



# CITY OF SAUGATUCK HISTORIC DISTRICT COMMISSION

September 2, 2021, 6:00 PM  
Saugatuck City Hall  
102 Butler Street

1. Call to Order/Roll Call:

2. Agenda Changes/Additions/Deletions:

3. Approval of Minutes:

A. Minutes of regular meeting held on July 1, 2021

4. Unfinished Business: None

5. New Business:

- A. **44 Water Street – small cell tower**
- B. **400 Culver Street – new marquee sign**
- C. **40 Butler Street – new open two story patio**
- D. **820 Holland Street – place generator**
- E. **820 Holland Street – replace front steps**

6. Administrative Approvals & Updates:

7. Communication:

8. Public Comments: *(Limit 3 minutes)* In the event we need to go back to Zoom meetings, (meeting ID 269-857-2603) Select “unmute” mic in the Zoom interface and speak your name to be recognized or press \*6 if you are calling in by phone to unmute your phone to speak.

9. Commission Comment:

10. Adjourn:

*The Saugatuck Historic District Commission has the responsibility to regulate the construction, demolition, and improvements to the exterior of structures in the historic district. The intent is to; safeguard the heritage of the City of Saugatuck, to protect the architecture and local village character of the City, to foster civic beauty, and to promote the use of historic districts for the education, pleasure, and welfare of the residents, visitors, and general public.*

## **NOTICE**

Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact Saugatuck City Hall at 269-857-2603 or [padley@saugatuckcity.com](mailto:padley@saugatuckcity.com) for further information.

City of Saugatuck Historic District Commission  
Proposed Regular Meeting Minutes  
July 1, 2021 - 6:00 PM  
Saugatuck City Hall 102 Butler Street

Due to COVID-19 the meeting was held virtually via Zoom technology.

**Call to Order/Roll Call:** Chairman Straker called the meeting to order at 6:00 pm.

**Present:** Straker, Lewis, Cannarsa, Pannozzo, Paterson

**Absent:** Leo, Davenport

**Others Present:** Cindy Osman - Zoning Administrator,

**Agenda Changes/Additions/Deletions:** None

**Approval of Minutes of the regular meeting of June 3, 2021:** A motion was made by Lewis, 2nd by Paterson, to approve the meeting minutes of June 3, 2021 as presented. Upon roll call vote the motion carried unanimously.

**Public Comments:** None

**Unfinished Business:** None

**New Business:**

**A. 890 Simonson Drive – New single family home**

Michael Sullivan presented his application for a Certificate of Appropriateness for a new single family home. The Commission determined that it was compatible with the site, and the neighborhood. A motion was made by Straker, 2<sup>nd</sup> by Paterson, with windows to be awning or casement Marvin modern or equivalent, and the garage door to be flat panel without windows, and the cement board be flat, not stamped. Upon roll call, the motion carried unanimously.

**B. 900 Lake Street – Convert garage to conference space**

Pete Shashagway applied for a Certificate of Appropriateness to convert the existing garage to a conference space. The commission determined that changes to the exterior were to close off the garage door and install a passenger door. Upon motion by Straker supported by Lewis, with the condition that the entire side of the building would have new siding. Upon roll call the motion carried unanimously.

**C. 841 Holland – Enclose open porch.**

Mr. Kongreki applied for a Certificate of Appropriateness. A motion was made by Lewis, 2<sup>nd</sup> by Cannarsa to approve the application on this house under construction to enclose the open porch. Upon roll call, the motion carried unanimously.

**Administrative Approvals & Updates:**

**Public Comment:** None

**Commission Comment:**

**Adjourn:** A motion was made by Lewis, 2nd by Paterson, to adjourn the meeting at 6:27 pm. Upon roll call vote the motion carried unanimously.

Respectfully Submitted,

Padley Gallagher  
City Clerk



**MEMORANDUM**

**TO:** Historic District Commission  
City of Saugatuck

**FROM:** Cindy Osman  
Zoning Administrator  
Kate White  
Intern

**DATE:** August 25, 2021

**RE:** **Application PSC2101; 44 WATER ST**

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CHAILLE TOWER CONSULTANTS is requesting approval for the installation of a Small cell tower for Verizon Wireless per plans and application in the ROW.

**Background:** Ord. 190826-1 passed on August 26, 2019, which enables the City of Saugatuck to regulate small cell facilities. CHAILLE TOWER CONSULTANTS has applied to construct a small cell facility on 44 WATER ST

**Standards:** Section 116.06 under the City of Saugatuck's Codes of Ordinances would apply. It states the following...

**§ 116.06 DESIGN PARAMETERS.**

*The following minimal design parameters shall apply to small cell wireless facilities, utility poles and wireless support structures in the city's public rights-of-way:*

(D) The following design and concealment measures shall apply to the co-location of any small cell wireless facility or utility pole in an historic, residential, or downtown district:

(1) Equipment on a supporting structure may not exceed an aggregate width of four feet (centered on pole) and shall be secured a minimum of ten feet from the ground surface or 18 feet where equipment may overhang the back of curb line. Ground level equipment or shelters are not permitted.

(2) Small cell wireless facilities shall be located no closer than 18 inches from an existing sidewalk/face of curb or 18 inches from a proposed future sidewalk/face of curb location.

(3) Small cell wireless facilities shall be located no closer than ten feet from any driveway.

(4) Small cell wireless facilities shall be located in line with a side lot line and not in front of a residence.

(5) Unless otherwise required by the Federal Communications Commission (FCC), the Federal Aviation Administration (FAA), or applicable codes poles shall either maintain a galvanized silver, gray or concrete finish or, subject to any applicable standards of the FAA, FCC or such codes, be painted a neutral color so as to reduce visual obtrusiveness.

(6) At all pole sites related equipment shall use materials, colors, textures, screening, and landscaping that will blend the facilities to the natural setting and environment to the extent reasonably practical.

(7) All poles shall be of monopole design and construction unless the city approves an alternate design. Disguising or stealthing poles is encouraged.

(8) Subject to the design parameters set forth above, a small cell wireless facility shall not be installed or collocated within 600 feet of an existing small cell wireless facility installed or collocated by the same wireless provider, except that microcell facilities as defined by the Act shall not be within 300 feet of an existing microcell facility installed or collocated by the same wireless provider. Shrouded pole equipment for concealment of all communication facility components shall be the default design for utility poles located within the right-of-way. Screening and/or camouflage may be required based on the location of the proposed wireless facility. A proposed facility may not obstruct the clear vision area of any intersection, obstruct pedestrian movement, interfere with traffic signals, or cause damage to trees or light poles.

(9) Any such requirements shall not have the effect of prohibiting any wireless provider's technology.



NODE #16822

102 WATER STREET (ESTIMATED)  
SAUGATUCK, MICHIGAN 49453

(FINAL ADDRESS TO BE ISSUED BY MUNICIPALITY)

THE PROJECT CONSISTS OF THE INSTALLATION AND OPERATION OF PROPOSED ANTENNAS, SMALL CELL EQUIPMENT AND ASSOCIATED UTILITIES ON A PROPOSED VERIZON WIRELESS UTILITY POLE LOCATED WITHIN THE PUBLIC RIGHT-OF-WAY.

**PROJECT DESCRIPTION**

**SITE COORDINATES:**

LATITUDE: 42° 39' 17.91" N  
42.654975°  
LONGITUDE: 86° 12' 17.53" W  
-86.204869°  
GROUND ELEVATION: 587.20

POLE LOCATION LAND OWNERSHIP:  
PUBLIC R.O.W.

**PROJECT SUMMARY**

**SURVEYOR:**

NAME: MIDWESTERN CONSULTING, L.L.C.  
ADDRESS: 3815 PLAZA DRIVE  
CITY, STATE, ZIP: ANN ARBOR, MICHIGAN 48108  
CONTACT: PATRICK L. HASTINGS, P.S.  
PHONE: (734) 995-0200 FAX: (734) 995-0599

**CIVIL ENGINEER:**

NAME: MIDWESTERN CONSULTING, L.L.C.  
ADDRESS: 3815 PLAZA DRIVE  
CITY, STATE, ZIP: ANN ARBOR, MICHIGAN 48108  
CONTACT: SCOTT G. FISHER, P.E.  
PHONE: (734) 995-0200 FAX: (734) 995-0599

**SITE ACQUISITION CONSULTANT:**

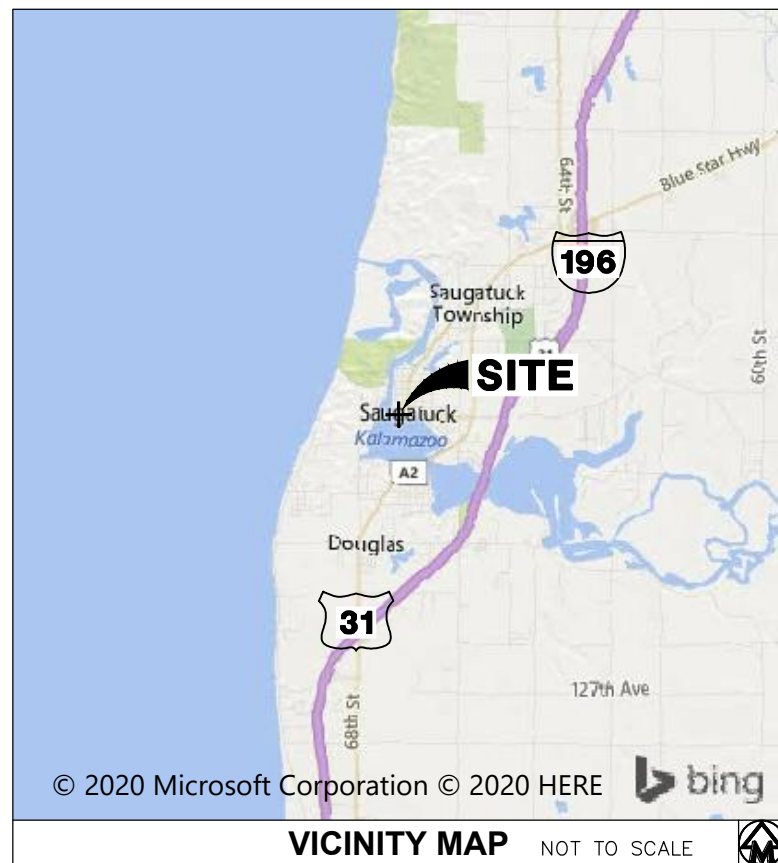
COMPANY: CHAILLE TOWER CONSULTANTS, LLC  
ADDRESS: 216 BARTON AVENUE  
CITY, STATE, ZIP: TERRE HAUTE, INDIANA 47803  
CONTACT: BEN LOW  
PHONE: (317) 417-8630

**PROJECT TEAM**

STRUCTURAL ANALYSIS FOR THE UTILITY POLE, IF REQUIRED, IS TO BE PERFORMED BY OTHERS AND SHALL BE SUBMITTED SEPARATELY FROM THESE PLANS

**STRUCTURAL REVIEW**

**PROPOSED SMALL CELL EQUIPMENT ON PROPOSED VERIZON WIRELESS POLE**



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**VICINITY MAP** NOT TO SCALE



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**LOCATION MAP** NOT TO SCALE

SHEET	DESCRIPTION	REV. DATE
T1	TITLE SHEET	-
T2	GENERAL NOTES	-
C1	SITE PLAN	-
C2	ANTENNA LAYOUT AND POLE ELEVATION	-
C3	ANTENNA MOUNTING DETAILS	-
C4	ANTENNA DETAILS	-
C5	EQUIPMENT DETAILS	-
C6	EQUIPMENT DETAILS	-
E1	UTILITY PLAN	-
E2	ELECTRICAL DETAILS	-
E3	SINGLE LINE DIAGRAM	-

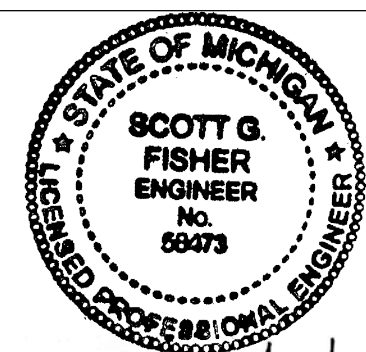
<b>SHEET INDEX</b>	ISSUED FOR: PERMIT	DATE: 02/19/20
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**DO NOT SCALE DRAWINGS**

DRAWING SCALES SHOWN ARE INTENDED FOR 11"x17" DRAWINGS ONLY. ANY OTHER SIZE DRAWING WILL NOT SHOW A CORRECT SCALE.

CONTRACTOR SHALL VERIFY ALL PLANS AND EXISTING DIMENSIONS AND CONDITIONS ON THE JOB SITE AND SHALL IMMEDIATELY NOTIFY THE CIVIL ENGINEERS IN WRITING OF ANY DISCREPANCIES BEFORE PROCEEDING WITH THE WORK OR BE RESPONSIBLE FOR SAME.

**GENERAL CONTRACTOR NOTES**



SCOTT G. FISHER P.E. #58473  
MIDWESTERN CONSULTING, L.L.C.



APPLICANT/LESSEE:  
CELCO PARTNERSHIP  
dba VERIZON WIRELESS  
24242 NORTHWESTERN HIGHWAY  
SOUTHFIELD, MICHIGAN 48075  
PHONE: (248) 915-3000

**verizon**  
NODE #16822  
CITY OF SAUGATUCK,  
ALLEGAN COUNTY, MICHIGAN

REV. DATE	DESCRIPTION

JOB No. 13187-16822	DATE: 02/19/20
CADD: ARS	ENG: CMW
PM: SGF	TECH: JMB
FILE: CDS-PRELIM\16822_T1	FBF:

**TITLE SHEET**

**T1**  
SHEET 1 OF 11

R:\13187\16822\CA\0\05-PRELIM\16822\_T1.dwg, 2/25/2020 9:31 PM, Scott G. Fisher, None  
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**GENERAL NOTES:**

- THESE NOTES SHALL BE CONSIDERED A PART OF THE WRITTEN SPECIFICATIONS.
- THE WORK SHALL INCLUDE FURNISHING MATERIALS, EQUIPMENT, APPURTENANCES AND LABOR NECESSARY TO COMPLETE ALL INSTALLATIONS AS INDICATED IN THE CONTRACT DOCUMENTS.
- PRIOR TO THE SUBMISSION OF BIDS, THE CONTRACTOR(S) SHALL VISIT THE JOB SITE(S) AND BE RESPONSIBLE FOR ALL CONTRACT DOCUMENTS, FIELD CONDITIONS AND DIMENSIONS AND CONFIRMING THAT THE WORK MAY BE ACCOMPLISHED PER THE CONTRACT DOCUMENTS. ANY DISCREPANCIES ARE TO BE BROUGHT TO THE ATTENTION OF THE IMPLEMENTATION ENGINEER AND ARCHITECT/ENGINEER.
- THE CONTRACTOR SHALL RECEIVE WRITTEN AUTHORIZATION TO PROCEED ON ANY WORK NOT CLEARLY DEFINED OR IDENTIFIED IN THE CONSTRUCTION DOCUMENTS BEFORE STARTING ANY WORK.
- ALL WORK PERFORMED AND MATERIALS INSTALLED SHALL BE IN STRICT ACCORDANCE WITH ALL APPLICABLE CODES, REGULATIONS AND ORDINANCES INCLUDING APPLICABLE MUNICIPAL AND UTILITY COMPANY SPECIFICATIONS.
- THE CONTRACTOR SHALL INSTALL ALL EQUIPMENT AND MATERIALS IN ACCORDANCE WITH THE MANUFACTURER RECOMMENDATIONS. IF THESE RECOMMENDATIONS ARE IN CONFLICT WITH THE CONTRACT DOCUMENTS AND/OR APPLICABLE CODES OR REGULATIONS, REVIEW THE CONFLICT FOR DIRECTION WITH THE IMPLEMENTATION ENGINEER AND ARCHITECT/ENGINEER PRIOR TO PROCEEDING.
- THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR ALL CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES, PROCEDURES AND FOR COORDINATION OF ALL PORTIONS OF THE WORK UNDER THE CONTRACT INCLUDING CONTACT AND COORDINATION WITH THE IMPLEMENTATION TEAM AND WITH THE AUTHORIZED REPRESENTATIVE OF ANY OUTSIDE POLE OR PROPERTY OWNER. (BASE COMMANDER OR AUTHORIZED AGENT).
- THE CONTRACTOR SHALL MAKE NECESSARY PROVISIONS TO PROTECT EXISTING IMPROVEMENTS, PAVING, CURBS, VEGETATION, GALVANIZED SURFACE OR OTHER EXISTING ELEMENTS AND UPON COMPLETION OF THE WORK, REPAIR ANY DAMAGE THAT OCCURRED DURING CONSTRUCTION TO THE SATISFACTION OF EXTENT.
- KEEP THE GENERAL AREA CLEAN, HAZARD FREE AND DISPOSE OF ALL DIRT, DEBRIS, RUBBISH AND REMOVE EQUIPMENT NOT SPECIFIED AS REMAINING ON THE PROPERTY. LEAVE PREMISES IN CLEAN CONDITION DAILY.
- PLANS ARE INTENDED TO BE DIAGRAMMATIC ONLY AND SHOULD NOT BE SCALED UNLESS OTHERWISE NOTED. RELY ONLY ON ANNOTATED DIMENSIONS AND REQUEST INFORMATION IF ADDITIONAL DIMENSIONS ARE REQUIRED.
- THE EXISTENCE AND LOCATION OF UTILITIES AND OTHER AGENCY'S FACILITIES ARE OBTAINED BY A SEARCH OF AVAILABLE RECORDS. OTHER FACILITIES MAY EXIST BEYOND WHAT IS NOTED. CONTRACTOR SHALL VERIFY LOCATIONS PRIOR TO START OF CONSTRUCTION AND USE EXTREME CARE AND PROTECTIVE MEASURES TO PREVENT DAMAGE TO THESE FACILITIES. CONTRACTOR IS RESPONSIBLE FOR THE PROTECTION OF UTILITIES OR OTHER AGENCY'S FACILITIES WITHIN THE LIMITS OF THE WORK, WHETHER THEY ARE IDENTIFIED IN THE CONTRACT DOCUMENTS OR NOT.
- ALL MOUNTING HARDWARE SUCH AS BOLTS, NUTS, LAG SCREWS, CLEVIS, CONDUIT STRAPS, STAPLES, (ANYTHING EXPOSED AND CONNECTING EQUIPMENT TO THE POLE SHALL BE HOT DIPPED GALVANIZED, UNLESS OTHERWISE STATED)

**DEFINITIONS:**

- "TYPICAL" OR "TYP." MEANS THAT THIS ITEM IS VIRTUALLY IDENTICAL ACROSS SIMILAR CONDITIONS. "TYP." SHALL BE UNDERSTOOD TO MEAN "TYPICAL WHERE OCCURS" AND SHALL NOT BE CONSIDERED AS WITHOUT EXCEPTION OR CONSIDERATION OF SPECIFIC CONDITIONS.
- "SIMILAR" MEANS COMPARABLE TO CHARACTERISTICS FOR CONDITION NOTED. VERIFY DIMENSIONS AND ORIENTATION ON PLAN.
- "AS REQUIRED" MEANS AS REQUIRED BY REGULATORY REQUIREMENTS BY REFERENCED STANDARDS, BY EXISTING CONDITIONS, BY GENERALLY ACCEPTED CONSTRUCTION PRACTICE OR BY THE CONTRACT DOCUMENTS.
- "ALIGN" MEANS ACCURATELY LOCATE FINISH FACES OF MATERIALS IN THE SAME PLANE.
- TERM "VERIFY" OR "V.I.F" SHALL BE UNDERSTOOD TO MEAN VERIFY IN FIELD WITH ARCHITECT AND REQUIRES THAT THE CONTRACTOR CONFIRM INTENTION REGARDING NOTED CONDITION AND PROCEED ONLY AFTER RECEIVING DIRECTION.
- WHERE THE WORDS "OR EQUAL" OR WORDS OF SIMILAR INTENT FOLLOW A MATERIAL SPECIFICATION, THEY SHALL BE UNDERSTOOD TO REQUIRE SIGNED APPROVAL OF ANY DEVIATION TO SAID SPECIFICATION PRIOR TO CONTRACTOR'S ORDERING OR INSTALLATION OF SUCH PROPOSED EQUAL PRODUCT.
- FURNISH: SUPPLY ONLY, OTHERS TO INSTALL. INSTALL: INSTALL ITEMS FURNISHED BY OTHERS. PROVIDE: FURNISH AND INSTALL.

**PROJECT SPECIFIC NOTES:**

- THIS SET IS PROVIDED TO ILLUSTRATE THE EXPECTED SCOPE OF DRAWINGS, QUALITY OF DRAWINGS AND EXTENT GRAPHIC STANDARDS. NOTES ARE FOR A&E CONTRACTOR REFERENCE TO HELP CLARIFY THE SCOPE. ADDITIONAL DRAWINGS MAY BE REQUIRED TO MEET THE REQUIREMENTS OF A GIVEN BASE. ALL EXAMPLES SHOWN ARE FOR REFERENCE ONLY AND ANY NOTES, DETAILS, CALCULATIONS OR OTHER WORK NEEDS TO BE COMPLETED OR CONFIRMED BY THE CONTRACTOR GENERATING THE DRAWINGS IN CONSTRUCTION DOCUMENTS.
- THIS SET IS TO BE PRINTED AT 11" x 17". IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO CONFIRM THIS SIZE IS ACCEPTABLE BY THE BASE AND TO PROVIDE A LARGER STANDARD SIZE IF REQUIRED.
- IT IS THE RESPONSIBILITY OF THE GENERAL CONTRACTOR TO CONFIRM ALL WORK SHOWN IS IN COMPLIANCE WITH BASE AND FEDERAL CODES. DRAWINGS SHOWN WITHIN THIS SET ARE SAMPLES AND MAY NOT REFLECT ALL OF THE REQUIRED ELEMENTS, CLEARANCES OR OTHER ITEMS OF ASSEMBLIES NEEDED TO BE CODE COMPLIANT IN THE PARTICULAR MUNICIPALITY THE NODE IS LOCATED WITHIN.

**GROUND CONSTRUCTION NOTES:**

- 120/240V POWER REQUIRED FOR 3-WIRE SERVICE.
- ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH FEDERAL STANDARDS AND REGULATIONS AS WELL AS NEC.
- CALL MICHIGAN ONE CALL 72 HOURS PRIOR TO EXCAVATING AT (800) 482-7171.
- ALL LANDSCAPING TO BE RESTORED TO ORIGINAL CONDITION OR BETTER.
- ALL EQUIPMENT TO BE BONDED.
- METERING CABINET (IF INSTALLED) REQUIRES 3' CLEARANCE AT DOOR OPENING.

**STANDARD GROUNDING NOTES:**

- GROUND TESTED AT 25 OHMS OR LESS.
- 5/8" x 10' RODS, CAD WELD OR UL LISTED DIRECT BURY CLAMP BELOW GRADE.
- #6 GROUND AND BOND WIRE, UNLESS OTHERWISE NOTED.
- MOLDING, STAPLED EVERY 1' AND AT EACH END.
- GROUND RODS 18" FROM POLE.
- AT LEAST TWO GROUNDS TO BE INSTALLED WITH MAXIMUM SEPARATION BETWEEN GROUND RODS.

**STANDARD CONDUIT NOTES:**

- FOR UNDERGROUND CONDUIT AND ABOVE GRADE RISERS USE SCHEDULE 40.
- IF DIRECTIONAL BORING, PLACE SDR-11 GRAY CONDUIT PER TABLE ON SHEET E1 FOR UNDERGROUND POWER APPLICATIONS.
- IF TRENCHING, PLACE SCH 40 CONDUIT PER TABLE ON SHEET E1 FOR UNDERGROUND POWER APPLICATIONS.
- RISERS TO BE ATTACHED TO POLE WITH STANDARD STRAPS AND LAG SCREWS.
- RISER STRAPS TO BE INSTALLED EVERY 5'.
- CONDUIT UNDER 1" MAY BE ATTACHED WITH GROUND WIRE MOLDING STAPLES.
- ALL CONDUIT WILL BE PROOFED WITH A MANDREL AND EQUIPPED WITH PULL ROPE OR MULE TAPE.

**UTILITY POLE CONSTRUCTION NOTES:**

- NO BOLT THREADS TO PROTRUDE MORE THAN 1/2".
- FILL ALL HOLES LEFT IN POLE FROM REARRANGEMENT OF CLIMBERS.
- ALL CLIMB STEPS NEXT TO CONDUIT SHALL HAVE EXTENDED STEPS.
- CABLE NOT TO IMPEDE 15" CLEAR SPACE OFF POLE FACE.
- 90' SHORT SWEEP UNDER ANTENNA ARM. ALL CABLES MUST ONLY TRANSITION ON THE INSIDE OR BOTTOM OF ARMS (NO CABLE ON TOP OF ARMS).
- USE CABLE CLAMPS TO SECURE CABLE TO ARMS; PLACE 2" CARRIER ID TAGS ON BOTH SIDE OF ARMS.
- USE 90° CONNECTOR AT CABLE CONNECTION TO ANTENNAS.
- USE 1/2" CABLE ON ANTENNAS UNLESS OTHERWISE SPECIFIED.
- FILL VOID AROUND CABLES AT CONDUIT OPENING WITH FOAM SEALANT TO PREVENT WATER INTRUSION.
- ALL CONDUIT ENTERING THE VERIZON CABINET SHALL BE FILLED WITH DUCT SEAL TO PREVENT RODENT INFILTRATION.

**VERIZON WIRELESS CONSTRUCTION NOTES:**

- CONTRACTOR IS TO FOLLOW THE MOST CURRENT VZW STANDARDS DOCUMENTS PROVIDED TO COMPLETE THIS INSTALLATION.
- CONTRACTOR SHALL COMPLETE VZW PROVIDED "SMALL CELL SWEEP REPORT" WITH ALL INFORMATION FILLED IN ACCURATELY AND COMPLETELY WHEN APPLICABLE.
- CONTRACTOR TO REFER TO THE MOST CURRENT VZW STANDARDS FOR APPROVED "PIM" TEST EQUIPMENT AND GUIDELINES WHEN APPLICABLE.
- THE CONTRACTOR IS TO USE BATTERY POWERED "PIM" EQUIPMENT TO VALIDATE THE FINAL LOCATION OF THE COAXIAL JUMPER AND ANTENNA ARE FREE OF INTERNAL AND EXTERNAL "PIM" SOURCES WHEN APPLICABLE.
- CONTRACTOR SHALL PROVIDE AT LEAST ONE TECHNICAL LEAD THAT IS CERTIFIED AND PROFICIENT IN EXECUTING, INTERPRETING AND RECORDING "PIM" MEASUREMENTS WHEN APPLICABLE.

MIDWESTERN CONSULTING



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 Ann Arbor, Michigan 48108  
 (734) 995-0200  
 www.midwesternconsulting.com  
 Land Development • Land Survey  
 Institutional • Municipal  
 Wireless Communications  
 Transportation • Landfill Services

APPLICANT/LESSEE:

CELCO PARTNERSHIP  
 dba VERIZON WIRELESS  
 24242 NORTHWESTERN HIGHWAY  
 SOUTHFIELD, MICHIGAN 48075  
 PHONE: (248) 915-3000

**verizon**  
 NODE #16822  
 CITY OF SAUGATUCK,  
 ALLEGAN COUNTY, MICHIGAN

REV. DATE

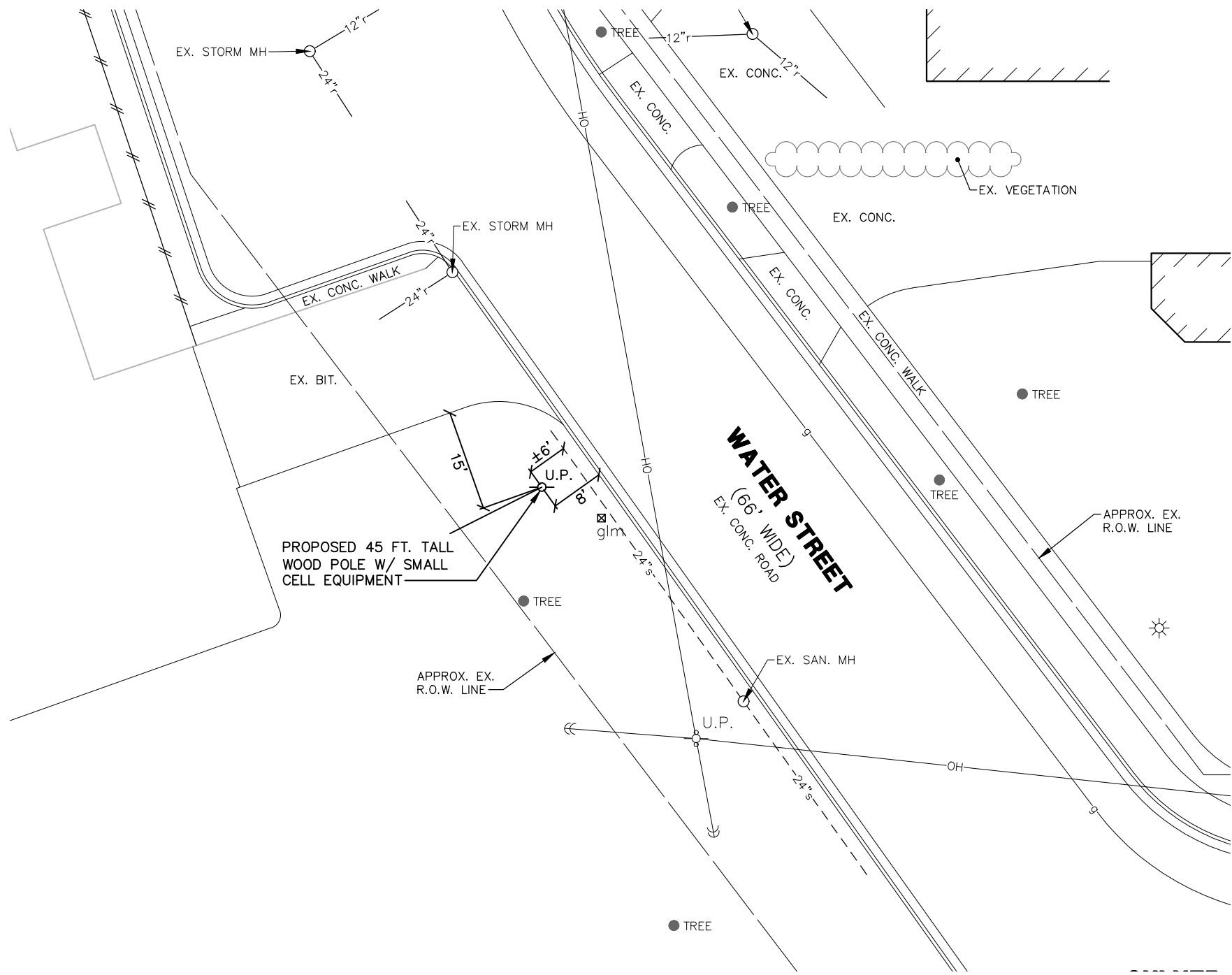
REVISIONS:

JOB No.: 13187-16822  
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 CADD: ARS  
 ENG: CMW  
 PM: SGF  
 TECH:  
 FILE: CDS-PREL\16822\_T2  
 FB#:

**GENERAL NOTES**

**T2**

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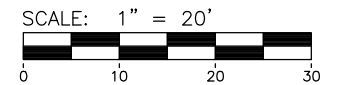


### NOTES

- THIS DRAWING IS BASED ON SITE SURVEY PERFORMED ON 11/04/19 AND SUPPLIED UTILITY MAPS. CONTRACTOR SHALL FIELD VERIFY ALL EXISTING CONDITIONS PRIOR TO COMMENCEMENT OF CONSTRUCTION.
- THE PROPOSED USE DOES NOT REQUIRE FULL OR PART TIME EMPLOYEES AT THE SITE.
- FOR GENERAL SITE WORK NOTES, SEE SHEET T2.
- ALL NORTH ARROWS ON SITE PLANS ARE TRUE NORTH, UNLESS OTHERWISE SPECIFIED.
- RIGHT-OF-WAY LINES SHOWN ARE BASED ON RECORDED PLAT DATA AND FIELD MEASUREMENT.

### LEGEND

—○— U.P.	EXIST. UTILITY POLE
—○— U.P.	EXIST. UTILITY POLE W/ TRANS.
—○— GP	EXIST. GUY POLE
—	GUY WIRE
—⊠—	ELEC. TRANSFORMER
—OH—	EXIST. OVERHEAD UTILITY LINE
—*	EXIST. LIGHT POLE
—t—	EXIST. TELEPHONE LINE
—e—	EXIST. ELECTRIC LINE
—g—	EXIST. GAS LINE
—f.o.—	EXIST. FIBER OPTIC LINE
—w—	EXIST. WATER MAIN
—(H)—	EXIST. HYDRANT
—[ ]—	EXIST. GATE VALVE IN BOX
—[ ]—	EXIST. GATE VALVE IN WELL
—r—○—	EXIST. STORM SEWER
—[ ]—	EXIST. CATCH BASIN OR INLET
—[ ]—	EXIST. BEEHIVE INLET
—s—○—	EXIST. SANITARY SEWER



**MIDWESTERN CONSULTING**  
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(734) 995-0200  
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Land Development • Land Survey  
Institutional • Municipal  
Wireless Communications  
Transportation • Landfill Services

**APPLICANT/LESSEE:**  
CELCO PARTNERSHIP  
dba VERIZON WIRELESS  
24242 NORTHWESTERN HIGHWAY  
SOUTHFIELD, MICHIGAN 48075  
PHONE: (248) 915-3000

**verizon**  
NODE #16822  
CITY OF SAUGATUCK,  
ALLEGAN COUNTY, MICHIGAN

REV.	DATE

<b>JOB No. 13187-16822</b>
DATE: 02/19/20
CADD: ARS
ENG: CMW
PM: SGF
TECH:
FILE: CDS-PRELJM\16822_C1
FB#:

**SITE PLAN**

**C1**



R:\13187\16822\ACAD\05-PREL\16822\_C2.dwg, 2/25/2020 12:12 PM, Colton M. Wallace, R:\\_ldd2\Regulor Med to pac3 Copyright © 2020 Midwestern Consulting L.L.C. All rights reserved. No part of this drawing may be used or reproduced in any form or by any means, or stored in a database or retrieval system, without prior permission of Midwestern Consulting L.L.C.

**NOTE:**  
 CONTRACTOR TO OBTAIN  
 LATEST RFDS FROM VERIZON  
 PRIOR TO CONSTRUCTION.

**NOTES**

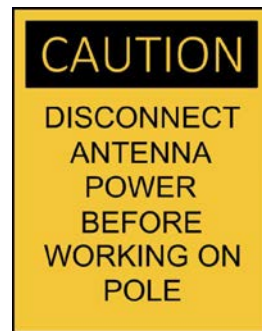
1. PROPOSED MOUNT SHOWN AS PLACEHOLDER. ACTUAL MOUNT SUBJECT TO CHANGE PER POLE OWNER AND VERIZON FUTURE DISCUSSIONS.
2. INSTALL STRAIN RELIEF FOR POWER AND FIBER CABLES AT OR NEAR ANTENNAS.
3. CONTRACTOR SHALL RELOCATE PROPOSED U-GUARD LOCATION AS NECESSARY TO ACCOMMODATE THE LOCATIONS OF THE PROPOSED ANTENNAS.
4. U-GUARD WILL STOP BELOW ANTENNAS AND SHOULD NOT INTERFERE WITH ANTENNA BANDING.
5. U-GUARD MUST BE RACEWAY CAPABLE.



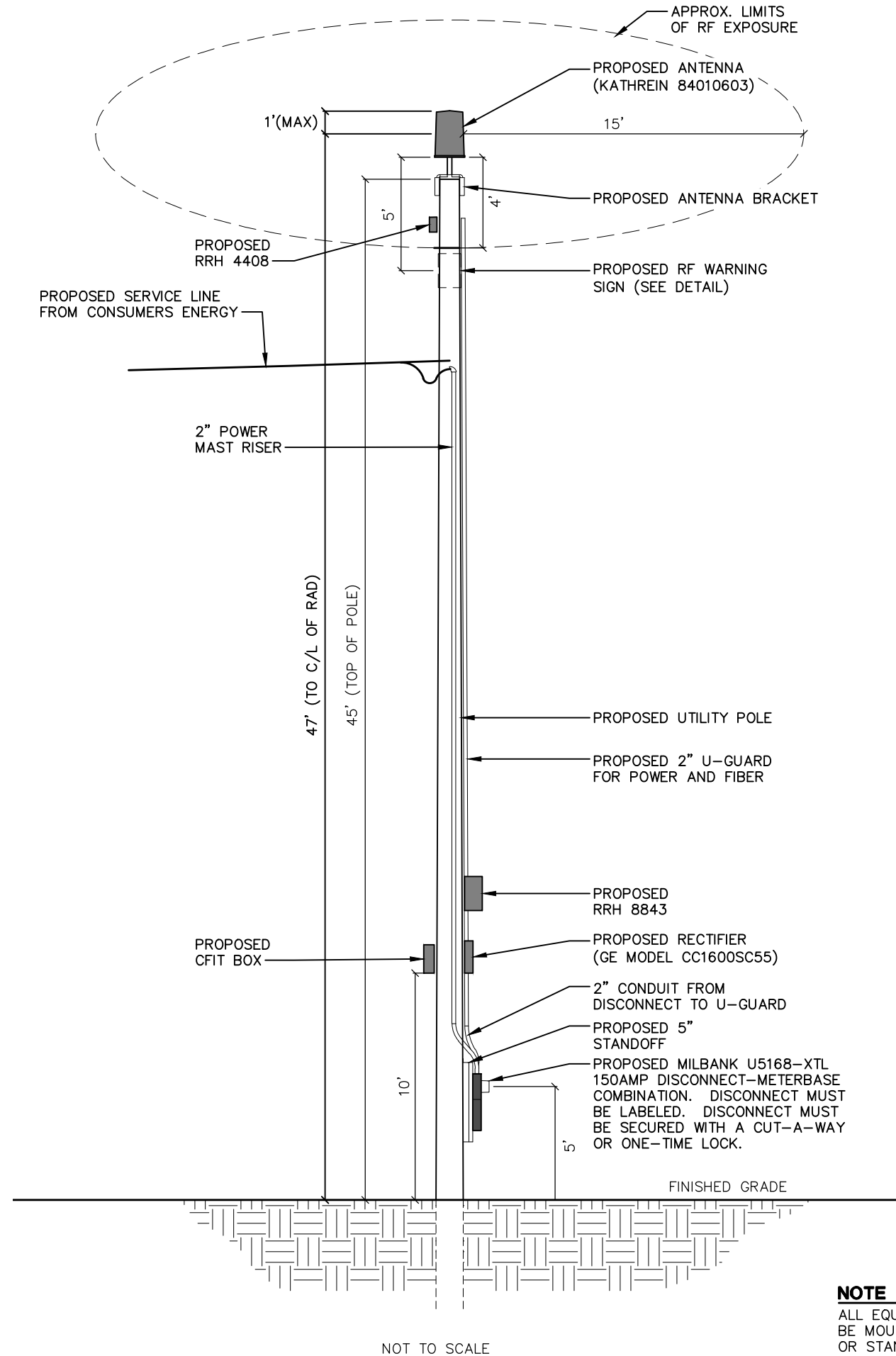
12"x18" SIGN (TWO PER POLE)  
**RF WARNING SIGN**  
 NOT TO SCALE



(INSTALL ON BREAKER PANEL)  
**IN CASE OF EMERGENCY SIGN**  
 NOT TO SCALE



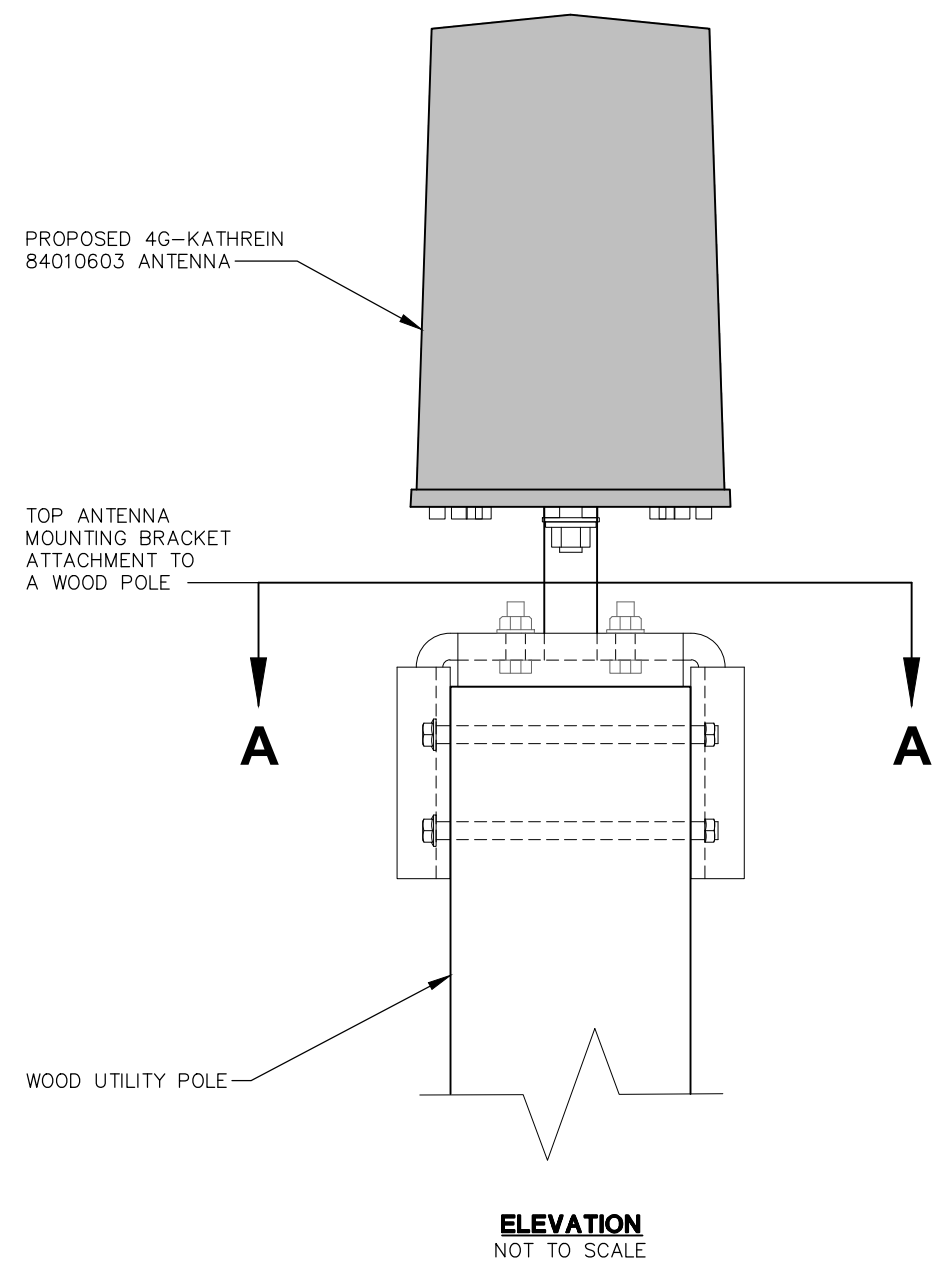
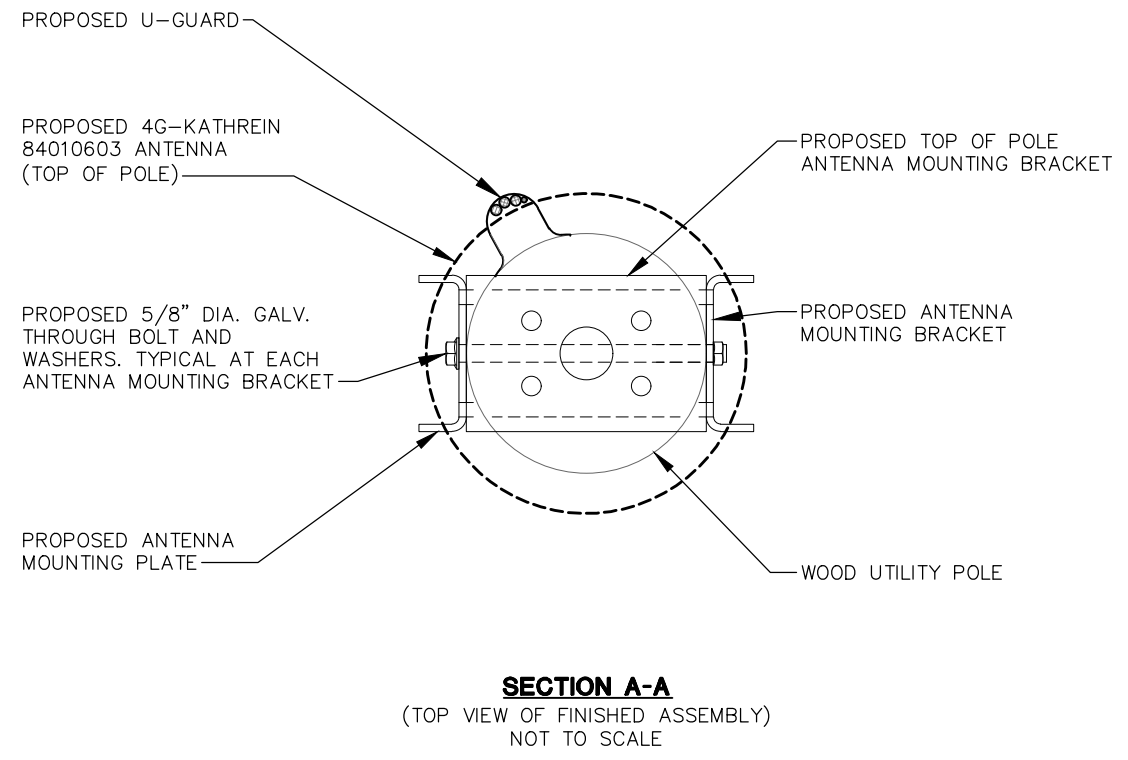
(INSTALL ON BREAKER PANEL)  
**CAUTION ANTENNA SIGN**  
 NOT TO SCALE





**NOTE**  
 ALL EQUIPMENT IS TO  
 BE MOUNTED TO POLE  
 OR STANDOFF.

REV. DATE	REVISIONS

JOB No.	<b>13187-16822</b>
DATE:	02/19/20
CADD:	ARS
ENG:	CMW
PM:	SOF
TECH:	
FILE:	CDS-PREL\16822_C2
FBF:	



**NOTES**  
 1. CONTRACTOR TO ENSURE ALL NESC CLEARANCE REQUIREMENTS ARE MET FROM THE BOTTOM OF THE LOWER MOUNTED ANTENNA.

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 <b>verizon</b> NODE #16822 CITY OF SAUGATUCK, ALLEGAN COUNTY, MICHIGAN	
<b>REV. DATE</b>	
<b>REVISIONS:</b>	
<b>JOB No. 13187-16822</b> DATE: 02/19/20 CADD: ARS ENG: CMW PM: SGF TECH: FILE: CDS-PRELIM\16822_C3 FB#:	
<b>ANTENNA MOUNTING DETAILS</b>	
<b>C3</b>	
SHEET 5 OF 11	



### RADIO 4408



**Technical specification for Radio 4408**

FREQUENCY BANDS	
Bands:	B38A, B40U, B41, B42, B43, B48, B77C
HW CAPACITY	
Carrier capacity:	Up to 6 LTE carriers, Up to 100MHz NR carrier bandwidth
IBW:	Up to 150MHz
MIMO:	Yes, 4T4R
Output power:	4 x 5 W
INTERFACE SPECIFICATIONS	
Antenna ports:	4 x NEX10 (f)
CPRI:	2 x 2.5/5/10 Gbps (exchangeable SFP modules)
Optical indicators:	6
External alarms:	2
Field ground:	1
MECHANICAL SPECIFICATIONS	
Weight:	< 5 kg
Volume:	4 liters including mounting bracket and esthetic front cover HWD=200x200x102mm without protruding HWD=213.5x200x105mm with protruding
Mounting:	Rail, wall and pole mount
ELECTRICAL SPECIFICATIONS	
Power Supply:	-48 VDC or 100 - 250 VAC
ENVIRONMENTAL SPECIFICATIONS	
Normal operating temp.:	-40 °C to +55 °C (cold start at -40 °C)
Relative Humidity:	5 - 100%
Environment:	Outdoor class with IP65

### RADIO 8843 (DUAL BAND) B66A AND B2



**Size and Weight**

Radio 8843 B66A, B2	Height	Width	Depth	Weight
wo protruding items	15 in (380 mm)	13.2 in (335 mm)	9.3 in (235 mm)	70 lbs ( 31.7 Kg)
w protruding items	18 in (455 mm)	13.2 in (335 mm)	9.4 in (240 mm)	

**Capacity and Specifications**

- › 4TX/4RX for 2 bands
- › 8 Antenna ports - separate RF ports
- › Up to 320W RF power shared between 2 bands
  - 4x40W on each band or
  - 4x20W on Band 2 and 4x60W on Band 66A
  - 2x60W on Band 2 and 2x80W on Band 66A
- › Up to 24 carrier and up to 60+70 MHz OBW for LTE
- › 2x 10Gbps CPRI

**Other Specifications**

- › -48 VDC
- › 2x20A fuse (2 power connectors, 3 wire)
- › AISG TMA & RET support
- › Type 4.3-10 RF connectors
- › 2 external alarm
- › IP 65, -40 to +55 °C

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		13187-16822	02/19/20	ARS	CMW	SQF		CDS-PREL\16822_C5	

**EQUIPMENT  
DETAILS**

**C5**

## RECTIFIER GE CC1600SC55



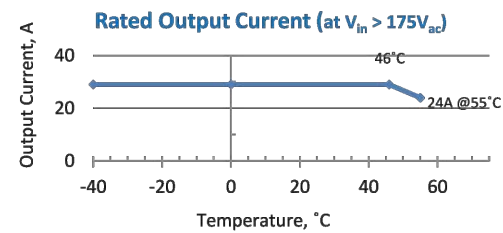
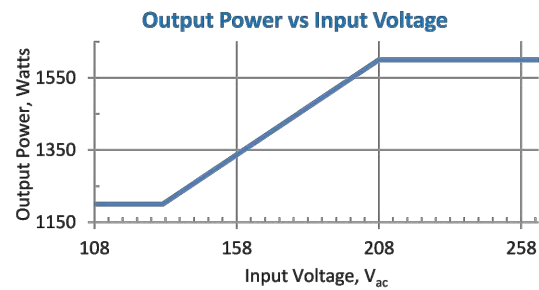
### Electrical Specifications

#### Input Voltage & Output Power

<b>Response to ac input voltage</b>	Operates according to figure, turning on at all $V_{in}$ above $95V_{ac}$ . Output power 1200W < $132V_{ac}$ 1600W > $200V_{ac}$ Output power follows linear path between defined points.
<b>Ac input current</b>	12A @ $120V_{ac}$ 9A @ $208V_{ac}$
<b>Power Factor</b>	0.98 @ loads over 50%
<b>THD</b>	< 5% @ loads over 50%
<b>Harmonics</b>	EN61000-3-2
<b>Frequency</b>	45-66Hz

#### Output

<b><math>V_{out}</math></b>	+42-58V <sub>dc</sub> range Default = 55.5 V <sub>dc</sub>
<b><math>I_{out}</math></b>	22A out @ low input line 29A out @ high input line
<b>Regulation</b>	± 0.5% w/controller, 2% over life load and temperature
<b>Dynamic response</b>	20 to 80% load step settles to less than 1% in 5 ms
<b>Ripple</b>	100 mV <sub>rms</sub> , 250 mV <sub>p-p</sub>
<b>Efficiency</b>	Approaching 96%
<b>Start up</b>	Start up is monotonic
<b>Walk in</b>	Current walk in over 8 to 10 seconds
<b>Overload shutdown</b>	Shuts down with no damage when presented with a 15 milliohm short
<b>Protection</b>	Internally Fused



### Environmental, Compliance & Physical

<b>Operating Ambient Temperature Range</b>	-40°C to +46°C (Output derates 2%/°C beginning at 46°C)
<b>Cooling Method</b>	Natural Convection
<b>Operating Relative Humidity</b>	0 - 95% (non-condensing) for use in a controlled environment
<b>Electromagnetic Compatibility</b>	FCC Part 15, EN 55032 (CISPR32), EN 55035, Level A, GR-1089
<b>Lightning Surge</b>	EN/IEC 61000-4-5 Level 4 (Error free), ANSI C62.41 Category B 100 kHz ring and 1.2/50µs combination waves (6kV damage free)
<b>Agency Certifications*</b>	ANSI/UL60950-1-2014, EN60950-1 2 <sup>nd</sup> ed+A1+A2, CAN/CSA C22.2 No. 60950-1-07 +Am2: 2014, NEBS GR-1089, GR-63-CORE, CE, RoHS6/6, GR-3108 Class 4
<b>Mean Time Between Failure (MTBF)</b>	300k Hours @ 25°C per Telcordia SR-332, Method 1, Case 3
<b>Height x Width x Depth, Weight, Packaged weight</b>	17x9.5x4.4in (432x241x112mm), 20.75 lbs (9.4 kg), 25.75 lbs (11.68 kg)
<b>Mounting</b>	Pole, Wall, Pedestal, Shroud

## HYBRID-TO-THE-ANTENNA (HTTA) BOX



TECHNICAL SPECIFICATIONS	
HEIGHT (PANEL ONLY)	15 in.
DEPTH, BASE (FRONT TO BACK)	5.5 in.
WIDTH	12 in.
WEIGHT	4 lbs.
CONSTRUCTION	RUGGED UL94-5VA GRAY POLYCARBONATE
SUPPORTED FIBER CONNECTOR TYPES	SC, LC or MPO
COMPLIANCE	DESIGNED TO MEET GR-950, GR2898, NEMA 4, IP66
SPLICING CAPACITY	UP TO THREE (3) 4"x6" HINGED SPLICE TRAYS ON FEED FIBER SIDE
BULKHEAD CAPACITY	24 SC ADAPTERS

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CITY OF SAUGATUCK,  
ALLEGAN COUNTY, MICHIGAN

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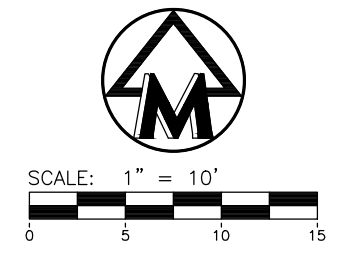
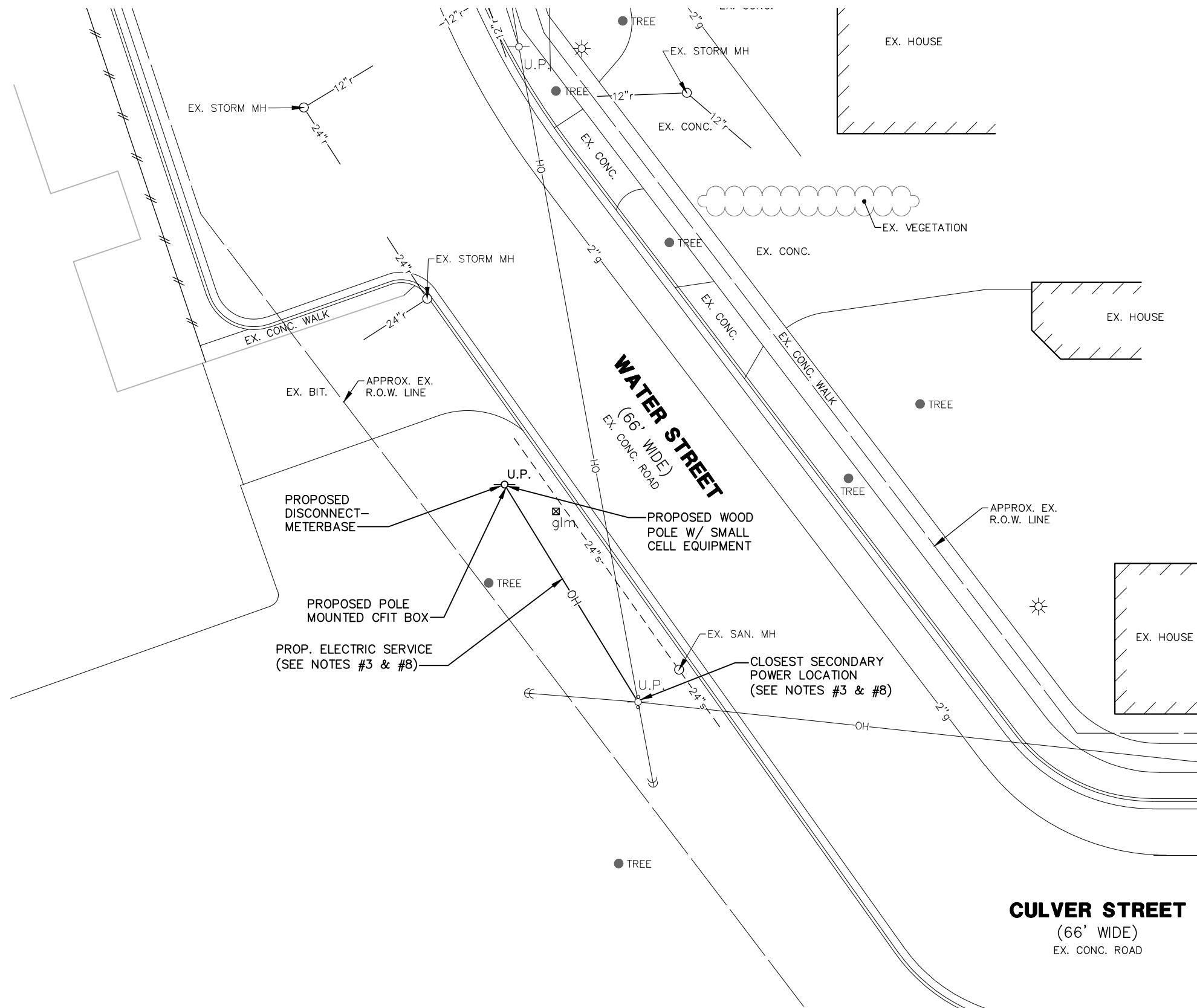
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**EQUIPMENT DETAILS**

**C6**

SHEET 8 OF 11

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- UTILITY NOTES**
1. PROVIDE AND INSTALL WARNING TAPE FOR ELECTRIC SERVICE CONDUIT 12" BELOW GRADE.
  2. ALL CONDUIT SHALL BE PVC SCHD 40 PIPE.
  3. CONTRACTOR SHALL COORDINATE WITH ELECTRIC AND TELEPHONE AND FIBER OPTIC UTILITY COMPANIES FOR SERVICES. PROPOSED SERVICE ROUTES AND EXACT LOCATION SHALL BE COORDINATED WITH RESPECTIVE COMPANY. WORK IS TO BE PERFORMED BY OTHERS.
  4. CONTRACTOR TO PAY ALL FEES FOR SERVICES REQUIRED.
  5. CONTRACTOR TO BE ADVISED THAT EXISTING UNDERGROUND CONDUITS, GROUND CABLES AND OTHER UTILITIES EXIST IN PROJECT AREA. DIG WITH CAUTION.
  6. CONTRACTOR TO VERIFY POWER AND TELCO LB LOCATIONS AND FLEX CONDUIT SIZE AND ROUTING TO THE EQUIPMENT CABINET WITH MANUFACTURER'S DRAWINGS.
  7. INSTALL PULL STRING IN TELCO CONDUIT.
  8. ELECTRIC UTILITY PROVIDER SHALL BE RESPONSIBLE FOR PROVIDING SECONDARY POWER AND CONNECTIONS TO VERIZON SMALL CELL EQUIPMENT AND UTILITY POLE.
  9. STANDARD POWER SUPPLY FOR SMALL CELL NODES IS A 100 AMP, 120/240 VOLT, SINGLE PHASE SERVICE.

**LEGEND**

	EXIST. UTILITY POLE		EXIST. GAS LINE
	EXIST. UTILITY POLE W/ TRANS.		EXIST. FIBER OPTIC LINE
	EXIST. GUY POLE		EXIST. WATER MAIN
	GUY WIRE		EXIST. HYDRANT
	ELEC. TRANSFORMER		EXIST. GATE VALVE IN BOX
	EXIST. OVERHEAD UTILITY LINE		EXIST. GATE VALVE IN WELL
	PROP. OVERHEAD UTILITY LINE		EXIST. STORM SEWER
	EXIST. LIGHT POLE		EXIST. CATCH BASIN OR INLET
	EXIST. TELEPHONE LINE		EXIST. BEEHIVE INLET
	EXIST. ELECTRIC LINE		EXIST. SANITARY SEWER



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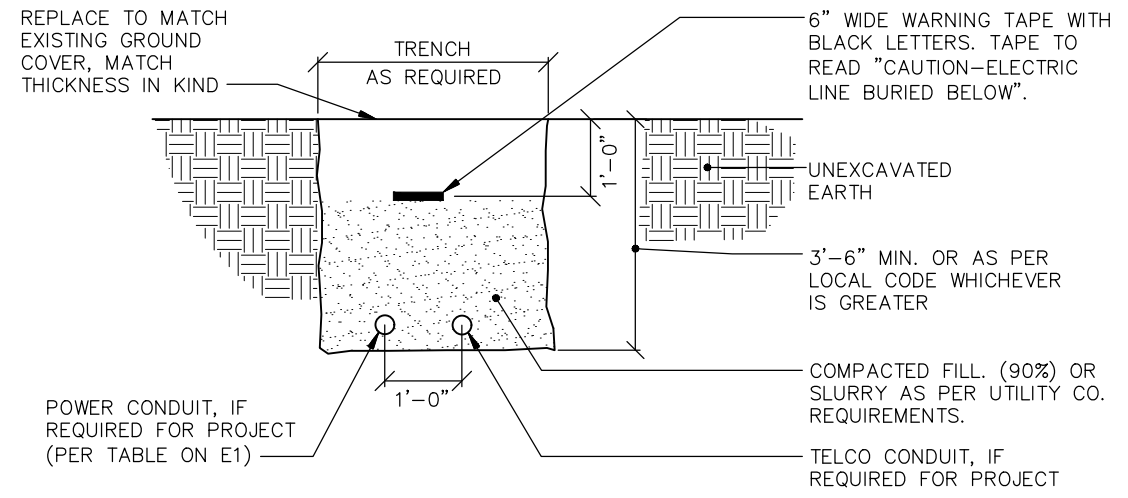
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 FB#:

**UTILITY PLAN**

**E1**

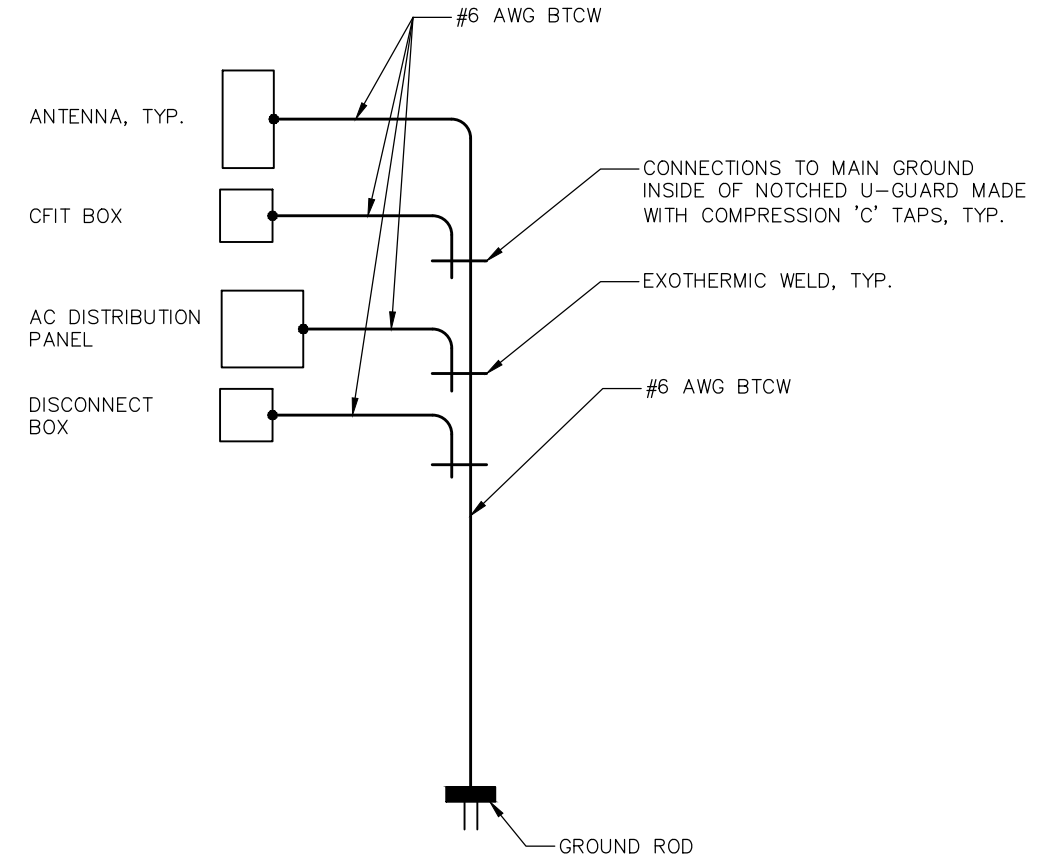
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- NOTES:**
- EXCAVATE TO REQUIRED DEPTH
  - VERIFY ALL TRENCHING REQUIREMENTS WITH SERVING UTILITIES.
  - CALL BEFORE YOU DIG!! CONTACT SERVING UTILITIES
  - TYPICAL SPACING FOR ALL UNDERGROUND CONDUITS

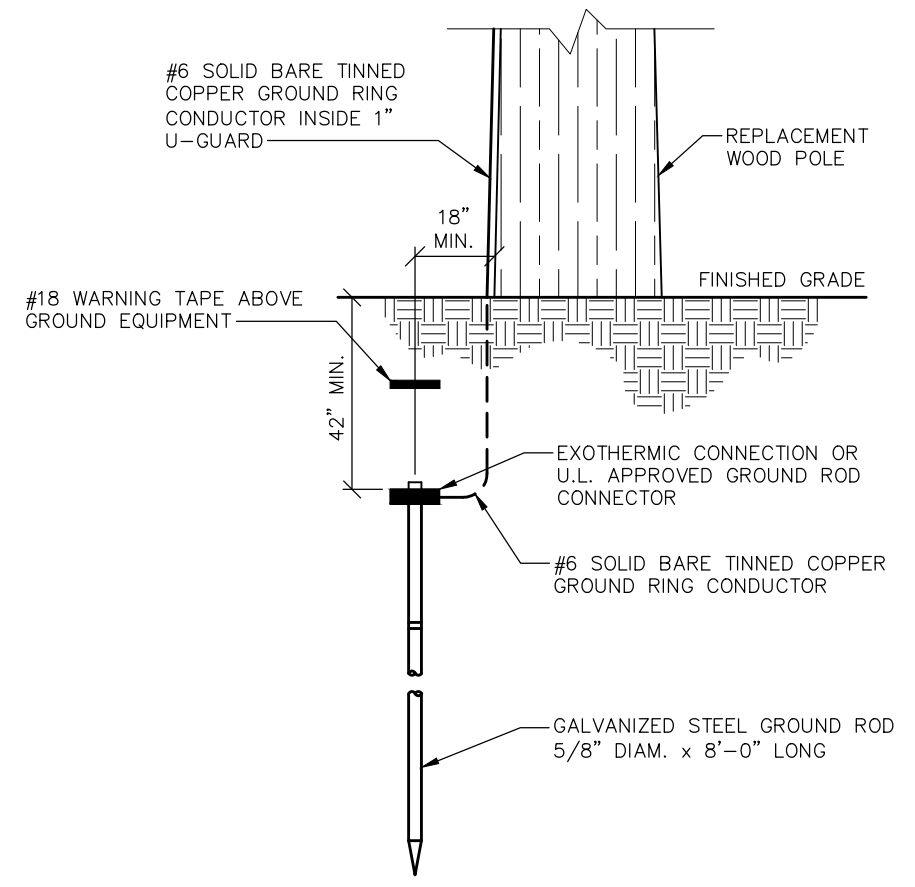
**UTILITY SERVICE TRENCH DETAIL**

**3**



**SINGLE POINT RADIAL GROUND DETAIL**

**1**



**GROUND ROD DETAIL**

**2**

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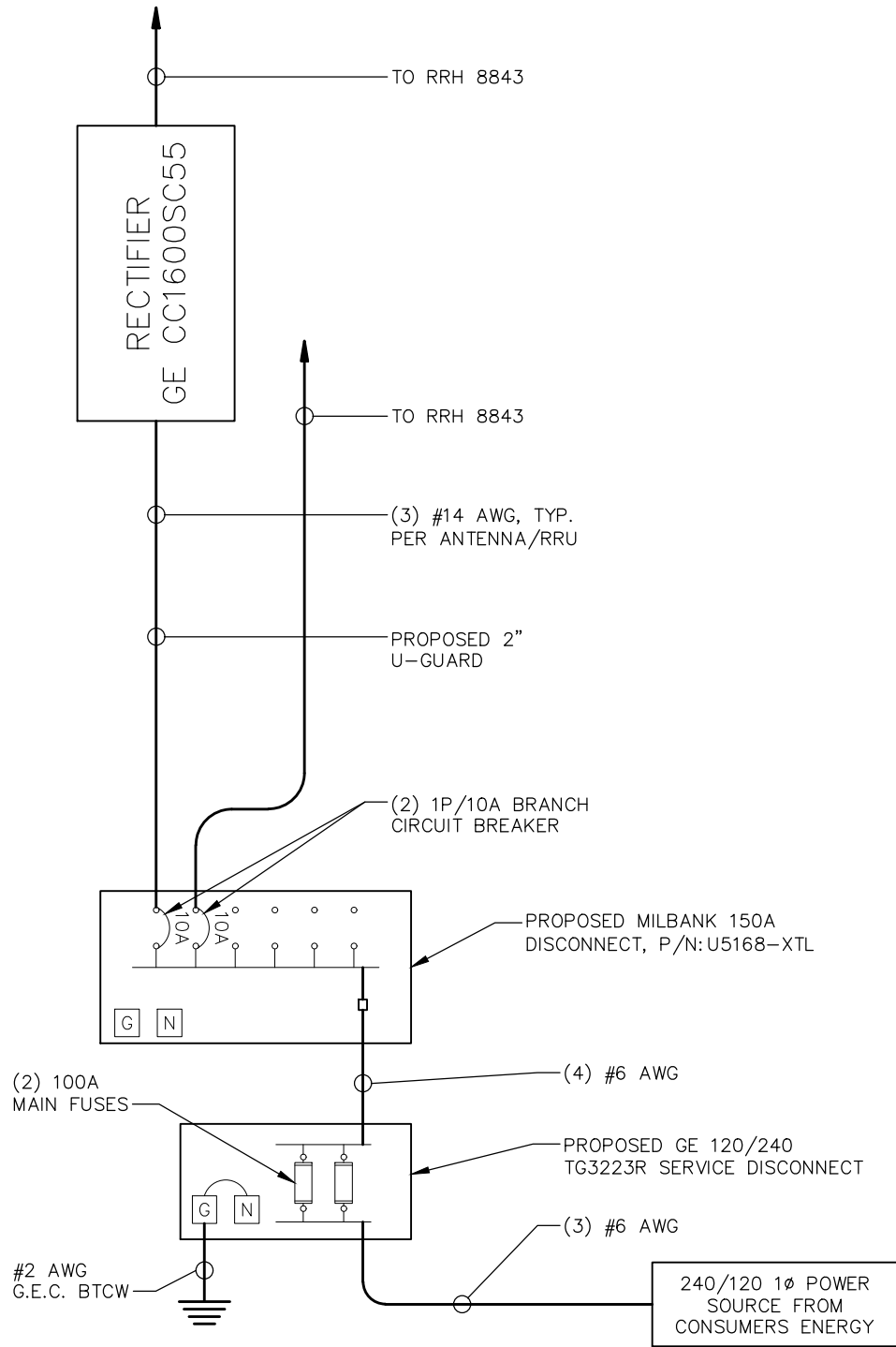
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ELECTRICAL  
DETAILS

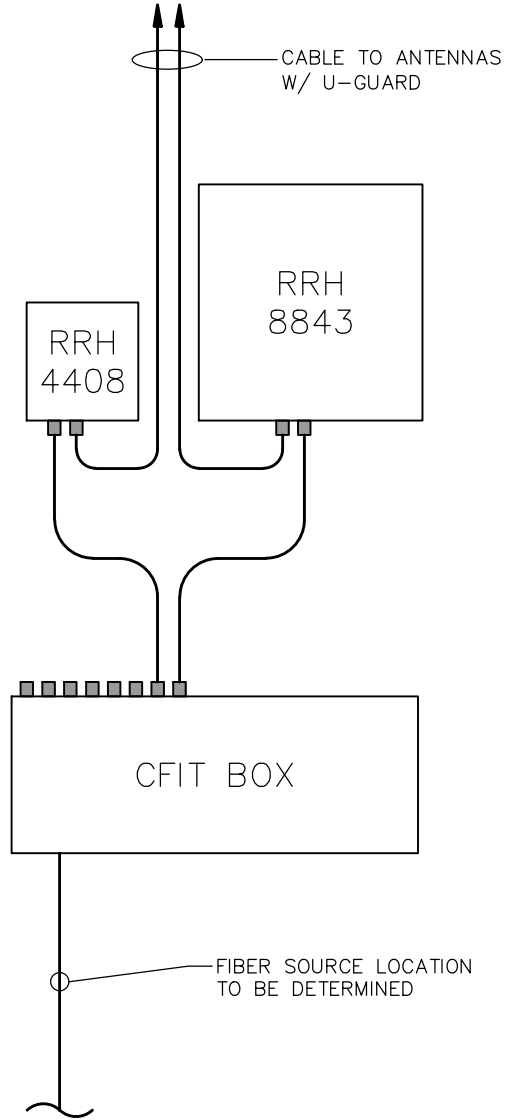
E2

SHEET 10 OF 11

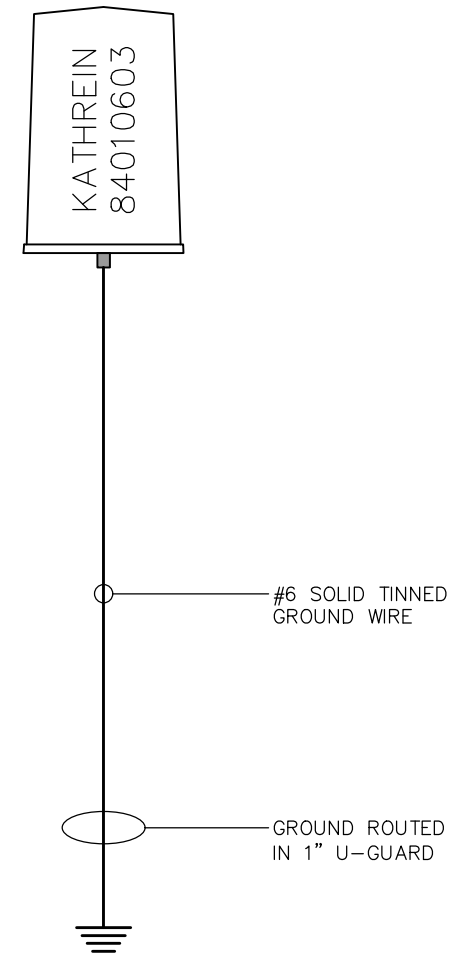
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**POWER ROUTING**



**FIBER ROUTING**



**GROUND ROUTING**



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**SINGLE LINE DIAGRAM**

**E3**





## **EXISTING VIEW #1**



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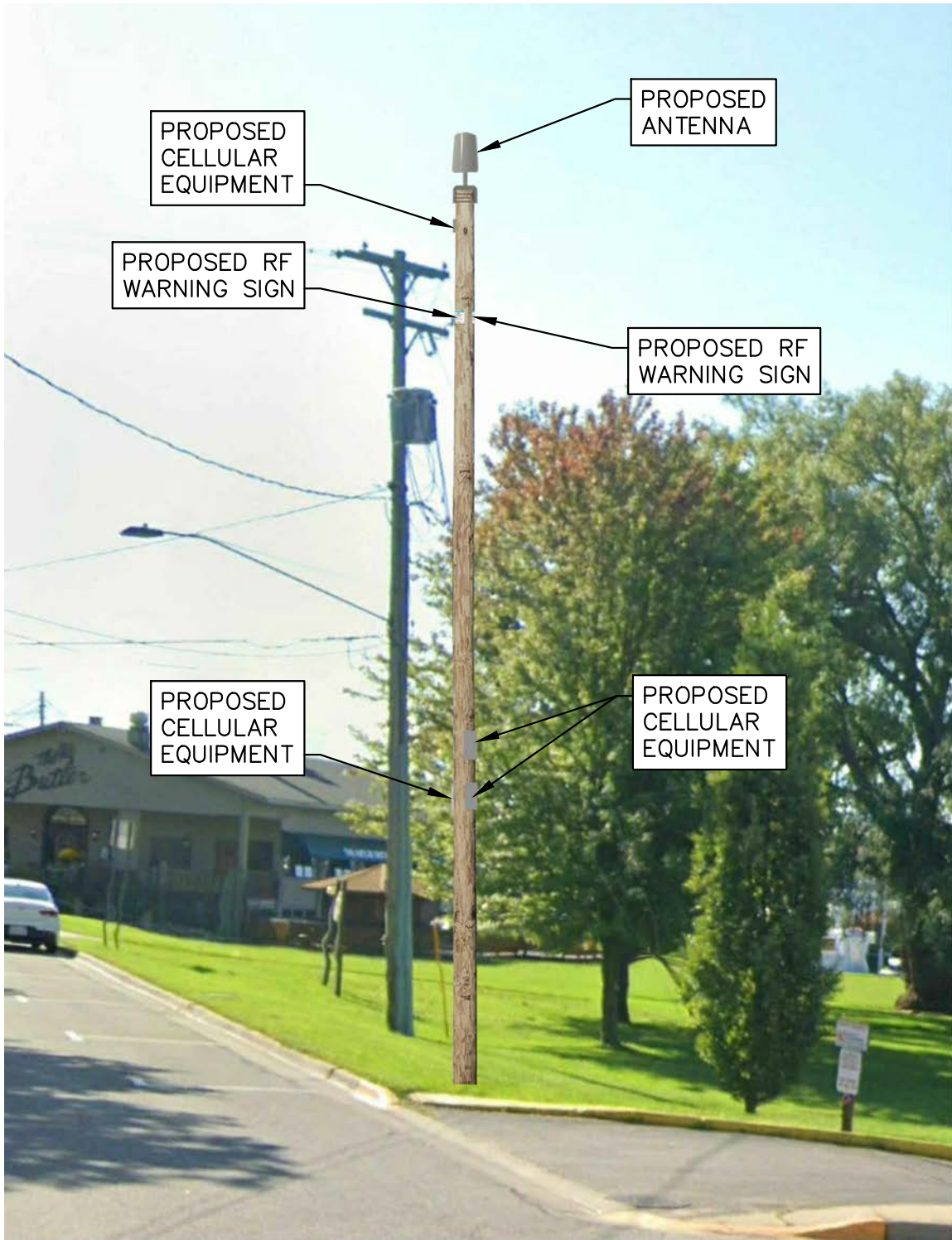
JOB NO.: **13187-16822**

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**CITY OF SAUGATUCK, ALLEGAN COUNTY, MICHIGAN**

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SHEET 1 OF 4



**PROPOSED VIEW #1**



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SHEET 2 OF 4



## **EXISTING VIEW #2**



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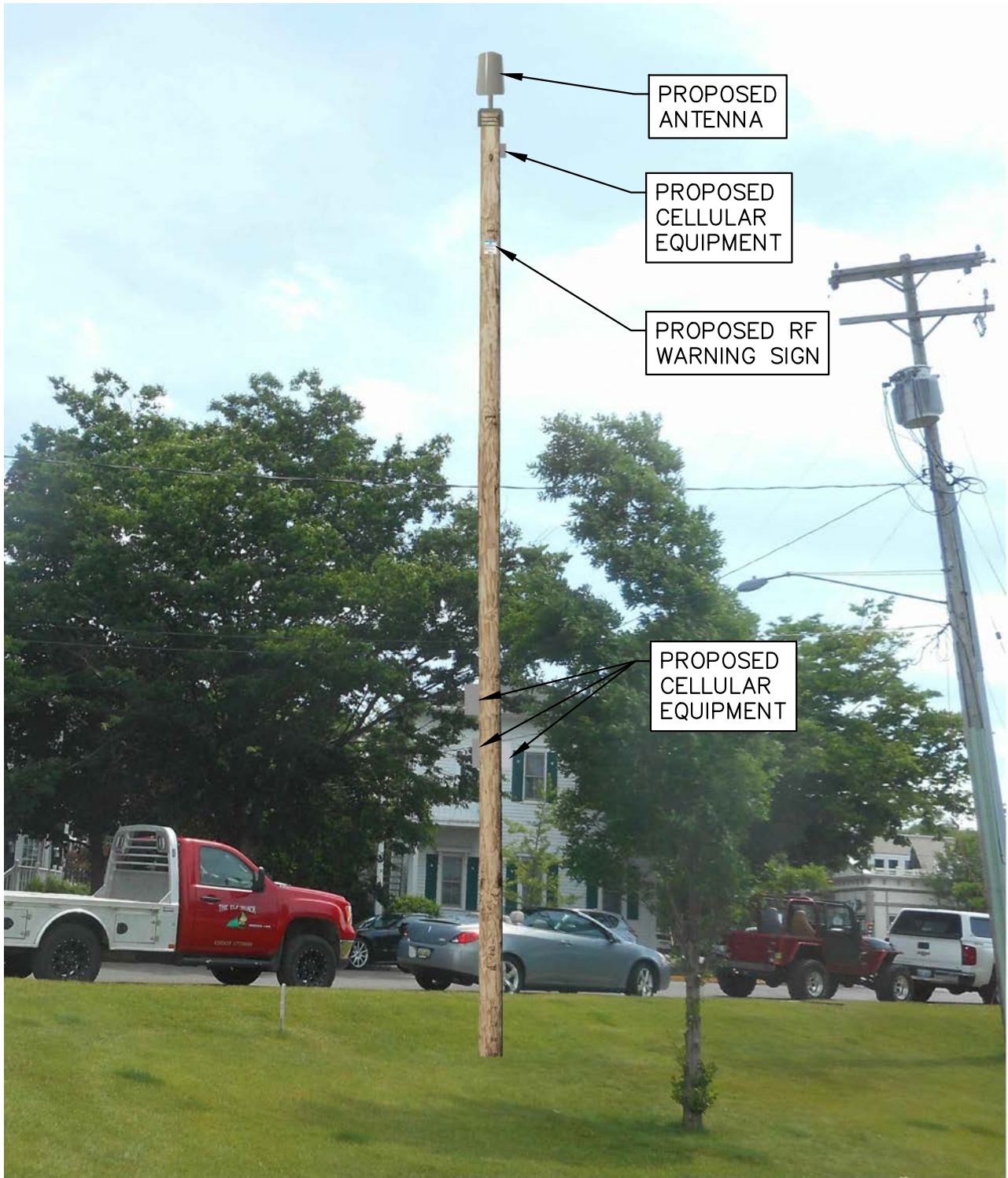
JOB NO.: **13187-16822**

**NODE #16822**

**CITY OF SAUGATUCK, ALLEGAN COUNTY, MICHIGAN**

DATE: 07/10/20

SHEET 3 OF 4



**PROPOSED VIEW #2**



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**CITY OF SAUGATUCK, ALLEGAN COUNTY, MICHIGAN**

DATE: 07/10/20

SHEET 4 OF 4



**MEMORANDUM**

**TO:** Historic District Commission  
City of Saugatuck

**FROM:** Cindy Osman  
Zoning Administrator

**DATE:** August 27, 2021

**RE: Application P-HIS-21024; 400 CULVER ST**

---

SAUGATUCK CENTER FOR THE ARTS INC is requesting approval to replace the marquee sign with an electronic reader board.

**Background:** Lloyd J. Harriss Pie Company was built in the 1950s. Later it became Rich's Pie Factory and closed its doors 1998. Sold to Lakeshore Center for the Arts on September 28, 2000. Built in 1950s then re-designed in 2004, the SCA is one of the most important reminders of the old agricultural economy. The "new" SCA symbolizes the importance of the area's culture. The resource was considered a contributing resource in a 2010 memo from Williams and Works.



**Standards:** If the Commission agrees that the structure is contributing, Section IV, E. of the *Local Guidelines regulating free standing signs would apply. It states the following:*

**E. Free-Standing Signs**

1. Installation/ replacement of all signs, fixed and/ or free-standing may receive administrative approval. (Applicants should note that signs posted in a yard may also be subject to the zoning code.)
2. The size of any free-standing sign should be appropriate to the main structure.
3. Building-mounted signs are addressed in section II.G. of these guidelines.



# Historic District Permit Application

## LOCATION INFORMATION APPLICATION NUMBER \_\_\_\_\_ - \_\_\_\_\_

Address 400 Culver Street

Parcel Number 57-300-165-10130

## APPLICANTS INFORMATION

Name Saugatuck Center for the Arts Address / PO Box 400 Culver Street

City Saugatuck State MI Zip 49453 Phone 269-857-2399

Interest In Project SCA Executive Director E-Mail kristin@sc4a.org

Signature *Kristin Armstrong* Date 7/29/21

## OWNERS INFORMATION (IF DIFFERENT FROM APPLICANTS)

Name \_\_\_\_\_ Address / PO Box \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ 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 \_\_\_\_\_ Date \_\_\_\_\_

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

Name CKC Architect Contact Name Charles Carlson

Address / PO Box PO Box 111 City Douglas

State MI Zip 49406 Phone 616-886-1688 Fax NA

License Number 1301035103 Expiration Date 01/26/2023

## PROPERTY INFORMATION

Depth 264 ft Width 198 ft Size 2.4 Acres Zoning District Cul-Com Current Use A-2

Check all that apply: Waterfront \_\_\_\_\_ Dunes \_\_\_\_\_ Vacant \_\_\_\_\_

## PROJECT DESCRIPTION (ATTACH MORE SHEETS IF NECESSARY)

Installation of a two-sided marquee along Culver Street  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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## HISTORIC DISTRICT REQUIREMENTS (SECTION 152.07)

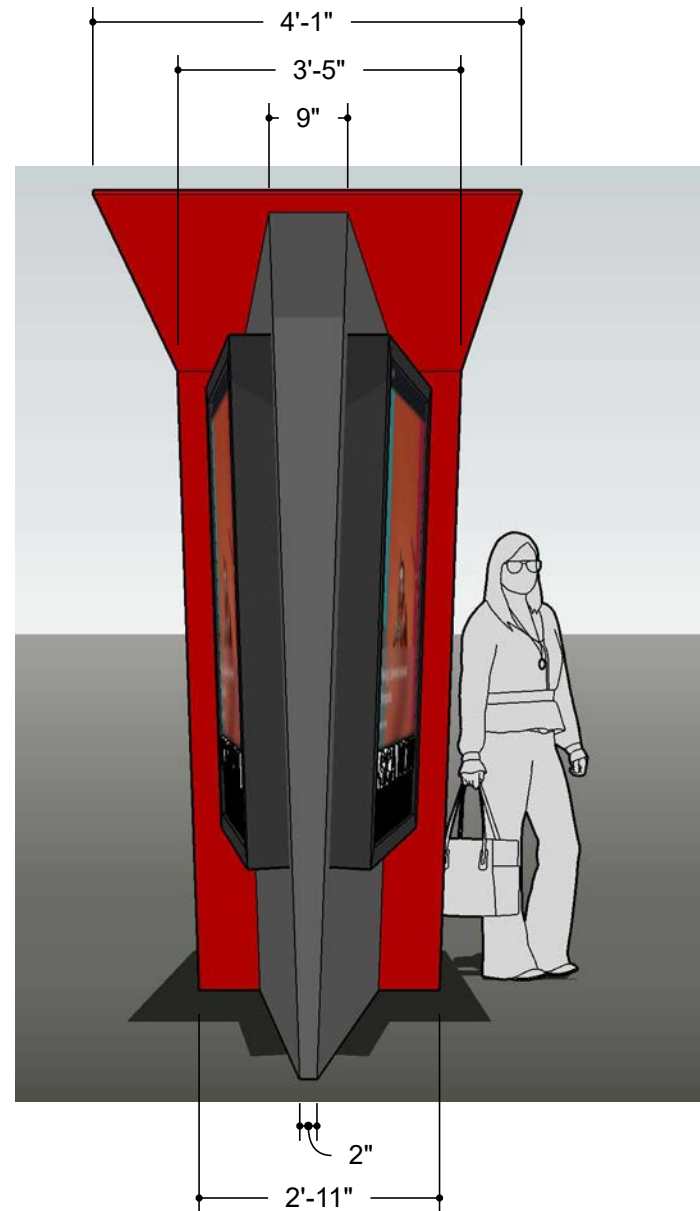
Pursuant to Section 152.07, please attach the following supporting documents when applying for historic district approval if applicable:

Y    N    NA

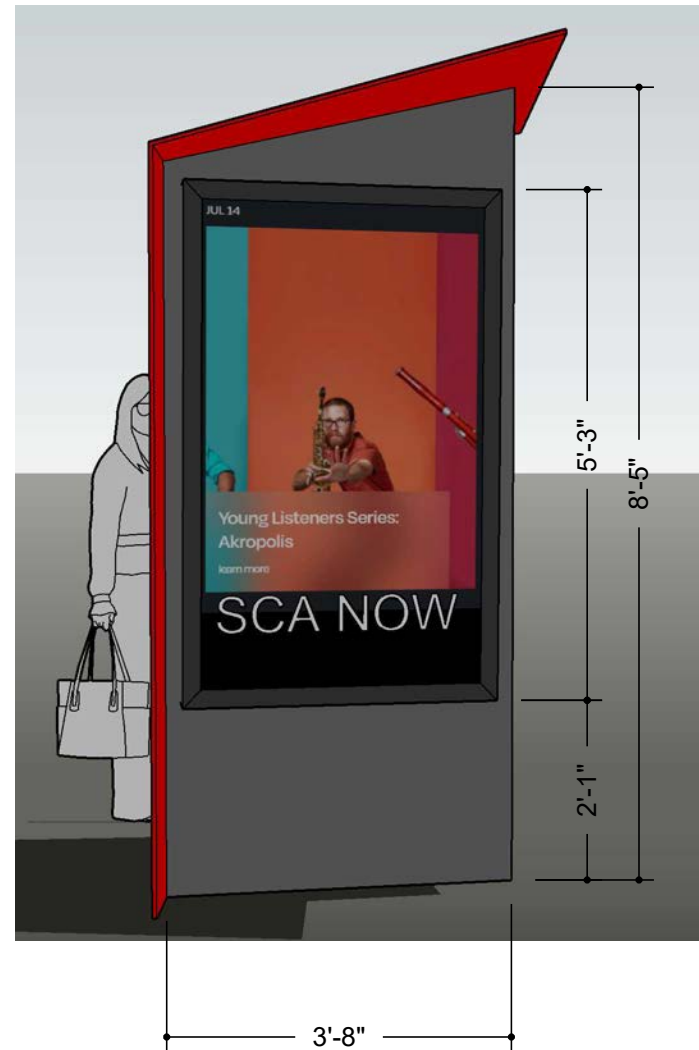
- Photographs of the structure and its relationship to adjacent structures.
- A plot plan with the placement of the proposed addition, or location of fencing to be constructed.
- Elevation drawings of the exterior of the structure or improvements.
- Samples of all proposed exterior finishes and materials.
- Photographs showing, in detail, the problem areas to be addressed during the proposed repair or alteration.
- A scale drawing of all proposed signage, including design, lettering style, type of illumination (if any), placement or location on the lot or building, and the type of support(s) for the sign(s).
- If an application for signage is made by tenants of a building located within a historic district, the tenants must obtain written permission from the building owner to install or alter the proposed sign(s).
- Plot plan showing the following:
  - Current location, shape, area and dimension of the lot.
  - Current site improvements (including structures, sidewalks, decks, streets, fences, etc).
  - Proposed improvements and distances from other improvements or property lines.
  - Proposed and/or current yard, open space and parking space dimensions and calculations.
  - Location of any flood plains, watersheds, wetlands, easements, critical dunes, or other applicable features.
- Description of proposed use and of the building (dwelling, structure, barn, garage and the like) or improvements.
- Detailed written description of the activities related to the proposed use and/or improvements.

**OFFICE USE ONLY:**  
 Application Complete \_\_\_\_\_ Fee Paid \_\_\_\_\_ Date Paid \_\_\_\_\_  
 Notes: \_\_\_\_\_  
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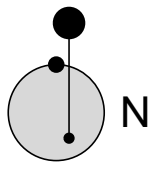
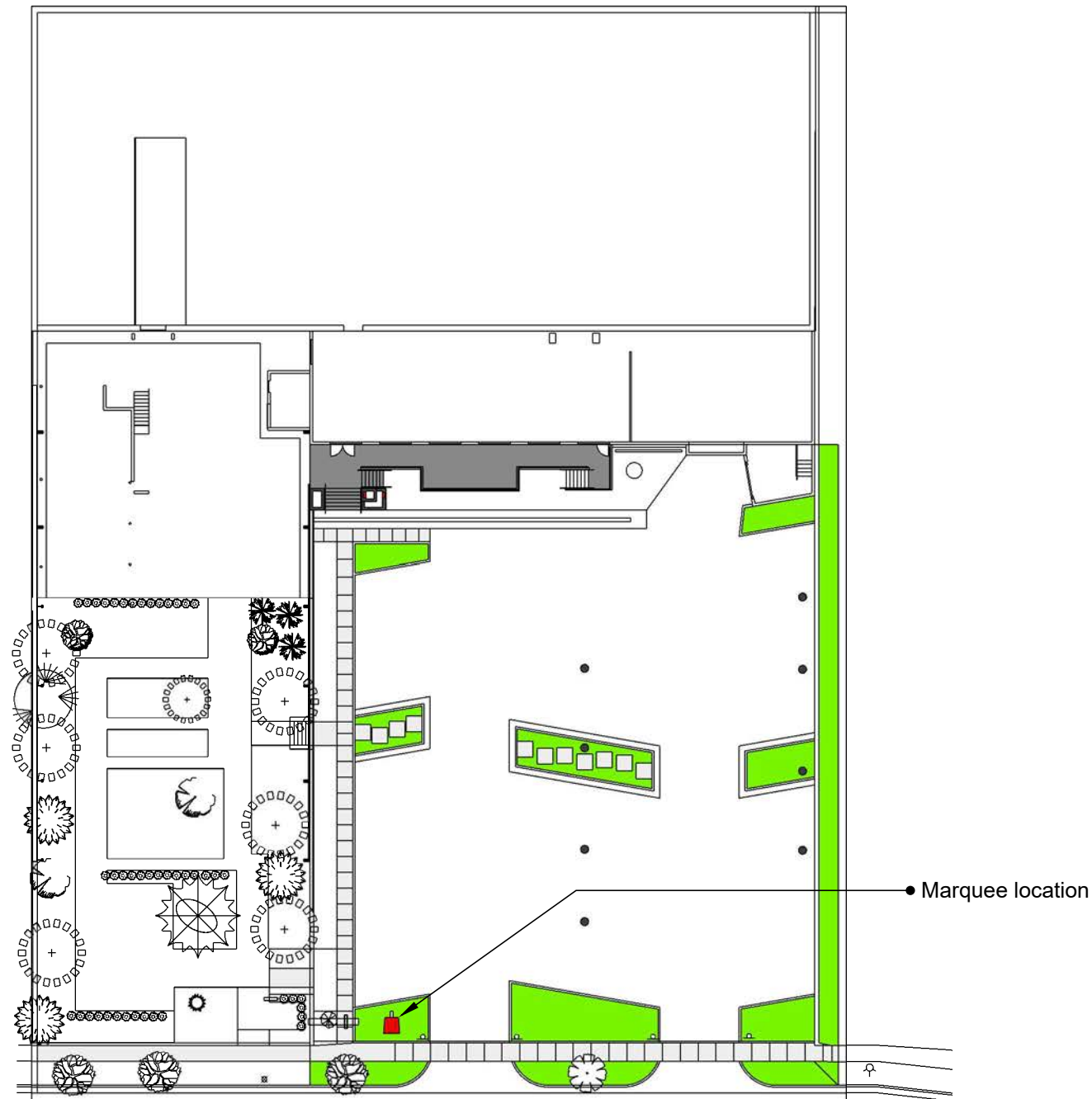
Front Elevation  
Scale: 1/2" = 1'-0"



Side Elevation  
Scale: 1/2" = 1'-0"



Perspective  
Scale: N/A



**Site Plan**  
Scale: 1" = 40'-0"



Proposed Material  
Match existing arches.



## MEMORANDUM

**TO:** Historic District Commission  
City of Saugatuck

**FROM:** Cindy Osman, AICP  
Zoning Administrator

**DATE:** August 24, 2021

**RE:** **Application P-HIS-21021; 40 BUTLER ST**

---

BUTLER ENTERPRISES INC is requesting approval for the installation of new two story patio per application and plans

**Background:** The properties at 40 Butler Street and 48 Water Street are under common ownership and house the Butler Restaurant and the Singapore Yacht Club respectively. The Butler Restaurant is considered a non-contributing resource, while the Singapore Yacht Club is considered a contributing resource, according to a survey by Williams and Works, dated February, 2010. The structures will be located wholly on the property occupied by the Butler Restaurant.

**Standards:** If the Commission agrees that the structure is non-contributing, Section V, B. of the *Local Guidelines regulating additions would apply. It states the following:*

### **B. New Construction**

- 1. Streetscape Compatibility** With new structures or renovations which totally change the facades, the appearance of the streetscape as a whole should be respected. Facades for new structures should be compatible with the overall design and appearance of the surrounding streetscape in its design and appearance
- 2. Architectural Style** New structures need not replicate existing styles. They may be honest modern or contemporary adaptations or reflections of traditional styles or they may be totally new, distinctive structures which are nevertheless compatible with the district's character.
- 3. Compatibility of Siting and Massing**

- (a) The historic relationship between buildings, landscape features and open space should be retained. The siting should be reviewed based on existing district setbacks, orientation, spacing and distance between adjacent buildings.
- (b) The height and bulk of a new building shall be compatible with its surroundings and shall in no event exceed that of existing buildings in the Historic District.
- (c) If there is a significant variation in siting or in height and bulk from the immediately surrounding buildings which creates a material adverse impact on the character of that area, the Commission may make recommendations to the Planning Commission and/ or the Zoning Board of Appeals concerning height, massing and placement on the lot of the new construction.

**4. Compatible Detailing** In addition to the scale of the structure, details such as roof lines, materials, the size, type, and placement of windows, doors, porches, fences, chimneys and garages, should be considered in assessing the compatibility of the new structure with the existing streetscape.

**5. Pedestrian Scale** Especially in commercial areas, the scale of architectural elements should provide comfortable surroundings for pedestrians. This applies especially to heights of canopies or awnings, and heights of doors and windows.

**6. Distinguishing New from Old** New buildings should be designed so that they are compatible with, but discernable from, adjacent historic buildings.



Sept 2 6 PM

### Historic District Permit Application

**LOCATION INFORMATION** **APPLICATION NUMBER** \_\_\_\_\_ - \_\_\_\_\_

Address 40 Butler Street Parcel Number 214 - 00

**APPLICANTS INFORMATION**

Name LEAH SMITH Address / PO Box 5500 Cascade Rd SE  
City GRAND RAPIDS State Mi. Zip 49546 Phone 616-450-4345  
Interest In Project \_\_\_\_\_ E-Mail csmithe@reowatercollection.com  
Signature [Signature] Date 8/1/2021

**OWNERS INFORMATION (IF DIFFERENT FROM APPLICANTS)**

Name REOWATER Address / PO Box 5500 Cascade Rd SE  
City GRAND RAPIDS State Mi. Zip 49546 Phone 616-450-4345

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 8/3/2021

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

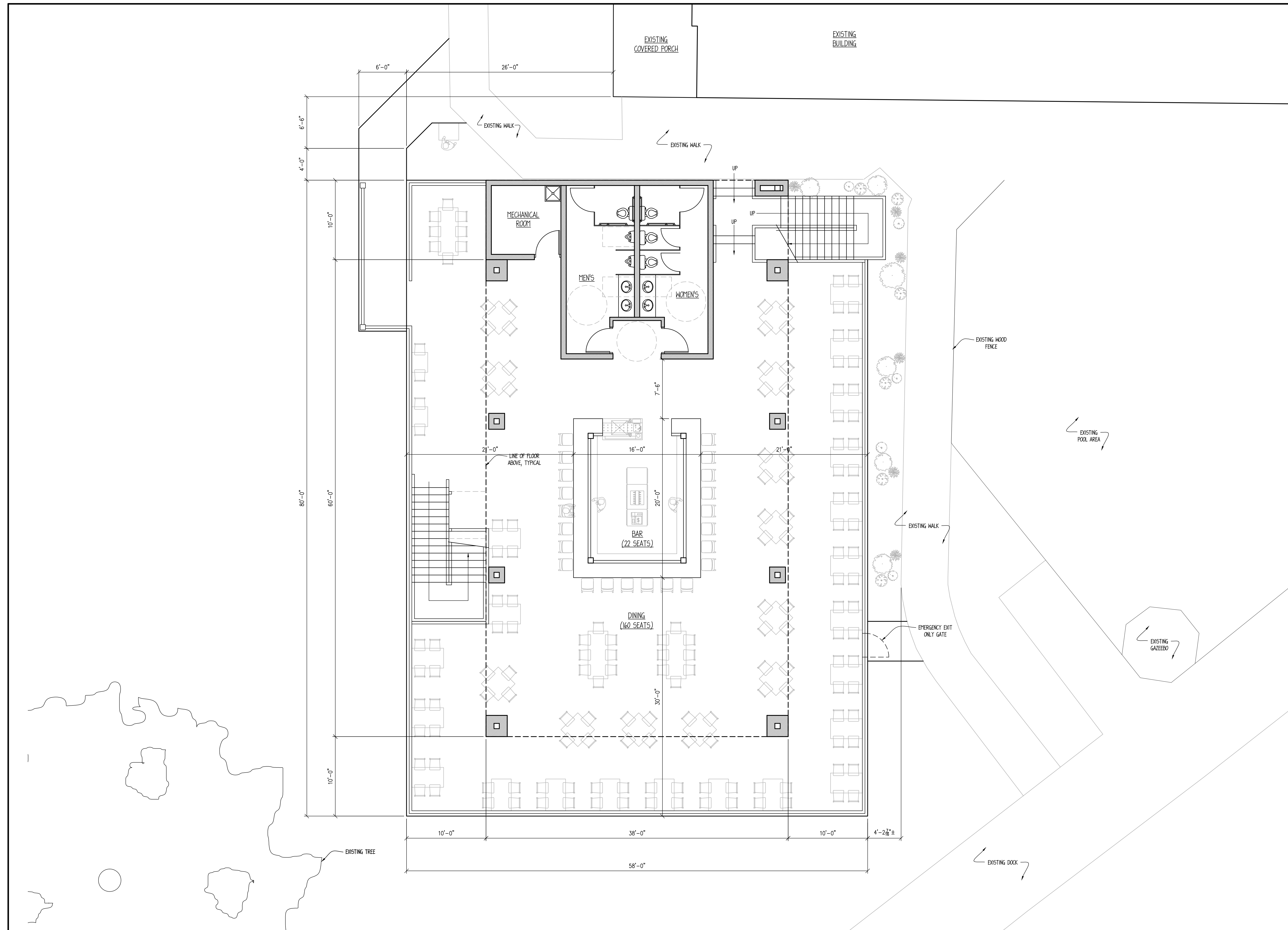
Name Pinnacle Construction Contact Name AARON BYLER  
Address / PO Box 1000 Front Ave NW City GRAND RAPIDS  
State Mi. Zip 49506 Phone 616-451-9500 Fax \_\_\_\_\_  
License Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

**PROPERTY INFORMATION**

Depth \_\_\_\_\_ Width \_\_\_\_\_ Size \_\_\_\_\_ Zoning District \_\_\_\_\_ Current Use \_\_\_\_\_  
Check all that apply: Waterfront  Dunes \_\_\_\_\_ Vacant \_\_\_\_\_

**PROJECT DESCRIPTION (ATTACH MORE SHEETS IF NECESSARY)**

Build 2 story "Seasonal" Porch in location of existing Porch on one property.  
Drawings Attached



PRELIMINARY  
NOT FOR CONSTRUCTION

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DATE	REVISION
07-16-2021	FOR REVIEW

PROPOSED PATIO FOR:



40 BUTLER STREET  
SAUGATUCK, MI 49453

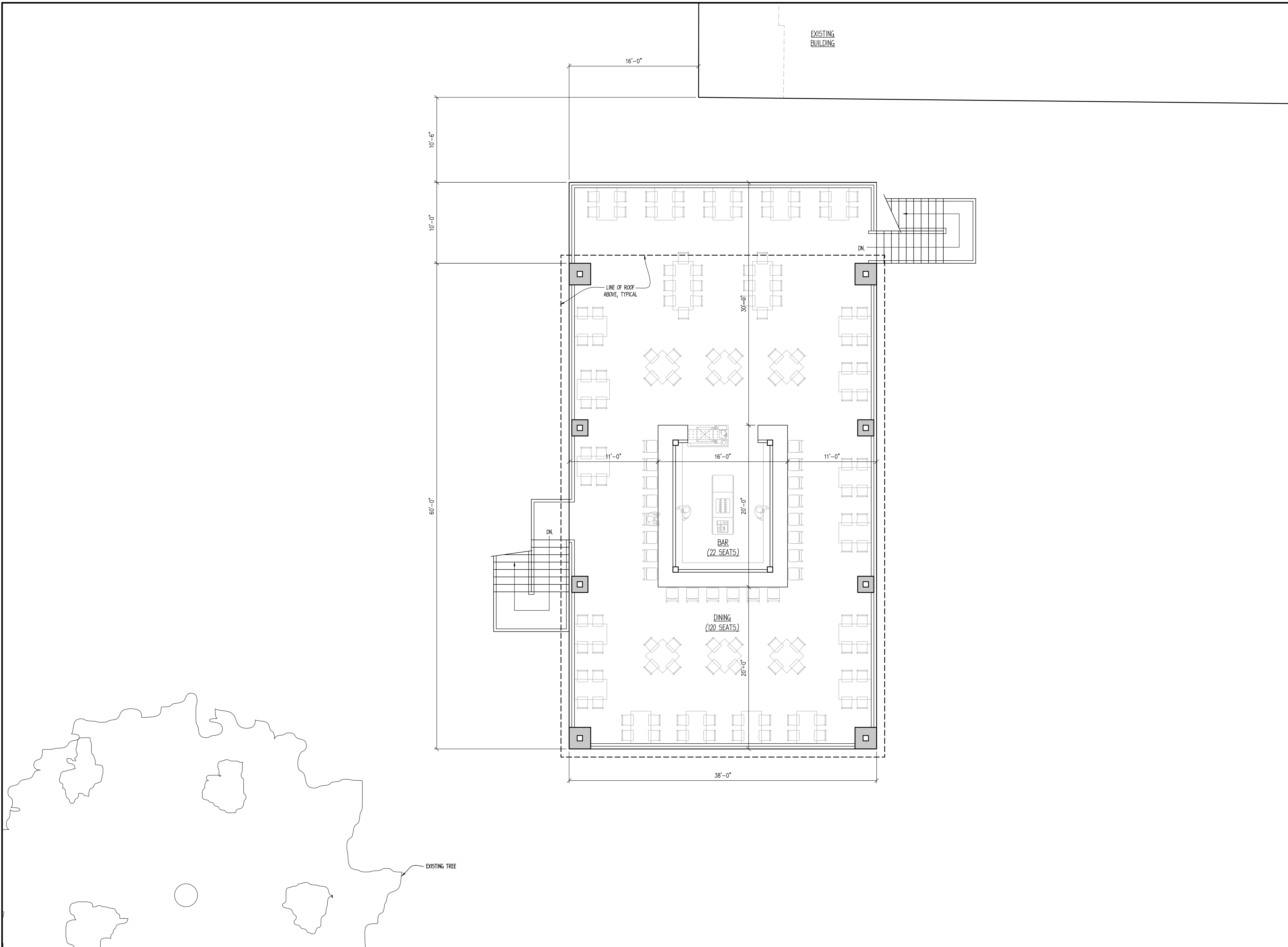


ARCHITECTURE  
PLANNING  
ENGINEERING  
6650 CROSSING DRIVE, S.E.  
GRAND RAPIDS, MI 49508  
(616) 554-1222  
FAX (616) 554-1225

DATE	JULY 16, 2021	PROJECT No.	-
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SHEET No.	
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A-1



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DATE	REVISION
07-16-2021	FOR REVIEW

PROPOSED PATIO FOR:



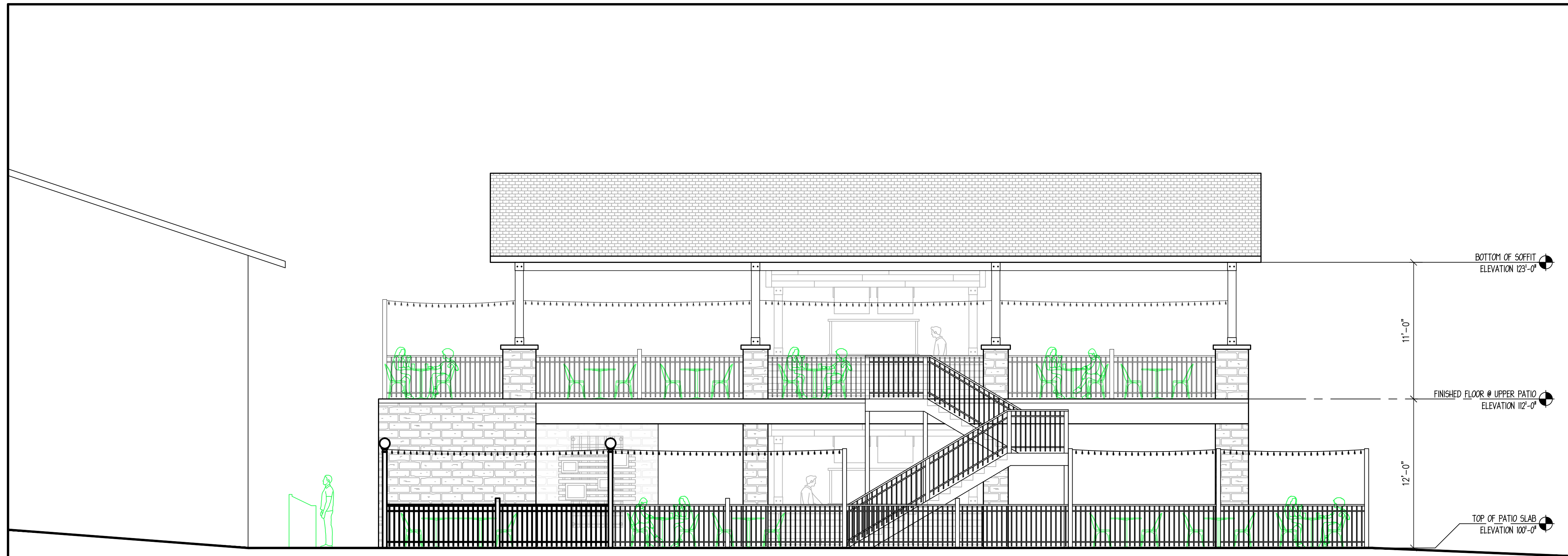
40 BUTLER STREET  
SAUGATUCK, MI 49453



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GRAND RAPIDS, MI 49508  
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DATE	JULY 16, 2021	PROJECT No.	-
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SHEET No.	A-2
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2 NORTH ELEVATION  
A-3 SCALE: 3/16" = 1'-0"

PRELIMINARY  
NOT FOR CONSTRUCTION

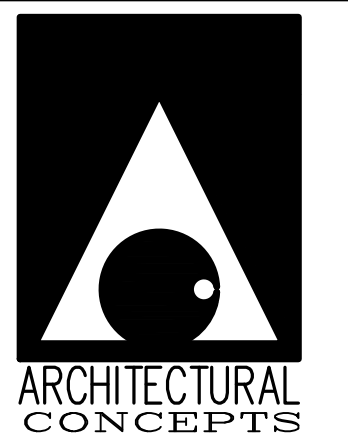
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07-16-2021	FOR REVIEW

PROPOSED PATIO FOR:



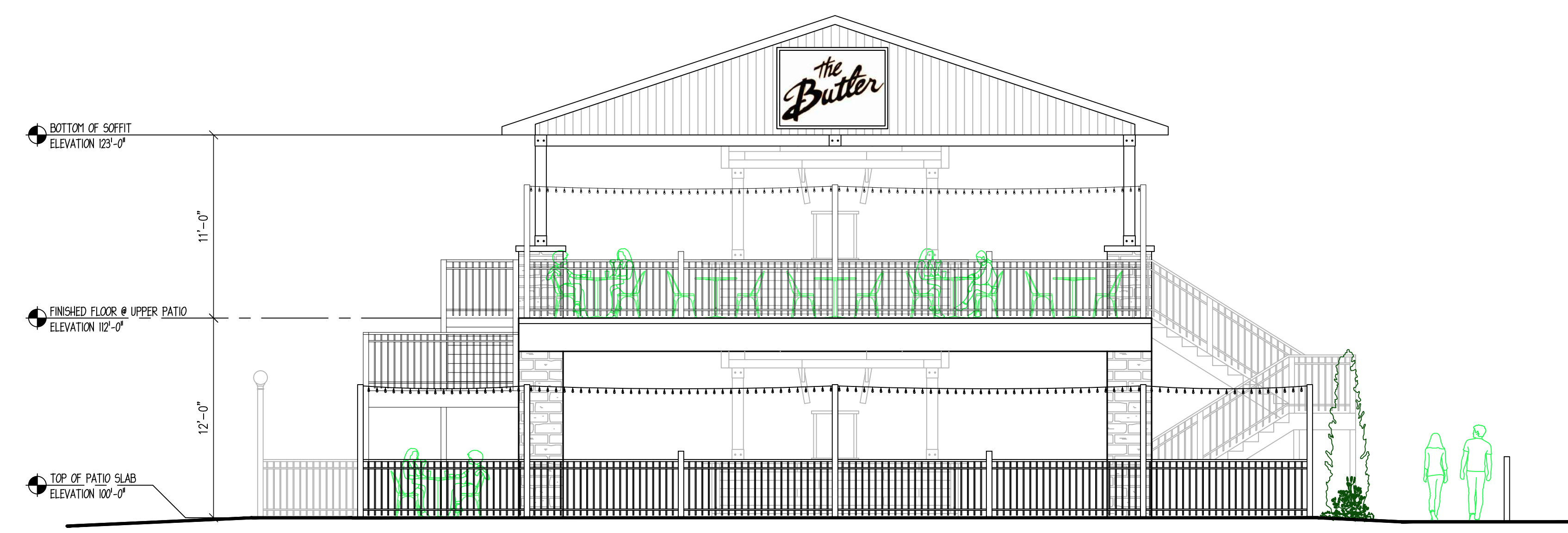
40 BUTLER STREET  
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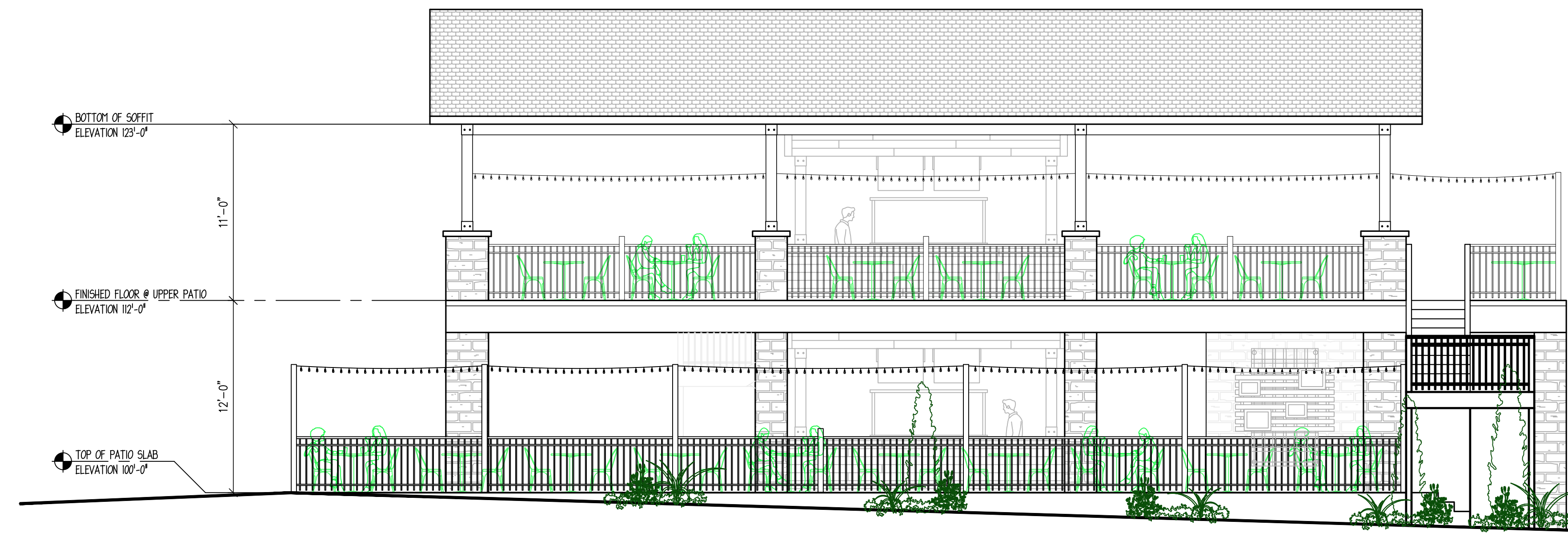
DATE	JULY 16, 2021	PROJECT No.	-
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SHEET No.	A-3
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1 WEST ELEVATION  
A-3 SCALE: 3/16" = 1'-0"





2 SOUTH ELEVATION  
A-4 SCALE: 3/16" = 1'-0"



1 EAST ELEVATION  
A-4 SCALE: 3/16" = 1'-0"

PRELIMINARY  
NOT FOR CONSTRUCTION

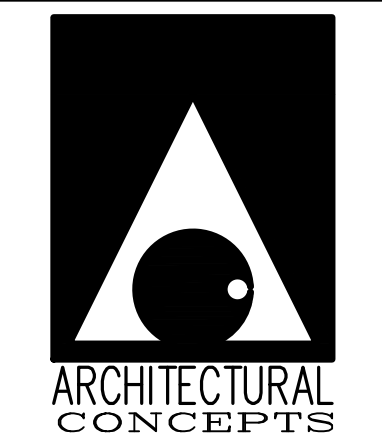
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PROPOSED PATIO FOR:



40 BUTLER STREET  
SAUGATUCK, MI 49453

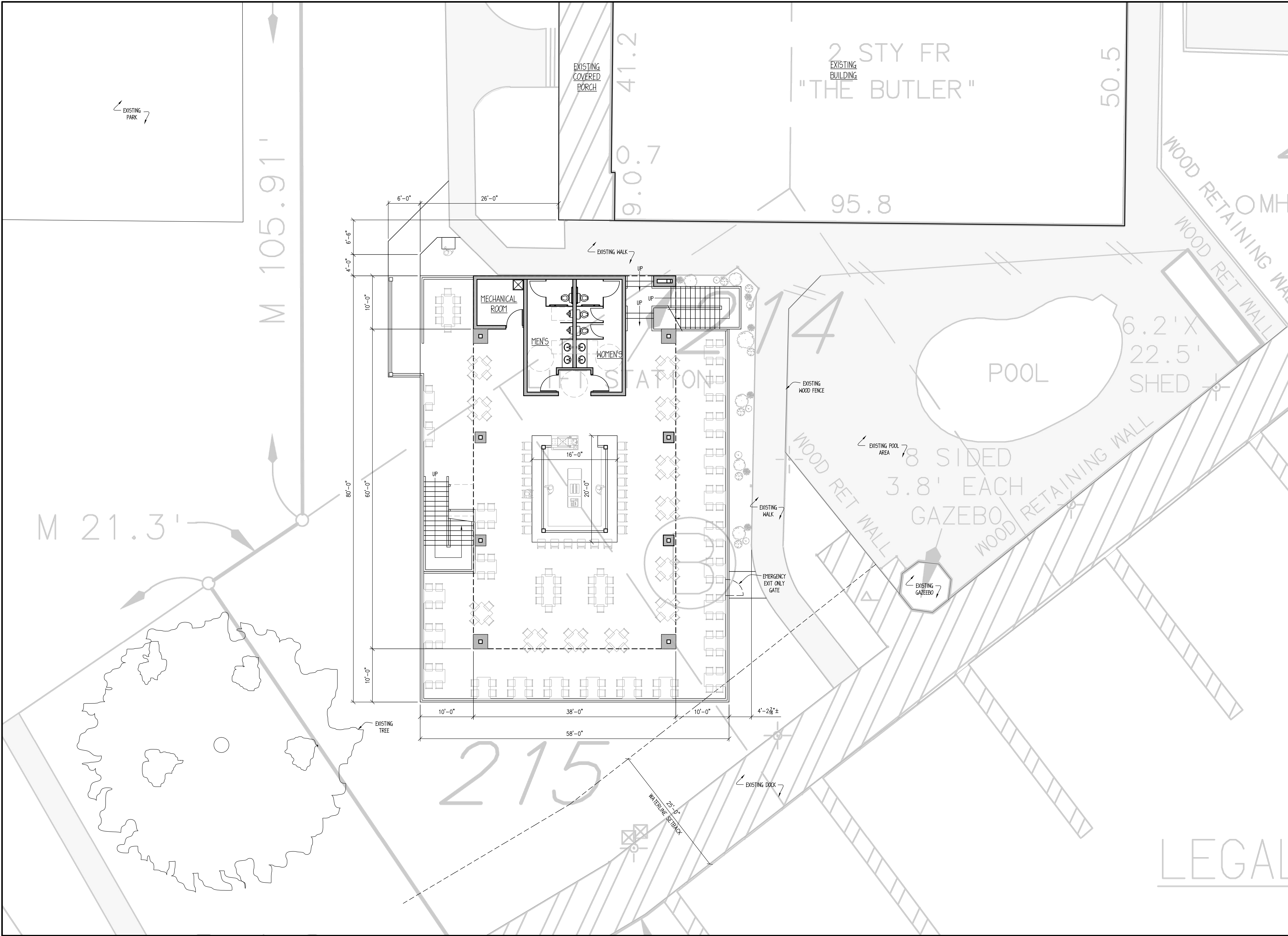


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DATE	JULY 16, 2021	PROJECT No.	-
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SHEET No.	
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A-4



PRELIMINARY  
NOT FOR CONSTRUCTION

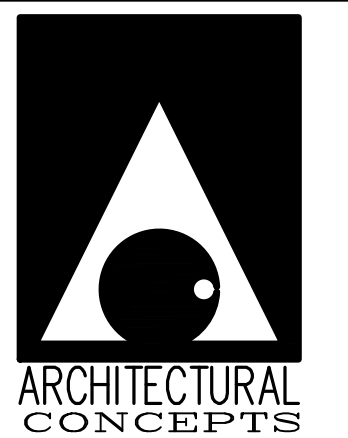
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DATE	REVISION
07-16-2021	FOR REVIEW

PROPOSED PATIO FOR:



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DATE	JULY 16, 2021	PROJECT No.	-
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SHEET No.	C-1
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**MEMORANDUM**

**TO:** Historic District Commission  
City of Saugatuck

**FROM:** Cindy Osman  
Zoning Administrator

**DATE:** September 2, 2021

**RE: Application P-HIS-21020; 820 HOLLAND ST**

---

TIMMONS CHRISTOPHER A is requesting approval for the installation of a generator.

**Background:** The memo from Williams and Works dated 2010 indicates that the structure was built in 1915 and is a contributing resource. The deck was added in 1992, and the last re-roof was done in 2003. The current sign was installed in 2002. Earlier this year the HDC approved the removal of the deck and re-roofing.



**Standards:** The installation of Mechanical Equipment is found in Section VII, B 1, of the *Local Guidelines regulating additions would apply. It states the following:*

**B. Mechanical Systems with Outside Elements**

1. **Mechanical Equipment Not Obtrusive** Mechanical equipment and systems include but are not limited to all exterior devices related to heating, electric, plumbing, air conditioning, ventilation and media. A few examples of such devices and systems are vents, exhaust pipes, cable, conduit, electrical boxes, meters, air conditioning units, generators, antennae, and phone and cable boxes. New mechanical systems should be installed so that they cause the least alteration possible to the building's floor plan, the exterior elevation, site and environment, and the least damage to historic building material. All mechanical equipment should be installed in the least visible location, normally the rear of the structure.

Possible motion: Motion to approve the placement of a generator at the \_\_\_\_\_  
side of the house, with \_\_\_\_\_



DATE 1/13/2021  
PROPERTY ADDRESS:  
820 Holland St., Saugatuck, MI

## HISTORIC DISTRICT APPLICATION

*Failure to answer all pertinent questions and to supply all of the requested information could delay processing of this application*

PROPERTY OWNER: Lisa Gonzalez & Chris Timmons EMAIL [d.lisa.gonzalez@gmail.com](mailto:d.lisa.gonzalez@gmail.com) [ctimmons1339@gmail.com](mailto:ctimmons1339@gmail.com)

ADDRESS / PO BOX 1339 W Huron St., Chicago, IL 60642

SIGNATURE

PHONE 219-308-0842; 773-301-9550

APPLICANT NAME Lisa Gonzalez EMAIL [d.lisa.gonzalez@gmail.com](mailto:d.lisa.gonzalez@gmail.com)

ADDRESS / PO BOX (same as above)

SIGNATURE

PHONE 219-308-0842

### CHECKLIST

- PHOTOS OF EACH SIDE OF STRUCTURE IN PRESENT CONDITION LABELED W/THE FOLLOWING:
  - \*LOCATION
  - \*ADDRESS
  - \*DATE
- CLOSE UP PHOTOS OF PRESENT CONDITION OF STRUCTURE PROPOSED FOR ALTERATION LABELED
- ELEVATION AND/OR SCALED DRAWINGS OF FAÇADE OF STRUCTURE PROPOSED FOR ALTERATION SHOWING ARCHITECTURAL DETAILS TO BE ADDED/REMOVED/ALTERED
- SKETCH IDENTIFYING ALL EXISTING AND PROPOSED MATERIALS / FINISHES THAT INCLUDE MATERIAL LIST
- PHYSICAL SAMPLES OF MATERIALS / ITEMS TO BE INSTALLED ACCURATELY DEPICTING TEXTURE/SCALE OF NEW MATERIAL
- DETAILED SITE PLAN OF THE PARCEL WITH DIMENSIONS, EXISTING STRUCTURES AND LOCATION OF NEW STRUCTURES INCLUDING FENCES
- DETAILED DESCRIPTION OF THE PROJECT LISTING ALL IMPROVEMENTS THAT ARE VISIBLE ON THE EXTERIOR OF THE STRUCTURE OR SITE (USE SEPARATE PAGE)
- NAME BRAND AND SERIES NUMBER OF ALL NEW / REPLACEMENT WINDOWS

**Proposed: putting generator on northwest side of the house (opposite side of Lucy Street) in the least visible location. We haven't picked out a generator yet, but are in process of doing some research and wanted to confirm where we can place the generator when we do purchase one.**



## MEMORANDUM

**TO:** Historic District Commission  
City of Saugatuck

**FROM:** Cindy Osman  
Zoning Administrator

**DATE:** September 2, 2021

**RE:** **Application - 820 HOLLAND ST**

---

HCB PROPERTIES LLC is requesting a certificate of appropriateness to replace the front steps at 820 Holland Street. The old steps were deteriorated to the point that they were dangerous and removed.

**Background:** The memo from Williams and Works dated 2010 indicates that the structure was built in 1915 and is a contributing resource. The deck was added in 1992, and the last re-roof was done in 2003. In the past year, the HDC approved a re-roof project, removal of the deck, some window replacements, and skylights.

**Standards:** If the Commission agrees that the structure is contributing, Section II of the *Local Guidelines regulating additions would apply. It states the following:*

## II. PRIMARY STRUCTURES

### E. Porches, Steps and Entries

1. **Porch Details** If replacement of a deteriorated detail or element is necessary, replace only the deteriorated detail or element in kind rather than the entire feature. Match the original in design, dimension, and material. If the original is not known, use a design commonly used at the time the original building was constructed.

2. **Complete Replacement** Replacing in-kind an entire porch that is too deteriorated to repair using physical evidence to guide the new work. Design a new entrance or porch if the historic entrance or porch is completely missing using historic evidence.

3. **Rails and Skirting** The style of porch railings and skirting should match the original or be consistent with those commonly used at the time the original building was constructed.

4. **Porch Flooring** Tongue and groove 3" wide cedar or pine extended 1" past fascia/ trim is the preferred porch flooring. The boards should be laid in the traditional manner, directly on the

joists (to allow drying from the underside) and with a slight slope away from the building (to allow drainage—at least 1 ½ inches in 8 feet). Decking is not an appropriate flooring material (but see also IV.C regarding decks).

5. **Pressure Treated Wood** is not recommended other than where the structural wood will be in contact with the ground and hidden from view by finish material.

6. **Risers** All steps should have enclosed/solid risers.

7. **Porch Foundations** Repair of masonry porch foundations should match existing or original materials. When replacing missing masonry foundations, they should match the foundation of the main building. If such a match is technically or economically unfeasible an unobtrusive material may be used.

8. **Painting** All exposed wood elements should be finished or painted. Only types of paint which “breathe” (allow moisture to pass through the surface) should be used on wood surfaces.





DATE 1/13/2021  
PROPERTY ADDRESS:  
820 Holland St., Saugatuck, MI

## HISTORIC DISTRICT APPLICATION

*Failure to answer all pertinent questions and to supply all of the requested information could delay processing of this application*

PROPERTY OWNER: Lisa Gonzalez & Chris Timmons EMAIL [d.lisa.gonzalez@gmail.com](mailto:d.lisa.gonzalez@gmail.com) [ctimmons1339@gmail.com](mailto:ctimmons1339@gmail.com)

ADDRESS / PO BOX 1339 W Huron St., Chicago, IL 60642

SIGNATURE

PHONE 219-308-0842; 773-301-9550

APPLICANT NAME Lisa Gonzalez EMAIL [d.lisa.gonzalez@gmail.com](mailto:d.lisa.gonzalez@gmail.com)

ADDRESS / PO BOX (same as above)

SIGNATURE

PHONE 219-308-0842

### CHECKLIST

- PHOTOS OF EACH SIDE OF STRUCTURE IN PRESENT CONDITION LABELED W/THE FOLLOWING:
  - \*LOCATION Front stairs of house
  - \*ADDRESS 820 Holland Street
  - \*DATE
- CLOSE UP PHOTOS OF PRESENT CONDITION OF STRUCTURE PROPOSED FOR ALTERATION LABELED
- ELEVATION AND/OR SCALED DRAWINGS OF FAÇADE OF STRUCTURE PROPOSED FOR ALTERATION SHOWING ARCHITECTURAL DETAILS TO BE ADDED/REMOVED/ALTERED
- SKETCH IDENTIFYING ALL EXISTING AND PROPOSED MATERIALS / FINISHES THAT INCLUDE MATERIAL LIST
- PHYSICAL SAMPLES OF MATERIALS / ITEMS TO BE INSTALLED ACCURATELY DEPICTING TEXTURE/SCALE OF NEW MATERIAL
- DETAILED SITE PLAN OF THE PARCEL WITH DIMENSIONS, EXISTING STRUCTURES AND LOCATION OF NEW STRUCTURES INCLUDING FENCES
- DETAILED DESCRIPTION OF THE PROJECT LISTING ALL IMPROVEMENTS THAT ARE VISIBLE ON THE EXTERIOR OF THE STRUCTURE OR SITE (USE SEPARATE PAGE)
- NAME BRAND AND SERIES NUMBER OF ALL NEW / REPLACEMENT WINDOWS

**Proposed: Replacement of front stairs.** No real historical evidence of what the original stairs looked like, I have a picture of the stairs when we purchased the property (picture on the left). The stairs were rotted and needed to be removed for safety reasons. We would like to bring the stairs up to code, make them safe by adding railings on both sides. The first step shown in this picture is actually cement, and they added the three wooden stairs on top of that. I assume the cement was from a previous existing structure. I'm hoping to widen the stairs a bit and make a small landing outside of the front door. The second picture is of the temporary stairs, but I would like to make the stairs wider and deeper in addition to adding two railings on each side. We assume we need to use cedar or pine for this project?



We would like to possibly use concrete for the front stairs, as we think the original stairs were concrete. If that isn't approved, would we be able to use a trex material instead of wood? Any other materials we can use? Brick, stone?

Examples of the design/shape we were thinking:

