



**THE CITY OF THE VILLAGE OF DOUGLAS  
DOWNTOWN DEVELOPMENT AUTHORITY  
WEDNESDAY, MAY 22, 2024 AT 2:00 PM  
86 W CENTER ST., DOUGLAS MI**

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**AGENDA**

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**To view remotely online or by phone -**

**Join online by visiting:** <https://us02web.zoom.us/j/83505446221>

**Join by phone by dialing:** +1 (312) 626-6799 | **Then enter "Meeting ID":** 835 0544 6221

**1. CALL TO ORDER**

**2. ROLL CALL/QUORUM**

**3. APPROVAL OF AGENDA**

Approval of Agenda - Changes/Additions/Deletions

*Motion to approve the Agenda of May 22, 2024 – roll call vote*

**4. APPROVAL OF MINUTES**

A. Approval of Minutes - Changes/Additions/Deletions

*Motion to approve the Minutes of April 24, 2024 – roll call vote*

**5. OFFICER REPORTS**

**A.** Secretary

B. Treasurer

**C.** Vice-Chair

**D.** Chair

**6. PUBLIC COMMUNICATION - WRITTEN**

A. Jeff Scott - Letter

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

**8. UNFINISHED BUSINESS**

## 9. NEW BUSINESS

- A. Website Development - Discussion
- B. Social Media/Expanding DDA Reach - Discussion
- C. Marketing Team Update
- D. DDA Business Owners Meet & Greet Event/Setting a Date (Maggie)
- E. DDA Gateway Sign Ribbon Cutting/Setting a Date
- F. New Gateway Sign Plantings - Discussion
- G. Gateway Sign Policy

*Motion to approve the Gateway Sign Policy - roll call vote*

- H. Gateway Sign Banner Request - Farmer's Market

*Motion to approve the gateway sign request from the Farmer's Market. - roll call vote*

- I. Gateway Sign Banner Request - Community Pride

*Motion to approve the gateway sign request from Community Pride. - roll call vote*

- J. Gateway Sign Banner Request - Art in Douglas

*Motion to approve the gateway sign request from Art in Douglas. - roll call vote*

## 10. COMMITTEE REPORTS

## 11. STAFF/MANAGER REPORTS

## 12. PUBLIC COMMUNICATION – VERBAL (LIMIT OF 3 MINUTES)

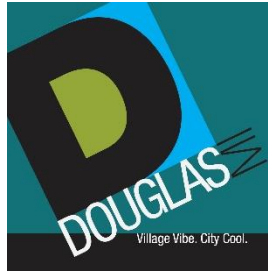
## 13. BOARD COMMENTS

## 14. CHAIR COMMENTS

## 15. ADJOURNMENT

*Motion to adjourn the meeting.*

**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 Laura Kasper, City Clerk, at (269) 857-1438, or [clerk@douglasmi.gov](mailto: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  
DOWNTOWN DEVELOPMENT AUTHORITY  
WEDNESDAY, APRIL 24, 2024 AT 2:00 PM  
86 W CENTER ST., DOUGLAS MI**

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**MINUTES**

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**1. CALL TO ORDER** – Chair called the meeting to order at 2:00pm

**2. ROLL CALL/QUORUM**

**PRESENT**

Aleshia Balmer

Beth Stefanchik

Dave Laakso

Kabri Martyniek

Mark Postilion

Randy Walker

Maggie Bandstra

Cathy North

Lauren Vonk

Also Present City Manager Lisa Nocerini

Planning and Zoning Administrator Sean Homyen

Deputy Clerk Dawn Raza

**3. APPROVAL OF AGENDA**

A. Approval of Agenda - Changes/Additions/Deletions

*Motion by Bandstra, seconded by Vonk, to approve the April 20, 2024, Agenda. – Motion carried by unanimous roll call vote.*

**4. APPROVAL OF MINUTES**

A. Approval of Minutes - Changes/Additions/Deletions

*Motion by Walker, seconded by North, to approve the March 27, 2024, Minutes. – Motion carried by unanimous roll call vote.*

## 5. OFFICER REPORTS

- A. Secretary - None
- B. Treasurer – None
- C. Vice Chair – Walker wanted to thank everybody that participated on Earth Day
- D. Chair - None

## 6. PUBLIC COMMUNICATION - WRITTEN

- A. Liz Engel - Letter
- B. Town Crier Race - Letter

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

Michael Burmeister (Button Gallery) – Gave an overview of the upcoming Art in Douglas event. The Goal was to instead of being for only art galleries, but incorporate all things art. This will involve more businesses to participate/partner in the event and gave examples of how businesses in the Downtown be involved. He noted that the event has been happening since 2017 and he and his term has been working hard to make the event better.

## 8. UNFINISHED BUSINESS

- A. FY 2024-2025 Budget Discussion – City Nocerini wanted to ensure that the numbers are still ok with the budget and if there is anything that needed to be addressed. The Chair requested that they go around the table to provide comments on the budget.

Motion by Bandstra, seconded by Walker to put together a subcommittee to develop a marketing plan for Downtown Douglas – *Motion carried by unanimous roll call vote.*

## 9. NEW BUSINESS

- A. SDACVB Gateway Signage Check Presentation - Lisa Mize, Executive Director

Executive Director Lisa Mize presented the check to the DDA and congratulate the DDA on the new Gateway Sign

- B. SDACVB 2024 Marketing Strategy and Plan Presentation - Lisa Mize, Executive Director

Executive Director Lisa Mize went through the presentation and informed DDA members new changes they have incorporated into their marketing strategy and the visitors guides.

- C. Proposed Tuesday Farmer's Market in Douglas Presentation - Sue Poolman

Motion by Walker, seconded by Laakso to approve the addition of the Douglas Farmers Market with the information that we have and the understanding we need to fill out or have some questions answered regarding parking etc. pending of the approval of the Special Events application by City Council.

Motion by Laakso, seconded by Bandstra to extend the meeting by 30 minutes. - *Motion carried by unanimous roll call vote.*

D. Michigan Downtown Association Conference Update - Discussion - Randy Walker

Walker gave an update from the conference that would that she felt would help the DDA.

E. Community Events Grant Application - Douglas Dutchers Baseball Club

Motion by Martyniek, seconded by North to give them the \$150.00 pending that they do use it for marketing purposes only, specifically not to pay insurance premiums - *Motion carried by unanimous roll call vote.*

F. Community Events Grant Application - Beats on Beery

Motion by Stefanchik, seconded by Postilion to approve the Beats on Beery funding request for \$750.00. - *Motion carried by unanimous roll call vote.*

G. Community Events Grant Application - Community Pride MI

Motion by Postilion, seconded by Martyniek to fund Community Pride for \$2,800 - *Motion carried by unanimous roll call vote.*

H. Community Events Grant Application - Venetian Fest

The application did not meet requirements, DDA members made a recommendation for the Rotary Club to come and give a presentation.

I. Community Events Grant Application - Art in Douglas 2024

Motion by Martyniek, seconded by Bandstra to allot the remaining of the budge roughly \$2,000 to Art in Douglas. - *Motion carried by unanimous roll call vote.*

**10. COMMITTEE REPORTS - None**

**11. STAFF/MANAGER REPORTS** – City Manager Nocerini requested a workshop to help determine the priorities of the DDA. She is still waiting to hear something back from Consumers Energy for beautification. She also provided more information being in a Main Street Program, and that the Tower went down.

**12. PUBLIC COMMUNICATION – VERBAL (LIMIT OF 3 MINUTES) -**

**13. BOARD COMMENTS** – Walker wanted to let DDA members know that Derby Day is happening that weekend.

**14. CHAIR COMMENTS - None**

**15. ADJOURNMENT**

Motion to adjourn the meeting. - *Motion carried by unanimous roll call vote.*

**DDA TREASURER'S REPORT for May 22, 2024 Meeting**

Revenue of \$15,538.00 was recorded during April 2024. This revenue was provided by the Convention and Visitors Bureau ("CVB") to assist in paying for the Douglas Gateway sign recently installed by Praise Sign Company. Expense of \$650.00 was incurred for the monthly allocation of Douglas staff expenses.

At April 30, 2024, the DDA had cash on hand of \$86,236.14. There were no liabilities recorded at month end, leaving an ending fund balance of \$86,236.14.

May 17, 2024

## DDA BUDGET - 2023-2024 FISCAL YEAR beginning July 1, 2023

	2023-2024 Approved Budget	Activity for April 2024	2023-2024 YTD Activity	Budget Remaining to Earn/Spend	Comments
<b>REVENUES</b>					
TAX INCREMENT RECAPTURE	\$ 50,004.00	\$ -	\$ 50,003.95	\$ 0.05	TIF Recapture
OTHER INCOME	260.00	15,538.00	15,798.00	(15,538.00)	\$15,538 CVB Gateway Sign; \$260 Chair Rental - Socials
TOTAL Revenues	\$ 50,264.00	\$ 15,538.00	\$ 65,801.95	\$ (15,537.95)	
<b>EXPENSES</b>					
TRAINING FUNDS	\$ 1,000.00	\$ -	\$ 358.12	\$ 641.88	MDA Spring Workshop - R. Walker
DDA ADMINISTRATION	7,800.00	650.00	6,500.00	1,300.00	Allocation of Douglas Staff Expenses
CONTRACTUAL	3,000.00	-	176.76	2,823.24	Williams and Works DDA Planning
CONTRACTUAL ENGINEERING	-	-	-	-	
COMMUNITY PROMOTIONS	16,000.00	-	9,047.14	6,952.86	Art In Douglas Advertising, Fall Gallery Stroll Music, History Center Socials, DDA Christmas Tree, Michigan Art Guide
CAPITAL OUTLAY (Detail Below)	76,000.00	-	58,738.29	17,261.71	Wayfinding Signage-Praise Sign Company; Sidewalks-Tim Erlandson, Gateway Sign-Praise Sign Company
TOTAL Expenditures	\$ 103,800.00	\$ 650.00	\$ 74,820.31	\$ 28,979.69	
SUMMARY:	-	-	-		
REVENUES:	\$ 50,264.00	\$ 15,538.00	\$ 65,801.95	\$ (15,537.95)	
EXPENDITURES	103,800.00	650.00	74,820.31	28,979.69	
<b>BUDGET NET INCOME (LOSS)</b>	<u>\$ (53,536.00)</u>	<u>\$ 14,888.00</u>	<u>\$ (9,018.36)</u>	<u>\$ (44,517.64)</u>	

	Approved Budget	Activity for April 2024	2023-2024 YTD Activity	Budget Remaining to Spend	
<b><u>Capital Outlay Detail</u></b>					
Gateway Signage	\$ 20,000.00		\$ 15,538.62	\$ 4,461.38	Note: CVB Funding has not been added to the Budget
Sidewalk Improvements	\$ 6,000.00		\$ 5,960.00	\$ 40.00	
Wayfinding Signage (2023-2024)	\$ 16,000.00	\$ -	\$ 3,239.67	\$ 12,760.33	
Wayfinding Signage (2022-23 Rollover)	\$ 34,000.00	\$ -	\$ 34,000.00	\$ -	
Total Capital Budget	<u>\$ 76,000.00</u>	<u>\$ -</u>	<u>\$ 58,738.29</u>	<u>\$ 17,261.71</u>	

3/22/2024

## How to Increase Saugatuck Area Tourism in Spring and Fall

By Jeff Scott, Co-Owner, The Owl House

Saugatuck and Douglas are known as the “Art Coast” of Michigan, and many tourists come to enjoy the natural beauty of the lakes and rivers, as well as the small-town ambiance, historic architecture, diversity-inclusive attitude, and artist community. However, business owners and workers suffer from the economic limitation of a short summer. For businesses involved in lodging, restaurants and retail, it is extraordinarily difficult to survive on a three-month busy season and a nine-month slow season. Business expenses for mortgages, rents, utilities and wages remain year-round. Many businesses close for the off-season because revenues plummet and paying workers to stay open would be just one more expense. Workers suffer seasonal income loss from reduced hours, tips, and lay-offs.

However, one important reason people don’t visit as much in spring and fall is because so many shops are closed. We have been stuck in this dilemma for decades. It is fair to say that everyone in our community recognizes these issues, but we have not yet found ways to attract more visitors in the “shoulder seasons” of March, April and May, and September through December.

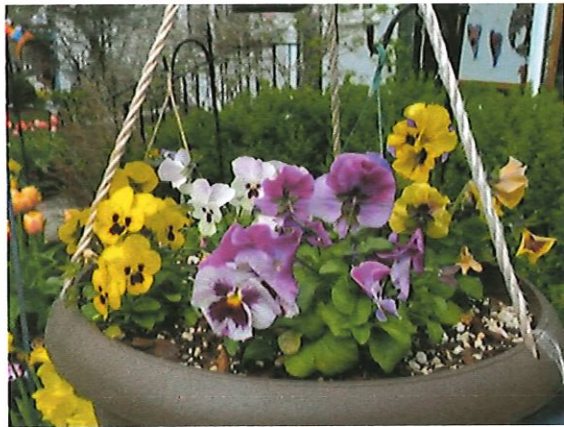
I currently co-own, with Fran Mervau, The Owl House gift shop, on Butler Street in Saugatuck, which is in our tenth year of business. I am not well-known in Saugatuck, but I grew up in Holland and have been around Saugatuck since the 1960s. I remember when the Pavilion burned. I climbed sand dunes and Baldhead, swam in the Oxbow, surfed on Lake Michigan, and ate smoked chubs from the commercial fisherman on Water Street. I appreciate the heritage of this beautiful area. As an adult, I lived in multiple other states, including Hawaii, and I fully appreciate the qualities that are so special to the Saugatuck and Douglas area.

We need to create a reason for tourists to visit in the shoulder seasons. Our target should not only be out-of-state visitors, but also from Grand Rapids, Kalamazoo and the rest of Michigan. What experiences can we offer that will motivate people for day trips and longer stays?

**A Proposed Solution:** After long, gray winters, people long to get outdoors and see signs of spring. After dreary winter, we want to see and feel Life -- and spring flowers elicit happiness, joy and hope. What can that look like? Take a look at my shop this April:







This is just a small-scale demonstration of what downtown Saugatuck and Douglas could look like in April. At the end of winter, a large display of color and life is noticed and appreciated. Enthusiastic feedback from our (too few) visitors has been overwhelming. Everyone I asked said large plantings of flowers would be a tremendous reason to visit Saugatuck in spring.

Flower plantings can continue from late March and April through the end of October, and into November. Imagine many large planters along sidewalks and hanging baskets bursting with vibrant color. Instead of removing pots of flowers after Labor Day, they can be left until frost. Additional cold-tolerant flowers like garden mums, asters, pansies and ornamental kale can bloom into November. I believe this has the potential to transform Saugatuck and Douglas from empty streets to crowds of visitors.

The summer flower pots planted by the Saugatuck and Douglas Garden Club are greatly appreciated. That activity should be continued, but it alone is not enough. We need to expand the scale and effort by at least 20 or 30 times and extend through the spring and fall seasons. A large effort is required to produce a large result, and it won't all happen in just one season or year. It will take a concerted effort over multiple years to grow, promote and build a reputation.

The flower displays provide a foundation for additional activities like special events. A Spring Fest in mid-April and a Fall Fest at Halloween can be additional reasons for visitors to experience the Saugatuck and Douglas area. The Douglas Halloween Parade already has a dedicated public following, and we can build on that.

Clearly, this effort will require financial support. There are multiple organizational, logistical, labor and financial elements that need to be addressed. Cooperation by multiple organizations, such as CVB, The Saugatuck Garden Club, the city councils of Saugatuck and Douglas and others will be important. Now is the time for you to engage and participate in creating a spectacular display in downtown Saugatuck and Douglas. A beautiful community is beneficial to residents and good for business.

Please call me at (808) 772-3833 or email The Owl House at [TheOwlHouseSaugatuck@yahoo.com](mailto:TheOwlHouseSaugatuck@yahoo.com)

Thank you, and let's do it!

Jeff Scott, Ph.D.

(retired horticulture professor and agricultural scientist)



## Downtown Development Authority Temporary Gateway Banner Application (Draft)

Application Fee \$50 + \$50 Deposit  
Payable Online Option at: [tinyurl.com/PayItOnline](https://tinyurl.com/PayItOnline)

*The Village of Friendliness – Since 1870*

### **Application Checklist**

- ☐ A Completed and Signed Douglas Downtown Authority Temporary Gateway Banner Application  
Note: Applications must be received **30** days prior to the event. *The DDA meets on the 4th Wednesday of each month; therefore, applications will be considered for approval by the DDA board during their next meeting following submission.*
- ☐ \$50 Application fee with a \$50 Deposit (deposit will be returned to applicant following the removal of the banner)
- ☐ Rendering or graphic of proposed temporary banner

### **Conditions of Banner Display:**

- The banner must be securely fastened and meet safety standards.
- Banners must be weather-resistant.
- Banners must not contain offensive or inappropriate content.
- Only one banner will be displayed at a time.
- Banners must not be larger than 24"x 94"

### **Applicant Information:**

Name: \_\_\_\_\_ Organization: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_  
Address / PO Box: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### **Banner Information:**

Event Name: \_\_\_\_\_ Event Dates: \_\_\_\_\_  
Banner Dimensions: \_\_\_\_\_ Dates of event banner is promoting: \_\_\_\_\_

### **Banner Promotion:**

How does the banner promote the community or an event that impacts the City of Douglas? (Insert explanation of how the banner promotes community engagement, local events, or activities that positively impact the City of Douglas).

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I hereby attest that the information on this application form is, to the best of my knowledge, true and accurate. It is the applicant's responsibility to meet the requirements of the Conditions of Banner Display in all respects and to provide the necessary information to the Downtown Development Authority for approval. A permit must be obtained prior to putting up the banner. I acknowledge there are no refunds for any reason.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date





## 14-Day Temporary Sign Permit Application

### REQUIRED ONLY FOR TEMPORARY MANUAL READER BOARDS AND TEMPORARY BANNER SIGNS

Application Fee \$50 + \$50 Deposit  
Payable Online Option at: [tinyurl.com/PayItOnline](https://tinyurl.com/PayItOnline)

*The Village of Friendliness – Since 1870*

#### Location Information:

Address of parcel where the temporary sign is proposed: Corner of Blue Star & Center  
Parcel Number: \_\_\_\_\_ Current Zoning of Parcel(s): \_\_\_\_\_ Existing Use of Property: \_\_\_\_\_  
Name of Business: Douglas Farmers Mkt Purpose of temporary sign Advertise Wkly FMkt

#### Property Owner Information:

Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_  
Address / PO Box \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

#### Applicant Information (if different than owner):

Name: Susan Poolman Company: Douglas Farmers Mkt  
Phone Number: 269.227.3448 Email Address: douglasfarmersmkt@gmail.com  
Address / PO Box PO Box 12 City: Douglas State: MI Zip: 49406

#### Temporary Sign Application Requirements (Section 22.05.15):

- ☒ Site plan that shows the proposed location of temporary sign and setbacks from property lines.
- ☒ Dates the temporary sign is planned to be placed: From see attached to \_\_\_\_\_
- ☒ \$50 fee and \$50 deposit, to be returned to the applicant following removal of the temporary sign at the end of the allowable 14 days.
- ☒ Rendering or graphic of proposed temporary sign
- ☒ Sign Ordinance Acknowledgment (on the reverse side)

I, \_\_\_\_\_ (Owner), hereby attest that the information on this application form is, to the best of my knowledge, true and accurate.

Signature of Owner

Date

I, Susan Poolman (Applicant), hereby attest that the information on this application form is, to the best of my knowledge, true and accurate.

Susan L. Poolman  
Applicant

05/15/2024

Date

## Section 22.05.15 Temporary Signs in The City of the Village of Douglas

1. **Temporary Signs.** Temporary signs as defined in Section 22.03 are permitted in all zoning districts, subject to the following restrictions:
  - a. Sidewalk signs shall not be deemed temporary signs
  - b. All temporary signs shall be subject to the prohibitions outlined in Section 22.06.
  - c. Wire-framed signs:
    - i. Up to two (2) wire-framed temporary signs are permitted per parcel.
    - ii. Wire-framed temporary signs shall not be subject to the requirements of Section 23.03, Permit Procedures and Regulations.
  - d. Up to two (2) feather signs are permitted on parcels within the C-2 and L-I zoning districts, and are not subject to the requirements of Section 23.03, Permit Procedures and Regulations.
  - e. The following regulations shall apply to **temporary manual reader boards** and **temporary banner signs**:
    - i. Temporary banners and manual reader boards are not permitted in residential districts.
    - ii. One (1) temporary banner sign shall be permitted on non-residential parcels within the C-1, C-2 and L-I, and PUD zoning districts, or on parcels in residential districts when associated with a non-residential use.
    - iii. One (1) temporary manual reader board shall be permitted on non-residential parcels within the C-2, PUD, and L-I zoning districts, or on parcels in residential districts when associated with a non-residential use.
    - iv. A parcel located in the C-2, PUD, or L-I zoning districts shall not have both a temporary banner sign and a temporary manual reader board during the same period of time.
    - v. A temporary sign permit is required for any proposed temporary banner sign or temporary manual reader board signs. An application for a temporary sign permit shall be submitted to the Zoning Administrator that contains, at minimum, the following information, and is subject to the following procedures:
      1. A site plan that contains the proposed location of the temporary manual reader board or temporary banner.
      2. A stated period of time that the temporary manual reader board or temporary banner sign is proposed to be erected, not to exceed 14 days total.
      3. The applicant shall submit a deposit in the amount of \$50, to be reimbursed after the temporary manual reader board is removed in accordance with the dates indicated on the application.
      4. The zoning administrator shall issue the zoning permit for the temporary banner or temporary manual reader board upon receipt of the required application information noted above and upon determining that the proposed temporary banner or temporary manual reader board is in compliance with the provisions of this ordinance.
      5. The \$50 deposit shall be forfeited if the sign has not been removed by the 15<sup>th</sup> day.

### Acknowledgment

I, Susan Poolman (owner or applicant) have read the above ordinance section as it pertains to the requirements of the temporary sign application and the allowable duration of the temporary sign.

*Susan Poolman*  
Signature

05/15/2024

Date

Updated 9/25/2023



**Jennifer Pearson**

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**From:** Douglas Farmers Market <douglasfarmersmkt@gmail.com>  
**Sent:** Wednesday, May 15, 2024 12:44 PM  
**To:** Jennifer Pearson  
**Subject:** Re: Mobile Food Vending Unit Info

Thanks Jenny!

Here's an updated sheet with dates in case you need more legible :)

Cheers!  
 Sue

Monday Morning Placement	Tuesday Afternoon Removal	Size of Banner
06/17/2024	06/18/2024	22" H x 92" W
06/24/2024	06/25/2024	
07/01/2024	07/02/2024	
07/08/2024	07/09/2024	
07/15/2024	07/16/2024	
07/22/2024	07/23/2024	
07/29/2024	07/30/2024	
08/05/2024	08/06/2024	
08/12/2024	08/13/2024	
08/19/2024	08/20/2024	
08/26/2024	08/27/2024	

On Wed, May 15, 2024 at 11:36 AM Jennifer Pearson <[Douglas@douglasmi.gov](mailto:Douglas@douglasmi.gov)> wrote:

Hi Sue

Here is the food truck information we chatted about.

Application - <https://douglasmi.gov/wp-content/uploads/2023/03/Mobile-Food-Vending-Unit-Food-Truck-Application-Fillable-1.pdf>

Ordinance - <https://douglasmi.gov/wp-content/uploads/2022/06/Ord.-06-Food-Trucks.pdf>



# DOUGLAS FARMERS MARKET

## Downtown Douglas

### Beery Field

### Tuesdays | 10am-2pm



**Saugatuck Douglas**  
Convention and Visitors Center









# 14-Day Temporary Sign Permit Application

## REQUIRED ONLY FOR TEMPORARY MANUAL READER BOARDS AND TEMPORARY BANNER SIGNS

Application Fee \$50 + \$50 Deposit  
Payable Online Option at: [tinyurl.com/PayItOnline](http://tinyurl.com/PayItOnline)

The Village of Friendliness – Since 1870

### Location Information:

Address of parcel where the temporary sign is proposed: (3) - Corner of Blue Star & Center  
- Corner of Main & Blue Star  
- 8 Center St (Berry Field)

Parcel Number: \_\_\_\_\_ Current Zoning of Parcel(s): \_\_\_\_\_ Existing Use of Property: \_\_\_\_\_

Name of Business: Community Pride, MI Purpose of temporary sign: Pride Festival

### Property Owner Information:

Name: City of Douglas

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Address / PO Box \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### Applicant Information (if different than owner):

Name: Community Pride, MI Company: \_\_\_\_\_

Phone Number: 515-778-1103 (Troy) Email Address: communitypridem@gmail.com

Address / PO Box 437 City: Douglas State: MI Zip: 49406

### Temporary Sign Application Requirements (Section 22.05.15):

- ☒ Site plan that shows the proposed location of temporary sign and setbacks from property lines.
- ☒ Dates the temporary sign is planned to be placed: From 5/19/24 to 6/2/24
- ☒ \$50 fee and \$50 deposit, to be returned to the applicant following removal of the temporary sign at the end of the allowable 14 days.
- ☒ Rendering or graphic of proposed temporary sign
- ☐ Sign Ordinance Acknowledgment (on the reverse side)

I, Troy Weiland (Secretary) (Owner), hereby attest that the information on this application form is, to the best of my knowledge, true and accurate.

Troy Weiland \_\_\_\_\_ 05/07/24  
Signature of Owner Date

I, Troy Weiland (Secretary) (Applicant), hereby attest that the information on this application form is, to the best of my knowledge, true and accurate.

Troy Weiland \_\_\_\_\_ 05/07/24  
Applicant Date

## Section 22.05.15 Temporary Signs in The City of the Village of Douglas

1. **Temporary Signs.** Temporary signs as defined in Section 22.03 are permitted in all zoning districts, subject to the following restrictions:
  - a. Sidewalk signs shall not be deemed temporary signs
  - b. All temporary signs shall be subject to the prohibitions outlined in Section 22.06.
  - c. Wire-framed signs:
    - i. Up to two (2) wire-framed temporary signs are permitted per parcel.
    - ii. Wire-framed temporary signs shall not be subject to the requirements of Section 23.03, Permit Procedures and Regulations.
  - d. Up to two (2) feather signs are permitted on parcels within the C-2 and L-I zoning districts, and are not subject to the requirements of Section 23.03, Permit Procedures and Regulations.
  - e. The following regulations shall apply to **temporary manual reader boards** and **temporary banner signs**:
    - i. Temporary banners and manual reader boards are not permitted in residential districts.
    - ii. One (1) temporary banner sign shall be permitted on non-residential parcels within the C-1, C-2 and L-I, and PUD zoning districts, or on parcels in residential districts when associated with a non-residential use.
    - iii. One (1) temporary manual reader board shall be permitted on non-residential parcels within the C-2, PUD, and L-I zoning districts, or on parcels in residential districts when associated with a non-residential use.
    - iv. A parcel located in the C-2, PUD, or L-I zoning districts shall not have both a temporary banner sign and a temporary manual reader board during the same period of time.
    - v. A temporary sign permit is required for any proposed temporary banner sign or temporary manual reader board signs. An application for a temporary sign permit shall be submitted to the Zoning Administrator that contains, at minimum, the following information, and is subject to the following procedures:
      1. A site plan that contains the proposed location of the temporary manual reader board or temporary banner.
      2. A stated period of time that the temporary manual reader board or temporary banner sign is proposed to be erected, not to exceed 14 days total.
      3. The applicant shall submit a deposit in the amount of \$50, to be reimbursed after the temporary manual reader board is removed in accordance with the dates indicated on the application.
      4. The zoning administrator shall issue the zoning permit for the temporary banner or temporary manual reader board upon receipt of the required application information noted above and upon determining that the proposed temporary banner or temporary manual reader board is in compliance with the provisions of this ordinance.
      5. The \$50 deposit shall be forfeited if the sign has not been removed by the 15<sup>th</sup> day.

### Acknowledgment

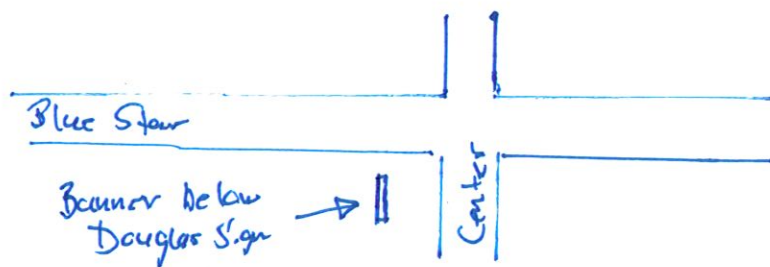
I, Troy Weiland (owner or applicant) have read the above ordinance section as it pertains to the requirements of the temporary sign application and the allowable duration of the temporary sign.

Troy Weiland  
Signature

05/07/24  
Date

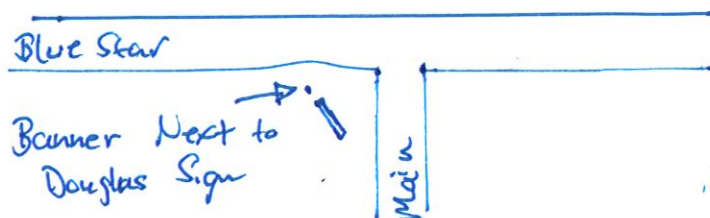


## ① Corner of Blue Star &amp; Center



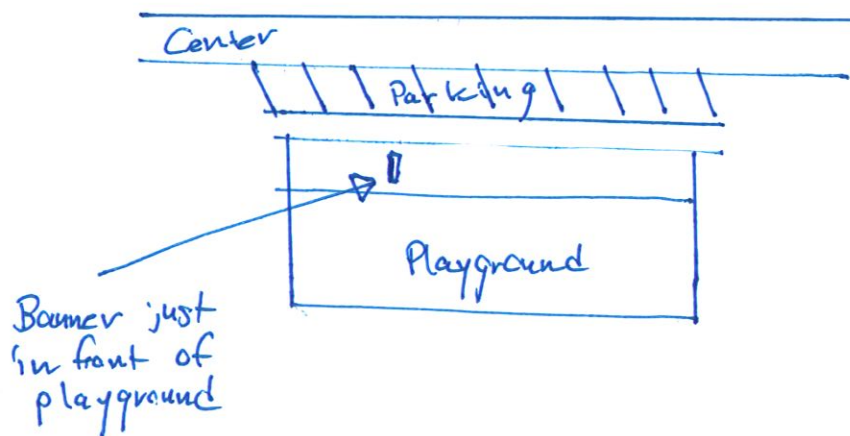
94" x 24"

## ② Corner of Main &amp; Blue Star



3' x 5'

## ③ 8 Center St (Beery Field)



6' x 3'



# PRIDE 2024

All FREE Events to Attend - Come Celebrate with Us!!!!

**THURSDAY, MAY 30  
THROUGH SUNDAY, JUNE 2**

## THURSDAY, MAY 30

**LGBTQ+ POLITICAL UPDATE/SPEAKERS**

The Kirby Hotel 4 - 5:30 PM

**PRIDE BOWLING PARTY**

Lakeview Lanes 6 - 9 PM



## FRIDAY, MAY 31

**LECTURE AT THE LIBRARY**

Saugatuck-Douglas District Library 4 - 5PM

**JAZZ FOR JUSTICE**

All Saints' Episcopal Church 5:30 - 7PM

## SATURDAY, JUNE 1

**PRIDE CARE-A-VAN PARADE**

Saugatuck to Douglas 10:30 AM

**PRIDE IN THE PARK**

Beery Field 11:30 AM - 6PM

## SUNDAY, JUNE 2

**TEA DANCE!**

The Dunes Resort 4 PM



# COMMUNITY PRIDE

SAUGATECK-DOUGLAS, MI

**COMMUNITYPRIDEMI.ORG**