



**Planning Commission Meeting
January 21, 2021 City Hall
102 Butler Street, Saugatuck, MI
7:00 PM**

1. **Call to Order/Roll Call:**
2. **Approval of Agenda:**
3. **Approval of Minutes:**
4. **Public Comment on Agenda Items:** Limit 3 minutes
5. **Old Business:**
 - a. Elect Vice Chair
6. **New Business:**
 - a. 730 Water Street – place fish shanty
 - b. Adopt Schedule of Meetings
7. **Communications:**
8. **Reports of Officers and Committees:**
9. **Public Comments:** Limit 3 minutes
10. **Adjournment**

NOTICE:

This public meeting will be held using Zoom video/audio conference technology due to the COVID-19 restrictions currently in place.

Join online by visiting:

<https://us02web.zoom.us/j/2698572603>

Join by phone by dialing:

(312) 626-6799

-or-

(646) 518-9805

Then enter "Meeting ID":

269 857 2603

Please send questions or comments regarding meeting agenda items prior to meeting to:

cindy@saugatuckcity.com

***Public Hearing Procedure**

- A. Hearing is called to order by the Chair
- B. Summary by the Zoning Administrator
- C. Presentation by the Applicant
- D. Public comment regarding the application
 - 1) Participants shall identify themselves by name and address
 - 2) Comments/Questions shall be addressed to the Chair
 - 3) Comments/Questions shall be limited to five minutes
 1. Supporting comments (audience and letters)
 2. Opposing comments (audience and letters)
 3. General comments (audience and letters)
 4. Repeat comment opportunity (Supporting, Opposing, General)
- E. Public comment portion closed by the Chair
- F. Commission deliberation
- G. Commission action

Proposed Minutes
Saugatuck Planning Commission Meeting
Saugatuck, Michigan, October 15, 2020 at 7:00 pm

The Saugatuck Planning Commission met in regular session at 7:00 pm at City Hall, 102 Butler Street, Saugatuck, Michigan via Zoom due to the current COVID-19 pandemic.

1. **Call to Order:** by Chairperson Vlasity at 7:00 pm.
Attendance:
Present: Manns, VanMeter, Crawford, Vlasity, Fox, Casper
Absent: Peterson
Others Present: Zoning Administrator Osman, City Clerk Wilkinson
2. **Approval of Agenda:** A motion was made by Fox, 2nd by VanMeter, to approve the agenda as amended to reflect the month of October and year 2020. Upon roll call vote the motion passed unanimously.
3. **Approval of Minutes: September 17, 2020:** A motion was made by Manns, 2nd by Casper, to approve the regular meeting minutes of September 17, 2020 as presented. Upon roll call vote the emotion passed unanimously.
4. **Public Comment on Agenda Items: Jane Goodwin** (resident) addressed the fence height for corner lots, explaining that currently corner lots are treated as if they have two front yards, rather than a front and side yard, and expressed a desire to utilize more of her property.
5. **New Business:**
 1. **Public hearing – fence heights** - Chairperson Vlasity called the public hearing to order at 7:10 pm.

Public Comment: Jeanne Johnston (resident) explained that the placement of the six foot fence would not endanger the public or impede visibility on the corner, but it would provide additional safety for their children and animals and would provide added privacy.

Chairperson Vlasity called the public hearing to a close at 7:40 pm.

A motion was made by Casper, 2nd by Manns, to accept the amendment to Ordinance Title XV, Chapter 154, Section 154.143 of the Code of the City of Saugatuck as outlined in the packet. Upon roll call vote the motion passed unanimously.

2. **Public hearing – Non-conforming structures** - Chairperson Vlasity called the public hearing to order at 8:04 pm.

Public Comment: None

Chairperson Vlasity called the public hearing to a close at 8:05 pm.

A motion was made by Fox, 2nd by VanMeter, to accept the amendments to section

154.174 of the Saugatuck City Ordinance to treat non-conforming flood threatened properties in the same manner as non-conforming properties damaged by wind or fire or other calamity. Upon roll call vote the motion passed unanimously.

6. **Old Business:** A motion was made by Casper, 2nd by VanMeter to table the changes for accessory buildings in sections 154.174 of the Code of the City of Saugatuck for the next meeting. Upon roll call vote the motion passed unanimously.
7. **Communications:** None
8. **Reports of Officers and Committees:** None
9. **Public Comments:** None
10. **Adjournment:** A motion by Crawford, 2nd by VanMeter, to adjourn the meeting at 08:12 pm.

Respectfully Submitted,

Erin Wilkinson
City Clerk



MEMORANDUM

TO: Planning Commission
City of Saugatuck

FROM: Cindy Osman, Planning and Zoning

DATE: January 21, 2021

RE: 730 WATER ST– add moved fish shanty to site

John Sharar has applied for approval to add the moved fish shanty to the site at 730 WATER ST. This property is located in the WSN-WATER N C1 Zone District. The purpose of this memo is to provide a review of the standards for this site plan review, and how the ordinance relates to this application.

Background: Background: This property is located in the Water Street North C-1 zone district, and within the Historic District. Once owned by Harrington Construction Co., in 1991 it was sold to To Do LLC. (Tom Harrington). Prior to the use as Retro Boats and the Old Boat house it was used by the DNR for the white fish studies.

Jan 19, 2017 - Planning Commission approved an application for site plan review to convert warehouse to part retail and a special land use permit for recreational transportation rental facilities. This application stated there would be a maximum of six boats. The approval included the stipulation that operations were limited from dawn to dusk hours.

October 19, 2017 – Planning Commission approved an application for a special land use for outdoor seating, and a site plan review for alcohol sales with the premise that he could then control the “coolers” coming in and people providing their own adult beverages.

November 21, 2019 – Planning Commission approved a new special land use and site plan review to add food service and clarify previous special land use.

Project Description: The applicant proposes to locate the restored fish shanty from 720 Water Street to a location on the south side of the property at 730 Water Street.

Standards for Approval: The standards of Section 154.064 will apply. These standards are as follows:

(A) All elements of the site plan shall be harmoniously and efficiently organized in relation to topography, the size and type of lot, the character of adjoining property and the type and size of the buildings. The site will be so developed as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this chapter.

Comment: The applicant's architect has been delayed in submitting the final plan, so it is difficult to offer meaningful comments at this time.

(B) The landscape shall be preserved in its natural state, insofar as practical, by removing only those areas of vegetation or making those alterations to the topography which are reasonably necessary to develop the site in accordance with the requirements of this chapter.

Comment: There is no landscape to preserve, and very little vegetation. Therefore planning commission may find that this standard is met.

*(C) The site plan shall provide reasonable visual and sound privacy for all dwelling units located **therein**. Fences, walks, barriers and landscaping shall be used, as appropriate, to accomplish these purposes.*

Comment: There are no dwelling units proposed for this site. The shanty itself should provide some visual and sound privacy for the adjacent property. Therefore planning commission may find that this standard is met.

(D) All buildings or groups of buildings shall be arranged so as to permit necessary emergency vehicle access as required by the Fire Department.

Comment: All buildings are accessible. Therefore, the Planning Commission may find that this standard is met.

(E) There shall be provided a pedestrian circulation system which is separated from the vehicular circulation system. In order to ensure public safety, special pedestrian measures, such as crosswalks, crossing signals and other such facilities may be required in the vicinity of schools, playgrounds, local shopping areas and other uses which generate a considerable amount of pedestrian traffic. All federal, state and local barrier free requirements shall be met.

Comment: The applicant is requesting that the City install a public sidewalk adjacent to the property. Therefore Planning Commission may find that this standard is met.

(F) The arrangement of public or common ways for vehicular and pedestrian circulation shall be connected to existing or planned streets and pedestrian or bicycle pathways in the area. Streets and drives which are part of an existing or planned street pattern serving adjacent development shall be of a width appropriate to the traffic volume they will carry and shall have a dedicated right-of-way equal to that specified in the city's land use plan.

Comment: The applicant is requesting that the City install a public sidewalk adjacent to the property. Therefore planning commission may find that this standard is met.

(G) All streets shall be developed in accordance with city specifications, unless developed as a private road.

Comment: NA

(H) Appropriate measures shall be taken to ensure that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system. Provisions shall be made to accommodate storm water, prevent erosion and the formation of dust. The use of detention/retention ponds may be required. Surface water on all paved areas shall be collected at intervals so that it will not obstruct the flow of vehicular or pedestrian traffic, create puddles in paved areas or create erosion problems.

Comment: There will be little to no change to storm water drainage, Therefore, the Planning Commission may find that this standard is met.

(I) All loading and unloading areas and outside storage areas, including areas for the storage of trash, which face or are visible from residential districts or public thoroughfares, shall be screened by an opaque wall or landscaped screen not less than six feet in height. (See §§ [154.142](#) through [154.144](#)).

Comment:

(J) Exterior lighting shall be arranged so that it is deflected away from adjacent properties and so that it does not impede the vision of traffic along adjacent streets. Flashing or intermittent lights shall not be permitted.

Comment:

(K) In approving the site plan, the Planning Commission may recommend that a bond or other financial guarantee of ample sum be furnished by the developer to ensure compliance for such requirements as drives, walks, utilities, parking, landscaping and the like (see § [154.173](#)).

Comment: The project is small enough in nature and not likely to create adverse impacts on the neighboring properties. Therefore staff does not recommend a bond requirement for this project.

Recommendation: Staff can recommend approval to add the moved fish shanty to the site at 730 Water Street. If the Planning Commission finds that the standards are met, the following motion may be used:

I hereby move to (approve/deny) the application to add the fish shanty to the site at 730 Water Street as shown on the attached application. The above comments as discussed are to be incorporated into the record and are adopted as part of our findings of fact.



Site Plan Review Application

LOCATION INFORMATION APPLICATION NUMBER _____ - _____

Address 730 Water St Parcel Number _____

APPLICANTS INFORMATION

Name John Sharor Address / PO Box 740 Lake St
City Saugatuck State Mi Zip 49453 Phone 616-638-1744
Interest In Project owner / Tenant E-Mail John.Sharor@retroboatrentals.com
Signature [Signature] Date 12/21/20

OWNERS INFORMATION (IF DIFFERENT FROM APPLICANTS)

Name Josh Harrington Address / PO Box 4778 12414 Ave
City Fennville State Mi Zip 49408 Phone _____

I hereby authorize that the applicant as listed above is authorized to make this application for proposed work as my agent and we agree to conform to all applicable laws and regulations of the City of Saugatuck. I additionally grant City of Saugatuck staff or authorized representatives thereof access to the property to inspect conditions, before, during, and after the proposed work is completed.

Signature [Signature] Date 12-21-20

CONTRACTORS/ DEVELOPERS INFORMATION (UNLESS PROPOSED WORK IS TO BE DONE BY THE PROPERTY OWNER)

Name TBD Contact Name _____
Address / PO Box _____ City _____
State _____ Zip _____ Phone _____ Fax _____
License Number _____ Expiration Date _____

PROPERTY INFORMATION

Depth _____ Width _____ Size _____ Zoning District _____ Current Use _____

Check all that apply:
Waterfront Historic District Dunes _____ Vacant _____

PROJECT DESCRIPTION (ATTACH MORE SHEETS IF NECESSARY)

Relocate Fish Shanty 14'x26' to 730 Water St
(Attached)



Site Plan Review Application



Site Plan Review Application

Application # _____

(6) How will the arrangement of public or common ways for vehicular and pedestrian circulation be connected to existing or planned streets and pedestrian or bicycle pathways in the area? Will streets and drives which are part of an existing or planned street pattern serving adjacent development be of a width appropriate to the traffic volume they will carry and shall have a dedicated right-of-way equal to that specified in the City's land use plan?

Side walk connection requested

(7) How will all streets be developed in accordance with city specifications, unless developed as a private road?

City Engineer to approve

(8) How will appropriate measures be taken to ensure that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system? Will provisions be made to accommodate storm water, prevent erosion and the formation of dust? The use of detention/retention ponds may be required. Surface water on all paved areas shall be collected at intervals so that it will not obstruct the flow of vehicular or pedestrian traffic, create puddles in paved areas or create erosion problems.

Raising cement to mitigate street flooding

(9) How will all loading and unloading areas and outside storage areas, including areas for the storage of trash, which face or are visible from residential districts or public thoroughfares, shall be screened by an opaque wall or landscaped screen not less than six feet in height? (See §§ 154.142 through 154.144).

Screened and on site plan

(10) How will exterior lighting be arranged so that it is deflected away from adjacent properties and so that it does not impede the vision of traffic along adjacent streets? Flashing or intermittent lights shall not be permitted.

low voltage outdoor lighting

OFFICE USE ONLY:

Application Complete _____ Paid _____ Date Paid _____

Notice Sent _____ Resident Notification _____ Hearing Date _____

Notes: _____



Site Plan Review Application

Application # _____

- Location and dimensions of all access drives, including driveway dimensions, pavement markings, traffic-control signs or devices, and service drives;
- Exterior lighting showing area of illumination and indicating the type of fixture to be used.
- Elevations of proposed buildings drawn to an appropriate scale shall include:
 1. Front, side and rear views;
 2. Heights at street level, basement floor level, top of main floor, top of building, and if applicable, height above water level; and
 3. Exterior materials and colors to be used.
- Location, if any, of any views from public places to public places across the property;
- Location, height and type of fencing; and
- The name and address of the person and firm who drafted the plan, the seal of the professional responsible for the accuracy of the plan (licensed in the state) and the date on which the plan was prepared.

STANDARDS FOR APPROVAL (SECTION 154.062)

Please respond to each of the following questions by explaining how the proposed development will meet the standards for site plan approval:
 *note: not all questions will apply for all requests.

- (1) How will the elements of the site plan shall be harmoniously and efficiently organized in relation to topography, the size and type of lot, the character of adjoining property and the type and size of the buildings? Will the site will be so developed as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this chapter? AN Building
to meet w/ current zoning requirements

- (2) How will the landscape be preserved in its natural state, insofar as practical, by removing only those areas of vegetation or making those alterations to the topography which are reasonably necessary to develop the site in accordance with the requirements of this chapter? NONE

- (3) How will the site plan provide reasonable visual and sound privacy for all dwelling units located therein? How will fences, walks, barriers and landscaping shall be used, as appropriate, be used to accomplish these purposes? zoned commercial

- (4) How will all buildings or groups of buildings be arranged so as to permit necessary emergency vehicle access as required by the Fire Department? street parking

- (5) How will there be provided a pedestrian circulation system which is separated from the vehicular circulation system. In order to ensure public safety, special pedestrian measures, such as crosswalks, crossing signals and other such facilities may be required in the vicinity of schools, playgrounds, local shopping areas and other uses which generate a considerable amount of pedestrian traffic? (All federal, state and local barrier free requirements shall be met.) _____
sidewalk connection requested and will be included in forthcoming site plan

Historic Fish Shanty Project

Phase One Interpretive Graphics



Building footprint approx. 14 x 26 feet

A

B

C

D


E

EXTERIOR GRAPHICS

- A: Story of the Shanty and Marvin “Demi” Demerest**
3 feet wide by 4 feet high – most visible location centered on facade with down light. “Net Menders” supporting panel to recognize donors
- B: Area Map (traces Shanty’s location over time)** 3 feet wide by 4 feet high
- C: Clear glass overhead door for viewing interior displays 24/7**
- D: “Squeezed Out”-- The End of the Commercial Fishing Era.**
3 feet wide by 4 feet high
- E: Story of the Harrington Boat House.**
3 feet wide by 4 feet high


Historic Fish Shanty Project


Phase One Interpretive Graphics



COMMERCIAL FISHING IN
SAUGATUCK & DOUGLAS

THE DEMEREST SHANTY






Frank Sewers shows off a sturgeon with the shanty in the background

The Demerest Shanty

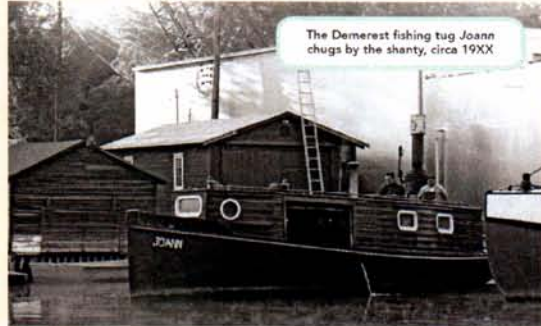
Originally owned by Reuben (Rubi) Sewers, this shanty was the home port of commercial fisherman Marvin "Demi" Demerest. Demi used the shanty to clean and pack fresh-caught fish for regional fish markets and restaurants. A smoke house and (another structure) was added to the site. Need family input here. Xernam expero te none in con conseteaquam volutem quis es qu asitae andendit doles es vendit entandis et orniet arci et eum hicabore vero piti dolorum ut la volores ematur, vullabore ipsandi tatiuntios rem digenini, audtae rciunt.

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Through the years, the Demerest Shanty has inspired artists.



The Demerest fishing tug Joann chugs by the shanty, circa 19XX

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SAUGATUCK-DOUGLAS HISTORY CENTER

Learn more at
www.MySDHistory.org

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This panel sponsored by

SAMPLE Panel: Final text and graphics to be created with the Demerest family

Historic Fish Shanty Project

Phase One Interpretive Graphics



COMMERCIAL FISHING IN
SAUGATUCK & DOUGLAS

THE DEMEREST SHANTY



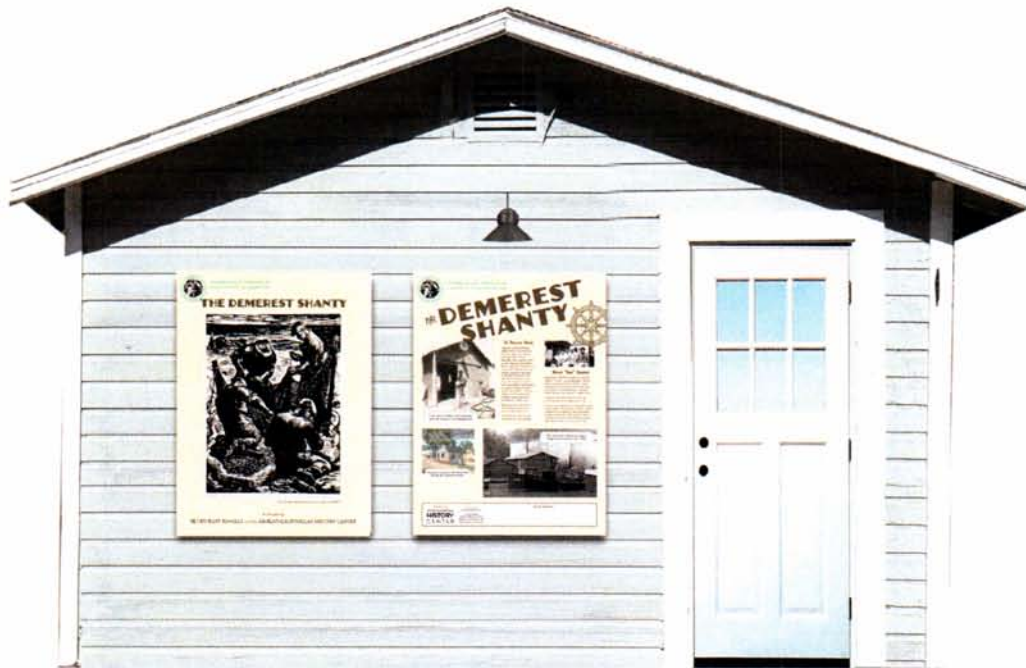
The Four Netmenders by (artists name) courtesy of the SDHC

A tribute by
RETRO BOAT RENTALS and the **SAUGATUCK-DOUGLAS HISTORY CENTER**

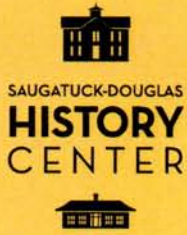
Thank you to the Demerest family, the Harrington family, Sean Steel of the Star of Saugatuck, organizations that provided grants (list) and the sponsors who have funded the individual interpretive panels.

Historic Fish Shanty Project

Phase One Interpretive Graphics




SAMPLE Panels



Historic Fish Shanty Project

Phase One Interpretive Graphics



COMMERCIAL FISHING IN
SAUGATUCK & DOUGLAS

THE HARRINGTON BOAT HOUSE

The Harringtons

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Photo caption goes here



Reborn as a Research HQ

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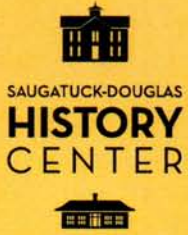
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Baldhead Park or the Old
School House in Douglas


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SAMPLE Panel: Final text and graphics to be created with the Harrington family



Historic Fish Shanty Project

Phase One Interpretive Graphics



COMMERCIAL FISHING IN SAUGATUCK & DOUGLAS

NAVIGATIONAL MAP 1919

1

Fishtown and the Old Channel

The site of Saugatuck-Douglas' first commercial activity. More text here.

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2

Original Shanty Site

When originally owned by Reuben (Rube) Sowers, the Dimecrest shanty stood where Coughlin Park is today. Consequis debitat explisti omnim ratia sitet qui que nim nos expla non eum ut accae lis ut andis id ulla lum exceatet molupta volor sit, to digniet ex exerovit aut eosam quia sit, cor as esai am, susciae consedit et fugitiat inlupa nam qui nos volupta tionequ

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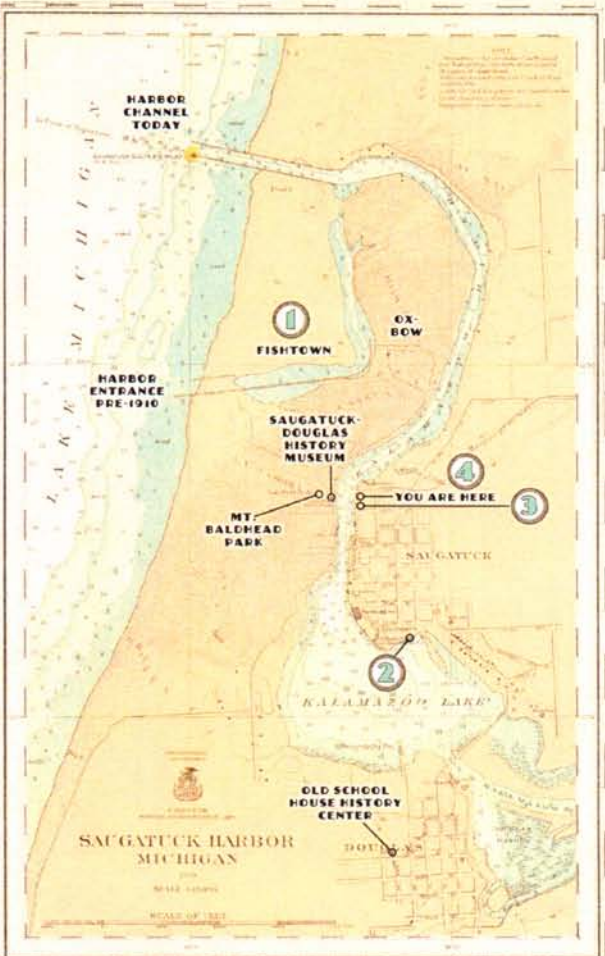
Shanty Site 19xx to 2020

In the 1900s the shanty was moved to this location at XXX Water Street. For the next X years, commercial fisherman Marvin "Darn" Dimecrest used the shanty to clean and pack fresh-caught fish for regional fish markets and restaurants. A smoke house and (another structure) was added to the site.

4

Shanty Site Today

In 2020, this last remaining fishing shanty was in danger of being torn down. Thanks to a partnership between the Dimecrest family, Sean Steel of the Star of Saugatuck and (include names of?) Retro Boat Rentals, the Shanty was moved to this location to tell the story of commercial fishing in Saugatuck-Douglas.



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SAMPLE Panel

Historic Fish Shanty Project

Phase One Interpretive Graphics



**COMMERCIAL FISHING IN
 SAUGATUCK & DOUGLAS**

SQUEEZED OUT


*What Happened to All The
 Commercial Fishermen?*

Invasive Species Damage Lake Michigan's Fishery

Six Lamprey destroyed native Lake Trout population. Lacking a predator, invasive Alewife populations exploded. Smelly beaches. Coho salmon introduced. Axim estia nonest laut pro lya re, nias perroriam voluptaQuis milluptatis archiliquam quo tem is quamusa dandae. Et labore nobis debet mod mi, se as prora excessit, veliqui od tates exrenam in conecum quid magnimi binimusam qui egesturik, officia ut ad bla eoseume nimuseptem, te necab ipam faccum iam omus aut qui quatatem nos si si afficpasm, et aut hict quo tempora vidostum facepe commodia voluptatur? Nies andit et, nias moltipaciect aute carum quondier uptatur mi, vellat. Inis nos autametur maxim aut adicobore.


Decline in High Value Species Cuts Profitability


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The Final Blow: Increasing Restrictions

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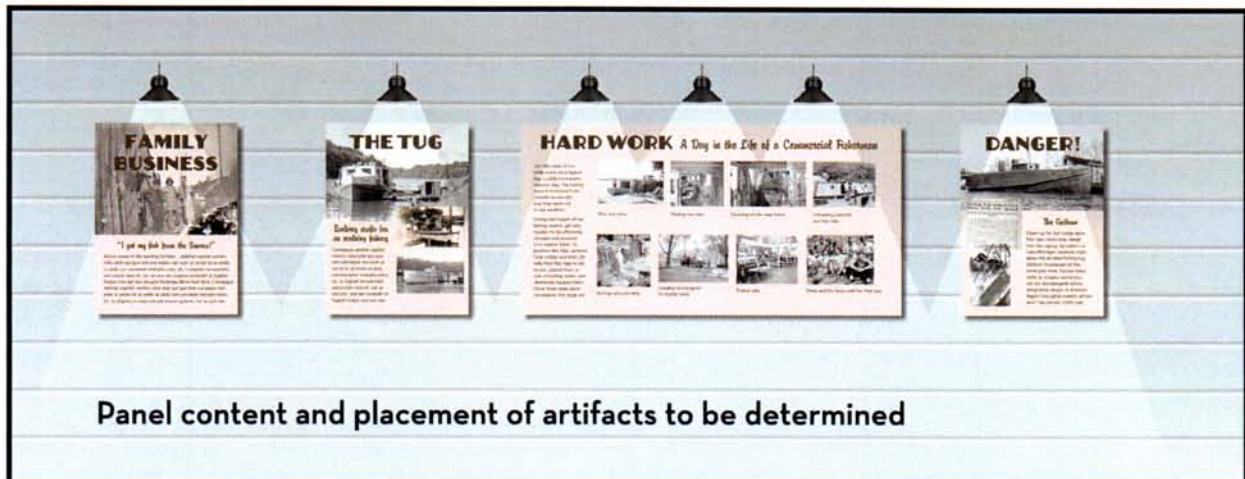
This panel sponsored by

SAMPLE Panel

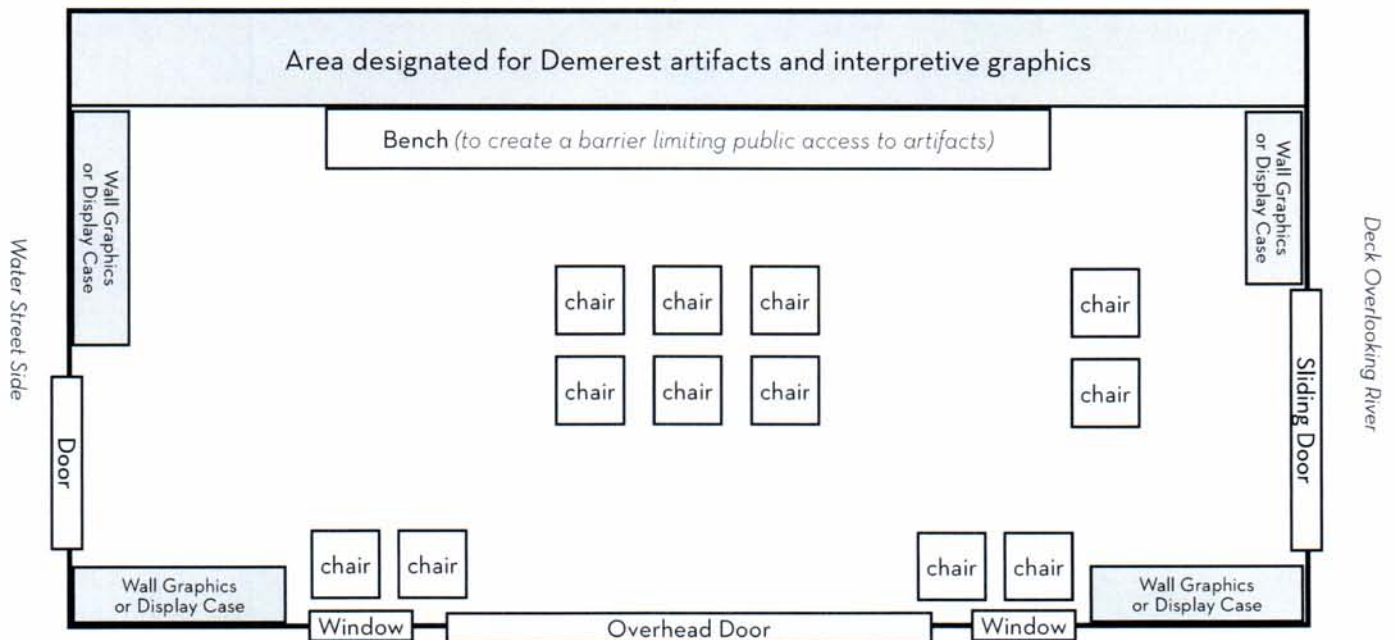
Historic Fish Shanty Project

Phase One Interpretive Graphics

Inside the Shanty: Possible Layout of Interpretive Graphics



Floor plan assumes windows on this Dewey-facing side of building will be covered. Plan not to scale.



Retro Boats Rentals will furnish the space with suitable chairs that visitors can arrange as fits their needs. The space will only be open during Retro Boats normal hours but visitors can peek through the overhead door 24/7.

Lighting can be "industrial" fixtures, as shown, or spotlights attached to rafters/ceiling.



Artifacts will be incorporated, once they are known. Hazards to children, like netting, can be hung high or from the ceiling.

Historic Fish Shanty Project

Phase One Interpretive Graphics

TIMELINE

November 23	Determine project scope: what artifacts will be included and size/ quantity of panels to be produced. Request quotes for printing/ shipping of panels.
December 7	First draft panel review.
January 25	Revised (2nd draft) panel review
February 8	Final graphics to proofreader, final review and production
February 22	Panel graphics to printer
TBD	Shanty moved to site
March 29	Panels delivered to site
April 1:	Exhibit install on site



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MCL 15.264

SAUGATUCK PLANNING COMMISSION 2021 SCHEDULE OF MEETINGS

Saugatuck Planning Commission meetings are held at Saugatuck City Hall, 102 Butler Street, Saugatuck, MI 49453 at 7:00 p.m. on the 3rd Thursday of each month unless otherwise noted.

January 21, 2021

February 18, 2021

March 18, 2021

April 15, 2021

May 20, 2021

June 17, 2021

July 15, 2021

August 19, 2021

September 16, 2021

October 21, 2021

November 18, 2021

December 16, 2021