

To: City of the Village of Douglas City Council
Date: March 9, 2026
From: Sean Homyen, Planning & Zoning Administrator
RE: 938 Center St – Land Division



The Village of Friendliness – Since 1870

Request. The applicant, Eric Lanning, is requesting approval of a land division for the property located at 938 W. Center Street, which is zoned R-2 Residential. As part of the request, the applicant is also proposing a boundary line adjustment that transfers a portion of the northern area of 938 W. Center Street to the adjacent parcel at 950 Center Street and to the newly created parcel resulting from the proposed land division. This memorandum reviews the request



Parcel Aerial View

pursuant to Article 17, Land Division Regulations, of the City of the Village of Douglas Zoning Ordinance. The proposed land division and boundary line adjustment will result in three parcels: the remainder parcel at 938 Center Street, a newly created parcel at 942 Center Street, and the adjusted parcel at 950 Center Street.

Procedure. At the March 16, 2026, City Council meeting, Council will decide whether to approve, disapprove or approve with reasonable conditions to assure compliance with applicable ordinances and the protection of the public health, safety and general welfare, the requested land division within the time required by the Land Division Act. If disapproved, the reason for disapproval shall be stated in the motion

Land Division Criteria. Section 17.03(3), Zoning Administrator Action, states that the Zoning Administrator shall recommend approval only for land division requests that fully comply with the listed standards. A written record of the staff's findings must be submitted to the City Council for consideration. These criteria are listed below:

a) The proposed lot as divided or as joined with an adjacent parcel constitutes a lot conforming with the requirements of the zoning district in which it is located.

Met. The proposed lot and remainder lots meet the minimum width, lot area, and width-to-depth ratio requirements of the zoning district.

b) The remaining property after the division has occurred constitutes a lot(s) conforming with the requirements of the zoning district in which it is located either in itself or when joined with adjacent property.

Met. The proposed lots meet the minimum width, lot area, and width-to-depth ratio requirements of the zoning district.

c) A parcel is not being divided into more divisions than permitted by the Land Division Act, P.A. 288 of 1967, as amended, and all the requirements of the Land Division Act are met (see especially Sections 108 and 109 of the Land Division Act).

Met. This is a metes and bounds land division (not the division of a platted lot) where the Land Division Act allows up to 4 splits for parent parcels of 10 acres or less.

d) The division does not involve an outlot intended for a future street access or is otherwise required to further subdivide adjacent property.

Met. The proposed division does not create an outlot intended for future road access. While the property has frontage along Wildwood Lane, that frontage is limited and would not provide sufficient width to accommodate a road connection. Additionally, Wildwood Lane is a private street within a condominium development, and any new access would require approval from the condominium association. As such, the division does not create an outlot intended for future subdivision or road extension.

e) All lots resulting from the proposed division that are either occupied by a residential building or are intended for residential, commercial, industrial or other development building sites are to be at least the minimum width, area, square footage, and depth of lots in the district in which the land is located, unless the lots are not to be served by public sanitary sewer and public water service in which case they shall be of a size sufficient to receive a permit for a septic system from the County Health Department. Any lot created after the effective date of this Ordinance shall have a lot width-to-depth ratio not greater than 1 :3, unless along the Kalamazoo River.

Met. All resulting parcels meet the minimum lot width, lot area, and lot depth requirements of the R-2 zoning district and comply with the maximum lot width-to-depth ratio required by the ordinance.

f) All newly created lots shall have a buildable area and access to a public or approved private road. The buildable area of a lot shall be a contiguous area of land sufficient in size to erect a principal structure meeting the requirements of this Ordinance, excluding land subject to flooding, poor drainage, slopes greater than twelve (12) percent, rock outcrops, protected sand dunes, regulated wetlands, and/or land encumbered by easements that together or individually would prevent the use of the land for a permitted purpose under existing local, county, state or federal regulations.

Met. The resulting parcels are odd shaped, however, the minimum dimensional requirements can still be achieved on both 950 and 942 Center Street.

g) The creation of flag lots is not permitted.

Met. The proposed land division does not create a flag lot as defined by the zoning ordinance. A flag lot is defined as a lot whose access to a public street is provided by a narrow strip of land functioning as a private right-of-way. While the resulting parcels have irregular shapes, both parcels maintain adequate street frontage along Center Street and therefore do not rely on a narrow access strip for frontage. Additionally, the configuration of the existing parcel at 938 Center Street is pre-existing.

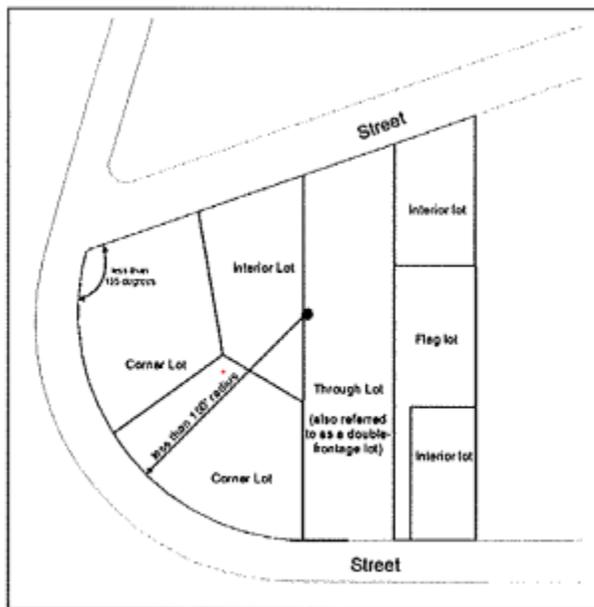


Figure 2-7
Lot Types

FINAL THOUGHTS. The existing driveway currently serves both structures on the property and crosses the proposed parcel boundaries. If the parcels come under separate ownership, a recorded shared access easement should be established to ensure both 938 Center Street and 942 Center Street retain legal access via the existing driveway.

Shared driveways are not permitted for new development in the City; however, the existing driveway currently serves both buildings and is therefore considered a lawfully nonconforming condition. The easement is recommended to ensure that one property owner cannot revoke driveway access from the adjacent property owner in the future.

RECOMMENDATION. The City Council will consider the request at its March 16th, 2026 meeting. At that time, Council should carefully review any public comments, new information submitted by the applicant, and the analysis provided in this report. Staff is recommending approval of the request to split the property. A suggested motion is provided below, and a resolution has been drafted for the approval of this land division.

SUGGESTED MOTION.

I move to adopt Resolution 06-2026, approving the lot split for parcel #03-59-017-061-00, located at 938 Center St. subject to the following conditions:

1. A recorded shared access easement shall be established between 938 Center Street and 942 Center Street to ensure both parcels retain legal access via the existing shared driveway.
2. Prior to recording the land division, the applicant shall provide a Land Division Tax Payment Certificate from the Allegan County Treasurer confirming that all property taxes and special assessments on the subject property are current.

Please feel free to reach out with any questions.