



**THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, MARCH 03, 2025 AT 6:00 PM
86 W CENTER ST., DOUGLAS MI**

AGENDA

View remotely, online or by phone -

Join online by visiting: <https://us02web.zoom.us/j/89524075251>

Join by phone by dialing: +1 (312) 626-6799 | **Then enter "Meeting ID":** 895 2407 5251

1. **CALL TO ORDER:** By Mayor
2. **ROLL CALL:** By Clerk
3. **PLEDGE OF ALLEGIANCE:** Led by Mayor
4. **CONSENT CALENDAR**
 - A. Approve the Council Meeting Agenda for March 3, 2025
 - B. Approve the Council Regular Meeting Minutes for February 18, 2025
 - C. Approve Invoices in the Amount of \$242,406.10

Motion to approve the Consent Calendar of March 3, 2025. – roll call vote
5. **PUBLIC COMMUNICATION - VERBAL (LIMIT OF 3 MINUTES, AGENDA ITEMS ONLY)**
6. **PUBLIC COMMUNICATION - WRITTEN**
 - A. Request to Amend the Food Truck Ordinance - Letter
 - B. Opposed - Food Truck Ordinance Amendment - Letter
 - C. Michael Wurth - Letter
 - D. ROW Seating - Letters of Support
7. **UNFINISHED BUSINESS**
 - A. 2025 Temporary Outdoor Right-of-Way Expansion (tabled from 2/18/2025) (S. Homyen)

Motion to approve authorizing City Administration to proceed with the application process to allow

downtown businesses use of the City's right-of-way to expand their business from April 18, 2025, through October 27, 2025. - roll call vote

8. NEW BUSINESS

A. SCA 2025 Presentation - Kristin Armstrong

B. SDCVB 2025 Marketing Overview Presentation - Lisa Mize

C. Fireworks Indemnification Agreements (L. Nocerini)

Motion to approve the insurance indemnification agreements for fireworks on July 5th and July 26th, 2025. - roll call vote

D. SDACVB Fireworks Display Donation (L. Nocerini)

Motion to approve a \$3,000.00 donation to the Saugatuck Douglas Area Convention and Visitors Bureau for the July 5th, 2025 fireworks. - roll call vote

E. Ordinance No. 03-2025 - Surplus Real Property - 6825 Wiley Road (17-acres) Second Reading - Public Hearing (L. Nocerini)

Motion to open the public hearing for Ordinance No. 03-2025. - roll call vote

1. Administration Comments
2. Public Comments
3. Council Comments

Motion to close the public hearing for Ordinance No. 03-2025. - roll call vote

Motion to adopt Ordinance No. 03-2025, declaring 6825 Wiley Road as surplus property. - roll call vote

F. Resolution 05-2025 - Douglas Master Plan Adoption (S. Homyen)

Motion to adopt resolution 05-2025, adopting the Master Plan update as recommended by the City Planning Commission. - roll call vote

G. Wage/Benefit Study (L. Nocerini)

Motion to approve a contract with Mike Blickhahn from Plante Moran to provide a wage/benefit study in an amount not to exceed \$4,500.00 - roll call vote

H. Taft Law Services - Budget Amendment (L. Nocerini)

Motion to approve a budget amendment to the fiscal year 2024-2025 under the Brownfield fund (243-000.000-802.243) in the amount of \$28,693.50 for ongoing legal services provided by Taft Law in connection with 200 Blue Star Highway. - roll call vote

9. REPORTS

A. Commission/Committee/Boards

1. Planning Commission
2. Kalamazoo Lake Sewer Water
3. Downtown Development Authority
4. Kalamazoo Lake Harbor Authority
5. Douglas Harbor Authority
6. Douglas Brownfield Authority
7. Fire Board
8. Community Recreation
9. Playground Committee
10. Tri-Community Wildlife Committee

B. Administration Report

10. PUBLIC COMMUNICATION – VERBAL (LIMIT OF 3 MINUTES, ITEMS NOT ON AGENDA)

11. COUNCIL COMMENTS

12. MAYOR’S REPORT/COMMENTS

13. 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 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
REGULAR MEETING OF THE CITY COUNCIL
TUESDAY, FEBRUARY 18, 2025 AT 6:00 PM
86 W CENTER ST., DOUGLAS MI**

MINUTES

1. **CALL TO ORDER:** By Mayor Pro-Tem Walker

2. **ROLL CALL:** By Clerk Kasper

PRESENT

Councilmember Jerome Donovan

Councilmember John O'Malley

Mayor Pro-Tem Randy Walker

Councilmember Gregory Freeman

Councilmember Matt Balmer

Also Present City Manager Lisa Nocerini

City Clerk Laura Kasper

ABSENT

Mayor Cathy North

Councilmember Neal Seabert

3. **PLEDGE OF ALLEGIANCE:** Led by Mayor Pro-Tem Walker

4. **CONSENT CALENDAR**

A. Approve the Council Meeting Agenda for February 18, 2025

B. Approve the Council Regular Meeting Minutes for February 3, 2025

C. Approve Invoices in the Amount of \$47,800.68

D. Tentative FY 25/26 Budget Calendar

Motion by Balmer, second by O'Malley, to approve the Consent Calendar of February 18, 2025. – Motion carried by unanimous roll call vote.

5. **PUBLIC COMMUNICATION – VERBAL:** None

6. **PUBLIC COMMUNICATION - WRITTEN**

A. Tom Doyal, Harbor Committee Chair – No wake letter received into record.

7. **UNFINISHED BUSINESS:** None

8. **NEW BUSINESS**

- A. Resolution No. 03-2025 - Budget Amendment FY 24/25 - City Treasurer Tien and Monika Fontaine of Plante Moran addressed Council and provided background.

Motion by Balmer, second by O'Malley, to adopt Resolution No. 03-2025, outlining amendments to the fiscal year 2024-2025 annual budget for the City of the Village of Douglas. – Motion carried by unanimous roll call vote.

- B. Resolution No. 02-2025 - Commercial Card Program – City Treasurer Tien addressed Council and provided background.

Motion by O'Malley, second by Balmer, to adopt Resolution No. 02-2025, authorizing the City Treasurer to execute the commercial card program. – Motion carried by unanimous roll call vote.

- C. Resolution No. 04-2025 - Michigan Enhancement Grant (L. Nocerini)

Motion by Balmer, second by O'Malley, to adopt resolution 04-2025, approving the Michigan Enhancement Grant-Water Infrastructure Grant Agreement. – Motion carried by unanimous roll call vote.

- D. Ordinance 03-2025 - Surplus Real Property - 6825 Wiley Road - First Reading (No Action Required) (L. Nocerini)

- E. First Amendment Commercial Real Estate Lease W/Option to Purchase - 137 W. Center Street (L. Nocerini)

Motion by Balmer, second by O'Malley, to approve First Amendment to Commercial Real Estate Lease with Option to Purchase executed as of February 18th, 2025, by and between the City of the Village of Douglas, and Ox-Bow. – Motion carried by unanimous roll call vote.

- F. 291 66th Street Purchasing Agreement (L. Nocerini)

Motion by O'Malley, second by Balmer, to approve the sale of 291 66th Street with an offer of \$215,000 and amend the agreement to allow for a total of 45 days for due diligence. – Motion carried by unanimous roll call vote.

- G. 2025 Temporary Outdoor Right-of-Way Expansion (L. Nocerini) – Council requested need for additional information and clarification.

Motion by O'Malley, second by Freeman, to table the item for more information. – Motion carried by majority roll call vote. Voting Yea – Donovan, Freeman, O'Malley, Walker. Abstain – Balmer

9. REPORTS

- A. Commission/Committee/Boards

1. Planning Commission – meets on 2/20 for Master Plan and a rezone request
2. Kalamazoo Lake Sewer Water – meets next week and meetings are open to public
3. Downtown Development Authority – Erin Go Bark Pet Parade event on 3/8
4. Kalamazoo Lake Harbor Authority – meets in April
5. Douglas Harbor Authority – meets in April, will discuss the no wake
6. Douglas Brownfield Authority – meets in March
7. Fire Board – will update at next Council meeting
8. Community Recreation – no meeting
9. Playground Committee – no meeting

10. Tri-Community Wildlife Committee – meets on 3/5, deer survey review with Managers

- B. Administration Report – City Manager Nocerini comments – reminder to report people feeding deer to the DNR, work on 415 Wiley has started and lease space is still available, reminder to clear snow from around fire hydrants, and reminder for short-term rental owners to make sure they are registered and in full compliance with the City.

10. PUBLIC COMMUNICATION – VERBAL: None

11. COUNCIL COMMENTS: No comments

12. MAYOR’S REPORT/COMMENTS: None

13. ADJOURNMENT

Motion by Balmer, second by Freeman, to adjourn the meeting.

Approved on this 3rd day of March 2025

Signed: _____ Date: _____
Randy Walker, Mayor Pro-Tem

Signed: _____ Date: _____
Laura Kasper, City Clerk

Certification of Minutes

I hereby certify that the attached is a true and correct copy of the minutes of a regular meeting of the City Council of the City of the Village of Douglas held on February 18, 2025, I further certify that the meeting was duly called and that a quorum was present.

Signed: _____ Date: _____
Laura Kasper, City Clerk

02/27/2025

INVOICE REGISTER REPORT FOR CITY OF THE VILLAGE OF DOUGLAS

Inv Num	Vendor	Inv Date	Due Date	Inv Amt
Inv Ref#	Description	Entered By		
GL Distribution				

89632982				
50454	ABSOPURE WATER COMPANY	02/14/2025	03/03/2025	66.00
	PD WATER			
	101-301.000-740.000 SUPPLIES			66.00

89632990				
50455	ABSOPURE WATER COMPANY	02/14/2025	03/03/2025	46.20
	DPW WATER			
	101-463.000-740.000 SUPPLIES			46.20

SP2/148732				
50456	ALTA EQUIPMENT CO.	02/14/2025	03/03/2025	110.19
	HANDLE PUSHBUTTON			
	660-903.000-930.004 VEHICLE MAINTENANCE & REPAIRS			110.19

02-2025				
50557	APPLE ENERGY	02/26/2025	03/03/2025	4,206.84
	EV CHARGING STATION CONTRACT INSTALLMENT #1			
	248-728.000-979.000 CAPITAL OUTLAY			4,206.84

14875				
50461	BARBER FORD INC.	02/18/2025	03/03/2025	1,841.44
	VEH 1 FUEL PUMP, OVERFLOW HOSE, ASSESSMENT			
	101-301.000-930.004 VEHICLE MAINTENANCE & REPAIRS			1,841.44

14438				
50462	BARBER FORD INC.	02/05/2025	03/03/2025	2,225.94
	VEH 1 TRANSFER CASE LEAK, O2 SENSOR, EXHAUST REPAIR			
	101-301.000-930.004 VEHICLE MAINTENANCE & REPAIRS			2,225.94

94099991				
50463	BAUMANN & DEGROOT	02/13/2025	03/03/2025	582.00
	STG INDUCER ASSEMBY			
	101-265.000-802.000 CONTRACTUAL			582.00

02-2025				
50517	ROBIN LYNN BELL	01/17/2025	03/03/2025	160.00
	CLEANING SERVICES DEC 2024-FEB 2025			
	101-301.000-802.000 CONTRACTUAL			160.00

5416				
50457	BURNETT & KASTRAN	01/09/2025	03/03/2025	804.00
	ATTY FEES JAN 2025 POLICE & CODE ENFORCEMENT			
	101-301.000-801.003 CONTRACTUAL ATTORNEY PROSECUTER			588.00
	101-701.000-801.000 CONTRACTUAL ATTORNEY			216.00

5417				
50458	BURNETT & KASTRAN	01/14/2025	03/03/2025	492.00
	ATTY FEES JAN 2025 POLICE			
	101-301.000-801.003 CONTRACTUAL ATTORNEY PROSECUTER			492.00

4678				
50459	BURNETT & KASTRAN	01/29/2025	03/03/2025	1,200.00
	ATTY FEES - JAN 2025 POLICE & CODE ENFORCEMENT			
	101-301.000-801.003 CONTRACTUAL ATTORNEY PROSECUTER			780.00

101-701.000-801.000	CONTRACTUAL ATTORNEY			420.00
5418				
50460	BURNETT & KASTRAN	01/15/2025	03/03/2025	144.00
	ATTY FEES - CODE ENFORCEMENT			
101-701.000-801.000	CONTRACTUAL ATTORNEY			144.00
40241212				
50555	CARBON SIX CONSTRUCTION INC	02/28/2025	03/03/2025	171,451.80
	CONSTRUCTION APPLICATION #1 415 WILEY			
470-265.000-974.000	CONSTRUCTION			171,451.80
329183				
50525	CIVICPLUS LLC	02/19/2025	03/03/2025	4,340.00
	WEBSITE			
101-215.000-806.006	WEBSITE			4,340.00
03-2025				
50471	COMCAST	02/27/2025	03/03/2025	412.58
	CITY HALL PHONES MARCH 2025			
101-265.000-851.000	TELEPHONE			412.58
MAR2025				
50472	COMCAST	03/01/2025	03/03/2025	236.31
	PHONES POLICE			
101-301.000-851.000	TELEPHONE			236.31
201364898226				
50464	CONSUMERS ENERGY	02/17/2025	03/03/2025	61.31
	250 WILEY RD			
213-753.000-922.000	UTILITIES			61.31
201453860537				
50465	CONSUMERS ENERGY	02/17/2025	03/03/2025	37.77
	147 CENTER ST			
101-751.000-922.000	UTILITIES			37.77
204657502795				
50466	CONSUMERS ENERGY	02/12/2025	03/03/2025	205.50
	2993 BLUE STAR #101			
101-265.000-922.000	UTILITIES			205.50
204657502794				
50467	CONSUMERS ENERGY	02/12/2025	03/03/2025	117.54
	2993 BLUE STAR #102			
101-265.000-922.000	UTILITIES			117.54
204034591364				
50468	CONSUMERS ENERGY	02/19/2025	03/03/2025	42.68
	201 S WASHINGTON			
594-597.000-922.000	UTILITIES			42.68
201809820287				
50469	CONSUMERS ENERGY	02/18/2025	03/03/2025	209.36
	2993 BLUE STAR #100			
101-265.000-922.000	UTILITIES			209.36
201809820288				
50470	CONSUMERS ENERGY	02/18/2025	03/03/2025	40.31
	2993 BLUE STAR #108			
101-265.000-922.000	UTILITIES			40.31
SI25-30272				

50473	DETROIT SALT COMPANY	02/19/2025	03/03/2025	3,342.83
	ROCK SALT			
	202-464.000-740.001	SNOW AND ICE REMOVAL SUPPLIES		1,671.42
	203-464.000-740.001	SNOW AND ICE REMOVAL SUPPLIES		1,671.41

SI25-30043				
50547	DETROIT SALT COMPANY	02/14/2025	03/03/2025	3,523.51
	ROCK SALT			
	202-464.000-740.001	SNOW AND ICE REMOVAL SUPPLIES		1,761.76
	203-464.000-740.001	SNOW AND ICE REMOVAL SUPPLIES		1,761.75

9437				
50474	DOUGLAS SHELL	02/11/2025	03/03/2025	130.45
	VEH 2 OIL CHG, TIRE ROTATION & BUMPER COVER REPAIR			
	101-301.000-930.004	VEHICLE MAINTENANCE & REPAIRS		130.45

10-994359				
50475	ECONO SIGNS, LLC	01/31/2025	03/03/2025	888.10
	SIGNS			
	203-463.000-746.000	TRAFFIC SIGNS & SERVICES		62.16
	202-463.000-746.000	TRAFFIC SIGNS & SERVICES		825.94

MIHOL478689				
50476	FASTENAL COMPANY	02/21/2025	03/03/2025	11.85
	SUPPLIES			
	101-751.000-740.000	SUPPLIES		11.85

MIHOL478468				
50549	FASTENAL COMPANY	02/13/2025	03/03/2025	14.55
	PLOW WASHERS			
	202-464.000-740.001	SNOW AND ICE REMOVAL SUPPLIES		7.28
	203-464.000-740.001	SNOW AND ICE REMOVAL SUPPLIES		7.27

MIHOL478727				
50552	FASTENAL COMPANY	02/24/2025	03/03/2025	366.53
	JUMBO TISSUE & TRASH BAGS			
	101-265.000-740.000	SUPPLIES		366.53

MIHOL478728				
50553	FASTENAL COMPANY	02/24/2025	03/03/2025	249.37
	SUPPLIES			
	660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS		249.37

02-2025				
50481	KIMBERLY S HOSSINK	01/17/2025	03/03/2025	160.00
	CLEANING SERVICES DEC 2024-FEB 2025			
	101-301.000-802.000	CONTRACTUAL		160.00

298572				
50477	IHLE AUTO PARTS	02/15/2025	03/03/2025	79.80
	FUEL FILTER			
	660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS		79.80

298547				
50478	IHLE AUTO PARTS	02/14/2025	03/03/2025	73.39
	OIL & FUEL FILTER			
	660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS		73.39

01-2025				
50523	JIM WIERSMA	01/13/2025	03/03/2025	285.50
	WELL PERMIT HEALTH DEPT 291 66TH ST			

470-265.000-974.000	CONSTRUCTION			285.50

01-2025A				
50524	JIM WIERSMA	11/14/2024	03/03/2025	233.75
	RAW LAND EVAL PERC TEST HEALTH DEPT 291 66TH ST			
470-265.000-974.000	CONSTRUCTION			233.75

1003908				
50479	JOHN'S BATTERY & ELECTRIC	02/19/2025	03/03/2025	279.95
	BATTERY TRUCK 52			
660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS			279.95

26BAYOUFEB25				
50486	KALAMAZOO LAKE SEWER & WATER	01/31/2025	03/03/2025	85.30
	26 BAYOU IRRIGATION			
101-751.000-922.000	UTILITIES			85.30

95BLUE101FEB25				
50487	KALAMAZOO LAKE SEWER & WATER	01/31/2025	03/03/2025	173.66
	2995 BLUE STAR STE 101			
101-265.000-922.000	UTILITIES			173.66

92BLUE102FEB25				
50488	KALAMAZOO LAKE SEWER & WATER	01/31/2025	03/03/2025	173.02
	2995 BLUE STAR STE 102			
101-265.000-922.000	UTILITIES			173.02

95BLUE106FEB25				
50489	KALAMAZOO LAKE SEWER & WATER	01/31/2025	03/03/2025	69.00
	2995 BLUE STAR STE 106			
101-265.000-922.000	UTILITIES			69.00

455CENTERFEB25				
50490	KALAMAZOO LAKE SEWER & WATER	01/31/2025	03/03/2025	85.30
	455 CENTER ST			
101-751.000-922.000	UTILITIES			85.30

147CENTERFEB25				
50491	KALAMAZOO LAKE SEWER & WATER	01/31/2025	03/03/2025	25.30
	147 CENTER			
101-751.000-922.000	UTILITIES			25.30

86CENTERFEB25				
50492	KALAMAZOO LAKE SEWER & WATER	01/31/2025	03/03/2025	80.41
	86 CENTER			
101-265.000-922.000	UTILITIES			80.41

47CENTERFEB25				
50493	KALAMAZOO LAKE SEWER & WATER	01/31/2025	03/03/2025	177.32
	47 CENTER			
101-301.000-922.000	UTILITIES			177.32

LAKESHOREFEB25				
50494	KALAMAZOO LAKE SEWER & WATER	01/31/2025	03/03/2025	69.00
	50 LAKESHORE			
101-751.000-922.000	UTILITIES			69.00

25MAINFEB25				
50495	KALAMAZOO LAKE SEWER & WATER	01/31/2025	03/03/2025	25.30
	25 MAIN DRINKING FOUNTAINS			
101-751.000-922.000	UTILITIES			25.30

25MAINIRRFEB25				

50496	KALAMAZOO LAKE SEWER & WATER 25 MAIN IRRIGATION 101-751.000-922.000 UTILITIES	01/31/2025	03/03/2025	126.50

00SCHULTZFEB25				126.50
50497	KALAMAZOO LAKE SEWER & WATER 3100 SCHULTZ 101-751.000-922.000 UTILITIES	01/31/2025	03/03/2025	63.25

201WASHFEB25				63.25
50498	KALAMAZOO LAKE SEWER & WATER 201 WASHINGTON 594-597.000-922.000 UTILITIES	01/31/2025	03/03/2025	69.00

486WATERFEB25				69.00
50499	KALAMAZOO LAKE SEWER & WATER 486 WATER 101-265.000-922.000 UTILITIES	01/31/2025	03/03/2025	78.97

37WASHFEB25				78.97
50516	KALAMAZOO LAKE SEWER & WATER 37 WASHINGTON BATHROOMS & NEW METER (FROZEN DURING WINTER) 101-751.000-922.000 UTILITIES	01/31/2025	03/03/2025	601.18

344021				601.18
50483**	KENT COMMUNICATIONS ASSESSMENT NOTICES 2025 101-257.000-900.000 PRINTING & PUBLISHING 101-257.000-901.000 POSTAGE	02/13/2025	03/03/2025	559.58

264700				590.00
50482	KERKSTRA RESTROOM SERVICE DOUGLS BEACH 101-751.000-802.000 CONTRACTUAL	02/17/2025	03/03/2025	190.00

27473				190.00
50484	KOOPS WELL DRILLING INC TEST WELL INSTALLATION 291 66TH ST 470-265.000-974.000 CONSTRUCTION	02/13/2025	03/03/2025	4,735.00

27491				4,735.00
50485	KOOPS WELL DRILLING INC WATER TEST BACTERIA/VOC/ARSENI/LEAD 291 66TH ST 470-265.000-974.000 CONSTRUCTION	02/13/2025	03/03/2025	425.00

02-2025				425.00
50558	MICHIGAN ASSOC OF MUNICIPAL CLERK EDUCATION DAY 4/9/25 - RAZA 101-215.000-718.000 TRAINING FUNDS	02/26/2025	03/03/2025	50.00

49073028				50.00
50507	MCCLLOUD SERVICES PEST CONTROL 415 WILEY 101-265.000-802.000 CONTRACTUAL	02/13/2025	03/03/2025	54.00

49073037				54.00
50508	MCCLLOUD SERVICES PEST CONTROL 486 WATER 101-265.000-802.000 CONTRACTUAL	02/13/2025	03/03/2025	54.00

81909				54.00
50550	MENARDS - SOUTH HAVEN	02/26/2025	03/03/2025	108.06

	IMPACT, SCREWDRIVER SET, FLD 5000			
	101-751.000-977.000	EQUIPMENT		9.99
	101-463.000-740.000	SUPPLIES		28.08
	101-265.000-930.000	REPAIRS & MAINTENANCE: GENERAL		69.99

5375761622				
	50500 MICHIGAN GAS UTILITIES		02/21/2025	03/03/2025
	486 WATER			891.05
	101-265.000-922.000	UTILITIES		891.05

5371740407				
	50501 MICHIGAN GAS UTILITIES		02/19/2025	03/03/2025
	415 WILEY #2			197.61
	101-265.000-922.000	UTILITIES		197.61

5372570049				
	50502 MICHIGAN GAS UTILITIES		02/19/2025	03/03/2025
	415 WILEY #101			85.68
	101-265.000-922.000	UTILITIES		85.68

5373700982				
	50503 MICHIGAN GAS UTILITIES		02/20/2025	03/03/2025
	86 CENTER			242.84
	101-265.000-922.000	UTILITIES		242.84

5373258188				
	50504 MICHIGAN GAS UTILITIES		02/20/2025	03/03/2025
	47 W CENTER ST			367.94
	101-301.000-922.000	UTILITIES		367.94

5372248553				
	50505 MICHIGAN GAS UTILITIES		02/19/2025	03/03/2025
	415 WILEY #108			423.14
	101-265.000-922.000	UTILITIES		423.14

2868207				
	50506 MML WORKERS' COMP FUND		02/17/2025	03/03/2025
	WORKERS COMP INS - PAYMENT #4			4,020.00
	101-101.000-722.000	WORKERS COMPENSATION		8.23
	101-172.000-722.000	WORKERS COMPENSATION		45.71
	101-215.000-722.000	WORKERS COMPENSATION		76.57
	101-257.000-722.000	WORKERS COMPENSATION		38.86
	101-265.000-722.000	WORKERS COMPENSATION		112.00
	101-301.000-722.000	WORKERS COMPENSATION		1,369.45
	101-463.000-722.000	WORKERS COMPENSATION		660.58
	101-701.000-722.000	WORKERS COMPENSATION		54.86
	101-751.000-722.000	WORKERS COMPENSATION		145.14
	202-463.000-722.000	WORKERS COMPENSATION		576.01
	202-464.000-722.000	WORKERS COMPENSATION		221.72
	203-463.000-722.000	WORKERS COMPENSATION		552.01
	203-464.000-722.000	WORKERS COMPENSATION		158.86

2502-835758				
	50551 OVERISEL LUMBER CO.		02/26/2025	03/03/2025
	BLK SPRAY PAINT, BLACK ENAMEL GLOSS			35.96
	660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS		35.96

02-2025				
	50480 IFER PEARSON		02/21/2025	03/03/2025
				120.00

VISION REIMBURSEMENT - PEARSON					
101-215.000-719.000	INSURANCE BENEFITS				120.00

03-2025					
50511	PITNEY BOWES INC	03/01/2025	03/03/2025		603.75
	POSTAGE				
101-215.000-901.000	POSTAGE				603.75

1003026					
50556	PLANTE MORAN	02/26/2025	03/03/2025		3,218.00
	PROFESSIONAL SERVICES THRU 2/19/25				
101-215.000-802.009	CONTRACTUAL FINANCIAL CONSULT				3,218.00

10941690					
50512	PLUNKETT COONEY	01/31/2025	03/03/2025		592.50
	GENERAL ATTY THRU 1/31/25				
101-266.000-801.000	CONTRACTUAL ATTORNEY				592.50

10941955					
50513	PLUNKETT COONEY	01/31/2025	03/03/2025		3,757.50
	SPECIALTY ATTY THRU 1/31/25				
101-266.000-801.000	CONTRACTUAL ATTORNEY				630.00
101-701.000-801.000	CONTRACTUAL ATTORNEY				855.00
101-000.000-283.000	ESCROW				2,272.50

110352					
50515	PM ENVIRONMENTAL, INC	01/21/2025	03/03/2025		4,545.00
	EPA GRANT WORK 200 BLUE STAR				
243-000.000-802.243	BLIGHT REMOVAL				4,545.00

87080					
50514	PREIN & NEWHOF	02/10/2025	03/03/2025		1,020.00
	DWAM				
450-536.000-974.000	CONSTRUCTION				1,020.00

25169					
50510	QUALITY SHEET METAL CO	02/19/2025	03/03/2025		50.00
	SUPPLIES				
101-751.000-930.000	REPAIRS & MAINTENANCE: GENERAL				50.00

IN98518298					
50554	PERFORMANCE HEALTH HOLDINGS	02/24/2025	03/03/2025		1,549.98
	GREEN CAN BUOY, FLOAT COLLAR				
594-597.002-740.000	SUPPLIES				1,549.98

2500000589					
50519	SAUGATUCK TOWNSHIP	02/18/2025	03/03/2025		617.25
	BLUE STAR TRAIL				
101-701.000-803.000	CLERK				617.25

250000715					
50520	SAUGATUCK TWP FIRE DISTRICT	02/11/2025	03/03/2025		650.00
	RENTAL HOME INSPECTIONS				
101-701.000-802.000	CONTRACTUAL				650.00

25-000716					
50559	SAUGATUCK TWP FIRE DISTRICT	02/24/2025	03/03/2025		350.00
	RENTAL HOME INSPECTIONS				
101-701.000-802.000	CONTRACTUAL				350.00

15182					
50518	SCOTT'S LANDSCAPE MANAGMENT INC	02/18/2025	03/03/2025		4,637.60

	SNOW REMOVAL 2/13, 14,17 2025 & LIQUID CALCIUM 2/14/25			
	203-464.000-802.002	CONTRACTUAL-SIDEWALK PLOWING		1,318.80
	202-464.000-802.002	CONTRACTUAL-SIDEWALK PLOWING		1,318.80
	203-464.000-740.001	SNOW AND ICE REMOVAL SUPPLIES		1,000.00
	202-464.000-740.001	SNOW AND ICE REMOVAL SUPPLIES		1,000.00

292250				
50548	SHARE CORPORATION		01/13/2025 03/03/2025	1,137.12
	AEROSOL, WIPES, GUARDIAN			
660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS			678.80
101-265.000-740.000	SUPPLIES			458.32

02-2025				
50509	STATE OF MI		02/14/2025 03/03/2025	800.00
	AQUATIC DOCTORS BAYOU PERMIT FEE			
594-597.002-802.000	CONTRACTUAL			800.00

01-2025				
50522	MICHAEL TORREZ		02/14/2025 03/03/2025	76.30
	MILEAGE JAN 2025			
101-701.000-861.000	MILEAGE REIMBURSEMENT			76.30

6105906930				
50521	VERIZON WIRELESS		02/12/2025 03/03/2025	841.55
	CELL PHONES			
101-215.000-851.000	TELEPHONE			44.51
101-301.000-851.000	TELEPHONE			259.06
101-463.000-851.000	TELEPHONE			215.84
101-701.000-851.000	TELEPHONE			86.09
101-172.000-851.000	TELEPHONE			191.54
101-101.000-851.000	TELEPHONE			44.51

MEMBER SERVICE				

3013915319				
50540	ADOBE ACROBAT PRO		02/13/2025 03/03/2025	299.93
	ADOBE - FEB 2025			
101-172.000-740.000	SUPPLIES			22.50
101-215.000-740.000	SUPPLIES			137.97
101-701.000-740.000	SUPPLIES			70.48
101-463.000-740.000	SUPPLIES			68.98

11417-5105869C				
50532	AMAZON MARKETPLACE		01/23/2025 03/03/2025	(89.95)
	REFUND ON SUPPLIES			
101-215.000-740.000	SUPPLIES			(89.95)

45388-5849066C				
50533	AMAZON MARKETPLACE		01/25/2025 03/03/2025	(11.75)
	REUND ON SUPPLIES			
101-215.000-740.000	SUPPLIES			(11.75)

5245706-7102636				
50534	AMAZON MARKETPLACE		01/21/2025 03/03/2025	37.98
	POSTAGE METER INK			
101-215.000-740.000	SUPPLIES			37.98

2756301-3510602				
50535	AMAZON MARKETPLACE		01/06/2025 03/03/2025	9.51
	CLEANERS			

101-215.000-740.000	SUPPLIES			9.51

7762726-5869020				
50536	AMAZON MARKETPLACE ENVELOPES	01/29/2025	03/03/2025	62.57
101-215.000-740.000	SUPPLIES			62.57

3602917-5618649				
50537	AMAZON MARKETPLACE BATTERIES - EMERGENCY EXIT SIGNS	02/10/2025	03/03/2025	118.44
101-265.000-930.000	REPAIRS & MAINTENANCE: GENERAL			118.44

3790558-8615452				
50538	AMAZON MARKETPLACE SHOVELS FOR ARBOR DAY; OFFICE SUPPLIES	02/10/2025	03/03/2025	62.18
101-802.000-958.000	MISCELLANEOUS			43.98
101-215.000-740.000	SUPPLIES			11.28
101-463.000-740.000	SUPPLIES			6.92

2025-01-19				
50541	DOLLAR GENERAL SUPPLIES FOR GROUND BREAKING CEREMONY 1/21/25	01/19/2025	03/03/2025	68.65
101-101.000-958.000	MISCELLANEOUS			68.65

1315-4372094CR				
50526	GLASS ENTERPRISE AUTO GLASS REFUND ON INVOICE, PAID VIA ACH	01/10/2025	03/03/2025	(320.00)
660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS			(320.00)

53733				
50530	GRAPHIX EMBROIDERY INC NUMBER DECALS	02/14/2025	03/03/2025	42.00
660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS			42.00

P64272				
50528	GREENMARK EQUIPMENT LLC PIN FASTENER & FUEL HOSE	01/27/2025	03/03/2025	102.59
101-751.000-977.000	EQUIPMENT			102.59

P78070				
50531	GREENMARK EQUIPMENT LLC BULK HOSE	02/18/2025	03/03/2025	20.51
660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS			20.51

1083-0291				
50546	IMPACT SIGNS VETERANS MEMORIAL SIGN	01/17/2025	03/03/2025	2,797.00
101-751.000-979.000	CAPITAL OUTLAY			2,797.00

1145-4028				
50544	MICHIGAN PUBLIC SERVICE INSTITUTE MIPSI SPRING CONFERENCE - SALINAS 4/6/25-4/11/25	01/21/2025	03/03/2025	825.00
101-463.000-718.000	TRAINING FUNDS			825.00

46478784				
50543	SURVEY MONKEY SURVEYS FOR PLANNING DEPT	01/31/2025	03/03/2025	468.00
101-701.000-908.000	DUES/FEES/PUBLICATIONS			468.00

4930455-1-60199				
50542	US POSTAL SERVICE POLICE POSTAGE	01/24/2025	03/03/2025	8.07

	101-301.000-740.000	SUPPLIES	8.07
<hr style="border-top: 1px dashed black;"/>			
000129-14359288	50545 WALMART	01/21/2025 03/03/2025	41.13
	W2 & 1099 FORMS/ENVELOPES		
	101-215.000-740.000	SUPPLIES	41.13
<hr style="border-top: 1px dashed black;"/>			
8568669	50527 WYRICK CO	01/21/2025 03/03/2025	50.88
	BUMPER REPAIR		
	660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS	50.88
<hr style="border-top: 1px dashed black;"/>			
8581690	50529 WYRICK CO	01/29/2025 03/03/2025	199.11
	PAINT SUPPLIES		
	101-751.000-930.000	REPAIRS & MAINTENANCE: GENERAL	199.11
<hr style="border-top: 1px dashed black;"/>			
INV290154275	50539 ZOOM VIDEO COMMUNICATIONS, INC	01/24/2025 03/03/2025	31.98
	ZOOM		
	101-101.000-958.000	MISCELLANEOUS	31.98
<hr style="border-top: 1px dashed black;"/>			
	MEMBER SERVICE		4,823.83
# of Invoices:	103 # Due: 103	Totals:	242,827.80
# of Credit Memos:	3 # Due: 3	Totals:	(421.70)
Net of Invoices and Credit Memos:			242,406.10

* 1 Net Invoices have Credits Totalling: (30.42)

--- TOTALS BY FUND ---

101 - GENERAL FUND	37,764.20
202 - MAJOR STREET FUND	7,382.93
203 - LOCAL STREETS FUND	6,532.26
213 - SCHULTZ PARK LAUNCH RAMP	61.31
243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND	4,545.00
248 - DOWNTOWN DEVELOPMENT AUTHORITY	4,206.84
450 - WATER SEWER FUND	1,020.00
470 - MUNICIPAL BUILDING FUND	177,131.05
594 - DOUGLAS MARINA	2,461.66
660 - EQUIPMENT RENTAL FUND	1,300.85

--- TOTALS BY DEPT/ACTIVITY ---

000.000 -	6,817.50
101.000 - LEGISLATIVE	153.37
172.000 - MANAGER	259.75
215.000 - CLERK/TREASURER	8,651.57
257.000 - ASSESSING	598.44
265.000 - BUILDING & GROUNDS	182,347.00
266.000 - ATTORNEY	1,222.50
301.000 - POLICE	8,861.98
463.000 - GENERAL STREETS & ROW	3,867.72
464.000 - GENERAL STREETS WINTER & ROW	11,899.07
536.000 - WATER SYSTEM	1,020.00

597.000 - DOUGLAS MARINA	111.68
597.002 - DOUGLAS HARBOR AUTHORITY	2,349.98
701.000 - PLANNING & ZONING	4,007.98
728.000 - DOWNTOWN DEVELOPMENT AUTHORITY	4,206.84
751.000 - PARKS & RECREATION	4,624.58
753.000 - LAUNCH RAMPS	61.31
802.000 - COMMUNITY PROMOTIONS	43.98
903.000 - EQUIP. REPAIRS & MAINTENANCE	1,300.85

From: [Michael Sanders](#)
To: [Laura Kasper](#)
Subject: Request to Amend Food Truck Ordinance – Long-Term Operations
Date: Friday, February 21, 2025 2:36:31 PM

Ms. Kasper,

I'd like to humbly request that the City Council consider amending the current Food Truck ordinance to allow long-term operations at commercially zoned properties. The current limit of 3-5 days restricts small businesses from establishing a consistent presence and serving the community effectively.

I have a specific example of how this change could positively impact Douglas. I am interested in opening a **breakfast food trailer at Woosah / Outside Coffee**, a well-loved local business that lacks a commercial kitchen and is therefore unable to offer warm breakfast options. A food trailer would complement their existing offerings, enhance customer experience, and support local economic growth. However, under the current ordinance, I would be unable to operate long-term in a way that benefits both businesses and the community.

Many cities, like Saugatuck Twp. and Grand Rapids, have successfully updated their food truck regulations to support small business growth while maintaining appropriate zoning and health standards. I believe Douglas can do the same, fostering a more vibrant and small business-friendly environment.

I'd appreciate it if you could forward this message to the City Council for their upcoming meeting.

Thank you for your time and consideration.

Best,
Michael Sanders

320 Blue Star Hwy, Apt 35
PO BOX 967
Douglas, MI 49406

From: [Melissa Sedjo](#)
To: [Laura Kasper](#)
Subject: Food trucks
Date: Tuesday, February 25, 2025 11:48:29 AM

Hi there,

I just wanted to reach out to voice my support for food trucks having a more reliable presence in Douglas. It would be a great way for locals to stay in town when needing a quick bite but not having enough time to sit down at an establishment. It would also offer a great way for food entrepreneurs to test out their new concepts.

Thanks for considering!

Melissa Sedjo

From: [Kim Neuens Design & Interiors LLC](#)
To: [Laura Kasper](#)
Subject: Food trucks
Date: Monday, February 24, 2025 5:25:15 PM

There's a post going around on social media in regard to food trucks.

I am in favor of upholding the current ordinance and am absolutely opposed to opening up options for anything additional. I do not support food trucks, or in the case of the social media post, coffee trucks in Douglas.

Thank you for your time.

From: michael wurth <designplan@earthlink.net>
Sent: Monday, February 24, 2025 11:36 AM
To: City of Douglas <info@douglasmi.gov>
Subject: Business Political Statements and Tourism

Hello,

My wife and I are residents of the township and visit Douglas and support businesses regularly.

I noticed some very provocative political statements being made in the windows of some of our businesses.

If Douglas is interested in appealing to a diverse customer audience throughout the year, this isn't helping.

If it's not, then please advise us so customers can consider taking their supportive business elsewhere.

Thanks for listening.

Mike

Michael Wurth
designplan@earthlink.net
630.272.4245
Michigan West Coast

From: [Dawn Anderson-Meier](#)
To: [City of Douglas](#)
Subject: Support for Continuing Outdoor Dining in Douglas
Date: Saturday, February 22, 2025 5:40:55 PM

I am writing to express my strong support for continuing the ordinance that allows sidewalk easements and pop-up patios in Douglas. Outdoor dining is an essential part of the vibrant, welcoming atmosphere that makes our community special, and it is crucial to ensure that businesses like Happystance can continue offering this experience.

Happystance's outdoor dining space enhances the charm of downtown, providing a lively gathering place for residents and visitors alike. Not only does it contribute to the city's economy by attracting more patrons, but it also fosters a stronger sense of community by encouraging people to spend more time in Douglas. Maintaining this ordinance supports local businesses, increases foot traffic for nearby shops, and aligns with the broader movement toward more engaging, pedestrian-friendly spaces.

I encourage you to continue allowing sidewalk easements and pop-up patios to ensure that Douglas remains a thriving destination for all. Thank you for your time and consideration.

Best regards,

Dawn Anderson-Meier

From: [Brad Mulvihill](#)
To: [City of Douglas](#)
Subject: Douglas Pop-Up Patio
Date: Friday, February 21, 2025 5:29:40 PM

I am writing to express my support for pop-up patios in Douglas.

Brad Mulvihill

From: [Michelene Alexa](#)
To: [City of Douglas](#)
Subject: Easement/Pop Up Patio Ordinance
Date: Thursday, February 20, 2025 9:48:14 AM

Douglas City Council,

I am writing to formally request the reinstatement of the ordinance that permitted the establishment of easement and pop-up patios in our beloved village. During the period when this ordinance was in effect, I greatly enjoyed dining al fresco at local establishments, particularly at Happystance and EPC. The ability to comfortably enjoy breakfast, lunch, or dinner outdoors not only enhanced my dining experiences but also contributed positively to the atmosphere and vibrancy of our community. I am concerned that not renewing this ordinance will adversely affect local businesses in Douglas as it limits their ability to offer an appealing outdoor dining option. This service has proven beneficial not only for patrons but also for the economic health of our local businesses. I urge the council to reconsider and reinstate the ordinance to support our thriving community and its dedicated businesses. Thank you for your attention to this matter.

Best Regards,
Michelene Alexa
471 Amity Lane
Douglas, Mi 49406
773-484-9118

From: [Debbie Wells](#)
To: [City of Douglas](#)
Subject: Eating outside
Date: Friday, February 21, 2025 2:01:17 PM

To whom it may concern:

I urge you to consider to continue to allow residents and visitors to enjoy patio dining and enjoyment. It's a wonderful addition to an already beautiful city. I am from out of town and specifically visit Douglas for that experience. Thank you for your consideration.

Sincerely,
An Avid Outdoor Diner

Sent from my iPhone

From: [Ellen Shook](#)
To: [City of Douglas](#)
Subject: Happy yellow umbrellas please
Date: Saturday, February 22, 2025 5:39:13 PM

Hello there,

Please renew the special ordinance or whatever is needed for Katie at HappyStance to have her happy yellow umbrella tables out this summer. It was such a delight to sit there and enjoy the great food and people watching. Anything like this is such a draw to the town and people cannot wait for this to happen again. Katie deserves any good attention we can give her... she and her staff work extra hard for all of us!

Thanks so much,
Ellen / Saugatuck Twp.

Sent from my iPad

From: [Pulick, Karen A - Xylem](#)
To: [City of Douglas](#)
Subject: Happystance Outdoor dining
Date: Thursday, February 20, 2025 10:11:28 AM
Attachments: [image001.png](#)

I am writing to ask that the City adopt the sidewalk easements/pop up patios for 2025. The yellow umbrellas and seating area for Happystance brought a wonderful vibe to the city, and hopefully they will be able to continue to brighten it again for upcoming years.

Karen Pulick
554 Artisan Row Ct
Douglas MI
49406



Karen Pulick (she/her/hers)

Director IT ERP Operational Finance

m: +1 616 554 5974

o: +1 616 748 7603

[Web](#) | [LinkedIn](#) | [X](#) | [Facebook](#) | [YouTube](#) | [Instagram](#)

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From: [Kara O'Connor](#)
To: [City of Douglas](#)
Subject: Happystance Outdoor Seating
Date: Sunday, February 23, 2025 5:07:05 PM

Hello,

I am writing in support of the outdoor seating space at Happystance.....please consider allowing the outdoor space to continue to exist. It is a beautiful and joyful addition to downtown Douglas. It would also be hurtful to the business to remove the outdoor seating area, as it is obviously an attractive option for diners.

Thank you,
Kara O'Connor

From: [Pat Ashbrook](#)
To: [City of Douglas](#)
Subject: HappyStance Restaurant in Douglas
Date: Thursday, February 20, 2025 12:07:55 PM

Hello...I am writing to you because I saw a post saying a Douglas ordinance, allowing sidewalk easements/pop up patios came to an end. Please continue to allow this to happen in Douglas. We love the bright, cheerful yellow umbrellas that are outside of the HappyStance Restaurant. We love them when we are driving by, we love to eat outside under the umbrellas in good weather too. Please DO NOT restrict business owners from any improvements they may do to bring paying visitors to your town. I have never been to that restaurant when no one is outside eating, even on the hottest days. It gives people with dogs on a leash to enjoy an outside sitting area and enjoy great food at the same time. Look around your surrounding cities ie: Fennville, Saugatuck, South Haven. They ALL have outside seating places. Please keep this ordinance active again and allow any businesses in your community to let people enjoy our great MI weather. Thank you for taking this into consideration.

A fan of outside eating...

Pat

From: vid1987@aol.com
To: [City of Douglas](#)
Subject: Happstance Sidewalk Easement
Date: Thursday, February 20, 2025 9:38:33 AM

February 20, 2025

To Whom It May Concern:

It is my understanding that the temporary ordinance in Douglas allowing sidewalk easements/pop up patios came to an end for Happstance Restaurant. I just want to state my support of this restaurant which brought so many people into the town of Douglas. The tables and umbrellas are in good taste and, in my opinion, do not interfere with traffic on the sidewalk. Please allow this outdoor eating area for the restaurant to continue.

Victor DiMercurio
454 Amity

From: [Maria Belmonte](#)
To: [City of Douglas](#)
Subject: In support of outdoor dining
Date: Thursday, February 20, 2025 7:35:52 PM

Dear Douglas Officials:

I am a part-time resident of the area. I know you are reconsidering out door dining. As a someone who frequent Douglas I love the charm and character of sitting outside, having breakfast or coffee and watching your beautiful little town come to life in the summer mornings! Please don't take that away!!!! It's a great attraction and also gives your restaurants additional revenue opportunities during season. I vote to keep it going—please consider!!!! It's a great selling point for the town and delightful to be able to enjoy the scenery!! Thanks,

Maria Belmonte

Sagautuck Township part-time resident

Sent from my iPhone

From: [Kevin and Sarah Coastal Living Advisors](#)
To: [City of Douglas](#)
Subject: In support of Sidewalk Easements/Pop up Patios
Date: Friday, February 21, 2025 11:03:17 AM

To Whom It May Concern,

We are writing to let you know that we are in support of the sidewalk easements and pop up patios in the business district of Downtown Douglas. Being building owners ourselves with the purchase of 150 W Center St, Douglas last year, we were thrilled to see people dining al fresco, sitting outside enjoying coffee with family/friends. This is just what our community needs and we would hate to see it go away. We look forward to seeing the happy umbrellas in front of Happy Stance, the people sitting in front of Respite enjoying their morning cup of coffee. Please consider keeping the sidewalk easements and pop up patios in place this coming season.

Kind regards,

Sarah Wellman

--



Kevin Putnam and Sarah Wellman

Number: (586)524-3462

Email: KevinandSarah@CoastalLivingAdvisors.com

Website: www.CoastalLivingAdvisors.com

Visit and Like our "Facebook, Instagram, and LinkedIn" via our Website.

From: [Ashley Siebelink](#)
To: [City of Douglas](#)
Subject: Letter to Council: Sidewalk Easements
Date: Thursday, February 20, 2025 1:03:10 PM

Dear Douglas City Council,

I hope that you're all doing well. I am writing to express my support for the continuation of the sidewalk easements and pop-up patios in Downtown Douglas. As a Douglas resident and frequent visitor to the downtown area, I have found these outdoor spaces to be a delightful addition to our community.

The pop-up patios not only brought joy to my personal experience but also significantly contributed to the tourist experience. They created a welcoming atmosphere, offering a charming way to enjoy our beautiful weather, while also supporting local businesses.

I kindly ask the City Council to consider continuing the allowance of sidewalk easements and pop-up patios this year. These spaces have proven to be an asset to our town and have fostered a sense of community that we would love to see continue.

Thank you for your time and consideration.

Sincerely,

Ashley Siebelink 320 Blue Star Hwy, Unit 28 Douglas, MI 49406

Ashley Siebelink

Project Coordinator

Saugatuck Douglas Area Convention & Visitors Bureau

95 Blue Star Highway, Douglas MI 49406

P.O. Box 28, Saugatuck, Michigan 49453

269-857-1701 (O)

From: [Scott Maxwell](#)
To: [City of Douglas](#)
Subject: Ordinance
Date: Thursday, February 20, 2025 9:24:19 PM

Please consider adopting the ordinance, perhaps making it permanent, to allow seating on the sidewalks as long as the responsibility of maintaining the space is that of the business and not the city.

Cheers!

M. Scott Maxwell
Black River Tavern & The River Bottom
403 Phoenix St.
South Haven, MI 49090

From: [Sherri Austin](#)
To: [City of Douglas](#)
Subject: Outdoor seating in Douglas
Date: Thursday, February 20, 2025 11:49:33 AM

Dear Douglas City Council,

I am writing to formally request the reinstatement of the ordinance allowing sidewalk easements and pop-up patios in our community. The availability of outdoor dining options greatly enhances the vibrancy and attractiveness of our town, providing numerous benefits to residents, visitors, and local businesses alike.

Outdoor dining has become an essential part of our community's charm. It offers patrons the unique experience of enjoying their meals al fresco, surrounded by the beauty of our town and allows extra business for our downtown. This ordinance is vital for the economic well being of our restaurants and the social well-being of our community.

One of the most delightful aspects of our town is the ability to dine on the sidewalk patios of local establishments such as Happystance and EPC. These pop-up patios have become beloved spots for both locals and visitors, offering a charming and relaxed atmosphere that is truly unique. The ability to dine outdoors has not only improved the dining experience but has also encouraged more foot traffic and tourism, benefiting the entire community.

Reinstating this ordinance would demonstrate your commitment to supporting local businesses and promoting a vibrant community life. It would provide these businesses with the opportunity to continue offering exceptional dining experiences while contributing to the economic growth of our town. Moreover, it would allow residents and visitors to continue enjoying the picturesque views and pleasant weather that make our town so special.

Please help local businesses thrive and reinstate this ordinance, ensuring that our town remains a welcoming and enjoyable place for all.

Thank you for your attention to this matter.

Sincerely,

Sherri Austin

469 Amity Lane

From: [Bob Rautenberg](#)
To: [City of Douglas](#)
Subject: Outdoor seating
Date: Thursday, February 20, 2025 1:32:04 PM

To whom it may concern, I believe that the outdoor seating at restaurants in the downtown area is a wonderful thing and should be renewed. My wife and I truly enjoy dining outside at both Happystance and Every Day People. To drive down Center St and see the happy faces sitting outside is a very nice and looks very inviting to those passing by and looking for a nice place to eat. I believe it is more of a he'll than a hindrance to the downtown community. Thank you in advance for your reconsideration.
Sent from my iPhone

From: jtmixedm@aol.com
To: [City of Douglas](#)
Subject: Outdoor seating
Date: Saturday, February 22, 2025 9:00:41 AM

I am writing to support the ability of downtown Douglas eateries to have the ability to have sidewalk seating as long as it does not interfere with pedestrians or pose a safety hazard.

John Thomas
Now & Then

[Sent from the all new AOL app for iOS](#)

From: [Linda Page](#)
To: [City of Douglas](#)
Subject: Outside pop-up tables
Date: Thursday, February 20, 2025 6:19:22 PM

As a local, I am writing to ask you to please continue the outside tables in Douglas. We love being able to go to Happystance and sit at their tables under the beautiful yellow umbrellas. Same goes for EPC and Respite. We love outside dining in the warm weather and it brings such a welcoming and lively presence to downtown Douglas. Please don't end it. It brings people to downtown Douglas and brings more people to our businesses.

Linda Page

From: [Nicholas Chard](#)
To: [City of Douglas](#)
Subject: Patio Easement
Date: Thursday, February 20, 2025 9:51:24 AM

To Whom It May Concern,

The charm of Douglas is second to none. And from what I've experienced, the patio dining has added to that charm. Please continue the easement for use of patio dining.

Thank you.

Nick Chard

From: [James Yost](#)
To: [City of Douglas](#)
Subject: Patio Ordinance
Date: Thursday, February 20, 2025 3:58:28 PM

Hello,
We LOVE spending time on the patio spaces in Douglas. If anything, we'd like to see more of them.
Thank you for your leadership,
Jim Yost

From: [Jan Cohen](#)
To: [City of Douglas](#)
Subject: Patio pop ups
Date: Saturday, February 22, 2025 8:37:32 PM

Please not: I am in favor of continuing sidewalk-patio-street pop up seating in Douglas. Happenstance's beautiful yells umbrellas add flavor and character and a bit of whimsical joy to the downtown area. The pop ups were both a brilliant addition for consumers in adding to the better customer service and wait time as well as being more profitable for our local businesses. Sidewalk/patio seating in restaurants and displays areas for other retail merchants adds a whole new realm of shopper's delight to our downtown area with a European feel and a beach-town quality.

Warmly,
Jan Cohen
269 932-8806
Resident, registered voter and pastor of Douglas MI.
Sent from my iPhone

From: [Scott Meivogel](#)
To: [City of Douglas](#)
Subject: Patio Umbrellas
Date: Thursday, February 20, 2025 1:12:47 PM

Greetings,

My family and I are writing to let you know that we favor outdoor pop-up patios. We live in town and love to sit outside at our favorite eateries. In addition our out-of-town guests love it as well. Please keep it going. Thanks in advance!

Scott Meivogel

--

Scott Meivogel

[SWEATERMANN](#)

[INSTAGRAM](#)

216-798-4672

From: [Eric West](#)
To: [City of Douglas](#)
Subject: Patio/sidewalk dining
Date: Thursday, February 20, 2025 10:09:42 AM

Hi,

I'm not a resident, it do own a home on Lakeshore in Douglas (Fennville, technically). I spend roughly two months there. Our family is there for roughly six.

I strongly encourage the council to make the sidewalk essential for al fresco dining permanent. If the weather is nice, we will often opt to eat at a restaurant where we can sit outside. We're less likely to go out if the weather is bad meaning your restaurants w/o outdoor seating will not get business from us. Not because we don't like them - happy stance on particular is amazing - but because other places have outdoor seating.

Thanks!

Eric West

From: [Suzanne Stone](#)
To: [City of Douglas](#)
Cc: [Suzy Stone](#)
Subject: Pop up patios
Date: Thursday, February 20, 2025 10:07:08 AM

I'm writing to show my support for the continuance of the pop up patio/sidewalks for businesses in Douglas. Not only does this give an opportunity for business owners to generate additional revenue, but it also shows visitors and residents our richness of our community and diversity. We want to enjoy and take advantage of our beautiful area and weather, and shopping or dining outside is a great way to do that!

Suzy Stone
3024 Harbor Rd.

Sent from my iPhone

From: [Charles Lucas](#)
To: [City of Douglas](#)
Subject: Pop-Up Patio Easement Support
Date: Saturday, February 22, 2025 7:20:07 AM

Good morning,

I am a resident of Douglas and am writing in support of the easement that allows businesses to put up temporary setups outside their establishment (restaurants or others). I have personally dined at Everyday People and Happystance several times on the patio. The outside setups have brought a life and energy to the street that was unfortunately lacking before. It's a huge draw for residents of the community and brings a sense of excitement to visitors.

Please allow pop-ups outside of Douglas businesses to continue!

Thank you,

Charles

--

Charles Lucas
Charles.T.Lucas@gmail.com

From: [Heather Conley](#)
To: [City of Douglas](#)
Subject: Popup patios downtown
Date: Thursday, February 20, 2025 9:25:28 AM

Dear City Council,

My name is Heather Conley, I am a Realtor with Century 21 Affiliated with an office in downtown Douglas (for just over a decade now!) I love our downtown and I am writing with the hope you will consider adopting sidewalk easements/pop up patios permantely. I firmly believe this will be a value-added for the community on many fronts; aesthetically, for example the cute, yellow umbrellas everyone loved last season outside of Happystance. My family owns a restaurant in the City of Fennville called Salt of the Earth. The outdoor seating at SOTE generates much needed income for the restaurant and there is always a wait to sit outside! I know the same can be said for businesses in Downtown Douglas.

I hope that the council will unanimously decide to support our Downtown Businesses AND continue the inviting atmosphere to our visitors by adopting the use of pop up patios. Thank you for your time.

Thank you,
Heather Conley

Sent from my iPhone

From: [Mackenzie Hans](#)
To: [City of Douglas](#)
Subject: Side walk easements
Date: Thursday, February 20, 2025 7:47:22 PM

To whom it may concern,

It has come to my attention that a decision regarding the sidewalk easements in downtown Douglas is to be made. I believe that the added seating for Douglas restaurants has been invaluable to the local businesses, and adds to the overall charm of downtown Douglas.

I hope that the city council will decide to continue to allow all of the restaurants to offer outdoor seating and ambience.

Sincerely,

Mackenzie Hans
Galleries Manager
(616)648-5883
J. Petter Galleries

From: [Daniel Noonan](#)
To: [City of Douglas](#)
Subject: Sidewalk
Date: Thursday, February 20, 2025 7:59:17 PM

To whom it may concern

I am employed at both EPC and J Petter Galleries and spend a significant amount of time in Douglas. I believe that allowing restaurants and businesses to have sidewalk seating is essential to the character and charm of Downtown Douglas. Please consider continuing the sidewalk easement.

Thank you,
Daniel Noonan

From: [Michael Schmidt](#)
To: [City of Douglas](#)
Subject: Sidewalk dining. Please, please, please continue allow sidewalk dining in Douglas. It adds so much to our community! Thank you.
Date: Sunday, February 23, 2025 8:35:33 PM

Michael Schmidt
135 Main St.
Douglas

From: [William Stratbucker](#)
To: [City of Douglas](#)
Subject: Sidewalk dining
Date: Thursday, February 20, 2025 2:34:42 PM

I'm in favor of renewing the Douglas sidewalk dining ordinance. I'm a resident of Saugatuck Township but thought it would be helpful to know where the support lies.

William Stratbucker
6573 Heron Bay Dr
Saugatuck, MI 49453

From: [Marcia Leben](#)
To: [City of Douglas](#)
Subject: Sidewalk easement
Date: Thursday, February 20, 2025 11:41:35 AM

Dear Douglas,

Please consider allowing eateries to continue to offer tables and umbrellas on the sidewalk along Center Street. It has been such a welcoming sight for visitors to our town.

My husband and I are reopening LebenArt Gallery at 23 Center this spring. It is very important for the town to show that a festive and happy vibe is going on in Douglas.

Thank you for your time.

Marcia & John Leben

From: [Sandra Bermann](#)
To: [City of Douglas](#)
Subject: Sidewalk easement
Date: Thursday, February 20, 2025 4:52:34 PM

Hello

I hear that it is time for the city to consider the sidewalk easement issue. I have to say that one of the best things about Douglas in the summer is having the chance to sit outdoors under the beautiful umbrellas at Happystance and other venues. This makes the city much more inviting, encourages socialization, allows people with dogs to join in and adds to the ambience of the community. Given the economic downturn that followed Covid where so many businesses have been challenged to stay open, allowing easements would help a lot of folks. Please do the right thing and let this easement continue.

Sandy Bermann
433 Summer Grove Drive
Douglas

From: [Anna Gregg](#)
To: [City of Douglas](#)
Subject: Sidewalk Easement
Date: Saturday, February 22, 2025 4:05:37 PM

Dear Douglas City Council,

I am writing in support of continuing the easements and pop up patios. I have loved seeing downtown Douglas bustling the last few summers. These spaces are truly an asset to our businesses and help them to make the most of the busy season.

Sincerely,

Anna Gregg

From: [Kent Gawart](#)
To: [City of Douglas](#)
Subject: Sidewalk easements / pop up patios
Date: Thursday, February 20, 2025 1:46:39 PM

Good afternoon Village of Douglas.

I am a big supporter of local business in Douglas. I came to learn the sidewalk easement / pop up patios ordinance is set to expire.

I am writing for your consideration in extending this easement into the future. It brings so much personality to the Village and helps the businesses in so many ways. Please look at it closely for consideration.

If you have questions of me, my email is ckg1@comcast.net and my cell is 616 780-1400.

Thanks, Kent Gawart

From: [Emily Snyder](#)
To: [City of Douglas](#)
Subject: Sidewalk Easements 1
Date: Friday, February 21, 2025 9:04:50 AM

Good morning,

I am writing to request you continue to allow sidewalk easements and pop up patios for 2025. It makes it more appealing for visitors and locals to visit downtown Douglas to dine and shop.

Thank you,
Emily Snyder

From: [D. Meier](#)
To: [City of Douglas](#)
Subject: Sidewalk Easements in 2025
Date: Thursday, February 20, 2025 12:06:51 PM

Dear Douglas City Council members,

I'm a permanent resident of the Saugatuck-Douglas community and have been grateful for the increase in pedestrian traffic and activity on the street since HappyStance opened last year. Being able to sit at the outdoor tables on the sidewalk on warm days last summer and fall regularly prompted us to spend more time in downtown Douglas enjoying Happystance, but also enjoying several other local businesses.

I strongly encourage you to renew the easements for umbrellas and tables on the sidewalk in 2025. It's an investment not only in increased appeal and vitality in the downtown area, but also in increased commerce for neighboring businesses in Douglas.

Thanks for your consideration.

Dani

Dani Meier, PhD, MSW, MA
dani.i.meier@gmail.com
(517) 914-5814 - [Zoom](#)

From: [Dave Bartlett](#)
To: [City of Douglas](#)
Subject: Sidewalk Easements
Date: Thursday, February 20, 2025 10:03:50 AM

Dear Douglas,

My wife and I are in strong support of allowing sidewalk easements/pop up patios. We feel it makes the town look alive and hopefully capturing tourists attention. The umbrellas at Happysttance were a warm welcome. Great to see patrons sitting outdoors enjoying our little town.

Thank You.,
David Bartlett

From: [Kabri Martyniek](#)
To: [City of Douglas](#)
Subject: Sidewalk easements/pop up patios
Date: Friday, February 21, 2025 9:53:19 AM
Attachments: [image001.png](#)
[image002.gif](#)
[image003.gif](#)
[image004.gif](#)
[image005.gif](#)
[image006.gif](#)
[image007.png](#)

Subject: Request for Continuance of Sidewalk Easements and Pop-Up Patios for the 2025 Season

Dear Douglas City Council,

I hope this message finds you well. I am writing to formally request the continuance of sidewalk easements and pop-up patios for the 2025 season. Given the positive impact these initiatives have had on our community, I believe extending them would be beneficial for both local businesses and residents.

The sidewalk easements and pop-up patios have not only enhanced the vibrancy of our streets but have also provided valuable outdoor space for dining and socializing, especially during the warmer months. As we continue to recover from the challenges posed by the pandemic, maintaining these arrangements will support our local economy and contribute to the overall well-being of our community.

I would appreciate your consideration of this request and any steps we may need to take to facilitate the process. Thank you for your attention to this matter, and I look forward to your positive response.

Best regards,



Kabri Martyniek
Agent
Bus: 269-857-2131
150 Center Street
Douglas, MI 49406-5112



 Kabri Martyniek, Agent

From: [Edward C Gilpin](#)
To: [City of Douglas](#)
Subject: Sidewalk easements/pop up patios
Date: Saturday, February 22, 2025 6:34:18 PM

Wanted to throw in my support for the sidewalk easements/pop up patios !

They are an asset to the downtown - their presence signal to anyone driving through town looking to maybe stopping and spending time in the town that Douglas is open, popular and inviting ! What better way to enjoy our great weather, town and friends but by sitting outside ... people watching, saying hi to friends and tourists !! I also think they are an asset to foot traffic for our town, they are inviting to get out of the car and see what we are about, which can benefit everyone and every business, assuming that is the goal when we want to help our businesses and town.

But a second point to my email is to question why we have to bring this up every year? It's time consuming and stressful for council and business owners. If you feel you need to review the policy, why not maybe make it a 3 year policy. Why it has to be done every year seems like a waste of time, resources and hurts businesses try to plan for the coming season by having to wait to a decision (and expensive for owner with regards to liquor permit approval since they sometimes have to be done twice one for inside and one for outside).

I summary, I think ALLOWING sidewalk easements / pop up patios, is a no brainer - PLEASE VOTE TO ALLOW (and consider a policy that doesn't require a annual renewal)

Edward Gilpin
840 Center Street
Doulgas MI

From: [Amber Samuelson](#)
To: [City of Douglas](#)
Subject: sidewalk easements/pop up patios
Date: Friday, February 21, 2025 5:05:28 PM

I am writing to support allowing sidewalk easements /pop up patios. This past year, I took advantage of the outside seating at Happystance. It was a lovely experience and I encourage the Village to continue allowing sidewalk easements/ pop up patios moving forward.

Best,
Amber

Amber Samuelson
asamuelson2@gmail.com

From: [Michael White](#)
To: [City of Douglas](#)
Subject: Sidewalk Ordinance
Date: Friday, February 21, 2025 2:27:47 PM

I am writing in support of continuing to allow cafe tables and outdoor dining on Center Street in Douglas. It's charming to be able to eat outside, and it makes downtown Douglas very welcoming to residents and our visitors. Thank you,
Michael White
127 Harbor Court
Douglas

From: [Ingrid Avery](#)
To: [City of Douglas](#)
Subject: Sidewalk pop up patios 2025
Date: Thursday, February 20, 2025 11:11:11 AM
Attachments: [image001.gif](#)
[image002.png](#)

Dear Douglas City Council,

I am writing to advocate for the continuation of outdoor sidewalk seating in our community. This initiative not only supports our local businesses but also fosters a vibrant atmosphere that enhances the sense of community for both residents and visitors. By allowing outdoor seating, we create inviting spaces for social interaction, encourage foot traffic, and contribute to the unique charm of our town.

Thank you for considering this important aspect of our community's growth and character.

Sincerely,

Ingrid Avery



P.O Box 730
102 Blue Star Hwy, Ste 118
Douglas MI 49406
P 1-269-857-1751
F-269-857-1838
ingrid@shinsurance.com

From: [Vickie Bischoff](#)
To: [City of Douglas](#)
Subject: Sidewalk/outside dining
Date: Thursday, February 20, 2025 5:34:04 PM

As residents of the community we would love to see the city continue to allow outdoor / sidewalk dining !

We so enjoy being able to dine Al fresco in Douglas!

Thank you!

Vickie and Dan Bischoff

From: [Saugatuck Home Care Services](#)
To: [City of Douglas](#)
Subject: Support
Date: Thursday, February 20, 2025 10:52:49 AM

Dear Douglas City Council,

I am writing to advocate for the continuation of outdoor sidewalk seating in our community. This initiative not only supports our local businesses but also fosters a vibrant atmosphere that enhances the sense of community for both residents and visitors. By allowing outdoor seating, we create inviting spaces for social interaction, encourage foot traffic, and contribute to the unique charm of our town.

Thank you for considering this important aspect of our community's growth and character.

Sincerely,
Ashley Drooger
Saugatuck Home Care Services
(616)272-9438

From: [Jeff West](#)
To: [City of Douglas](#)
Subject: Support for Outdoor Sidewalk Seating
Date: Thursday, February 20, 2025 10:23:44 AM

Subject: Support for Outdoor Sidewalk Seating

Dear Douglas City Council,

I am writing to advocate for the continuation of outdoor sidewalk seating in our community. This initiative not only supports our local businesses but also fosters a vibrant atmosphere that enhances the sense of community for both residents and visitors. By allowing outdoor seating, we create inviting spaces for social interaction, encourage foot traffic, and contribute to the unique charm of our town.

Thank you for considering this important aspect of our community's growth and character.

all the best,
Jeff West
(269) 416-0805
142 Spring St Apt 4
Douglas, MI 49406

Sent from my iPhone

From: [Bev Fisher](#)
To: [City of Douglas](#)
Subject: Support for Outdoor Sidewalk Seating
Date: Sunday, February 23, 2025 7:13:03 PM

TIME SENSITIVE

Subject: Support for Outdoor Sidewalk Seating

Dear Douglas City Council,

I am writing to advocate for the continuation of outdoor sidewalk seating in our community. This initiative not only supports our local businesses but also fosters a vibrant atmosphere that enhances the sense of community for both residents and visitors. By allowing outdoor seating, we create inviting spaces for social interaction, encourage foot traffic, and contribute to the unique charm of our town.

Thank you for considering this important aspect of our community's growth and character.

Bev Fisher
142 Spring St Apt 5

[Yahoo Mail: Search, Organize, Conquer](#)

From: [Michael Sanders](#)
To: [City of Douglas](#)
Subject: Support Sidewalk Dining
Date: Thursday, February 20, 2025 10:05:27 AM

Hello,

I'm writing in my support of allowing restaurants in Douglas to place a limited number of outdoor dining tables on the sidewalk.

As a resident, I love to see people enjoying a bite to eat outside. It's a great way to encourage walking and shopping and really makes our lovely town feel alive.

Best,
Michael Sanders
320 Blue Star Hwy, Apt 35, Douglas, MI 49406

From: [Dawn Bush](#)
To: [City of Douglas](#)
Subject: Umbrellas
Date: Thursday, February 20, 2025 2:10:26 PM

PLEASE keep the umbrellas!!! Love not being bombarded by the sun. So much more enjoyable in the summer heat.

Dawn Bush

Get [Outlook for Android](#)

From: [liz spooner](#)
To: [City of Douglas](#)
Subject: Umbrellas yes!
Date: Thursday, February 20, 2025 7:27:56 PM

Hello, as a part time resident of the area we enjoy the bright and cheerful umbrellas put out in the summer time at restaurants and businesses . It is inviting and encourages people To stop and eat or just pause and enjoy the ambience of the area. So please continue encouraging businesses up And down center street to beautify the area with their umbrellas! Thank you. Kurt and Liz Spooner

[Sent from Yahoo Mail for iPhone](#)

Feb. 21, 2025

Dear Douglas City Council:

I moved to Douglas in the summer of 2023, and was made warmly welcome by friends and shopkeepers along Center Street. I am writing to support the continuing use of sidewalk/parking space for customers of Respite coffee shop. This end of Center Street has been made a vibrant, cheerful and personally supportive environment for long-time residents and newcomers alike, by the opening of Happystance restaurant and the warm, welcoming environment at Respite especially. The outdoor facility at Respite welcomes not just regular customers, but also new visitors to the shops and nearby parks — it is the beating heart of the city.

Sincerely yours,

Bruce A. Magurn

Bruce A. Magurn
110 N. Washington St., Unit C.

From: [Paulette Stenzel](#)
To: [City of Douglas](#)
Subject: Strongly encourage you to allow sidewalk dining for 2025 (and in the future)
Date: Tuesday, February 25, 2025 6:14:08 PM

Dear Leaders of the City of Douglas,

My husband and I moved to 110 N. Washington, Unit C, in the summer of 2023, and we love the friendliness of this community.

I am writing to you to strongly encourage you to allow sidewalk dining in our city for 2025 and beyond.

There are multiple important reasons to allow sidewalk dining (and gathering):

1. Activity along the street attracts people. The positive energy enjoyed by residents as well as tourists. It's good for business, and it's good for our citizens to feel the activity around us.
2. We have met many people at Respite and Happystance. We have enjoyed meals outdoors with friends at Everyday People. Each establishment contributes to our sense of community.
3. Respite, in particular, is a gathering place for many year-round residents. This keeps economic activity going all year, not just during the height of the tourist season.
4. We need outdoor venues to gather. Covid-19, Influenza A, Influenza B, norovirus, and other viruses continue to circulate. When we gather outdoors, there is less danger of spreading disease. More of us will patronize our local businesses when we know we can sit outside.
5. This is an extremely dog-friendly town. The sidewalk areas in front of Respite and Happystance are accessible to dog owners. We, for example, have stopped by at Respite and Happystance for breakfast when out walking our little Havanese. That's business they might not have otherwise gotten.

I love this community and want to be here for the rest of my life. Please continue to do all that you can to make this a welcoming, people (and pet) oriented place. Our sidewalk dining places facilitate regular interaction with our neighbors and make our lives happier!

Respectfully,

Paulette L. Stenzel
110 N. Washington, Unit C.
Douglas.

--

Paulette L. Stenzel
blog: mariposapaulette.com
website: tradeandsustainability.com

From: [John Corvino](#)
To: [City of Douglas](#)
Cc: [Mark](#)
Subject: sidewalk ordinance
Date: Tuesday, February 25, 2025 1:55:02 PM

Dear Douglas City Council,

As residents of Douglas, we understand that the temporary ordinance allowing sidewalk easements and pop-up patios is coming to an end, and we are writing to urge you to extend it permanently.

From the patrons enjoying meals under the cheerful patio umbrellas at Happystance, to the neighbors sipping coffee and holding court at Respite, we find that these outdoor patios contribute to the convivial, welcoming atmosphere that makes Douglas such a great place to live and to visit. Moreover, the outdoor gathering spaces seem to be a draw for the art galleries and other shops in Douglas, thus contributing to the local economy. We would be sad to see these lively outdoor gatherings come to an end.

Thank you for your consideration.

Sincerely,
John Corvino and Mark Lock
316 S. Union Street



MEMORANDUM
REGULAR CITY COUNCIL
MEETING March 3, 2025, at 6:00
PM

TO: City Council

FROM: Sean Homyen, Planning and Zoning Administrator

SUBJECT: 2025 Temporary Outdoor Right-of-Way Expansion

At the February 18, 2025 regular City Council meeting, Council members voted to table this item for additional clarification. With the 2025 season approaching, City administration is again seeking City Council input prior to proceeding with the application process.

Attached you will find the application that City administration intends to use. Downtown businesses will be able to expand into adjacent City right-of ways from April 18, 2025, through October 27, 2025. It should be noted that Council has the ability to revise any part of the attached application as a condition of approval, if inclined.

Sample Motion – Motion to authorize City administration to proceed with the application process to allow downtown businesses use of the City’s right-of-way to expand their business from April 18, 2025, through October 27, 2025.



Dear Downtown Douglas Business Owner,

With the success of the temporary outdoor right-of-way expansion the City Council has once again given authorization for the City to permit downtown businesses use of the City's right-of-way to expand their businesses. Business owners may occupy areas of the sidewalk and on-street parking areas adjacent to your building only. Issuance of a permit will take effect once all requirements listed below are met. This authorization may prevail from April 18, 2025, through October 27, 2025.

Requirements of Business:

- **Provide the City a liability insurance policy with a minimum of \$1,000,000, listing the City of Douglas as additional insured.**
- Agree to defend, indemnify, and hold harmless the City and its employees from any and all claim, demands, damages, actions, causes of action of any kind and nature whatsoever that could arise from the issuance of the temporary outdoor right-of-way expansion permit.
- Maintain a clearly marked, unobstructed, pedestrian right-of-way, also known as a "pedestrian path" of travel, of no less than four (4) feet in width and that meets required accessibility standards. Partitions such as physical barriers to separate the dining area from the pedestrian path are encouraged.
- Maintain unobstructed access to public utilities, building entrances, fire hydrants, and crosswalks.
- Install a removable, durable, and highly visible barrier between patrons and motor vehicle traffic, as well as, between patrons and the pedestrian path, that is aesthetically pleasing. Reflective tape or markers are required. Examples include a section of fencing or railing at least four (4) feet tall. Ropes, chains, cones, potted plants, and the like are not sufficient.
- Umbrellas shall be no less than eighty (80) inches above the pedestrian path.
- No tents or igloos are permitted within City rights-of-way.
- Provide on-site trash containers that must be emptied by the business.
- Provide contact information of the person responsible for keeping the area clean.
- Businesses with a liquor license must comply with all federal, state, and local regulations.

Use of parking spaces which overlap with a neighboring business should not be used unless agreed to by the neighboring business. Parking spaces that are ADA accessible are prohibited for use.

The City of Douglas reserves the right to remove a business's temporary outdoor right-of-way expansion permit that (i) creates an obstruction to, or causes congestion of, pedestrian or vehicular traffic due to the existing conditions on the surrounding public right-of-way if it finds the installation represents a danger to the health, safety, or general welfare of the public (ii) a business violates the requirements of these Guidelines or State, and Local orders.

The City of Douglas may require the removal, temporary or permanent, of the temporary outdoor right-of-way expansion structures when redevelopment or improvements of the street or sidewalk, or utility repairs necessitates such action, or permittee fails to comply with the criteria set forth in existing City ordinances or this policy. Any cost incurred by the City for removal or storage of sidewalk tables, chairs, structures, and

other equipment shall be the responsibility of the business. The City is not responsible for any damage or loss of equipment removed pursuant to this subsection.

Please let me know if you have any questions or concerns.

Regards,
Lisa Nocerini
City Manager

Name of Business: _____

Owners Name: _____ Phone #: _____

Cleaning Contact: _____ Phone #: _____

OFFICE USE ONLY

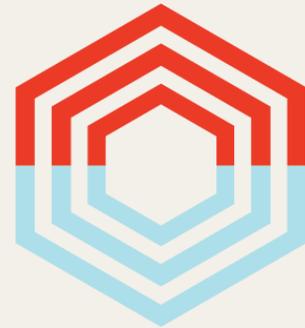
Right-of-way Permit Application Approved By:

City Manager: _____ Date: _____

CC: Zoning Administrator DPW Director Police Chief City Clerk

Thrive in 2025

To thrive is to grow vigorously, to flourish.

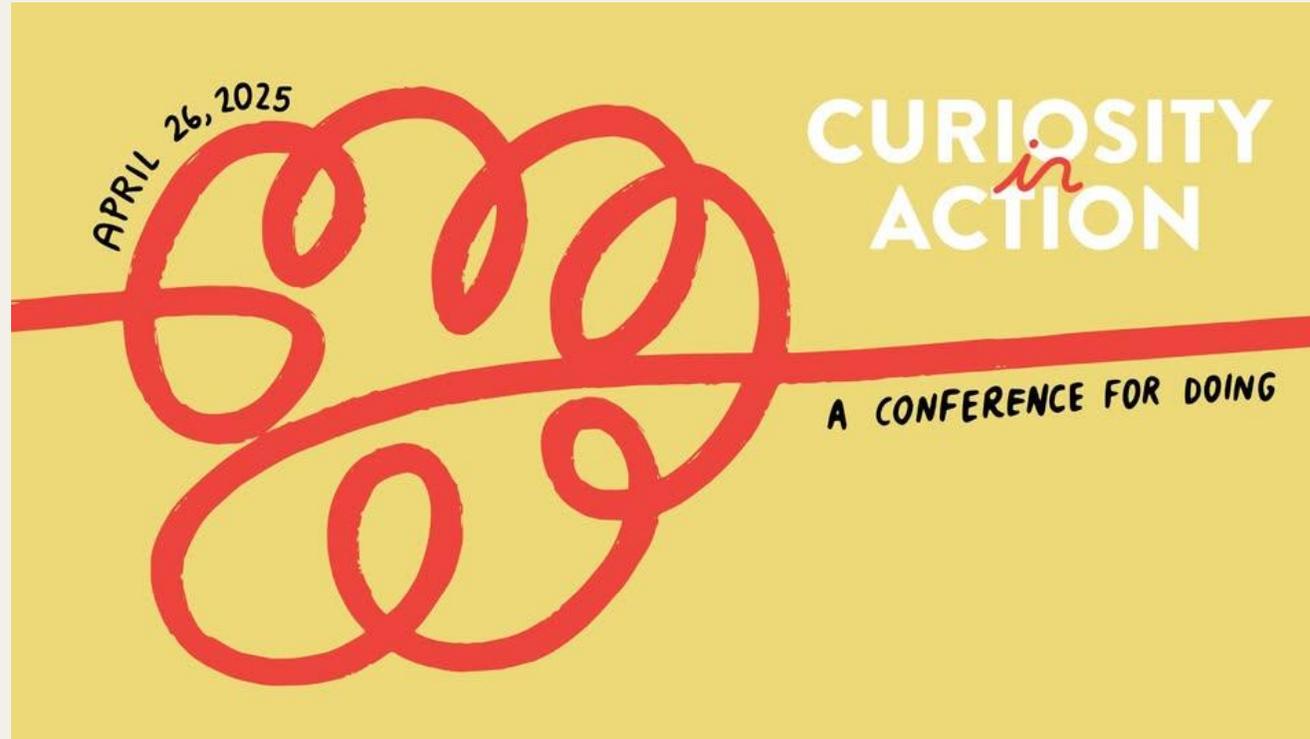


SAUGATUCK
CENTER FOR THE **ARTS**



Film for Families | Friday, March 21

Community Festival | Saturday, March 22



The intersection of the arts + wellness

Saturday, April 26

For educators, creatives, healthcare workers,
and lifelong learners!



Dixie Longate
Cherry Bombs + Bottle Rockets
May 22 + 23



Levi Kreis
An Evening with Levi Kreis
July 18

...and so much more

COME FROM AWAY

June 20 – July 13,
2025

WAITRESS

August 8 – 31, 2025

What we're up to behind the scenes

Arts-Based Educational Programming

March 10 - 21: Children's Film Festival

September – May: In School + Afterschool Programming and Field Trips

June – August: Summer Camps + Classes

Year Round: Outreach Programming

In School + Afterschool + Outreach = **COST FREE**



Current Partners

Saugatuck Middle + High Schools

Douglas Elementary

Black River Schools

Fennville Middle School

Allendale High School

Jefferson Elementary (Holland)

Forest Hills Public Schools

CultureWorks

Zeeland Christian Schools

Glenn Public School

Ferry Elementary (Grand Haven)

Voyager Elementary (Grand Haven)

Innocademy (Zeeland)

Westward Elementary (Allegan)

Dawson Elementary (Allegan)

Hamilton Community Schools

L.E. White Middle School (Allegan)

Allegan High School

Pullman Elementary

Kazoo School (Kalamazoo)

Innocademy (Allegan)

Career Line Tech

Peach Plains Elementary (Ottawa)

Robinson Elementary (Ottawa)

Maple Grove Elementary

South Haven Public Schools

Covert Public Schools

Boys + Girls Clubs

Holland High School

Paw Paw Public Schools

Latin Americans United for Progress

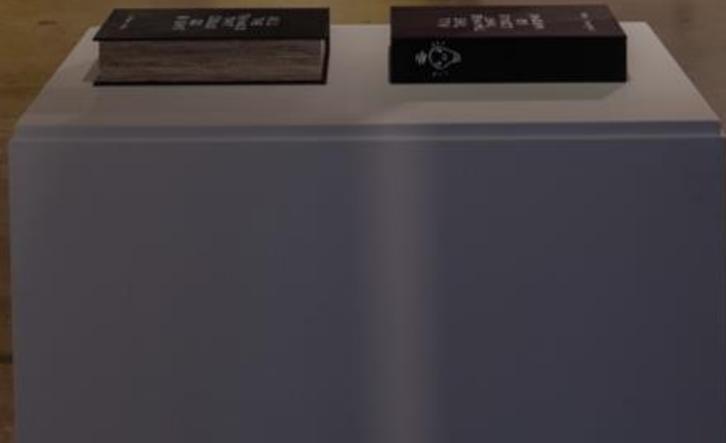


Item 8A.

The WiP Mobile Art Truck

Bringing arts-based programming to schools, festivals, events, and after-school programs throughout West Michigan.





Immersive Exhibitions



SCA Creative Fellow Caila Conklin /

Licensed music therapist (Corewell Health)

Using the power of music, Caila will engage our local community in creative experiences that encourage playful exploration of new skills and familiar favorites. The result: building community + creating connections!



SCA Resident Artist Zarah Resh /
in partnership with MSU's Impart Alliance

A Caregiver's Butterfly Garden
through January 9, 2026

Working in West Michigan with direct care workers to create a large, collaborative exhibition at the SCA in our garden.



Brad + Kristi Montague

We hope you fail better.

November 9, 2024 - May 16, 2025



John Pendleton

Sowing in Sorrow

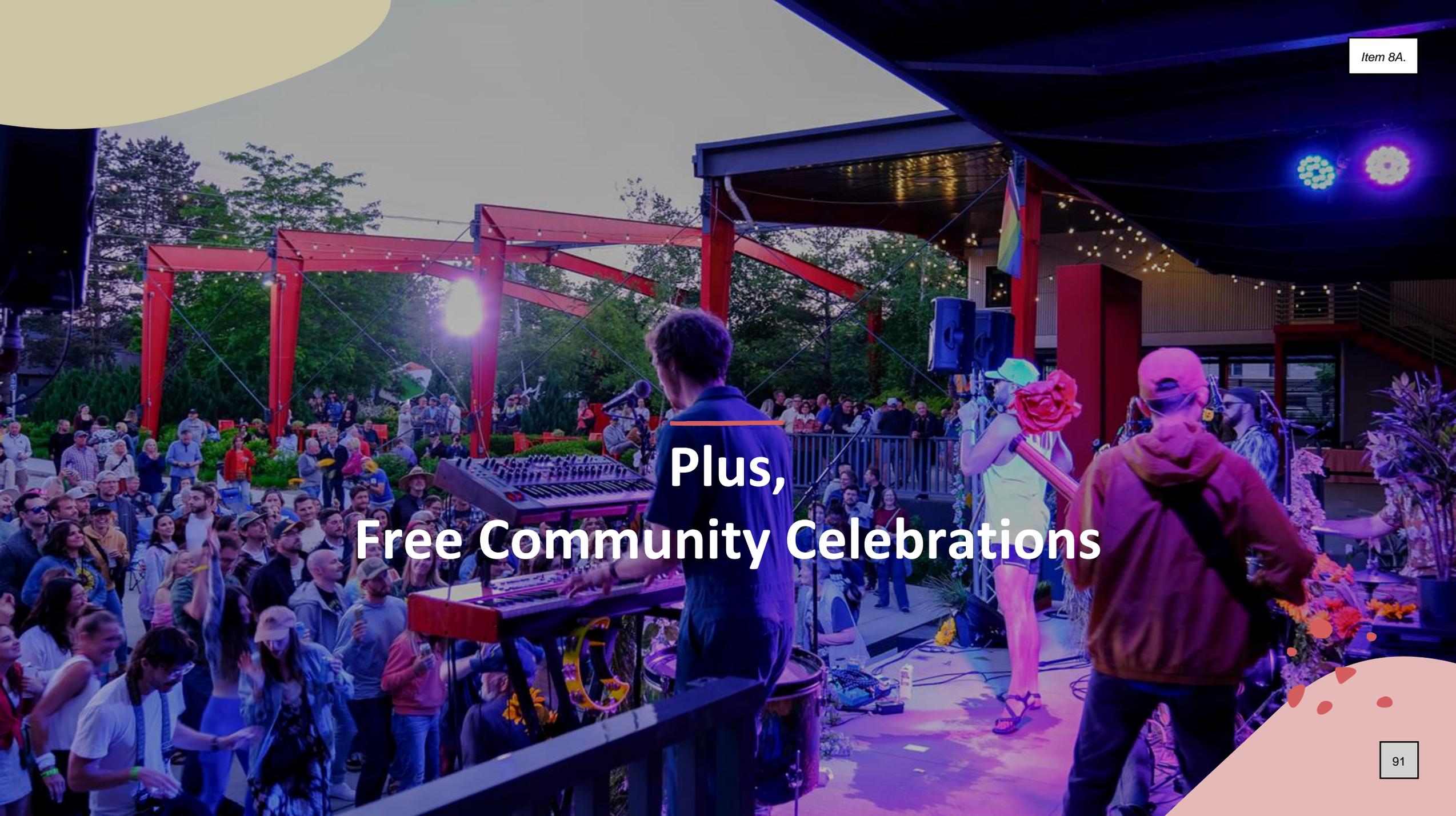
June 2 - September 5



Kayla Powers

Flourish

November 8, 2025 - April 24, 2026



Plus,
Free Community Celebrations

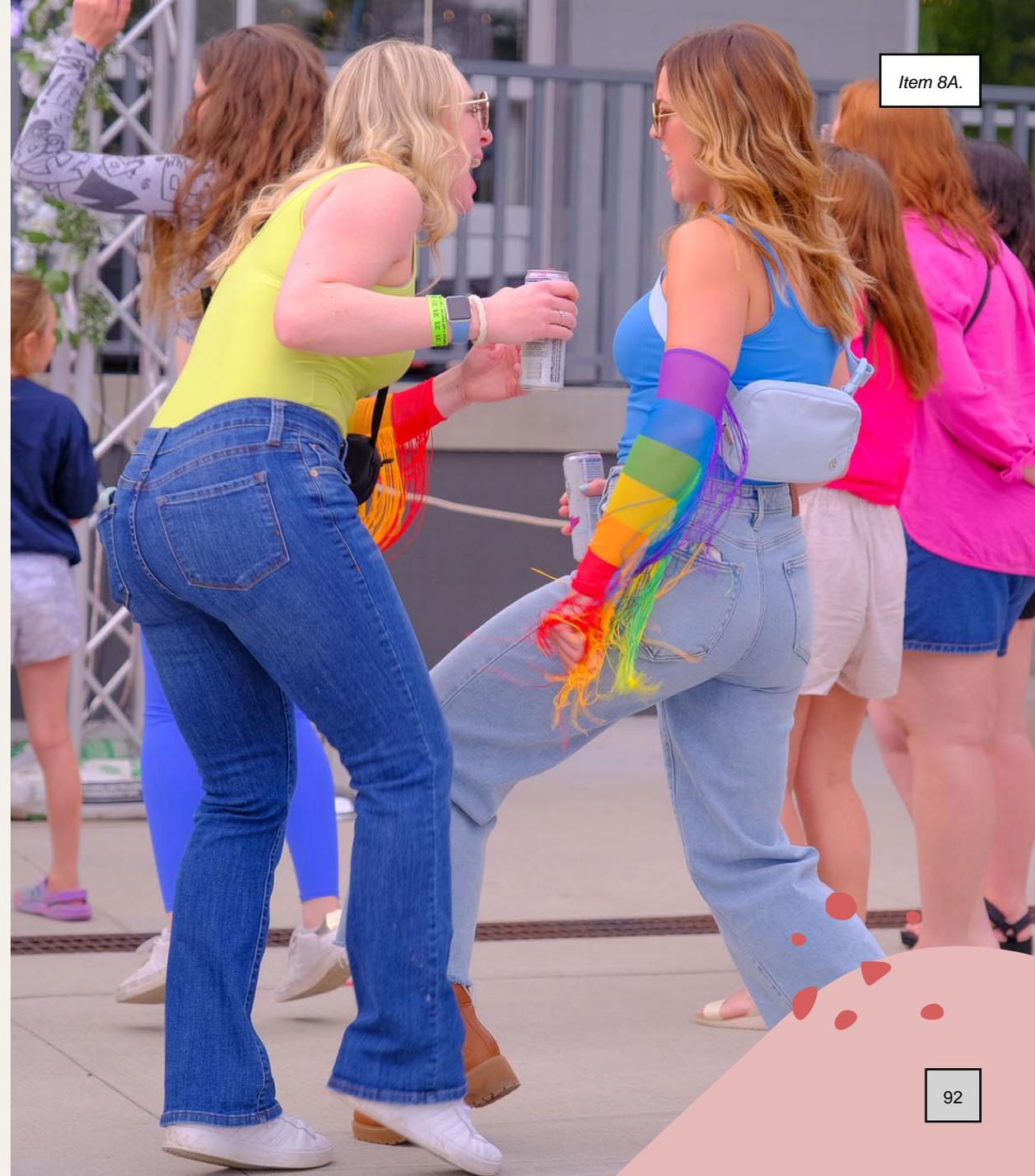
Jump into Summer

June 6 | 5 – 10 pm

FREE fun for all ages

Art and music collide

Featuring Wildermiss + DJ opener



Item 8A.

Fall Festival

November 8

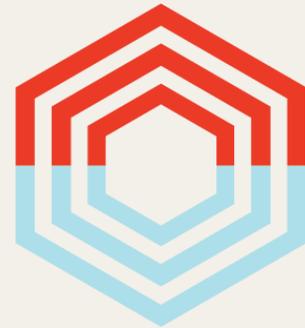
FREE fun for all ages

Professional Artist Interactions



Interested in joining?

You can join the fun at the SCA by becoming a volunteer. Any interest, skill set, and availability can sign up to be involved. View our website for more information.



SAUGATUCK
CENTER FOR THE **ARTS**

2025 Marketing Plan Overview

Our primary objectives remain consistent: extending our brand's reach, driving awareness with key psychographic audiences, and establishing demand for Saugatuck/Douglas as a premier destination, particularly during the shoulder seasons. With connectivity guiding our efforts, we will focus on strengthening partnerships, optimizing strategies, and creating content that inspires deeper engagement. Below is a summarization of the 4 strategies and various tactics outlined for 2025.

01. Amplify the Saugatuck/Douglas Brand to Target Markets

Marketing mix activities to support this strategy will continue to revolve around strategic partnerships with media and content creators, the creation of compelling content distributed through digital, social, and print channels, and cross-channel advertising. Additional tactics involve exploring radio advertising and expanding on email subscriber opportunities.

- **Optimize integrated marketing efforts** focusing on specific short-drive and long-drive metropolitan markets and short direct flight markets
- **Develop differentiating content** to generate awareness and inspire travel to the Art Coast of Michigan.
- Create compelling **new video and imagery assets** and graphics to support short and long-form content
- Provide PR leads with story ideas and **opportunities for familiarization** that align seamlessly with the interests of target media outlets and travel trends
- **Enhance email marketing** strategy for targeted engagement
- **Explore saugatuck.com booking platforms** that deliver a seamless, brand-aligned interface with actionable data for optimization for pixel traction and measurement of ROI.
- Utilize **social media/digital advertising** opportunities to drive top-of-mind awareness
- **Update Visitor's Guide** to inspire travel to the region and convey the brand's distinctive attributes.

02. Drive Awareness and Demand for Saugatuck/Douglas as the Destination of Choice in the Shoulder Seasons

Shoulder seasons remain our greatest opportunity for growth, and in 2025, we will continue to emphasize and promote activities available during these off-peak times. Through our work with the Shoulder Season Subcommittee, we will refine and execute strategies targeting defined key audience segments. Our focus will be on creating compelling editorial content and advertising that resonates with audiences based on existing "assets" and helping to identify new opportunities that can be created/leveraged moving forward.

- Feature compelling reasons for **off-peak, mid-week, and extended stays**
- **Increase digital + social ads** to encourage visitation during the shoulder season
- **Leverage episodic All Along the Art Coast** video series to drive interest
- **Partner with NPR** Chicago (WBEZ) and NPR Michigan to reach a highly targeted and engaged audience in short-drive markets through uncluttered advertising channels that enhance brand credibility
- Position Saugatuck/Douglas as a viable **destination for group business**

03. Obtain Visitor Insights to Align Marketing Efforts with Evolving Needs and Expectations

We will continue leveraging visitor and lodging partner surveys to deepen our understanding of evolving demographics, interests, and travel behaviors. The visitor survey will be conducted every other year, while the lodging partner survey will be conducted annually. This ongoing approach ensures we can adapt our marketing efforts and enhance engagement based on these valuable insights.

04. Champion the Value of Tourism and SDACVB Efforts in the Community

Tourism is the largest revenue generator for the area, contributing to job creation and consumer spending. To ensure the strategic growth and sustainability of the organization, efforts will be maintained to enhance community awareness of what the SDACVB does and the value that it provides.

- **Develop press releases for local media** about CVB programs and the positive impacts of tourism
- Support brand creative on **sponsored community events**
- **Push member activities, experiences, and community events** that will appeal to visitors through website articles, newsletters, and social channels
- **Promote new businesses** through PR efforts and newsletter

2024 Digital Advertising (sample selection)

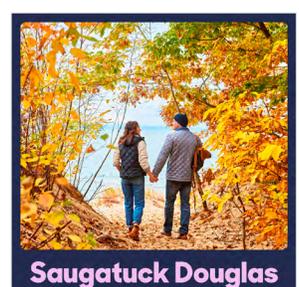


Click to watch

Click to watch



Click to watch



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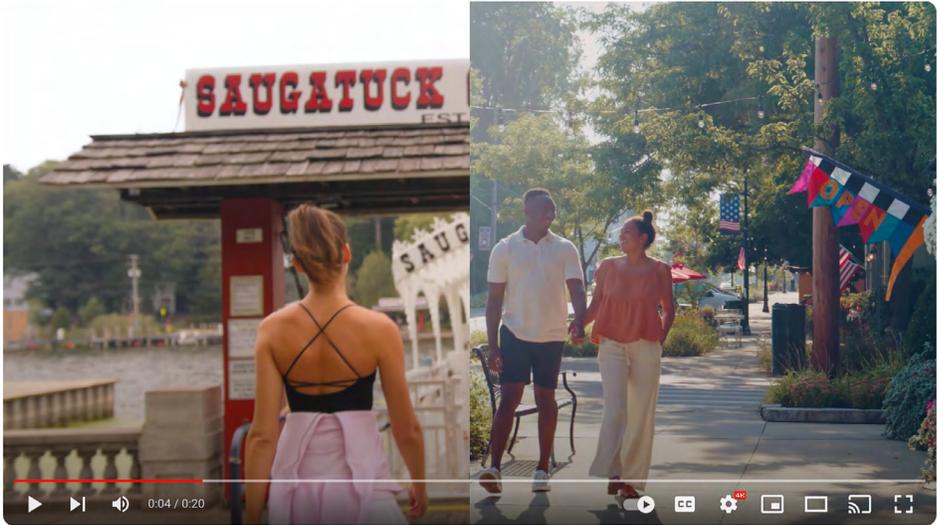


Click to watch

Click to watch

2024 YouTube TruView Promotion (short commercial ads)

Summer Dreams Start Here in Saugatuck/Douglas

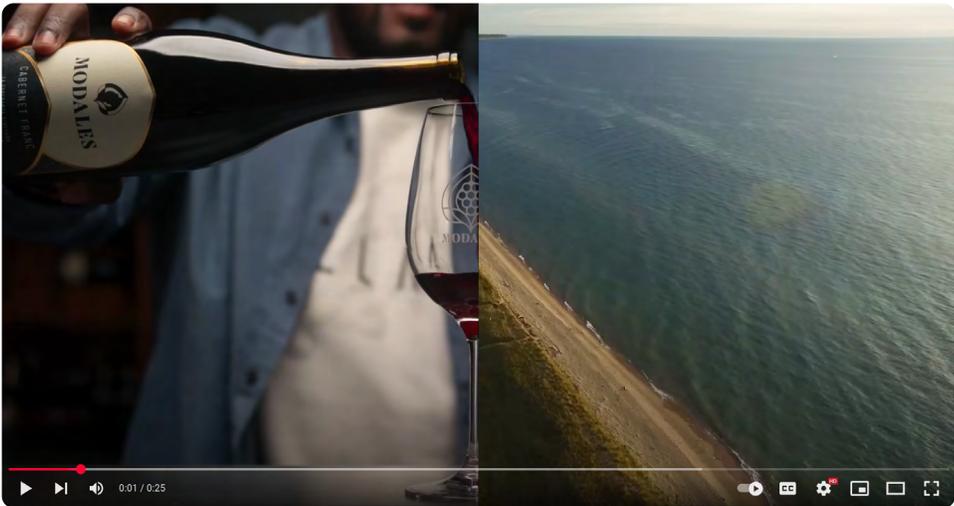


May/June
Campaign Duration 60 days
350K views

👍 267 💬

[Click to watch](#)

Experience Farm-to-Glass Flavors in Saugatuck/Douglas



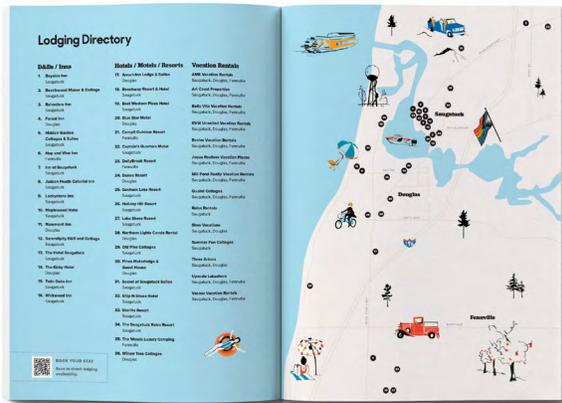
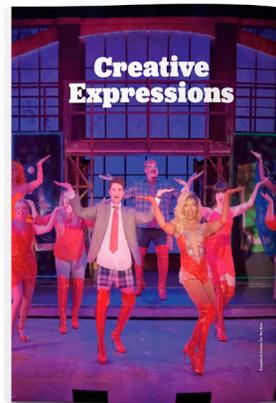
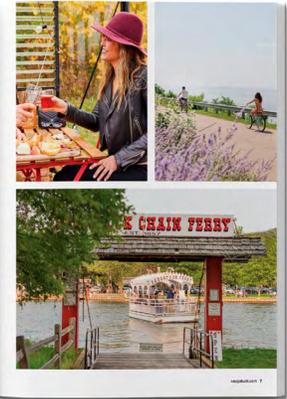
August/September
Campaign Duration 60 days
306K views

👍 507 💬

[Click to watch](#)

Saugatuck Douglas Area Convention & Visitors Bureau

2024 Discovery Guide (printed and distributed 50,000)



Photography

Spring/Summer focus — Early June 2024



Saugatuck Douglas Area Convention & Visitors Bureau

Photography (continued)

Spring/Summer focus — Early June 2024



All Along The Art Coast Video (No.3)

Gallery Strolls & Inspired Souls



Click to watch

Promotional Short Clips



Click to watch



Click to watch

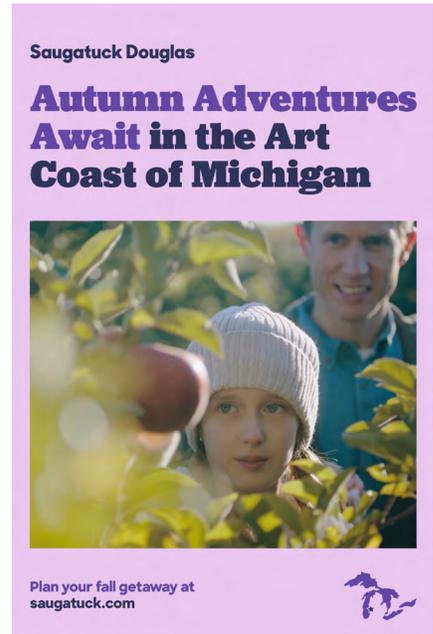
OOH Advertising – Rail Takeover in Chicago

Brownline —August/September 2024



OOH Advertising – Digital Display Boards in Chicago

11 Locations x 3 messages per board —August/September 2024



Click to watch



Click to watch

Public Relations (sample)

USA Today — Published May 29, 2024

USA TODAY SPECIAL EDITION 23



United States of Pride

Destinations nationwide are putting out the welcome mat for LGBTQ+ travelers. But times have changed. And so have Athens is a hub for the

PRIDE MONTH

USA TODAY SPECIAL EDITION 26

Continued from Page 24

Sylva, North Carolina
LGBTQ+ travelers have for years been flocking to Asheville, North Carolina, for its progressive values and creative community. Less than an hour west is a lesser-known queer enclave: the small town of Sylva.

"Sylva is an incredibly welcoming and diverse place," says Travis A. Routt, assistant professor of English at Western Carolina University and former president of Sylva Pride, which organizes the town's 3-year-old Pride festival. "I'm so grateful to be a part of this community that not only welcomes queer life, but celebrates it."

Local LGBTQ+ community center Cornbread & Boses publishes a "Rainbow Directory" of LGBTQ+-owned and -friendly businesses. Favorites include City Lights Cafe and Bookstore; Noon, which sells handmade local gifts; craft cocktail bar The Cut; and Tilda, helmed by a Michelin-trained chef who also owns a welcoming wine bar, Sante, with his sommelier wife.

Don't miss the town's Insta-worthy "You Belong Here" mural on its drag.



Boise, the capital of Idaho
Boise, Idaho
Because Idaho is uncharted territory for many LGBTQ+ Americans, its capital is full of pleasant surprises — including a large Pride celebration that takes place in September instead of June to avoid competing with other events.

"Boise stands out from other LGBTQ+ travel destinations because of the kind, welcoming nature of Boiseans, and the unique experiences available to explore," says attorney Will Banstrom, a member of the Boise Pride Business League.

Mainstays of Boise's LGBTQ+ community include Water Bear Bar, a lesbian-owned cocktail and oyster bar with a 100% gluten-free kitchen; The Balcony Club, popular for late-night dancing; and Somewhere, a gay bar known inside for drag shows and outside for its giant, stoned horse sculpture. Also popular are Mullet Proof Hair Co., an LGBTQ+-owned salon offering gender-neutral haircuts, and Flying M Coffee, an ally-owned coffee shop known for its quirky gifts, mismatched furniture and pro-LGBTQ+ fundraising.

McMinville, Oregon
Another queer riff on wine country is rural McMinville, Oregon. Located an hour outside Portland, in the heart of the vineyard-rich Willamette Valley, it's a welter of LGBTQ+ community, says Lee McCollins, director of marketing and communications for Visit McMinville, who credits the leadership of Mayor Remy Drabkin, a queer winemaker.

Along with wineries — there are more than 250 within 20 miles, including Drabkin's Remy Wines — McCollins recommends restaurants Oka and Hayward. Helmed by a Michelin-starred chef, the former was named one of the country's 50 best restaurants in 2023 by The New York Times. The latter was nominated for a James Beard Award.

Also notable are trans-owned brewery Barly Brewing, ally-owned bookstore Third Street Books and Harvest Fresh, a women-owned grocer and deli specializing in all-natural foods.

"When my husband and I moved here, it was one of the most magical turns of events in our relationship... because it made me realize that queer folks can thrive in small towns," McCollins says. "We have community everywhere we go — especially in McMinville."

Park City, Utah
Park City is best known for the Sundance Film Festival each January, during which LGBTQ+ cinema often takes center stage. There's also Gay Ski Week in February and Queers in March. The former is a wintery circuit party and the latter a locally organized alternative whose focus is sports, inclusivity and community, says Queerati founder Joe Unker, who describes Park City as "its own kind of bubble in the middle of Utah."

That bubble makes Park City a safe space not only during the town's winter events, but year-round, according to Dan Howard, vice president of communications for Visit Park City.

"For a tiny little Western mountain town, Park City is surprisingly conscious and big-minded," says Howard, whose favorite spots include Riverhorse on Main, one of Park City's oldest and nicest restaurants; Palomino, Riverhorse's new cocktail bar; High West Distillery, which calls itself the world's only "ski-in gastro-distillery"; and Meredith Marks, a boutique whose namesake not only stars in Bravo's "The Real Housewives of Salt Lake City" but also is an outspoken LGBTQ+ ally.

PRIDE MONTH

USA TODAY SPECIAL EDITION 24

Continued from Page 23

NORTHEAST
Ogunquit, Maine
"Ogunquit is rich in LGBTQ+ history and has always been front and center embracing and empowering the equality of all social communities," says Mark Holt, general manager of The Admiral's Inn, a local hotel. "Ogunquit was initially a destination for artists and performers, which has translated into a thriving, welcoming community for all types of travelers."

Holt says visitors should check out the beloved piano bar The Front Porch; Mainstreet, a gay nightclub known for dancing drag queens; and the Ogunquit Playhouse, which has been staging Broadway-quality shows since 1937.

Don't miss the beach, adds hotelier Tim Harrington, who owns local properties The Dunes and The Wanderer. "Our beach is arguably the most beautiful beach in New England."

Pittsburgh
In the hit Showtime series "Queer as Folk," which ran in the early aughts, Pittsburgh seemed an unreal setting for the show's thriving queer community. Twenty years later, however, LGBTQ+ Pittsburgh is decidedly more fact than fiction.

"There's 90 neighborhoods that make up the city of Pittsburgh, and there's probably about a dozen of them that have their own Pride celebration," points out Jerad Bachar, the first openly gay president and CEO of VISITPITTSBURGH.

In addition to the Andy Warhol Museum, which celebrates the work of queer artist and city native Warhol, Bachar recommends the Mattress Factory and Liberty Avenue. The former is a contemporary art museum displaying the work of transgender artist Grier Lankton, while the latter is Pittsburgh's original gay district. He also recommends Love, Katie Distilling, an LGBTQ+-owned distillery; Harold's Haunt, Pittsburgh's first and only "they" bar; and Trace Brewing, a craft brewery and coffeehouse known for its pro-LGBTQ+ policies and events.

MIDWEST
Minneapolis-St. Paul
In size, the LGBTQ+ capital of the Midwest is Chicago. In spirit, however, Minnesota's Twin Cities are serious

contenders. LGBTQ+ visitors should check out drag bingo and drag brunch at LUSH Lounge & Theater, browse handmade LGBTQ+ wares at the whimsical shop I Like You and watch a game at queer-owned soccer bar The Black Hart of Saint Paul. Other must-stops include the black-, women- and queer-owned bookstore Black Garnet Books; Urban Growler Brewing Co., Minnesota's first women-owned microbrewery; and Gay 90's, a labyrinthine gay nightclub with roots dating to 1948. Don't forget to pay tribute to Minneapolis' androgynous icon, Prince, by touring Paisley Park, the late artist's home and studio.

"The Twin Cities is... an outstanding destination for LGBTQ+ travelers," says Minnesota Lt. Gov. Peggy Flanagan. "Through inclusive policies, a diverse arts and culture scene and uplifting LGBTQ+-owned establishments, we have fostered an atmosphere where the LGBTQ+ and Two Spirit community feels valued and seen."

Saugatuck, Michigan
Every summer, LGBTQ+ Midwesterners flock to Saugatuck, an artsy community on the shore of Lake Michigan. Along with Pride flags that fly year-round, there are rainbow-painted sidewalks and benches and more than 140 LGBTQ+-owned and -friendly businesses. Favorites include Amazwi Contemporary Art, a gallery specializing in African artists; Kindel and Co., which sells home décor and furnishings alongside men's clothing, accessories and grooming products; Uncommon Coffee Roasters; and The Dunes Resort, whose pool and dance floor are the center of Saugatuck's LGBTQ+ social scene.



The Black Hart of Saint Paul is an LGBTQ+-owned soccer bar a stone's throw from the home field of Minnesota's MLS club.
EXPLORE MINNESOTA



Pokémon Drag Brunch at Union Rec/Pop in Minneapolis.
KAMNETZ/FLIP PHONE EVENTS MINNEAPOLIS

"People from all walks of life come here to find themselves, lose themselves, but most importantly, to be themselves," says Mike Jones, owner of The Dunes Resort. "You can be gay, straight, old or young and feel comfortable here."

SOUTHEAST
Athens, Georgia
Approximately 90 minutes east of Atlanta is Athens, known for launching musical acts like the B-52s, R.E.M. and the Indigo Girls.

"From the rich LGBTQIA+ history, to the recently added rainbow crosswalk, Athens is a hub for the LGBTQIA+ community," says Becky Loccisano, president of the Athens Pride and Queer Collective. "There is always something fun happening; whether it's a drag show, a festival, a concert or the weekly farmers' market, you'll never be bored."

Loccisano suggests taking the Queer Space Self-Guided Tour, compiled by the Historic Athens Welcome Center. In a city full of LGBTQ+-friendly spots, her recommendations include 1000 Faces Coffee for a jolt of ethically sourced caffeine; Athens Brewing Co. for local craft beer and a weekly queer trivia night; Sister Louisa's Church for queer-friendly cocktails; The Rook & Pawn for a night of board games; and indie-owned Avdi Bookshop. Don't forget to fill up with something sweet and Southern at beloved breakfast spot Mama's Boy.

PRIDE MONTH

Continued on Page 26

Billboards

Spring/Summer



Fall/Winter





MEMORANDUM
REGULAR CITY COUNCIL MEETING
March 3rd, 2025, at 6:00 p.m.

TO: City Council
FROM: Lisa Nocerini, City Manager
SUBJECT: Fireworks Indemnification Agreement/Fireworks Display Donation

Please see the attached indemnification agreements per the guidance of the MMRMA, that indemnify the City of Douglas from liability for two events in summer 2025, July 5th, 2025 (SDACVB) and July 26th, 2025 (Rotary-Venetian), that will include fireworks and listing the city only as additional insured.

Additionally, the Saugatuck Douglas Area Convention and Visitor's Bureau is seeking a \$3,000.00 donation from the City of Douglas as a contribution towards the July 5th fireworks display. Donations from Saugatuck, Saugatuck Township, and Fennville are also being requested. It is my understanding that the total amount for the fireworks is \$15,000.00 and the barge is \$4,000.00. The donation would be used to help offset some of these costs.

Sample Motion 1: Motion to approve the insurance indemnification agreements for fireworks on July 5th and July 26th, 2025.

Sample Motion 2: Motion to approve a \$3,000.00 donation to the Saugatuck Douglas Area Convention and Visitor's Bureau for the July 5th, 2025, fireworks.

AGREEMENT TO INDEMNIFY AND PROVIDE INSURANCE COVERAGE

This Agreement to Indemnify and Provide Insurance Coverage (“Agreement”) is made this 5th day of July 2025 by and between the Saugatuck Douglas Area Convention and Visitors Bureau (“SDACVB”); the City of the Village of Douglas, (“Douglas”), and Great Lakes Fireworks (GLF) (collectively, the “Parties”).

RECITALS

WHEREAS, Saugatuck Douglas Area Convention and Visitor’s Bureau desires to contract with Great Lakes Fireworks to facilitate a fireworks display on the Kalamazoo River on July 5th, 2025, (the “Event”);

WHEREAS, Douglas desires to accommodate the Event by granting the necessary approvals:

WHEREAS, given the nature of fireworks displays, Douglas possesses an interest and an obligation to ensure that appropriate insurance coverage is provided for the Event and to ensure that Douglas will not be liable for any loss or damage caused by or attributable to the Fireworks’ performance of the Event.

WHEREAS, the Parties desire to enter into this Agreement to clarify how insurance coverage for the Event will be provided and to establish indemnification obligations for the Saugatuck Douglas Area Convention and Visitor’s Bureau and Great Lakes Fireworks.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the Parties agree as follows:

AGREEMENT

1. Cooperation: Douglas shall cooperate in good faith with SDACVB and GLF to review and process the necessary permissions and approvals for the Event.

2. Insurance Obligations: The Parties agree that the insurance for the Event will be provided as follows:
 - a. GLF will provide \$5,000,000 in liability insurance for the Event. GLF shall be the primary insured party under that policy Douglas, and the SDACVB shall be named as additional insureds. GLF shall provide Douglas, and the SDACVB with a certificate of insurance evidencing the same no later than 10 days before the Event, and shall provide Douglas, and the SDACVB with a copy of such policy upon request.
 - b. The SDACVB will provide \$2,000,000.00 in liability insurance for the Event. Douglas shall be named as additional insured. The SDACVB shall provide Douglas with a certificate of insurance evidencing the same no later than 10 days before the Event and shall provide Douglas with a copy of such policy upon request.
3. Application of Insurance Coverage: In the event of any claim, demand, suit, loss, cost of expense or any damage which may be asserted, claimed or recovered against or from the Event by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of the Event, the Parties agree that insurance coverage will be provided first through a GLF liability policy and then through the SDACVB liability policy.
4. Indemnification: The SDACVB and GLF agree to defend, indemnify, and hold harmless Douglas and its respective officials, agents, servants, and employees, from any claim, demand, suit, loss, cost of expense or any damage which may be asserted,

- claimed or recovered against or from the Event by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of the Event, and regardless of which claim, demand, damage, loss, cost, or expense is caused in whole or in part by the negligence of Douglas, or by third parties, or by the officials, agents, servants, employees, or factors of any of them. This obligation shall survive termination of this Agreement.
5. No Waiver: No provision of the Agreement is intended, nor shall any provision of this Agreement be construed, as a waiver by Douglas of any governmental immunity or any other defense that would be available under state or federal law.
 6. Applicable Law: This Agreement shall be interpreted in accordance with the laws of the State of Michigan, and should any disputes, disagreements or legal actions result between the parties under this Agreement, then the law of Michigan shall apply.
 7. Amendments: This Agreement may not be amended by the parties unless such amendment is in writing and signed by the parties.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed the day and year first above written.

[Signature Page to Follow]

CITY OF THE VILLAGE OF
DOUGLAS

By: _____

Dated: _____

Its: _____

By: _____

Dated: _____

Its: _____

SAUGATUCK DOUGLAS AREA
CONVENTION & VISITORS
BUREAU

By: _____

Dated: _____

Its: _____

GREAT LAKES FIREWORKS

By: Barry Beltz

Dated: 2/18/2025

Its: Member

AGREEMENT TO INDEMNIFY AND PROVIDE INSURANCE COVERAGE

This Agreement to Indemnify and Provide Insurance Coverage (“Agreement”) is made this 26th day of July 2025 by and between the Rotary Club of Saugatuck Douglas (“RCSD”); the City of the Village of Douglas, (“Douglas”), and Great Lakes Fireworks (GLF) (collectively, the “Parties”).

RECITALS

WHEREAS, Rotary Club of Saugatuck Douglas desires to contract with Great Lakes Fireworks to facilitate a fireworks display on the Kalamazoo River on July 26th, 2025, (the “Event”);

WHEREAS, Douglas desires to accommodate the Event by granting the necessary approvals:

WHEREAS, given the nature of fireworks displays, Douglas possesses an interest and an obligation to ensure that appropriate insurance coverage is provided for the Event and to ensure that Douglas will not be liable for any loss or damage caused by or attributable to the Fireworks’ performance of the Event.

WHEREAS, the Parties desire to enter into this Agreement to clarify how insurance coverage for the Event will be provided and to establish indemnification obligations for the Rotary Club of Saugatuck Douglas and Great Lakes Fireworks.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the Parties agree as follows:

AGREEMENT

1. Cooperation: Douglas shall cooperate in good faith with RCSD and GLF to review and process the necessary permissions and approvals for the Event.

2. Insurance Obligations: The Parties agree that the insurance for the Event will be provided as follows:
 - a. GLF will provide \$5,000,000 in liability insurance for the Event. GLF shall be the primary insured party under that policy Douglas, and the RCSD shall be named as additional insureds. GLF shall provide Douglas, and the RCSD with a certificate of insurance evidencing the same no later than 10 days before the Event, and shall provide Douglas, and the RCSD with a copy of such policy upon request.
 - b. The RCSD will provide \$2,000,000.00 in liability insurance for the Event. Douglas shall be named as additional insured. The RCSD shall provide Douglas with a certificate of insurance evidencing the same no later than 10 days before the Event and shall provide Douglas with a copy of such policy upon request.
3. Application of Insurance Coverage: In the event of any claim, demand, suit, loss, cost of expense or any damage which may be asserted, claimed or recovered against or from the Event by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of the Event, the Parties agree that insurance coverage will be provided first through a GLF liability policy and then through the RCSD liability policy.
4. Indemnification: The RCSD and GLF agree to defend, indemnify, and hold harmless Douglas and its respective officials, agents, servants, and employees, from any claim, demand, suit, loss, cost of expense or any damage which may be asserted, claimed or

- recovered against or from the Event by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of the Event, and regardless of which claim, demand, damage, loss, cost, or expense is caused in whole or in part by the negligence of Douglas, or by third parties, or by the officials, agents, servants, employees, or factors of any of them. This obligation shall survive termination of this Agreement.
5. No Waiver: No provision of the Agreement is intended, nor shall any provision of this Agreement be construed, as a waiver by Douglas of any governmental immunity or any other defense that would be available under state or federal law.
 6. Applicable Law: This Agreement shall be interpreted in accordance with the laws of the State of Michigan, and should any disputes, disagreements or legal actions result between the parties under this Agreement, then the law of Michigan shall apply.
 7. Amendments: This Agreement may not be amended by the parties unless such amendment is in writing and signed by the parties.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed the day and year first above written.

[Signature Page to Follow]

CITY OF THE VILLAGE OF DOUGLAS

By: _____

Dated: _____

Its: _____

By: _____

Dated: _____

Its: _____

ROTARY CLUB OF SAUGATUCK DOUGLAS

By: _____

Dated: _____

Its: _____

GREAT LAKES FIREWORKS

By: Barry Beltz

Dated: 2/18/25

Its: Member



MEMORANDUM
REGULAR CITY COUNCIL MEETING
March 3, 2025, at 6:00 PM

TO: City Council

FROM: Lisa Nocerini, City Manager

SUBJECT: Ordinance to sell 6825 Wiley Road – Ordinance 03-2025 – Public Hearing & Second Reading

The Douglas City Council has directed the City Manager to deem the public property owned by the City of Douglas located at 6825 Wiley Road as surplus. Per the requirements of Ordinance 09-2024, an ordinance to *Establish Procedures for Transfer of Surplus Real Property for the City of the Village of Douglas*, the sale of surplus real property shall be done by passing an ordinance.

A review of Chapter 13 of the City Charter, also specifies that, “The City may not sell any cemetery, park or any part thereof unless approved by a majority vote of the electors voting thereon at any general or special election.” The property located at 6825 Wiley Road is neither a park nor a cemetery.

The property is deemed to be surplus due to the City seeking to issue a Request for Proposal (RFP) from qualified developers to address critical housing needs.

Sample Motion – I motion to adopt Ordinance 03-2025 declaring 6825 Wiley Road as surplus property.

**CITY OF THE VILLAGE OF DOUGLAS,
ALLEGAN COUNTY, MICHIGAN
ORDINANCE NO. 03-2025**

**AN ORDINANCE TO DEEM 6825 WILEY ROAD, AS SURPLUS REAL PROPERTY, FOR
THE CITY OF THE VILLAGE OF DOUGLAS**

THE CITY OF THE VILLAGE OF DOUGLAS DOES HEREBY ORDAIN:

SECTION 1: PURPOSE

The purpose of this ordinance is to provide authorization for the disposal of City owned surplus real property, 6825 Wiley Road, PNN: 03-59-017-089-40, Zoned R-5, Multi Family District. This ordinance is intended to authorize the sale of real property that is transparent to the community, fair, equitable, and consistent with the best interests of the City.

SECTION 2: METHODS OF SALE

The following are the four (4) allowable methods of transfer of Surplus Real Property:

- A. Sale or lease through sealed bids/offer
- B. Sale through Real Estate Broker
- C. Sale through Auction
- D. Unsolicited Offers

SECTION 3: AUTHORIZATION TO SELL

The City is hereby authorized to sell the real property identified as 6825 Wiley Road, in accordance with the terms and conditions set forth in Ordinance 09-2024, an Ordinance to Establish Procedures for Transfer of Surplus Real Property.

SECTION 4: TERMS OF SALE

The terms of sale, including the accepted bid and any other conditions of sale, shall be approved by the City Council.

SECTION 5: AUTHORIZATION TO EXECUTE DOCUMENTS

The City Manager is hereby authorized to execute any and all documents necessary to complete the sale of the real property, including purchase agreements, deeds, and escrow instructions, subject to final approval of the sale by the City Council subject to section 4 above.

Ordinance Offered by: _____

Ordinance Supported by: _____

Ayes:

Nays:

Abstain:

To: City of the Village of Douglas City Council
Date: March 3, 2025
From: Sean Homyen, Planning & Zoning Administrator
RE: **Master Plan Update – City Council Adoption**



The Village of Friendliness – Since 1870

At the February 20, 2025, Planning Commission meeting, the Commissioners recommended the City Council approve the Master Plan update via resolution. The public and Planning Commission were asked to submit final changes to me prior to the Council meeting. The following revisions were made:

- Corrected the intent section for West Center St to allow residential use on ground floors
- Grammar corrections
- Updates to the table of contents page numbers
- Clarified the City of Saugatuck’s short-term rental cap, as mentioned by Holly Anderson (City of Saugatuck Mayor)

At the City Council meeting on March 3, 2025, the Council will consider the final adoption of the Master Plan update. If there are significant objections to the draft raised by the Council, the plan will be referred back to the Planning Commission, which will hold an additional public hearing to address the requested revisions.

Please feel free to reach out with any questions.

MEMORANDUM

To: City of the Village of Douglas Planning Commission
Date: February 13, 2025
From: Tricia Anderson, AICP
RE: **2024/25 Master Plan Plan Update – Recommendation to City Council**

Over the last year, the Planning Commission has been working on an update to the 2016 Master Plan. The Master Plan is the official policy document related to land use and planning in the City. The fundamental purpose of a Master Plan is to enable the City's Planning Commission to establish a future direction for the City's physical development. Once officially adopted and maintained, the Plan will serve as an advisory guide for the physical conservation of certain areas and for the development of other areas. While the document is intended to be somewhat flexible, it should also be maintained through future periodic review and revision to ensure it reflects the current needs of a community.

The City's Master Plan update was prepared by the Planning Commission with assistance from Williams & Works. It was developed to serve the City in several ways:

- To provide a comprehensive means of integrating proposals that look years ahead to meet future needs regarding general and major aspects of physical conservation and development throughout the City.
- To serve as the official, advisory policy statement for encouraging orderly and efficient use of the land for residences, businesses, and industry and for coordinating these uses of land with each other, with streets, sidewalks, and other necessary public facilities and services.
- To create a logical basis for zoning, residential density, housing forms, public improvement plans, and for facilitating and guiding the work of the Planning Commission and the City Council as well as other public and private endeavors dealing with the physical conservation and development of the City.
- To provide a means for private organizations and individuals to determine how they may relate their building and development projects and policies to official City planning policies.
- To offer a means of relating the plans of the City to the plans of other communities in the region.

The Planning Commission’s work has resulted in a draft of an updated Master Plan that addresses all of the above, following the broad outline of steps below:

- Step 1** Initial meeting with Planning Commission
 - a. Discuss any desired amendments to the Master Plan.
 - b. Discuss whether the City would like to engage the public through an open house or survey that would garner input on the proposed amendment.
- Step 2** Master Plan update is drafted in accordance with the specified direction and scope given by the Planning Commission.
- Step 3** The draft of the Master Plan Update is presented to the Planning Commission which then makes a recommendation to the City Council to approve the distribution of the draft update to neighboring communities, the County, utility companies, and other stakeholders over a 42-day review period.
- Step 4** After the 42-day review period, the draft of the updated Plan is assembled and the Planning Commission will hold a public hearing to make a recommendation to the City Council for the adoption of the Master Plan update.
- Step 5** The City Council considers the final adoption of the Master Plan amendment.

Steps 4 and 5 are remaining and the Planning Commission will consider step 4 at the upcoming special meeting held on February 20, 2025. Over the 42-day review period, there were comments that were received that the Planning Commission will have an opportunity to discuss. The Planning Commission should come to a consensus on any revisions to the plan that will be incorporated into the draft that the City Council receives. Procedurally, per the Planning Enabling Act, if there are substantive objections to the draft made by the City Council, the plan must be referred back to the Planning Commission, which must hold an additional public hearing to address requested revisions.

The Planning Commission’s motion at the February 20, 2025 will be a recommendation to the City Council for the approval of the 2024 Master Plan update via resolution, to be provided at the meeting. Step 5 is anticipated to be completed on March 3, 2025 at the City Council’s regular meeting.

Please feel free to reach out with any questions prior to the meeting.



MASTER PLAN

ACKNOWLEDGEMENTS

CITY COUNCIL:

Cathy North, Mayor	Gregory Freeman
Neal Seabert	John O'Malley
Randy Walker	Matthew Balmer
Jerome Donovan	

PLANNING COMMISSION:

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WITH ASSISTANCE FROM:

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 Sam Lipscomb, Fleis & Vandenbrink
 Daryl VanDyke, Kalamazoo Lake Sewer & Water Authority

and **williams&works**

EXECUTIVE SUMMARY

MARCH, 2025

The fundamental purpose of a Master Plan is to enable a community to guide and accomplish a direction for physical development, capital investment and growth. The 2024 Master Plan update represents a foundational policy statement about the Douglas community, what its residents value, and what those residents and businesses hope the community will become. The Michigan Planning Enabling Act (Act 33 of 2008) specifically gives the City of the Village of Douglas Planning Commission and City Council the authority to prepare and adopt a plan, as well as review and update the plan every five years. Once prepared, adopted and maintained, this Plan will serve as an advisory guide for the physical conservation of certain areas and for the development of other areas.

Furthermore, Michigan law requires that a community's zoning ordinance be based upon a plan. Therefore, in addition to serving as the policy basis for the City's elected and appointed officials, the Plan also serves as a foundation for the City's zoning and other land

use regulations. The Plan is adopted to help provide a stronger legal basis for the City's Zoning Ordinance. Common uses of the Master Plan as a policy reference include justification for zoning changes as well as special land use applications.

In addition to legal and policy justification, the Master Plan may serve as the principal marketing and design document for attraction, retention, and viability efforts implemented by a variety of possible contributors including the City, its residents, Allegan County and the State of Michigan. A strong planning effort which instills buy-in and continuity creates the basis for a cohesive community moving forward. With planning comes broad and impactful input and the blending of ideas, traditions and visions.



DOUGLAS
MICHIGAN

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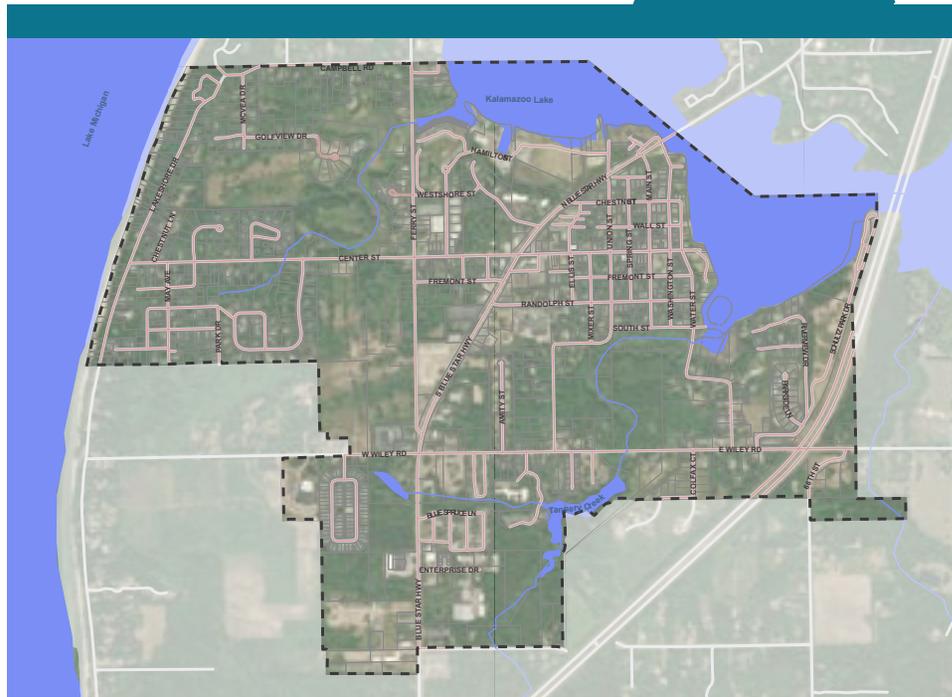
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CHAPTER 1:

INTRODUCTION

DOUGLAS MICHIGAN



The City of the Village of Douglas is a city in Allegan County in the southwest portion of the Lower Peninsula on the shores of Lake Michigan. The City is surrounded by the City of Saugatuck and Kalamazoo Lake to the north, Saugatuck Township to the south and east, and Lake Michigan to the west. The City of the Village of Douglas is accessible via Interstate 196 located immediately south and east of the City, and from County Road A-2, also known as Blue Star Highway, which runs north/south through the City. The City limits cover 1.8 square miles.

Thriving as a tourist community with an eclectic art, food and cultural scene, the City is made up of roughly 1,380 residents with diverse lifestyles, interests and needs. The City is continually working to become a place where individuals and families of all ages, backgrounds, and interests can enjoy living, working and recreating.

Although the City of the Village of Douglas is seeing growth and reinvestment, City leaders, staff, appointed officials and area stakeholders continue to work hard to create a desirable, dynamic destination City for year-round residents. Changes in demographics, housing markets, economics and industry require the City to update and maintain a vision and policy direction that encompasses the needs of the entire community.

THE MASTER PLANNING PROCESS

The Michigan Planning Enabling Act (Act 33 of 2008) specifically enables the City of the Village of Douglas to prepare and adopt a plan.

This Master Plan is based on data from both original research and from secondary resources. It is this data, along with community needs and desires, that form the foundation of the Master Plan. Planning for the long term should be a process that is carried out at a somewhat general level that recognizes the potential for change and provides flexibility. This method results in a Master Plan that can be useful well into the future instead of becoming obsolete if or when demographic and economic trends change over time.



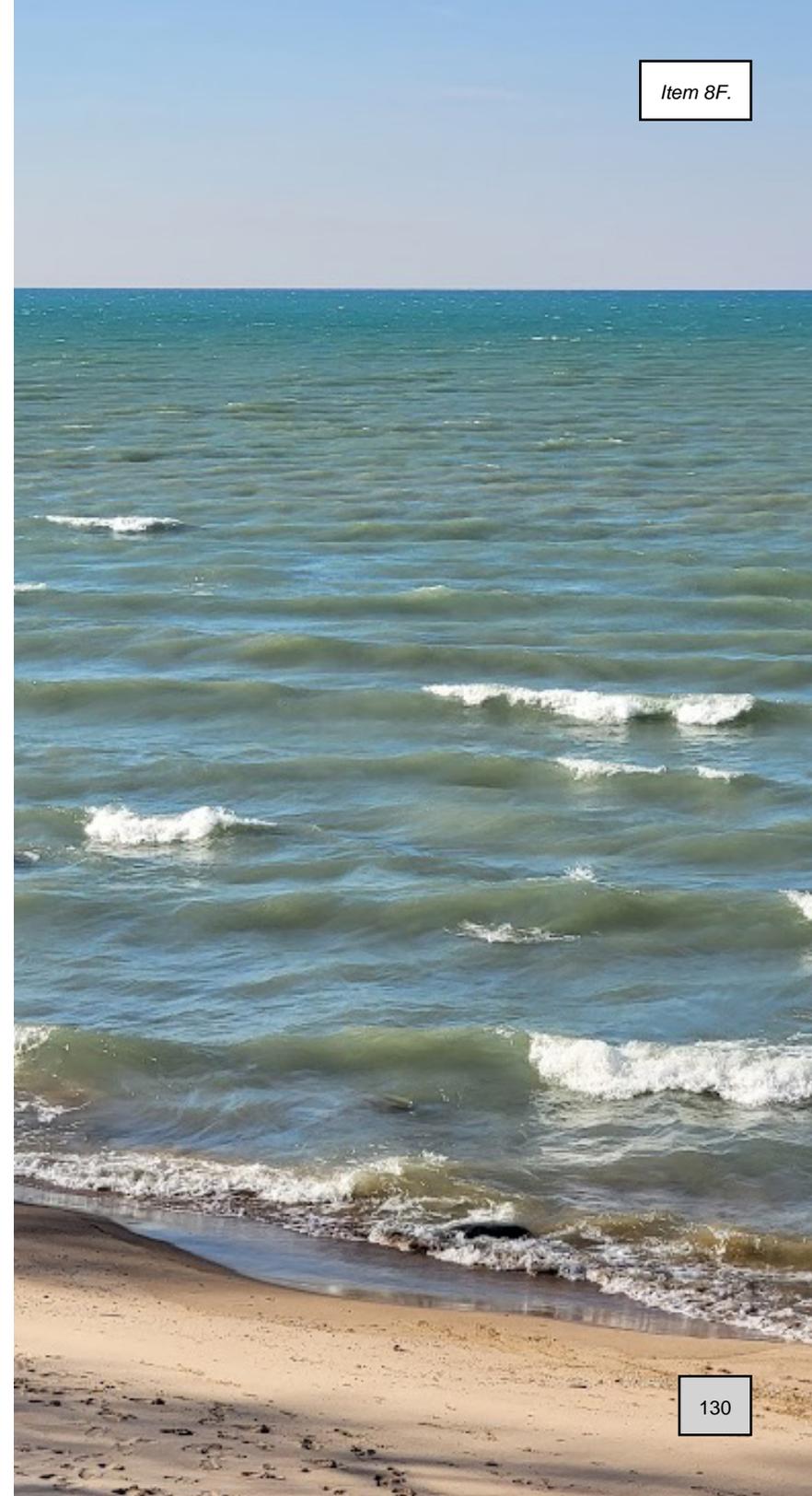
MASTER PLAN STRUCTURE

Chapters 2 through 4 of this Plan provide a “snapshot” of current conditions in the City concerning four key aspects of land use planning:

- Population and Economic Characteristics
- Property Values and Housing
- Existing Land Use and Natural Features
- Public Services and Infrastructure

Chapter 5 summarizes the public input collected in support of the Master Planning process and the conclusions derived from that input. Chapters 6 through 9 outline the goals and objectives and policy recommendations, future land use plan, and strategies for implementation that, if followed, will allow the City’s vision to come to fruition.

This Master Plan was approved by the City of the Village of Douglas Planning Commission on February 20, 2025 and adopted by the City of the Village of Douglas City Council on March 3, 2025.

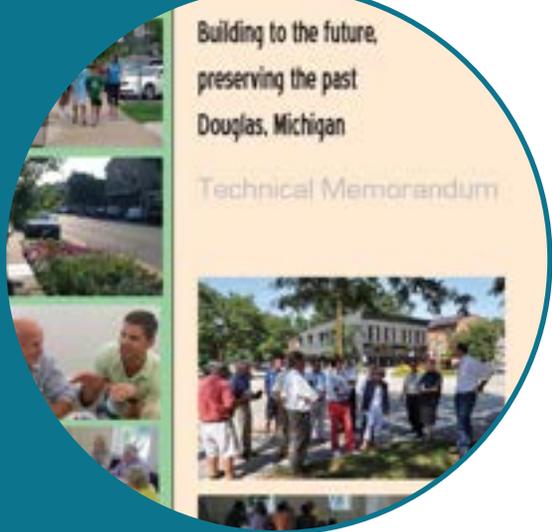


MASTER PLAN IN CONTEXT

The 2024 Master Plan Update takes into consideration the many planning documents that came before it. These documents are valuable concerning the City's focus on public engagement needed to create them. They are largely reflective of the needs and desires of the residents, business owners, and other stakeholders in the City of the Village of Douglas. It is important to understand that this Plan incorporates elements of each of these planning documents in the goals for each of the following themes for the next 20 years of the City's future:

- 1. Sustainable and Thriving Local Economy
- 2. Housing Affordability and Neighborhood Preservation
- 3. Priorities for People, Arts and Culture
- 4. Safe and Available Public Infrastructure
- 5. Sustainability and Resiliency





TECHNICAL MEMORANDUM: DOUGLAS YOUR TOWN RECOMMENDATIONS 2010

This study reported on the City’s opportunities and potential for main street revitalization and placemaking. The theme of the study focused on walkability and the activation of existing spaces to create places to gather and build relationships with others in the community. Recommendations in this plan include mention of many action items from the 2016 Master Plan.



BLUE STAR HIGHWAY CORRIDOR PLAN 2012

In 2012, the City adopted the Blue Star Highway Corridor Plan which outlines goals for strengthening economic vitality and improving safety within the corridor. This plan incorporates planned improvements to these areas while prioritizing the importance of aesthetics and the need to make the corridor more attractive and welcoming to tourists and residents alike. There are many parallels between this Plan update and the Blue Star Highway Corridor Plan of 2012 as it relates to goals for the corridor. Many goals have been implemented as it relates to safety, with the construction of crosswalks and bike paths, however, some goals remain to be achieved.



WATERFRONT MASTER PLAN 2016

This plan served to identify public projects and goals relating to the waterfront of the City of the Village of Douglas. It sought to expand the public waterfront, support economic growth in the area, and develop a viable long-term funding source for harbor maintenance. Some goals in the Waterfront Master Plan have changed, and the City no longer seeks ownership of the large existing marina (Tower Marine/Safe Harbor). The City has implemented the goal of a publicly owned marina at Pleasant Point and strives to preserve public ownership of the existing publicly-owned waterfront assets. The extensive public engagement efforts that produced the input related to the desired outcomes and land uses for the Safe Harbor marina still remain valid and relevant for the City.



TRI-COMMUNITY MASTER PLAN 2016

The 2016 Tri-Community Master Plan between the City of Saugatuck, Saugatuck Township, and the City of the Village of Douglas was crafted to improve the quality of life of citizens in the three communities. Key goals included maintaining the established community character, managing growth, promoting efficient and balanced land use, understanding cultural resources, encouraging economic prosperity, and more.



DOWNTOWN DEVELOPMENT AUTHORITY TAX INCREMENT FINANCING PLAN (DDA TIF PLAN) 2023 UPDATE

This plan guides the DDA's project development to help optimize the utilization of the downtown area. The 2023 update served to re-evaluate and re-prioritize the goals and projects developed in the 2006 plan. Key goals include linking the DDA District with the river and the City's history while promoting private development; providing diverse experiences and views; establishing public and private development opportunities; improving the business climate of the DDA; creating a continuum of activities in the DDA District; and more.



TRI-COMMUNITY PARKS AND REC MASTER PLAN 2024

This plan serves to guide the development of recreational amenities in the City of the Village of Douglas and the Tri-Community area. Goals for this plan include fostering community well-being, coastal conservation and environmental stewardship, inter-local collaboration, improved connectivity, and nurturing existing green spaces.



2016 MASTER PLAN - OUR DOUGLAS VISION

Table 1 provides a list of the action items that have not been implemented as of the date of this Plan. Like many other communities, the COVID-19 pandemic in 2020 placed pause on many important capital improvement projects. Some of these items are still relevant, as described in Chapter 6, Goals & Objectives.

TABLE 1: REMAINING 2016 MASTER PLAN ACTION ITEMS

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
 2. Encourage pop-up businesses on vacant lots
 3. Expand parks and recreation offerings as a means to attract and retain residents

- Building Use and Design**
1. Update the Zoning Ordinance and implement a form-based code and storefront design requirements
 2. Eliminate parking requirements for new commercial buildings located downtown
 3. Design recessed doorways for future commercial buildings to improve pedestrian flow
 4. Add focal points at the end of streets and alleyways

TABLE 1 CONT'D: REMAINING 2016 MASTER PLAN ACTION ITEMS

Waterfront	
Waterfront Enhancement	<ol style="list-style-type: none">1. Create a focal point at Douglas Harbor2. Enhance pedestrian connections to waterfront (Washington Street, Water Street and Center Street)3. Construct a continuous multi-use trail from Douglas Harbor to Blue Star Highway underpass
Blue Star Hwy Underpass Activation	<ol style="list-style-type: none">1. Enhance lighting and signage2. Add permanent benches3. Add public art murals
Transportation and Mobility	
Pedestrian Accessibility	<ol style="list-style-type: none">1. Add crossings along Blue Star Highway to St. Peter's Drive, Union Street and Main Street2. Add a pedestrian walkway along Washington Street
Alternative Transit	<ol style="list-style-type: none">1. Add bike racks, bike sharing facilities and/or repair stations Downtown2. Implement a shuttle system to transport residents/visitors between Downtown and Douglas Beach

THE VILLAGE OF FRIENDLINESS SINCE 1870



The City of the Village of Douglas was founded in 1870 when the settlement was formally platted and incorporated as a village. The City's founding years shaped its identity, giving it a foundation in both industry and agriculture. The hard work of early farmers, lumber workers, and entrepreneurs created a strong community. Its location near Lake Michigan and Kalamazoo Lake has continued to influence its development. From its humble beginnings as "Dutcher's Mill", to its later prominence in fruit farming and tourism, 1870 marked the start of a unique Michigan town with a rich, evolving history. The residents of the Village of Friendliness are connected by the shared history of the natural and built environment and the diversity of its people. The community continues to be committed to working together to forge a shared future, aware of their connections to each

other, and respectful of their differences. They value their relationship to the larger community around them. The community takes pride in their schools, parks, and public spaces. As they work to make their neighborhoods welcoming to all, they remain committed to preserving the friendly atmosphere, valuable natural resources, cultural heritage and diversity, economic health of the City.

The community recognizes that the future of The City of the Village of Douglas is connected to the natural resources and systems they depend on and enjoy, as well as the local and regional economic relationships that have developed over time. They envision a future in which fiscal and environmental health are in balance and wisely stewarded, alongside principles of resiliency and sustainability.



CHAPTER 2:
COMMUNITY PROFILE

POPULATION AND ECONOMIC CHARACTERISTICS



The City of the Village of Douglas attracts visitors from all over the nation and world, many of whom decide to make it their forever home. While a portion of the current residents were born and raised in the Saugatuck/Douglas area or are transplants from elsewhere, another segment lives here seasonally with residences in other parts of Michigan or the country. There is a growing need to encourage more individuals and entrepreneurs to establish permanent residency in the City. Increasing the number of permanent residents will strengthen the community and contribute to its long-term vitality, and bolster the eclectic art, food and cultural scene, which supports the local economy. The City plays an important role in providing a unique and friendly place to live for its roughly 1,380 residents.

Coastal Community Growth

The City of the Village of Douglas benefits from being a desirable coastal community, which means that it has grown during regional and statewide population decline.

FIGURE 1. POPULATION



Since the 2010 Census, the population of the City of the Village of Douglas has experienced faster growth than the previous decade. The U.S. Census reports that the population of year-round permanent residents had increased from 1,232 in 2010 to 1,378 in 2020, an 11.85% increase. Comparatively, Grand Rapids experienced a 5.47% population increase since 2010. Allegan County grew by 8.16% between 2010 and 2020. Michigan experienced a 1.96% increase in population during the same period.

WHAT THIS MEANS: Compared to regional and statewide trends, Southwest Michigan’s coastal communities continue to attract new residents.

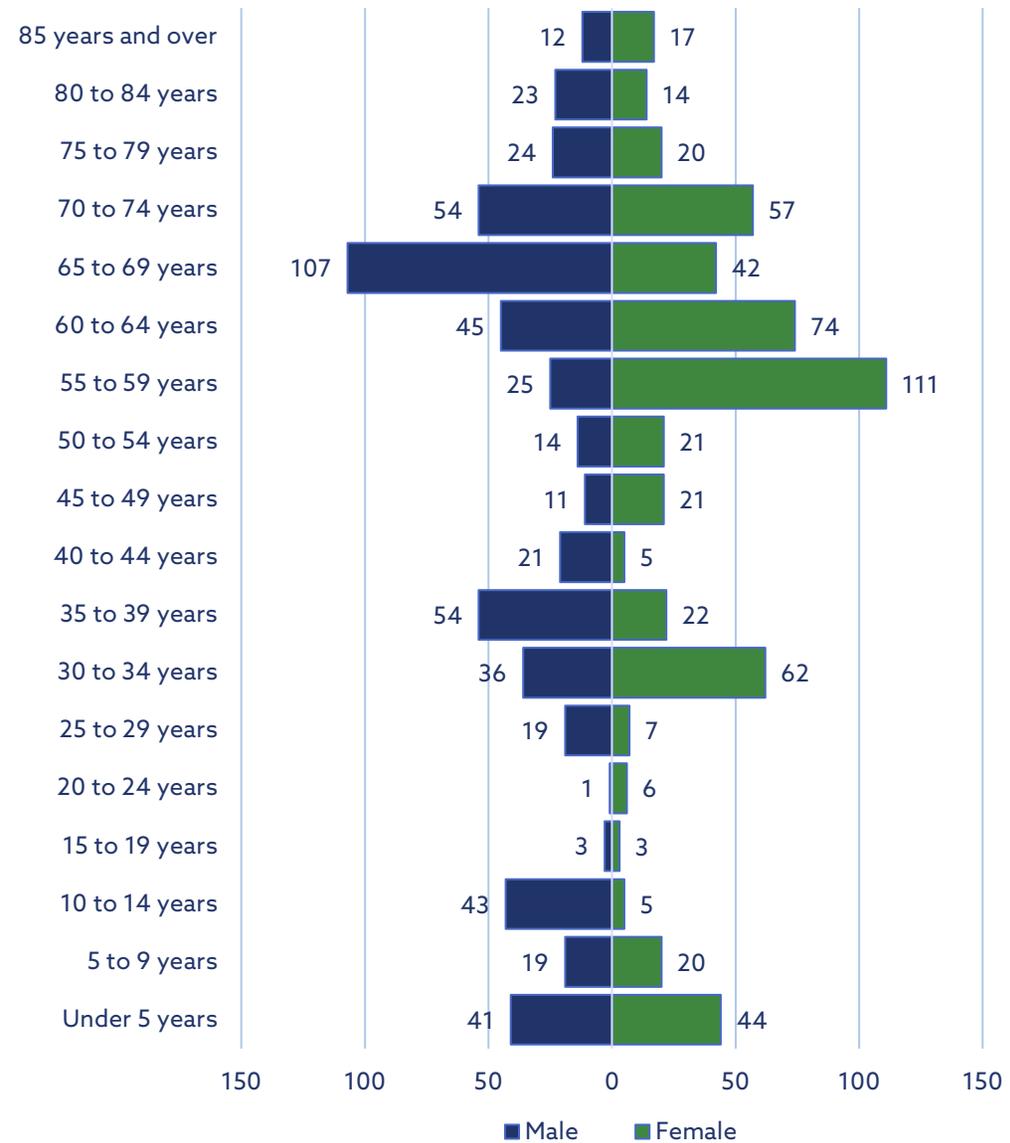
Aging Population

The population in the City of the Village of Douglas is entering or has entered the retirement years, leaving an empty-nester populace that defines the character of the community.

The population in the City of the Village of Douglas is aging. The median age as of 2010 was 54, and the American Community Survey estimated in 2022 that the median age had increased to 55.7. This is older than the county median age, which is 41.1. Nearly 40% of the population falls between ages 55 and 74.

WHAT THIS MEANS: The majority of the population in the City is either in, or near entering their retirement years. This positions the City of the Village of Douglas to be a desirable community for empty-nesters and older adults. This demographic has different economic, social and service-related needs and desires which can and should be reflected in economic development, and housing and neighborhood initiatives.

FIGURE 2. POPULATION BY AGE

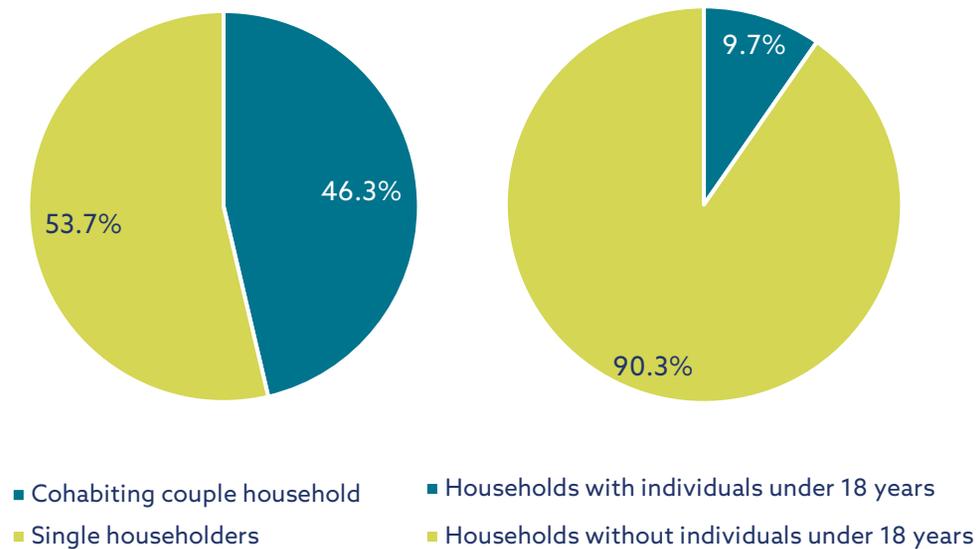


Source: American Community Survey

Diverse Life Stages and Lifestyles

Households in the City of the Village of Douglas are diverse, and are not necessarily made up two-parent households with children. The majority of year-round residents live in 1 or 2-person households, and very few households have children under age 18.

FIGURE 3. HOUSEHOLD LIVING ARRANGEMENTS



693
Total
Households

1.75
Average
Household Size

2.60
Average
Family Size

Of the 693 households in the City as of the 2020 US Census, very few households (9.7%) have children under 18 years of age, most households (90.3%) are cohabiting couples or single householders with no children under 18 years of age living in the home.

Two-partner families make up nearly half of all households in the City. Over half of all year-round residents report living alone.

The average household size is 1.75 and the average family size is 2.6 members. Both are smaller than Allegan County (2.64 and 3.07, respectively) and State (2.45 and 3.05) averages.

Source: American Community Survey

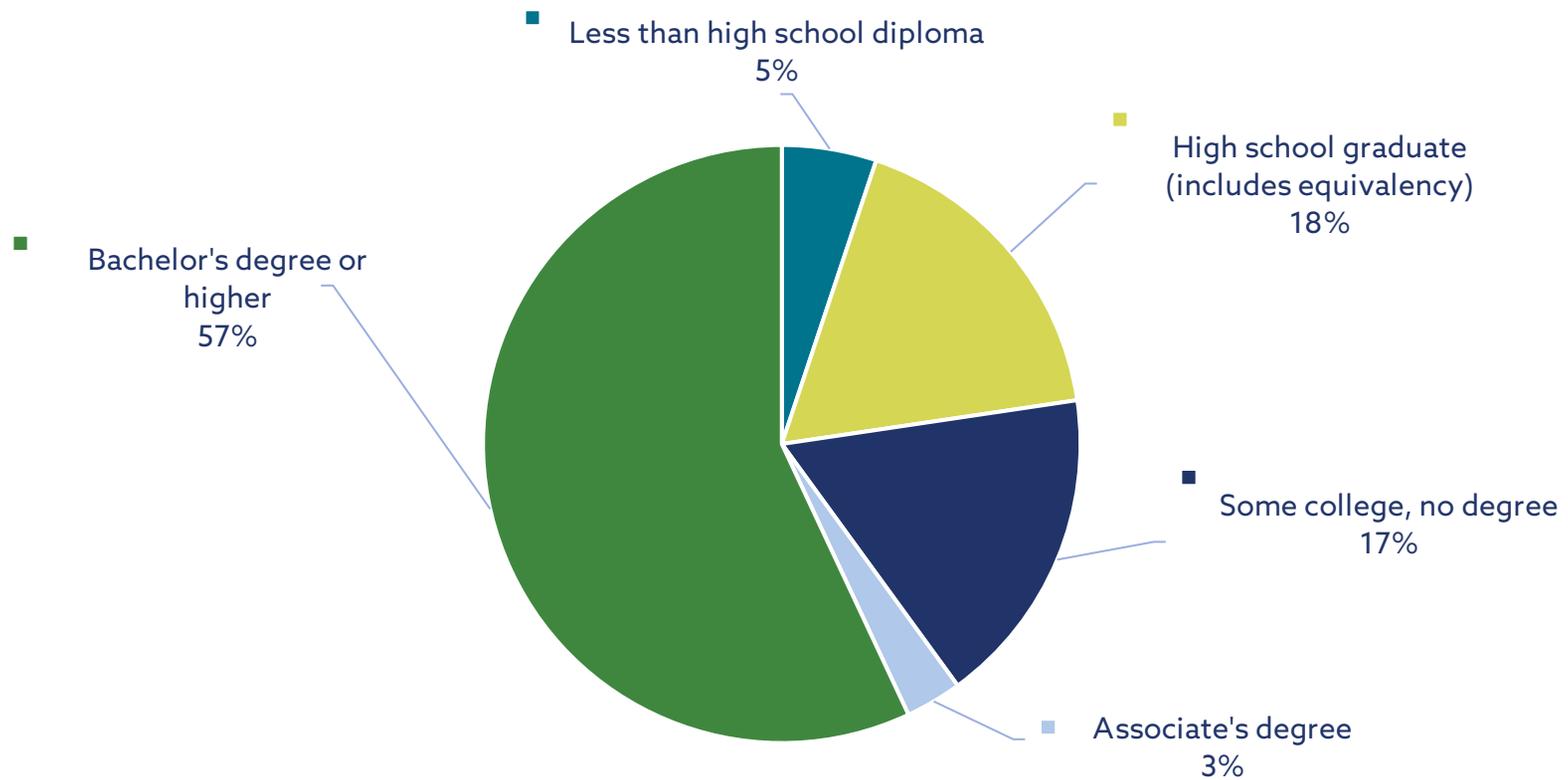
WHAT THIS MEANS: Single, unmarried and cohabiting adults make up the majority of year-round households in Douglas. However, the availability of housing stock suggests that single-family detached homes are still the predominate building type. Unfortunately, Single-family homes are also the predominant style of short-term rental. Attracting and retaining young families in these single-family homes will be crucial to supporting local businesses, the school system, and neighborhoods throughout the year, as opposed to an oversaturation of short-term rentals and visitors to the City.

Education and Income

Higher educational attainment translates into favorable economic conditions for residents, which can stimulate market growth and development in niche areas.

Educational attainment in Douglas is high. Just over 95% of year-round residents have at least a high school diploma. Around 40% of the population holds a bachelor's degree, and 16% of the population has a graduate or professional degree.

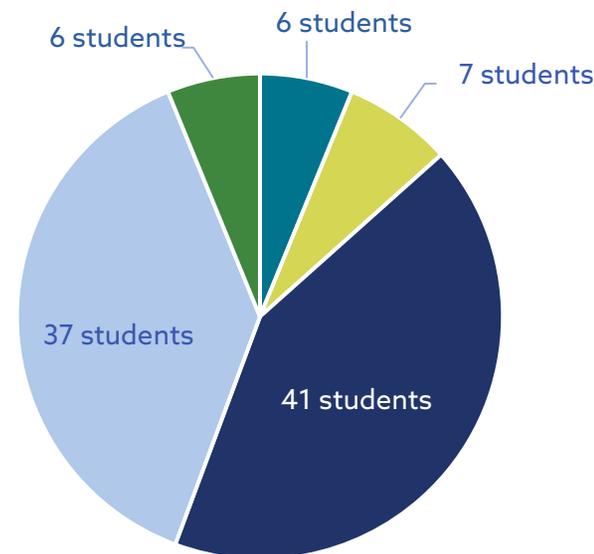
FIGURE 4. EDUCATIONAL ATTAINMENT



Source: 2021 American Community Survey

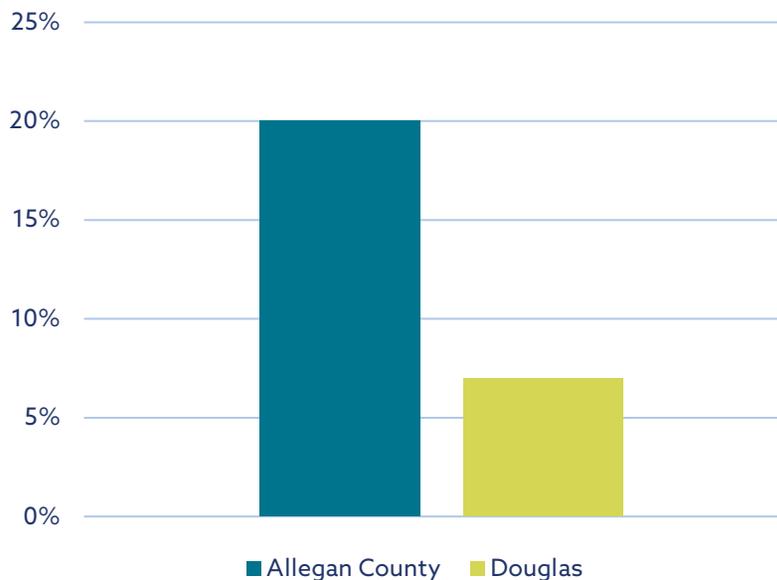
FIGURE 5. STUDENTS ENROLLED IN PRESCHOOL - 12TH GRADE

■ Preschool - 6 students	0.40% of total population
■ Kindergarten - 7 students	0.50% of total population
■ Elementary - grades 1 to grade 4 - 41 students	2.90% of total population
■ Elementary: grade 5 to grade 8 - 37 students	2.68% of total population
■ High school: grade 9 to grade 12 - 6 students	0.40% of total population



Source: 2021 American Community Survey

FIGURE 6. STUDENT ENROLLMENT COMPARISON/TOTAL POPULATION



WHAT THIS MEANS: High educational attainment of residents in a community translates into better job security, less unemployment, higher median incomes and greater disposable income; all drivers for favorable market conditions.

The current total number of students enrolled in preschool through 12th grade is 97, which is only 7% of the total population. This tells us that there are fewer families with school-age children living in Douglas.

In comparison, the percentage of students enrolled in preschool through 12th grade in Allegan County is 20% as shown in Figure 6.

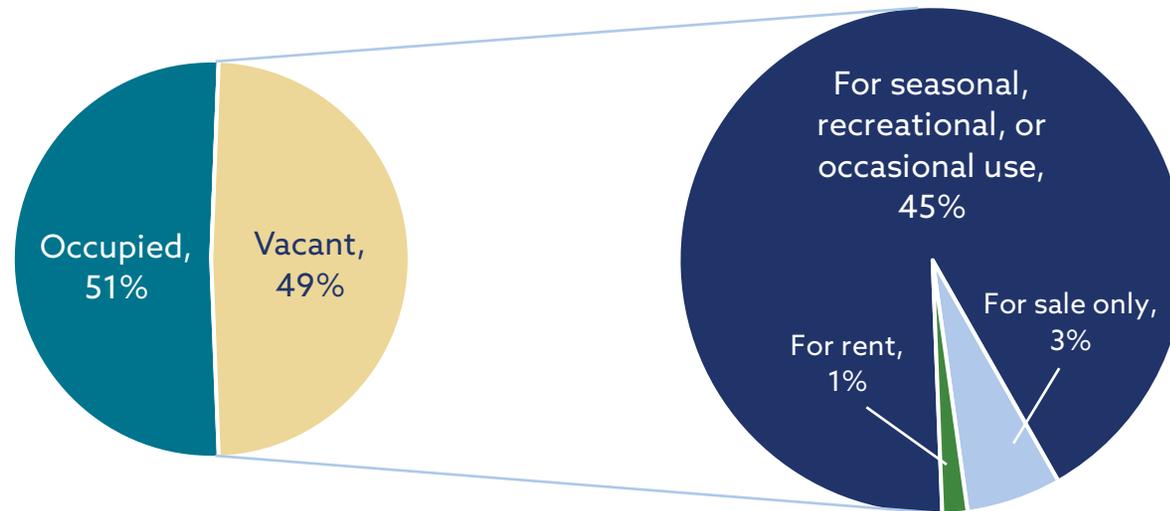
Housing and Development

The ratio of seasonal and year-round residents and housing stock in Douglas is changing. The quantity of both occupied and seasonal housing units increased in Douglas between 2010 and 2020.

Total housing units in Douglas increased by 310 units or approximately 37% during the decade. Seasonal housing increased by 276 units over the same period. In 2010, seasonal housing units in Douglas accounted for approximately 244 (23%) of the total 1,075 housing units. This is less than the 520 (45%) seasonal housing units of the total 1,155 housing units estimated for the year 2022.

Although the U.S. Census does not report the seasonal population, information on seasonal home vacancies is provided. Seasonal vacant housing units include those that are used for summer or winter sport/recreation, such as cottages and hunting cabins, and intended for occupancy in certain seasons of the year, or used as short-term rentals. These seasonal vacancies offer insights into the population dynamics of a community throughout the year, which is particularly relevant for areas experiencing a notable increase in the seasonal population during warmer months.

FIGURE 7. HOUSING OCCUPANCY

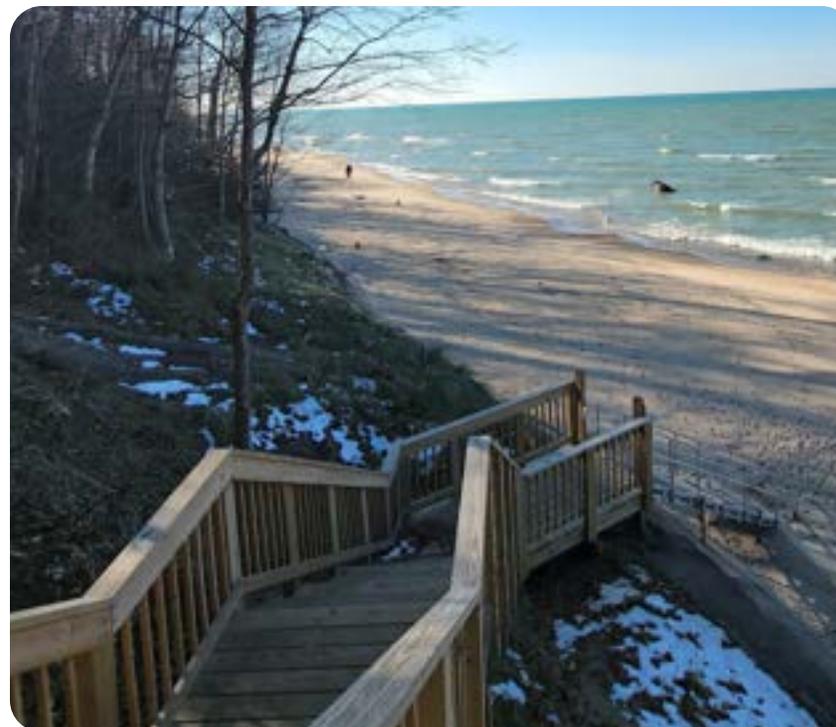


Source: 2021 American Community Survey

As mentioned, Douglas has a total of 1,155 housing units according to the 2020 U. S. Census. The 2022 American Community Survey indicates that nearly 49% of these housing units were estimated to be vacant. Among these vacant units, approximately 92%, totaling 520 units, were reported to be vacant for seasonal, recreational, or occasional use.

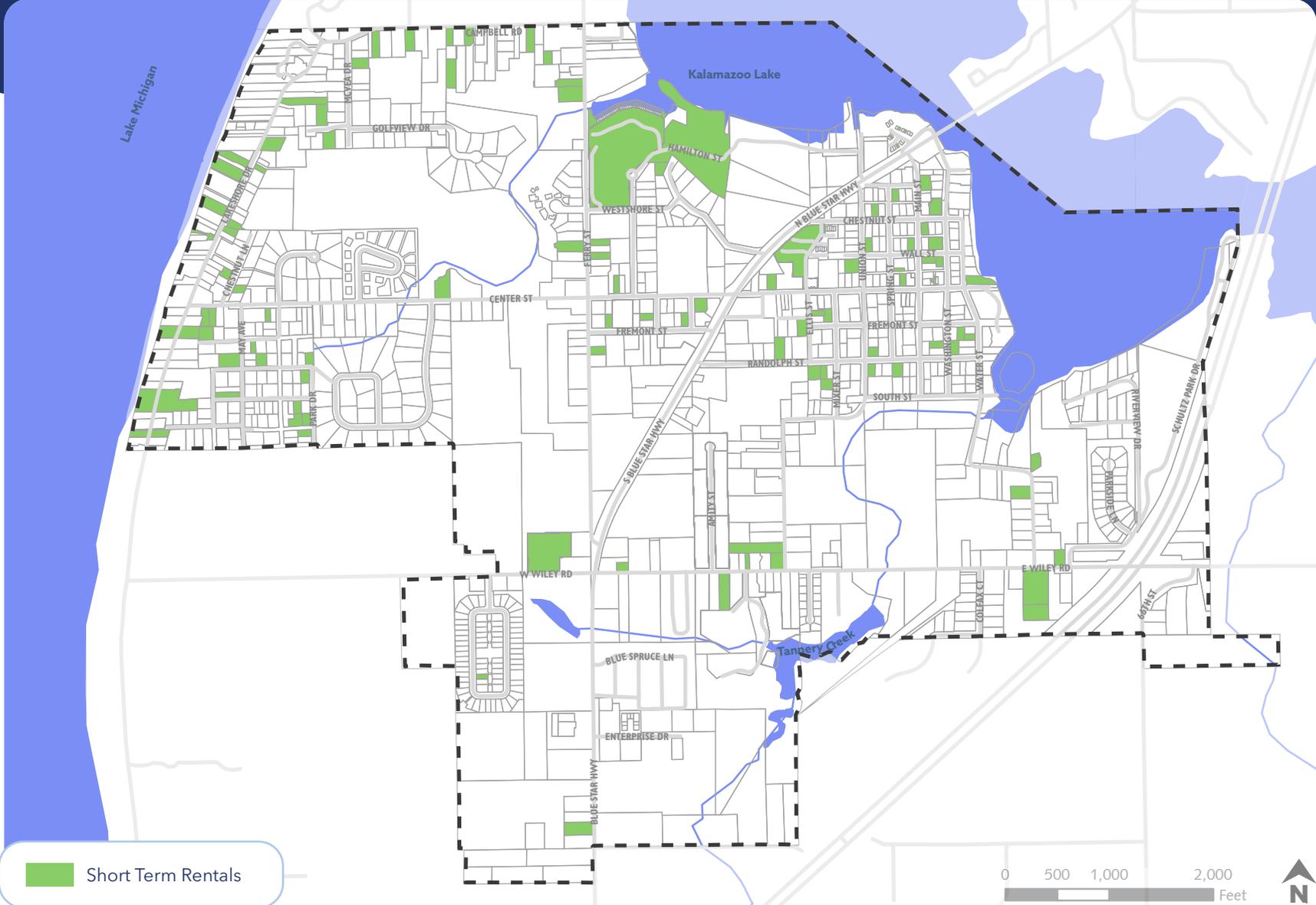
Douglas and other shoreline communities commonly feature numerous short-term rental units, often leased for short periods of time (30 days or less) using services provided through online platforms. In Douglas, the number of short-term rental listings grew from 114 in September 2022 to 160 in September 2023, as reported by bnbvestor.com. Bnbvestor is a private online platform that provides vacation rental data and analytics to help people find potential investment properties to purchase that are currently available.

The majority of registered short-term rental properties in Douglas are located along the Lake Michigan and Kalamazoo Lake shoreline as shown in Map #1. According to the information provided by the City there are a total of 346 parcels that are registered as a short-term rental, and/or the property owner does not claim a principal residence exemption (a tax exemption for homes that are claimed as the principal or main residence). Other residences owned by the same property owner do not qualify for the exemption – these “other residences” are typically seasonal homes, or both. This map provides insight into the distribution of properties that are not occupied by permanent residents.



WHAT THIS MEANS: The local economy and Saugatuck Public Schools are better supported by year-round residents. The decline in permanent residency has a domino effect on the vitality of local businesses during winter months, which is not sustainable long-term. If a similar increase in seasonal housing units is seen during the next decade, Douglas could see over 50% seasonal units by 2030. Maintaining a balance of seasonal and year-round residents is important for the health and vitality of the community as a whole.

MAP 1: SHORT TERM RENTALS



Source: City of the Village of Douglas Clerk's Office, November, 2024

Economic Trends of Seasonal Business

As detailed in the previous section, Douglas' seasonal ebbs and flows are also reflected in the local economy. The Douglas economy is largely comprised of businesses that thrive during the summer months when seasonal populations increase.

The vast array of art galleries, boutiques, restaurants and service industries serving a seasonal population are the dominant types of businesses found along Center Street in the downtown district. Blue Star Highway consists of medium to larger-scale retail, service and hospitality uses. Residents have noted that many of these businesses struggle to stay afloat and the turnover in some of the storefronts is quite frequent.

WHAT THIS MEANS: Quick turnover of businesses and empty storefronts can have a negative impact on the sense of vibrancy of the City, particularly during the winter months.

Short-term Rental Impacts

Short-term rentals can significantly impact a local economy by increasing tourism and providing a source of income for property owners, which can stimulate local businesses such as restaurants, shops, and entertainment venues. The influx of visitors often leads to higher seasonal demand for goods and services, creating jobs and supporting local entrepreneurship. The increase in revenue from visitors can be beneficial for infrastructure and other public improvements. However, greater numbers of short-term rentals can also contribute to housing shortages and increased property prices, potentially displacing long-term residents and altering community dynamics. As of November, 2024, the City has not implemented a cap or other zoning-based measures to limit or control the number of short-term rentals permitted.

Adjacent shoreline communities also struggle seasonally due to the higher vacancies and population decrease in the winter months. The City of Saugatuck has employed a limit of no more than 20% of the existing housing stock in R-1, Residential districts for short-term rental use.



CHAPTER 3:

NATURAL FEATURES



Anishinaabe Roots

The City of the Village of Douglas is characterized by a diverse natural landscape that sustained the area's indigenous people for centuries. The Anishinaabe people viewed the natural world as being infused with spiritual significance. Landforms in Douglas, such as rivers, groves, forests, dunes, and the Lake Michigan shoreline were sites for ceremonies, storytelling, and gathering. These landforms also served as resources that provided food, such as fish, small and large game, and fertile soils along the Kalamazoo River and its tributaries conducive for planting crops.

The Douglas shoreline remains largely natural, allowing visitors to appreciate the land similar to how the Anishinaabe would have. Along the lakeshore, the sandy beaches, rolling dunes, and pristine woodlands offering stunning views of Lake Michigan remain from formations that long predate human settlement in the area. Inland, the terrain shifts to gentle hills and fertile farmland, adorned with orchards and vineyards thriving in the region's favorable climate. The Kalamazoo River provides opportunities for recreational activities such as boating, fishing, and leisurely walks along its banks. These natural assets contribute significantly to the appeal of Douglas, and continue to encourage outdoor exploration and appreciation of the cultural significance of the area to the Anishinaabe people.

Topography

The topography of the area is largely characterized by the dune and backdune ecosystems that characterize coastal towns along the Lake Michigan shoreline. As seen in Maps 2 and 3, there is a correlation between dune ecosystems and the terrain in the City, which are prevalent in close proximity to Lake Michigan.

Lakeshore - Dunes - High Risk Erosion Areas, Critical Dune Areas

The freshwater sand dunes along the Great Lakes are the largest collection of freshwater dunes in the world, and are home to abundant flora and fauna, serene views, unique topography, and abundant natural resources. They are extremely important to the areas they occupy, and are a crucial barrier between coastal towns and the often harsh conditions that occur on the Great Lakes.

As exemplified by the nearby ghost town of Singapore, buried by shifting sands that were loosened as a result of localized deforestation, dunes are an important feature to protect. Map 3 shows the Critical Dune Areas, dunes that are protected from certain developmental, tree removal, and recreational activities, within the City of Douglas.

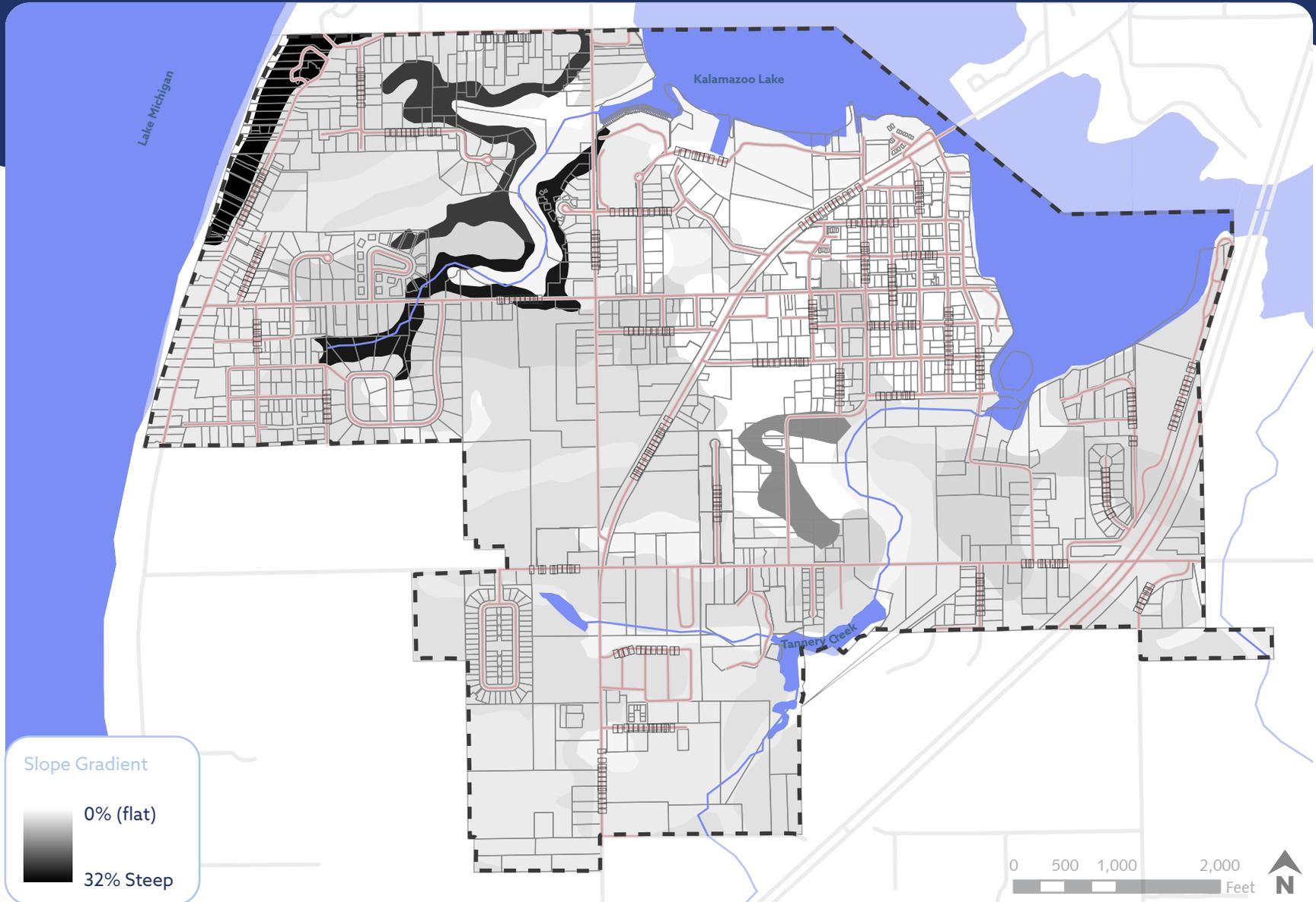


Kalamazoo Lake Waterfront

Kalamazoo Lake, a haven between Lake Michigan and the rolling agricultural land to the east, has long provided shelter and recreational opportunities for boaters traversing the Kalamazoo River and Lake Michigan. Presently, the River and Lake are popular for recreational boaters and kayakers. The Douglas side of the Rake is home to marinas and park spaces, providing residents and visitors access to the water.

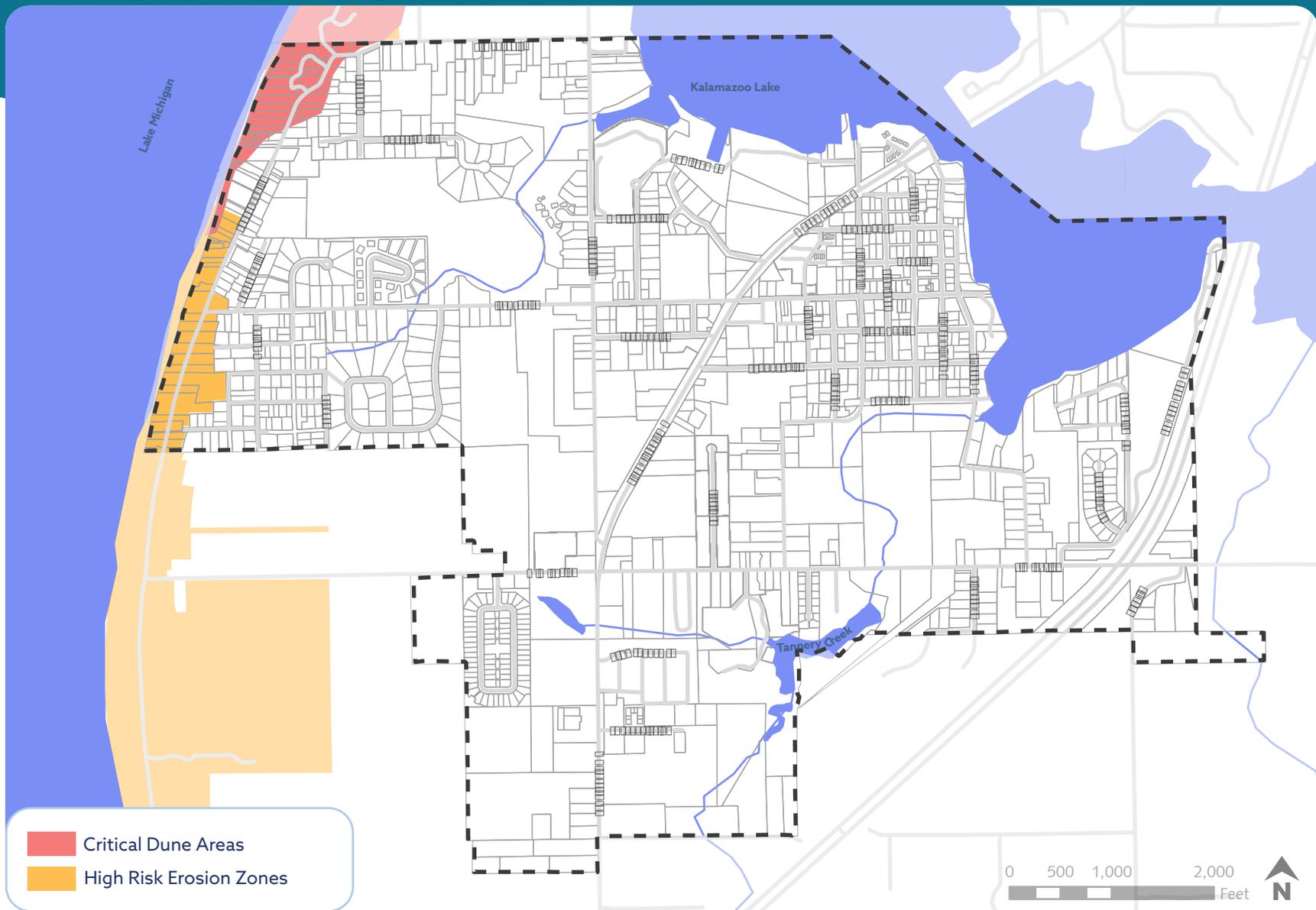
Howard Schultz Park, Wade's Bayou Park, Veterans Walk Park, Douglas Marina, and other publicly owned rights of way all provide public access to the waterfront either through docks and launches, fishing, or play. The Union Street Launch Site is the only publicly-owned access to Kalamazoo Lake downstream from the height-limited Blue Star Bridge.

MAP 2: TOPOGRAPHY



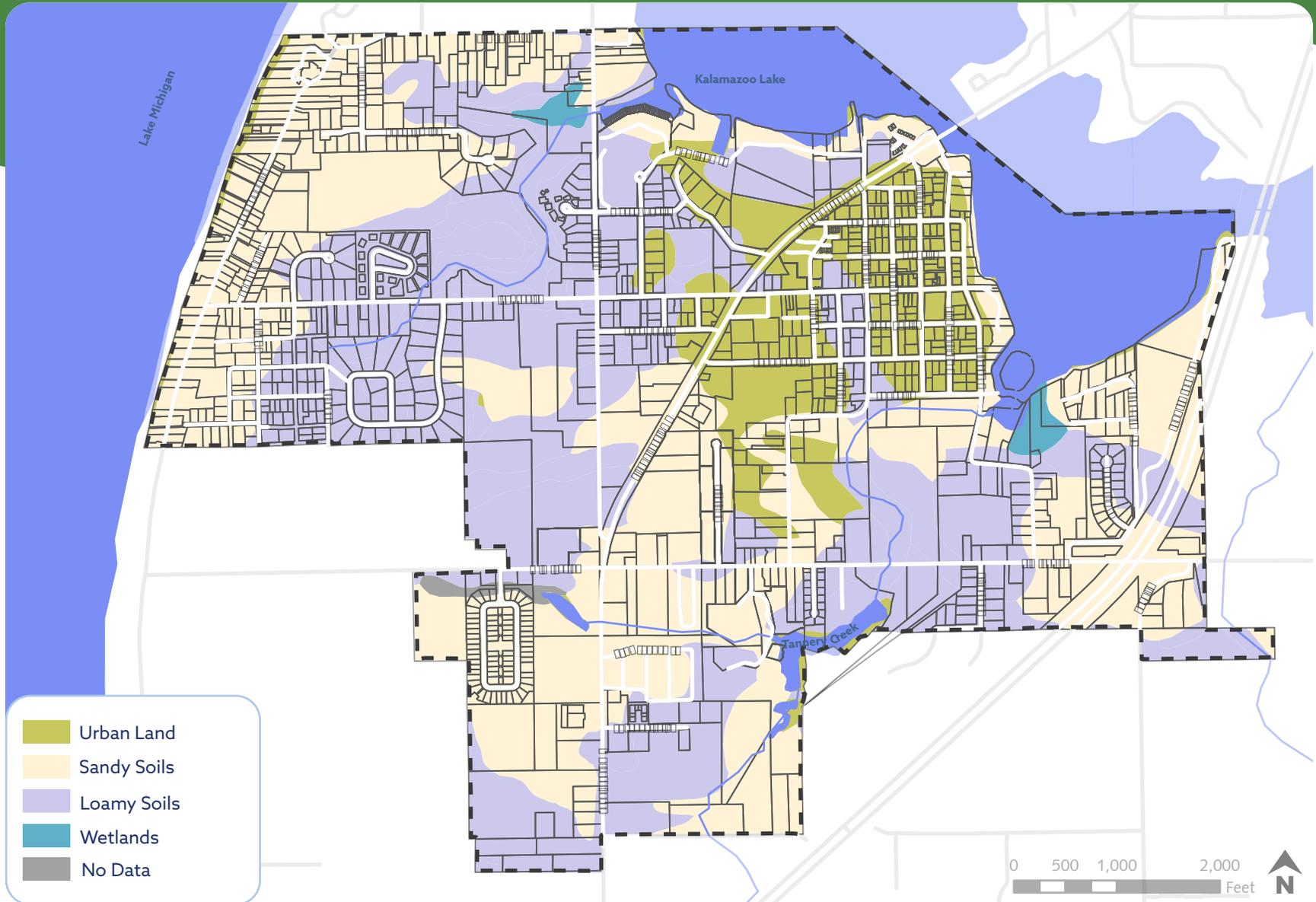
Source: Natural Resources Conservation Service, United States Department of Agriculture. Web Soil Survey. 2005

MAP 3: SHORELINE FEATURES



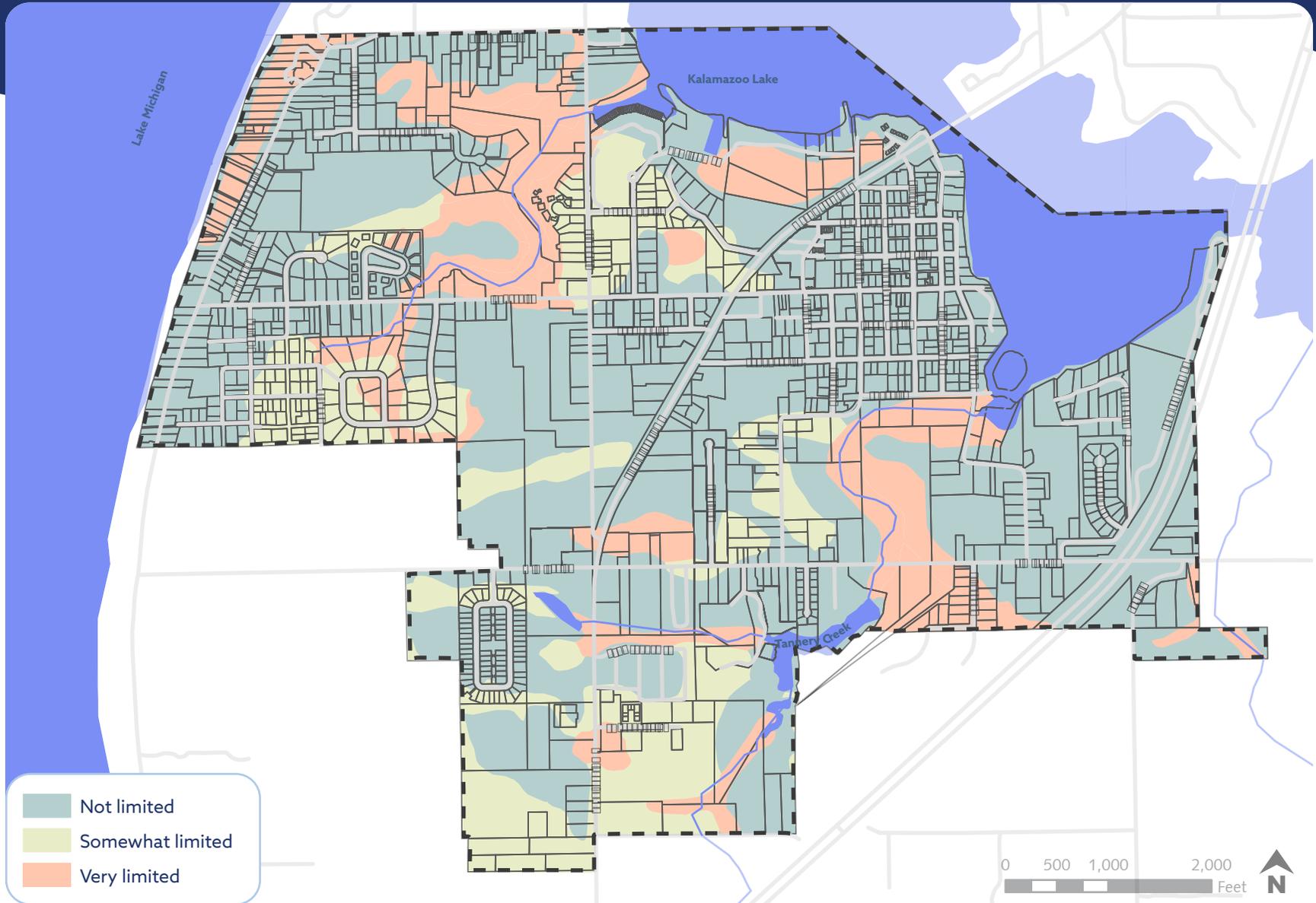
Source: Michigan Department of Environment, Great Lakes, & Energy (EGLE) Critical Dune Areas, 1996. High Risk Erosion Zones, Mid-1990.

MAP 4: SOIL CLASSIFICATION



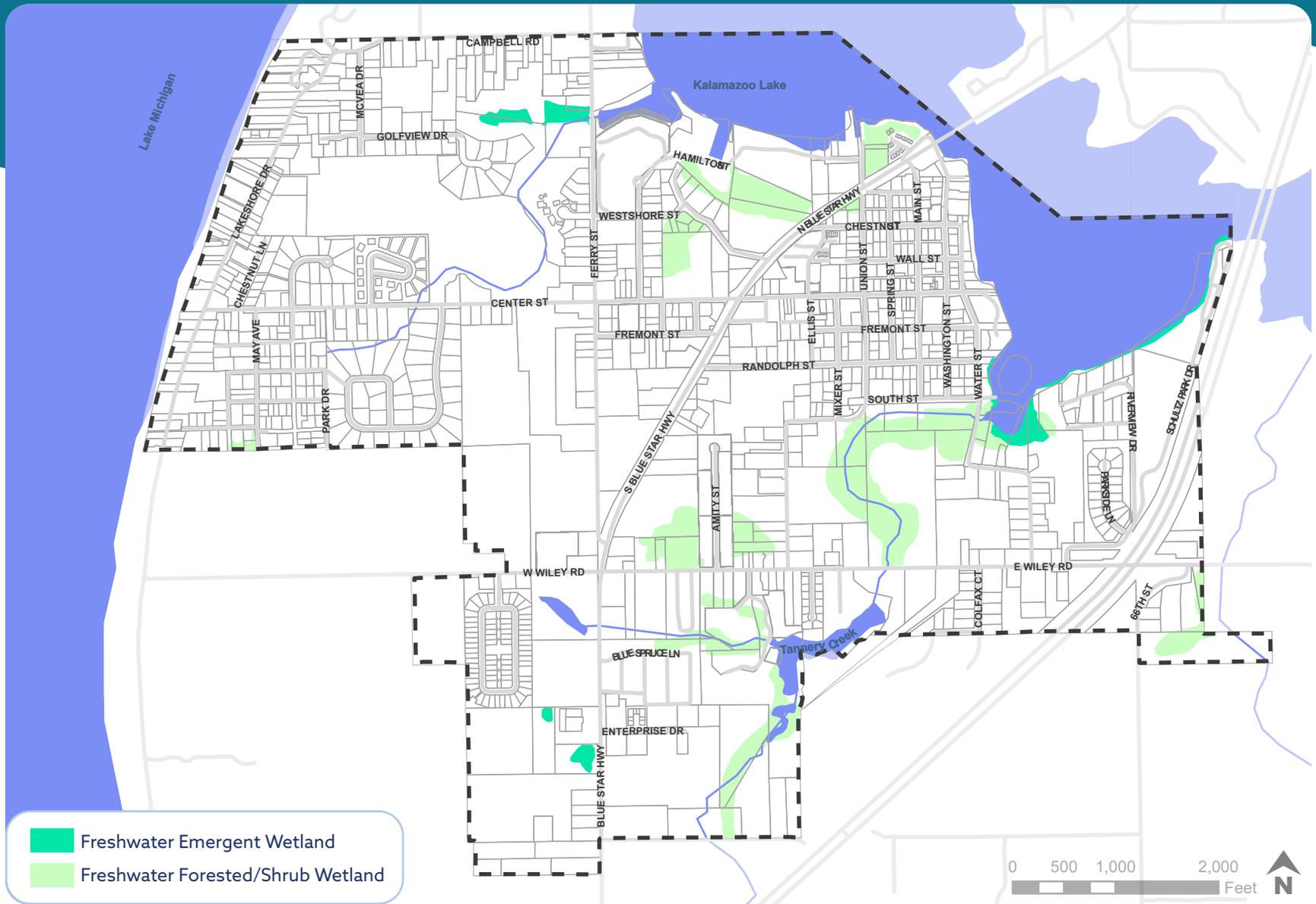
Source: Natural Resources Conservation Service, United States Department of Agriculture. Web Soil Survey. 2005

MAP 5: BUILDING SUITABILITY



Source: Natural Resources Conservation Service, United States Department of Agriculture. Web Soil Survey. 2005

MAP 6: WETLANDS



Source: Michigan Department of Environment, Great Lakes & Energy (EGLE). National Wetland Inventory 2005

Soils

The soils in the City of the Village of Douglas are diverse, but are generally comprised of sandy, coarse, and loamy soils that are well draining, as shown in Maps 4. This is generally a result of the dune and hind dune nature of much of the City. Proximity to the Kalamazoo River creates presence of hydric soils, which can affect suitability of soils for development, as shown in Map 5.

Hydrology

Water that falls on the City of Douglas generally runs off in two directions: into the Kalamazoo River Watershed, or directly into Lake Michigan. The Kalamazoo River Watershed covers the bulk of the City, while only the coastal areas in the City drain directly into Lake Michigan.

Land Cover

Land cover refers to the vegetation and land use present within a particular community. In the case of the City of the Village of Douglas, the land cover data was obtained from the National Land Cover Dataset (NLCD) prepared by the United States Geological Survey (USGS) in 2021. This dataset was generated by analyzing Landsat TM satellite imagery through an automated computer-based process. To ensure accuracy, an assessment of the satellite data was conducted, which involved comparing it to aerial photographs to evaluate the quality of the computer-based interpretation.

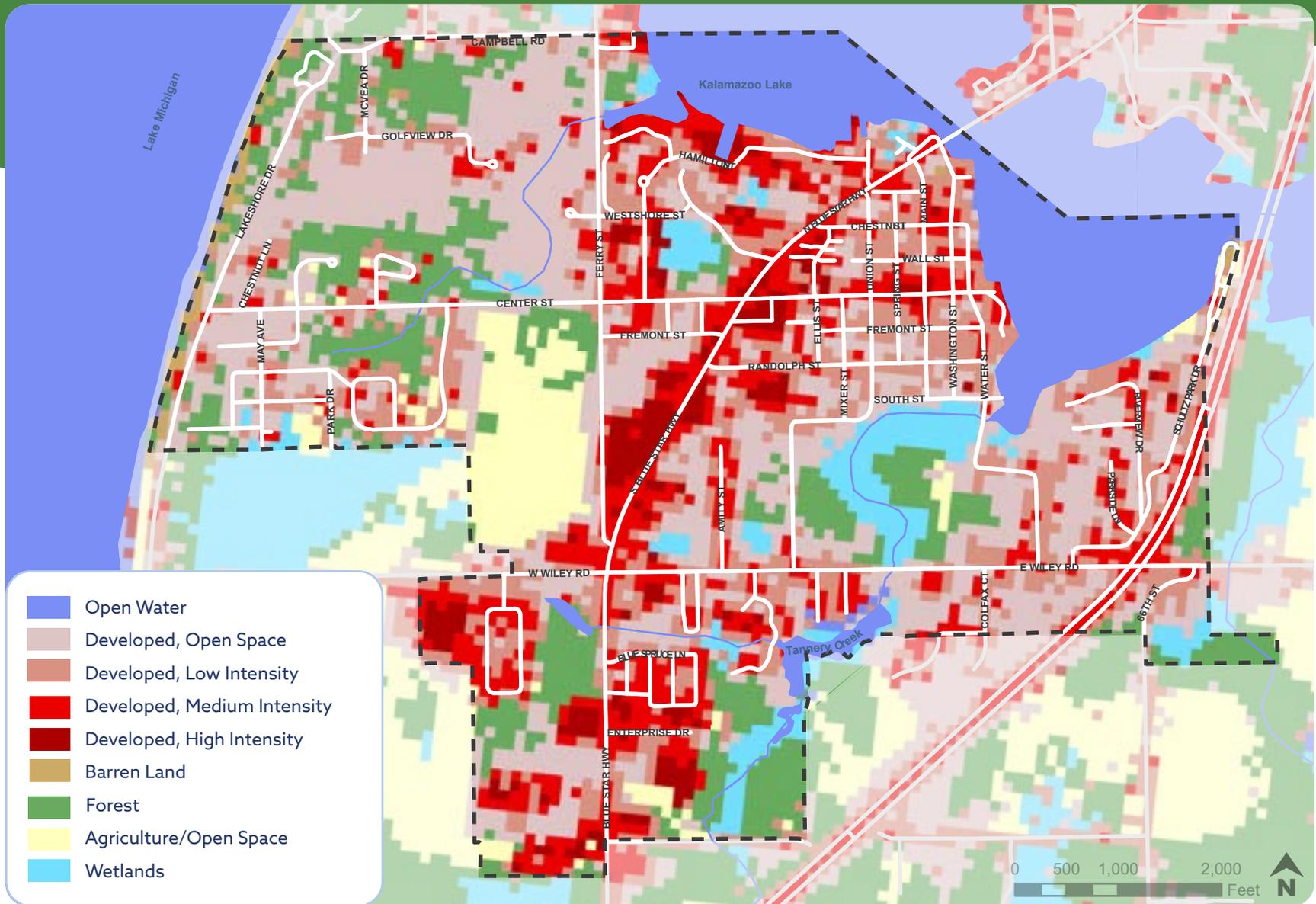
The 2021 data was released in 2023 to provide information on the Nation’s land cover and land cover change. The information is useful in determining the distribution of vegetation and development patterns and their change over time throughout the City. The 2021 NLCD includes various classes of land cover type based on a modified Anderson level II classification system. While the land cover data may not be entirely accurate, it provides a broader understanding of the overall land cover composition within the City of the Village of Douglas.

As shown in Map 7, the City is largely urbanized, with nearly 70% of the land area in the City being classified as some form of developed land. The next greatest land use in the City is forest or tree cover. Less than 6% of land in the City is considered open space, and around 5.5% is considered wetlands. Table 2 shows the land cover breakdown as provided by the 2021 NLCD.

TABLE 2: 2021 NATIONAL LAND COVER DATASET

Land Classification	Acres	Percentage of City Area
Open Water	98.1	7.7%
Developed, Open Space	364.3	28.5%
Developed, Low Intensity	261.3	20.4%
Developed, Medium Intensity	191.0	14.9%
Developed, High Intensity	60.0	4.7%
Barren Land	9.3	0.7%
Forest	161.5	12.6%
Agriculture/Open Space	63.6	5.0%
Wetlands	69.8	5.5%

MAP 7: LAND COVER



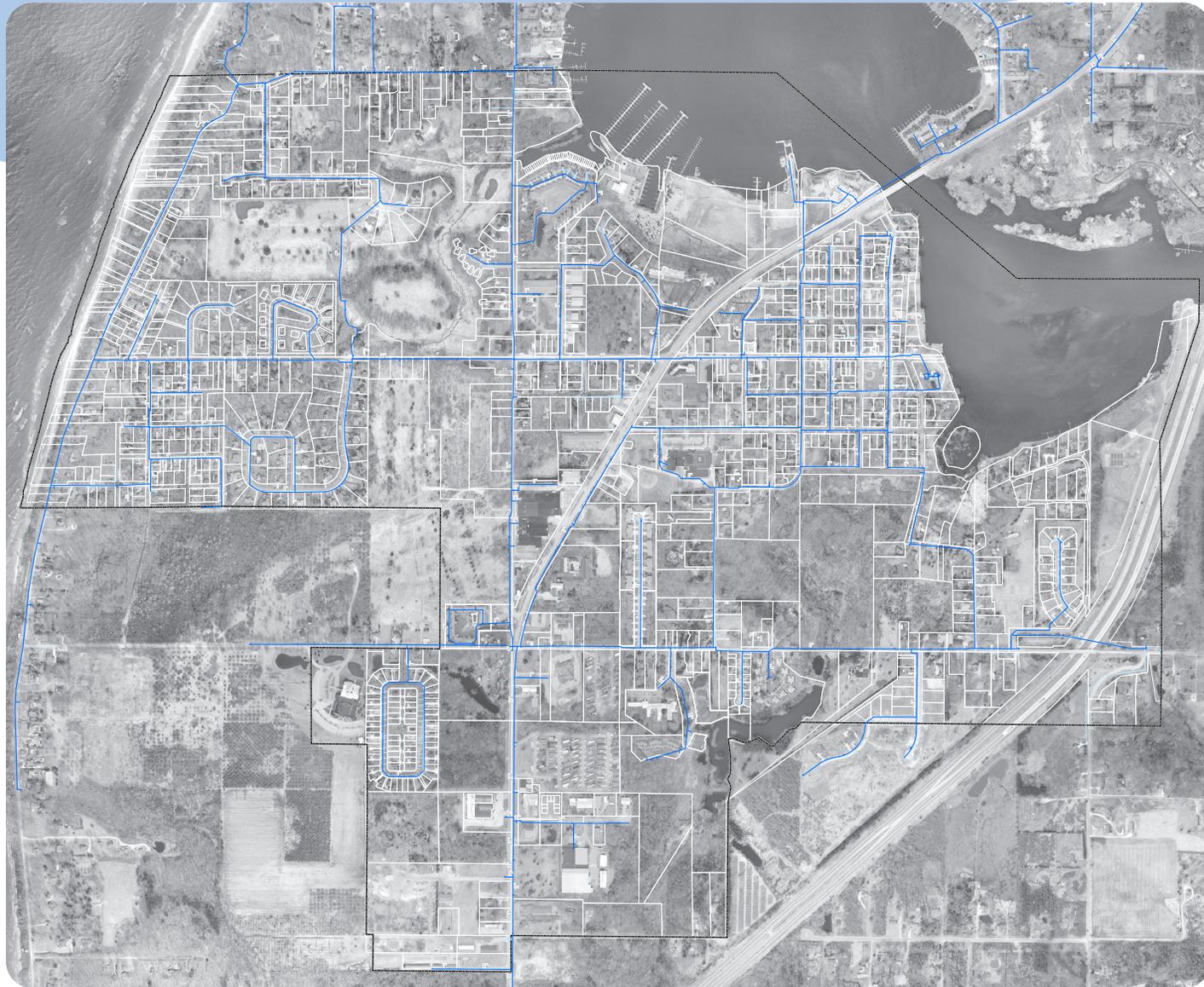
Source: United States Geological Survey, National Land Cover Dataset, 2021



CHAPTER 4:

COMMUNITY FACILITIES & INFRASTRUCTURE

MAP 8: WATER SYSTEM



- Hydrant
- System Valve
- Water Main
- Water Service

Source: Fleis & Vandenbrink, 2024

MAP 9: SANITARY SYSTEM



- Public Lift Station
- Private Lift Station
- Manhole
- Gravity Main
- - Force Main



Source: Fleis & Vandenbrink, 2024

MAP 10: STORM SYSTEM



Gravity Main Diameter

- 10" or smaller
- 12" - 15"
- 16" - 18"
- 21"
- 24"
- 48"

Culvert Diameter

- 24" or smaller
- 40" - 72"

- City's Catch Basin
- Others' Catch Basin
- City's Manhole
- Others' Manhole
- Others' Gravity Main
- Others' Culvert
- Pond
- Open Drain



Source: Prein & Newhof, 2024

Interurban Transit Authority

The Interurban Transit Authority is the demand-response based public bus system operating in Saugatuck, Douglas, and Saugatuck Township. Buses run 7 days a week and can be reserved as soon as 15 minutes out from a given time. The system’s mission is to, “provide safe, reliable, efficient and affordable transportation that connects our community, promotes sustainability, and enhances the quality of life for all people of Saugatuck, Douglas, and Saugatuck Township.”

Police

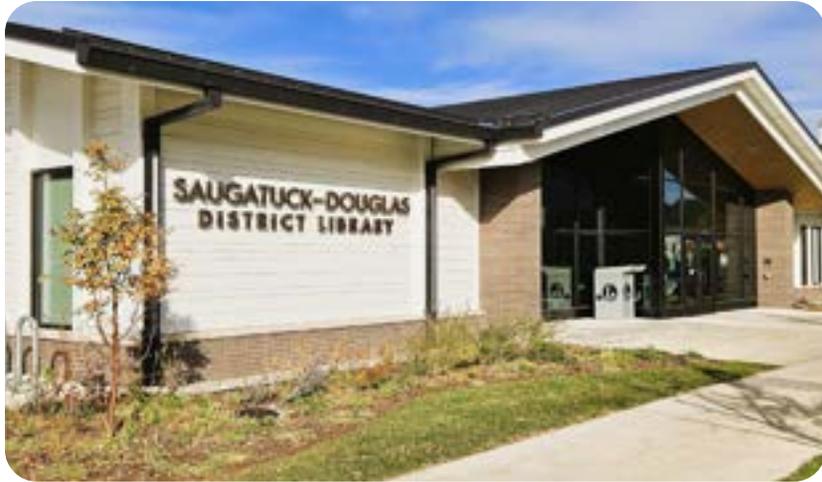
The Police Department is located at 47 W. Center Street and consists of one chief, a corporal, three officers, and an office clerk who serve the City 24 hours a day. According to the Police Department webpage, criminal

incidence is relatively low, and much of the department’s time is spent on patrolling. The Police also play an important role in ensuring safety and order during the many community events held in the City, such as Pride events, the Halloween parade, and Octoberfest.

Fire

The Saugatuck Township Fire Department serves the City of the Village of Douglas in addition to the City of Saugatuck and Saugatuck Township. The Department has 17 pieces of fire and rescue equipment, including fire engines, rescue boats, medical response units, and more. The Department operates one station located centrally in the tri-community area at 3342 Blue Star Highway and has a personnel count of 27 firefighters, first responders, and officers. The Department is governed by a 7-member board.





Library

The Saugatuck-Douglas District Library serves both cities, and is located on the Douglas side of Kalamazoo Lake at 174 Center Street. Prior to April of 2010, the Library leased its building and property from the City of Douglas, which gifted the space to the District Library on April 6th, 2010.

The library's mission is to, "be a welcoming place that supports lifelong learning, inspires the exploration of ideas and culture, and enriches the lives of all our users through diverse materials, programs and services."



Schools

The City resides within the Saugatuck Public School District, which enrolled 793 students in the 2023-2024 school year. Consisting of three schools: Douglas Elementary, Saugatuck Middle and High Schools, the City of the Village of Douglas is home to Douglas Elementary.

Non-Motorized Transportation

Residents of Douglas and the surrounding area have access to numerous non-motorized facilities, including the Beach to Bayou Trail, Beeline Trail, and the developing Blue Star Linear Trail. The Tri-Community Parks and Recreation Plan also calls out a proposed Saugatuck-Douglas Kalamazoo River Water Trail, that would provide water-based activities for residents and visitors.

Parks and Recreation Facilities

According to the 2024 Tri-Community Parks and Recreation Plan, which is a joint effort between the cities of Douglas and Saugatuck and Saugatuck Township, the City of Douglas has 10 unique parks and recreation spaces. These facilities and any planned improvements are highlighted here.

ALICE MCCLAY PARK

- Planned Improvements: adding parking, accessible paths, and signage.

BEERY FIELD

- Planned Improvements: Lighting, electric, scoreboard, and fencing improvements, addition of a storage facility for DPW, and consideration of an outdoor skating rink.

DOUGLAS BEACH

- Planned Improvements: Bathroom facilities upgrade to be ADA compliant, potential additional parking, installation of potable water and irrigation, lighting and electric upgrades, enhancement of dune resiliency, and acquisition of adjacent land when available.

DOUGLAS MARINA

- Planned Improvements: Demolition or restoration of existing unsafe structures, installation of ADA-compliant bathroom facilities, new pavilion and landscaping, expansion of the docking system, installation of a new seawall, paving of parking areas, installation of irrigation, and upgrades to water and electric systems.

PRIDE CELEBRATION GARDEN

- No improvements suggested. The park features landscaping, seating, and a wall honoring lost loved ones.

VETERANS PARK

- Planned Improvements: Installation of a new seawall and memorial flagpole, improvements to the parking area and landscaping.

ROOT BEER BARREL

- Planned Improvements: Acquisition of adjacent land (when available), excavation, leveling, and landscaping of surrounding land, construction of an additional building for food prep/storage, and addition of a pavilion. Recent improvements include the connection to water and sewer for newly constructed restroom facilities, additional angled parking along Ferry Street, and high speed internet.



SCHULTZ PARK

- Planned Improvements: Dog park upgrades including pavilion construction, potable water provision, additional shade trees, new ADA-compliant bathroom facilities, expansion of pickleball courts, addition of a disc golf course, excavation, leveling, and landscaping near the pavilion, addition of a 5-12 year old section to the playground, installation of an adult fitness area, replacement and expansion of bleachers with a concrete base, paving and increasing parking around pickleball courts and pavilion, lighting and electric service upgrades, scoreboard upgrade, construction of a storage facility for DPW, shared use path connection from Wiley Road, and improvements to the sand volleyball area.

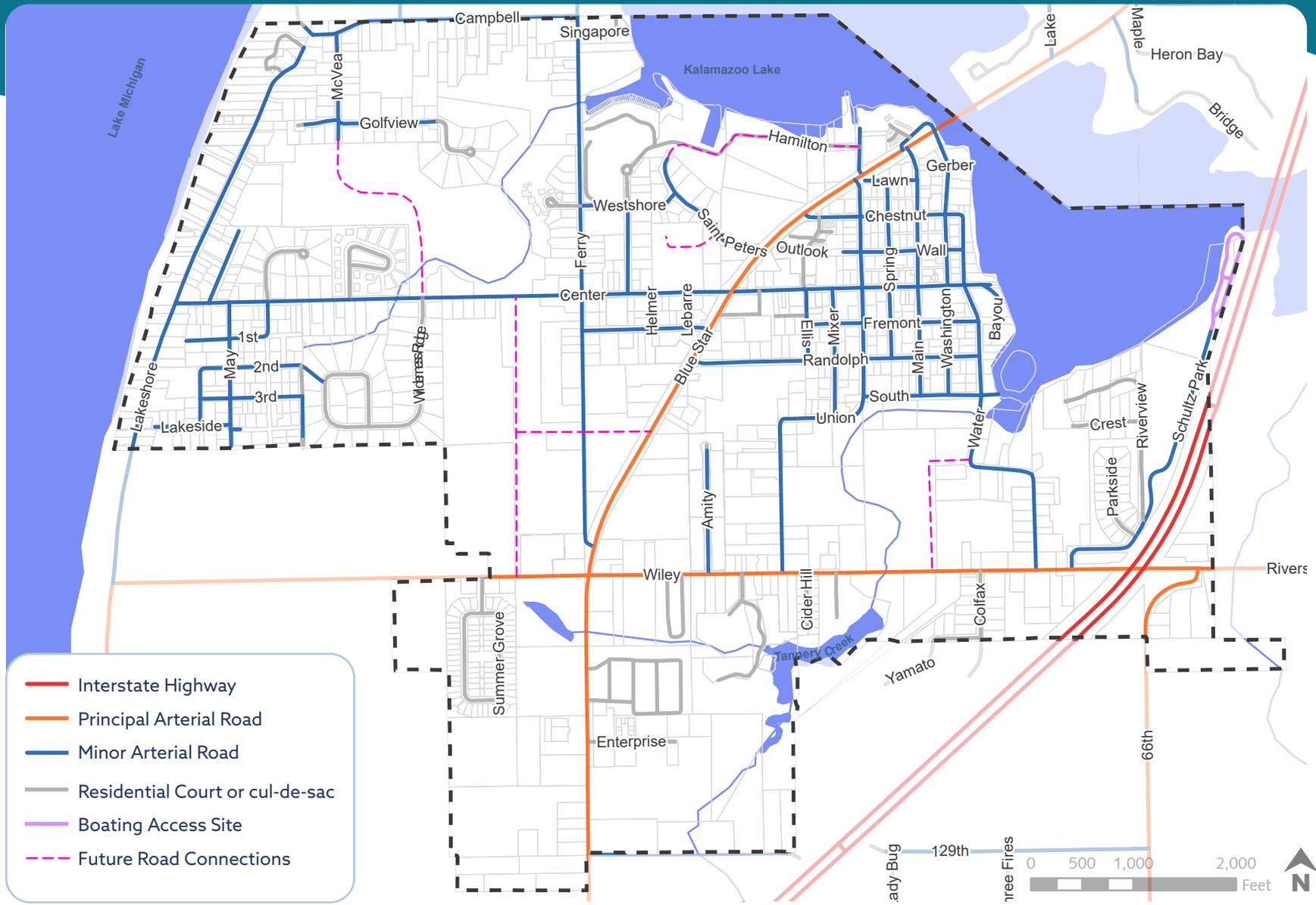
UNION STREET LAUNCHING SITE

- Planned Improvements: Wayfinding signage, expanded park areas, and a fishing deck.

WADE'S BAYOU MEMORIAL PARK

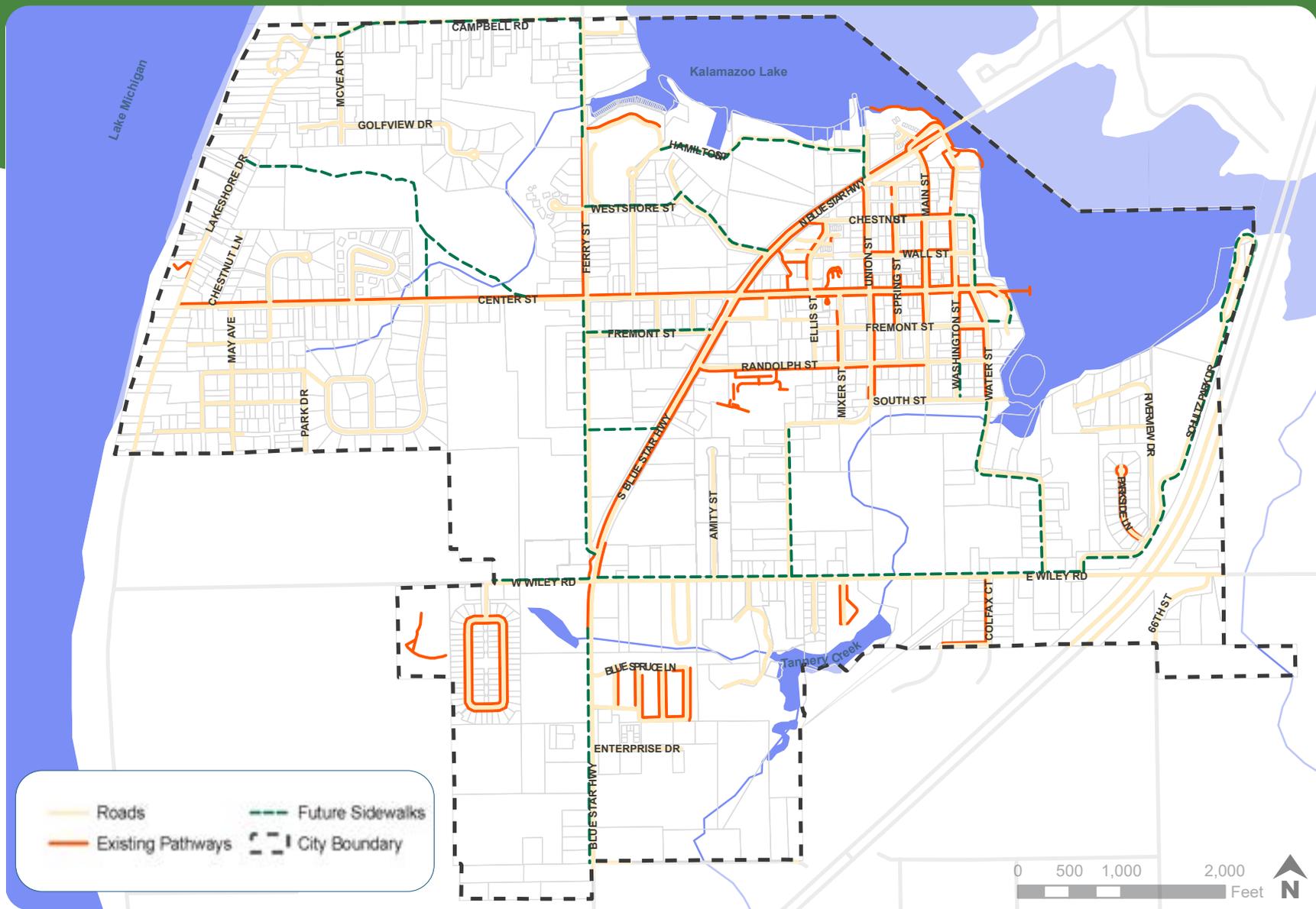
- Planned Improvements: Addition of ADA-compliant restroom facilities, new pavilion, playground upgrades, improvements to the parking lot, and expansion of water-related recreational facilities.

MAP 11: ROADS



Source: Williams & Works, 2024

MAP 12: SIDEWALKS



Source: Williams & Works, 2024



CHAPTER 5:

COMMUNITY ENGAGEMENT



WHAT IS COMMUNITY ENGAGEMENT?

- » Community engagement is the process of involving people in important public planning decisions that affect their daily lives.
- » Engagement enables informed decision-making and provides an incentive for good governance by promoting shared decision-making among elected and appointed officials and members of the community.
- » Engagement supports an open approach to managing risk by providing a strong foundation for understanding decisions and building trust within a community for future land use and development decisions.

COMMUNITY ENGAGEMENT OBJECTIVES

Input from community residents and stakeholders during the planning process serves as the foundation of the goals and objectives of this Plan. Community engagement not only gives a voice to the City's diverse perspectives, it fosters a sense of ownership and trust in the outcomes. By actively involving residents, stakeholders, and local organizations, the City can create more inclusive, transparent, and well-supported plans and policies that reflect the true needs and aspirations of the community. The following are the three main objectives of community participation in the master planning process.

1 Inclusivity and Representation

Ensuring that a diverse range of community voices are heard and represented in the planning process, which helps to create a more equitable and comprehensive Master Plan that addresses the needs and concerns of all community members.

2 Transparency and Trust Building

Promoting transparency in the planning process and building trust between residents and stakeholders of the community and City staff and officials. This involves open communication, sharing information, and fostering a sense of collaboration and partnership.

3 Better Decision-Making and Ownership

Enhancing the quality and acceptance of the Master Plan by incorporating local knowledge, preferences, and feedback. Engaged communities are more likely to support and take ownership of the plan, leading to more effective implementation and long-term success.

COMMUNITY SURVEY

From December 1 to December 31, 2023, the City of the Village of Douglas held an online community survey to gather public input on community development, housing, transportation, and other related land use topics relevant to the master plan update. The survey responses provided a considerable amount of quantifiable data and insight to help provide policy direction throughout the City's Master Planning process.

The survey was organized to gather responses from the residents and other stakeholders of the City. A total of 25 questions were asked via the online survey tool Survey Monkey. A total of 210 responses were received by the deadline with a 90% completion rate. The 210 responses out of a population of 1,378 people (2020 Census) is approximately 15% of the population, which is considered a "representative sample" of the population of the City of Douglas. A representative sample is a subset of a population that accurately reflects the characteristics of the entire population. The percentage of the population that constitutes a representative sample depends on various factors, including the size and diversity of the population, as well as the specific criteria for representation.

In statistical terms, the goal is to have a sample that is large enough and diverse enough to capture the key characteristics of the population. Generally, a sample size of around 5-10% of the population is often considered reasonable for achieving representativeness in many cases. While 15% of the population may seem low, it exceeds the generally recognized 5-10% that is normally indicative of a representative sample.

The survey was successful as it resulted in objective quantifiable information from a large number of people compared to typical participation in other forms of public input like community open houses or visioning meetings. The survey enabled respondents to provide anonymous replies using a "check-the-box" format to expedite the completion of the online form and maximize the rate of response. Some questions allowed the respondents to leave "other" comments that may not have been covered with the multiple-choice options. And finally, some open-ended questions allowed respondents to comment with whatever input they may have. Responses were kept as written by the respondent with a few exceptions for capitalization and some spelling corrections. The results of the community survey can be found in Appendix A.

SURVEY RESULTS SUMMARY



About the Respondents

- Approximately 80.8% of the surveyed individuals reside within the City of the Village of Douglas. Of this population, nearly 55% identified themselves as full-time residents, while an additional 32% indicated that they are seasonal residents.
- The majority (81%) of respondents stated that they live in a single-family home, with 8% residing in a multi-family unit. Notably, almost 98% of participants reported being homeowners in Douglas.
- More than half of the respondents claimed to have lived in the City for over 10 years, while a quarter of them reported residing in Douglas for more than 25 years.
- Approximately 15% of seasonal residents expressed a desire to make Douglas their permanent residence in the future, while 16% indicated they have no such plans. Another 17% remained uncertain about the possibility of relocating to Douglas in the future.
- Approximately 50% of the surveyed individuals stated that they are 65 years of age or older, with an additional 40% falling into the 45-to-64-year age group. Beyond age demographics, nearly 40% of participants disclosed being retired, while 25% reported working from home. Only 9% reported working in the City of Douglas.

Goods and Services Destinations

Results from the community survey revealed insights into where respondents were most likely to go for goods and services.

- **GROCERIES AND/OR HOUSEHOLD GOODS:** Holland/Zeeland was reported to be at the top with 93% of people preferring their stores for groceries and household items. Online shopping was the second most popular way of shopping for groceries and other items.
- **ENTERTAINMENT:** Saugatuck and Grand Rapids show active engagement in terms of entertainment at approximately 75% each while the City of Douglas stands at 50% engagement.
- **PARKS AND RECREATION:** Douglas stands out with 73% of the respondents utilizing the parks and recreation related services followed by Saugatuck area.
- **DINING:** Respondents indicated that Douglas and Saugatuck were most frequented when it comes to dining, at 92% and 91% respectively.





Community Perception

- The following were the top three reasons why participants chose to live in Douglas:
 1. Lake Michigan and other waterfront areas
 2. The small-town feel
 3. Douglas is welcoming of all residents and visitors and celebrates diversity and inclusivity.
- Nearly 40% of survey participants believe that the City is growing too quickly while another 40% believe that the City is growing about right. Approximately 62% of the participants think that the City's efforts to provide guidance on growth and development are either good or fair while 20% believed the efforts to be poor.

Community Concerns

- The following were the top three issues that the participants felt the most concerned about:
 1. Potential for open space and/or natural areas to be lost due to development.
 2. Degradation and erosion of dune areas leading to lost of personal property and public property (roads, parking areas, walkways, etc.)
 3. Quality of surface waters (lakes, streams, rivers, ponds, etc.)

- The following were the top three concerns that participants felt should be a high priority for Douglas:
 1. Preserving open spaces and natural areas (wetlands, wooded areas, steep slopes, etc.)
 2. Preserving the small-town charm of Douglas
 3. Improving parks and recreation facilities



- The participants agreed the most with the following statements:
 1. I would support increased controls on development to protect water quality in lakes, rivers, and streams.
 2. The Lake Michigan shoreline should have more restrictions on development and should be preserved and protected.
 3. Housing developments with smaller lots should be clustered together to preserve open space and habitat for wildlife.

Moreover, participants largely disagreed with attracting large-scale commercial businesses to the City while they felt uncertain regarding downtown expansion to Ferry Street.

- The participants chose the following as their top three choices to better regulate short-term rentals:
 1. Assign harsh penalties to owners of unregistered short-term rentals.
 2. Set a maximum number of short-term rental registrations that can be issued annually and conduct a lottery among registration applicants.
 3. Only allow short-term rentals in certain zoning districts as a special land use that require specific conditions to be met.

Participants felt strongly about the enforcement of rules and noise regulations regarding short-term rentals.



Community Desires

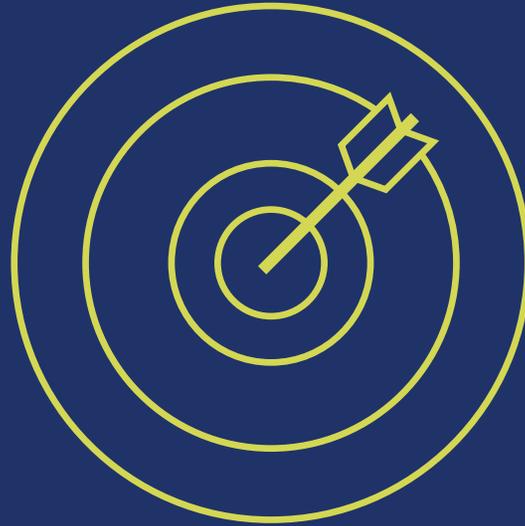
- The following were the top five housing choices that the participants would like to see in Douglas
 1. Medium sized lot single-family homes
 2. Small lot single-family homes
 3. Mixed-use (residential above commercial in the same building)
 4. Retirement community/senior living facilities
 5. Multi-family housing (i.e. apartments/condominiums, 3+ units per building)



- The following were the top three types of businesses that participants would like to see more of in Douglas:
 1. Sit-down restaurants
 2. Small-scale retail stores
 3. Small-scale take-out restaurants/cafes

Other responses included personal services (gyms/salons/etc.), bars/taverns, medical offices, community recreation centers, fresh food/grocery stores, etc.

- Participants chose Douglas Harbor to Westshore Drive to Ferry Street as a priority for pedestrian pathways, followed by the area between Westshore Woods and Campbell Roads.
- Survey respondents ranked the following as their top three most important needs for mobility and transportation in the City:
 1. The City must plan for future road connections to increase emergency access for new and existing residential developments.
 2. The City should improve the intersection at Ferry Street and Blue Star Highway.
 3. The City should provide additional parking in the downtown area.



CHAPTER 6:

GOALS AND OBJECTIVES

INTRODUCTION

The goals and objectives outlined in this chapter are developed to form the foundation of the 2024 Master Plan Update, and are based on the input received by the public from the community survey. The goals are intended to help the City aspire to accomplish its vision and are considered attainable through long-term, focused efforts. The objective statements are more specific and may be regarded as action steps and milestones to achieving the goal.

The goals and objectives are guiding statements written to address how the City would like to grow, develop, thrive, and preserve. The City of the Village of Douglas has envisioned a future that maintains the charm of a small lakeshore community, balances waterfront preservation with appropriate scale development, and responds to environmental changes with sustainable practices that promote resiliency. These ideas remain relevant to the future of the community, as evidenced in the results of the community survey.

Community Concerns

The majority of respondents expressed highest concerns with the following:

- Potential for open space and/or natural areas to be lost due to development
- Degradation and erosion of dune areas leading to loss of personal property and public property
- Quality of surface water (lakes, streams, creeks, rivers)
- Too many short-term rental properties

Community Priorities

The majority of respondents also ranked the following priorities as being most important:

- Preserving open spaces and natural areas
- Preserving the small-town charm of Douglas
- Improving parks and recreation facilities
- Improving walking and biking opportunities

GOALS AND OBJECTIVES

THEMES

In order to honor the desired priorities expressed by the community, the following themes were established to categorize the City's goals and strategies for implementation.

Together, these themes ensure a comprehensive and balanced approach to the growth, development and preservation of natural features, aiming for a prosperous and sustainable future while preserving the small-town charm of the City of the Village of Douglas.

ECONOMIC DEVELOPMENT focuses on creating opportunities for attracting and retaining businesses, boost local commerce, support job creation, and ensuring a thriving local economy.

HOUSING AND NEIGHBORHOODS emphasizes the need for diverse and affordable housing options, aiming to create vibrant, inclusive communities that cater to different income levels and lifestyles.

PEOPLE, ARTS, AND CULTURE promotes the City's cultural identity and recognizes opportunities for aligning people with places, and fostering a sense of community pride.

INFRASTRUCTURE AND UTILITIES addresses the critical need for modern and efficient systems, such as transportation, water, and energy, that support the city's growth and enhance residents' quality of life.

SUSTAINABILITY AND RESILIENCY are integral to the plan, focusing on environmentally sustainable practices and the City's ability to withstand and adapt and respond to future challenges, such as climate change, natural disasters, and increased development.

Goals for a Sustainable and Thriving Economy

**GOAL
A**

HARBOR COMMERCIAL

Douglas will ensure land use along the Kalamazoo Lake waterfront permits small-scale commercial development that supports the marina use and attracts visitors on foot and by boat

OBJECTIVES

1. Build more flexibility into the Zoning Ordinance that fosters innovative business and unique uses that cater to the character of the waterfront.
2. Create a separate Harbor Commercial zoning district for waterfront areas along Kalamazoo Lake to include the non-residential uses in the R-4, Harbor Residential zoning district.
3. Encourage the adaptive reuse of historic landmarks such as lighthouses, etc. in the Harbor Commercial zoning district.
4. Adjust the Zoning and Regulatory ordinances to allow theme-based vending on private property and in conjunction with waterfront uses.

**GOAL
B**

EFFICIENT USE OF LAND

Douglas will support the efficient use of land to reduce costs for developing and occupying property in commercial zoning districts.

OBJECTIVES

1. Consider alternatives to on-site parking minimums for new businesses within small-scale business districts.
2. Amend the Zoning Ordinance to reduce the space dedicated to parking in new developments.
3. Amend the Zoning Ordinance to reduce parking requirements for redevelopment projects that utilize an existing parking lot.

GOAL

C

ADAPTIVE REUSE OF BUILDINGS

Douglas will support the adaptive reuse and redevelopment of existing buildings and sites to support small businesses.

OBJECTIVES

1. Amend the Zoning Ordinance to remove requirements to construct additional parking in conjunction with a change in land use.

GOAL

D

MICRO-SCALE COMMERCIAL ZONE

Douglas will create a micro-scale commercial zone along Center Street from Blue Star Highway west to Ferry Street to cater to the needs of residents and users of the Beach to Bayou Trail.

OBJECTIVES

1. Amend the Zoning Ordinance and map to create a new zoning district that permits micro-scale commercial enterprises, such as ice cream shops, coffee shops, convenience stores, equipment rental, or other beach amenities on Center Street from Blue Star Highway west to Ferry Street.
2. Restrict new commercial to a mixed-use form, with a maximum of 1,200 square feet on the main floor.
3. Allow the conversion of residential homes with frontage on Center Street to commercial spaces or mixed-use buildings to promote business, while preserving the character of the area.
4. Modify parking requirements for non-residential uses.
5. Continue the pattern of on-street parking within the right of way along Center Street west of Blue Star Highway to Ferry St., as identified on Map 11, Roads.

**GOAL
E**

DOWNTOWN MIXED-USE

Douglas will carefully plan for a mix of land uses that will improve the economic viability and attract more visitors to the Downtown areas.

OBJECTIVES

- 1. Amend the Zoning Ordinance to restrict main floor street-facing suites to service and retail uses and require offices in rear facing and upper floor suites.
- 2. Assist the Downtown Development Authority (DDA) in communicating resources and tools offered by the Michigan Economic Development Corporation (MEDC) for small businesses.
- 3. Work with the DDA and other organizations to support the promotion of the downtown and events planned in the downtown area.
- 4. Carefully plan for future uses of the City Hall Dutcher Lodge that will bring economic vitality to the downtown area, while preserving its historical significance.

**GOAL
F**

BLUE STAR SOUTH COMMERCIAL CORRIDOR.

Douglas will offer opportunities for large-scale businesses in areas south of Wiley Street, by reserving those areas with frontage on Blue Star Highway for such uses.

OBJECTIVES

- 1. Amend the Zoning Ordinance and map to restrict C-2 zoning to only those parcels between Wiley Road and the southern City boundary.
- 2. Reduce the depth of existing C-2 zoning for parcels with Blue Star Highway frontage in the Blue Star South Commercial Sub Area.
- 3. Amend the Zoning Ordinance to restrict drive-through establishments from all zoning districts with the exception of parcels zoned C-2 and located between Enterprise Drive and 129th Avenue.
- 4. Amend the Zoning Ordinance to allow for light industrial uses in the C-2 Zoning District in an effort to allow businesses to be eligible for MEDC funding.

GOAL
G

LAND USE COMPATIBILITY

Douglas will ensure the compatibility of land uses between residential and non-residential uses.

OBJECTIVES

1. Adjust the Zoning Ordinance to increase buffering and screening requirements between more intense commercial and industrial uses and residentially zoned areas and uses.

GOAL
H

BLUE STAR SMALL BUSINESS CORRIDOR

Douglas will reserve a new corridor for small businesses to ensure appropriate future economic growth while preserving the small-town charm of Douglas.

OBJECTIVES

1. Amend the Zoning Ordinance and map to create a new zoning district for a Small Business Corridor on Blue Star Highway between Main Street to the north and Wiley Road to the South.
2. Amend the Zoning Ordinance to create standards for streetscaping within the Small Business Corridor.
3. Amend the Zoning Ordinance to allow for small-scale industrial uses within the Small Business Corridor to allow for eligibility for grant funding from the Michigan Economic Development Corporation.

GOAL
1

FORMER HAWORTH PROPERTY

Douglas will ensure that the future development of 200 Blue Star aligns with the land uses and layout of the conceptual plan that was favored by the public as part of the public engagement related to the grant funding for environmental remediation of the site in 2023.

OBJECTIVES

- 1. Require the rezoning of the 200 Blue Star Highway Property to Planned Unit Development (PUD) to allow for flexibility in dimensional elements.
- 2. Guide proposed developments to align with the desired uses and layout of the 200 Blue Star Sub-Area Plan within this Master Plan Update.
- 3. Restrict specific land uses on the site in accordance with the 200 Blue Star Sub-Area Plan to comply with the uses permitted per the extent of contamination remediation.



Goals to Ensure Housing Affordability and Neighborhood Preservation

**GOAL
A**

DECREASE HOUSING COSTS
Douglas will take proactive steps to reduce housing costs while increasing the City’s housing stock

OBJECTIVES

1. Amend the Zoning Ordinance to reduce minimum lot sizes in residential zoning districts.
2. Amend the Zoning Ordinance to remove the minimum floor area for dwelling units.
3. Allow multi-family developments by right in the zoning districts in which it is permitted.
4. Amend the Zoning Ordinance to allow accessory dwelling units in all districts that allow residential single-family homes.
5. Amend the Zoning Ordinance to allow homes deemed nonconforming by way of use, dimensions, or lot size, to be rebuilt after being destroyed by fire or other natural disaster.
6. Consider designating areas within the City for affordable housing and utilize a pattern book, such as the Michigan Municipal League’s Pattern Book, to keep construction costs low.
7. Incorporate the multifamily design guidelines into the Zoning Ordinance and make changes to the requirements that would reduce the cost to build multifamily housing, while aligning with the character of the City and the desire for connected, walkable neighborhoods.

**GOAL
B**

PROVIDE BETTER OPPORTUNITIES FOR AFFORDABILITY

Douglas will provide opportunities for housing across all income levels.

OBJECTIVES

1. Participate in the West Michigan Regional Housing Partnership in an effort to address Douglas' housing needs.
2. Engage the public in workshops that provide educational opportunities on what affordable housing is, who it benefits, and what its costs are.
3. Market the City's economic tools and partnerships to attract developers to the City to construct workforce housing and other types of attainable housing.
4. Partner with the Tri-Community jurisdictions to plan for affordable and /or attainable housing opportunities that benefit all three.

**GOAL
C**

PERMANENT RESIDENCY

Douglas will encourage more people to seek long-term, permanent residency within the City.

OBJECTIVES

1. Seek opportunities to support seniors and maintain their connections to neighbors, families and friends, through creative residential development designs that foster aging in place without isolation.
2. Promote incentives for the development of workforce housing.
3. Design marketing materials to share with different organizations working to relocate and attract people to Douglas.
4. Explore opportunities to advertise permanent residency to people who visit Douglas.
5. Create a "housing dashboard" on the City's website to allow existing and potential residents to view data and information related to existing housing, proposed housing, and easy access to minimum requirements for new housing, as well as access to tools for incentives to create attainable housing units.

**GOAL
D**

**CHARACTER
PRESERVATION**

Douglas will preserve the character of all residential zoning districts.

OBJECTIVES

1. Allow missing middle housing in the R-1, R-2, and R-3 zoning neighborhoods that is designed to give the exterior appearance of a single-family home, while preserving the character of existing neighborhoods.

**GOAL
E**

**SHORT TERM
RENTAL CONTROL**

Douglas will address the challenges and opportunities associated with short-term rentals (STR).

OBJECTIVES

1. Adopt a policy to collect a "City accommodation tax" which would be levied on revenue generated by properties used for STR. Place dollars captured through this taxation into a fund that can be used to bolster the City's efforts to provide affordable housing.
2. Adopt additional provisions within the zoning and regulatory ordinances to provide clear procedures, standards, requirements, and restrictions for short-term rental uses, such as the posting of signage making it easier to contact STR owners.
3. Prioritize certain areas in the City for allowing the STR use of property, while delineating other areas where STRs should be prohibited.
4. Amend the Zoning Ordinance and Regulatory Ordinances to develop a lottery program to issue annual short-term rental licenses.
5. Consider the adoption of a vacancy tax on homes that are unoccupied for more than 6 months out of the year.
6. Adopt an ordinance to place a maximum ratio of short-term rental homes to homes occupied year-round, and place a maximum of licenses that can be issued annually.
7. Increase enforcement efforts to discourage unlicensed short-term rentals.

Goals to Prioritize People, Arts, and Culture



GOAL
A

INCLUSIVITY
Douglas will continue to prioritize inclusivity by attracting and welcoming all people.

OBJECTIVES

- 1. Partner with community organizations and cultural institutions to facilitate dialogue, collaboration, outreach efforts, and events that promote understanding and inclusion across diverse communities.
- 2. Seek equitable representation from the City's diverse demographics on Boards and Commissions.
- 3. Ensure that LGBTQ+ and other diverse populations are represented with language and imagery in City communications, publications, and outreach materials.

**GOAL
B**

FAMILY-FRIENDLY

Douglas will strive to become an attractive community for families and provide needed family-based services and opportunities.

OBJECTIVES

- 1. Incorporate amenities in public spaces that are attractive to children, such as a water table.
- 2. Utilize public spaces on waterfronts for year-round events that incorporate hands-on activities for children.
- 3. Ensure pedestrian connectivity between neighborhoods and schools.
- 4. Seek opportunities to provide a community space/building for all residents.
- 5. Prioritize family-friendly events and amenities within the City's parks.
- 6. Work with the Tri-Community Parks and Recreation Board to communicate events and activities to the community and the public.
- 7. Look for opportunities for year-round recreation.
- 8. Partner with private businesses and other organizations to utilize City property for water safety education for people of all ages.

**GOAL
C**

PLACEMAKING

Douglas will foster place-making whenever possible to encourage gathering among visitors and residents from all its neighborhoods and to enhance public spaces and connectivity.

OBJECTIVES

1. Amend the Zoning Ordinance to include provisions for mobile food vendors, and to allow mobile food vendors to be stationed on private commercially zoned property for events open to the public.
2. Amend the Zoning Ordinance to add the requirement for specific active and passive recreation and gathering space amenities within all new Planned Unit Developments, condominiums, and site condominium developments.
3. Work with the DDA to implement the Tax Increment Finance Plan elements related to the improvement of public spaces that facilitate the gathering of the City's residents and visitors.
4. Work with the DDA and Harbor Authority to construct an amphitheater within Wade's Bayou, Beery Field or Douglas Marina to allow for regular concerts and other events in these public spaces.
5. Identify City-owned road end properties that can be preserved and developed as permanent "pocket parks" to preserve waterfront views and access and to provide space for passive and active recreation.

Goals for Safe and Available Public Infrastructure

GOAL
A

CONNECTIONS BETWEEN NEIGHBORHOODS AND EXISTING REGIONAL NON-MOTORIZED PATHWAYS

Pedestrian and non-motorized connections will be developed and expanded between and among land uses and neighborhoods to promote safe, healthy, and attractive alternatives to vehicular travel and to reduce emissions and the reliance on parking.

OBJECTIVES

1. Amend the Zoning and General ordinances to allow the City Planning Commission to require pedestrian pathways in conjunction with development proposals that show future sidewalks as shown on Map 12, Sidewalks.
2. Create non-motorized connections between neighborhoods and areas not currently connected, such as the C-2 zoned parcels south of Wiley Road.
3. Provide incentives to businesses that promote alternative forms of transportation, such as bike racks and tool stations.
4. Partner with Safe Routes to School of Michigan to secure funding for sidewalk projects that would benefit K-12 school-age children.
5. Collaborate with representatives of Saugatuck Public Schools, DPW, City of Saugatuck and Saugatuck Township, parents, students, and other community members to form a Safe Routes to School Team.
6. Develop and implement a Safe Routes Action Plan to be eligible for funding for infrastructure projects.
7. Investigate the possibility of sidewalks on Campbell from Ferry to Lakeshore Drive and for pedestrian pathways along Lakeshore Drive.



**GOAL
B**

FUTURE ROADS

Douglas will identify areas where road connections should be implemented as part of private development design, and ensure the proper construction of all new roads.

OBJECTIVES

1. Adjust the Zoning Ordinance to add the requirement for private development to be designed to implement the “future road connections” as identified on Map 11, Roads, within this Plan.
2. Amend the Zoning Ordinance and/or the Code of Ordinances to include provisions for robust and comprehensive procedures and specifications for the construction of public roads.
3. Amend the zoning and general ordinances to require public street for all future development.
4. Prepare or update transportation, communications, water and wastewater asset management plans according to state public act guidance and standards, and add all yellow striped roads to its Major streets mileage for annual Act 51 maps submitted to the state.

GOAL
C

EXISTING ROAD INFRASTRUCTURE

Douglas will continue to maintain the existing public road network and utilize funding and regulatory controls to wisely improve existing roads.

OBJECTIVES

1. Prioritize the maintenance of Lakeshore Drive and adopt an ordinance that prohibits activities in or near the public right-of-way. that would damage or compromise the integrity of the road, unless designed by an engineer and reviewed and approved by the City Engineer.
2. Update the fee schedule to add a fee to cover engineering review of residential zoning permits that involve stormwater management facilities.
3. Ensure that only improved, public rights of way are being maintained by the City's Department of Public Works.
4. Take advantage of opportunities to improve existing road infrastructure to alleviate heavy traffic volumes at peak times at the Wiley Road and Blue Star Highway and similarly congested intersections.
5. Conduct a traffic study every five years to determine the need for future improvements based on areas of high traffic volumes during the summer months.

**GOAL
D**

UTILITIES

Douglas will ensure the availability and the capacity of public utilities for existing and future users of the system.

OBJECTIVES

1. Adopt a general ordinance that prohibits private connection water lines that connect to other private connection water lines (“spaghetti lines”).
2. Establish special assessment districts for parcels currently connected to private water lines to fund and require the connection to a distribution main to serve those parcels once improvements constructed.
3. Collaborate with the Kalamazoo Lake Sewer and Water Authority to identify the current and future needs of the water and sewer systems.
4. Prepare asset management plans for the City’s water and sanitary sewer infrastructure.
5. Adjust the Code of Ordinances to require specifications in accordance with current applicable codes and statutes for all water and sewer connections.
6. Require development agreements for subdivisions and large-scale development that outline the financial obligations of the developer and/or property owner related to required improvements or extensions to the water or sanitary sewer system necessary to accommodate the proposed development.
7. Identify areas that are not properly connected to the water or sewer system, and work with property owners to plan for remediation.

GOAL E

COMMUNICATIONS
Douglas will prioritize the expansion of fiber optics into the City to bolster the quality and reliability of the internet and enhance communications infrastructure.

OBJECTIVES

1. Form partnerships with organizations and other public or private entities that will assist the City to establish a fiber optic communications network and service.
2. Adopt Small Cell Wireless (SCW) ordinances to establish regulations and allow for SCW facilities in the public right of way and on private property to reduce competition for bandwidth in concentrated areas.

GOAL F

PUBLIC TRANSPORTATION
Douglas will encourage the use of public transportation throughout the community.

OBJECTIVES

1. Maintain a working relationship with Interurban Transit and provide support when possible, for route expansions and servicing "park and ride" options throughout the Tri-Community area.

GOAL G

SAFETY
Douglas will prioritize safety in all transportation infrastructure design and implementation.

OBJECTIVES

1. Provide opportunities to obtain public input when making changes to the existing transportation infrastructure.
2. Amend the Zoning Ordinance to create an access management overlay district in C-2 zoned parcels south of Wiley Road to reduce the number of curb cuts onto Blue Star Highway.
3. Ensure that existing pedestrian infrastructure is safe, free from obstructions and hazards, and meets Americans with Disabilities Act (ADA) standards.

Goals for a Sustainable and Resilient City

GOAL
A

RESILIENT COASTAL COMMUNITY

Douglas will become a Resilient-Ready Coastal Community that will take a proactive approach to protect its sensitive lands, and be prepared to withstand and recover from flooding, beach erosion, and similar coastal hazards.

OBJECTIVES

1. Adjust the zoning map to delineate the high-risk erosion areas and critical dune areas, as identified by the Department of Environment Great Lakes and Energy (EGLE). Adopt and delineate a riparian area overlay to protect waterbodies in or adjacent to land proposed for development.
2. Form a coastal resilience committee trained by the Coastal Leadership Academy, and advise on development projects proposed along the City's shorelines.
3. Conduct a vulnerability assessment to identify gaps and recommendations for resiliency.
4. Amend the Zoning Ordinance to incorporate additional setbacks and no-build zones along the lakeshore.
5. Adopt a riparian area overlay to protect creeks, streams, and County drains within the Kalamazoo River Watershed.
6. Amend the Zoning Ordinance to restrict specific uses in areas defined as "sensitive lands"
7. Adjust the Zoning Ordinance to reduce the acreage minimum for Planned Unit Developments.
8. Consider offering a density bonus through a points system. Points awarded for clustered designs that preserve natural features, sustainable development practices, green infrastructure, and reliance upon renewable energy, etc. will allow for increased density and modification of minimum dimensional requirements such as setbacks, lot sizes, etc. of the underlying zoning district (see Table 3).

**GOAL
B**

**MINIMIZE
CONTAMINATION
EXPOSURE**

Douglas will take a proactive approach to protect the health of current and future residents and take measures to prevent and reduce exposure to contaminated soils, air, and water whenever possible.

OBJECTIVES

- 1. Take advantage of grant programs that assist with the environmental cleanup of Brownfields and other areas of contamination.
- 2. Adjust the Zoning Ordinance to require environmental assessments for site plan review applications for development in areas of known contamination.
- 3. Implement land use controls and restrictions to prevent exposure to contaminated soils, water, and air.
- 4. Amend the Zoning Map to show locations of known contamination.

**GOAL
C**

**SOURCE WATER
PROTECTION**

Douglas will ensure the protection of groundwater that is sourced from within the City.

OBJECTIVES

- 1. Partner with Kalamazoo Lake Sewer and Water Authority to re-activate the Wellhead Protection Program within the Tri-Communities.
- 2. Amend the Zoning Ordinance to create a Wellhead Protection overlay district and include the delineation of each wellhead protection zone on the zoning map.
- 3. Prohibit land uses that have the potential to contaminate groundwater in wellhead protection overlay zones.

GOAL
D

**STORMWATER
MANAGEMENT**

Douglas will ensure responsible and sustainable stormwater management for all development types.

OBJECTIVES

1. Amend the Zoning Ordinance to incorporate the requirement to meet the Allegan County Drainage Commission standards for stormwater management for all site plan reviews.
2. Incentivize the incorporation of sustainable stormwater practices using a points system for all new residential developments proposed as a Planned Unit Development (PUD).
3. Develop provisions in the Zoning Ordinance to link landscaping requirements with stormwater management designs when required within the ordinance.
4. Partner with the Kalamazoo River Watershed Council or similar groups to hold workshops for residents on sustainable stormwater management practices at home, such as rain barrels, rain gardens, green yard practices, and native plant landscaping.
5. Consider the establishment of special assessment districts to fund areas in need of stormwater management.
6. Coordinate with Allegan County to identify priority areas of concern related to maintenance of County drains within the City.

**GOAL
E**

INFRASTRUCTURE

Douglas will promote climate-resilient infrastructure for public and private development and facilities.

OBJECTIVES

1. Amend the Zoning Ordinance to add lighting provisions that align with Dark Sky Lighting Principles.
2. Amend the Zoning Ordinance to require EV-ready parking spaces in new developments
3. Provide incentives for installing EV charging stations, such as a reduction in required parking spaces for new development.
4. Install bike racks in public spaces and require installation in new commercial developments to encourage travel by bike.
5. Explore funding options to install bike repair stations in at least two locations along the Beach to Bayou trail.
6. Adjust the Zoning Ordinance to revise sections related to on-street parking to add parking maximums and consider user-driven required parking quantities to reduce the amount of impervious surfaces in the City.
7. Explore public-private partnerships to bring additional EV infrastructure to the City, such as EV charging stations and roadways.



GOAL
F

TREES

Douglas will continue to prioritize the preservation of trees within the City limits.

OBJECTIVES

1. Enhance the Tree Protection and Preservation zoning requirements to provide acceptable locations for planting that do not compromise public utilities.
2. Enhance the Tree Protection and Preservation zoning requirements to require a tree inventory on site plans, and require re-planting of at least 50% of the trees that must be cut for the development of a parcel.
3. Incorporate an acceptable native species tree list into the zoning ordinance as recommended by the Michigan Department of Natural Resources (MDNR).
4. Amend the Zoning Ordinance to incentivize the preservation of heritage trees when land is proposed for development.

GOAL
G

WATERFRONT PRESERVATION

Douglas will focus on the environmental remediation of the waterfront and protect the shore for passive recreation uses.

OBJECTIVES

1. Revise the future land use map to designate conservation and open space uses for waterfront areas encumbered with wetlands and/or floodplains.
2. Encourage low-impact recreational activities that allow people to enjoy waterfront areas without causing harm to the environment.
3. Encourage waterfront land owners to place lands in conservation easements to preserve waterfront land.

GOAL
H

VIEW PRESERVATION

Douglas will preserve the existing views of Douglas Harbor and Kalamazoo Lake.

OBJECTIVES

1. Amend the zoning map to create a view preservation overlay district and identify parcels that are subject to restrictions within the overlay.
2. Amend the Zoning Ordinance to create a view preservation overlay district that restricts the height of buildings to one story and maintain minimum building separations and strategic placement of buildings to allow views to be maintained between buildings.
3. Develop a purchase of development rights ordinance that allows the City to purchase development rights from parcels owned by willing participants, and allows those rights to be sold to other property owners.

GOAL
I

SUSTAINABILITY PLAN

Douglas will develop a sustainability plan.

OBJECTIVES

- 1. Form a sustainability committee comprised of community members to lead sustainability initiatives through partnerships with local businesses, schools, neighborhoods, and parks.
- 2. Engage the public and sustainability experts to develop a sustainability plan focused on realistic goals for the City of Douglas to become sustainable.
- 3. Focus on reducing emissions, increasing water usage efficiency, increasing renewable energy usage, waste reduction, and green infrastructure on City-owned property, buildings, vehicles, and facilities.
- 4. Ensure improvements to City owned buildings align with environmentally sustainable practices.

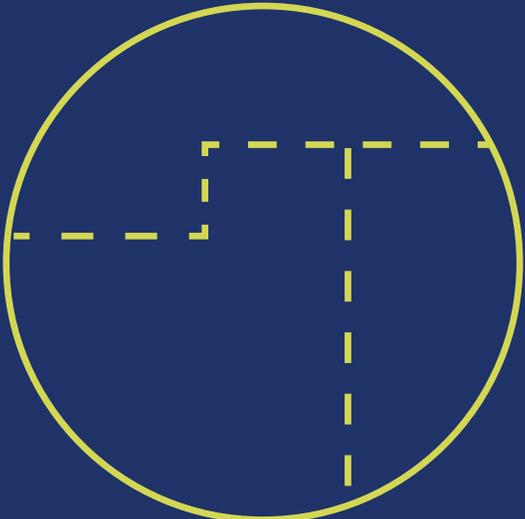


TABLE 3: SAMPLE PUD ELIGIBILITY CRITERIA

CRITERIA	POSSIBLE POINTS
<p>1. Mixed-use development with residential and non-residential uses or a variety of building type with effective transitions between higher and lower density uses, and/ or between non-residential and residential uses; or allowing incompatible adjacent land uses to be developed in a manner that is not possible using a conventional approach.</p>	<p>1</p>
<p>2. Pedestrian/transit-oriented design with buildings oriented to the sidewalk and parking to the side or rear of the site.</p>	<p>3</p>
<p>3. Preservation, enhancement, or restoration of natural resources (slopes, wetland areas, water views, etc.</p>	<p>3</p>
<p>4. Preservation or restoration of significant or historic structures or places.</p>	<p>3</p>
<p>5. Provision of public places, community features, internal non-motorized trails, or recreational amenities.</p>	<p>3</p>
<p>6. Efficient consolidation and/or site planning of poorly dimensioned parcels or property with challenging topography.</p>	<p>2</p>

TABLE 3 CONT'D: SAMPLE PUD ELIGIBILITY CRITERIA

CRITERIA		POSSIBLE POINTS
7.	Redevelopment of under-utilized or blighted commercial or industrial properties.	2
8.	Mitigation of adverse impacts on public facilities (such as street improvements).	1
9.	Significant use of sustainable building and site design features such as stormwater filtration landscaping, low-impact stormwater management, optimized energy performance, on-site renewable energy, passive solar heating, use of reused/ recycled/ renewable materials, indoor air quality mechanisms or other elements identified as sustainable by established groups such as the US Green Building Council (LEED) or ANSI National Green Building Standards.	3
10.	Significant preservation of large contiguous open spaces, stands of mature trees, woodlands, and/or forested areas.	3
11.	Provision of off-site improvements reasonably related to the proposed PUD.	1
12.	Provision of perimeter trails consistent with the Tri-Community Parks and Recreation Master Plan.	3



CHAPTER 7:

FUTURE LAND USE

Future Land Use

This Plan establishes desirable land use patterns to guide growth and foster the preservation of the small-town charm in the City for the next decade.

The Future Land Use Plan for the City has been thoughtfully developed by integrating key categories that address various aspects of growth and community well-being.

The future of land use designations in Douglas are a compilation of descriptions and recommendations for future development, preservation of sensitive lands, views, character, and identity. It also serves as an overall framework for the management and regulation of residential growth, future development, and desired housing forms. This chapter will be used by the City Planning Commission and City Council as a basis for evaluating rezoning requests.

Twelve (12) future land use designations have been created and represent the future vision of land use in the City. Each of these land use categories have evolved in their own way over time throughout the City. The community survey results would reveal that the residents and stakeholders care deeply about the local economy, availability of housing for all incomes and protecting the City's natural features.

Finally, the land use vision implements the goals and objectives of the five themes addressed in this Master Plan Update:

1. Sustainable and Thriving Economy
2. Housing Affordability and Neighborhood Preservation
3. Priorities for People, Arts and Culture
4. Safe and Available Public Infrastructure
5. Sustainability and Resiliency

Suburban Residential

Compact Residential

Urban Residential

Residential Mix

Waterfront Residential

Blue Star South Highway Commercial

City Center Commercial

Blue Star Small Business Corridor

Harbor Commercial

West Center Commercial

Light Industrial

Parks / Open Space

Suburban Residential (4 units/acre density maximum)



INTENT:

To address the need and desire for single-family development in a low-density suburban pattern. Lakeshore properties should maintain views by having generous setbacks and low building heights. Two-unit dwellings may be appropriate for new development if the density does not exceed a maximum of four (4) dwelling units per acre.

DESIRED BUILDING TYPES:

- Single-family detached house
- Two-family homes
- Accessory dwelling units (ADU)
- Civic buildings (schools, churches, etc.)

Compact Residential (10 units/acre density maximum)



INTENT:

This designation is intended to fulfill the need for a variety of housing forms that create opportunities affordability for varied income levels. By providing these opportunities, people can both work and live in the same community. Varied housing forms in this designation should accommodate and support a variety of living arrangements, including but not limited to seniors, families, couples, and individuals. New and existing neighborhoods should be well connected and walkable, offer a mix of densities and appeal to a broad range of incomes. Pedestrian connections to schools and existing commercial corridors should be prioritized.

DESIRED BUILDING TYPES:

- Single-family detached homes
- Two, three, and four-unit missing middle housing forms
- Apartments
- Townhouses/row houses
- Tiny homes and Cottage Courts (homes with a main floor between 500 and 800 square feet)
- Accessory Dwelling Units



Urban Residential (up to 6 units per acre)



INTENT:

To preserve the existing character of the original Douglas Plat immediately north and south of Center Street and the City’s downtown, as well as the areas between South Street and Wiley Road. This designation will set the design and housing form expectations for undeveloped areas between Wiley Road and South Street, with a continuation of the traditional urban residential character and style. Allowing additional housing forms in these older neighborhoods and undeveloped areas will allow for a broader range of price points and affordability to help address this need in the City.

DESIRED BUILDING TYPES:

- Detached Single-Family Homes
- Missing Middle 2-3-unit Homes
- Retrofit 2-unit Homes
- Accessory Dwelling Units



Residential Mix (up to 10 units per acre)



INTENT:

The intent of this designation is to provide for a variety of housing forms that provide higher vertical densities to fit the varied lifestyles of the people that are attracted to the City of the Village of Douglas. Live-work units will enhance convenience, economic growth, sustainability, while fostering social interaction and preserving local character. This designation aims to serve as a transition area between the more intense commercial uses along Blue Star Highway and traditional and suburban residential neighborhoods.

Non-residential uses in the Residential Mix designation may include small-scale retail, small-scale eating and drinking establishments, maker spaces and art-galleries, personal service establishments, such as salons, and professional and support offices.

DESIRED BUILDING TYPES:

- Single-family detached house
- Two, Three and Four-Unit Missing Middle Housing Forms
- Live-work units
- Townhomes
- Apartments

Waterfront Residential (Density Varies)



INTENT:

To provide for appropriate scaled residential uses on various properties having frontage on Kalamazoo Lake and Wade’s Bayou. Family residential uses which abut Kalamazoo Lake and Wade’s Bayou. The eastern areas of this designation along Ferry Street in close proximity to the marina, and housing designs should complement the natural waterfront setting of the area. Lands in this designation are not intended for non-residential uses, such as marinas and boat storage.

Lands along Wade’s Bayou are largely built out, however, there is potential for redevelopment of some existing residential home site along Washington Street. Development in these areas will be encouraged to preserve views of the water bodies and restricted from disturbing any environmentally-sensitive areas.

DESIRED BUILDING TYPES:

Wade’s Bayou frontage:

- Single-family detached homes

Kalamazoo Lake Frontage and surrounding area:

- Single-family detached homes
- Townhomes
- Apartments
- Tiny homes/cottage courts

Blue Star South Highway Commercial



INTENT:

Lands in this designation are intended to support land uses that will provide goods and services to meet the needs of the larger Tri-Community Area, as well as convenience and hospitality uses near the interstate entrance and exit ramps. This future land use designation consists of parcels with frontage on Blue Star Highway, south of Wiley Road to the southern City boundary. Appropriately scaled businesses would not exceed a 50,000 a square foot building footprint.

Curb-cuts on Blue Star Highway should be carefully considered, and shared with existing curb-cuts when possible. New development should be encouraged to share parking with existing uses to reduce unnecessary paved areas.

DESIRED BUILDING TYPES AND USES:

- Maximum building footprint of 50,000 square feet
- Retail, Hospitality, Personal Service and Office uses
- On-Site Light Manufacturing

City Center Commercial



INTENT:

To address the desire for an identifiable focal point of the City, and provide a walkable mixed-use development pattern where residents from adjacent neighborhoods can obtain goods and services as well as provide for a place to attract those from outside the City. As the focal point of the City, the historic downtown corridor along Center Street between Blue Star Highway and the Water Street will continue to serve as a place to gather and greet friends, neighbors, visitors, and business owners. The City is encouraged to continue to hold City-sanctioned events, parades, and other types of public gatherings along this corridor.

DESIRED BUILDING TYPES AND USES:

- Mixed-use buildings (ground floor commercial/residential upper floors)
- Flex buildings
- Two-story maximum height

Blue Star Small Business Corridor



INTENT:

This future land use designation is intended to continue the character and small scale of business and mixed uses onto Blue Star Highway immediately north and south of Center Street. Buildings associated with uses in this designation would not exceed a 10,000 square foot building footprint. A mix of residential and commercial uses are encouraged, with commercial uses on the main floor and residential uses on upper floors. Sites should be designed to place buildings and outdoor elements such as seating, art displays, and gathering spaces closer to the street where feasible, and along pedestrian pathways such as the Blue Star Highway trail to encourage traffic calming and pedestrian safety. Parking areas should be placed behind new development when possible. Strip commercial uses should be phased out and avoided in this area.

The 200 Blue Star Highway parcel (former Haworth site) is located within this designation. Land uses and site design for this sub-area are further detailed in Chapter 8, along with the conceptual design that was favored by the public.

DESIRED BUILDING TYPES AND USES:

- Mixed-use with commercial on ground floor with street frontage limited to 2 stories in height
- Outdoor gathering spaces
- Small-scale retail, personal service establishments, and eating and drinking establishments
- Small-scale boutique hotels
- Indoor and outdoor recreation uses
- Mobile food vending.

Harbor Commercial



INTENT:

This designation envisions a vibrant, community-focused area that blends the natural features of Kalamazoo Lake and Lake Michigan with the economic vitality of small-scale, water-oriented businesses. This designation is intended to support local commerce while maintaining the character and charm of the City's waterfront. Lands in this designation should be carefully planned to reduce the environmental impact on the waterfront, wetlands, and other sensitive areas. Public and private uses are encouraged to occupy existing lands, buildings, docks and other creative areas to encourage gathering, sense of place, and access to the waterfront. Policies from this Plan, as well as the Waterfront Master Plan should be considered for proposed private development and expansion of existing uses within this designation. Creative parking solutions should be encouraged in this

designation to ensure the efficient use of land. Views of the waterfront should be preserved by limiting the height of buildings associated with new development to one story.

DESIRED USES:

- Marinas and boardwalks
- Bait and tackle shops, and other small-scale retail
- Dining establishments that offer lake views and seasonal outdoor seating
- Limited residential uses in creative form
- Temporary or seasonal uses such as mobile food vendors and boat rentals
- Public uses such as a public boat launch or park

FIGURE X: FINAL CONSENSUS PLAN FROM 2016 CITY OF THE VILLAGE OF DOUGLAS WATERFRONT MASTER PLAN



The 2016 Waterfront Master Plan provides a vision for the waterfront as desired by the public through extensive community engagement efforts. Some of the goals of the Waterfront Master Plan have been achieved, such as a public marina, which is now located at the north end of Washington Street (Douglas Marina). Other goals were associated with a specific plan for the City to acquire the Tower Marine and Swingbridge properties. Because this is not feasible, due to the Swingbridge property being developed and the Tower Marine property being under new ownership (Safe Harbor), the City should plan for an expansion of the marina property that incorporates the goals that are still feasible from the 2016 Waterfront Master Plan, while implementing the goals and policies of this Master Plan Update to the extent feasible. The Harbor Commercial future land use designation is developed to incorporate both.

Some of the objectives in the "Consensus Plan" as shown in Figure X should continue to be honored, though it is unlikely for the amenities desired for this area to be fully funded by the City.

West Center Commercial



INTENT:

To allow for a mix of residential and small-scale commercial uses intended to serve adjacent neighborhoods, users of the Beach to Bayou Trail, and Lake Michigan beach goers. This future land use designation would allow for the retrofitting of ground-floor commercial in existing residential buildings and residential uses on main floors behind storefronts and on upper floors. Other uses may include live-work units, recreation service uses, micro-scale manufacturing and associated retail, small-scale retail, eating and drinking establishments, personal service establishments, professional and support offices. Other residential uses that would be ideal in this area are single and two-family homes, and retrofit of single-family homes to two- or three-unit missing middle homes.

DESIRED BUILDING TYPES:

- Retrofit mixed uses within existing homes with the option for commercial on the main floor and residential on upper floors and behind storefronts
- Small-scale service, retail, rental, and eating and drinking establishments that cater to surrounding residential neighborhoods, beach-goers, and users of the Beach to Bayou Trail
- Micro-scale manufacturing with associated on-site retail
- Live-work units
- Single and two-family homes.



Light Industrial



INTENT:

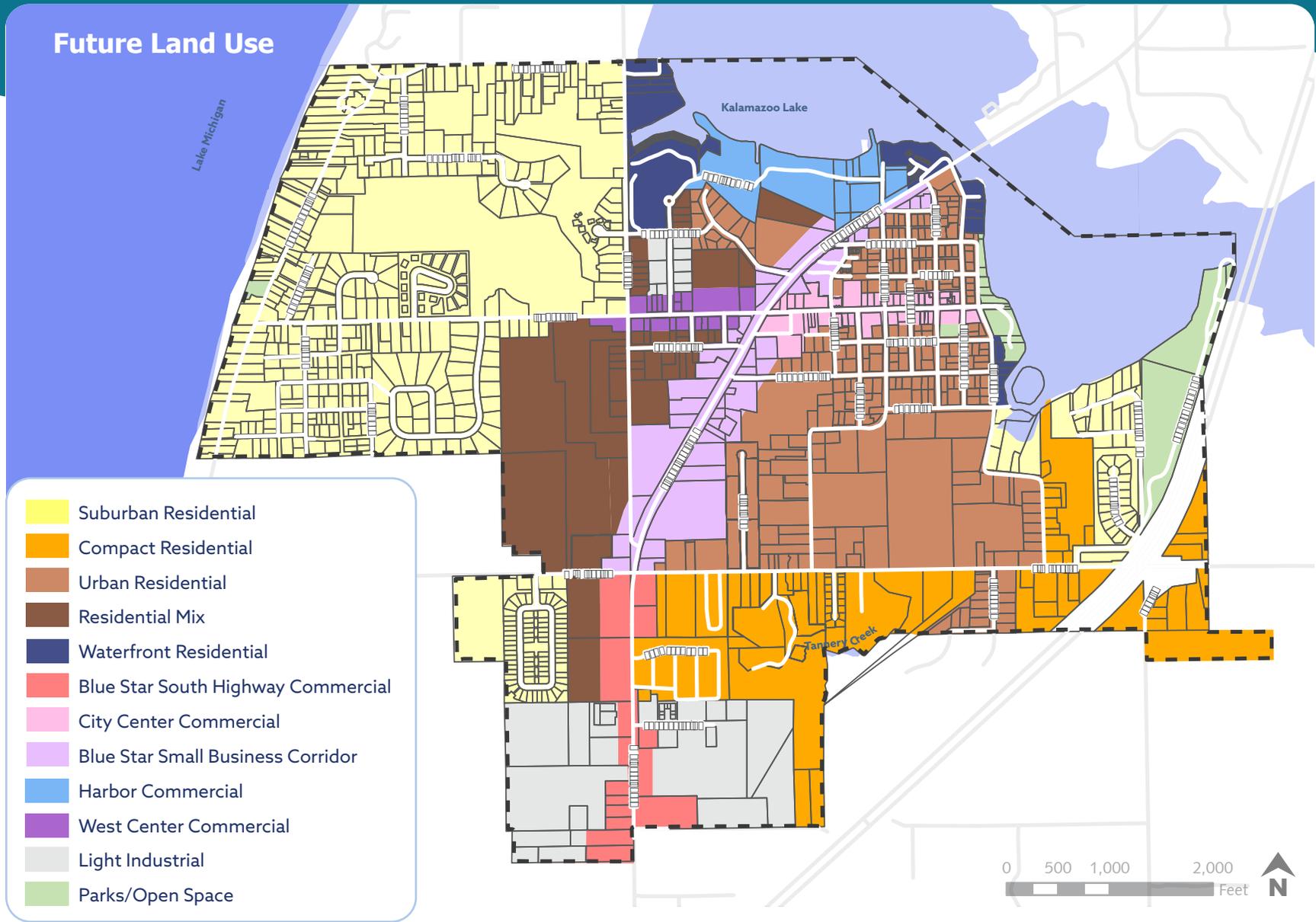
To provide employment opportunities for area residents as well as manufactured goods and storage for the Greater Tri-Community Area. The designation is also intended to provide for small-scale industrial activities, research and development operations, shipping establishments, offices, business incubators, educational institutions, or other similar light industrial uses. Light Industrial areas may include limited retail, office condominiums, and other such uses that may support employment and workers.



These uses are best suited in the south end of the City, on parcels not having direct frontage on Blue Star Highway. New industrial uses in this area should intentionally be located in areas that will not have a negative impact on nearby sensitive lands.

Light industrial uses that are considered appropriate on Hamilton Street, south of Westshore Street, shall be limited to those within roofed building walls that support boat storage and repair. Industrial uses along Hamilton Street should also maintain or establish ample buffering and screening along residentially zoning districts and uses.

MAP 13: 2024 FUTURE LAND USE





Item 8F.

Zoning Plan

Section 33, (2), (d), of the Michigan Planning Enabling Act (Act 33 of 2008) requires that Master Plans adopted after September 1, 2008 include a Zoning Plan that explains how future land use categories in a Plan relate to the zoning districts incorporated in a community's Zoning Ordinance. The following table relates to the future land use categories with the City's zoning districts.

In considering a request to rezone property in Douglas, the Planning Commission shall consider the future land use map and the future land use descriptions provided in this plan. The Zoning Plan table shall be used to evaluate the degree to which the proposed rezoning is consistent with this plan, together with an evaluation of the specific request. The Planning Commission will also consider whether the proposed site may be reasonably used as it is currently zoned, whether the proposed site is an appropriate location for any and all of the land uses that may be permitted within the requested zoning district, and any potential detrimental impacts on the surrounding properties that could result from the proposed rezoning.

Due to the structure of the Zoning Ordinance, the Planning Commission and City Council should pay particular attention to any and all uses permitted in a zoning district as well as any uses that may be permitted in a less restricted or intense zone. In all cases, the Zoning Plan shall be applied as a guideline for the Planning Commission subject to the appropriate application of the discretionary authority permitted to the Planning Commission and the City Council by statutory authority, case law, and good planning practice. Nothing in the Zoning Plan will preclude the Planning Commission and the City Council from considering amendments to this Master Plan to better serve the public interests of the community.

FLU Designation	Primary Compatible Zoning District	Potentially Compatible Zoning District	Max. Residential Density	Desired Housing Forms	Necessary Zoning Ordinance Amendments for FLU implementation
Suburban Residential	R-2	R-1, R-3	4 units per acre	<ul style="list-style-type: none"> Single Family Homes Accessory Dwelling Units 	<p>Amend the R-1 district to:</p> <ul style="list-style-type: none"> Allow for accessory dwelling units Reduce minimum floor areas Reduce minimum lot sizes Allow for duplex homes when maximum density does not exceed 4 units per acre Include design standards for duplex homes
Compact Residential	R-5	R-6, R-3 (north of Wiley Road)	10 units per acre	<ul style="list-style-type: none"> Single-Family Homes Two, Three, & Four-unit Missing Middle Homes Apartments Cottage Courts Townhomes Mobile homes (only in R-6) 	<p>Amend the R-6 district to:</p> <ul style="list-style-type: none"> Reference the Mobile Home Commission Act and align definitions and regulations with the Act. <p>Potential Amendment: To create a new zoning district that allows for cottage courts and other types of single-family homes on reduced minimum lot sizes</p>
Urban Residential	R-3	R-1, R-2	6 units per acre	<ul style="list-style-type: none"> Detached Single-Family Homes Missing Middle 2-3-unit Homes Retrofit 2-unit Homes Accessory Dwelling Units 	<p>Amend the R-3 District to:</p> <ul style="list-style-type: none"> Reduce minimum floor areas Modify the intent of the zoning district Create design standards for missing middle housing forms Allow for the conversion of a single-family home to a two-family home, when certain criteria are met Include design standards for missing middle 2- or 3-unit homes. <p>Amend R-1 and R-2 Districts to:</p> <ul style="list-style-type: none"> Allow Accessory Dwelling Units

FLU Designation	Primary Compatible Zoning District	Potentially Compatible Zoning District	Max. Residential Density	Desired Housing Forms	Necessary Zoning Ordinance Amendments for FLU implementation				
Residential Mix	R-5	R-1	10 units per acre	<ul style="list-style-type: none"> • Single-family detached homes • Two, Three and Four-Unit Missing Middle Homes • Live-work units • Townhomes • Multifamily dwelling units • Accessory Dwelling Units • Workforce Housing 	<p>Amend the R-5 District to:</p> <ul style="list-style-type: none"> • Create standards for cottage courts and tiny home communities • Create design standards for missing middle housing forms • Amend and codify the Multi-family Design Guidelines to establish clear design standards • Create design standards for live-work units and live-work developments • Limit locations of live/work units to yellow striped roads. • Allow Accessory Dwelling Units • Establish incentives for the development of workforce housing. 				
						Wade's Bayou Frontage:		<ul style="list-style-type: none"> • Single-Family Detached Homes 	<p>Amend the R-4 district to:</p> <ul style="list-style-type: none"> • Distinguish between the two waterfront areas and permitted uses in each • Remove all non-residential uses from the permitted uses on Wade's Bayou frontage • Create height maximums to allow for view preservation • Acknowledge the development constraints as a result of wetlands, floodplain, and potential contaminated soils • Add spacing distance and placement regulations that prohibits staggering of buildings that block the viewshed
						4 units per acre	Kalamazoo Lake Frontage and surrounding area:		
Waterfront Residential	R-4	R-2, -3	6 units per acre	<ul style="list-style-type: none"> • Single-Family Detached Homes • Townhomes • Apartments • Tiny Homes/Cottage Courts 					

FLU Designation	Primary Compatible Zoning District	Potentially Compatible Zoning District	Max. Residential Density	Desired Housing Forms	Necessary Zoning Ordinance Amendments for FLU implementation
City Center Commercial	C-1	N/A	To be set by site constraints and parking requirements for residential uses	Vertical mix of commercial and residential – ground floor residential permitted only in spaces without street frontage; residential on upper floors, not to exceed 2 stories	<p>Amend the C-1 district to:</p> <ul style="list-style-type: none"> Limit building heights to 2 stories
Blue Star South Highway Commercial	C-2	N/A	N/A	N/A	<p>Amend the C-2 District to:</p> <ul style="list-style-type: none"> Add access management provisions Limit building footprints to 50,000 square feet or less
Blue Star Small Business Corridor	New Zoning District Needed	C-1	To be set by site constraints and parking requirements for residential uses	<p>200 Blue Star:</p> <ul style="list-style-type: none"> Vertical Mix of commercial and residential Live-work units Apartments Townhomes <p>All other properties:</p> <ul style="list-style-type: none"> Vertical Mix of commercial and residential 	<p>Create new zoning district that achieves the following:</p> <ul style="list-style-type: none"> Building footprint not to exceed 10,000 square feet Establish minimum design standards for parking, street-scaping, gathering spaces, and pedestrian pathways Limit permitted uses to low intensity, small scale commercial uses that mirrors the character of the Center Street Prohibit drive-through facilities Establish minimum lot sizes consistent with the C-1 Allow for shared parking arrangements No minimum floor areas

FLU Designation	Primary Compatible Zoning District	Potentially Compatible Zoning District	Max. Residential Density	Desired Housing Forms	Necessary Zoning Ordinance Amendments for FLU implementation
Harbor Commercial	New Zoning District Needed	N/A	To be set by site constraints and parking requirements for residential uses.	Limited residential uses when the housing form is innovative.	<p>Create a new Harbor Commercial Zoning district that achieves the following:</p> <ul style="list-style-type: none"> • Encourages the adaptive reuse of historic landmarks for commercial use • Allow theme-based vending in conjunction with waterfront uses (such as mobile food vendors) • Set criteria to allow for limited innovative and creative residential uses • Allow for uses such as marinas, small-scale retail such as recreational equipment rental and bait shops, service and dining uses, public boat launch and/or parks • Restrict structure heights and widths to preserve views • Encourage the efficient use of land by considering the reduction in the required parking if certain criteria are met, such as shared parking, shuttle use, valet, etc. • Incorporates public access to the waterfront areas. • Prioritizes the preservation and protection of riparian areas along Kalamazoo Lake and limits the development of lands within the floodplain. • Establish spacing and placement standards for buildings to prevent staggering that blocks the viewshed

FLU Designation	Primary Compatible Zoning District	Potentially Compatible Zoning District	Max. Residential Density	Desired Housing Forms	Necessary Zoning Ordinance Amendments for FLU implementation
West Center Commercial	New Zoning District Needed	N/A	6 units per acre	<ul style="list-style-type: none"> Retrofit mixed uses within existing homes Live-work units Single-family homes Duplex homes 	<p>Create a new West Center Commercial Zoning District that achieves the following:</p> <ul style="list-style-type: none"> Allows the conversion of a single-family home to main floor commercial and residential behind storefronts and on upper floors. Allows micro-scale service, retail, rental, and dining uses, as well as micro-scale manufacturing with associated on-site retail
Light Industrial	L-1	C-2 (South of Wiley Road ONLY)	N/A	N/A	<p>Amend the L-1 district to:</p> <ul style="list-style-type: none"> Regulate the location of certain land uses that have a higher potential for contamination, to keep away from sensitive lands.
Parks/Open Space	Create New Zoning District	N/A	N/A	N/A	<p>Create a Parks and Open Space district that achieves the following:</p> <ul style="list-style-type: none"> Allows specific outdoor recreation land uses, both public and private Prohibits development of sensitive lands Allows for public uses, such as boat launches, marinas, parks, amphitheaters, sports complexes, etc.





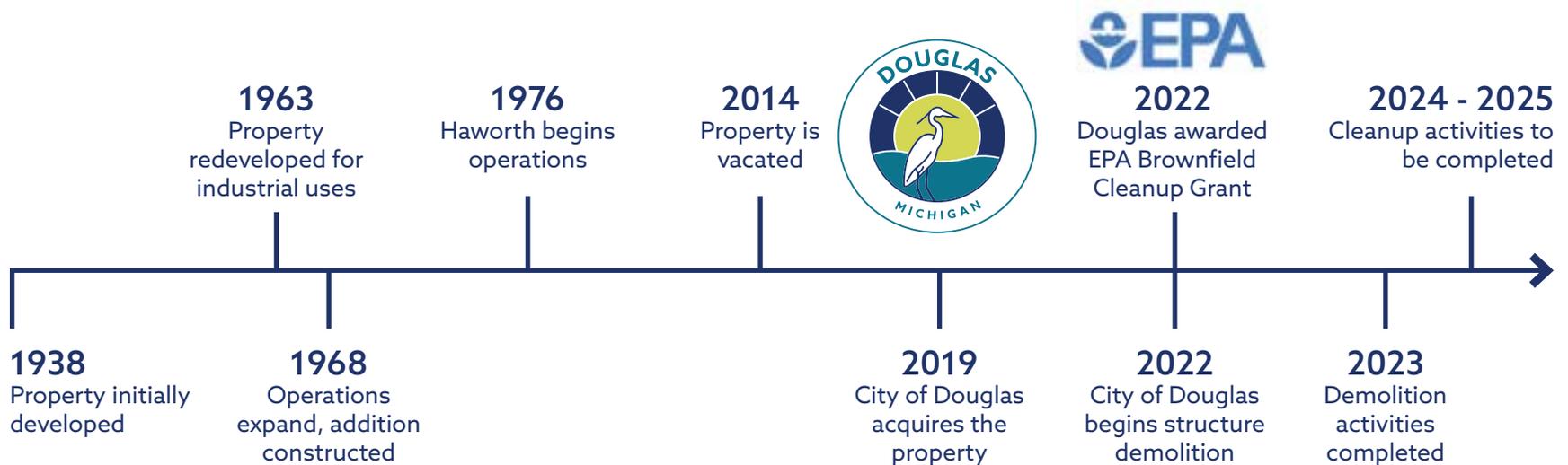
CHAPTER 8:

**200 BLUE STAR SUB
AREA PLAN**

Background

The 200 Blue Star Highway site was home to a large furniture manufacturing building that was vacated in 2014. The land was donated to the City in 2019, and the building was demolished in 2022 as a result of environmental assessments determining the site was contaminated with chemicals such as PCBs.

In 2022, the City of Douglas hired PM Environmental to lead the facilitated process to apply for the EPA Brownfield Cleanup grant to remediate and redevelop the site, in particular the portions of the site that are most afflicted by pollutants. The City was awarded the \$500,000 grant, and as a part of the clean-up process, the City sought community buy-in for the future land uses on the property and conducted extensive public engagement efforts in the form of an online survey and a public open house to better understand what the public desired for the future of the site. The level of clean-up was also determined by the future land use of the different areas of the property.



The online survey garnered 662 responses to questions that gathered feedback on demographics, desired land uses, and preliminary concept designs. The public open house was attended by around 25-30 people, in which participants were provided presentations, an informational poster, and the opportunity to interact with visual preference boards that sought input on desired housing forms and desired work/play options. The presentation provided background about the site, the grant process, the design concepts, and next steps. Participants were encouraged to share feedback on the future of the site with the environmental and planning consultants.

WELCOME!
DOUGLAS
MICHIGAN

200 BLUE STAR HIGHWAY VISIONING

Why are we here today?

- » The City was awarded a \$500,000 clean-up grant to address the **PCB (polychlorinated biphenyl)** contamination at the former industrial facility at 200 Blue Star Highway.
- » Preferred **site uses** need to be identified to facilitate the preparation of a cleanup work plan.
- » We need **your help** exploring land use and redevelopment alternatives.

What's on the agenda?

- » **Event Time: 6 pm to 8 pm**
- » This is an open house style event. You can come and go as you please.
- » You are encouraged to move around the room, ask questions, learn about the project, share your ideas, and participate in the activities.
- » **Informational Presentation.**
 - 6:10 pm
 - 7:10 pm

The same presentation will be offered twice throughout the evening.

200 Blue Star Hwy. Location

williams&works **PM**
PLANNING CONSULTANTS



CLEAN UP PLANNING



- Quality Assurance Project Plan
- Endangered Species Act Section 7 Review
- National Historic Preservation Act Determination
- Analysis of Brownfield Cleanup Alternatives
- EPA TSCA Work Plan
- Decision Document
- Project Bids and Specifications
- Davis-Bacon Requirements

**Completed/Submitted*

CLEANUP ACTIVITIES

- Landfill approval
- Public Notification
- Verification Sampling
- Soil and Concrete Removal, Transport and Disposal
- Verification Sampling
- Documentation of Cleanup Activities
- TSCA Reporting
- Davis-Bacon Compliance

Land Use Recommendations and Ferry Street Relocation

The final recommendation for the site aims to balance the desires of the community and the required clean-up efforts. Housing, commercial, and green spaces were expressed as being important features by participants in the public engagement portion of the development of the sketch plan. The recommended plan for the site combines housing, including mixed-use housing, with a linear park for public gathering, an enhanced and realigned Ferry Street, and connections to non-motorized facilities.



200 BLUE STAR HIGHWAY
DOUGLAS, MI 49406
**ILLUSTRATIVE
CONCEPT PLAN**
02.06.24



 Highlighted in yellow is the area with high concentration of PCBs (Polychlorinated biphenyls) contamination.

The clean-up required by the epa will be determined by the desired use(s).

QUICK CONCEPT STATS

- Parcel Size = 7.2 acres
- Linear Park Size = 0.5 acres
- Proposed Trees = +157 trees
 - Reforested Buffers = ±0.7 acres
- Potential Total Dwelling Unit Range = 46 to 92 units
- Total Commercial Space = 18,000 square feet
- Total Parking = 174 spaces
 - Off-street = 88 spaces
 - On-street = 86 spaces

A PLACE TO LIVE AND PLAY

Balance is key to this concept and focuses on many questions posed by the community such as filling the need for housing but respecting the commercial nature of Blue Star Highway; providing ample greenspace while acknowledging the necessity for grey elements like buildings, drives, and sidewalks; including sufficient parking but embracing the walkable nature of the community; and the desire for public spaces that provide public benefits while realizing that the property needs to have taxable value to help complete the contamination clean-up.

Through this design, the vacant 200 Blue Star Highway property realizes that balance and is transformed into a lively place and verdant landscape. Open space is preserved throughout the site in the form of courtyards, reforested buffers, large setbacks, and a central green. A linear park bisects the property, connecting all the way from Blue Star Highway to Ferry Street. Spaces for food trucks, picnicking, fire places, and movies in the park are all imagined as potential programming, with large, flexible open greens for gathering and passive recreation.

Parking is available both on-site and on the street. An improved streetscape to accommodate sidewalks, shade trees, and parallel parking is imagined on Ferry Street along with a proposed road that includes nose-in parking on the property's north end. This is balanced with the desire to embrace the walkable and bikeable nature of Douglas. Acknowledging the proximity of the site to

both downtown and the Blue Star Bike Trail, sidewalk and trail connections are illustrated throughout the design, connecting to existing non-motorized infrastructure.

Mixed use buildings line the commercial corridor and provide space for business, keeping a consistent character with the street. Alternatively, these units could be constructed in a live/work format where a tenant lives and runs a business in the same space. Businesses that differ from the offerings of downtown should be encouraged to create interest and variety, lessening conflict with exiting establishments. Health, wellness, and recreation-oriented businesses could provide a benefit to the area, as past studies have indicated a gap in the market and a desire for more community center-like features.

Small-scale, multi-family housing is centrally located on the property and acts as a transition from lower density residential to mixed and commercial uses. These buildings frame the linear park, creating a sense of enclosure and a delineation of private and public spaces. Courtyards are placed between the buildings to enhance views and further provide common elements. Senior living or affordable apartments in these spaces would help to fill the need for housing in the community. Positioned in an ideal location near downtown, recreational assets, schools, and employers, this residential component has the potential to draw more long-term residents to the Douglas community.



CHAPTER 9:

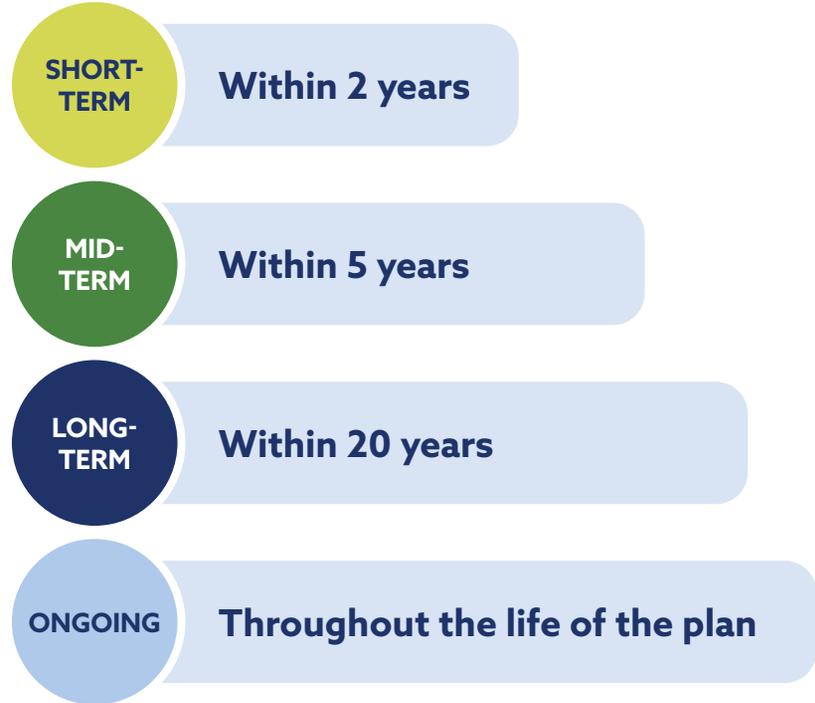
IMPLEMENTATION



Action Plan

The following tables provide a framework for putting the goals of this Plan into action.

Each theme contains the goals as described in Chapter 6, Goals and Objectives, along with the key tasks for implementation of the goals. It also lists the public body, organization, agency, staff, or other party that would lead, provide approvals, facilitate, or advocate for those key implementation tasks. Finally, the Action Plan table provides a timeframe for tasks to be completed. The timeframes include short, mid, long-term, and ongoing, and are further defined below.



A Sustainable Thriving Economy

Goals	Key Implementation Tasks	Primary Leadership and Key Partners	Timeframe
Bolstering harbor commercial activities	Zoning Ordinance Amendments	Planning Commission / City Staff	● MID-TERM
Efficient land uses	Zoning Ordinance Amendments	Planning Commission / City Staff	● MID-TERM
Adaptive reuse of buildings	Zoning Ordinance Amendments	Planning Commission / City Staff	● MID-TERM
Implementation of a Micro-Scale Commercial Zone on Center Street, West of Blue Star Highway	Zoning Ordinance and map amendments	Planning Commission / City Staff	● MID-TERM
	Extend pattern of angled on-street public parking to Ferry Street	DPW / City Manager / City Council	● LONG-TERM
Planning and marketing the Mixed Uses in the Downtown Areas for the Improvement of Economic Viability	Zoning Ordinance Amendments	Planning Commission / City Staff	● MID-TERM
	Establish marketing tools to showcase the downtown areas	DDA/MEDC	● SHORT-TERM
	Promote additional events in the downtown	DDA/Private organizations/City Council	● SHORT-TERM
	Be selective with the future uses of the City Hall Dutcher Lodge building	City Council	● LONG-TERM
Blue Star South Corridor planning for large scale businesses south of Wiley Road	Zoning Ordinance Amendments	Planning Commission / City Staff MEDC	● MID-TERM
Planning for Land Use Compatibility	Zoning Ordinance Amendments	Planning Commission / City Staff	● MID-TERM

Goals	Key Implementation Tasks	Primary Leadership and Key Partners	Timeframe
Establish a Blue Star Small Business Corridor	Zoning Ordinance Amendments	Planning Commission / City Staff	● MID-TERM
	Partnership with MEDC for grant funding of small-scale manufacturing	City Staff/MEDC	● SHORT-TERM
Redevelopment of the 200 Blue Star Property	Zoning Ordinance and map amendments	Planning Commission / City Staff	● MID-TERM
	Environmental Remediation	EGLE Brownfield Authority Consultants	● SHORT-TERM
	Property Sale with conditions to adhere to subarea plan	City Council / City Staff	● MID-TERM
	Alignment of proposed land uses with those outlined in the subarea plan	Planning Commission / City Staff City Council Private developer	● LONG-TERM



Ensuring Housing Affordability, Availability, and Neighborhood Preservation

Goals	Key Implementation Tasks	Primary Leadership and Key Partners	Timeframe
Decrease Housing Costs to Increase Housing Stock	Zoning Ordinance Amendments	Planning Commission / City Staff	 MID-TERM
	Utilization of a Pattern Book for efficient and pre-approved construction designs	City Staff MML Consultants	 MID-TERM
	Codify and modify the Multifamily Design Guidelines	Planning Commission / City Staff	 SHORT-TERM
Provide Better Opportunities for Affordability	Participation in Regional Housing Partnerships	City Council City Manager Consultants	 SHORT-TERM
	Hold workshops to educate the public on housing related issues	City Staff	 SHORT TO MID-TERM
	Market economic tools and partnerships to attract developers to construct workforce housing	City Staff City Council Consultants MSHDA MEDC	 MID-TERM
	Partner with Tri-Communities to plan for housing affordability options that benefit all three communities	City Staff Saugatuck Township City of Saugatuck Consultants	 MID-TERM
Preserve the historic residential character in all neighborhoods	Zoning Ordinance Amendments	Planning Commission /City Staff	 MID TO LONG-TERM

Goals	Key Implementation Tasks	Primary Leadership and Key Partners	Timeframe
Encourage Long-Term Permanent Residency	Zoning Ordinance Amendments	Planning Commission /City Staff	● MID-TERM
	Create a "housing dashboard" for easy access to housing data in the City.	City Staff MEDC Consultants	● LONG-TERM
	Promote incentives for the development of workforce and/or affordable or attainable housing.	City Council Planning Commission City Staff Consultants	● SHORT-TERM
	Market the City to attract more permanent residents.	MEDC City Staff	● LONG-TERM
Address challenges and opportunities with Short-Term Rentals (STR)	Zoning Ordinance Amendments	Planning Commission /City Staff Fire Department	● SHORT-TERM
	Implement a maximum number of short-term rentals permitted in the City	City Council	● SHORT-TERM
	Prioritize specific areas appropriate for STRs to be permitted	Planning Commission / City Staff City Council	● MID-TERM
	Develop a lottery program to issue STR registrations	City Council / City Staff	● SHORT-TERM
	Adopt a vacancy tax on homes that are unoccupied more than 6 months out of the year	City Council / City Treasurer / City Staff	● MID-TERM
	Increase enforcement Efforts to curb unregulated STR uses	Code Enforcement Fire Department City Staff	● SHORT-TERM

Prioritizing People, Arts, and Culture

Goals	Key Implementation Tasks	Primary Leadership and Key Partners	Timeframe
Prioritize Inclusivity and Welcoming of ALL People	Partner and collaborate with cultural institutions and community organizations to promote inclusion across diverse communities	Planning Commission / City Staff	● ONGOING
	Seek equitable representation from the City's diverse demographics on City Boards and Commissions	City Staff MML Consultants	● ONGOING
	Represent LGBTQ+ and other diverse populations in language and imagery in City communications, publications, and outreach materials	Planning Commission / City Staff	● ONGOING
Foster Placemaking to encourage gathering and to enhance public spaces.	Zoning Ordinance Amendments	Planning Commission / City Staff	● MID-TERM
	Implement TIF plan elements	DDA City Council Planning Commission	● MID TO LONG-TERM
	Construct an amphitheater within Wade's Bayou or Beery Field for regular concerts and other community events.	City Council City Manager DPW	● LONG-TERM

Goals	Key Implementation Tasks	Primary Leadership and Key Partners	Timeframe
Become an attractive community for families	Implement additional public amenities for children	Planning Commission /City Staff	● LONG-TERM
	Utilize public spaces on the waterfront for year-round events that incorporate hands-on activities for children	City Staff MEDC Consultants	● MID-TERM
	Connect neighborhoods to schools with appropriate pedestrian pathways	City Council Planning Commission City Staff Consultants	● LONG-TERM / ONGOING
	Provide a community space or building for all residents to utilize or rent	MEDC City Staff	● LONG-TERM
	Prioritize family-friendly events and amenities within the City's parks	Planning Commission /City Staff Fire Department	● SHORT-TERM
	Improve communication with the Tri-Community Parks and Recreation Board to stay up to date and to communicate events and activities to the public	City Council	● SHORT-TERM
	Take advantage of opportunities for year-round recreation	Planning Commission / City Staff City Council	● SHORT-TERM
	Allow the utilization of City property for water safety class administration	City Council / City Staff	● SHORT-TERM / ONGOING

Safe and Available Public Infrastructure

Goals	Key Implementation Tasks	Primary Leadership and Key Partners	Timeframe
Connect Neighborhoods and Existing Non-Motorized Pathways	Zoning Ordinance Amendments	Planning Commission / City Staff	 MID-TERM
	Sidewalk installation in areas identified in Map 12, Sidewalks	Private Developers City Council DPW	 LONG-TERM / ONGOING
	Incentivize the promotion of alternative forms of transportation	Planning Commission / City Staff City Council Private Organizations	 MID-TERM
	Participate in the Safe Routes to School Program to secure funding for pedestrian connections to schools	Safe Routes to School City Council Saugatuck Public Schools	 LONG-TERM
	Study the feasibility of sidewalks along Campbell Road from Ferry Street to Lakeshore Drive, as well as along Lakeshore Drive	DPW Consultants City Engineer City Council	 LONG-TERM
Implement Vehicular Connections Between Key Road Segments	Zoning and Regulatory Ordinance Amendments	Planning Commission / City Staff City Council	 MID-TERM
	Construct road segments and connections in areas identified on Map 11, Roads, for new developments	Private Developers DPW City Council	 LONG-TERM / ONGOING
	Update or develop transportation and asset management plans and add all yellow striped roads to its major streets millage for annual Act 51 Maps	City Engineer Consultants City Manager DPW	 LONG-TERM

Goals	Key Implementation Tasks	Primary Leadership and Key Partners	Timeframe
Maintain the Existing Public Road Network	Zoning and Regulatory Ordinance Amendments	Planning Commission / City Staff City Council	 MID-TERM
	Adjust fee schedules to cover engineer review and inspection costs as part of the zoning permit process	City Council City Staff	 SHORT-TERM
	Improve existing road infrastructure to mitigate traffic congestion at key intersections	DPW City Council City Manager	 LONG-TERM
	Conduct a traffic study every five years to determine future improvement needs for existing roadways.	City Engineer City Council City Manager DPW Consultants	 LONG-TERM / ONGOING
Expand Fiber Optics into the City and Enhance Communications Infrastructure	Partner with private organizations and public agencies to bring fiber optics into the City	City Staff City Council Private Organizations Allegan County	 SHORT-TERM
	Adopt a small-cell wireless ordinance to allow these facilities in the public right of way	City Staff City Council City Attorney	 MID-TERM
Encourage Increased Use of Public Transportation	Support Interurban Transit for route expansions and servicing park and ride options throughout the tri-community area	City Council City Manager and Staff DPW Interurban Transit Authority	 LONG-TERM

Goals	Key Implementation Tasks	Primary Leadership and Key Partners	Timeframe
Ensure the Availability and Capacity of Public Utilities for Existing and Future System Users	Regulatory Ordinance Amendments	City Council	 MID-TERM
	Establish special assessment districts for future water main extensions	City Council City Engineer KLSWA City Manager City Treasurer	 LONG-TERM
	Prepare an asset management plan for the City's water and sanitary sewer infrastructure	Consultants KLSWSA City Manager City Engineer	 LONG-TERM
	Utilize development agreements for large-scale commercial and residential developments that outlines financial obligations for required infrastructure improvements	Planning Commission City Staff City Council City Attorney Private Developers	 SHORT-TERM / ONGOING
	Identify areas within the City that are not properly connected to the water or sewer systems	City Engineer KLSWA City Staff	 ONGOING / LONG-TERM

Goals	Key Implementation Tasks	Primary Leadership and Key Partners	Timeframe
Prioritize Safety in All Transportation Infrastructure Design and Implementation	Solicit public input when appropriate for major changes to public infrastructure	City Stakeholders City Engineer City Staff DPW	 ONGOING / LONG-TERM
	Zoning Ordinance amendment to implement an access management overlay over C-2 zoned parcels to reduce curb cuts onto Blue Star Highway	Planning Commission / City Staff City Engineer Consultants	 MID-TERM
	Regularly conduct inventory of existing infrastructure to ensure ADA compliance and that it is free of hazards and obstructions	DPW City Engineer Consultants	 LONG-TERM / ONGOING



A Sustainable and Resilient City

Goals	Key Implementation Tasks	Primary Leadership and Key Partners	Timeframe
Become a Resilient-Ready Community: Protect Sensitive Lands and Enhance Preparedness for Coastal Hazards	Amend zoning map to include high-risk erosion and critical dune areas	EGLE City Staff Planning Commission / City Staff	● SHORT-TERM
	Form a coastal resilience committee to make recommendations on development projects	Coastal Leadership Academy EGLE City Staff City Council	● MID-TERM
	Conduct a vulnerability assessment	Consultants	● MID-TERM
	Zoning Ordinance amendments	Planning Commission / City Staff	● MID-TERM
	Implement a points system to award density bonuses for clustered residential developments incorporating sustainable development practices	Planning Commission / City Staff City Engineer	● MID-TERM
Protect Groundwater that is Sourced from Within the City	Re-activate the Wellhead Protection Program within the Tri-Community Area	City Council City Engineer KLSWA City Staff	● MID-TERM
	Amend the zoning ordinance and map to delineate the wellhead protection zones	Planning Commission / City Staff KLSWA City Engineer	● MID-TERM
	Prohibit certain land uses that have the potential to contaminate groundwater in the wellhead protection zones	Planning Commission / City Staff EGLE	● MID-TERM

Goals	Key Implementation Tasks	Primary Leadership and Key Partners	Timeframe
Protect the Health of the Current and Future Residents by Minimizing Exposure to Contamination	Seek grant opportunities to fund environmental remediation of Brownfields and other areas	EGLE MSHDA MEDC Brownfield Authority City Manager City Council	 LONG-TERM / ONGOING
	Zoning ordinance amendments	Planning Commission / City Staff	 MID-TERM
	Restrict land uses in areas of known contamination	Planning Commission / City Staff	 MID-TERM
	Amend the zoning map to show locations of known contamination	Planning Commission / City Staff	 SHORT-TERM
Promote Climate-Resilient Infrastructure for Public and Private Development and Facilities	Adopt Dark Sky Lighting Principals within the Zoning Ordinance	Planning Commission / City Staff	 MID-TERM
	Zoning Ordinance amendments to add provisions for EV parking, bike racks, and reduced parking minimums	Planning Commission / City Staff	 MID-TERM
	Seek public-private partnerships to bring EV infrastructure to the City	City Council Private Organizations DPW City Manager and Staff	 LONG-TERM

Goals	Key Implementation Tasks	Primary Leadership and Key Partners	Timeframe
Ensure Responsible and Sustainable Stormwater Management for All Development Types	Zoning and regulatory ordinance amendments	Planning Commission / City Staff	● MID-TERM
	Incentivize sustainable stormwater management practices	Planning Commission / City Staff City Engineer Allegan County Drain Commission	● MID-TERM
	Link landscaping requirements to stormwater management designs	Planning Commission / City Staff	● SHORT-TERM
	Hold workshops to educate the public on sustainable stormwater management practices at home	City Council City Staff Kalamazoo River Watershed Council Private Organizations Tri-Community	● SHORT-TERM / ONGOING
	Establish a special assessment district to fund improvements for problem drainage areas in the City	City Council City Engineer City Treasurer DPW Allegan County Drain Commission	● LONG-TERM
	Identify priority areas of concern related to County Drain maintenance in the City	Allegan County Drain Commission DPWw City Staff City Engineer	● MID-TERM

Goals	Key Implementation Tasks	Primary Leadership and Key Partners	Timeframe
Prioritize Tree Preservation	Zoning and/or regulatory ordinance amendments	Planning Commission / City Staff	● MID-TERM
	Update the acceptable tree planting list to be codified within the Zoning Ordinance	Planning Commission / City Staff Consultants	● MID-TERM
	Incentivize preservation of heritage trees within development sites	Planning Commission / City Staff City Council Private Developers	● MID-TERM





MASTER PLAN

www.douglasmi.gov

**CITY OF THE VILLAGE OF DOUGLAS
COUNTY OF ALLEGAN
STATE OF MICHIGAN**

RESOLUTION NO. 05- 2025

**A RESOLUTION ADOPTING THE PROPOSED
CITY OF THE VILLAGE OF DOUGLAS MASTER PLAN UPDATE**

At a regular meeting of the City Council for the City of the Village of Douglas, Michigan, held at the City of the Village of Douglas City Hall, Douglas, Michigan, on the 3rd day of March, 2025, at 6:00 p.m.

PRESENT:

ABSENT:

The following Resolution was offered by Councilperson and supported by Councilperson.

RESOLUTION

WHEREAS, the Michigan Planning Enabling Act, MCL 125.3801 *et seq.* (“MPEA”) authorizes the Planning Commission to prepare a Master Plan for the use, development and preservation of all lands in the City; and

WHEREAS, the Planning Commission, has prepared the updated Master Plan and submitted such plan to the City Council for review and comment; and

WHEREAS, on January 6th, 2025, the Douglas City Council received and reviewed the proposed Master Plan Update prepared by the Planning Commission and authorized distribution of the Master Plan Update to the Notice Group entities identified in the MPEA; and

WHEREAS, notice was provided to the Notice Group entities as provided in the MPEA; and

WHEREAS, the Planning Commission held a public hearing on February 20th, 2025 to consider public comment on the proposed Douglas Master Plan update, and to further review and comment on the proposed Master Plan Update; and

WHEREAS, after the public hearing was held, the Planning Commission voted to approve the proposed Master Plan Update on February 20th, 2025, and recommended adoption of the proposed Master Plan Update to the City Council; and

WHEREAS, the City Council finds that the Master Plan Update is desirable, proper, and reasonable and furthers the use, preservation, and development goals and strategies of the City.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. ***Adoption of the Master Plan Update.*** The City of Douglas City Council hereby approves and adopts the Master Plan Update, including all of the chapters, figures, descriptive matters, maps and tables contained therein.
2. ***Distribution to Notice Group.*** Pursuant to MCL 125.3843, the City Council approves distribution of the Master Plan Update to the Notice Group.
3. ***Findings of Fact.*** The City Council has made the foregoing determination based on a review of existing land uses in the City, a review of the existing Master Plan Update provisions and maps, and input received from the Planning Commission and the public, as well as the assistance of a professional planning group. The City Council also finds that the amended Master Plan will accurately reflect and implement the City's goals and strategies for the use, preservation, and development of lands within the City of the Village of Douglas.
4. ***Effective Date; Repeal.*** The proposed Master Plan Update shall become effective on the adoption date of this resolution. The prior Master Plan is hereby repealed upon the proposed Master Plan Update becoming effective.

YEAS: Council Members:

NAYS: Council Members:

ABSTAIN: Council Members:

ABSENT: Council Members:

ADOPTED this 3rd day of March, 2025.

CITY OF THE VILLAGE OF DOUGLAS

BY: _____
Cathy North, Mayor

BY: _____
Laura Kasper, City Clerk

CERTIFICATION

I, Laura Kasper, the duly appointed Clerk of the City of the Village of Douglas, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Douglas City Council at a regular meeting held March 3, 2025 in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

CITY OF THE VILLAGE OF DOUGLAS

BY: _____
Laura Kasper, City Clerk



MEMORANDUM
REGULAR CITY COUNCIL
MEETING
March 3rd, 2025, at 6:00 p.m.

TO: City Council
FROM: Lisa Nocerini, City Manager
SUBJECT: Wage/Benefit Study

I have been tasked by council to work on a wage/benefit study. A study like this can be very complex, and without access to salary survey data and other survey sources, it is going to be quite difficult for me to complete this project.

While the Michigan Municipal League supplies certain data on their website to members, a study like this still requires the expertise of someone who has background with compensation analysis and who has access to other sources like ERI (Economic Research Institute) and Mercer. There are numerous factors that have to be analyzed and data that has to be closely looked at by an expert.

I reached out to Mike Blickhahn, who has 25+ years of experience leading compensation functions and focuses on human resources, payroll, and compensation. Mike was introduced to me by Plante Moran, and one of their lead consultants in this area.

Mike and his team will be reviewing 12 positions, which will take approximately 10-14 hours at an hourly rate of \$335.00 per hour. Once the study is complete, the city will be provided with an MS PowerPoint slide deck, presenting the pay range and any considerations.

Positions include City Manager; City Clerk/Human Resources; Chief of Police; Police Corporal; Police Officer; Public Works Director; Public Works Supervisor; Public Works employee; Treasurer; Planning & Zoning Administrator; Project Manager; Deputy Clerk.

I am recommending that the City of Douglas approve a contract with Plante Moran to hire Mike Blickhahn, to commence with the wage/benefit study.

Sample Motion: *Motion to approve a contract with Mike Blickhahn from Plante Moran to provide a wage/benefit study in an amount not to exceed \$4,500.00.*



MEMORANDUM
REGULAR CITY COUNCIL
MEETING
March 3rd, 2025, at 6:00 p.m.

TO: City Council

FROM: Lisa Nocerini, City Manager

SUBJECT: Request for Budget Amendment-Taft Law Services

Taft Law has provided me with a breakdown of costs for their ongoing work related to 200 Blue Star Highway. I am requesting an increase of \$28,693.50 for their services. This amount is necessary to cover additional legal services provided in connection with this matter.

I recommend that these funds be allocated from budget line 243-000.000-802.243.

Sample Motion: Approve a budget amendment to the fiscal year 2024-2025 under the Brownfield fund (243-000.000-802.243) in the amount of \$28,693.50 for ongoing legal services provided by Taft Law in connection with 200 Blue Star Highway property.