

MEMORANDUM

To: City of the Village of Douglas Planning Commission
Date: December 6, 2024
From: Tricia Anderson, AICP
RE: **Recommendation for Distribution of the Draft Master Plan Update**

At the upcoming meeting, the Planning Commission will consider forwarding a recommendation to the City Council for the distribution of the draft Master Plan Update. Procedurally, if a favorable recommendation is forwarded, the City Council will adopt a resolution asserting its authority to be the final approving body of the Master Plan Update and approving the distribution of the draft. Following City Council approval of the distribution of the draft, the City will mail notices to adjacent communities, utilities, railroads, and regional planning commission, notifying these agencies that there will be a 42-day review period, and that the document can be viewed on the City's website.

Revisions. The draft presented to you accounts for the requested revisions that were within the project scope of work, including the following:

1. Design and layout
2. Revisions to maps
 - a. Adding dates of the data source used to create the map
 - b. Revised future sidewalk locations
 - c. Future land use designation delineations
 - d. Update STR map, and remove parcels not claiming principal residence exemption
3. Photos
 - a. Swap out all three-story images for two-story
 - b. Revise most of Blue Star South Commercial photos
 - c. Other photos not desired by the Planning Commission
 - d. Adding photos related to public services (police and fire)
4. Changes to the Zoning Plan requested by PC members
5. Refinement of any confusing language, correction of typos or grammatical errors, etc.

Requirements of MPEA. The Michigan Planning Enabling Act (MPEA – Act 33 of 2008, as amended) outlines the requirements of a master plan. It should be noted that the last item shown in red, is a recent revision. The Planning Commission has done a great job of ensuring this new provision is included in the Master Plan Update. The update also includes all the other elements listed in part (d), many of which were not included in the 2016 Plan.

125.3807 Master plan; adoption, amendment, and implementation by local government; purpose.

Sec. 7.

- 1) *A local unit of government may adopt, amend, and implement a master plan as provided in this act.*
- 2) *The general purpose of a master plan is to guide and accomplish, in the planning jurisdiction and its environs, development that satisfies all of the following criteria:*
 - (a) Is coordinated, adjusted, harmonious, efficient, and economical.*
 - (b) Considers the character of the planning jurisdiction and its suitability for particular uses, judged in terms of such factors as trends in land and population development.*
 - (c) Will, in accordance with present and future needs, best promote public health, safety, morals, order, convenience, prosperity, and general welfare.*
 - (d) Includes, among other things, promotion of or adequate provision for 1 or more of the following:*
 - (i) A system of transportation to lessen congestion on streets and provide for safe and efficient movement of people and goods by motor vehicles, bicycles, pedestrians, and other legal users.*
 - (ii) Safety from fire and other dangers.*
 - (iii) Light and air.*
 - (iv) Healthful and convenient distribution of population.*
 - (v) Good civic design and arrangement and wise and efficient expenditure of public funds.*
 - (vi) Public utilities such as sewage disposal and water supply and other public improvements.*
 - (vii) Recreation.*
 - (viii) The use of resources in accordance with their character and adaptability.*
 - (ix) A range of housing types, costs, affordability, attainability, ages, and other characteristics, including single- and multiple-family dwellings, to serve the housing demands of a diverse population. (Recent amendment of MPEA – November, 2024)*

Remaining Steps. The process to update the Master Plan includes only a few additional steps after the Planning Commission's recommendation to the City Council to approve the distribution of the draft. These steps are as follows:

- December 12, 2024 – Planning Commission makes a recommendation to the City Council for the approval of the distribution of the draft
- January 6, 2025 – Council considers approval of the distribution of the draft
- January 7, 2025 – Planning & Zoning Administrator to mail notices to notice group agencies and place Master Plan Update draft on the City website, marking the beginning of the 42-day review period
- February 20, 2025 – Planning Commission holds a special meeting (public hearing) to adopt a resolution recommending approval of the Master Plan Update to the City Council
- March 3, 2025 – City Council considers the final adoption of the Master Plan Update

If there are any questions, please feel free to contact us.