM moved by Klompmaker to adjourn. Supported by Cooper. All voted aye.

Submitted by,



Amy LeVesque  
Recording Secretary