



**CITY OF BRIDGMAN  
PLANNING COMMISSION AGENDA**

**Thursday, May 20, 5:30 P.M.**

**Meeting will be held in person at City Hall  
9765 Maple Street, Bridgman, MI**

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Approve/Amend Agenda** for May 20, 2021 ([Action](#))
- 5. Approval of Minutes** of March 18, 2021 ([Action](#))
- 6. Hearing of Citizens**
- 7. New Business**
  - A. House Bill 4722 and Senate Bill 446 to preempt local control of short term rental regulation – update Commission on City’s efforts
  - B. Zoning map adjustment - 9470 Red Arrow Hwy (Parcel ID 11-56-0018-0037-04-8)
- 8. Unfinished Business**
  - B. Marijuana survey – update Commission on current status
  - C. Review Master Plan Goals and Strategies – Employment and the Economy – Goals 6 through 9
- 9. Staff Update**
  - A. Development projects update
- 10. Adjournment**

**CITY OF BRIDGMAN  
PLANNING COMMISSION  
REGULAR MEETING  
March 18, 2021  
5:30 PM**

The regular meeting of the Bridgman City Planning Commission was held March 18, 2021 at City Hall, 9765 Maple Street, Bridgman, MI and called to order by Chair Hurray at 5:30 p.m.

**MEMBERS PRESENT:** John Truesdell, Dorothea Crocker, Tom Woerdehoff, Mark Hurray, Steve Parsons, Richard Kading, Gene Herrman

**MEMBERS ABSENT:** None

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

Pledge of Allegiance was led by the board.

**APPROVE/AMEND AGENDA:**

**Motion** by Member Herrman, seconded by Member Woerdehoff to approve the agenda for March 18, 2021 as presented, **voice vote, motion carried.**

**APPROVE MINUTES:**

The following corrections were noted:

- Place an additional checkbox at the very beginning of the survey that people can check if they are not interested in having anything **any marijuana establishments built** in Bridgman.
- Correct the spelling of **armorning** in the minutes.

**Motion** by Member Truesdell, seconded by Member Woerdehoff to approve the February 18, 2021 minutes as presented with the corrections listed above, **voice vote, motion carried.**

**HEARING OF CITIZENS:**

- No one wished to be heard.

**NEW BUSINESS:**

**Review Master Plan Goals and Strategies – Transportation and Connectivity (Goal 4 a through e) and (Goal 5 a through g)**

- Goal 4 – Residents and visitors to Bridgman will move about the community safely and conveniently using private and public transportation options that connect to Lake Michigan and the greater Southwest Michigan region.
- Goal 5 – Non-motorized connections – including sidewalks, bicycle paths and recreational trails – will serve all areas of the community, offering safe, attractive, and barrier-free connectivity.

The board discussed the two goals at length to see if these goals are still achievable, or if they should recommend actions for the City Council to act upon. Chair Hurray will continue working on a spreadsheet to present to council after the board has gone through all lists of goals with the Planning Commission's findings. The board will continue going through the Master Plan Goals and Strategies at the next regular meeting.

**UNFINISHED BUSINESS:**

- No unfinished business.

**STAFF UPDATE:**

**Habitat for Humanity project on Vineyard Street**

Ganum updated the board on the status of the Habitat project. They have already paid the city for the property, but it has not gone to closing yet. Currently they are having an issue with the cost of material going through the roof. This setback will allow additional time for the city to work with Habitat on their project to address a few logistics that need to be worked out. The information will go before the Planning Commission as a Site Plan for review, a possible public hearing, and then approval. Habitat is also thinking about doing a conditional rezoning for that property.

Mattner updated the board on Casey's project. They are designing a fourth building option that they will be using for Bridgman. It is a little bigger than the previous design they submitted. This will be a new prototype that can be used in many areas. He went over the small adjustments from the original plan. They are still wanting to break ground in April, but he has not seen the final plans with the changes yet.

Member Kading gave the board a handout on what revenues Michigan municipalities are receiving from the State for having marijuana facilities.

**ADJOURNMENT:**

**Motion** by Member Herrman, seconded by Member Woerdehoff to adjourn the meeting at 6:53 p.m., **voice vote, motion carried.**

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Tom Woerdehoff, Secretary

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Allyson Holm, City Clerk/Recording Secretary

**From:** [Chuck Wildeman](#)  
**To:** [Brad Mattner - Building/Zoning](#)  
**Subject:** Re: Metal Carports  
**Date:** Friday, April 2, 2021 9:11:51 AM

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Brad,

I received and have reviewed the information you sent me concerning the zoning of the property located at 9470 Red Arrow Highway (Parcel Code 11-56-0018-0037-04-8), which as it stands right now is zoned & designated as OS or Open Space. After looking at the aerial overview and the zoning of the adjoining properties directly to the north, south and across Red Arrow Highway to the east, which I believe is a section of the area called the Red Arrow Corridor, those parcels are all zoned and deemed to be commercial properties.

It is my belief that the property in question (9470 Red Arrow Highway) was at some point zoned and deemed open space by mistake, however after looking at the aerial view of the area I can see how this may have happened as 75% of the property to the west at this location adjoins Lost Dunes Golf Course which is, according to the information I have zoned and deemed OS or Open Space. I can assure you that area is not part of the Lost Dunes Property as the highlighted section of the aerial view shows.

I appreciate your time and help looking in too this matter & I look forward to working with you to get the parcel rezoned to a commercial, legal and conforming parcel.

Thank you,

Chuck Wildeman  
Red Arrow Customs  


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**From:** Brad Mattner - Building/Zoning <inspector@bridgman.org>  
**Sent:** Wednesday, March 31, 2021 6:00 PM  
**To:** Chuck Wildeman   
**Subject:** RE: Metal Carports

Chuck,

Thank you for reaching out to me with your questions regarding

expansion. I did some research into the property and notice that your property is currently zoned as "OS" – Open Space which is a form of agricultural uses. I don't know when or if it changed zoning district in the past but your current use is not a permitted use under the current zoning ordinances. Your situation is called legal non-conforming because it may have been an approved use at one time but now is non-conforming. Currently as the property sits on the zoning side, I can't allow an accessory structure that you are inquiring about. This property also is documented in the FEMA Flood Zone maps, so you really have quite the situation that I'm sure is a surprise to you. I have attached several PDF files to help give you a visual of what I am seeing on my end. I have attached a form that would be the avenue to take in order to re-zone the property to the standards of the two abutting parcels to your north and south. If approved, this would remedy the non-conforming use part. Adding a building/structure would still then require Planning/Zoning/Building approvals seeing this is a commercial business but the zoning part needs to be cleared up first. Feel free to contact me at the number(s) below to discuss in person.

Regards,

**Brad Mattner**

Building/Zoning  
City of Bridgman

269.465.5144 Office  
269.208.1663 Mobile

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**From:** Chuck Wildeman [REDACTED]  
**Sent:** Wednesday, March 31, 2021 12:53 PM  
**To:** [inspector@bridgman.org](mailto:inspector@bridgman.org)  
**Subject:** Metal Carports

Good Afternoon Mr. Mattner,

I own a commercial piece of property in the City of Bridgman located at 9470 Red Arrow Highway which is the office for Red Arrow Customs. We operate an automotive restoration business and need to be able to store some of the vehicles and/or assemblies which we work on out of the weather as we are completing the different phases of work.

My question is what are the restrictions/requirements that the city has concerning metal carports. The units I am looking at are 20x26x8 in dimension, with both sides & back closed and the gable end closed. These units would give us the storage area that we require and protect the completed work

from the elements.

If you need more information concerning this matter, please let me know & I can provide you with whatever is needed. I look forward to your reply.

Thank you.

Chuck Wildeman  
Red Arrow Customs



Table 1

<b>BRIDGMAN PLANNING COMMISSION REVIEW OF MASTER PLAN GOALS AND ACTION</b>				Updated 4/16/21
<b>Master Plan Goal Number</b>	<b>Goal Description</b>		<b>Planning Commission Recommendation</b>	<b>Action Items</b>
<b>HOUSING AND NEIGHBORHOODS</b>				
<b>Goal 1</b>	<b>Residential units in Bridgman will include a broad range of housing types, including duplexes, rowhouses, live/work buildings, second-floor apartments, and detached homes.</b>			
<b>1a</b>	Evaluate the City's housing stock to determine if the form-based zoning ordinance is creating a broad range of housing types		The Habitat Project will help achieve this goal.	1. Review Sq Ft standards. 2. Look at empty lots - do these areas have the appropriate lot size requirements?
<b>1b</b>	Promote new housing opportunities, including redevelopment and infill opportunities within downtown and along Lake Street.		The potential Townhouse development will help achieve this goal. ( The Ryan Fitzpatrick proposal.)	None at this time.
<b>1c</b>	Allow for a range of housing types to provide residents the opportunity to progress through various life stages while maintaining their attachment to particular area of the City.		See 1d.	None.
<b>1</b>	Support and encourage the development of quality senior housing and assisted living facilities to meet expected demand.			Invite Realtor for discussion of plans for existing Nursing Home bldg and empty lot.

1e	Consider adjusting the zoning ordinance to enable the construction or redevelopment of smaller homes.			1. Review Sq Ft standards. 2. Look at empty lots - do these areas have the appropriate lot size requirements?
Goal 2	<b>Downtown Bridgman and its residential neighborhoods will be safe, attractive, well-maintained and inviting places with walkable streets and convenient connections to recreation facilities, schools, employment, shops, services, and natural areas.</b>			
2a	Maintain a building maintenance enforcement program and a full-time compliance officer.		The current Building Inspector and Police Department, working jointly to enforce codes, are sufficient to address this item.	None.
2b	Evaluate the capacity and willingness of neighborhoods for accommodating seasonal rentals.		It is possible to set up rental provisions on a neighborhood basis through the Zoning Ordinance.	Consider citywide survey for this issue.
2c	Project the character, safety, and historical patterns of development in residential neighborhoods from inappropriate development.		Zoning Ordinance as written is sufficient.	None.
2	Strengthen and enforce a tree protection and replacement ordinance for public property within residential areas.		This will require further research into the existing ordinances.	Research existing ordinances.
2e	If feasible, install sidewalks and/or pathways in each neighborhood and fill in missing sidewalk infrastructure.		This is being pursued (i.e. Donna/Vista project) but there is no formal program. Minimal \$\$ is budgeted to repair broken sidewalks.	Discuss budgeting funds for sidewalk repairs with Council.

2f	Enforce safe speeds and stop signs on neighborhood streets to enhance safety for drivers and residents.		More traffic enforcement may be needed as budget allows. Speed/radar signs (portable) would be helpful.	Investigate portable speed/radar signs that could be moved around.
2g	Encourage the development and maintenance of parks and other safe and attractive gathering spaces in all neighborhoods.		Need input from Parks Dept. Possible grant applications for playground equipment (?)	Request input from Parks Dept.
<b>Goal 3</b>	<b>Residents will have the skills and resources necessary to improve and maintain their homes.</b>			
3a	Evaluate the construction/building permitting process to improve, streamline, and clarify if possible, and continue to seek input from builders for standardization.		Received good input from Building Inspector on improvements that have been made.	Issue resolved for the time being based on process improvements described by the City Building Inspector.
<b>TRANSPORTATION AND CONNECTIVITY</b>				
<b>Goal 4</b>	<b>Residents and visitors to Bridgman will move about the community safely and conveniently using private and public transportation options that connect to Lake Michigan and the greater Southwest Michigan region.</b>			
4a	Evaluate and implement, if feasible, a requirement for shared driveways and cross-access agreements for compatible adjacent land uses along Red Arrow Highway.		In place for Interstate Gateway District.	Check other Zoning districts for shared driveway requirements along Red Arrow Highway.
4b	Continue to support and modify as necessary the streetscape design standards outlined in the zoning ordinance.		These standards are in place. Continue to support these standards.	None.

4c	Continue to incorporate low-impact development (LID) tools in streetscape designs to establish green streets.		These standards are in place.,	None.
4	Consider electric car charging stations at key locations, including City Hall and Weko Beach.		Select potential locations for charging stations. Evaluate feasibility of providing electrical service.	Research requirements, cost, etc.
4e	Continue to explore the feasibility of a transportation system to help bring people from Weko Beach to downtown and vice versa.		Currently on hold during the Covid pandemic.	None.
<b>Goal 5</b>	<b>Non-motorized connections, including sidewalks, bicycle paths, and recreational trails, will serve all areas of the community offering safe, attractive, and barrier-free connectivity.</b>			
5a	Install sidewalks and/or pathways throughout the City and fill in missing sidewalk infrastructure, where feasible.		See Goal 2e.	See Goal 2e.
5b	Continue to work with the DNR and officials at Warren Dunes State Park to establish a trail connection to Weko Beach and Lake Street.		Berrien County Parks Dept previously identified this as a high priority project. Sent e-mail requesting status 3/20/21. Berrien County Parks responded that this is still on project list but no funds are currently budgeted.	Contact Berrien County Parks Dept to investigate status.
5c	Develop and implement trails and pathway designs that minimize runoff through the use of porous services.		A standard is needed but there are no trail projects currently in the works.	None at this time.

5	Continue to participate in county and regional intra- and inter-county railway planning to offer trail connectivity between downtown Bridgman and the outlying population centers.			Sent e-mail to Friends of Berrien County Trails requesting to be kept informed of trail projects.
5e	Promote and implement a community or vendor bicycle-sharing program between downtown Bridgman and Weko Beach.		On hold due to Covid situation (?)	None at this time.
5f	Continue to retrofit existing sidewalk crossings with accessible ramps to provide increased accessibility.		There is no City wide initiative. Some ramps are in place. Recommend that the City continue installing ramps on a small scale.	Recommend to Council that the City continue to install ramps as budget allows.
5g	Identify areas of the City that are not conducive to safe bicycling, running, and walking due to a lack of lighting or poor surface conditions. Develop a plan to improve these routes.			Start with brief statement in the "Buzz". Identify needs of cyclists and runners.
<b>EMPLOYMENT AND THE ECONOMY</b>				
<b>Goal 6</b>	<b>Bridgman will be a vital economic center in Southwest Michigan with a variable balance of clean manufacturing technology, healthcare, agriculture, professional and seasonal services, hospitality, retail, and institutional employment.</b>			
6a	Support the activities of the Greater Bridgman Area Chamber and Growth Alliance and its strategic planning for economic development and business retention.			

6b	Support the development of a “new business relocation guide” to make prospective entrepreneurs aware of available sites within the City, and assist with the permitting process to legally occupy and operate in the City.			
6c	Research the viability of offering alternative incentives for development, such as density bonuses for providing a percentage of affordable housing units.			
6d	Continue to support the Lake to Grapes marketing and branding program for the community and consider establishing a similar branding campaign for micro brewing.			
6e	Continue to discuss the impacts and opportunities that might come if the Cook Power Plant were decommissioned or if Whirlpool relocation or downsizing occurs.			
<b>Goal 7</b>	<b>Commercial and industrial development will be clean, attractive, and efficiently designed to adapt to changing business needs.</b>			
7a	Evaluate if the City has streamlined permitting and approval process for job-generating economic development projects.			

<b>7b</b>	Consider establishing requirements for electric vehicle parking infrastructure.			
<b>Goal 8</b>	<b>Bridgman will include world-class education and training opportunities and facilities.</b>			
<b>8a</b>	Improve access to high-speed and reliable wireless broadband service throughout the community.			
<b>8b</b>	Strengthen collaboration between the schools and local business community.			
<b>8c</b>	Encourage curriculum development with local schools to learn about careers in manufacturing and agriculture.			
<b>8d</b>	Explore the possibility of developing and then satellite campus within the region.			
<b>8e</b>	Assure the development of well prepared and educated students/young people ready to compete in the global knowledge economy.			
<b>8f</b>	Assure the development of a well prepared and educated workforce that is continually ready to compete in the global knowledge economy.			

<b>Goal 9</b>	<b>Hospitality and tourism will be an important part of the local economy, structured to offer visitors year-round memorable and enjoyable experiences while balancing the interests of local residents and the other key sectors of the economy.</b>			
<b>9a</b>	Use the study completed by the Greater Bridgman Area Chamber and Growth Alliance to recruit and build a hotel in the City.			
<b>9b</b>	Continue to pursue the development of a small-scale movie theater.			
<b>9c</b>	Evaluate capacity of neighborhoods for accommodating seasonal rentals, and establish standards to balance local interests with hospitality and investment objectives.			
<b>9d</b>	Develop and implement improved communication channels to communicate with seasonal residents (e.g., “snow birds” when they have left town for the winter, and summer residents from Chicago.			
<b>9e</b>	Support “buy local” programs.			
<b>9f</b>	Continue to look for opportunities to market Bridgman as a “Trail Town” along the Lake Michigan Water Trail.			

9g	Evaluate opportunities for encouraging longer-term winter activities in addition to the existing weekend festivals.			
9h	Continue to allow food trucks at Weko Beach and/or at a vacant location in the downtown.			
<b>NATURAL FEATURES AND THE ENVIRONMENT</b>				
<b>Goal 10</b>	<b>The preservation and enhancement of natural features of the community will be a central consideration in all civic decisions in Bridgman. Buildings and infrastructure will be planned, constructed, and maintained to protect and improve the quality of the natural environment while serving the needs of the population and giving residents and visitors appropriate access to enjoy natural features.</b>			
10a	Develop a green infrastructure plan to enhance and sustain the natural features of the City and the ecological interaction of those features, within the context of the built environment and the community.			
10b	Establish goals and ordinances to increase percent tree cover, especially east of Red Arrow highway.			
10c	Adhere to the 10-20-30 formula for municipal street tree planting (no more than 10% of a single species, no more than 20% of a single genus, and no more than 30% of a single family.)			

<b>10d</b>	Look for opportunities to establish green roofs on buildings.			
<b>10e</b>	Encourage programs to promote energy conservation in municipal operations and in local businesses and residences.			
<b>10f</b>	Evaluate the local ordinance to support renewable energy, and adjust as needed to improve feasibility and encourage use.			
<b>10g</b>	Work with local builders to host energy efficiency training programs such as LEED, and encourage builders to seek professional certifications in these programs.			
<b>10h</b>	Identify methods to encourage the development of energy-efficient buildings and sites, such as an energy audit program.			
<b>10i</b>	Encourage residential and commercial rainwater capture and reuse.			
<b>10j</b>	Install, or continue to retrofit existing, light fixture with energy-efficient light fixtures.			
<b>INFRASTRUCTURE AND GOVERNANCE</b>				

<b>Goal 11</b>	<b>Bridgman’s public facilities, including roads, utilities, parks and buildings, will be carefully planned, constructed, and maintained to effectively serve the needs of current and future generations.</b>			
<b>11a</b>	Periodically review the policies, goals, and objectives of the City’s Master Plan.			
<b>11b</b>	Develop assured sources of revenue to support strong maintenance programs for public infrastructure, buildings, and facilities.			
<b>11c</b>	Undertake an evaluation of City buildings and facilities to identify improvements to reduce energy consumption and stormwater runoff and implement those that prove feasible.			
<b>11d</b>	Regularly review (and update as necessary) the future land use map and coordinate with adjacent communities whenever possible.			
<b>11e</b>	Coordinate capital improvement projects such as street projects with other infrastructure projects to minimize disruption.			
<b>11f</b>	Provide incentives for on-site stormwater treatment to reduce standing water.			

11g	Study the capacity of the stormwater sewer system to better understand if it can handle heavy precipitation events.			
11h	Require street vacuuming or street sweeping on a regular basis.			
11i	Limit the percentages of impervious surfaces in new developments wherever possible.			
12a	Work with local schools to expand curriculum on local government processes.			
Goal 12	<b>Information on planning, development and governmental decision-making will be broadly available through numerous sources of outreach, and community participation in local governance will be informed, thoughtful, and transparent.</b>			
12b	Improve communication among elected officials, appointed officials, and City staff to promote understanding of roles.			
12c	Improve feedback mechanisms for citizens and visitors to provide more timely and robust input regarding issues and concerns.			
Goal 13	<b>Bridgman will be a leader in Southwest Michigan in working with other units of government, state agencies, schools and special authorities to manage growth and to plan and deliver services to the residents and businesses of the area in the most effective, efficient, and transparent manner possible.</b>			

13a	Work with neighboring communities to form a Joint Planning Commission to improve inter-local coordination and communication and to consider common planning strategies and issues of sustainability in a regional context.			
13b	Cooperate with other area communities in the evaluation and implementation of any joint approach to service delivery.			
13c	Collaborate with local units of government to buy locally to achieve a balance between the lease dollar cost and the smallest carbon footprint to meet government needs.			
	<b>RESILIENCY</b>			
<b>Goal 14</b>	<b>The City will be a resource and educator for Bridgman residents on the importance of developing and maintaining a resilient community.</b>			
14a	Coordinate with Bridgman Public Schools to incorporate resiliency and environmental education curricula, and to encourage volunteer opportunities for community projects that support resiliency efforts.			

<b>14b</b>	Develop a best practices plan to provide educational information to homeowners living within sensitive landscapes (e.g., native vegetation, shoreline stabilization, erosion prevention, etc.)			
<b>Goal 15</b>	<b>Bridgman will be prepared for natural disasters.</b>			
<b>15a</b>	Identify and review emergency preparedness plans.			
<b>15b</b>	Identify existing and potential new locations for emergency shelters.			
<b>15c</b>	Establish and network of organizations and resources to assist post-emergency efforts.			
<b>15d</b>	Enhance existing and/or establish redundant public emergency communications systems.			
<b>Goal 16</b>	<b>All residents will have access to affordable, locally sourced foods.</b>			
<b>16a</b>	Consider enhancing the current site of the Farmer's Market, including providing for electricity.			
<b>16b</b>	Encourage daily destinations such as grocery stores to accommodate bicyclists and pedestrians in their site plans.			

16c	Support and promote convenient access to local food sources such as roadside stands, edible landscaping and front-yard gardens.			
16d	Support the use and development of community gardens and establish regulations to promote them.			
<b>Goal 17</b>	<b>The sensitive natural landscapes that distinguish the Bridgman landscape will be protected as context-sensitive development will be carefully planned.</b>			
17a	Consider changing the setback in the Residential Lake District for Lake Michigan fronting properties to more than 25 feet.			
17b	Consider establishing an overlay district that would not allow for placement of a seawall or any other hardening along Lake Michigan.			
17c	Discuss adopting a similar provision with planning and legislative officials in Lake Township.			
17d	Establish a pilot program for the use of native vegetation in order to stabilize sensitive landscapes.			
17e	Require buffers around all wetlands to prevent imprudent development in high-risk areas, prevent the degradation of natural features, and protect water quality.			

<b>17f</b>	Move the flood plain district ordinance from the “general ordinances” into the zoning ordinance, with regard to development in flood-prone areas.			
<b>17g</b>	Consider requiring elevation certificates for new structures within the flood plain district.			
<b>17h</b>	Expand the flood plain district to include areas that fall within the “500-year flood zone”.			
	End			