



Minutes
THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING OF THE PLANNING COMMISSION
86 W CENTER ST – DOUGLAS, MI
July 13, 2022 – 7:00 P.M.

A. Call to Order: by Chair Buszka

B. Roll Call: Present: O'Malley, Seabert, Heneghan, Buszka, Pattison
Absent: Whitely, Florian

1. Approval of Agenda for July 13, 2022
2. Approval of Minutes for June 8, 2022

*Motion by Pattison, with support from Heneghan, to approve the consent calendar
Motion carried by roll call vote of those present.*

C. Public Comments (limit of 5 minutes): No public comments

D. Communications: No communication received

E. New Business:

1. Public Hearing: Application for Site Plan Review, Short-Term Rental Registration, Special Use Permit, 112 W Center Street (Bryn Dinges, Amy Reyes)

*Motion by Pattison, with support from Seabert to open the Public Hearing
Motion carried by roll call vote of those present.*

Applicants joined the meeting by Zoom, applicant wishes to use as a short-term rental unit when the family is not using it. Long term intention is to use the home as a long-term residence when able. They have invested a large sum of time and money into the home already and see a lot of off-street parking as a plus for the area.

An opposition letter from Mr. William Schumacher was entered into the record.

Planning/Zoning Administrator Wikar: The reclassification of the ground floor residential use as a short-term rental unit, zoned C-1 requires Special Use Permit subject to review by the Planning Commission. While the application for Site Plan Review proposes no changes to the building footprint Special Use Procedures requires Special Use Permit Application and review in a Public Hearing, for compliance with the Site Plan Review standards. Having reviewed the application for completeness, the Planning and Zoning Administrator has provided the enclosed submittals to the Planning Commission for consideration and review against those aforementioned Special Use and Site Plan review standards.



Planning/Zoning Comments: Question regarding possible revoking the allowed rental if it becomes an issue. There are a large number of short-term rentals, do not like what it does to the community. Who will take care of the home considering the owners reside far from the City. And the sign? Wikar stated the sign should be set back 15' from the front sidewalk.

*Motion to close the Public Hearing by Seabert, with support from O'Malley.
Motion carried by roll call vote of those present.*

Motion by Heneghan, with support from Seabert, to approve with conditions the Application for Site Plan Review, for Special Use Permit and Short-Term Rental Unit Registration, zoned C-1 in the Downtown District, located at 112 W Center Street; for analysis and findings of facts related to the conformance with Section 25.03 and Section 24.03 of the Zoning Ordinance. Conditions as follows:

- 1. Owner shall provide a Short-term Rental form and fees*
- 2. Owner shall remit a Sign Permit form and fees*
- 3. Owner shall move sign at least 15' from the sidewalk*
- 4. Administrator shall resubmit Site Plan with fence to Fire Department*

Motion carried by a 4-1 roll call vote. (Yes) O'Malley, Seabert, Heneghan, Buszka (No) Pattison.

2. Public Hearing: Recommendation of Amendment(s): Article 16: General Provisions; to Create Section 16.02 Infill Construction Standards, City of the Village of Douglas Zoning Ordinance.

*Motion by Pattison, with support from Heneghan, to open the Public Hearing.
Motion carried by roll call vote of those present.*

Applicant Presentation: Wikar addressed the Commission, the Ordinance would go to the City Attorney for review, the discussion is on the amendment and would be a recommendation to City Council. Upon close of this Public Hearing the Planning Commission would make any additional recommendations and order legal review of final draft amendments by the City Attorney prior to scheduling First and Second readings by City Council. The Planning/Zoning Administrator shall then facilitate the necessary Notice of Public Hearing(s) to ensure public participation and consideration by the City Council.

No Public Comments

Planning/Zoning Comments: Question regarding the three-story height, was it intentionally left out? What are the next steps. There are several seen regulations that satisfy a need. This is desperately needed in Planning/Zoning Ordinance.



Motion by Pattison, with support from Heneghan, to close the Public Hearing. Motion carried by roll call vote of those present.

Motion by Pattison, with support from Heneghan, that Planning Commission has arrived at findings of fact in a Public Hearing and recommends to City Council for consideration the proposed amendments to Article 16: General Provisions to create Section 16.02 Infill Construction Standards, City of the Village of Douglas Zoning Ordinance. Motion carried by roll call vote of those present.

F. Old Business

1. Public Hearing (Continued): Site Plan Review, Waterfront Construction Application (Major) Accessory Structures, Bulkhead/Revetment, Decks, Stairs, and Site Changes to Sensitive Lands; R-2 Residential District. 144 Lakeshore Drive (Frederick Eagle Royce III)

Motion by Seabert, with support from O'Malley, to open the Public Hearing, Motion carried by roll call vote of those present.

Applicant: Mr. Royce addressed the Commission; the rocks will be moved and will be inline with the neighboring property to the north. Commissioner Pattison's concerns regarding the deck have been addressed. A licensed arborist looked over the tree and suggested wire to hold it in place.

No Public Comments

Staff Remarks: Wikar reported the applicant has submitted the required plans and must maintain the required 30' strip along the water. The ordinary water mark is close to the level it is now so Commission can use a little discretion.

Planning/Zoning Comments: The applicant has tried to do due diligence and we appreciate that. Not easy to deliver sad news to applicants, we must work together to get through it. Thanks to Mr. Royce for working with EGLE on this.

Motion by Seabert, with support from O'Malley, to close the Public Hearing. Motion carried by roll call vote of those present.

Motion by Pattison, with support from Heneghan, that the Commission has arrived at Findings of Fact: The application for Conditional Approval of Site Plan Review and Application for Waterfront Construction "Major," for Accessory Structures and site changes to Sensitive Lands, zoned R-2 Residential District, located at 144 Lakeshore Dr., in Douglas, Michigan is approved with the following conditions:

1. *Applicant must maintain as much of the 30' natural strip or what is needed to meet Section (16.21 Shoreline) of the Zoning Ordinance to maintain the current line of revetment close to the current common line required by EGLE.*

Motion carried by roll call vote of those members present.



G. Reports of Officers, Members, Committees

Members stated they have learned a lot from Mr. Wikar. One member explained why she had a no vote this evening.

H. Public Comment (limit 5 minutes) No Public Comments

I. Adjournment

Motion by Seabert, with support from Heneghan, to adjourn the meeting. Motion carried.

Approved this _____ day of _____, 2022

Signed: _____ Date: _____
Paul Buszka, Chair

Signed: _____ Date: _____
Pamela Aalderink, City Clerk

CITY OF THE VILLAGE OF DOUGLAS

Signed: _____ Date: _____
Paul Buszka, 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