



CITY COUNCIL WORKSHOP AGENDA

September 6, 2023 – 4:00 pm

*This is an in-person meeting at Saugatuck City Hall, 102 Butler St, Saugatuck, MI 49453.
The meeting will also be available live, virtually on Zoom.*

- 1. Call to Order**
- 2. Roll Call**
- 3. Agenda Changes** (*Additions/Deletions*)
- 4. Guest Speaker**
- 5. Public Comment on Agenda Items Only** (*Limit 3 minutes*)
- 6. Discussion Items:**
 - A.** Resolution 230911-A- Extending Waterfront Moratorium
 - B.** Right of Way Signage Request- Hazardous Waste Day
- 7. Public Comments** (*Limit 3 minutes*)
- 8. Correspondence**
 - A.** Saugatuck-Douglas Library Board Vacancy
- 9. Council Comments**
- 10. Adjourn**

NOTICE:

Join online by visiting:

<https://us02web.zoom.us/j/2698572603>

Join by phone by dialing:

**(312) 626-6799 -or-
(646) 518-9805**

Then enter "Meeting ID":

2698572603

Please send questions or comments regarding meeting agenda items prior to meeting to:
ryan@saugatuckcity.com

Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact Saugatuck City Clerk at 269-857-2603 or Wolters@saugatuckcity.com for further information.



City Council Agenda Item Report

FROM: Ryan Cummins, Director of Planning and Zoning

MEETING DATE: September 11, 2023

SUBJECT: Resolution No.230911-A Resolution Extending the Temporary Waterfront Commercial Development and Construction Moratorium

DESCRIPTION:

After recommendations from the Planning Commission, the City Council enacted a temporary moratorium, through the adoption of Ordinances No. 230612-A and No. 230322-B, on Waterfront Commercial Development and Construction within the City. This includes new site developments including parking and site improvements, new building construction, and existing building expansion in the Waterfront Commercial Temporary Moratorium Area.

Since the moratorium was enacted, the Planning Commission has made good progress on the waterfront assessment project:

- Planning Consultant, David Jirousek, studied the area and provided an initial assessment report to both the Planning Commission and Historic District Commission. Both boards reviewed, discussed and provided feedback.
- Extensive public engagement was conducted with surveys and pop-up events with poster boards.
- Results of the community engagement efforts and Mr. Jirousek's recommendations were provided to the Planning Commission on August 17.
- Based on the Planning Commission feedback, Mr. Jirousek is drafting ordinance language changes for their review.

The draft language will be reviewed at the next Planning Commission meeting, and if the Planning Commission is satisfied, a public hearing will be held in October. The Planning Commission will then consider a recommendation for City Council. The City Council will then review and make a decision on the recommendations. This will likely take another three months to accomplish.

The moratorium is currently set to expire on September 30, 2023. The moratorium ordinances provide that the City Council may extend the moratorium by resolution from time-to-time to finish adopting new regulations governing uses in moratorium area. Extending the moratorium through December 31,

2023 will ensure the City has sufficient time to adopt new regulations governing uses in the moratorium area.

LEGAL REVIEW:

The City Attorney prepared the resolution to extend the moratorium. The City Attorney will be at your meeting to answer any questions you may have.

SAMPLE MOTIONS:

Motion to approve Resolution No. 230911-A A Resolution Extending the Temporary Waterfront Commercial Development and Construction Moratorium

**CITY OF SAUGATUCK
COUNTY OF ALLEGAN
STATE OF MICHIGAN**

RESOLUTION NO. 230911-A

**A RESOLUTION EXTENDING THE TEMPORARY WATERFRONT COMMERCIAL
DEVELOPMENT AND CONSTRUCTION MORATORIUM**

Council Member _____, offered the following resolution and moved for its adoption, seconded by Council Member _____:

RECITALS

WHEREAS, the City of Saugatuck has enacted a temporary moratorium, through the adoption of Ordinances No. 230612-A and No. 230322-B (collectively, the “Moratorium”), on Waterfront Commercial Development and Construction within the City, which includes among other things new site developments including parking and site improvements, new building construction, and existing building expansion in the Waterfront Commercial Temporary Moratorium Area, as defined in the Moratorium;

WHEREAS, the Moratorium was enacted to provide the City with time study its zoning regulations and temporarily stop permitting, consideration, and construction within the Waterfront Commercial Temporary Moratorium Area to ensure the City can adequately develop land use regulations to protect the public health, safety, and general welfare of the City and its residents;

WHEREAS, the Moratorium is currently set to expire on September 30, 2023;

WHEREAS, the City has initiated the process of reviewing its zoning ordinance and revising regulations applicable to the Waterfront Commercial Temporary Moratorium Area to ensure that commercial waterfront development within the City will be regulated in an appropriate manner that protects the City’s waterways, natural resources, and economic land uses, but the City requires additional time to finish adopting new regulations governing uses in the Waterfront Commercial Temporary Moratorium Area;

WHEREAS, Section 2 of Ordinance No. 230612-A and Section 2 of Ordinance No. No. 230322-B provide that the City Council may extend the Moratorium by resolution from time-to-time to finish adopting new regulations governing uses in the Waterfront Commercial Temporary Moratorium Area; and

WHEREAS, the City of Saugatuck desires to extend the Moratorium through December 31, 2023 to ensure that it has sufficient time to adopt new regulations governing uses in the Waterfront Commercial Temporary Moratorium Area.

NOW, THEREFORE, BE IT RESOLVED that:

1. The City Council hereby extends the existing Moratorium imposed by Ordinances No.

230612-A and No. 230322-B on the permitting, accepting applications, approvals, and consideration of new site development including parking and site improvements, new building construction and existing building expansion in the Waterfront Commercial Temporary Moratorium Area under Michigan law until December 31, 2023, or an earlier time in which the City adopts new regulations governing uses in the Waterfront Commercial Temporary Moratorium Area and rescinds the Moratorium.

2. The City Council may further extend the Moratorium by resolution from time-to-time to finish adopting new regulations governing uses in the Waterfront Commercial Temporary Moratorium Area.

3. All resolutions and parts of resolutions in conflict herewith are, to the extent of such conflict, repealed.

YEAS: Council Members: _____

NAYS: Council Members: _____

ABSTAIN: Council Members: _____

ABSENT: Council Members: _____

ADOPTED this ____ day of _____, 2023

CITY OF SAUGATUCK

BY: _____
Scott Dean, Mayor

BY: _____
Jamie Wolters, City Clerk

CERTIFICATION

I, Jamie Wolters, the duly appointed clerk of the City of Saugatuck do hereby certify the foregoing is a true and complete copy of a resolution adopted by the City Council at a regular meeting held _____, 2023.

Signed: _____
Jamie Wolters, City Clerk



FROM: Jamie Wolters, City Clerk

MEETING DATE: September 11, 2023

SUBJECT: Household Hazardous Waste Day Right of Way Signage

DESCRIPTION

Saugatuck Douglas Rotary has submitted an application for signage installation of 1 banner.

The City Council may approve a banner as an exception, as listed in section 150.30(H). The conditions for approval of the exception are as follows:

1. The sign does not create a traffic vision obstruction;
2. The sign does not create a pedestrian traffic obstruction;
3. The sign is compatible with the surroundings and is not uniquely out of character for the community;
4. The sign does not create a situation which could be detrimental to health safety, or welfare; and,
5. The banner shall be displayed for no more than three 14-day periods between January 1 and December 31 of any year.

BUDGET ACTION REQUIRED

N/A

COMMITTEE/COMMISSION REVIEW

None

LEGAL REVIEW

None

SAMPLE MOTION:

Motion to approve/deny the request the signage request from the Saugatuck Douglas Rotary for Household Hazardous Waste Day for the dates of 9/18/23-9/7/23.



Right of Way Sign Application

APPLICANTS INFORMATION

APPLICATION NUMBER _____ - _____

Name SAUGATUCK DOUGLAS ROTARY Address / PO Box 211, DOUGLAS, MI 49406
 City DOUGLAS State MI Zip 49406 Phone (269)416-0738
 E-Mail leighgarnet@gmail.com
 Signature Garnet Luni Date 09.05.23

SIGN DESCRIPTION (ATTACH MORE SHEETS IF NECESSARY)Type: Number of Yard Signs 0 Number of Banners 1Dates to be displayed 09.18 - 09.27Further Comments: Banner to advertise the Household Hazardous Waste Day.**PLEASE INCLUDE THE FOLLOWING INFORMATION****Pursuant to Section 150.30, please attach the following supporting documents when applying for sign approval**

Y N NA

- Dimensions and type of each proposed sign 8' x 3
- Map showing the location of each sign PALETTE SIGN
- Explanation of how each sign will be attached and secured

Pursuant to Section 150.30(H), please to the following questions:

- Will the signs create a traffic vision obstruction?
- Will the signs create a pedestrian traffic obstruction?
- Are the signs compatible with the surroundings and is not uniquely out of character for the community? and
- Do the signs create a situation which could be detrimental to health, safety, or welfare?



NOTICE

The CITY OF SAUGATUCK is accepting applications for appointments to the following Boards/Commissions: Saugatuck-Douglas Library Board

Bonnie Lowe is one of the two City of Saugatuck's representatives. Her term expires on 10/1/2023.

About the Board

Library Trustees are appointed to the governing Library Board and the terms are four years. The board is authorized to:

- Adopt bylaws and rules for the board's governance.
- Maintain control over the building and grounds of the library.
- Control the expenditure of all funds credited to the library fund.
- Appoint, supervise, evaluate, discipline or remove a director.
- Approve an annual library budget.
- Adopt policies, rules and regulations regarding use of the library.

Meetings

Board meetings are regularly scheduled for the 3rd Wednesday of every month at 7:00pm at the Library. The public is welcome to attend Library Board meetings. There is time set aside at the beginning of each meeting for public comment. Special meetings of the Library Board are posted at the Library subject to Open Meetings Act.

If you are a resident of the City of Saugatuck and have the desire and ability to serve, please contact City Hall at (269) 857-2603 for more information or to request an application.

Online application: <https://www.saugatuckcity.com/application-for-boards--commissions.html>

Jamie Wolters Saugatuck
City Clerk Dated:
September 6, 2023

102 Butler Street • P.O. Box 86 • Saugatuck, MI 49453
Phone: 269-857-2603 • Website: www.saugatuckcity.com