

**CITY OF BRIDGMAN
PLANNING COMMISSION
REGULAR MEETING
MAY 19, 2022
5:30 PM**

The regular meeting of the Bridgman City Planning Commission was held on May 19, 2022 at City Hall, 9765 Maple Street, Bridgman, MI and called to order by Vice-Chair Truesdell at 5:30 p.m.

MEMBERS PRESENT: John Truesdell, Gene Herrman, Steve Parsons, Dorothea Crocker, Tom Woerdehoff (arrived at 6:20 p.m.)

MEMBERS ABSENT: Richard Kading

STAFF PRESENT: City Clerk Holm, City Manager Ganum, Building Official Mattner

Pledge of Allegiance was led by the board.

APPROVE/AMEND AGENDA:

Motion by Member Herrman, seconded by Member Parsons to approve the agenda for May 19, 2022 as presented, **voice vote, motion carried unanimously.**

APPROVE MINUTES:

Motion by Member Crocker, seconded by Member Herrman to approve the April 21, 2022 minutes as presented, **voice vote, motion carried.**

HEARING OF CITIZENS:

- No one was present to be heard.

OLD BUSINESS:

Planned Unit Development (PUD) zoning amendment – consider modifications based on comments from the City Council

Vice-Chair Truesdell explained that at the last city council meeting when they did the first reading of the Planned Unit Development Ordinance, Council Member Bonkoske held a lengthy discussion and shared three main concerns. There were no reservations from any other council members.

1. The introduction – what is the intent of the PUD?
2. The idea of a public hearing optional. Reword it to read “shall” instead.

3. Adding strong language to hold people accountable and have an agreement so that the developer does not default on the project.

The city council suggested having the planning commission revisit the PUD Ordinance to see if changes should be made and recommend any changes back to the council. Ganum and Mattner went over the proposed changes. (See attached) The board discussed at length and decided the changes presented should be made to the PUD Ordinance.

Motion by Member Herrman, seconded by Member Crocker to recommend the changes as presented tonight (see attached) with the removal of the word “workforce”

- The City also seeks to facilitate the development of affordable “workforce” housing through flexible and sensible land use regulations.

Voice vote, motion carried.

Master Plan priorities and goals – What is our next PC project or focus area?

The board discussed the five priorities and goals that they identified, and after some discussion, they decided to prioritize the following goal and start discussing at the next meeting:

- 14b.** Develop a best practice plan to provide educational information to homeowners living within sensitive landscapes (e.g., native vegetation, shoreline stabilization, erosion prevention, etc.). (Also includes Oak Wilt)

Member Woerdehoff arrived at 6:20 p.m.

Lake Charter Township – response to Master Plan and scheduling of joint meeting with the Township Planning Commission

Ganum stated the City received a letter from Lake Charter Township informing the City that they are starting to update their Master Plan. He suggested that whoever becomes the next chair, reach out to the Township’s Planning Commission chair to figure out when to schedule a joint meeting between both boards.

NEW BUSINESS:

Watch and discuss video #5 Building Coastal Resilience – Adaption Strategies (10 minutes)

The board watched the video and held some discussion afterwards.

Appointment of a new chairperson to fill the seat vacated by Mark Hurray

Motion by Member Crocker, seconded by Member Herrman to nominate Vice-Chair Truesdell as Chair, Truesdell accepts the nomination and with no other nominations presented, it was voted to appoint Vice-Chair Truesdell as Chair, **voice vote, motion passed unanimously.**

Motion by Member Crocker, seconded by Member Woerdehoff to nominate Member Herrman as Vice-Chair, Herrman accepts the nomination and with no other nominations presented, it was voted to appoint Member Herrman as Vice-Chair, **voice vote, motion passed unanimously.**

Ganum explained that Holm already posted and published the vacant seat on the Planning Commission per the City's Charter. Holm has received an application from Kevin Nitz. Ganum explained the process and after checking into requirements in the Charter, it was discovered that there is not a time frame for the mayor to make a recommendation to council to make an appointment. They can choose to wait in hopes to receive a few more applications.

Member Herrman asked if the board could receive a fresh set of Zoning Ordinances after the PUD Ordinance is adopted. Ganum will get the board an updated copy after this ordinance is adopted.

STAFF UPDATE:

Creation of City of Bridgman Shoreline Resilience Committee

Ganum explained that they held their first meeting, and the committee is just getting off the ground and they are creating their own bylaws. He will keep the board informed.

- Ganum shared pictures that Mattner took of the Casey's site and the progress being made.
- Mattner still has not heard back from Dominion so there is no update to give.
- J&J Secure Transport has not submitted site plans to the City yet. Attorney Senica is in the process of creating application forms for them to fill out and submit.
- The board also had a few other questions and comments for Ganum.

ADJOURNMENT:

Motion by Member Herrman, seconded by Member Woerdehoff to adjourn the meeting at 7:12 p.m., **voice vote, motion carried.**

Tom Woerdehoff, Secretary

Allyson Holm, City Clerk/Recording Secretary

Consider

- 1) Modify the purpose/intent statement to be more inclusive regarding housing (addressing housing affordability).

A. Statement of Intent

The regulations of this section contained are intended to offer an alternative to conventional development and traditional zoning standards and to permit flexibility in the development or redevelopment of areas through the authorization of Planned Unit Development (PUD) districts. The standards in this section are intended to promote and encourage development on parcels of land that are suitable in size, location, and character for the uses proposed, and are further intended to ensure compatibility with adjacent land uses, the City’s Master Plan, and where applicable, existing natural features. **The City also seeks to facilitate the development of affordable “workforce” housing through flexible and sensible land use regulations.**

~~The use, area, height, bulk, and placement regulations of this Ordinance are primarily applicable to the usual situation of one principal building on a lot of certain minimum dimensions. However, in certain developments, these requirements may sometimes result in situations less in the interest of public health, safety, and welfare than if greater flexibility were permitted. The purpose of a PUD is to permit the development of planned areas for various compatible uses allowed by the zoning ordinance and for other uses not so provided. This district is also intended to enhance flexibility in building placement standards in order to achieve a recognizable benefit for the public interest and to further implement the policies and recommendations of the City of Bridgman Master Plan. It is intended that this district shall afford each type of use reasonable protection from encroachment or interference by other incompatible land uses, and that reasonable protection be afforded to uses adjacent to this district.~~

B. Statement of Objectives

- a. To encourage the provision and protection of open spaces, cultural/historic resources, the development of recreational amenities, and, where necessary, other support facilities within reasonable distance of all dwelling units;
- b. To encourage developers to use a more creative and imaginative approach in the development of property in the City;
- c. To allow for market-driven development or redevelopment in places most conducive to accommodating additional activity;

- d. To facilitate economic development through the creation of a mix of uses and/or building types and forms;
- e. To create walkable developments with pedestrian-oriented buildings and open space that connects to nearby destinations or neighborhoods;
- f. To provide for the adaptive re-use of significant or historic buildings;
- g. To allow phased construction with the knowledge that subsequent phases will be approved as originally planned and approved by the City.
- h. To promote flexibility in design and to permit planned diversification in the location of structures;
- i. To promote the efficient use of land to facilitate a more economic arrangement of buildings, circulation systems, land use, and utilities;
- j. To minimize adverse traffic impacts and to accommodate safe and efficient pedestrian access and circulation;
- k. To provide for redevelopment of sites and/or buildings that are underdeveloped or have fallen into disrepair;
- l. To combine and coordinate architectural styles, building forms, and building relationships; and
- m. To ensure a quality of construction commensurate with other developments within the City and consistent with the building type and façade standards in the City's form generating zoning districts.

Suggested
addition

n. To promote more efficient use of land while providing a balanced variety of housing choices serving different socioeconomic levels.

C. Purpose of Departures from the Zoning Ordinance

The provisions of this section are not intended as a device for ignoring the Zoning Ordinance, or the planning upon which it has been based. The provisions of this section are intended to result in land use development that is substantially consistent with the goals and objectives of the Bridgman Master Plan, this Ordinance, and consistent with sound planning principles.

However, to encourage flexibility and creativity consistent with the Planned Unit Development (PUD) concept, departures from the regulations may be permitted subject to review and approval by the City Council after the recommendation of the Planning Commission. For example, such departures may include but are not limited to

modifications in density; lot dimensional standards; floor area standards; setback requirements; height requirements; parking, loading, and landscaping requirements and similar requirements.

Such departures may be permitted only if the Planning Commission and City Council determine that a higher quality development than would have been possible will result. Deviations should benefit the community and the developer more or less equally. The City should take this principle into account when determining whether to approve a Planned Unit Development.

Because some regulations are crucial to quality development and therefore cannot be deviated from in order to promote positive outcomes, this section contains specific provisions that apply to all PUDs and cannot be altered or waived through the PUD process.

Consider

- 2) Change G, 2a to require a public hearing at the planning commission level instead of the City Council. (Below is the suggested wording)

The Planning Commission shall review the PUD plan and PUD rezoning application and hold a public hearing before making a written recommendation to the City Council.

The City Council shall review the PUD plan and PUD rezoning application, and the written recommendation and findings from the Planning Commission, ~~hold a public hearing,~~ and make a final decision.

Consider

- 3) Add language for contractual development agreement between developer and city. (Below is suggested language)

Development Agreements

- a. Upon approval of the PUD Plan and PUD rezoning and prior to issuance of any building permits or commencement of construction on any portion of the PUD, the applicant shall enter into a development agreement with the City setting forth the applicant's obligations with respect to the PUD.
- b. The agreement shall describe all improvements to be constructed as part of the PUD and shall incorporate, by reference, the final development plan with all required revisions, other documents which comprise the PUD, and all conditions of approval imposed by the Planning Commission and City Council.

- c. The agreement shall also establish the remedies of the City in the event of default by the applicant in carrying out the PUD, and such remedies shall be binding on all successors in interest to the applicant.
- d. The PUD agreement shall be reviewed by the City Attorney and upon execution the applicant shall record it along with all other relevant documents with the Berrien County Register of Deeds.