

Site Plan Review Application

Application Fee \$300
Additional Fees May Apply

The Village of Friendliness—Since 1870

Property Information:

Address or Location: 13 South Union Street

Parcel Number: 59-150-001-00 Property Size: 99'x132'

Zoning District – Current: C-1 Proposed Zoning District (if applicable): _____

Existing Use of Building/Property: Residential Special Use (if applicable): _____

Type of Project (Residential or Commercial): Commercial

Describe Proposed Project: New mixed use building with commercial on the first floor and residential on the second floor.

Estimated Project Cost: \$1,674,944

Site Plan Review Application Requirements

☒ Yes, I have read the City of Douglas Zoning Ordinance Article 24 Site Plan Review

Y N N/A

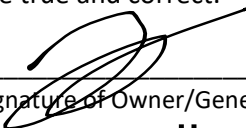
☒ ☐ ☐ Completed Site Plan Review application

☒ ☐ ☐ Plot Plan

☒ ☐ ☐ Legal Description

☒ ☐ ☐ Narrative Description

I Daniel Boggs hereby state that all the above statements and all the accompanying information are true and correct.


Signature of Owner/General Contractor

10/3/2025

Date

Email Address: dboggs@danielboggsarchitect.com

Phone: 248-882-3642

FOR INTERNAL USE ONLY

CITY OF DOUGLAS ZONING REVIEW

Approved ☐ Conditional Approval ☐ Denied ☐ Permit Number _____

Rationale _____

Fee Paid ☐ Plot Plan Submitted ☐ Application Complete ☐ Legal Description Included ☐ Narrative Description Included ☐
MDEQ Permit Required ☐ Allegan Health Dept. Permit Required ☐

Plans sent to Saugatuck Township Fire Department on: _____ Approved on: _____

Plans reviewed by Planning Commission on: _____ Approved on: _____ (Attach Minutes)

Submitted By: _____ To: _____ Date: _____
City Staff (Initials) & Delivery Method KLSWA Representative

Submitted By: _____ To: _____ Date: _____
City Staff (Initials) & Delivery Method MTS Representative

Signature of Planning & Zoning Administrator *Date*

KALAMAZOO LAKE SEWER AND WATER AUTHORITY REVIEW

Connection to Water / Wastewater System (Subject to appropriate connection and inspection fees)

Approved ☐ Conditional Approval ☐ Denied ☐ Permit Number _____

Rationale _____

Street and Number _____

Signature of KLSWA Administrator *Date*

P012092021PZ

DANIEL BOGGS ARCHITECT LLC

8538 Island Boulevard
Grosse Ile, MI 48138

Phone: 248.882.3642
E-mail: dboggs@danielboggsarchitect.com

October 3, 2025

City of Douglas
Attn: Planning Commission
86 W Center Street
Douglas, MI 49406

Re: 13 S Union Street

Planning Commission,

Narrative

The project consists of constructing a two-story 9,500 square feet building. The building will have commercial units on the first floor, and four short-term rental units on the second floor. The project will also include constructing a parking lot that includes parking for 17 vehicles. With this project having almost 5,000 square feet of commercial space available on the first floor, it will be sure to attract residents and visitors to the District. The Owner is currently advertising to fill these commercial tenant spaces but currently do not have any specific tenants identified. The response below addresses the project's impact on existing infrastructure as outlined in the zoning ordinance.

Traffic Capacity of Streets

The project will most likely increase the amount of vehicles parking in front of the building on Center Street. Most of the parking needs for the project will be accommodated by the parking lot that is included as part of this project. Vehicles exiting the parking lot will be on Union Street, so traffic will not enter Center Street directly from the site. This project will likely increase traffic on Center Street and Union Street. To help reduce traffic and encourage pedestrians and bicycle use all entrances to the building connect to public sidewalks, and a bike rack will be provided.

Schools

This project will not increase the number of students attending local schools since there will be no permanent residents. The second floor residential will be short-term rental units. The project will provide additional tax funding for local schools.

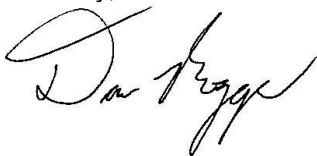
Existing Utilities

The project will create additional load on sanitary, storm, watermain, and electrical utilities. The city's existing utilities should be able to handle this increase without any major infrastructure upgrades.

Natural environment of the site and adjoining lands

Only a few trees are scheduled to be removed while the plan is to add nine new trees and 70 new shrubs. The project will not disturb the adjoining land by allowing all surrounding trees to remain.

Sincerely,



Daniel W. Boggs, RA, LEED AP
Architect

CC: Jack Brown, AMK Properties