



**THE CITY OF THE VILLAGE OF DOUGLAS
PLANNING COMMISSION
THURSDAY, JANUARY 09, 2025 AT 7:00 PM
86 W CENTER ST., DOUGLAS MI**

MINUTES

1. CALL TO ORDER: By Chair Buszka

2. ROLL CALL: By Clerk Kasper

PRESENT

Chair Paul Buszka

Vice-Chair Louise Pattison

Secretary Kelli Heneghan

Commissioner John O'Malley

Commissioner Neal Seabert

Commissioner Matt Balmer

Commissioner Patty Hanson

Also Present City Clerk Laura Kasper

Planning and Zoning Administrator Sean Homyen

ABSENT

Commissioner Laura Peterson

Commissioner Thomas Hickey

A. Approval of Agenda - January 9, 2025

B. Approval of Minutes - December 12, 2024 *regular meeting*

Motion by Balmer, second by Seabert, to approve the January 9, 2025 agenda and the December 12, 2024 regular meeting minutes. – Motion carried by unanimous voice vote.

3. PUBLIC COMMUNICATION – VERBAL: None

4. PUBLIC COMMUNICATION – WRITTEN: Thomas Hickey letter of opposition to 6:00 PM meeting start time.

5. NEW BUSINESS

A. Planning Commission Regular Meeting Day and Time Change (S.Homyen)

Motion by Pattison, second by Seabert, to approve changing the meeting time for Regular Planning Commission Meetings from 7:00 p.m. to 6:00 p.m. on Thursdays starting in February 2025. – Motion carried by unanimous roll call vote.

6. UNFINISHED BUSINESS

A. 319 Ferry St - Proposed Multi-Family Development - Request for Site Plan Approval

a. Applicant presentation –

Max Nykerk of Lakewood Construction provided an update of the changes that were made from the last meeting on the project.

b. Comments from Public – No comments

c. Comments from the Planning & Zoning Administrator –

Planning & Zoning Administrator Sean Homyen informed the Planning Commission that he is still awaiting the Fire Department's review. He noted that this review had been added as a condition of approval.

d. Comments from the Planning Commission –

Seabert had questions regarding the easements and whether they were resolved with Isabelles. The Planning & Zoning Administrator responded that the applicant had provided the easement documents outlining what could and could not be done. This clarified why some items in the site plan, such as the playground in the northern light's easement, were either removed or relocated.

Buszka requested that the applicant provide a diagram of the proposed dumpster and fence for review by the Planning & Zoning Administrator. Buszka also inquired about the retaining wall and if there were any details available for this proposal. Chuck Hoyt from Nederveld responded that the grading plan would identify areas where a retaining wall might be necessary. He also stated that he could provide plans for the retaining wall if needed.

Buszka had concerns regarding the grading plan and drainage towards neighboring properties. Chuck Hoyt assured that his civil engineering team would ensure the drainage would not negatively affect neighboring properties, and that the engineering consultant would also review this.

Buszka raised a question about the egress and ingress through the area. Seabert confirmed that the entrance from Blue Star Highway was intended to be one-way but was currently used as a two-way, while the entrance from Wiley Road was designed to be a two-way lane. Both Seabert and Pattison expressed concerns about traffic in the area. The Planning & Zoning Administrator informed the Commissioners that, upon reviewing roads in need of repaving, staff and Prein & Newhof also had concerns about increased traffic flow at the intersection. They would explore the possibility of installing a traffic light due to the new City Hall moving into the area and the development of the 17 Acres project.

Pattison raised concerns about walkways crossing driveways and how to indicate that these areas are designated for pedestrians. Balmer responded that this issue would need to be addressed by the City. Pattison also asked whether the units would be short-term rental units. Chuck Hoyt clarified that the units were intended to be rental properties, potentially for ownership as condos, but could not confirm whether they would be short-term or long-term rentals.

Buszka requested that the applicant provide clear indicators for the Blue Star Highway entrance. The Commissioners noted that a sign was already in place. Seabert inquired why the Tri-Community Master Plan was being used instead of the Douglas Master Plan. Chuck Hoyt explained that the design

guidelines for multi-family housing were being met under the City of the Village of Douglas, and the Tri-Community Master Plan had also been reviewed.

Seabert also asked the applicant about plans for EV charging stations in the future, given the increasing number of electric vehicle owners.

**Motion by Balmer, second by Seabert, to approve with the following conditions the request made by Max Nykerk of Lakewood Construction for site plan approval for the multi-family 4-unit townhome, based on the findings outlined in the staff report dated January 3, 2025, subject to the following conditions:*

- 1. The developer shall resolve all issues and obtain approval from the Saugatuck Fire Department and KLSWA prior to any permits issued.*
- 2. The developer shall enter into a storm water drainage maintenance agreement with the City prior to any permits issued.*
- 3. The developer shall obtain a Soil Erosion permit from the Allegan County Health Department.*
- 4. The developer shall comply with all requirements and stipulations outlined by the City Engineer.*
- 5. The applicant shall install all landscaping prior to the issuance of building occupancy or provide a performance guarantee to ensure quality completion of landscaping requirements.*
- 6. Assure that their grading plan is sufficient to divert flow away from the building that are proposed.*
- 7. Manage stormwater to not be put on other properties.*

- Motion carried by unanimous roll call vote.

7. REPORTS

- A. Planning and Zoning Administrator Report – Planning & Zoning Administrator Sean Homyen provided an update with Swingbridge, the meeting with Safe Harbor, and Zoning Ordinance Sub-Committee update.
- B. Planning Commissioner Remarks (limit 3 minutes each, please) – The Commissioners decided to hold the February 20th meeting as a regular meeting, rather than a special meeting at 6:00pm.

Balmer informed the Commissioners of an error in the Master Plan update regarding the Waterfront Master Plan. Upon review, it was found that the original intention was for the City to purchase the property, which is no longer relevant since the City did not proceed with the purchase. Therefore, the reference in the Master Plan needs to be removed.

Hanson expressed gratitude to the City Council for approving the distribution of the Master Plan and shared excitement about the approval of the Flywheel project for the 17 acres.

8. PUBLIC COMMUNICATION – VERBAL: No communication

9. ADJOURNMENT

Motion by Seabert, second by O'Malley, to adjourn the meeting.