



**THE CITY OF THE VILLAGE OF DOUGLAS
PLANNING COMMISSION
THURSDAY, JANUARY 11, 2024 AT 7:00 PM
86 W CENTER ST., DOUGLAS MI**

MINUTES

1. **CALL TO ORDER:** Chair Buszka called the meeting to order at 7:00 p.m.
2. **ROLL CALL:** By Clerk Kasper

PRESENT

Secretary Kelli Heneghan
Commissioner John O'Malley
Commissioner Neal Seabert
Chair Paul Buszka
Vice-Chair Louise Pattison
Commissioner Matt Balmer
Also Present City Clerk Laura Kasper
Interim Planning and Zoning Administrator Tricia Anderson

ABSENT

Commissioner Patty Hanson

- A. Approval of January 11, 2024 Agenda (additions/changes/deletions)
- B. Approval of December 14, 2023 Minutes (additions/changes/deletions)

Motion by Balmer, second by O'Malley, to approve: January 11, 2024, Agenda and the December 14, 2023, Minutes. Motion carried by unanimous roll call vote.

3. **PUBLIC COMMUNICATION - VERBAL (LIMIT OF 3 MINUTES):** No comments received.
4. **PUBLIC COMMUNICATION – WRITTEN:** No communications received.
5. **NEW BUSINESS:** No business to attend to.
6. **UNFINISHED BUSINESS:**
 - A. Master Plan Update - Draft Community Survey Report – Discussion Item - Interim Planning and Zoning Administrator Tricia Anderson, with Williams and Works led discussion on the community survey results. She provided Commissioners with a draft of community demographics with the updated numbers from the 2020 census and the 2021 American Community Survey related to population, housing, and employment. In addition, she provided goals and objectives extracted from the 2016 Master Plan, and a goals and objectives worksheet, which Commissioners will use the results of the

survey, the new data shown in the draft community demographics, and the goals and objectives from the 2016 plan to help decide whether some of the goals from 2016 are still relevant, if they need to be kept, revised, removed or combined with other goals. She asked everyone to fill it out for the next meeting, which possibly could generate new themes that are relevant today. A list of the action items from 2016 that have not been implemented, or partially implemented will be provided to give an idea of some of the goals that may be ready for revision or removal. Additionally, Commissioners were able to provide detailed feedback to Ms. Anderson during this discussion.

7. REPORTS

- A. Planning and Zoning Administrator Report - Interim Planning and Zoning Administrator, Tricia Anderson – Mentioned that Deputy Clerk Homyen has been helpful with zoning. She also met with someone who was looking into some project options around Chestnut and Water Street and briefed them on the complexities.
- B. Planning Commissioner Remarks (limit 3 minutes each, please) - None

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

9. ADJOURNMENT:

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