



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

AGENDA

To attend and participate in this remote meeting of the City of the Village of Douglas Planning Commission, please consider joining online or by phone.

Join online by visiting: <https://us02web.zoom.us/j/82946033376>

Join by phone by dialing: +1 (312) 626-6799 | Then enter "Meeting ID": 829 4603 3376

1. CALL TO ORDER

2. ROLL CALL

A. Approval of November 9, 2023 Agenda (additions/changes/deletions)

B. Approval of September 12, 2023 Minutes (additions/changes/deletions)

Motion to approve: November 9, 2023 Agenda and the September 12, 2023 Minutes. (Roll Call Vote)

3. PUBLIC COMMUNICATION - VERBAL (LIMIT OF 3 MINUTES)

4. PUBLIC COMMUNICATION - WRITTEN

5. NEW BUSINESS

A. Master Plan Audit Discussion

B. Master Plan Survey Discussion

6. UNFINISHED BUSINESS

7. REPORTS

A. Planning and Zoning Administrator Report

B. Planning Commissioner Remarks (limit 3 minutes each, please)

8. PUBLIC COMMUNICATION – VERBAL (LIMIT OF 3 MINUTES)

9. ADJOURNMENT

Please Note – The City of the Village of Douglas (the “City”) is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of this meeting or the facilities, are requested to contact Pamela Aalderink, City Clerk, at (269) 857-1438, or clerk@douglasmi.gov to allow the City to make reasonable accommodations for those persons. CITY OF THE VILLAGE OF DOUGLAS, ALLEGAN COUNTY, MICHIGAN



**THE CITY OF THE VILLAGE OF DOUGLAS
PLANNING COMMISSION
TUESDAY, SEPTEMBER 12, 2023 AT 6:00 PM
86 W CENTER ST., DOUGLAS MI**

MINUTES

1. CALL TO ORDER: By Chair

2. ROLL CALL: By Clerk

PRESENT

Secretary Kelli Heneghan
Commissioner John O'Malley
Commissioner Neal Seabert - Arrived Late
Chair Paul Buszka
Vice-Chair Louise Pattison
Also Present - Tricia Anderson, Williams & Works
City Manager, Lisa Nocerini
City Clerk, Laura Kasper

ABSENT

Commissioner Matt Balmer - Joined Remotely

- A. Approval of September 12, 2023 Agenda (additions/changes/deletions)
- B. Approval of July 13, 2023 Minutes (additions/changes/deletions)
Motion by Pattison, seconded by O'Malley, to approve: September 12, 2023 Agenda, and July 13, 2023 Minutes. – Motion carried by unanimous roll call vote.
- C. Schedule change to the 2nd Thursday of each month.
Motion by O'Malley, seconded by Heneghan, to approve the schedule change. Motion carried by unanimous roll call vote.

3. PUBLIC COMMUNICATION - VERBAL (LIMIT OF 3 MINUTES): None

4. PUBLIC COMMUNICATION – WRITTEN: None

5. NEW BUSINESS

- A. Planning and Zoning Training Workshop – Tricia Anderson, Williams & Works, gave a presentation on planning and zoning training. Topics detailed in the presentation included authority and background, roles and responsibilities, the master plan, zoning ordinance, the reviewing and approving applications, and zoning board of appeals. Ms. Anderson gave a breakdown of each item and discussed

how each related to the City Planning Commission and City legislative process and answered questions from the Commissioners.

6. UNFINISHED BUSINESS: None

7. REPORTS

- A. Planning and Zoning Administrator Report – Chair Buszka stated to Commissioners and into the record that the current City Planning and Zoning Administrator, Joe Blair, has resigned from the position, and he asked Tricia Anderson of Williams & Works to lead inform of current projects. Ms. Anderson updated the Commission on the Master Plan update timeline. She spoke about the notice of intent to plan was sent out to adjacent communities and divisions within the county. A created presentation of the timeline for the project involving the inclusion of a steering committee was discussed. Chair Buszka requested an action item of a timeline that excludes the Steering Committee option. Ms. Anderson continued discussion of the timeline and drafting requirements of the Planning Enabling Act. Chair Buszka and Commissioners felt the most feasible option would be the Planning Commission taking on the Master Plan update without the addition of a Steering Committee.
- B. Planning Commissioner Remarks – Commissioners all requested a hard copy of the Master Plan with tracked amendments. Heneghan stated the request of a previous statement of looking into the additional detailing of the tri community connection to bike trails in the Master Plan showing inclusion of South Haven trail details. Chair Buszka remarked on the new City Manager, Lisa Nocerini, and asked her for an introduction. Ms. Nocerini introduced herself and gave a brief background with her service in government. She acknowledged Commissioner remarks and discussed the intent for the Master Plan and Ordinance updates.

8. PUBLIC COMMUNICATION – VERBAL (LIMIT OF 3 MINUTES): None

9. ADJOURNMENT:

Motion by Pattison, seconded by Heneghan, to adjourn the meeting.

- IMPLEMENTED
- UNKNOWN
- NOT IMPLEMENTED
- PARTIALLY IMPLEMENTED

Action Plan

Action	Key Implementation Tasks	Responsible Agency	Timeframe
Strong Local Economy			
Economic Revitalization	1. Pursue acquisition or work with owners to lease storefronts of vacant or underutilized properties for development or temporary activity space.	City Council, DDA, Planning Commission	Long-Term
	2. Allow food trucks downtown.		Short-Term
	3. Encourage pop-up businesses on vacant lots.		Short-Term
	4. Allow public art exhibits within public property.		Short-Term
	5. Expand parks and recreation offerings as means to attract and retain residents.		Short-Term
Building Use and Design	1. Allow building heights up to three stories (third story set back at least 20')	Planning Commission, City Council	Mid-Term
	2. Update the Zoning Ordinance and implement a form-based code and storefront design requirements		Short-Term
	3. Eliminate parking requirements for new commercial buildings located downtown		Mid-Term
	4. Design recessed doorways for future commercial buildings to improve pedestrian flow		Long-Term
	5. Add focal points at end of streets and alleyways		Mid/Long-Term

Short-Term: 0-6 Months

Mid-Term: 1 year+

Long-Term: Ongoing

Action	Key Implementation Tasks	Responsible Agency	Timeframe
Waterfront			
Waterfront Enhancement	<ol style="list-style-type: none"> 1. Create focal point at Douglas Harbor 2. Remove City repository 3. Enhance pedestrian connections to waterfront (Washington Street, Water Street and Center Street) 4. Construct continuous multi-use trail from Douglas Harbor to Blue Star Highway underpass 5. Add tactical placement of signage, wayfinding and visual cues to waterfront 	DPW, City Council, DDA, Planning Commission	Mid/Long-Term Mid/Long-Term Mid/Long-Term Mid/Long-Term Mid/Long-Term
Blue Star Highway Underpass Activation	<ol style="list-style-type: none"> 1. Enhance lighting and signage 2. Add permanent benches 3. Add public art murals 	City Council	Mid-Term Mid-Term Mid-Term

Short-Term: 0-6 Months

Mid-Term: 1 year+











Long-Term: Ongoing

Action	Key Implementation Tasks	Responsible Agency	Timeframe
Transportation and Mobility			
Blue Star / Center Intersection	<ol style="list-style-type: none"> Construct “bump-outs” at the intersection as a means for traffic-calming and shortening pedestrian crosswalks Resurface crosswalks with raised pavement markings Construct landscaped medians / pedestrian islands along Blue Star Highway and Center Street 	City Council, DPW, Planning Commission, City Engineer	<p>Long-Term</p> <p>Long-Term</p> <p>Long-Term</p>
Pedestrian Accessibility	<ol style="list-style-type: none"> Add crossings along Blue Star Highway to St. Peter’s Drive, Union Street and Main Street Add pedestrian walkway along Washington Street Complete the Beach to Bayou Trail 	City Council, DPW, Planning Commission, City Engineer	<p>Long-Term</p> <p>Long-Term</p> <p>Mid/Long-Term</p>
Alternative Transit	<ol style="list-style-type: none"> Add bike racks, bike sharing facilities and/or repair stations Downtown Implement a shuttle system to transport residents/visitors between Downtown and Douglas Beach 	DDA, Planning Commission, City Council	<p>Short-Term</p> <p>Long-Term</p>

Short-Term: 0-6 Months

Mid-Term: 1 year+

Long-Term: Ongoing

Steps	2023			2024								
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT
1. PC determines the need to update the MP [complete]												
2. W&W/ Jenny -Send out Notice of Intent to Plan	complete											
3. Kick-off Meeting - Review 2016 MP Audit/Survey Questions												
4. W&W - Finalize Survey questions and go live with Survey. W&W - Work on updates to Community Profile												
5. W&W - Work on Data Development & Analysis PC - Determine if an Open House is desired/Discuss Community Profile Updates												
6. Master Plan Open House (if desired)												
7. W&W - Development of Public Engagement Report PC to discuss survey (and open house if desired) results and updated maps												
8. Work on goals and objectives and any changes that may need to be drafted.												
9. Discuss future land use with guidance from goals and objectives + public engagement												
10. W&W to work on draft MP document												
11. Present draft to Planning Commission. PC to make a recommendation to City Council for the distribution of the draft												
12. Council Meeting - approving the distribution of the draft to the "notice group", 42-day Review Period begins												
13. Planning Commission recommendation to Council for final adoption of Master Plan Update												
14. City Council final adoption of Master Plan Update												


 PLANNING
 COMMISSION
 MEETING


 MASTER PLAN
 OPEN HOUSE

williams&works

engineers | surveyors | planners

MEMORANDUM

To: City of The Village of Douglas Planning Commission
Date: October 24, 2023
From: Tricia Anderson
RE: 2016 Master Plan Audit

About a year ago, the Planning Commission discussed a 5-year review and update of the City's 2016 Master Plan. Members of the Planning Commission discussed varied areas of the 2016 Master Plan that they felt would be warranted for updates, as well as topics/issues that the 2016 Master Plan did not cover. From this discussion, the Planning Commission has already had a head-start in determining the topics that demand attention in the 2023 Master Plan Update:

Open Space Preservation:

- ▷ Open Space Preservation – perhaps an update could include areas that property owners have a strong desire to see undeveloped, particularly the sensitive lands within the City.

Planning and Implementation:

- ▷ The zoning map must be updated.
- ▷ It would be helpful for the Planning Commission to be able to participate in a survey that allows them to order the action items to determine what should have the highest priority in terms of implementation.
- ▷ The action items should be implemented incrementally.
- ▷ It's hard to justify spending money on a new plan when the action items in the current plan are not complete.
- ▷ The Planning Commission should take the three major projects that are in the pipe for approvals and ensure that they align with the goals of the 2016 Master Plan.

- ▷ Importance of implementing the wayfinding signage.
- ▷ An audit of the 2016 plan should be done to see if the City is actually trending toward the implementation of the goals of that plan.

Affordable Housing:

- ▷ Strong desire to somehow work in affordable housing and year-round occupancy in the Master Plan.
- ▷ The city could provide incentives for new developments to maintain a proportion of units that would be occupied by year-round residents.
- ▷ More ideas are needed to bring affordable housing so that folks who work in Douglas can also live in Douglas.
- ▷ Sutton's Bay is doing a community land trust program that creates opportunities for affordable housing – the City should look into this.
- ▷ The Planning Commission would be interested in attending a workshop related to affordable housing or contracting with a professional consultant.

- ▷ MML held a session on housing at their conference in Muskegon. Pattern Books were the topic of discussion.

Short-Term Rentals

- ▷ The State has a bill that would take the right away from local units of government that wish to regulate short-term rentals.
- ▷ The Short-term rental program should be examined to reduce the number of licenses we issue to deter more property owners from maintaining a home as a second home.
- ▷ More than 75% of the homes in Douglas are second homes and the 20%+ are still going somewhere warm for the winter.

Infrastructure and Technology:

- ▷ Cell phone coverage is an issue – how do we plan for improvements to the wireless and broadband infrastructure?

- ▷ What are the City’s goals for sustainable energy when it comes to electricity? How do we prepare the community for the change to electric vehicles?

- ▷ We should have an inventory of public utilities and identify areas where utilities could be extended as part of a CIP and where it would be the responsibility of a developer to extend if desired before implementation of CIPs.

- ▷ Areas should be identified where sidewalk infill is needed to connect to existing areas.

- ▷ Inventory and map of the county drains should be included

Economic Viability and Tourism:

- ▷ Tourism as the number one factor in economic viability should be taken into consideration when updating the plan.

Audit of the 2016 Master Plan

Having previously held a discussion related to the items listed above was very helpful in establishing a sense of what’s important to the Planning Commission in terms of planning for the future of Douglas. The purpose of an audit is to provide a professional review of the entire document, make recommendations, and provide comments on the following:

1. Areas for reconsideration for change based on current trends and issues.
2. Areas that warrant an update due to new data from the 2020 Census.
3. The addition of topics that may not have been covered in the 2016 Master Plan.
4. Formatting, graphics, and images.

The 2016 Master Plan was reviewed in accordance with the goal of making recommendations on the above four areas while viewing the content through a lens of current issues and trends that help identify potential conflicts with or shifts in the City’s priorities for future planning. Any areas not mentioned are not recommended for change.

Chapter	Recommendations
<p>Foreword</p> <ul style="list-style-type: none"> ▷ <i>Our Douglas Vision</i> 	<p>The majority of the content in this section describes how the name of the plan came to be. We feel that the update should modify this section to reflect the fact that the name came from the 2016 plan, and keep that language, but reference the date of the update and</p>

▷ **Executive Summary**

include language that makes it clear that the focus and the word “vision” remain the same.

The executive summary provides a purpose and references legislation that gives the Planning Commission the legal authority to adopt a Master Plan. This summary is still relevant in its purpose. The Planning Commission may wish to point out any areas for additions or changes.

Chapter 1 - Introduction

▷ **Community Background**

The Community Background gives a broad overview of the location, culture, and the importance of the growth of the City as a destination and as a place to live and work. These elements have not changed, and we recommend keeping this section as-is.

▷ **Master Plan Process**

The 2023 Master Plan update will have a smaller scale as it pertains to process, since it is an update, as opposed to a full rewrite. Therefore, we would recommend that the process be updated with the current engagement strategies and the process by which the Planning Commission pursued while updating the plan in 2023.

▷ **Master Plan in Context Graphic**

There is a reference in this graphic to a plan called ExtremeLA, which is indicated as “not formally adopted”. The Planning Commission should determine whether the public engagement associated with ExtremeLA is still relevant to the Master Plan, even though the plan was not formally adopted. If not, then the reference to ExtremeLA should be removed.

▷ **Vision Statement**

The Planning Commission should discuss whether any updates should be made to the vision statement to accurately reflect today’s vision for the City.

Chapter 2 – Community Elements

▷ **Community Trends**

▪ *Our Community*

This subsection should be updated with new population data if it has changed from 1,250.

▪ *Demographics and population data*

The U.S. Census was conducted in 2020 and will provide new data for this entire subsection to be updated. New data will also be analyzed for its implications on a variety of community elements as well as indicate any trends that the data is showing.

▷ **Public Engagement**

▪ *Intro and Background*

The introduction and background should be updated to reflect current information and selected platforms used for public engagement, and the number of stakeholders the City engaged as part of the 2023 Master Plan Update.

▪ *Community Engagement Framework*

This section provides some information that sheds light on *why* the City engages the public in the process of developing a master plan. This information is relevant, however, it should be modified to reflect the selected formats and dates (if applicable) of the 2023 Update.

▪ *Results and Strategic Directions*

The 2016 Master Plan process engaged the public in varied ways, informing the City's stakeholders about the planning process and allowing a substantial amount of active participation. This deep dive into public engagement rendered a significant amount of useful feedback, as is warranted for a brand-new Master Plan. Since the process for the update is scaled-back in terms of scope, planned public engagement will not be as extensive. As such, we do not anticipate reporting out on the survey results and the open house (if desired) to the same extent as it has been done in this subsection. This subsection is where we would include our public engagement report, which summarizes the input received, identifies key themes, and may include some quotes from open-ended survey questions and photos from the open house if one is held.

▷ **Goals & Objectives**

- *Existing Conditions, Strategic Direction and Community Values*

This subsection contains a description and photographs of existing conditions, the strategic direction, and community values as they pertain to each of the community elements that the associated goals and objectives have been developed around. These elements include:

1. Economics
2. Housing and Neighborhoods
3. People, Arts, and Culture
4. Waterfront
5. Transportation and Mobility

We would recommend that the existing conditions, strategic direction, and community values be revised to reflect today's conditions where applicable. Areas that have already been implemented are warranted for an update.

- *Goals & Objectives*

The Planning Commission will have an opportunity to actively participate in the review and evaluation of the 2016 goals and objectives to determine whether they remain valid and not yet implemented, or should be revised to be reflective of current trends and forces that are driving the housing market and economic development. The Planning Commission may also wish to develop new goals and objectives, which are strategic action statements meant to serve as implementation strategies. Input from stakeholders obtained through the survey and other public engagement methods will also guide the Planning Commission in changing or adding new goals and objectives.

Consistent with current trends and hot-button issues, the Planning Commission may wish to place special focus on the topics of housing affordability and attainability, control of short-term rentals, infrastructure, preservation of natural features, and shoreline resiliency. The Planning Commission also expressed an interest in documenting the inventory of several public facilities and services, including water and sewer, pedestrian pathways, and road infrastructure, and

identifying gaps, planned extensions, and planned connections. These inventories as part of the Master Plan update will provide much-needed guidance with future land use proposals.

The City has also expressed a desire to ensure that roads and other types of public infrastructure are constructed in accordance with approved plans. The Planning Commission may wish to propose action steps that would allow the City to implement this policy decision.

We would also recommend the addition/modification of specific sub-areas where the focus has shifted or conditions have changed. Some examples include the former Haworth property, the Kalamazoo Lake shoreline, and certain areas of Blue Star Highway.

Chapter 3 – Future Land Use

▷ Existing Land use

The Existing Land Use map on the first page of this chapter will be updated to reflect any changes in land use that have occurred since 2016, particularly in areas that were vacant at that time and are now developed.

▷ Future Land Use

The Planning Commission must carefully evaluate the parcels and their 2016 Future Land Use designations and determine if any should be modified. There are currently nine different future land use designations. The Planning Commission will also need to determine if those nine designations accurately characterize the direction of land use throughout the City. The City may wish to add other designations as a way to identify areas of special consideration, such as the lakeshore, sensitive lands such as wetlands, critical dunes, non-critical dunes, high-risk erosion areas, brownfields/areas of known contamination, and waterfront properties, regardless of land use.

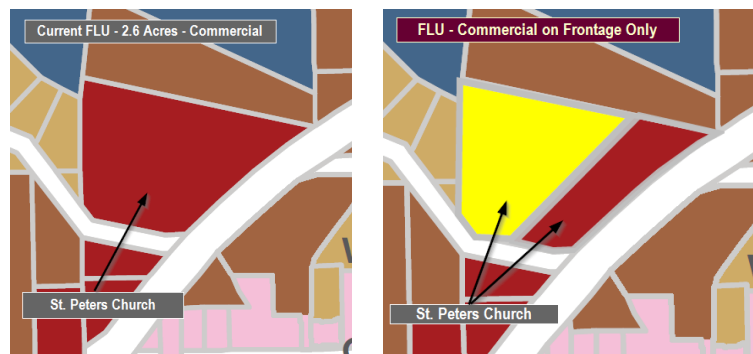
The City should evaluate whether entire parcels should be dedicated to a specific future land use designation. In some areas, particularly where parcels have frontage on

major roads, such as Blue Star Highway, or major City collector streets, like Center Street, and Ferry Street, it may make sense to designate only frontage areas with

commercial uses, instead of entire parcels. For example, the St. Peters Church on Blue Star Highway and Saint

Peters Drive is a 6.2-acre parcel that is surrounded primarily with residential land uses, and the Saint Peters Drive frontage is soon to be developed with additional residential uses. Keeping future commercial land use designations along Blue Star Highway and assigning a

future residential land on the western remainder of the parcel will ensure compatibility with the surrounding residential uses if the Church property changes hands and is sought for a rezoning to commercial (it is currently zoned R-4, Harbor Residential)



▷ **Residential Land Use**

Future residential uses are broken into five different designations:

- Suburban Residential
- Compact Residential
- Urban Residential
- Waterfront Residential
- Residential Mix

Each designation is described in terms of the intent and desired building type. The Planning Commission may wish to consider the removal of the “desired building type” and instead shift the focus to the desired character, to perhaps permit varied building types in all residential future land use designations.

▷ **Commercial Land Use**

For example, suburban and urban residential both list “single-family detached houses” as the only building type that is envisioned within these designations.

Calling the focus to the desired character may open the door in compatible zoning districts for retrofitted two-family homes or missing middle tri-plex housing

(new or retrofitted). Redefining the intent and changing building types to the desired character could aid with goals and objectives related to attainable housing and with policy decisions related to a major shift away from “single-family only” zoning regulations.

The two commercial future land use designations are as follows:

- City Center
- Corridor Commercial

The City is comprised of several unique commercial sub-areas. The built environment does not necessarily reflect the path that the future land use map has created for some commercial areas, however, the natural progression over the years with the re-use of buildings, the presence of unique uses that have historically been in place for decades, and the success of certain businesses has added to the City’s unique character.

- *Corridor Commercial*

The Corridor Commercial designation is intended to provide areas for large-scale commercial, as well as smaller-scale uses, such as restaurants, personal service establishments and offices, that would serve the larger Tri-Community area. The primary compatible zoning district is C-2, General Commercial and potentially compatible zoning district is C-1, Village Center.

Recently the City approved a rezoning of the parcel located on the southwest corner of Blue Star Highway and Fremont Street from C-2 to C-1 and R-5, Multifamily Residential. The rationale behind the support for this rezone is that the small-scale downtown area seems to

spill from its boundaries over the Blue Star Highway to Ferry Street and both north and south from Randolph Street to St. Peters Drive.

It was noted that large-scale commercial in this area, may not align with the desired character of the City and that the future land use designation of Corridor Commercial may open the door to some uses that could be detrimental to the City's charm. Some of the lots on

Blue Star Highway, such as the St. Peters Church parcel (in the example shown above) are large enough to support a large-scale, visually dominant commercial use and may introduce elements that challenge the character and scale of this section of Blue Star Highway. An example might be an automotive dealership or a commercial recreation facility

- *City Center*

The City Center future land use designation essentially encompasses the downtown area between Blue Star Highway and east to Washington Street. This area contains a mix of uses and comprises the businesses within the Downtown Development Authority boundaries. The built environment matches the intent of the FLU, and is the City's center for shopping, restaurants, art galleries and mixed uses in a single building. This area is well connected to the adjacent neighborhoods through sidewalks and a segment of the Beach to Bayou Trail.

As noted above, the small-scale nature of existing businesses and the community's desire to occupy and provide neighborhood commercial amenities along Center Street seems to be expanding past Blue Star Highway to the west, all the way to Ferry Street. The current FLU map depicts parcels along Center Street between Blue Star Highway and Ferry Street with a FLU designation of Residential Mix. This designation would appear to be appropriate as it aligns with the direction growth is headed on the west end of Center Street, however the Zoning Plan seems to offer compatible zoning districts that may not exactly fit this stretch of Center Street. The City should consider some effective strategies in the implementation of this FLU designation, such as a new zoning district that fits the transitional small scale nature of this mixed use area.

▷ **Industrial Land Use**

This designation and the location on FLU map appears to be appropriate in terms of location with regard to proximity to the downtown and residential areas (with a few exceptions), however, as noted above, some parcels

with frontage on Blue Star Highway may be better served with a partial Corridor Commercial designation. This would allow splits from larger industrial parcels and decrease the visibility of the industrial uses if commercial development were to be permitted on the Blue Star frontage.

Additionally, the City will want to evaluate the land within this designation and determine whether industrial uses are appropriate, given the presence of hydric soils and proximity to Tannery Creek.

▷ **Zoning Plan**

The Zoning Plan acts as the primary guide for evaluating rezoning requests. It lists each future land use designation and corresponding “primary compatible zoning districts” and “potential compatible zoning districts”. The Planning Commission will evaluate this chart for alignment with the goals and objectives related to land use, as well as with the intent and character of each future land use designation. Some members of the Planning Commission have already identified an issue related to the Compact Residential designation, and that describes a desired density that would not be achievable in the listed primary and potentially compatible zoning districts.

An inventory of large undeveloped parcels will help the City, developers, and land owners prepare for anticipated land uses and residential densities. This inventory can be placed into a table along with acreage, future land use designation, and compatible zoning districts, and could be used to guide growth and development so that parcels have a more predictable developed future.

Chapter 4 – Implementation Strategies

▷ Sub Areas

- Gateway
- Blue Star Highway
- Waterfront/Harbor
- Downtown Sub Area
- Action Plan

Each subarea contains a section that describes existing conditions and elements that are noted as needing improvement or change. Recommendations are made for improving the less-than-ideal existing conditions. Many of these recommendations have been implemented, however, some have not.

The City should evaluate this chapter and the recommendations listed and determine whether the ones that are not yet implemented still align with the City's goals and objectives. Recommendations that have been implemented should be removed and the City could consider any other specific areas that need attention to resolve current issues.

Next Steps

- A. *Public Engagement: Survey Instrument.* A survey is the pre-selected form of public engagement for the update. We will refine the survey instrument to include questions related to current issues and carefully craft the questions to render the most usable data. According to the revised timeline, we are anticipating going live with the survey by the end of November 2023. The survey window will then close in mid-December.
- B. *Public Engagement Report.* We will discuss the results of the survey and review the public engagement report at the January 2024 meeting.
- C. *Goals & Objectives:* The Planning Commission will use information from this audit and the public engagement report to help formulate/modify goals and objectives.

As always, please feel free to reach out with questions! We appreciate the opportunity to assist the City in this important task to update the Master Plan and prepare for the future!



City of the Village of Douglas

Welcome!

Dear City of the Village of Douglas Stakeholder,

The City of the Village of Douglas Planning Commission is in the process of updating the City's Master Plan, and needs your input! We ask for your cooperation in answering the questions so City officials can make land-use decisions with your opinions. Responses will be confidential. The results of the survey will guide future land uses and the decision-making process.



City of the Village of Douglas

Stakeholder Background Questions

The following questions will help the Planning Commission better understand how the opinions of City residents and stakeholders vary across the community.

1. In which part of the City do you reside? (Please refer to the map below)

- A
- B
- C
- D
- I don't live in the City
- Please write where you live.

City of Douglas Quadrant Map

INSERT MAP HERE

2. What type of Douglas stakeholder Are You?

Rental Property Owner

Full-time resident

Seasonal resident

Not a resident

3. What is your zip code of residency if you are a seasonal resident?

4. If you live in Douglas, in what type of residence do you live?

- Single-family home (5+ acres)
- Single-family home (less than 5 acres)
- Lakefront single-family home
- Duplex (two attached dwelling units in one structure)
- Manufactured home
- Multi-family (3+ unit apartment or condominium)
- Other (please specify)

5. Do you rent or own your Douglas home?

- Rent
- Own

6. How long have you lived in Douglas?

- Fewer than 3 years
- 3 to 9 years
- 10 to 25 years
- More than 25 years



City of the Village of Douglas

Community Background Questions

7. Do you expect to move out of Douglas in the next five years?

- Yes
- No
- I don't know

8. What is your age?

- 18 years or under
- 19 to 24 years
- 25 to 34 years
- 35 to 44 years
- 45 to 54 years
- 55 to 64 years
- 65 to 74 years
- 75 years or older

9. Which of the following best characterizes your connection to the City of Douglas? Please check all that apply.

- Resident (either year-round or seasonal)
- Business Owner
- Commerical Property Owner
- Residential Landlord
- Student
- Work in the City
- Other (please specify)

10. Where do you primarily work?

11. Where are you most likely to go for the following goods and services? (Please select all that apply.)

	Groceries and/or Household		
	Goods	Entertainment	Parks and Recreation
City of South Haven	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Benton Harbor/St. Joseph area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Holland/Zeeland area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Grand Rapids area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Elsewhere in Allegan County	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Elsewhere in Berrien County	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Elsewhere in Ottawa	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Internet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



City of the Village of Douglas

12. From the following list, please select the most important reason(s) you have chosen to live in the City of Douglas (check all that apply):

- Arts and Culture
- Cost of living/local tax rates
- Access to Marinas and Lake Mich.
- Diversity of Lifestyles
- Grew up here
- Small Town Charm
- Safe area
- Lakeshore community
- Recreational opportunities
- Proximity to Work
- Not a resident
- Other (please specify)



City of the Village of Douglas

Community Planning Questions

13. Regarding the growth of the City, do you think the City is growing:

Too quickly	About right	Too slowly	No Opinon
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

14. Please rate the City's effort to guide and direct growth and development:

Excellent	Good	Fair	Poor	No Opinion
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

15. Please rate your level of concern regarding the following issues:

	Very Concerned	Somewhat Concerned	Not Concerned	No Opinion
Traffic congestion	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Traffic speeds	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Necessity for safer crossing areas along Bluestar Hwy	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Quality of City roads	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Quality of groundwater	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Quality of surface water	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Availability of public water	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Availability of public sewer	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Stormwater management from new and infill construction	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Availability/quality of high-speed or wireless internet	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Enforcement of zoning and property maintenance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Loss of open space and/or natural areas to development	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Number of short-term rentals/seasonal homes compared to year-round homes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Need for more public access to marinas.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Unplanned and sporadic commercial development	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Lack of affordable housing options	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Lack of Employment opportunities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Need for more protections for shoreline resiliency	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Too much residential development on the Lake Michigan shoreline	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Lack of Parking	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Economic Vitality	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Availability/access to recreational facilities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Need for more entertainment and social activities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Inadequate public safety services (police/fire)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Inadequate City services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Need for more safe pedestrian connections	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Other / Comments



City of the Village of Douglas

Community Planning Questions

16. What type of housing would you like to see in The City of Douglas? (Check all that apply)

- Large lot single-family homes (5+ acre lots)
- Moderate lot single-family homes (1-5 acre lots)
- small lot single-family homes (less than 1 acre lots)
- Duplexes (two attached dwelling units in one structure)
- Multi-family housing (i.e. apartments/condominium, 3+ units per building)
- Manufactured housing
- Accessory dwelling units or guest housing (i.e. two or more living units on a single-family lot)
- Tiny homes (under 500 square feet per home)
- Retirement Community/Senior living facilities
- Assisted living
- I don't want any new housing in the City
- No opinion
- Other (please specify)

17. What types of businesses would you like to see in The City? (Check all that apply)

- Fast food restaurants
- Sit-down restaurants
- Retail stores
- Personal services (hair salons, health business, etc.)
- Assembly, manufacturing and/or other industry
- Finance, business, and/or other professional services Hotels
- and accommodations (motels, hostels, etc.)
- Short-Term Rental (vacation rental businesses, AirBnB, etc.)
- Waterfront businesses
- Grocery stores
- No opinion
- I don't want any new businesses in the Township
- Other (please specify)



City of the Village of Douglas

18. How satisfied are you with the following aspects of South Haven Township?

	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied
As a place to live	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
As a place to raise a family	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
As a place to do business	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
As a place to develop/build	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Quality of life	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Housing choices	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Shopping and services access	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Employment opportunities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Zoning and code enforcement	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Communications to residents from the City	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Police protection	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Fire protection	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ambulance service, response time, etc.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Schools	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Parks and recreation facilities access	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Other (please specify)

19. In terms of potential Township priorities, how important are the following?

	Very important	Somewhat important	Neutral	Somewhat Unimportant	Not important at all
Preserving open spaces	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Protecting private property rights	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	~	~	~	~	~
Protecting groundwater	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Expanding commercial development	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Expanding industrial development	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Increasing support for new businesses	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Increasing support for tourist-related businesses	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Increasing affordable/attainable housing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Increasing options available for housing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Increasing housing options for seniors	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Increasing regulations for short-term rental units	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Improving parks and recreation facilities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Expanding public utility options (water/sewer)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Improving public roads	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Improving biking and walking opportunities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Improving broadband/high-speed internet availability	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Promoting shoreline resiliency	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Other



20. Please indicate whether you agree or disagree with the following statements for the City of Douglas

	Strongly Agree	Agree	Disagree	Strongly Disagree	Don't Know
The City should acquire more land for parks, marinas, natural areas, and trails.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I would support increased controls on development to protect shorelines, water quality in lakes, rivers, and streams.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The downtown district should expand to Ferry St. with residential/commercial mixed uses.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Wetlands in the City should be protected.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Housing development with smaller lots should be clustered together to preserve open space increase affordability	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Single Family homes should be retrofitted with additional dwelling units to create affordable housing options	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

21. Currently, short-term rentals (AirBnB, VRBO, etc.) must be registered with the City Clerk annually and be inspected by the Fire Department. What should the City be doing to better regulate short-term rentals? (Check all that apply):

- Have a more comprehensive Short Term Rentals Ordinance to regulate these land uses.
- The number of short-term rentals allowed in the City should be limited to a maximum number.
- The City should only allow short-term rentals in certain zoning districts.
- Be subject to follow-up inspections during the year to verify continued safety and ordinance compliance
- Short-term rentals should capture additional tax dollars
- Other (please specify)

Additional questions:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____