



**City of Saugatuck
Historic District Commission**

Meeting Minutes February 2nd, 2023, 6:00 PM

Saugatuck City Hall
102 Butler Street

Call to Order/Roll Call: Chair Straker called the meeting to order at 6:08 p.m.

Present: Chairman Straker, Commission members: Cannarsa, Donahue, Panozzo & Paterson.

Absent: Chairman Leo & Commission member Lewis.

Others Present: Director of Planning, Zoning and Project Management Cummins & Deputy Clerk/DPW Admin. Assistant Williams.

Agenda Changes/Additions/Deletions: None.

Approval of Minutes:

Motion by Paterson, second by Cannarsa, to approve the January 5, 2023, meeting minutes. Upon voice vote, the motion carried 5-0.

Public Comments: None.

Unfinished Business: None.

New Business:

A. 647 Butler St (Voice Vote)

The applicant proposes a comprehensive window renovation project for the house at 647 Butler Street, including the repair, rebuilding, and replacement of existing windows. The project also includes repairing existing fences, installing new fencing, replacing one door, and restoring the front door.

A motion was made by Straker, second by Cannarsa, to approve the application as submitted with the following exception, that the fence go from the corner of the house, parallel to Spear Street, back to the return line to the garage with room for variation of exact placement on where it goes back to the garage. Upon voice vote, motion carried 5-0.

B. 510 Butler St (Voice Vote)

The applicant proposes a 100 square foot addition that will replace the existing edition that enclosed the stairs to the basement. The old addition will be removed, and the new addition will essentially enclose the space so that people can go from the main floor kitchen down to the basement without going outside. The materials will match exactly what is there. The addition is entirely within the interior courtyard of the building and is not visible at all from either Butler or Mary St.

A motion was made by Cannarsa, second by Paterson, to approve the application as submitted. Upon voice vote, motion carried 5-0.

Administrative Approvals & Updates:

Director of Planning, Zoning and Project Management Cummins gave an update regarding approval for roof and skylights at 132-140 Butler St.

Communication: None.

Public Comment:

A. Russ Gardner (resident) – Thanked the Commission for their thoughtful approach to these applications. He also appreciates the compromise with the property owner in terms of trying to make the process as non-intrusive as possible but also meet their needs.

Commission Comments: None.

Adjourn: Motion by Panozzo, second by Cannarsa to adjourn. Chair Straker adjourned the meeting adjourned at 6:57 p.m.

Respectfully Submitted by
Sara Williams,

Deputy Clerk