



**THE CITY OF THE VILLAGE OF DOUGLAS
PLANNING COMMISSION MASTER PLAN
WORKSHOP**

**THURSDAY, MAY 09, 2024 AT 5:30 PM
86 W CENTER ST., DOUGLAS MI**

MINUTES

1. CALL TO ORDER

2. ROLL CALL

PRESENT

Chair Paul Buszka

Vice-Chair Louise Pattison

Secretary Kelli Heneghan

Commissioner John O'Malley

Commissioner Matt Balmer

Commissioner Patty Hanson

Commissioner Laura Peterson

Commissioner Thomas Hickey

Also Present

Planning and Zoning Administrator Sean Homyen

Williams & Works Consultant Tricia Anderson

City Clerk Laura Kasper

ABSENT

Commissioner Neal Seabert

3. PUBLIC COMMUNICATION - VERBAL (LIMIT OF 3 MINUTES) – No communications

4. PUBLIC COMMUNICATION – WRITTEN – No communications

5. MASTER PLAN WORKSHOP

A. MASTER PLAN WORKSHOP - Williams & Works - Tricia Anderson - Drafted goals and objectives for the Master Plan was discussed along with drafting a future land use map.

6. PUBLIC COMMUNICATION – VERBAL (LIMIT OF 3 MINUTES) – No communications

7. ADJOURNMENT



**THE CITY OF THE VILLAGE OF DOUGLAS
PLANNING COMMISSION
THURSDAY, MAY 09, 2024 AT 7:00 PM
86 W CENTER ST., DOUGLAS MI**

MINUTES

1. CALL TO ORDER

2. ROLL CALL

PRESENT

Chair Paul Buszka

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Secretary Kelli Heneghan

Commissioner John O'Malley

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ABSENT

Commissioner Neal Seabert

A. Election of Officers - Call for Nomination of Officers by City Clerk Kasper

a. Pattison nominated Buszka for Chair, Heneghan supported

Motion approved by unanimous voice vote.

b. Balmer nominated Pattison for Vice Chair, O'Malley supported

Motion approved by unanimous voice vote.

c. Pattison nominated Heneghan for Secretary, Hickey supported

Motion approved by unanimous voice vote.

B. Approval of Agenda - May 9, 2024 - *Motion by Pattison, second by Balmer, to approve the May 9, 2024 agenda - Motion approved by unanimous voice vote.*

C. Approval of Minutes - April 11, 2024 - *Motion by Pattison, second by Balmer, to approve the April 11, 2024 minutes - Motion approved by unanimous voice vote.*

3. PUBLIC COMMUNICATION - VERBAL: None

4. PUBLIC COMMUNICATION – WRITTEN: Letter from Isabel's recorded in the agenda packet.

5. NEW BUSINESS

- A. 6825 Wiley Rd – Zoning of an Annexed Unzoned Parcel to R-5, Multiple Family District - Public Hearing -*Motion by Balmer, second by Hickey, to Open Public Hearing – Motion approved by unanimous voice vote.*

a. Planning and Zoning Administrators Report – Planning and Zoning Administrator Sean Homyen presented his staff report and notified the PC that Council will be contracting with Ryan Kilpatrick from flywheel to help develop a plan for affordable housing for the property.

b. Public Comments -

Dana Burd (6871 Wiley Rd) is opposed and they live next to the 16 acres. He mentions that the City did draft and adopt a parks plan that is noted in the Parks and Recreation Plan.

Douglas Hobine (6865 Wiley Rd) is opposed to the rezoning, he claimed that it was intended as parkland according to a 2015 Parks and Recreation plan he found online.

Ralf Pizza (457 Summer Grove) via Zoom agrees with previous comments from the public and had concerns about the contamination from Haworth and believes the area should be open.

c. Planning Commissioner Remarks -

Balmer noted that the intent of the parcel was intended for DPW, which may have been translated to "parks".

Pattison believes that it should be R-2.

Hickey noted that there was a real concern for pedestrian safety.

Hanson was curious if there is enough water. If the master plan is trying to preserve open space, then why is it all being Zoned R- 5? can't it be a multitude of uses or zoning districts?

Peterson had concerns with whether attainable housing is even achievable.

John agreed with Pattison and Hanson.

Buszka didn't think to even question the future land use.

Balmer reminded the Commissioners that when the city owns the property, they have control of what happens to it when it gets sold.

Hanson wondered where they can find more info about what the plan was for this property.

Pattison wants to know if there is any language in the deed that would specify what the intent was.

Heneghan wishes that Ryan Kilpatrick could be here to talk to the Planning Commission.

Hickey does not feel that he has enough info to make an informed decision.

Buszka states tabling is an option as long as there is clear direction on what staff needs to prepare for the next meeting.

Hanson wondered if Ryan Kilpatrick could come to the next meeting to help feel better about R-2.

City Manager Nocerini added more to the conversation regarding the city's perspective consulted with Flywheel to help the city figure out what to do with the property, she emphasized that it is difficult to get staff to work in the city due to being too far away and not being able to afford to live here. She noted that Ryan Kilpatrick needs direction, and this zoning piece is the first step and she added that she loves parks, she works in the city's parks, but the city just does not have the staff or the money to hire staff. She states that they currently have volunteers, working in the parks.

Peterson states that when she reads the R-5 District uses, she sees that there are housing form options - single, duplex, multi-family, apartments. She envisions a mix of all these things.

-Motion by Balmer, second by O'Malley, to Close Public Hearing – Motion approved by unanimous voice vote.

-Motion by Balmer, second by O'Malley, to forward a recommendation for approval of the assignment of the R-5, Multiple Family zoning district to the parcel located at 6825 Wiley Road (PPN 59-017-089-40) annexed by the City of the Village of Douglas, based on the findings outlined in the staff report dated May 3, 2024. – Motion failed by tie roll call vote.

Voting yea: Buszka, Balmer, O'Malley, Peterson. Voting nay: Hanson, Heneghan, Hickey, Pattison.

-Motion by Hickey, second by Balmer, to table the item for more information. Motion carried by unanimous roll call vote.

B. Amendment to Zoning Ordinance Section 16.16(3)(a) & 16.16(3)(b) Swimming Pools - Public Hearing

-Motion by Pattison, second by O'Malley, to Open Public Hearing – Motion carried by unanimous voice vote.

a. Planning and Zoning Administrators Report

Planning & Zoning Administrator Sean Homyen presented the staff report and the rationale behind the proposed amendment.

Planning Interim Tricia Anderon added that the zoning ordinance can be more restrictive, but not less restrictive than the building code.

b. Public Comments – None

c. Planning Commissioner Remarks -

Pattison was concerned with whether there are any periodic inspections.

Heneghan states that she wants fencing, regardless of the power pool cover.

Peterson asks how we can make sure the pool aspects related to gates, alarms fencing etc. for the Short Term Rental inspections

Planning and Zoning Administrator Sean Homyen states that there is a separate Ordinance for Short Term Rentals and that these concerns can be addressed there.

Buszka says would like to see some Short Term Rental changes in the future.

-Motion by Pattison, second by Blamer, to Close Public Hearing – Motion carried by unanimous voice vote.

-Motion by Balmer, second by Hickey, to forward a favorable recommendation to the City Council for the adoption of the text amendment to Article 16, General Provisions, Section 16.16, Swimming Pools, Subsection 3, Fences, parts a. and c. of the City of the Village of Douglas Zoning Ordinance, per the specific language stated in the Ordinance to Amend the Zoning Ordinance, and based on the findings stated in the Planning and Zoning Administrator's report dated May 3, 2024. – Motion carried by unanimous roll call vote.

6. UNFINISHED BUSINESS: No unfinished business to attend to.

7. REPORTS

A. Planning and Zoning Administrator Report -

Planning and Zoning Administrator Sean Homyen gave a update on the 319 Ferry St. Also mentions that City Engineer Ken Bosma advising the City to adopt Stormwater standards.

B. Planning Commissioner Remarks -

O'Malley states the need to have Ryan come but he won't have a plan.

Hanson was thankful for starting at 530pm and for tabling the issue.

Peterson is excited to serve in her new role.

Heneghan states that it takes her a lot of time to process. She feels that some PC members have more info than others.

Balmer says that we need more safety worked into the inspections for Short Term Rentals, we also need to work this into the Master Plan. He also added additional comments about what flywheel does regarding agreements and funding mechanisms.

Buszka mentions that Pattison has talked a lot about parks & view sheds. Tri community master plan talks about "road end parks" he said there are multiple parcels in the city that would be conducive for Something like this He'd like to see more city property preserved for green space and can work this into the infrastructure part of the master plan.

8. PUBLIC COMMUNICATION – VERBAL:

Dana Burd (6871 Wiley Rd) says to google the 2015 Saugatuck Douglas Parks and Recreation Plan to see where the property was stated to be a park. He also wanted to make a correction informing the Commissions that the property was purchased by a private property owner and not from the Township.

9. ADJOURNMENT: *-Motion by O'Malley, second by Pattison, to adjourn the meeting.*