

**To:** City of the Village of Douglas City Council  
**Date:** August 28, 2025  
**From:** Sean Homyen, Planning & Zoning Administrator  
**RE:** **Centre Collective – Site Condominium Extension Request**



*The Village of Friendliness – Since 1870*

The City Council may recall that on August 19, 2024, it approved the final site condominium and site plan for the Centre Collective, a 19-unit residential subdivision. Over the course of the last year, the applicant has been working toward fulfilling the conditions of approval required to be satisfied prior to the commencement of construction.

The Zoning Ordinance specifies time limitations on site condominium developments. Section 16.24(13)(a) requires the following:

*a) Each condominium development permitted pursuant to this Section shall be under construction within one year after the date of approval of the final condominium development plan by the City Council. If this requirement is not met, the City Council may, in its discretion, grant an extension not exceeding one year, provided that the applicant submits reasonable evidence to the effect that unforeseen difficulties or special circumstances have been encountered, causing delay in the commencement of the condominium development.*

The one-year time limitation to commence construction was on August 19, 2025. The applicant did not receive the green light from the City Engineer to begin work on the installation of infrastructure until Monday, August 25. Because the Zoning Ordinance does not seem to afford any flexibility to simply allow the applicant to commence construction after the one-year time limitation, staff's recommendation to the applicant is to request the extension that Council may grant pursuant to Section 16.24(13)(a).

At the September 2, 2025, meeting, the City Council is being asked to grant a one-year extension of the final site condominium approval. In staff's view, the timeline for this development has been complicated somewhat by the additional steps that were necessary to take involving the vacation of the platted Pleasant Street right-of-way, which is not typical to other condominium projects the Council has approved in the past.

The City Council may wish to take platted roadway vacation, and the narrative provided by the applicant, into consideration in its decision to grant a one-year extension on the approval of the Centre Collective final site condominium development plan.

A suggested motion is below:

*"I move to [approve / deny] a one-year extension on the approval of the final site condominium development plan, based on the circumstances related to the platted roadway vacation, for the 19-unit final site condominium plan for the Centre Collective residential development"*