



**THE CITY OF THE VILLAGE OF DOUGLAS  
PLANNING COMMISSION  
THURSDAY, NOVEMBER 09, 2023 AT 7:00 PM  
86 W CENTER ST., DOUGLAS MI**

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**MINUTES**

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1. **CALL TO ORDER:** By Chair Buszka
2. **ROLL CALL:** By Clerk Kasper

PRESENT

Secretary Kelli Heneghan  
Commissioner John O'Malley  
Commissioner Neal Seabert  
Chair Paul Buszka  
Vice-Chair Louise Pattison  
Also Present – Tricia Anderson, Williams and Works  
City Manager, Lisa Nocerini

ABSENT

Commissioner Matt Balmer

- A. Approval of November 9, 2023, Agenda (additions/changes/deletions)
- B. Approval of September 12, 2023, Minutes (additions/changes/deletions)

*Motion by Seabert, seconded by Pattison, to approve: November 9, 2023, Agenda and the September 12, 2023, Minutes. Motion carried by unanimous roll call vote.*

3. **PUBLIC COMMUNICATION - VERBAL (LIMIT OF 3 MINUTES):** Suzanne Dixon – Stated her annual appeal of consideration of rezoning of the northern portion of the Myro property due to plume off from Haworth site, noting concerns with no safeguards in place, and may be better suited to downzone property. Tricia Anderson with Williams and Works will ask for information from PM Environmental regarding this and will provide it to Ms. Dixon.
4. **PUBLIC COMMUNICATION – WRITTEN:** No communication received.
5. **NEW BUSINESS**
  - A. Master Plan Audit Discussion – The official kickoff meeting discussion was led by Tricia Anderson from Williams and Works. She detailed implementation strategies, recapped the timeline for the master plan updates, and addressed questions from the commissioners.

- B. Master Plan Survey Discussion - Public Engagement Survey discussion led by Tricia Anderson, Williams & Works. The Commission refined the survey to include questions related to current issues and recommendations to render the most usable data. According to the revised timeline, the survey is anticipated to go live by the end of November 2023. The survey window will then close in mid-December.

**6. UNFINISHED BUSINESS:** None

**7. REPORTS**

- A. Planning and Zoning Administrator Report – Tricia Anderson discussed the possible upcoming Centre Collective preliminary condo review at the next meeting.
- B. Planning Commissioner Remarks (limit 3 minutes each, please) – Commissioners discussed further looking into form-based code, and ordinances with drive throughs. City Manager Nocerini suggested that the Commission form a sub-committee to work on the form-based code. Pattison attended a site plan review meeting at the township and discussed the importance of accepting complete site plans.

**8. PUBLIC COMMUNICATION – VERBAL (LIMIT OF 3 MINUTES):** No communication received.

**9. ADJOURNMENT:** Meeting adjourned at 9:50 pm.