



**City of Saugatuck
Historic District Commission – Special Meeting**

Meeting Minutes March 16th, 2023, 6:00 PM

Saugatuck City Hall
102 Butler Street

Call to Order/Roll Call: Chair Straker called the meeting to order at 6:01 p.m.

Present: Chairman Straker, Commission members: Donahue, Leo, Lewis & Paterson.

Absent: Commission members Cannarsa and Panozzo.

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

Agenda Changes/Additions/Deletions: None.

Approval of Minutes: None.

Public Comments on Agenda Items Only: None.

Unfinished Business:

A. 331-333 Culver (Voice Vote)

The application requests approval to replace windows and doors as specified on the attached drawings with like replacement according to attached cut sheets.

Chair Straker and Commission member Paterson disclosed that they live in the Windjammer Condominiums. Chair Straker and Cannarsa are owners of 333. Chair Straker and Paterson are on the board.

Director Cummins explained that the rule of necessity applies as it did during a previous meeting. He explained the quorum necessary for the official action would not be met due to the conflict of interest. He advised each member should declare that conflict on the record and indicate they don't have any bias and that they're going to fairly decide this request on its merits.

Chair Straker and Commission member Paterson each declared the conflict, that they wouldn't act with bias and would decide the case based on the standards.

A motion was made by Leo, second by Donahue to approve the replacement doors, windows, and the sliding doors at 331 and 333 Culver Street in accordance with the locations identified in the exhibits and the specification sheets included within the application materials with no other conditions. Upon Voice Vote, motion carried 5-0.

New Business: None.

Administrative Approvals & Updates: None.

Communication: None.

Public Comment: None.

Commission Comments: None.

Adjourn: Motion by Lewis, second by Leo to adjourn. Chair Straker adjourned the meeting adjourned at 6:07 p.m.

Respectfully Submitted by
Sara Williams,

Deputy Clerk