



CITY OF SAUGATUCK
HISTORIC DISTRICT COMMISSION

102 Butler St. Saugatuck MI 49453
Phone: (269) 857-2603 Fax: (269) 857-4406

August 4, 2022 6:00 PM
Saugatuck City Hall
102 Butler Street

1. Call to Order/Roll Call:
2. Agenda Changes/Additions/Deletions:
3. Election of officers:
4. Approval of Minutes:

A. Minutes of regular meeting held on May 5, 2022

5. Public Comments: *(Limit 3 minutes) 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.*
6. Unfinished Business: None
7. New Business:
900 Lake Street deck and fence.
8. Administrative Approvals & Updates:
510 Butler Street – sign
Vacant lot Lake Street – temporary construction fence
428 Butler Street - sign
9. Communication: None
10. Public Comment:
11. Commission Comment:
12. 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:

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

NOTICE

**102 Butler Street • P.O. Box 86 • Saugatuck, MI 49453
Phone: 269-857-2603 • Website: www.saugatuckcity.com**



City of Saugatuck Historic District Commission

Meeting Minutes May 5, 2022, 6:00 PM

Saugatuck City Hall.
102 Butler Street

Call to Order/Roll Call: Chair Straker called the meeting to order at 6:00 p.m.

Present: Cannarsa, Stanton, Pannozzo, Paterson & Straker.

Absent: Davenport and Leo were excused.

Others Present: Cindy Osman - Zoning Administrator.

Agenda Changes/Additions/Deletions: None.

Approval of Minutes

Motion by Pannozzo, second by Stanton, to approve the April 4th, 2022, meeting minutes. Upon voice vote the motion carried 5-0.

Public Comments: None.

Unfinished Business: None.

New Business:

233 Francis Street:

A presentation was given regarding modifications the owners of the property would like approved by the Historic District Commission. Plan is to replace current second story windows on the front of the house, remove current siding from west chimney and replace with brick veneer to match east side chimney and demolish existing stand-alone garage and backyard shed and to build a new garage with second floor studio space.

A motion was made by Straker, 2nd by Stanton to approve the application P-HIS-22007 233 Francis Street, as submitted with the following conditions:

- *The applicant will supply cut sheets for window/door manufacture, window/door style,*
- *opening for all new windows/doors and placement on the house and the structure that the*
- *the garage and shed are deemed not a part of the contributing resource, so, demolition of demotion is appropriate.*

- *confirm that the siding will be the manufacturer of applicant's choice, but flat non stamped on the house and the garage with all other materials as submitted.*
- *The garage door will be wood.*

Upon voice vote the motion carried 5-0.

450 Culver Street:

Applicant is requesting to place a 10 x 12 shed on the back on their property.

Motion by Cannarsa, second by Paterson to approve the application submitted for 450 Culver Street with the condition that the shed be turned ninety degrees with the doors facing to the Saugatuck Center for the Arts and the window is eliminated on the shed. Upon voice vote the motion carried 5-0.

Administrative Approvals & Updates:

449 Water Street - Planning Commission requested the fence around Wicks Park Bar & Grille outdoor dining area be reduced from ten feet to eight feet.

880 Holland Street - three foot high fence to match existing.

Communication: None

Public Comment: None

Commission Comment: None

Adjourn: Motion made by Cannarsa, second by Stanton, upon voice vote the motion carried 5-0 the meeting adjourned at 6:37 p.m.



MEMORANDUM

TO: Historic District Commission
City of Saugatuck

FROM: Cindy Osman
Zoning Administrator

DATE: July 19, 2022

RE: Application P-HIS-22013; 900 LAKE ST

H2 HOSPITALITY, INC is requesting approval for the installation of 12 foot by 12 foot deck surrounded by 6 foot privacy fence to be attached to the recently converted conference center.

Background: Based on information found in the assessing records, it looks like this garage with an apartment above, was built in 1992 making it a non-contributing structure.

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

- 1. **Rear Yard Fences** Erections of fences on the rear, side (except on a corner lot), or interior location of the lot, at or behind the building line may receive administrative approval when the height and materials are similar to those regularly approved by the Commission.*

Comment: The fence could be approved administratively but there is also a deck that will be attached to the converted conference center.

- 2. **Front and side** Front and side yard fences should not impede clear vision at intersections or driveways, as they could sacrifice safety as well as historical appropriateness. Front yard fencing should not infringe upon or obstruct historic setbacks, vistas, streetscapes or neighborhood continuity.*

Comment: NA

- 3. **Compatible Fences** Fencing shall be permitted contingent upon the appearance and appropriateness in relation of the building and Historic District. (Applicants should note that all fencing within the Historic District if also subject to the City Zoning codes. 154.143)*

Comment: The fence will be located away from the street and will comply with the zoning ordinance.

4. **Height of fences** Height should be between two and six feet, with a maximum height of three feet for front yard fences. Materials should be wood, wrought iron, or other historic materials (some aluminum faux wrought iron products are allowed). Styles may include picket and wood privacy fences, with tops trimmed with horizontal boards or simple dog-ear detail. Other styles not listed will be reviewed on a case by case basis.

Comment: the fence will be six feet high and will be a wood privacy fence.

D. Patios, Decks, Garden Structures

1. Rear Yard Patios and Decks Elevated platforms and flush patios may be allowed in rear yards only, unless special circumstances exist. Similar structures in front or side yards should follow guidelines for porches (see II.E). Most decks should be free-standing (not attached to the house). If it is necessary to attach a deck to the house, it should be done in such a way as not to damage any significant architectural details and it should be easily removed.

Comment: The deck will be in the rear yard.

2. Height of Decks Height of decks and patios is a site sensitive issue and will be reviewed on a case by case basis.

Comment: the proposed deck will be flush with the grade and surrounded by a privacy fence.

3. Flooring Flooring materials may consist of masonry (stone or brick pavers, poured concrete), wood 6" decking (this allowance is for rear yard decks only—for porches see porch guidelines, II.E) and wood tongue and groove flooring. Other designs and/ or materials may be presented to the Commission for consideration.

Comment: The decking proposed will be standard 5/4 decking.

4. Railings When allowed by Housing and Building codes, low level or flush decks and patios do not require rails. When rails are required or desired, they should match the historical porch rails on the front porch of the main structure. If this is not feasible, rails may follow the porch guidelines for rail design. Custom rails are allowed and will be reviewed on a case by case basis.

Comment: A guardrail will not be required for this deck by the building or housing code.

5. Skirting Skirting should either match historically appropriate skirting on the main structure or the porch guidelines. Custom designs are welcome and will be reviewed on a case by case basis.

Comment: No skirting is proposed for this deck just rim boards.

Recommendation: The commission If the HDC determines that the standards as listed above are met, the following motion may be used:

Motion to (Approve/ Deny) the fence and deck to application P-HIS-22013 at 900 LAKE ST as submitted/modified.



Historic District Permit Application

LOCATION INFORMATION

APPLICATION NUMBER _____ - _____

Address 900 Lake St Parcel Number _____

APPLICANTS INFORMATION

Name Pete Shashagway Address / PO Box 5658 Old Allegan Rd.
City Fennville State MI Zip 49408 Phone 616 889 0832
Interest In Project builder E-Mail joyhousedad@gmail
Signature [Signature] Date July 14, 2022

OWNERS INFORMATION (IF DIFFERENT FROM APPLICANTS)

Name AL HEMINGER Address / PO Box _____
City _____ State _____ Zip _____ Phone _____
E-Mail _____

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 Pete Shashagway Contact Name _____
Address / PO Box 5658 City ~~MI~~ Fennville
State MI Zip 49408 Phone 616-889-0832 Fax _____
E-Mail joyhousedad@gmail.com
License Number 2101156257 Expiration Date 2023

PROPERTY INFORMATION

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

PROJECT DESCRIPTION (ATTACH MORE SHEETS IF NECESSARY)

Attached Deck onto
conference center.
12 foot by 12 foot deck with
6 foot privacy fence.



Historic District Application

Application # _____ - _____

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.

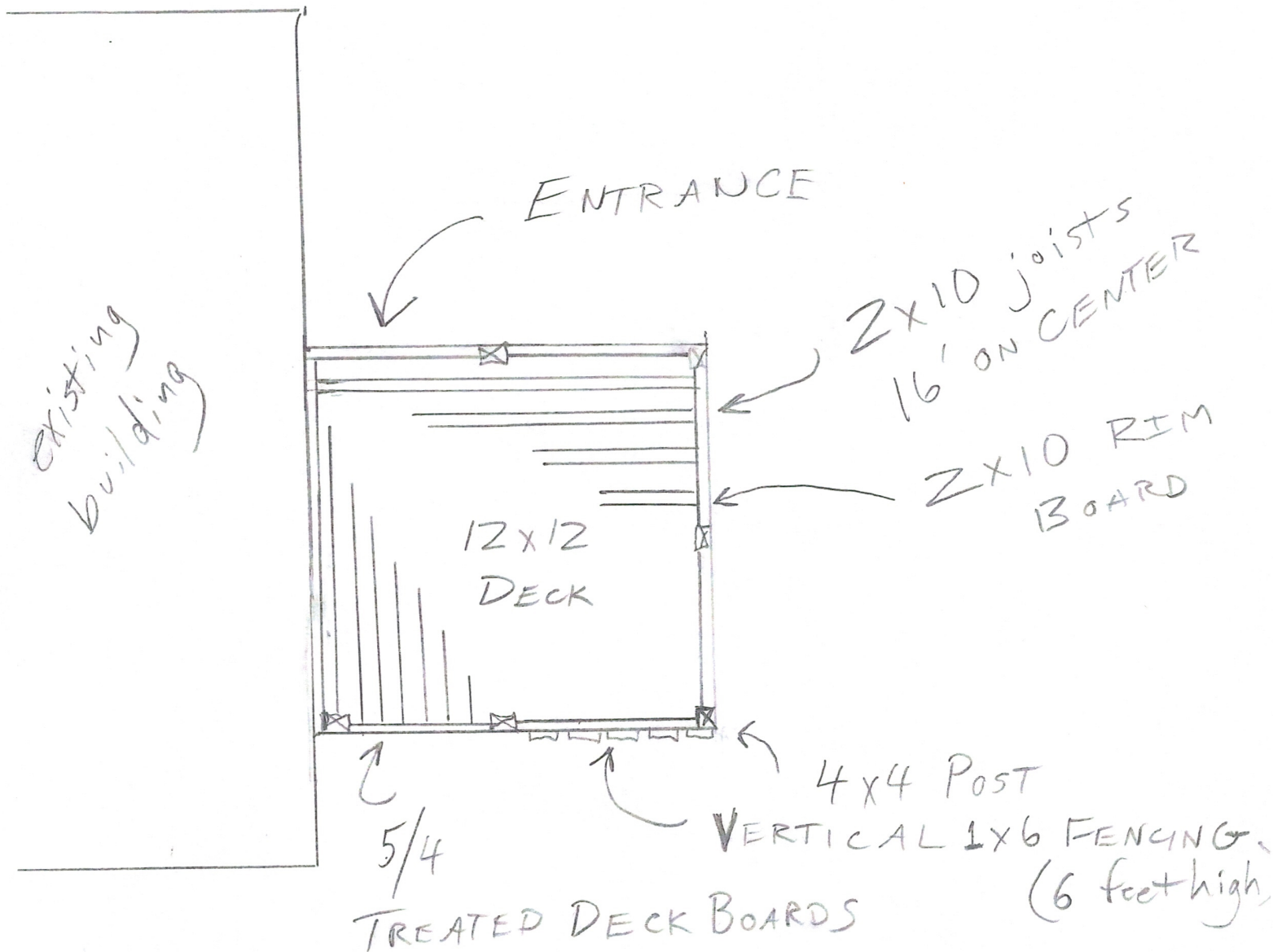
OFFICE USE ONLY:
 Application Complete _____ Fee Paid _____ Date Paid _____
 Notes: _____

(900 Lake St. Saugatuck)

HOTEL SAUGATUCK

DECK W/PRIVACY FENCE Pg. 1

PETE SHASHAGUAY



(900 Lake St. Saugatuck)

HOTEL SAUGATUCK

DECK W/ PRIVACY FENCE Pg. 2

PETE SHASHAGUAY

