



THE CITY OF THE VILLAGE OF DOUGLAS  
REGULAR MEETING OF THE PLANNING COMMISSION  
86 W CENTER ST – DOUGLAS, MI  
NOVEMBER 10, 2021 – 7:00 P.M.

- A. Call to Order: Meeting called to order by Chair Buszka
- B. Roll Call: Pattison, Florian, McIntyre, Naumann, Seabert, Buszka  
Also Present: City Planner Wikar, Deputy Clerk Howell, City Clerk Aalderink
1. Approval of the Agenda  
*Motion by Florian, with support from Seabert, to approve the November 10, 2021, Agenda as submitted. Motion carried by unanimous roll call vote.*
  2. Approval of the Minutes  
*Motion by Pattison, with support from Seabert, to approve the October 13, 2021, meeting minutes as submitted. Motion carried by unanimous roll call vote.*
- C. Public Comments (limit of 5 minutes): No comments received.
- D. Communications: Written comments received for Centre St. PUD are on file at the Clerk's office for public review.
- E. New Business:
1. Public Hearing. Site Plan Review & Special Use Permit Application – Marine Storage; R-4 Harbor Residential District. 30 Hamilton (Jeff Klemm)

*Motion by Seabert, with support from McIntyre, to open the Public Hearing for 30 Hamilton. Motion carried by unanimous roll call vote.*

Jeff Klemm, 6565 Herring Ridge Rd. Saugatuck, the applicant addressed Commissioners stating the property was rezoned from C1 to R4. He has been working over the past three months on a number of draft site plans for sizes of building following the R4 requirements, the marine storage requirements were written recently. Working with the Allegan County Road Commission on drainage and other related requirements. The building coverage meets the R4 requirements. He will be using pervious concrete for two drives, one on each side of the building, each fourteen' and allowing traffic to drive around the building. The parking will be at the rear of the building, with the front being used as the staging area. Commission questions included a request the applicant lower the lighting to is would not bleed onto other properties. Will there be utility connections other than outside lighting.

Public Comments:

*Demetria Terrien* appreciated the commissioner's comment on lighting and suggested using timers. *Trevor McCoy*, 55 Ferry, questioned the height of the trees that will be planted behind the building and his home. He believes the requirement is five' to six'.



*Motion by Pattison, with support from Seabert, to close the Public Hearing. Motion carried by unanimous roll call vote.*

Staff Comments: City Planner Wikar reported the plan provided good responses to the requirements of the ordinance. Commended the applicant for his use of permeable material for the drives and his attempt to save trees. There were concerns with the lighting, the fees for the application were paid in full, however there is no record of the previous application payment. The applicant should submit in writing, regarding his choice of screening, that after three years of planting 80% of opacity be obtained or the applicant will put into place a fence along the property line. Regarding plumbing, Wikar will make sure that if approved the city verify and receive the fee to be paid.

*Motion by Pattison, with support from Seabert, that Planning Commission approve with conditions the special use permit application and site plan review for the marine storage zoned R4 property residential district located at 30 Hamilton for analysis and findings of fact related to the conformance pursuant to Section 26.21, Section 25.03, and 24.03 of the Zoning Ordinance. Conditions being: (1) The vegetative screen must meet 80% capacity in three years a fence is required, (2) The proposed lighting on the west side of the structure is adjusted to eight'-10', and (3) that all unpaid fees associated with the applicant be paid. Motion carried by unanimous roll call vote.*

2. Public Hearing. Review of Final PUD Plan – Site Plan Review & Special Use Permit Application for Multi-Family, Mixed Use Planned Unit Development; R4 Harbor Residential District, C1 Village Center District. 324 Center St (Jeff Kerr)

*Motion by Pattison, with support from Florian, to open the Public Hearing. Motion carried by unanimous roll call vote.*

Jeff Kerr, 55 Ferry St. and Pam Blough, 11 South First St. Grand Haven, MI were present to address the PUD plan. Blough began by addressing the traffic study by Fleis & Vandenbrink. A full study has been completed and lay before Commission this evening. The applicant also stood before the Tree Board to present their plans for trees. The plan before Commissioners this evening has been color enhanced, sidewalks were added to the right of ways, roads have more of a curve design to slow traffic down, and a phasing plan was provided.

Public Comments:

*Tim Hoffman, St. Peters drive* thanked Kerr for their transparency throughout the process. Has concerns with the summer traffic on St. Peters drive and the traffic study, the study was conducted during off season and not during the heavy traffic season.

*Suzanne Dixon, 797 Center St.* addressed the three story proposed buildings. She appreciates the diversity housing that the plan will bring, however there are a lot of inconsistencies that are found in the plan and the narrative. There is a feeling the plan is incomplete.

*Robert Kenny, Peach Street,* agrees with Dixon on the lack of designations and missing pieces. The phasing plan is especially lacking information. A request was given that Commissioners go through the standards as they apply to the plan.



Staff Report: Commission will compare the application for the PUD against the standards of Articles 10, 16, 18, 19, 21, 24, 26, and 27. In addition to those standards the multi-family development guidelines and future land use and zoning plan in our Douglas Vision Master Plan should be considered.

*Motion by Pattison, with support from Seabert, to close the public hearing. Motion carried by unanimous roll call vote.*

Chair Buszka defined the objectives for the discussion of Commission. Each Commissioner will take an article and move through the standards, asking questions of the applicant when needed. The goal will be to determine if the plan has fulfilled the standards that apply to the applicant’s request.

Commissioner Seabert began by asking the applicant which buildings were multi-family and which were designated principal use? Following a very lengthy discussion between the Commissioner and the applicant it was determined the applicant could not answer the question, nor provided the designation on the plan. Seabert asked if the applicant would like the Public Hearing tabled? The applicant wished to continue.

Commissioner Pattison stated it was disappointing that there were no building sizes, set backs, dimensions on the plan, these measurements are what add to the completion of a plan. A typical plan would show how density applies, how the open space complies, we as a Commission are bound by the law to determine compliance. I encourage you to read the Zoning Ordinance and apply the standards.

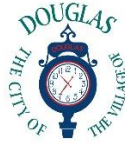
Motion by McIntyre, with support from Pattison, to table the Public Hearing for Jeff Kerr, Kerr Real Estate, W Centre until the next regularly scheduled meeting of December 8<sup>th</sup>. Motion carried by unanimous roll call vote.

- F. Old Business
- G. Reports of Officers, Members, Committees
- H. Public Comment (limit 5 minutes)  
No comments.
- I. Adjournment  
Meeting was adjourned at 10:10 P.M.

CITY OF THE VILLAGE OF DOUGLAS

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Paul Buszka, Chair

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Pamela Aalderink, City Clerk



**Certification of Minutes**

I hereby certify that the attached is a true and correct copy of the minutes of a regular meeting of the City Council of the City of the Village of Douglas held on \_\_\_\_\_. I further certify that the meeting was duly called and that a quorum was present.

\_\_\_\_\_  
Pamela Aalderink, City Clerk

\_\_\_\_\_  
Date