



## **Planning Commission Meeting Minutes - *Amended***

The Planning Commission met for a Regular Committee Meeting, November 16, 2023, at  
7:00 p.m. at City Hall  
102 Butler St., Saugatuck, MI 49453.

### **1. Call to Order/Attendance:**

The meeting was called to order by Chair Manns at 7:00 p.m.

Present: Chairman Manns, Commission members: Anderson, Bagierek, Broeker, Gardner, Gaunt, LaChey.

Absent: None.

Others Present: Deputy Clerk Sara Williams, City Attorney Jacob Witte

### **2. Approval of Agenda:**

*Motion by Gaunt, second by Anderson, to approve the agenda as presented for November 16, 2023. Upon voice vote, motion carried unanimously.*

### **3. Approval of Minutes:**

*Motion by Gardner, second by Anderson, to approve the minutes as presented for the regular meeting October 19, 2023. Upon voice vote, motion carried unanimously.*

*Motion by Gardner, second by Anderson, to approve the minutes as presented for the special meeting October 19, 2023. Upon voice vote, motion carried unanimously.*

### **4. Public Comment on Agenda Items: None.**

### **5. Old Business:**

#### **A. 120 Mary – Rezoning from C-2 Water Street East to R-4 City Center Residential**

The applicant requests the rezoning of the subject lot from C-2 Water Street East to R-4 City Center Transitional Residential District. The applicant proposes to use the entire single-family dwelling as a short-term rental and eventually convert the building to a bed and breakfast establishment.

The Planning Commission conducted a public hearing on this request at its October 19 meeting. Due to a misunderstanding between the applicant and their colleague, they were not in attendance. The Planning Commission deliberated on the request and tabled the request to the November 16 meeting so that the applicant could answer questions.

*Motion by LaChey, second by Bagierek, to approve the rezoning of the subject lot 120 Mary Street from the C-2 Water Street East District to the R-4 City Center Transitional Residential District. Upon roll call vote, motion carried unanimously.*

**6. New Business:**

**A. Public Hearing: (Roll Call Vote)**

- An ordinance to amend Title XV, Chapter 154, of the code of the City of Saugatuck to create the C-2 Downtown Waterfront Preservation Zoning District, Eliminate the C-2 Water Street South Zoning District, amend various sections of the ordinance to reflect the implementation recommendations of the City of Saugatuck Waterfront Development Project, and the amend the official zoning map to rezone lands currently zoned C-2 Water Street South and C-2 Water Street North to the new C-2 Waterfront Preservation Zoning District.

**Public Hearing Information**

A. Hearing is called to order by Chair Manns at 7:38 pm.

B. Summary by the David Jourisek, AICP:

The final language has been drafted in official ordinance format to amend the Zoning Ordinance and Zoning Map to implement the Waterfront Regulation Assessment Project. These changes are based on close to 600 participants between two community surveys, multiple public outreach efforts at local events, and several Planning Commission meeting discussions.

Revisions to the previously proposed language were made to address the discussion comments and public input from the October Planning Commission meeting. Other revisions include changing the minimum lot areas to the original requirements and clarifying language regarding the usable open area requirement.

C. Presentation by the Applicant: None.

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 three minutes.
  1. Supporting Comments (audience & letters):
    - Richard Williams & Christian Kindel: 241 Culver (Email)
  2. Opposing Comments (audience & letters):
    - Jim & Sharon Dewey: 726 Water St (Email)
    - Kyle Ritsema: Sargeant Marina 31 Butler (In-person)

- Carl Gabrielse: Attorney for 716, 720, 728, 505 Water St (In-person)
  - Mike Johnson: Coral Gables & 399 Park St (In-person)
  - Craig Smith: Redwater Group, The Butler (In-person)
  - Ethan Barde: 748 Holland (In-person)
  - Holly Engle: Best Chance Charters 350 Water (In-person)
3. General Comments (audience & letters):
- Ruth Johnson: 399 Park St – Thanked the commission for what they do & appreciates the conservation aspect. (In-person)
4. Repeat Comment opportunity (Supporting, Opposing, General): None.

E. Public comment portion closed by the Chair at 8:25 pm.

F. Commission deliberation:

The board went into deliberation and discussed the final language that has been drafted in official ordinance format to amend the Zoning Ordinance and Zoning Map to implement the Waterfront Regulation Assessment Project. These changes are based on close to 600 participants between two community surveys, multiple public outreach efforts at local events, and several Planning Commission meeting discussions.

Revisions to the previously proposed language were made to address the discussion comments and public input from the October Planning Commission meeting. Other revisions include changing the minimum lot areas to the original requirements and clarifying language regarding the usable open area requirement.

G. Commission action:

*Motion by Bagierek, second by LaChey to table the discussion until the December Planning Commission meeting. Upon roll call vote, motion carried unanimously.*

## **B. Discussion of STR Task Force Recommendations**

*The Planning Commission decided to table discussion until they can arrange a joint meeting with City Council to go over the STR Task Force Recommendations.*

7. Communications: None.

8. Reports of Officers and Committees:

**A. Zoning Administrator Activity Report:** Director of Planning, Zoning, and Project Management Cummins included brief update of his report.

9. Public Comments:

- Louis Allen (737 Pleasant) – In favor of Short-term rentals.

- Gary Medler (461 Vine) – Not in favor of Waterfront Zoning changes.

**10. Commission Comments:**

- Bobbie Gaunt said that they can always do better as a Commission in terms of communication. She thinks that the fellow citizens have a responsibility. She doesn't want the Commission to beat themselves up because they have been working on this for a year and have communicated time and time again with the citizens. While she thinks that they can always do better, she makes no apologies.

**11. Adjournment:**

*Motion by Anderson, second by Gaunt, to approve adjournment of the meeting. Upon voice vote, motion carried unanimously. Chair Manns adjourned at 9:52 pm.*

Respectfully Submitted,

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Sara Williams, City Deputy Clerk & DPW Administrative Assistant