

**PLANNING COMMISSION
CITY OF THE VILLAGE OF DOUGLAS
CITY HALL - 86 W. CENTER STREET, DOUGLAS, MI
WEDNESDAY, AUGUST 14TH, 2019 – 7:00 P.M.**

AGENDA

- A. Call to Order**
- B. Roll Call**
- C. Agenda Approval** - Motion to approve the Planning Commission Agenda for August 14th, 2019 as presented (or as amended with additions/changes/deletions)
- D. Approval of Minutes** - Motion to approve the Planning Commission Minutes of May 8th and June 12, 2019 Joint Planning and City Council Meeting.
- E. Written Communications**
- F. Public Comment related to agenda items only** (limit 2 minutes per person)
- G. New Business:**
 - 1. **David Burdick Resignation.....Acknowledgement**
 - 2. **Planning Commission Training.....Decision**
- H. Unfinished Business**
 - 1. **Staff Report / Update**
 - a. **Medical and Recreational Marihuana**
 - b. **Sign Ordinance**
 - c. **Form Based Code**
- I. Hear from the Audience** (Limit of 5 minutes for general comments)
- J. Commissioner Comments**
- K. Adjournment**

PLANNING COMMISSION
CITY OF THE VILLAGE OF DOUGLAS
CITY HALL - 86 W. CENTER STREET, DOUGLAS, MI
WEDNESDAY, MAY 8TH, 2019 – 7:00 P.M.

MINUTES - DRAFT

A. Call to Order: Chair David Burdick called the meeting at 7:05 PM

B. Roll Call: Present – Burdick, Pattison, Stewart, Seabert

Absent – Buszka, Heneghan, Kenny

Also Present – City Planner, Lisa Imus

C. Agenda Approval – D. Burdick, with support from Seabert, made a motion to approve the Planning Commission Agenda for May 8th, 2019 as presented. Motion approved by acclamation.

D. Approval of Minutes – D. Burdick, supported by Seabert, made a motion to approve the Planning Commission Minutes of March 13th, 2019. Motioned carried by acclamation

E. Written Communications: None

F. Public Comment related to agenda items only (limit 2 minutes per person): There were no public comments.

G. New Business:

1. Recreational Marihuana.....Update

Imus reported that the State is planning on accepting applications for recreational marihuana facilities in June 2019, instead of December 2019. There is concern that the lack of regulation information will cause local units of government to opt out of allowing recreational marihuana facilities until the details are made clear. Points of concern include the municipality’s ability to provide for a certain number or type of facility, the ability of a municipality who has opted into medical the ability to opt out of recreational, and regulations on zoning impacts, odor control and ventilation.

Pattison, supported by Seabert, made a motion to recommend to the City Council that the City opt out of recreational marihuana at this time. A roll call vote was taken and approved unanimously by all present. The Planning Commission specified that the recommendation is being made for the City until more details and regulation have been supplied by the State.

2. Sign Ordinance.....Discussion

The current federal ruling requires that signage be “content neutral”. Because of the 2015 Supreme Court ruling dealing with the First Amendment, managing signs is now a process of “risk management”. The community can choose what they want to regulate, however if decisions are challenged, the decision must be made on whether to concede or pursue.

Zoning factors, including size/height, locations, numbers, lighting, etc. may be regulated. The challenge to regulate comes into play with issues such as traffic safety, aesthetics, business vs institutional needs, neighborhood and community group needs, etc. It is advised to minimize categories of temporary signs, minimize exemptions and simplify the regulatory scheme.

a) Establish Committee to Review.....Action

A subcommittee was established with Imus, Burdick, Pattison, and Seabert. Imus will set a meeting time soon.

3. Retail and Residential Market Analysis.....Discussion

Planning Commission members were presented with complete copies of the draft to read. After some discussion, it was decided that a joint work session with the City Council to discuss the results would be warranted. Seabert mentioned that City Council did like the housing analysis.

a) Form Based Code.....Discussion

Pattison requested a narrative with the pros and cons of Form Based Code vs. Euclidian zoning.. More information on the Brownfield project was also requested.

H. Unfinished Business: None

I. Hear from the Audience: None

J. Commissioner Comments

Pattison reported that the Harbor Committee is moving along great. People love the new docks, and there are plans to remove the pool at Point Pleasant marina and add a splash pad in its place.

K. Adjournment: Burdick, supported by Seabert, made a motion to adjourn meeting. Motion approved by acclamation at 9:00 p.m.

THE CITY OF THE VILLAGE OF DOUGLAS
JOINT SPECIAL MEETING - PLANNING COMMISSION and CITY COUNCIL
CITY HALL - 86 W. CENTER STREET, DOUGLAS, MI
WEDNESDAY, JUNE 12TH, 2019 - 5:30 P.M.

JOINT SPECIAL MEETING
Minutes Draft

- A. Call to Order:** Mayor Anderson called the meeting at 6:00 PM
- B. Roll Call** – Anderson, Lion, Miller, North, Seabert, Burdick, Buszka, Heneghan, Pattison, Stewart
- Absent – Harvath, Kenny
- C. New Business**
- 1. Master Plan and Land Use discussion facilitated by Greg Weykamp, Edgewater Resources**
 - a. Retail Target Market Analysis** – Total market potential for new retail space is in the range of 30,000 to 50,000 square feet. Options include specialty foods, restaurants with unique cuisine, updating several stores, an entertainment venue, and a farmers market etc. The best business practices for downtown merchants are to maintain reliable store hours as well as days of business, and speak positively about neighboring stores to cross-promote among others. Burdick stated that we need a larger workforce in order to accommodate adding new retail businesses. Mooradian suggested a family friendly diner and supported the food trucks. Pattison would like city council to consider regulating store hours through incentives.
 - b. Housing Target Market Analysis** – Douglas has only 7% of “young” (15-35 years of age) head of household. The average age of Douglas is 53 years, and 67% are head of household. This equates for a need for smaller housing units and alternative housing formats with lower investments/units. Only 41% of residents can afford 53% of the homes. Size of new units should not exceed 1,600 sq. ft. – value declines as sq. ft. increases. People are looking for quality over size, and smaller lots are needed. There is a lot of demand for housing that is not available. Miller expressed concern about the number of seasonal rentals popping up.

Anderson stated there were some techniques to regulate. It was suggested that Douglas consider an ordinance to prohibit too many seasonal rentals.

- c. **Form Based Code** – A successful form based code sets consistent standards but leaves flexibility. Giving too many restrictions will deter builders from wanting to build here. People will sacrifice square footage over walkability to downtown or retail needs. Set block standards maybe with a pocket park or pool to bring people outside. Conclusion was to develop a form based code ordinance as an overlay district.

D. Hear from the Audience (Limit of 3 minutes for general comments) None

E. Commissioner and Council Comments: Anderson stated she would like to have City Council partner with the Planning Commission to develop the form based code ordinance.

F. Adjournment: Motion by Seabert, supported by Lion, to adjourn meeting at 8:32 PM. Motion carried by voice vote.

Respectfully Submitted by Jenny Pearson, Deputy Clerk