



THE CITY OF THE VILLAGE OF DOUGLAS
SPECIAL MEETING OF THE PLANNING COMMISSION
February 24, 2021 – 7:00 P.M.
MEETING HELD BY ZOOM

- A. Call to Order** by Chair Pattison
- B. Roll Call:** Members Present – Buszka, Heneghan, McWebb, McIntyre, Seabert, Pattison.
1. Approval of the February 24, 2021 Agenda
Motion by Seabert, with support from Heneghan, to approve the February 24, 2021 agenda. Motion approved by unanimous roll call vote
 2. Approval of the February 10, 2021 Minutes
Motion by Seabert, with support from McWebb, to approve the February 10, 2021 minutes as amended. Motion carried by unanimous roll call vote
- C. Public Comments** (limit of 5 minutes)
1. Aaron Miller – 543 Artisan Row expressed support for the PUD, adding a request to add a sidewalk along St Peter drive. He believes the plan is very consistent with the Master Plan.
 2. Sean Steele – 44 Hamilton had reviewed the proposed plan and does not see anywhere on the plan that addresses surface drainage.
- D. Communications**
1. Written communications are on file at City Hall for public viewing. All letters received were in support of the Preliminary PUD Plan for 324 Center St.
- E. New Business**
1. Advisory Public Hearing & Review of Preliminary PUD Plan, 324 W. Center St. (Kerr Real Estate, West Center Collective)

Motion by Seabert, with support from McIntyre, to open the public hearing. Motion carried by unanimous roll call vote.

Applicant Presentation – Mr. Rick Pulaski, Land Planner and Engineer presenting on behalf of the applicant. Following the last presentation to Planning members, the design was renamed and redesigned to meet members requests and to meet the Master Plan, Market Study, and Commercial Market Study. Planning members were presented with a presentation on the marketing aspect of the proposal. The development will be done in four (4) phases, the applicant is asking for deviation of 10 parking places as well as asking the city to vacate the Pleasant St. right of way. Several times City Planner Wikar gave Mr. Pulaski the opportunity to discuss how the design addressed Section 27.05 (D) Procedures and Requirements and Section 27.06 Standards of Approval. Pulaski believed they had satisfied the development requirements of 27.04. Wikar went over the process for a good and fair review, stating he would like to allow Pulaski to continue to present on the plan and speak about his effort to adhere to the site plan



review and special use standards. Pulaski went over the parking areas, housing dimensions, driveways, and sidewalks.

Public Comments (limit of 5 minutes)

Tracy Shafroth – 271 Water St. Douglas questioned the number of square feet projected in the project for the dwelling units. Pulaski stated the homes will range from 100 to 1200 to keep the price point around \$240,000.

Sean Steele – 44 Hamilton stated he was a part of the Planning Commission that approved the mixed use across the street on Hamilton. One factor was the impact on the traffic in the area, as he views the plan, he sees a lot of parking for increase in traffic.

OHuebner – 177 St Peter Dr. expressed concerns with the north side of the development, questioning if it was harmonious with the current area. We are looking to attract to Douglas full time residents, and I question these small homes whether we are attracting the right kind of people.

Mark Lauterbach – 13 Wildwood Lane. Believes the plan is great, very comprehensive. 42 North is a great team to work with. All the elements are there but there is a missed opportunity to create a new vibrant frontage onto Center St.

Michael – 675 Enterprise Dr. asked what the concept on construction movement will be?

Staff Remarks – Wikar stated this evenings hearing was intended for the applicant to provide to the feedback from the Planning members, and for the public to present comments. The opportunity is there to seek specific answers to concerns, whether it be related to utilities or density or any other matter.

Motion by Buszka, with support from McIntyre, to close the Public Hearing and Recommend Action. Motion carried by unanimous roll call vote.

Planning Comments –

McIntyre – Echoed Miller's thoughts on a sidewalk along St. Peter Dr. Would like to see some form of safety plan for construction vehicles accessing Center St. and more detail regarding parking, planting, and proposed curb cuts.

Buszka – Presented a question on building H and the setback request if the 6th unit were not there a deviation for the setback would not be required.

Seabert – Appreciated all the work involved but still has a lot of questions. A construction of this kind has never been done in the city before and commission wants to make sure it is right. He is concerned with walkability.



Heneghan – Very excited but also agrees with the sidewalk comments and concerned with the large influx of traffic on Center St. Would like to see a plan on how it will remain affordable and attainable, also would like to see the condo docs.

Chair Pattison – Heard this evening concerns about short term rentals, we usually see some form of condo docs with a preliminary. I did not see anywhere that tells me these are attainable housing. This packet was full of information we have already received several times. What I would like to see is a clean copy, not too many pages, we are trying to do due diligences. Our job is to follow the PUD plan 27.05 (D), we are also looking at 24.02 (Site Plan Review) table and some of it is a little questionable. So, we want to know commercial uses (number vs what kind of thing). Your final should include page numbers, a list of every deviation you are requesting, open sidewalks, you have incorporated a pond with land you do not own (it belongs to the city). There are no identifying marks for dumpsters. Are these roads public or private, that is where the condo docs come in. To approve the PUD, we want all phases and timing places to each phase.

Further questions from Planning members – Can government restrict seasonal rentals, businesses in the new area could draw away from the downtown businesses.

The applicant requested additional time to return with all that was asked by Planning members. He requested 75 days and to appear at the June 9th regular meeting.

Motion by Seabert, with support from Heneghan, to accept the development plan proposal for the PUD located at 324 Center St. with the following requirements:

- 1) *Applicant provides one clean plan that includes everything on it.*
- 2) *Applicant provides a book detailing and clearly marking all requirements from Article 27 §05 Procedures 7 Requirements*
- 3) *Applicant address each deviation requested and list how the deviation would benefit the community*
- 4) *Applicant to provide a complete list of Condo Docs*
- 5) *If applicant references anything in the housing or marketing study, it should be done by page number*
- 6) *NUMBER all pages*
- 7) *Provide a traffic study of Center St.*
- 8) *Provide a Private Road document*
- 9) *Provide Phase steps and apply timing*
- 10) *Provide a sidewalk schematic and consider the addition of a sidewalk along St. Peter Dr.*

Motion carried by unanimous roll call vote.

2. Public Hearing, Application for Rezoning 30 Hamilton St. (J. Klemm)

Motion by Seabert, with support from Heneghan, to open the public hearing. Motion carried by unanimous roll call vote.



Application Presentation

Wikar spoke on behalf of the applicant. Applicant is seeking a rezoning of vacant land, there is no pending site plan review or zoning review application for the development of the site that the use would become a subject. A few conditions for the applicant to adhere to if they are to be rezoned.

- 1) The application would have to be subject to the approval of the Planning Commission and the City Council for rezoning.
- 2) The applicant would be required to provide a new survey as well as declare classification of use.

Public Comment (limit of 5 minutes)

Sean Steele – 44 Hamilton. The property is across the street from my buildings and I believe his request would meet the activities and low impact of Hamilton St. Hope Planning considers the request.

Staff Remarks

Motion by Seabert, with support from McWebb, to close Public Hearing and Recommend Action. Motion carried by unanimous roll call vote.

Motion by Seabert, with support from Buszka, to recommend to City Council the approval of the Application for Rezoning of 30 Hamilton St, from the C-1 Village Center District to R-4 Harbor Residential District. Motion carried by unanimous roll call vote.

F. Old Business

1. Initiation of Amendments, City of the Village of Douglas Zoning Ordinance – Section 16.26 Signs; to replace Village of Douglas Sign Ordinance 111-D.

On February 10th Planning Commission voted unanimously to recommend and schedule a Public Hearing to consider amendment to Section 16.26 Signs of the City of the Village of Douglas Zoning Ordinance, to recommend City Council repeal and replace the standing Village of Douglas Sign Ordinance 111-D. Staff recommends Planning members consider rescheduling the Public Hearing as the individual assisting with the revision will be on Jury Duty.

Motion by Buszka, with support from McIntyre, to reschedule the Public Hearing to permit time to achieve the required revisions of the Ordinance. Motion carried by unanimous roll call vote.

G. Reports of Officers, Members, Committees

Wikar thanked everyone for their time this evening and stated the next meeting will be busy, there is a land division application for 3075 Lakeshore in which the owners are seeking to demolish an existing residence, build a new one and create an additional two lots. Also, an application for a Special Use. And a lot line adjustment.



H. **Public Comment** (limit 5 minutes)

I. **Adjournment**

Motion by Seabert, with support from Heneghan, to adjourn. Motion carried by voice vote.

CITY OF THE VILLAGE OF DOUGLAS

Signed: _____ Date: _____
Louise Pattison, Chair

Signed: _____ Date: _____
Pamela Aalderink, 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 _____. I further certify that the meeting was duly called and that a quorum was present.

Pamela Aalderink, City Clerk

Date