



**CITY COUNCIL WORKSHOP MEETING MINUTES
November 8, 2023**

The City Council met for a Workshop Meeting at 4:00 p.m.
City Hall
102 Butler St., Saugatuck, MI 49453.

1. Call to Order:

The meeting was called to order by Mayor Dean at 4:00 p.m.

2. Attendance:

Present: Mayor Dean, Mayor Pro-Tem Stanton, Councilmembers Baldwin, Gardner, Lewis, Leo and Muncey (*arrived at 4:02 p.m.*)

Absent: None.

Others Present: City Manager Heise, Director of Planning, Zoning, & Project Management Cummins, City Attorney Witte, Clerk Wolters.

3. Agenda Changes: None.

4. Guest Speaker: None.

5. Public Comments on Agenda Items Only (Limit 3 minutes):

Jon Vanderbeek, resident: Item 6A. It is 170 acres of undisturbed land, paid for, saves the City 200K a year in waste management and allow the public to use it.

Christine Pierce, resident: Item 6E. Current dates work for her, okay going to May 1 and October is a good month.

Dan Fox, resident: Item 6A. Value is approximately \$950K, use for affordable housing with Available grants.

Kenneth Booker, resident: Item 6A. Explore the trails, using for housing sends income to the Township not to the City, developing it is a crime.

Marsha Caspar, resident: Item 6A. It is a benefit and should be used by residents and tourists, an opportunity to work with the Township, give the trails a chance.

6. Discussion Items:

Airport Property Recommendation-

City Manager Heise reviewed the following:

- The Parks and Public Works Committee (PPW) has been evaluating the property.
- ODC hosted a Strengths, Opportunities, Aspiration, Results (SOAR) meeting with the public.
- PPW has reviewed the results of the SOAR meeting and made a recommendation to be presented to City Council.
- If approved by Council, staff will review and make recommendations on several items, including but not limited to:
 - Is the property currently insured and at what levels?
 - ADA requirements and accommodation.
 - Standards for trail maintenance, including signage.
 - Parking accommodation and standards of maintenance.
 - Hours of operation and gate closures.
- An Ecological evaluation, Sustainability evaluation, SOAR analysis and Initial Review from 2009 were presented to City Council.
- Ask is to allow staff to prioritize the airport trail system and conduct due diligence of the site. Return to Council with recommendations for safe and efficient utilization of the existing trail system.

Stop Sign Request from Parks and Public Works Committee:

Councilmember Baldwin explained reasons to study placing a stop sign at Park Street at Campbell Street and one at Park Street and Perryman Street.

- Slow traffic down.
- Current limited sight distance.
- Public Safety.

Expanded Outdoor Area:

Zoning Director Cummins presented that over the summer, staff worked with legal counsel to draft proposed changes to the zoning and other code requirements for outdoor dining, so they are aligned. The following is a summary of the proposed amendments:

- Require every expanded outdoor dining area obtain: 1) a special use permit; 2) site plan review; and 3) a revocable license agreement from the City, regardless of whether the expanded outdoor dining area occupies a sidewalk, right-of-way, or other public property.
- Omits the prior restrictions on signage in expanded outdoor dining areas, but otherwise it incorporates substantially all of the requirements for expanded outdoor dining areas that would have been required by the planning commission's review via existing SUP process, administrative review via the emergency policy, or as part of Council's review in issuing a revocable license pursuant to Section 96.33.
- Note that the amended SUP section still contains a subsection of outdoor dining areas on restaurant premises, rather than on public property, and these regulations are very basic and largely unchanged from what was previously in the code.
- Allow the expanded outdoor dining area to operate between April 1 and November 1 (consistent with existing regulations) and require all items to be removed no later than November 10 and allow items to be reinstalled no earlier than March 20.

- Require payment of an annual fee for the privilege of using public property (previously a component of the revocable license agreement), which is established by resolution of the Council.
- Allow the SUP to be revoked by the City for failing to comply with the requirements of the zoning ordinance, maintain a valid revocable license agreement, or pay the annual fee. It also notes that it can be terminated as necessary to accommodate public work, the City's use of its public places, or otherwise in the City's discretion.
- Added language noting that if the SUP was terminated for reasons outside the applicant's control, the annual fee would be prorated and refunded.

Expanded Outdoor Area Ordinance Repeal:

Zoning director Cummins presented an amendment to the code of ordinances to remove the temporary licensing provisions for expanded outdoor dining areas from Section 96.33 to ensure consistency in the City's regulation of expanded outdoor dining areas.

STR Presentation:

Zoning director Cummins presented the Short-Term Rental recommendations to Council. Chair Anderson of the Short-Term Rental task force spoke as well.

Mayor Dean left the meeting at 5:45 p.m. and Mayor Pro-Tem presided.

7. Public Comments (Limit 3 minutes): None.

Dan Fox, resident: We need data on the airport property just like the data given on short-term rentals.

Marsha Caspar, resident: We can do due diligence for the trails by opening them up and at the same time get an evaluation on the property. If it is sold, you can never get it back.

Christine Pierce, resident: Thanked everyone about the outdoor seating. Giving the people a Safe place to eat outside. The town is expanding and keep moving in that direction.

Palmer White, non-resident: Lives within ½ mile of the airport property. Selling it would be a disservice. There have been a bunch of storage units already put up on that street which increases traffic already.

Glenna DeYoung, resident: On the PPW committee. They have been looking at the airport Property for a year. All the reports have been included in the packet about the property, just not financials.

Vicky Cobb, resident: Thanked the PPW committee. The City decided to form the committee and it includes hard working people. They shouldn't be questioned every single day. They have shown their ability to sort through a large amount of data and make very good recommendations to the City Council and hope they are listened to.

8. Correspondence: None.

9. Council Comments:

- Councilmember Lewis: None.
- Councilmember Gardner: None.
- Councilmember Leo: None.
- Councilmember Muncey: Phil's tomorrow is their 21st anniversary.
- Councilmember Baldwin: Congrats to re-elected Gardner, new elected Anerson and White.
- Mayor Pro-Tem Stanton: Congratulations for serving the new Councilmembers and re-elected. Veterans Day celebration is 11am on Saturday.

10. Adjourn (Voice call):

Motion by Lewis, second by Muncey to adjourn, upon voice vote, motion carried unanimously and Mayor Pro-Tem adjourned at 6:08 p.m.

Respectfully Submitted,

Jamie Wolters
City Clerk