



**Planning Commission Meeting
March 21, 2022 City Hall
102 Butler Street, Saugatuck, MI
6:00 PM**

1. **Call to Order/Roll Call:**
2. **Approval of Agenda:**
3. **Approval of Minutes:**
4. **Public Comment on Agenda Items: Limit 3 minutes**
5. **Old Business:**
 - a. **Special land use and site plan review for 449 Water and 121 Mary Street tabled from February 17, 2022.**
6. **New Business: None**
7. **Communications:**
8. **Reports of Officers and Committees:**
9. **Public Comments: Limit 3 minutes**
10. **Adjournment**

***Public Hearing Procedure**

- A. **Hearing is called to order by the Chair**
- B. **Summary by the Zoning Administrator**
- C. **Presentation by the Applicant**
- D. **Public comment regarding the application**
 - 1) **Participants shall identify themselves by name and address**
 - 2) **Comments/Questions shall be addressed to the Chair**
 - 3) **Comments/Questions shall be limited to five minutes**
 1. **Supporting comments (audience and letters)**
 2. **Opposing comments (audience and letters)**
 3. **General comments (audience and letters)**
 4. **Repeat comment opportunity (Supporting, Opposing, General)**
- E. **Public comment portion closed by the Chair**
- F. **Commission deliberation**
- G. **Commission action**



MEMORANDUM

TO: Planning Commission
City of Saugatuck

FROM: Cindy Osman, Planning and Zoning

DATE: February 17, 2022, Tabled to March 17, 2022, Tabled to March 21, 2022, 6:00 PM

RE: 449 WATER ST 435– extend bar into existing structure on the same parcel with address at 121 Mary Street

WPBG, LLC has applied to extend Wicks Park Bar and Grille into the existing structure on the same parcel with the address of 121 Mary Street and 449 WATER ST 435, establish outdoor seating at the rear of 121 Mary Street. This property is located in the WSE-WATER E C2 Zone District. The purpose of this memo is to provide a review of the standards for this site plan review and special land use permit, and how the ordinance relates to this application.

Background: The City of Saugatuck requires a public hearing, site plan review, and a special land use permit by the Planning Commission for all expansions of restaurants and outdoor seating. 154.060 and 154.080.

Project Description: The applicant proposes to expand food and alcohol service to the small house on the same parcel, the applicant intends to enclose the back yard with a ten foot high fence. This is based on the following section from the zoning ordinance:

“(4) Fences located within a rear or side yard shall not exceed six feet in height measured from the surface of the ground, unless as part of an approved site plan, in which case the Planning Commission may approve fences up to ten feet in height.”

Standards for Approval: The standards of Section 154.064 for a formal site plan review will apply. These standards are as follows:

(A) All elements of the site plan shall be harmoniously and efficiently organized in relation to topography, the size and type of lot, the character of adjoining property and the type and size of the buildings. The site will be so developed as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this chapter.

Comment: Waived. The topography is not an issue, and the lot coverage meets the zone district requirements. There will be no new buildings, but there will be two roof overs and a small addition to the existing building. There will be no impediments to development of adjoining properties.

(B) The landscape shall be preserved in its natural state, insofar as practical, by removing only those areas of vegetation or making those alterations to the topography which are reasonably necessary to develop the site in accordance with the requirements of this chapter.

Comment: Waived. There is no “natural” landscape on the site, and no alterations to the topography is proposed.

(C) The site plan shall provide reasonable visual and sound privacy for all dwelling units located therein. Fences, walks, barriers and landscaping shall be used, as appropriate, to accomplish these purposes.

Comment: Waived. There will not be any dwelling units therein.

(D) All buildings or groups of buildings shall be arranged so as to permit necessary emergency vehicle access as required by the Fire Department.

Comment: Fire Chief Janik expressed to me that the access as shown on the site plan is acceptable. Also see attached letter from the Fire Department Therefore, the Planning Commission may find that this standard is met.

There shall be provided a pedestrian circulation system which is separated from the vehicular circulation system. In order to ensure public safety, special pedestrian measures, such as crosswalks, crossing signals and other such facilities may be required in the vicinity of schools, playgrounds, local shopping areas and other uses which generate a considerable amount of pedestrian traffic. All federal, state and local barrier free requirements shall be met.

Comment: Waived. There will be no vehicular circulation system within the site. Pedestrian circulation will be from the existing public sidewalks. The Building Inspector is responsible to assure barrier free design requirements.

The arrangement of public or common ways for vehicular and pedestrian circulation shall be connected to existing or planned streets and pedestrian or bicycle pathways in the area. Streets and drives which are part of an existing or planned street pattern serving adjacent development shall be of a width appropriate to the traffic volume they will carry and shall have a dedicated right-of-way equal to that specified in the city’s land use plan.

Comment: Waived. There will be no streets on the site.

All streets shall be developed in accordance with city specifications, unless developed as a private road.

Comment: Waived.

(E) Appropriate measures shall be taken to ensure that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system. Provisions shall be made to accommodate storm water, prevent erosion and the formation of dust. The use of detention/retention ponds may be required. Surface water on all paved areas shall be collected at intervals so that it will not obstruct the flow of vehicular or pedestrian traffic, create puddles in paved areas or create erosion problems.

Comment: Drainage will be subject to approval by the City Engineer.

(F) All loading and unloading areas and outside storage areas, including areas for the storage of trash, which face or are visible from residential districts or public thoroughfares, shall be screened by an opaque wall or landscaped screen not less than six feet in height. (See §§ [154.142](#) through [154.144](#)).

Comment: Loading and trash storage areas will be screened by a fence of not less than 6 feet in height.

(G) *Exterior lighting shall be arranged so that it is deflected away from adjacent properties and so that it does not impede the vision of traffic along adjacent streets. Flashing or intermittent lights shall not be permitted.*

Comment: The lights will be gas lamps as indicated, and mounted on the building, they will not flash or blink.

(H) *In approving the site plan, the Planning Commission may recommend that a bond or other financial guarantee of ample sum be furnished by the developer to ensure compliance for such requirements as drives, walks, utilities, parking, landscaping and the like (see § 154.173).*

Comment: Waived. The project is small enough in nature that staff does not recommend a bond requirement for this project. There are no requirements for drives, walks, utilities or parking.

SPECIAL LAND USE. A use of land whose characteristics may create nuisance-like impacts on adjoining lands unless carefully sited according to standards established in this chapter (see §§ 154.080 through 154.092). Approval for establishing a special land use is indicated by issuance of a special land use permit.

Standards for Approval: The standards of Section 154.082 for a special land use will apply. These standards are as follows:

154.082 STANDARDS.

(A) Before any special land use permit is granted, the Planning Commission shall make findings of fact based upon competent evidence certifying compliance with the specific regulations governing individual special land uses and, in addition, ensure that the following general standards have been met. Each proposed special land use shall:

(1) *In location, size, height, and intensity of the principal and/or accessory operations, be compatible with the size, type and kind of buildings, uses and structures in the vicinity and on adjacent property;*

Comment: The location, size and height of the buildings will not be materially altered. The intensity of the principal operations will be expanded. The Planning Commission may wish to discuss how it is or is not compatible with the uses in the vicinity and on adjacent property keeping in mind that they may be in a different zone district, and how impacts on the area may be mitigated.

(2) *Be consistent with and promote the intent and purpose of this chapter;*

Comment:

154.003 PURPOSES. – (general section)

(A) The city zoning ordinance is hereby established in accordance with the needs of the city.

The text, zoning map and schedules contained herein shall constitute this chapter.

(B) The chapter is expressly adopted for the following purposes:

(1) To protect and promote the public health, safety and welfare of the city;

(2) To promote and implement the policies, objectives and strategies of the city land use plan;

(3) To prevent land use conflicts through the appropriate location of compatible land uses; (4) To

protect sensitive natural resources, including but not limited to wetlands, sand dunes, woodlands and floodplains;

(5) To protect land values; and

(6) To promote and provide for orderly growth.

Water Street East:

(A) **Generally.** The Water Street East District is designed to preserve the residential flavor of the area while promoting commercial land use and development. The district is designed for an intermediate intensity and density of structures and land use. Commercial development is desired in this district. The district will also promote visual access to the Kalamazoo River and Lake.

§ 154.080 PURPOSE. (special land uses)

(A) In order that this chapter be flexible and reasonable, special land uses are provided for and require special land use permits.

(B) Conformance to special land use standards is required, in addition to all other requirements of this chapter. All the uses are hereby declared to possess characteristics of the unique and distinct form that each specific use shall be considered on an individual basis.

(C) The granting of a special land use permit does not negate the requirement for any other required permits.

Design standards:

(O) **Restaurants with outdoor seating.** The inclusion of outdoor seating shall be viewed as an expansion of a commercial business and shall meet the following standards:

(1) Tables, chairs, or similar features shall not have display signage or emblems representative of the restaurant;

(2) Outdoor seating area shall be on a fully improved surface of concrete, paver brick, or similar solid material;

(3) If alcohol is served, area shall meet all applicable local, state, and federal regulations;

(3) **Be compatible with the natural environment and conserve natural resources and energy;**

Comment: Waived. There will be little or no change to the natural environment.

(4)

(5) **Be consistent with existing and future capabilities of public services and facilities affected by the proposed use;**

Comment: Waived. The change should not have any impact on existing and future capabilities of public services and facilities.

(6) **Protect the public health, safety and welfare as well as the social and economic well-being of those who will use the land use or activity, residents, businesses and landowners immediately adjacent and the city as a whole;**

Comment: The proposed changes will meet all the requirements of the Zoning Ordinances. However, the Planning Commission may want to discuss conditions that would protect landowners immediately adjacent and the City as a whole. Some potential conditions could be limiting the hours of operation, limiting the amount of outside seating, limit live music to inside, and other conditions that the Planning Commission find appropriate.

(7) **Not create any hazards arising from storage and use of inflammable fluids;**

Comment: The applicant states that there will be no flammable liquids. Therefore, the Planning Commission may find this standard met.

(8) **Not be in conflict with convenient, safe and normal vehicular and pedestrian traffic routes, flows, intersections and general character and intensity of development. In particular:**

(a) **The property shall be easily accessible to fire and police; and**

(b) **Not create or add to any hazardous traffic condition.**

Comment: The property will be accessible to fire and police. The project should not impact traffic at all; therefore, the Planning Commission may find that this standard is met. See attached letter from the fire department.

(9) Be of such a design and impact that the location and height of buildings, the location, nature and height of walls, fences and the nature and extent of landscaping on the site shall not hinder or discourage the appropriate development and use of adjacent land and buildings or impair the value thereof;

Comment: The lot coverage, height, and locations, all meet the zone district requirements. There will be no impediments to development of adjoining properties. Therefore, the Planning Commission may find that this standard is met.

(10) That in the nature, location, size and site layout of the use, be a harmonious part of the district in which it is situated taking into account, among other things, prevailing shopping habits, convenience of access by prospective patrons, the physical and economic relationship of one type of use to another and characteristic groupings of uses of the district; and

Comment: Waived. There will little or no change to the existing site.

(11) That in the location, size, intensity, and site layout be such that operations will not be objectionable to nearby dwellings, by reason of noise, fumes, pollution, vibration, litter, refuse, glare or flash of lights to an extent which is greater than would be operations of any use permitted by right for that district within which the special land use is proposed to be located.

Comment: The Planning Commission may want to discuss this item and consider conditions that may be imposed as noted in number 5 above.

(B) The Planning Commission shall consult the city land use plan to determine if the proposed special land use is compatible with the future planned use of surrounding property and may limit the permit so as not to conflict with future planned land use. The duration of the permit may be limited only if such use is clearly temporary in nature.

From the master plan:

COMMERCIAL There will continue to be four primary commercial areas within the Tri-Communities. Commercial uses in downtown Saugatuck are primarily oriented to tourists and seasonal residents. Downtown Saugatuck will continue to serve as the major center for commercial tourist activities. This should be encouraged. However, the downtown area should not be permitted to expand outside the area presently zoned for downtown commercial use.

Appropriate measures should be instituted as necessary to mitigate impacts of the city center on adjoining residential areas. Downtown Saugatuck and the City of the Village of Douglas Village Center are characterized by compact building arrangements which limit parking spaces. Parking is problematic in downtown Saugatuck and in the City of the Village of Douglas Center, especially during peak tourism months. Heavy pedestrian traffic also exacerbates parking and access problems. The buildings and parking on many properties are poorly designed, so any opportunity to improve design, safety, and function should be seized.

Recommendation: Staff can recommend approval to extend the bar into existing structure on the same parcel with address at 121 Mary Street with conditions. If the Planning Commission finds that the standards are met, the following motion may be used:

I hereby move to (approve/deny) application PZ 22002 to expand the bar at 449 Water Street into the

building at 121 Mary Street as shown on the attached application with the following conditions, and direct staff to place this approval in a recordable format and to record said document with the Allegan County Register of Deeds.

The above comments as discussed, and the staff report are to be incorporated into the record and are adopted as part of our findings of fact.



Site Plan Review Application

LOCATION INFORMATION **APPLICATION NUMBER** ____ - ____

Address 449 Water St

Parcel Number 03-57-300-068-00

APPLICANTS INFORMATION

Name Wicks Park Bar & Grille Address / PO Box Po Box 58

City Saugatuck State MI Zip 49453 Phone 2698572888

Interest In Project Owner E-Mail christine@wickspark.com

Signature [Signature] Date _____

OWNERS INFORMATION (IF DIFFERENT FROM APPLICANTS)

Name Christine Murphy Address / PO Box PO Box 58

City Saugatuck State MI Zip 49453 Phone 2392724296

I hereby authorize that the applicant as listed above is authorized to make this application for proposed work as my agent and we agree to conform to all applicable laws and regulations of the City of Saugatuck. I additionally grant City of Saugatuck staff or authorized representatives thereof access to the property to inspect conditions, before, during, and after the proposed work is completed.

Signature [Signature] Date _____

CONTRACTORS/ DEVELOPERS INFORMATION (UNLESS PROPOSED WORK IS TO BE DONE BY THE PROPERTY OWNER)

Name RS Carpentry Contact Name Randal Strong

Address / PO Box 14099 Michelle Court City Holland

State MI Zip 49424 Phone 6162688982 Fax _____

License Number 2101174497 Expiration Date 5/31/2023

PROPERTY INFORMATION

Depth 93(N) Width 120(W) Size _____ Zoning District Water Current Use Rental

Check all that apply:

Waterfront _____ Historic District Dunes _____ Vacant _____

PROJECT DESCRIPTION (ATTACH MORE SHEETS IF NECESSARY)

Taking existing old cottage and remodeling it and turning it into a Event Space and Bar. Remodeling of the inside, cleaning putting in new alley way and back yard.



Site Plan Review Application

Application # ____ - ____

SITE PLAN REQUIREMENTS (SECTION 154.061)

A) Applications for preliminary site plan approval shall consist of the following information unless waived by the Zoning Administrator.

Y N NA

- Property dimensions
- Significant vegetation
- Water courses and water bodies, including human-made surface drainage ways
- Existing public right-of-way, pavements and/or private easements
- Existing and proposed uses, buildings, structures and parking areas
- Zoning classification of abutting properties
- The name, address and telephone number of the person and firm who prepared the site plan, and the date on which it was prepared
- A north arrow

B) Applications for final site plan approval shall consist of the following information unless waived by the Zoning Administrator. One (1) paper copy of a final site plan (no greater than 11" x 17") and one (1) digital copy, at a scale of not less than one inch equals ten feet, shall include:

Y N NA

- Dimensions of property of the total site area,
- Contours at 2-foot intervals
- Locations of all buildings
- Other structures on adjacent properties within 100 feet of the property, including those located across the street from the property
- Parking areas
- Driveways
- Required and proposed building setbacks
- Location of abutting streets and proposed alignment of streets, drives and easements serving the development, including existing rights-of-way and pavement widths;
- Location, screening, dimensions and heights of proposed buildings and structures, such as trash receptacles, utility pads and the like, including accessory buildings and uses, and the intended uses thereof. Rooftop or outdoor appurtenances should also be indicated, including proposed methods of screening the equipment, where appropriate;
- Location and dimensions of parking areas, including computations of parking requirements, typical parking space dimensions, including handicapped spaces, and aisle widths;
- Proposed water supply and wastewater systems locations and sizes;
- Proposed finished grades and site drainage patterns, including necessary drainage structure. Where applicable, indicate the location and elevation of the 100-year floodplain;
- Proposed common open spaces and recreational facilities, if applicable;
- Proposed landscaping, including quantity, size at planting and botanical and common names of plant materials;
- Signs, including type, locations and sizes;



Site Plan Review Application

Application # ____ - ____

- Location and dimensions of all access drives, including driveway dimensions, pavement markings, traffic-control signs or devices, and service drives;
- Exterior lighting showing area of illumination and indicating the type of fixture to be used.
- Elevations of proposed buildings drawn to an appropriate scale shall include:
 1. Front, side and rear views;
 2. Heights at street level, basement floor level, top of main floor, top of building, and if applicable, height above water level; and
 3. Exterior materials and colors to be used.
- Location, if any, of any views from public places to public places across the property;
- Location, height and type of fencing; and
- The name and address of the person and firm who drafted the plan, the seal of the professional responsible for the accuracy of the plan (licensed in the state) and the date on which the plan was prepared.

STANDARDS FOR APPROVAL (SECTION 154.062)

Please respond to each of the following questions by explaining how the proposed development will meet the standards for site plan approval:

*note: not all questions will apply for all requests.

(1) How will the elements of the site plan shall be harmoniously and efficiently organized in relation to topography, the size and type of lot, the character of adjoining property and the type and size of the buildings? Will the site will be so developed as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this chapter? _____

The site plan is not changing - remodeling of existing house

(2) How will the landscape be preserved in its natural state, insofar as practical, by removing only those areas of vegetation or making those alterations to the topography which are reasonably necessary to develop the site in accordance with the requirements of this chapter? _____

More landscaping will be added to update the area

(3) How will the site plan provide reasonable visual and sound privacy for all dwelling units located therein? How will fences, walks, barriers and landscaping shall be used, as appropriate, be used to accomplish these purposes? _____

updated fence where existing fence is located

(4) How will all buildings or groups of buildings be arranged so as to permit necessary emergency vehicle access as required by the Fire Department? _____

Street access for Fire and emergency vehicle - nothing is changing

(5) How will there be provided a pedestrian circulation system which is separated from the vehicular circulation system. In order to ensure public safety, special pedestrian measures, such as crosswalks, crossing signals and other such facilities may be required in the vicinity of schools, playgrounds, local shopping areas and other uses which generate a considerable amount of pedestrian traffic? (All federal, state and local barrier free requirements shall be met.) _____

Sidewalk will stay the same



Site Plan Review Application

Application # -

(6) How will the arrangement of public or common ways for vehicular and pedestrian circulation be connected to existing or planned streets and pedestrian or bicycle pathways in the area? Will streets and drives which are part of an existing or planned street pattern serving adjacent development be of a width appropriate to the traffic volume they will carry and shall have a dedicated right-of-way equal to that specified in the City's land use plan?

All sidewalks will remain the same

(7) How will all streets be developed in accordance with city specifications, unless developed as a private road?

No streets are being added

(8) How will appropriate measures be taken to ensure that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system? Will provisions be made to accommodate storm water, prevent erosion and the formation of dust? The use of detention/retention ponds may be required. Surface water on all paved areas shall be collected at intervals so that it will not obstruct the flow of vehicular or pedestrian traffic, create puddles in paved areas or create erosion problems.

None

(9) How will all loading and unloading areas and outside storage areas, including areas for the storage of trash, which face or are visible from residential districts or public thoroughfares, shall be screened by an opaque wall or landscaped screen not less than six feet in height? (See §§ [154.142](#) through [154.144](#)).

The alley at Wicks Park is where currently all the deliveries currently happen and that will remain the same - the trash dumpsters will also remain the same area

(10) How will exterior lighting be arranged so that it is deflected away from adjacent properties and so that it does not impede the vision of traffic along adjacent streets? Flashing or intermittent lights shall not be permitted.

Exterior lights will be facing on the cottage and very dime

OFFICE USE ONLY:
 Application Complete _____ Paid _____ Date Paid _____
 Notice Sent _____ Resident Notification _____ Hearing Date _____
 Notes: _____



Special Land Use Application

LOCATION INFORMATION APPLICATION NUMBER _____ - _____

Address 449 Water Street Saugatuck, Parcel Number 03-57-300-068-00

APPLICANTS INFORMATION

Name Wicks Parki Bar & Grille Address / PO Box PO Box 58
City Saugatuck State MI Zip 49453 Phone 269-857-2888
Interest In Project Owner E-Mail christine@wickspark.com
Signature [Signature] Date 1/16/2022

OWNERS INFORMATION (IF DIFFERENT FROM APPLICANTS)

Name SAME Address / PO Box _____
City _____ State _____ Zip _____ Phone _____

I hereby authorize that the applicant as listed above is authorized to make this application for proposed work as my agent and we agree to conform to all applicable laws and regulations of the City of Saugatuck. I additionally grant City of Saugatuck staff or authorized representatives thereof access to the property to inspect conditions, before, during, and after the proposed work is completed.

Signature [Signature] Date _____

CONTRACTORS/ DEVELOPERS INFORMATION (UNLESS PROPOSED WORK IS TO BE DONE BY THE PROPERTY OWNER)

Name Randal Strong Contact Name Randal Strong
Address / PO Box _____ City _____
State _____ Zip _____ Phone _____ Fax _____
License Number 2101174497 Expiration Date _____

PROPERTY INFORMATION

Depth 93 (N) Width 120(W) (L) Size _____ Zoning District Water Current Use commerce

Check all that apply:

Waterfront Historic District Dunes _____ Vacant _____

PROJECT DESCRIPTION (ATTACH MORE SHEETS IF NECESSARY)

Taking existing old cottage and remodeling it and turning it into a Event Space and Bar. Remodeling of the inside, cleaning putting in new alley way and back yard.



SITE PLAN REQUIREMENTS (SECTION 154.061)

A) Applications for preliminary site plan approval shall consist of the following information unless waived by the Zoning Administrator.

Y N NA

- Property dimensions
- Significant vegetation
- Water courses and water bodies, including human-made surface drainage ways
- Existing public right-of-way, pavements and/or private easements
- Existing and proposed uses, buildings, structures and parking areas
- Zoning classification of abutting properties
- The name, address and telephone number of the person and firm who prepared the site plan, and the date on which it was prepared
- A north arrow

B) Applications for final site plan approval shall consist of the following information unless waived by the Zoning Administrator. One (1) paper copy of a final site plan (no greater than 11" x 17") and one (1) digital copy, at a scale of not less than one inch equals ten feet, shall include:

Y N NA

- Dimensions of property of the total site area,
- Contours at 2-foot intervals
- Locations of all buildings
- Other structures on adjacent properties within 100 feet of the property, including those located across the street from the property
- Parking areas
- Driveways
- Required and proposed building setbacks
- Location of abutting streets and proposed alignment of streets, drives and easements serving the development, including existing rights-of-way and pavement widths;
- Location, screening, dimensions and heights of proposed buildings and structures, such as trash receptacles, utility pads and the like, including accessory buildings and uses, and the intended uses thereof. Rooftop or outdoor appurtenances should also be indicated, including proposed methods of screening the equipment, where appropriate;
- Location and dimensions of parking areas, including computations of parking requirements, typical parking space dimensions, including handicapped spaces, and aisle widths;
- Proposed water supply and wastewater systems locations and sizes;
- Proposed finished grades and site drainage patterns, including necessary drainage structure. Where applicable, indicate the location and elevation of the 100-year floodplain;
- Proposed common open spaces and recreational facilities, if applicable;
- Proposed landscaping, including quantity, size at planting and botanical and common names of plant materials;
- Signs, including type, locations and sizes;



Special Land Use Application

Application # -

- Location and dimensions of all access drives, including driveway dimensions, pavement markings, traffic-control signs or devices, and service drives;
- Exterior lighting showing area of illumination and indicating the type of fixture to be used.
- Elevations of proposed buildings drawn to an appropriate scale shall include:
 1. Front, side and rear views;
 2. Heights at street level, basement floor level, top of main floor, top of building, and if applicable, height above water level; and
 3. Exterior materials and colors to be used.
- Location, if any, of any views from public places to public places across the property;
- Location, height and type of fencing; and
- The name and address of the person and firm who drafted the plan, the seal of the professional responsible for the accuracy of the plan (licensed in the state) and the date on which the plan was prepared.

STANDARDS FOR APPROVAL (SECTION 154.082)

Please respond to how the request will meet each of the following standards for special land use:

- (1) How will the location, size, height and intensity of the principal and/or accessory operations, compatible with the size, type and kind of buildings, uses and structures in the vicinity and on adjacent property?
Nothing is changing on the location, size or height

- (2) How will the proposed request consistent with, and will promote the intent and purpose of this chapter?
Adding an updated look on a buidling that is needed of updating. This chapter is commerical so it will be adding another busine to the commerical area

- (3) How will the proposed request compatible with the natural environment and will it conserve natural resources and energy?
Nothing is going to be changing to affect the natural environmnet

- (4) How will the proposed request consistent with existing and future capabilities of public services and facilities?
Nothing will change to affect existing or future capabilities of public services and facilities.

- (5) How will the proposed request protect the public health, safety and welfare as well as the social and economic well-being of those who will use the land use or activity, residents, businesses and landowners immediately adjacent and the city as a whole?
All laws will be followed that the city has in place -

§ 154.061 APPLICATIONS.

(A) The applicant shall submit payment of a non-refundable fee in accordance with the city's schedule of fees as adopted from time to time. Additional administrative fees for professional services may be applied, refer to § 154.175.

(B) At a minimum the application form for all site plan reviews shall include the following information:

(1) The applicant's name and address in full;

a. **Christine Murphy 449 Water Street Saugatuck**

(2) The applicant's telephone number and email address;

a. **Mobile 239-272-4296 christine@wickspark.com**

(3) Survey showing property corners, existing structures, and proposed construction.

a. **Attached**

(C) Additional information for formal site plan review shall require some or all of the following information unless waived by the Zoning Administrator:

(1) Water courses and water bodies, including human-made surface drainage ways;

(2) Existing public right-of-way, pavements and/or private easements;

(3) Existing and proposed uses, buildings, structures and parking areas;

(4) Zoning classification of abutting properties;

(4) Location, screening, dimensions and heights of proposed buildings and structures, such as trash receptacles, utility pads and the like, including accessory buildings and uses, and the intended uses thereof. Rooftop or outdoor appurtenances should also be indicated, including proposed methods of screening the equipment, where appropriate;

a. **Attached**

b. **10ft high fence to match the height of Maplewood and approved by the Historical Commission**

(6) Location and dimensions of parking areas, including computations of parking requirements, typical parking space dimensions, including handicapped spaces, and aisle widths;

(7) Proposed water supply and wastewater systems locations and sizes;

a. **existing**

(8) Proposed finished grades and site drainage patterns, including necessary drainage structure. Where applicable, indicate the location and elevation of the 100-year floodplain;

a. **existing**

(9) Proposed common open spaces and recreational facilities, if applicable;

(10) Proposed landscaping, including quantity, size at planting and botanical and common names of plant materials;

a. **Attached**

(11) Signs, including type, locations and sizes;

a. **Attached**

(12) Location and dimensions of all access drives, including driveway dimensions, pavement markings, traffic-control signs or devices, and service drives;

a. None

(13) Exterior lighting showing area of illumination and indicating the type of fixture to be used;

a. #8 Gas Lights details attached

(14) Elevations of proposed buildings drawn to an appropriate scale shall include:

(a) Front, side and rear views; **attached**

(b) Heights at street level, **attached** basement floor level, **na** top of main floor, **attached** top of building, **attached** and if applicable, height above water level; **na** and

(c) Location, if any, of any views from public places to public places across the property; **none**

(15) Location, height and type of fencing; **10ft high fence to match the height of Maplewood and approved by the Historical Commission**

(16) Topographic elevations at two feet intervals; and

(17) Written statements relative to the effects on the existing traffic capacity of streets, and the proposed development's impact on schools, existing utilities or natural features.

(Ord. passed 6-24-1996; Am. Ord. 02-02, passed 2-11-2002; Am. Ord. 120326-1, passed 3-26-2012; Am. Ord. 170626-2, passed 6-26-2017)



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



3342 Blue Star Highway
Saugatuck, MI 49453
269 857-3000 / Fax: 269 857-1228
E-mail: info@saugatuckfire.org

March 10th, 2022

Wicks Park Bar & Grill
c/o Christine Murphy
449 Water Street
Saugatuck, MI 49453

Re: 449 Water St. – 121 Mary St. – The Cottage at Wicks Park Bar & Grill, Saugatuck, MI — Site Plan Review #1 for Nederveld Project No: 08200474, drawings dated 7-21-08 for Sheet 1.

Dear Ms. Murphy,

We are in receipt of the site plan for The Cottage at Wicks Park Bar & Grill, 449 Water St. – 121 Mary St., received 2/26/2022. We reviewed the plans using the International Fire Code (IFC) 2015 edition. Please see the result of the fire department review listed **below**.

1. Vehicle impact protection required by this code shall be provided by posts that comply with Section 312.2 or by other approved physical barriers that comply with Section 312.3. (312.1) **Guard posts are required to protect the gas meter and are not shown in the plans provided. Inspector will field verify guard post installation to protect the gas meter.**
2. Dead end driveways and access roads in excess of 150 feet in length shall be provided with an approved area for turning around with fire apparatus (IFC 503.2.5) **Not applicable, existing structure.**
3. “No Parking Fire Lane” signage shall be installed at the dead end of the turnaround. (IFC 503.3) **Not applicable, existing structure.**
4. No parking shall be allowed within the turnaround. The area must be clear and unobstructed for turnaround at all times. (IFC 503.4)
5. Fire apparatus access roads and driveways shall have an unobstructed width of not less than 20 feet, exclusive of shoulders. (IFC 503.2.1) **Approved, existing structures.**
6. Minimum clear height shall be 13’6” across the entire 20ft width of driveway. (IFC 503.2.1) **Approved, existing structures.**
7. Road shall not exceed the 10% maximum grade. (IFC 503.2.7) **Approved, existing structures.**
8. The driveway shall be installed with asphalt, concrete, or other approved driving surfaces capable of supporting the 80,000-pound imposed load of our heaviest apparatus and be installed to provide emergency access prior to commencement of building construction. (IFC 503.2.3) **Approved, existing structures.**
9. The road shall be maintained free of snow and ice to provide all weather driving capabilities. (IFC 503.2.3)
10. Fire department access roads shall be constructed and maintained for all construction sites. (IFC 3310.1) **Approved, existing structures.**



SAUGATUCK TOWNSHIP FIRE DISTRICT

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11. The installation of security gates across a fire apparatus access road shall be approved by the fire chief. Where security gates are installed, they shall have an approved means of emergency operation. The security gates and the emergency operation shall be maintained operational at all times. Electric gate operators, where provided, shall be listed in accordance with UL 325. Gates intended for automatic operation shall be designed, constructed and installed to comply with the requirements of ASTM F 2200. (IFC 503.6) ***If any of the gates listed plans provided end up being locked a Knox Key switch or Knox Pad Lock will be required for emergency access and activation***
12. New and existing buildings shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property. (IFC 505.1) ***Address signage must be posted prior to commencement of construction. Green reflective address signs are preferred and are available free of charge to Fire District properties at <https://www.saugatuckfire.org/address-sign-order-form.html>***
13. Where access to or within a structure or an area is restricted because of secured openings or where immediate access is necessary for life-saving or fire-fighting purposes, the fire code official is authorized to require a key box to be installed in an approved location. The key box shall be of an approved type listed in accordance with UL 1037, and shall contain keys to gain necessary access as required by the fire code official. (IFC 506.1) ***A Knox Key Box is required and shall be installed adjacent to the main front door. Box shall be installed 60" AFF. Minimum required box is #3261 and will hold up to 10 keys. Surface mount or recessed options are available at www.knoxbox.com.***
14. An approved water supply capable of supplying the required fire flow for fire protection shall be provided to premises upon which facilities, buildings, or portions of buildings are hereafter constructed or moved into or within the jurisdiction. (IFC 507.1) ***Approved, existing.***
15. The fire code official shall be notified prior to the water supply test. Water supply tests shall be witnessed by the fire code official, or approved documentation of the test shall be provided to the fire code official prior to final approval of the water supply system. (IFC 507.4) ***Not applicable, existing.***
16. A hydrant is required within 400 ft. of any exterior portion of a non-sprinklered building or 600 ft. for an R-3 occupancy or sprinklered building. (IFC 507.5.1) ***Approved, hydrants are existing.***
17. An approved water supply for fire protection, either temporary or permanent, shall be made available as soon as combustible material arrives on the site. (IFC 3312.1) ***Approved, hydrant locations are existing.***
18. Upon completion of construction, physical testing with apparatus will be required. If the apparatus is unable to navigate the completed road and driveway in a safe and efficient manner, modifications may be required.
19. Anything omitted in this plan review is subject to field inspection. (IFC 105.4.4)

You have site plan approval from the Fire District for the proposed renovations at The Cottage at Wicks Park Bar & Grill, 449 Water St. / 121 Mary St. in Saugatuck, MI if you are in agreement with the above-mentioned items. Please ensure you receive the appropriate permits from the City of Saugatuck prior to commencement of construction.

Please also submit building plans, fire suppression plans, fire alarm plans, emergency lighting, and kitchen hood suppression plans for review as applicable. Please let us know if you have any questions.



SAUGATUCK TOWNSHIP FIRE DISTRICT

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Respectfully Yours,

Chris Mantels

Deputy Chief / Fire Inspector

Cc: Greg Janik – Fire Chief (via email)
Cindy Osman – Zoning Administrator (via email)
Dan Poll – Building Official (via email)
Randall Strong – Builder (via email)
Pat Murphy – Builder (via email)

Enclosure: Reviewed site plan with comments

FRONT ELEVATION WITH SIGN AND GAS LAMPS



GAS LAMP APPROVED BY HDC



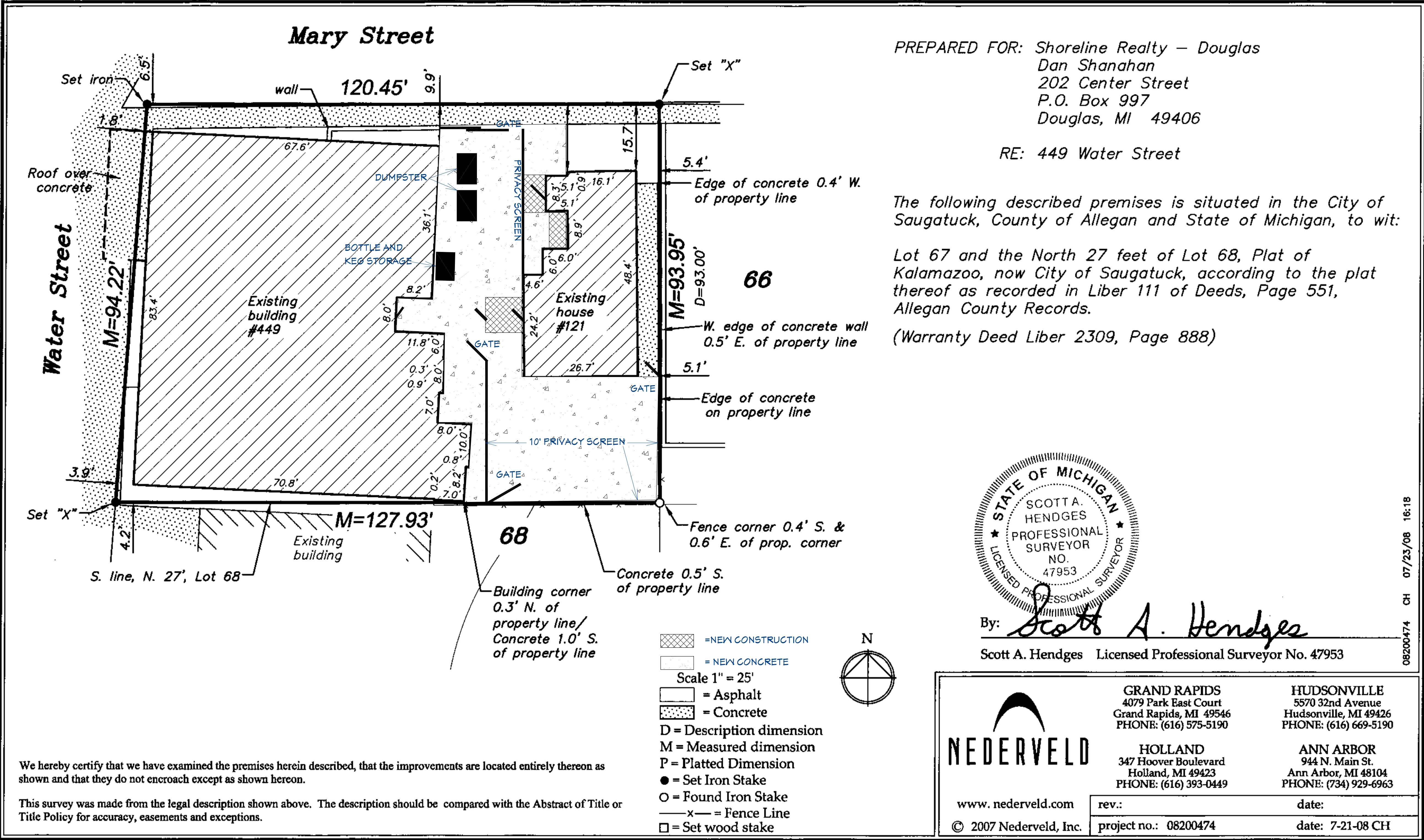
Bevelo
Williamsburg
Original Bracket
Gas Lamps
Oxidized Copper



SIGNAGE IN NORTH GRASSY AREA
42" WIDE X 32" TALL, 54" TO TOP.
PLACED TO CONFORM TO SAUGATUCK ZONING SECTION D 154.141

THE COTTAGE AT WICKS PARK SITE PLAN

Patrick Murphy Design
It's about pride....



PREPARED FOR: Shoreline Realty – Douglas
 Dan Shanahan
 202 Center Street
 P.O. Box 997
 Douglas, MI 49406

RE: 449 Water Street

The following described premises is situated in the City of Saugatuck, County of Allegan and State of Michigan, to wit:

Lot 67 and the North 27 feet of Lot 68, Plat of Kalamazoo, now City of Saugatuck, according to the plat thereof as recorded in Liber 111 of Deeds, Page 551, Allegan County Records.

(Warranty Deed Liber 2309, Page 888)

SHEET TITLE:

PROJECT DESCRIPTION:
THE COTTAGE AT WICKS PARK

DRAWINGS PROVIDED BY:

DATE:

SCALE:

SHEET:

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BUILDING CODE ALLOWABLE CAPACITIES

THE COTTAGE AT WICKS PARK CAPACITY

TOTAL SQUARE FOOTAGE OF THE COTTAGE= 1,105 SQ. FT.
 SUBTRACTIONS FROM TOTAL SQUARE FOOTAGE ARE AS FOLLOWS
 81 SQ. FT. FOR BAR
 52.5 SQ. FT. FOR ADA BATH
 54 SQ. FT. FOR TABLES
 31 SQ. FT. FOR CORNER TABLE AND BENCH SEAT
 42 SQ. FT. FOR CHAIRS AT TABLES
 14. 25 SQ. FT. FOR LOUNGE CHAIRS AND COFFEE TABLE
 10 SQ. FT. FOR FIREPLACE
 47 SQ. FT. FOR EXTERIOR WALL THICKNESS
 =TOTAL SUBTRACTION OF 331.75 SQ. FT.

	1,105.00 SQ. FT.
	<u>-331.75 SQ. FT.</u>
	CAPACITY SPACE OF 773.25 SQ. FT.
	773.25 SQ. FT. CAPACITY SPACE / 15 SQ. FT. MINIMUM PER PERSON =

51.55 PERSON MAX CAPACITY

THE COTTAGE AT WICKS PARK OUTDOOR CAPACITY

TOTAL SQUARE FOOTAGE OF OUTDOOR AREA = 1,339 SQ. FT.
 SUBTRACTIONS FROM TOTAL SQUARE FOOTAGE ARE AS FOLLOWS
 18 SQ. FT. FOR POSSIBLE SERVICE BAR
 162 SQ. FT. FOR TABLES AND CHAIRS
 = SUBTRACTION OF 180 SQ. FT.

	1,339 SQ. FT
	- <u>180 SQ. FT.</u>
	CAPACITY SPACE OF 1,159 SQ. FT.

1,159 SQ. FT. CAPACITY SPACE / 15 SQ. FT. MINIMUM PER PERSON=

77.26 PERSON MAXIMUM CAPACITY

BY COMAPRISON IF TABLES AND CHAIRS WERE REMOVED
 1,321 SQ. FT. CAPACITY SPACE / 5 SQ. FT. MINIMUM PER PERSON=
264.2 PERSON MAXIMUM CAPACITY

PROPOSED OUTDOOR CAPACITY

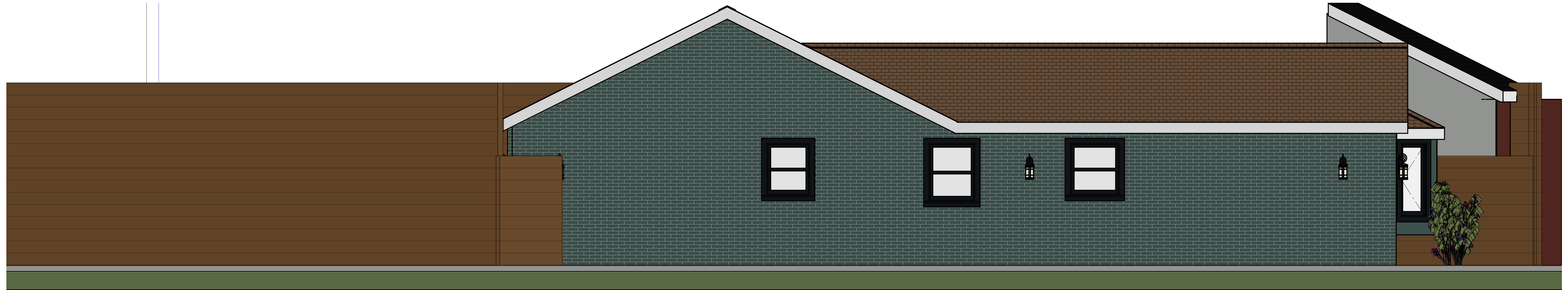
60 SEATING
7 EMPLOYEES
10 STANDING
= 77 PERSONS

PROPOSED INDOOR CAPACITY

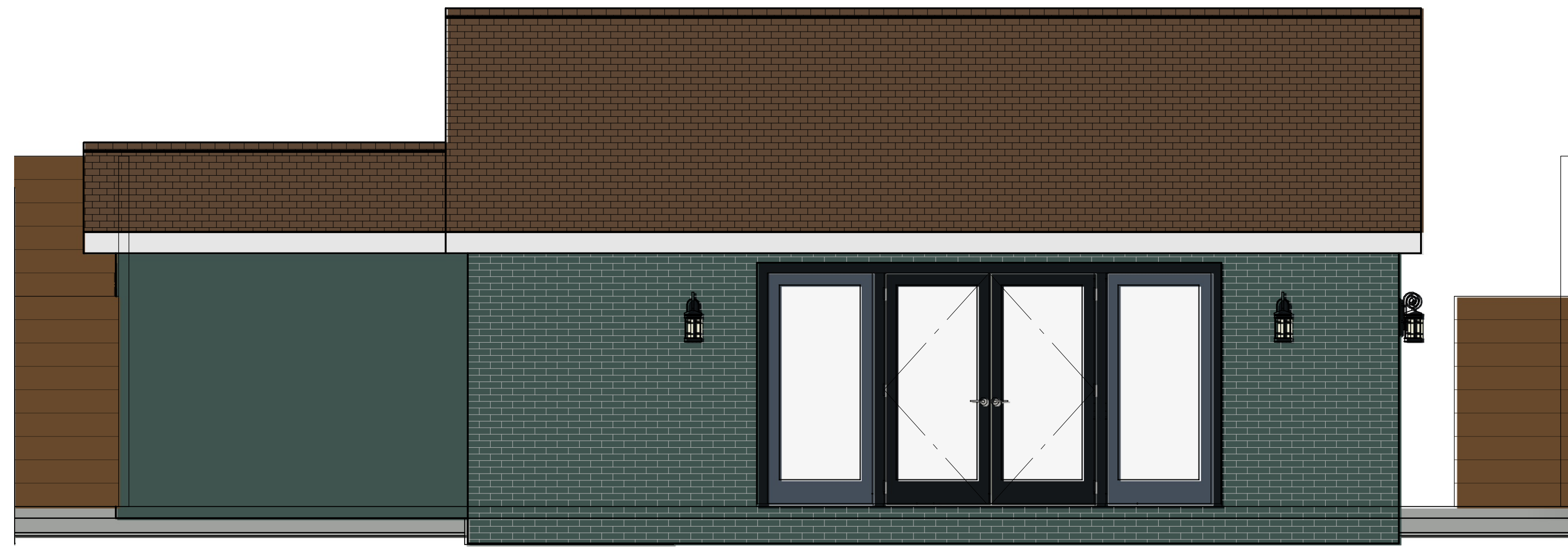
38 SEATING
5 EMPLOYEES
8 STANDING
= 51 PERSONS



EAST ELEVATION



SOUTH ELEVATION



SHEET TITLE:

PROJECT DESCRIPTION:

THE COTTAGE AT WICKS PARK

DRAWINGS PROVIDED BY:

DATE:

SCALE:

SHEET:

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BUILDING CODES

Section 302 Classification

302.1 General

Structures or portions of structures shall be classified with respect to occupancy in one or more of the groups listed in this section. A room or space that is intended to be occupied at different times for different purposes shall comply with all of the requirements that are applicable to each of the purposes for which the room or space will be occupied. Structures with multiple occupancies or uses shall comply with Section 508. Where a structure is proposed for a purpose that is not specifically provided for in this code, such structure shall be classified in the group that the occupancy most nearly resembles, according to the fire safety and relative hazard involved.

1. Assembly (see Section 303): Groups A-1, A-2, A-3, A-4 and A-5.
2. Business (see Section 304): Group B.
3. Educational (see Section 305): Group E.
4. Factory and Industrial (see Section 306): Groups F-1 and F-2.
5. High Hazard (see Section 307): Groups H-1, H-2, H-3, H-4 and H-5.
6. Institutional (see Section 308): Groups I-1, I-2, I-3 and I-4.
7. Mercantile (see Section 309): Group M.
8. Residential (see Section 310): Groups R-1, R-2, R-3 and R-4.
9. Storage (see Section 311): Groups S-1 and S-2.
10. Utility and Miscellaneous (see Section 312): Group U.

Section 303 Assembly Group A

303.1 Assembly Group A

Assembly Group A occupancy includes, among others, the use of a building or structure, or a portion thereof, for the gathering of persons for purposes such as civic, social or religious functions; recreation, food or drink consumption or awaiting transportation.

TABLE 1006.3.1
MINIMUM NUMBER OF EXITS OR
ACCESS TO EXITS PER STORY

OCCUPANT LOAD PER STORY	MINIMUM NUMBER OF EXITS OR ACCESS TO EXITS FROM STORY
1-500	2
501-1,000	3
More than 1,000	4

403.1 Minimum Number of Fixtures

Plumbing fixtures shall be provided in the minimum number as shown in Table 403.1, based on the actual use of the building or space. Uses not shown in Table 403.1 shall be considered individually by the code official. The number of occupants shall be determined by the *Michigan Building Code*.

ILLUSTRATION

TABLE 403.1
MINIMUM NUMBER OF REQUIRED PLUMBING FIXTURES^a (See Sections 403.1.1 and 403.2)

NO.	CLASSIFICATION	DESCRIPTION	WATER CLOSETS (URINALS: SEE SECTION 424.2)		LAVATORIES		BATHTUBS/SHOWERS	DRINKING FOUNTAIN (SEE SECTION 410)	OTHER
			MALE	FEMALE	MALE	FEMALE			
1	Assembly	Theaters and other buildings for the performing arts and motion pictures ^d	1 per 125	1 per 65	1 per 200	—	—	1 per 500	1 service sink
		Nightclubs, bars, taverns, dance halls and buildings for similar purposes ^d	1 per 40	1 per 40	1 per 75	—	—	1 per 500	1 service sink
		Restaurants, banquet halls and food courts ^d	1 per 75	1 per 75	1 per 200	—	—	1 per 500	1 service sink
		Casino gaming areas	1 per 100 for the first 400 and 1 per 250 for the remainder exceeding 400	1 per 50 for the first 400 and 1 per 150 for the remainder exceeding 400	1 per 250 for the first 750 and 1 per 500 for the remainder exceeding 750	—	—	1 per 1,000	1 service sink
1	Assembly	Auditoriums without permanent seating, art galleries, exhibition halls, museums, lecture halls, libraries, arcades and gymnasiums ^d	1 per 125	1 per 65	1 per 200	—	—	1 per 500	1 service sink
		Passenger terminals and transportation facilities ^d	1 per 500	1 per 500	1 per 750	—	—	1 per 1,000	1 service sink

TABLE 1004.1.2
MAXIMUM FLOOR AREA ALLOWANCES PER OCCUPANT

FUNCTION OF SPACE	FLOOR AREA IN SQ. FT. PER
Agricultural building	300 gross
Aircraft hangars	500 gross
Airport terminal	
Baggage claim	20 gross
Baggage handling	300 gross
Concourse	100 gross
Waiting areas	15 gross
Assembly	
Gaming floors (keno, slots, etc.)	11 gross
Exhibit Gallery and Museum	30 net
Assembly with fixed seats	See Section 1004.4
Assembly without fixed seats	
Concentrated (chairs only-not fixed)	7 net
Standing space	5 net
Unconcentrated (tables and chairs)	15 net
Bowling centers, allow 5 persons for each lane including 15 feet of runway, and for additional areas	7 net

1004.5 Outdoor Areas

Yards, patios, courts and similar outdoor areas accessible to and usable by the building occupants shall be provided with *means of egress* as required by this chapter. The *occupant load* of such outdoor areas shall be assigned by the *building official* in accordance with the anticipated use. Where outdoor areas are to be used by persons in addition to the occupants of the building, and the path of egress travel from the outdoor areas passes through the building, *means of egress* requirements for the building shall be based on the sum of the *occupant loads* of the building plus the outdoor areas.