

To: City of the Village of Douglas Planning Commission

Date: September 30, 2025

From: Sean Homyen, Planning & Zoning Administrator

RE: 6779 Enterprise Dr – Site Plan Review – Addition to existing building.



The Village of Friendliness – Since 1870

Background. Bryon Pearson of Pearson Properties has submitted a site plan review application under Section 24.01(2) for an addition to the existing building at 6779 Enterprise Dr. The property is zoned L-1 Light Industrial and is located on a private road. The existing building, constructed in 1981, is used for hinge manufacturing, a permitted use under “Manufacturing, Compounding, Processing, and/or Assembly.” The applicant proposes to construct an addition to provide storage for finished goods and raw materials.



Procedure. The Planning Commission is tasked with reviewing the site plan providing an approval, with or without conditions, denial, or tabling of the request.

Site and Building Placement Standards

Standard	Required	Existing	Proposed
Lot Area	21,000 sq. ft.	62,055 sq. ft.	62,055 sq. ft.
Lot Frontage	100 ft.	295.5 ft.	295.5 ft.
Lot Coverage	50% max	37.1%	37.1%
Front Setback	25 ft.	69.6 ft.	Within building envelope
Rear Setback	15 ft.	51.4 ft.	50.6 ft.
Side Setback (east)	15 ft.	9.8 ft. & 9.9 ft.	Existing (9.8 & 9.9 ft.)
Side Setback (west)	15 ft.	15+ ft.	15 ft.
Height	45 ft. Max	28 – 1 7/8 ft	28 – 1 7/8 ft

Remarks. Because the side yard setback does not meet the current requirements, the structure is considered legally nonconforming. The proposed addition on the west side does meet the required setbacks and is permitted under Section 15.04. While the applicant has provided the building envelope, the site plan should also identify the actual front yard setback of the addition for consistency with the other setback measurements.

Section 15.04 Nonconforming Structures

Where a lawful structure exists at the effective date of adoption or amendment of this Ordinance that could not be built under the terms of this Ordinance by reason of restrictions on area lot coverage, height, yards or other characteristics of the structure or location on the lot, such structure may be continued so long as it remains otherwise lawful, subject to the following provisions:

a) No such structure may be enlarged or altered in a way which increases the degree of a structure's nonconformity, but the use of a structure and/or the structure itself may be changed or altered to a use permitted in the district in which it is located, provided that all such changes are also in conformance with the requirements of the district in which it is located. Alterations or enlargements of structures that do not alter the nonconforming nature of the structure may be permitted, provided the alteration or enlargement complies with the provisions of this ordinance.

Furthermore, any nonconforming use may be extended throughout any parts of a building which were manifestly arranged or designed for such use, and which existed at the time of adoption or amendment of this Article, but no such use shall be extended to occupy any land outside such building.

Section 13.04 Performance Standards

a) External areas for storage shall be screened on all sides by an opaque fence of not less than six feet in height.

Remarks. The applicant is not proposing to have external areas for storage. Not applicable to this proposal. If outdoor storage is introduced in the future, it must be fully screened by a 6' opaque fence in accordance with Section 13.04(a).

b) When a side or rear lot line abuts or is adjacent to property located within a residential district a berm or buffer yard shall be required in addition to the minimum yard requirements, specific driveways and plantings of which shall be determined through the site plan review process.

Remarks. The site plan identifies 12 existing trees along the rear of the property, which provide partial screening of the existing building. However, they do not achieve a continuous buffer as required when abutting residentially zoned property. The Planning Commission should discuss and determine what would be acceptable for screening. Staff recommends this be reinforced as a condition of approval.

c) Sound: The intensity level of sounds shall be consistent with the standards as set forth in Section 95 of the General City Ordinances, Health & Safety; Nuisances.

Remarks. The Zoning Ordinance previously referenced Section 95 of the General Ordinances regarding noise. These provisions have since been recodified under Chapter 16 (Health & Safety; Nuisances). All operations must comply with the updated section. Staff recommends this be added as a condition of approval.

d) Vibration: All machinery shall be so mounted and operated as to prevent transmission of ground vibration exceeding a displacement of .003 of one inch measured by any lot line of its source.

Remarks. The proposed addition is intended for storage of finished goods and raw materials. The applicant has not indicated that additional machinery will be installed. Not applicable to this proposal. If future operations include machinery or equipment that generates vibration, Section 13.04(d) requires that it be mounted and operated to prevent transmission of ground vibration exceeding 0.003 inches at any lot line.

e) Odor: The emission of noxious, odorous matter in such quantities as to be readily detectable at any point along lot lines, when diluted in the ratio of one volume of odorous air to four or more volumes of clean air of as to produce a public nuisance or hazard beyond lot lines, is prohibited.

Remarks. The addition is for storage of finished goods and raw materials. No odor-producing activities are proposed. Not applicable to this proposal. If future operations generate odor, compliance with Section 13.04(e) is required.

f) Gases: The escape of or emission of any gas which is injurious or destructive or explosive shall be unlawful and may be summarily caused to be abated.

Remarks. The applicant has not proposed any processes involving the emission of gases. Not applicable to this proposal. If future operations involve the use of gases, compliance with Section 13.04(f) is required.

g) Glare and Heat: Any operation producing intense glare or heat shall be performed within an enclosure so as to completely obscure and shield such operation from direct view from any point along the lot line except during the period of construction of the facilities to be used and occupied.

Remarks. The applicant has not proposed any operations that would produce glare or heat. Not applicable to this proposal. If introduced in the future, Section 13.04(g) requires such operations

to be fully enclosed and shielded from view.

h) Light: Exterior lighting shall be so installed that the surface of the source of light shall not be visible and shall be so arranged as far as practical to reflect light away from any residential use, and in no case shall more than one foot candle power of light cross a lot line five (5) feet above the ground in a residential district.

Remarks. The site plan does not propose new exterior lighting. Any future lighting must comply with Section 13.04(h), which requires that light sources not be directly visible, be directed away from residential uses, and not exceed one foot-candle at residential lot lines. Staff recommends this be added as a condition of approval.

i) Electromagnetic Radiation: Applicable rules and regulations of the Federal Communications Commission in regard to propagation of electromagnetic radiation shall be used as standards for this Ordinance.

Remarks. No equipment generating electromagnetic radiation is proposed. Not applicable to this proposal.

j) Smoke, Dust, Dirt and Fly Ash: Any atmospheric discharge requiring a permit from the Michigan Department of Natural Resources or federal government shall have said permit(s) as a condition of approval for any use in this district.

Remarks. The applicant has not proposed operations that would generate emissions requiring state or federal permits. Not applicable to this proposal. If such processes are introduced in the future, the required permits must be obtained as a condition of operation under Section 13.04(j).

k) Drifted and Blown Material: The drifting or airborne transmission beyond the lot line of dust, particles, or debris from any open stock pile shall be unlawful and may be summarily caused to be abated.

Remarks. No outdoor stockpiles are proposed. Not applicable to this proposal. If stockpiles are introduced, they must be managed to prevent dust or debris drifting beyond lot lines in accordance with Section 13.04(k).

l) Radio Active Materials: Radio-active materials shall not be emitted to exceed quantities established as safe by the US Bureau of Standards, as amended from time to time.

Remarks. The applicant has not proposed the use or storage of radioactive materials. Not applicable to this proposal. Section 13.04(l) prohibits radioactive emissions in excess of federal safety standards.

m) Other Forms of Air Pollution: It shall be unlawful to discharge into the atmosphere any substance not covered in parts C, D, and H and in excess of standards approved by the Michigan Department of Natural Resources.

Remarks. No processes have been proposed that would result in additional air pollution. Not applicable to this proposal. If future processes generate emissions, they must comply with state standards under Section 13.04(m).

o) Liquid or Solid Wastes: It shall be unlawful to discharge at any point any materials in such a way or of such nature or temperature as can contaminate any surface waters, land or aquifers, or otherwise cause the emission of dangerous or objectionable elements, except in accord with standards approved by the Michigan Department of Natural Resources.

Remarks. The storage addition will not generate liquid or solid waste discharges. Not applicable to this proposal. Staff recommends reinforcing Section 13.04(o) as a condition of approval to ensure that any future waste discharges comply with state standards.

p) Hazardous Wastes: Hazardous wastes as defined by the Michigan Department of Natural Resources shall be disposed of by methods approved by the Michigan Department of Natural Resources.

1. All storage of materials on any land shall be within the confines of the building or part thereof occupied by said establishment.

2. Material which normally and reasonably discarded from industrial uses of property may be stored outside of an enclosed building for a reasonable time provided that such storage areas are completely screened by an opaque fence of not less than six (6) feet in height.

Remarks. No hazardous wastes are identified in the proposal. All materials will be stored indoors, consistent with Section 13.04(p). If hazardous wastes are generated in the future, they must be disposed of using state-approved methods. Any temporary outdoor discard of materials must be fully screened by a 6' opaque fence. Staff recommends this be reinforced as a condition of approval.

Landscaping – Article 21

4) Parking Lot Landscaping: Separate landscaped areas shall be required either within or at the perimeter of parking lots.

a) There shall be one (1) tree for every eight (8) parking spaces, with minimum landscaped space of fifty (50) square feet.

Remarks. The site includes two existing trees adjacent to the parking lot and landscaped grass areas. Because the parking lot is preexisting and no new spaces are proposed, this standard is recognized as legally nonconforming. A full landscape schedule is not required. Staff recommends the applicant add a general note to the site plan identifying the existing landscaping and clarifying that no new parking lot landscaping is proposed.

b) A majority (51 % or more) of landscaped areas shall consist of deep rooted perennial plantings as opposed to sod or shallow rooted turf grass.

Remarks. The landscaped areas on site consist of existing grass and natural plantings. As the site is preexisting and no new landscaping areas are proposed, this standard is recognized as legally nonconforming and not applicable to the addition.

c) Landscaping shall be integrated with safe pedestrian movement from parking areas to all buildings on site as well as to the public rights of way adjacent to the site. This shall consist of a clearly marked pedestrian aisleway which provides both visual and textural differentiation from the vehicle parking surface and may include stamped and stained concrete, brick pavers or similar materials in compliance with the Americans with Disabilities Act.

Remarks. No changes are proposed to the existing parking lot or pedestrian circulation. This standard is not applicable.

5) Site Landscaping:

a) Except in the case of a planned unit development and in addition to any buffer zone and/or parking lot landscaping required by this section, ten (10) percent of the site area, excluding existing thoroughfare right of-way, shall be landscaped.

Remarks. The site is preexisting and already improved with grass, natural plantings, and mature trees. Because no new site development is proposed other than the building addition, this standard is recognized as legally nonconforming.

b) Areas used for storm drainage purposes, such as unfenced drainage courses or retention areas in front or side yards, may be included as a portion of the required landscaped area not to exceed five (5) percent of the site area.

The site includes a storm sewer system, which is underground infrastructure and not eligible as landscaped area. This standard is not applicable.

c) Landscaping along public rights of way shall include a minimum of one (1) tree at least fifteen feet in height or a minimum caliper of three (3) inches (whichever is greater at the time of planting) for each thirty (30) lineal feet, or major portion thereof, of frontage abutting said right of way. Tree species shall be selected from the City of Douglas recommended species list. The remainder of the landscaping within the right of way shall comply with the recommendation of the Blue Star Corridor plan or other streetscape plans on file at the time of application and may include grass, ground cover, shrubs, and/or other natural, living, landscape material.

Remarks. Enterprise Dr is a private road, owned and maintained by the adjacent property owners. The ordinance requires landscaping only along public rights-of-way; therefore, this standard is not applicable. The applicant has proposed trees near the southwest corner along Enterprise Dr. As this frontage is on a private road, the applicant may choose whether or not to install them. If the trees are not planted, the site plan should be revised accordingly.

Parking – Article 19

The site plan provides 13 parking spaces for the property, with 7 employees on site. The proposed building addition does not increase parking demand or trigger a requirement for additional spaces. Per Section 24, *“Industrial or Manufacturing Establishments: One (1) space for each employee on the industry’s largest work shift,”* the site meets the required parking standard. A condition has been added to provide the dimensions of the spaces.

Driveway – Article 18

1. All driveways shall enter perpendicular to a public street or approved private road and no closer than ten (10) feet from the lot line of an adjoining parcel; except in the C-2 District, where driveways shall be no closer than 60 feet from the lot line of an adjoining parcel.

Remarks. The new driveway is more than 10 feet from the adjoining parcel. This standard is satisfied.

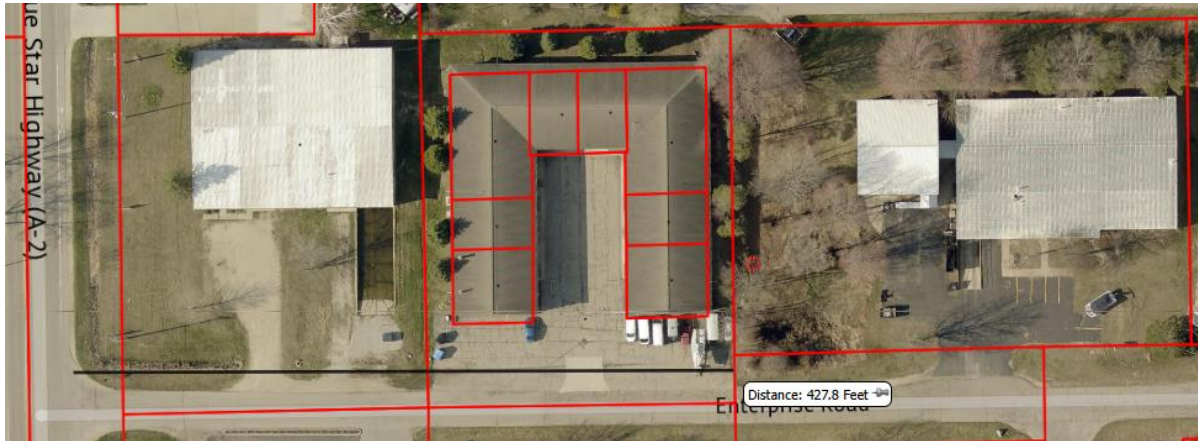
2. No portion of the driveway entrance within the right-of-way shall have a grade of greater than seven (7) percent (7 foot vertical rise in one hundred (100) feet of horizontal distance).

Remarks. No grading changes are proposed within the right-of-way. This standard is satisfied.

3. The driveway shall meet clear vision standards of Section 16.31.

Remarks. The site plan indicates adequate clear vision at the driveway entrance. This standard is satisfied.

5. Non-residential driveways shall be a minimum of sixty (60) feet from the nearest right-of-way line of an intersecting road or street except on platted lots existing on the effective date of this Ordinance.



Remarks. The site's driveway along Enterprise Dr is located well beyond 60 feet from the intersection with Blue Star Hwy. This standard is satisfied.

8. The maximum driveway approach width for two-way drives is twenty four (24) feet and eighteen (18) feet each for one-way drives.

Remarks. The driveway approach is a one-way, is more than 18 feet in width. This complies with the standard.

9. One driveway is permitted on public streets other than major thoroughfares and private roads. A single driveway shall permit the entrance and exit movement of vehicles. One way double drives (U shape) are permitted provided the distance between the center lines of the two drives is greater than fifty (50) feet. Directional signs or arrows may be required designating the entrance and exit drives, up to a certain square footage as stipulated by the Planning Commission.

Remarks. Because Enterprise Dr is a private road, the applicant may have more than one driveway connection.

10. Driveways shall be designed to minimize runoff and erosion

Remarks. This should be listed as a condition of approval.

12. Driveways shall be maintained at a minimum width of twelve (12) feet with a permanent durable and dustless surface and shall be graded to prevent standing water.

Remarks. This should be listed as a condition of approval.

Final Thoughts. The subject property and its associated parking lot, landscaping, and driveways are preexisting and were legally established prior to adoption of the City's current standards. As such, the site is considered legally nonconforming with respect to several of the requirements outlined in Section 24. While the proposed building addition must comply with applicable dimensional standards, the ordinance does not require existing parking lots, landscaping areas, or driveway configurations to be retrofitted to meet all current standards. In addition, because Enterprise Dr is a private road owned and maintained by adjacent property owners, certain provisions intended for public street connections, such as limits on the number of driveways or right-of-way frontage landscaping, do not apply to this site. Therefore, many of the provisions above are noted as "not applicable" to this addition. The Planning Commission may, however, require additional landscaping, screening, or driveway-related conditions if determined necessary to mitigate impacts and ensure compatibility with adjacent properties.

RECOMMENDATION.

At the upcoming meeting, the Planning Commission will review the site plan. Commissioners should carefully consider the information presented in this report, as well as comments from the applicant and the public. If the Planning Commission concurs that the standards of the ordinance have been met, staff recommends approval located at 6779 Enterprise Dr, subject to the following conditions as shown in the suggested motion.

Staff has also reviewed the performance standards under Section 13.04. Remarks are provided in this report for each item. Conditions listed in the suggested motion reflect standards clearly applicable to this proposal. If the Planning Commission feels that additional performance standards should be reinforced, they may add those as conditions of approval at their discretion.

SUGGESTED MOTION

Suggested Motion. I move to [approve / approve with conditions / deny / table] the request made by Bryon Pearson of Pearson Properties for site plan approval under Article 24 of the City of the Village of Douglas Zoning Ordinance, based on the findings outlined in the staff report dated September 30, 2025, on the parcel identified as P.P. 59-021-018-76, located at 6779 Enterprise Dr., subject to the following conditions:

1. The applicant shall revise the site plan to include the actual front yard setback of the proposed addition and a general note identifying existing landscaping.

2. The applicant shall provide additional screening or landscaping along the rear yard to ensure a continuous buffer between the site and adjacent residentially zoned properties, consistent with Section 13.04(b) and revise the site plan to reflect the requirement.
3. The applicant shall provide dimensions of the parking spaces and meet the requirements of Section 19.05 (4)
4. The applicant shall obtain a building permit and any other required permits from Michigan Township Services.
5. The applicant shall obtain approval from the Saugatuck/Douglas Fire Department
6. The applicant shall obtain approval from the Allegan County Drain Commission
7. The applicant shall obtain approval from the KLSWA
8. The applicant shall obtain all other federal, state, and local permits if required
9. Any proposed exterior lighting must comply with Zoning Ordinance Sections 19.05(6) and 24.03(9).
10. All operations shall comply with Chapter 16 of the General Ordinances (Health & Safety; Nuisances) regarding noise.
11. Any hazardous or industrial wastes generated shall be disposed of in compliance with Michigan Department of Environment, Great Lakes, and Energy (EGLE) requirements.
12. Any liquid, solid, or hazardous waste generated shall be handled and disposed of in compliance with state law and Sections 13.04(o)–(p) of the Zoning Ordinance.
13. Any temporary outdoor discard of materials must be fully screened by a six (6) foot opaque fence.
14. The applicant shall ensure that the new driveway complies with the standards of Section 18.01 of the Zoning Ordinance.

Please feel free to reach out with any questions.