



SHORT-TERM RENTAL TASK FORCE MEETING MINUTES- *Proposed*
August 3 , 2023

The Short-Term Rental Task Force met for a
Special Meeting at 3:00 p.m.
City Hall
102 Butler St., Saugatuck, MI 49453.

Call to Order:

The meeting was called to order by Member Manns at 3:00 p.m.

Attendance:

Present: Gudith, Manns, Stanton, Steele, Tringali, Boerema and Clark.

Absent: Anderson, Hart & Clark (Via Zoom).

Others Present: Director of Planning, Zoning & Project Management Cummins and Clerk Wolters.

Approval of Agenda:

Motion by Steele, second by Tringali to approval the agenda. Upon voice vote, motion carried 6-0.

Approval of Minutes:

Motion by Gudith, second by Stanton to approve the minutes. Upon voice vote, motion carried 6-0.

Public Comment on Agenda Item Only: None.

Review/Discussion:

Town Hall Summary Report:

Kyle Mucha from McKenna informed that there were 103 total participants. He reviewed the Comments from the public placed on the engagement boards, Opportunities in Short-Term Rentals, Good Neighbor Policy, Caps and General Comments. 24 people commented during the public comment and Kyle gave a brief overview of the comments given. While no official count was taken regarding a specific comment received; McKenna staff noted the following:

1. Short-term rentals provide tourism opportunities and housing, which increases spending at local businesses.
2. Further education on a "Good Neighbor" policy is encouraged.
3. Participants are seeking increased enforcement of the current regulations pertaining to short-term rentals:
noise disturbances; refuse/debris scattered across a property; occupancy limits.

4. Participants support reviewing the current fee schedule for short-term rentals. An optimistic consensus of the participants indicated positive feedback on increasing short-term rental application fees to cover staffing costs.
5. The concentration of STRs is perceived to reduce the “neighborhood feel” of the residential areas.
6. STRs should be classified as a business and not a residential use.
7. Further regulations should be reviewed for residential properties but open up commercial areas for STRs.

Regulation Objectives Overview and Validity:

Kyle Mucha from McKenna reviewed the objective list and discussed with the task force which objectives were valid statements.

Task Force Request for Recommendations:

Task force discussed the following recommendations:

- Yearly license and inspection fees.
- Different types of STR License based on number of weeks a year unit is rented.
- Good Neighbor Policy.
- Trash.
- Posting license in window of unit with the following listed; occupancy, parking, permit, good neighbor policy, emergency contact.
- STR info on City website.
- Giving Air B&B/VRBO City of Saugatuck STR license numbers.
- Violations.
- Caps.
- STR Tax.

Recommendations will be decided on at the next meeting along with Cap discussion.

Communication:

- A. Data Analysis Documents from July 20 STR Task Force Meeting.
- B. Patricia Rotchford
- C. Christina Wood

Public Comment:

Peter Hanson, resident:

- Noticed on his morning ride the garbage cans were slowing being brought in from the street on Monday and Tuesdays. On Wednesday all but one was taken back.
- He rented a STR for vacation on July 4th. There wasn't one comment about a good neighbor policy or quiet time. It's important Saugatuck has one to use.

Gary Kemp resident:

- Does not think recertification should be yearly; too difficult to coordinate yearly.
- Concerned about adding more taxes because STR owner pay a 6% to State, 5% to CVB, taxing will get out of hand with a STR tax.

Mark Klungle, resident:

- Does not agree with recertification being less than every three years.
- Said ordinance says local representative is supposed to be 25 miles or 45 minutes away. He said that got transposed in the Ordinance, it says 45 miles.
- Said most of the parking congestion is from day-trippers not STR. Said there's a consistent blame on vacation rentals for every little problem.
- He only has one half of one percent problems with his rentals.

Sandy Gelman, resident:

- Moved here 11 years ago.
- The business community have done wonderful things in the community.
- There is blame on STR; she feels put down for wanting the City of Saugatuck not be all STR. What's the benefit of having such high STR.
- Entice more people to move here and keep our community.
- People come here because they love the small town.
- Parking is an issue; fix parking, it effects everyone- residents and visitors.

Grey Auer, non-resident:

- How many of the cars in town are STR and how many are day-trippers.
- Good neighbor policy is basically starting an HOA.
- The competition in town is very hard to get the rentals.

Brian Elmore, non-resident:

- Trash needs to be looked at. Recycling gets picked up once a month and his recycling is full after one and a half weeks.
- Recertification vs. renewing license. Trying to coordinate with Fire Dept a visit yearly would be a nightmare.
- Add the phone number on license and put them in the window of STR.
- Good neighbor policy should apply to everyone in the City not just STR.

Member Closing Comments:

Sean Steele: Happy with a 10% turnout at the Town Hall Meeting. The boards look like a 50/50 split. Still have to be conscious of the 90% that didn't come to express their opinion.

Manns: Thank the task force, McKenna and staff for the town hall meeting. There did seem to be a consistency of things the task force was currently talking about. Have more enforcement and accountability.

Adjournment:

*Motion by Steele second by Stanton to adjourn. Upon voice vote, motion carried unanimously.
Member Manns adjourned at 4:34 p.m.*

Respectfully Submitted

Jamie Wolters, City Clerk