



CITY OF SAUGATUCK
HISTORIC DISTRICT COMMISSION
SPECIAL MEETING

102 Butler St. Saugatuck Mi 49453
Phone: (269) 857-2603 Fax: (269) 857-4406

January 19, 2016 - 4:00 PM
Saugatuck City Hall
102 Butler Street

1. Call to Order/Roll Call:
2. Agenda Changes/Additions/Deletions:
3. Approval of Minutes:
 - A. **Minutes of regular meeting held December 3, 2015**
4. Public Comments:
5. Unfinished Business:
 - A: **2016 Schedule of Meetings (motion to approve)**
6. New Business:
 - A: **Application 15-085 900 Lake Street (replacement windows, doors, siding & roof)**
7. Administrative Approvals & Updates: **NONE**
8. Communications: **NONE**
9. Public Comment:
10. Commission Comment:
11. Adjourn:

PROPOSED Minutes
City of Saugatuck – Historic District Commission Meeting
102 Butler Street, Saugatuck, MI 49453
December 3, 2015 – 7:00 p.m.

1. **Call to Order:** The meeting was called to order by Chairperson Bella at 7:00 p.m.

Roll Call: Present: Mahan, Bella, Straker, Deem, Boyce
Absent: Hillman
Others: None

2. **Agenda Changes:** None

3. **Approval of Minutes:** A motion was made by Deem, 2nd by Mahan, to approve the October 22, 2015 minutes as presented. Upon voice vote the motion carried unanimously.

4. **Public Comments:** The new owner of Twin Gables, Alan Heminger, introduced himself to the commission and gave a brief overview of his intentions of remodeling the bed and breakfast.

5. **Unfinished Business:**

A. Application 15-072 / 230 Griffith Street – New Residential Home: A motion was made by Straker, 2nd by Deem, to approved Application 15-072 / 230 Griffith to construct a new residential home finding that the standards outlined in Section 5(B)(1-4) of the Local Guidelines regulating Additions and New Construction have been met as well as consistency of divided lights though out project and finding the following to be true. Upon voice vote the motion carried unanimously.

*Ordinance 152.00 has been satisfied

*Section 152.07/Application and Review Procedures have been satisfied

*Section 152.10/Preservation, Moving and Demolition of Historic Resources has been satisfied

*36 CFR 67 Secretary of the Interior Standards for Historic Rehabilitation Standards have been satisfied.

B. Application 15-073B / 149 Lucy Street – Porch Modification and Siding Replacement: A motion was made by Deem, 2nd by Boyce, to approve Application 15-073B / 149 Lucy Street for the replacement of the wood railings and spindles instead of vinyl, replacement of damaged vinyl siding and modifications to the deck finding the following to be true. Upon voice vote the motion carried unanimously.

*Ordinance 152.00 has been satisfied

*Section 152.07/Application and Review Procedures have been satisfied

*Section 152.10/Preservation, Moving and Demolition of Historic Resources has been satisfied

*36 CFR 67 Secretary of the Interior Standards for Historic Rehabilitation Standards 1, 9 and 10 have been satisfied.

C. Application 15-073C / 740 Lake Street – Installation of Carport on Rear of Structure: A motion was made by Straker, 2nd by Boyce, to approve Application 15-073C / 740 Lake Street for the installation of a 15 foot by 20-foot carport in the rear of the structure as shown on the application finding the standards outlined in Section V.A. (1-4) of the Local Guidelines have been met and finding the following to be true. Upon voice vote the motion carried unanimously.

*Ordinance 152.00 has been satisfied

*Section 152.07/Application and Review Procedures have been satisfied

*Section 152.10/Preservation, Moving and Demolition of Historic Resources has been satisfied

*36 CFR 67 Secretary of the Interior Standards for Historic Rehabilitation Standards 1, 9 and 10 have been satisfied.

6. **New Business:**
 - A. **2016 Schedule of Meetings:** No action taken, will be brought before the Commission at the January 28, 2016 meeting.
7. **Administrative Approvals:** None
8. **Communications:** The Commission would like to start receiving the publication *National Trust for Historic Preservation* and will approach the City about providing for each member.
9. **Public Comments:** None
11. **Adjournment:** Chairperson Bella adjourned the meeting at 8:11 p.m.

Respectfully Submitted,

Monica Nagel, CMC
City Clerk



SAUGATUCK HISTORIC DISTRICT COMMISSION SCHEDULE OF MEETINGS

Saugatuck Historic District Commission meetings are held at Saugatuck City Hall, 102 Butler Street, Saugatuck, MI 49453 at 7:00 p.m. on the 4th Thursday of each month unless otherwise noted.

January 28, 2016

February 25, 2016

March 24, 2016

April 28, 2016

May 26, 2016

June 23, 2016

July 28, 2016

August 25, 2016

September 22, 2016

October 27, 2016

November – No Meeting

December 1, 2016



Memorandum

To: Saugatuck Historic District Commission
From: Michael J. Clark, AICP
Interim Zoning Administrator
Meeting Date: January 19, 2016
Subject: 900 Lake Street; 15-085; Replacement windows, doors, siding and roof

Request: Architect James Herrick has applied on behalf of property owner Al Herminger for modifications to the bed and breakfast buildings located at 900 Lake Street. These modifications include removal of shutters, modification and relocation of several windows on the east side of the primary structure, repairs to the smaller cottage structures, and construction of covered front porches on the smaller structures.

Background: The primary structure was constructed around 1890 and is mostly original however many of the windows have been replaced and other details have been added or removed. The memo from Williams & Works indicates that this structure should be listed as a contributing resource to the district in that many of the original elements have been retained.

Standards: Section 11.C. of the Local Guidelines regulating Roofs, Parapets, and Gutters would apply.

C. Roofs, Parapets, and Gutters

*1. **Roof Forms** Roofs and roof forms should be maintained and preserved when they contribute to the historic character of the building, including but not limited to materials, cresting, dormers, chimneys, cupolas and cornices. Repairs may include the limited replacement in kind of those extensively deteriorated or missing parts of a feature when there are surviving prototypes such as cupola louvers, dentils, dormer roofing or slates, tiles or wood shingles on a main roof*

Recommendation: The HDC may want to discuss if the addition of the porch roof on the small cottage structures on the back meet the standards in Section 11.C. This would include if the additional roofing structure has an impact on the scale and massing of the cottages.

Standards: Section II.D. of the Local Guidelines regulating windows would apply for any original windows or window openings. It states the following:

D. Doors and Windows

*1. **Retaining Windows and Doors** Windows and doors that contribute to the overall historic character of a building should be retained and repaired as needed, including their functional and decorative features, such as frames, sash, muntins, sills, heads, moldings, surrounds, hardware, shutters, glazing, panels, sidelights, fanlights, and thresholds.*

2. Replacing Windows and Doors

*(a) If replacement of a deteriorated window or door feature or detail is necessary replace only the deteriorated feature in kind rather than the entire unit. Match the original in material, design, dimension, proportion, reflective qualities, profile, sash rails, stiles, muntins, panels, and operation. If replacement of an entire unit is necessary, replace the unit in kind, matching the design, dimension, panels, pane configuration, architectural trim, detail, muntins and materials. It is **not appropriate** to use snap-in muntins to create a false divided-light appearance.*

(b) Replacement windows and doors should maintain and fit existing openings and be consistent in glass size and with existing trim and other features of the structure.

(c) Changing the number, location, and size or glazing pattern of windows and doors through cutting new openings, blocking-in, and installing replacement sash which does not fit the historic opening are not recommended.

4. Windows *If a replacement window has an insulating glass pane which is not actually divided by muntins, the appropriate muntin pattern should be permanently applied with muntins no wider than 7/8 inch, as well as with spacer bars internal to the insulated glass. There should be no flat muntin grids, nor removable muntin grids, applied to the inside or outside panes.*

Recommendation: Many of the doors and windows that are being replaced are not original to the structure or may be in a state of decay where they cannot be removed. The HDC may want to examine the windows indicated for removal to determine if they are original to the structure and can be preserved. Additionally, the Commission may want to further discuss if elimination and moving of walls and doors on the sides of the primary structure would have an adverse impact on the character and historic integrity of the structure. Finally, any proposed closing of an existing opening should require the new siding to be blended into the existing siding to be retained to prevent seamlines where the old opening was.

With the exception of the items needing further discussion by the commission listed above, staff can recommend all modifications to the structures as proposed. If the commission finds all the standards to have been met, the following motion may be used.

Motion to (Approve/ Deny) application 15-085: 900 Lake Street, finding the following to be true:

- 1. Ordinance 152.00 has been (satisfied/not satisfied)
- 2. Section 152.07/ Application and Review Procedures has been (satisfied/not satisfied)
- 3. Section 152.10/ Preservation, Moving, and Demolition of Historic Resources has been (satisfied/not satisfied)
- 4. 36 CFR 67, Secretary of the Interior Standards for Historic Rehabilitation standards 1, 2, 6, 9, and 10 have been (satisfied/not satisfied)



Historic District Permit Application

LOCATION INFORMATION APPLICATION NUMBER _____ - _____

Address 900 Lake Street Parcel Number _____

APPLICANTS INFORMATION

Name James Herrick Address / PO Box 2922 Hall Street SE
City East Grand Rapids State MI Zip 49506 Phone 616-254-9710
Interest In Project Architect E-Mail jherrickarchitect@gmail.com
Signature Date 12-11-15

OWNERS INFORMATION (IF DIFFERENT FROM APPLICANTS)

Name Al Heminger Address / PO Box 7400 Dartmoor Court
City Kalamazoo State MI Zip 49009 Phone 434-546-1231

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 Date 12-11-15

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

Name Bazzani Building Company Contact Name Peter Skornia
Address / PO Box 959 Wealthy Street City Grand Rapids
State MI Zip 49506 Phone O:616 774 2002 C:616 340 6668 Fax 616 774 0606
License Number 2102134302 Expiration Date 05-31-17

PROPERTY INFORMATION

Depth 214.85' Width 228.67' Size 1.05 acres Zoning District C-4 Current Use Bed & Breakfast
Check all that apply: Waterfront Dunes Vacant

PROJECT DESCRIPTION (ATTACH MORE SHEETS IF NECESSARY)

The current vacant Twin Gables Inn (bed and breakfast) including the main 2-story building and 3 cottages will be completely renovated to become the new Saugatuck Bed and Breakfast. The renovation will primarily include the total removal and replacement of all interior construction. Minimal exterior renovation is being proposed only to the extent that it contributes to the owner's program and building code requirements. The main building will include 11 guest rooms and each of the 3 cottages will have 2 guest rooms.

Refer to the attached site plan, floor plans and exterior elevations illustrating the extent of work. Also attached are photographs of the existing buildings.



HISTORIC DISTRICT REQUIREMENTS (SECTION 152.07)

Pursuant to Section 152.07, please attach the following supporting documents when applying for historic district approval if applicable:

Y N NA

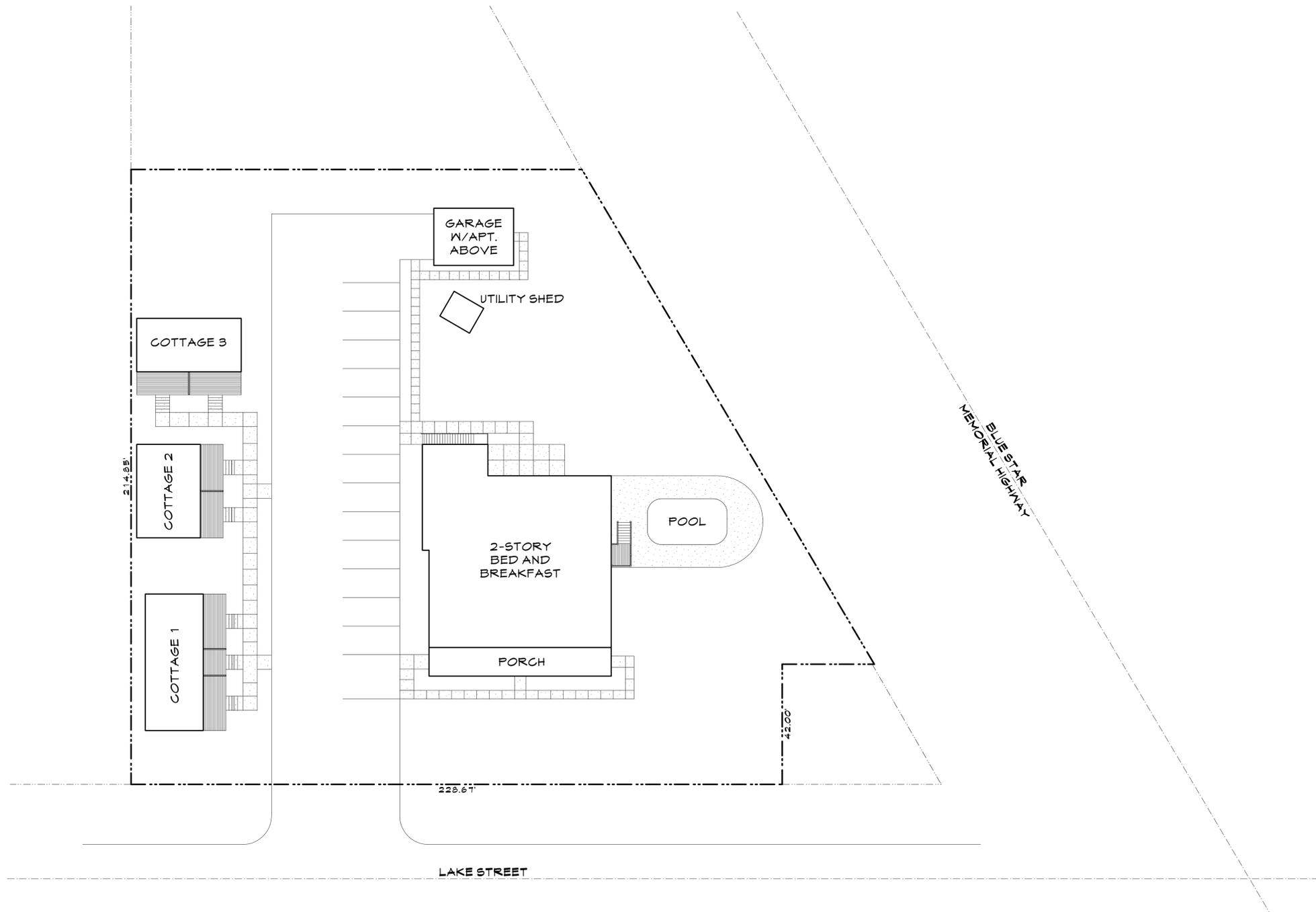
- Photographs of the structure and its relationship to adjacent structures.
- A plot plan with the placement of the proposed addition, or location of fencing to be constructed.
- Elevation drawings of the exterior of the structure or improvements.
- Samples of all proposed exterior finishes and materials.
- Photographs showing, in detail, the problem areas to be addressed during the proposed repair or alteration.
- A scale drawing of all proposed signage, including design, lettering style, type of illumination (if any), placement or location on the lot or building, and the type of support(s) for the sign(s).
- If an application for signage is made by tenants of a building located within a historic district, the tenants must obtain written permission from the building owner to install or alter the proposed sign(s).
- Plot plan showing the following:
 - Current location, shape, area and dimension of the lot.
 - Current site improvements (including structures, sidewalks, decks, streets, fences, etc).
 - Proposed improvements and distances from other improvements or property lines.
 - Proposed and/or current yard, open space and parking space dimensions and calculations.
 - Location of any flood plains, watersheds, wetlands, easements, critical dunes, or other applicable features.
- Description of proposed use and of the building (dwelling, structure, barn, garage and the like) or improvements.
- Detailed written description of the activities related to the proposed use and/or improvements.

OFFICE USE ONLY:
 Application Complete _____ Fee Paid _____ Date Paid _____
 Notes: _____

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NO.	DATE	DESCRIPTION
1	11-27-15	REVISED ROOM LAYOUTS
2	12-01-15	REVISED ROOM LAYOUTS
3	12-08-15	REVISED BATH LAYOUTS
4	12-11-15	ISSUED FOR FRAMING PERMIT
5	12-12-15	ISSUED TO HISTORIC COMMISSION
#	MM-DD-YY	-



SITE PLAN
SCALE: 1" = 20'
NORTH



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2922 Hall Street Southeast
East Grand Rapids, Michigan 49506
mobile: 616.294.9710
jherrickarchitect@gmail.com

**SAUGATUCK
BED AND BREAKFAST**
SAUGATUCK, MI

PROJECT NO.: 10215

SITE PLAN

DATE: 11-03-15

DRAWN BY: J.L.H.

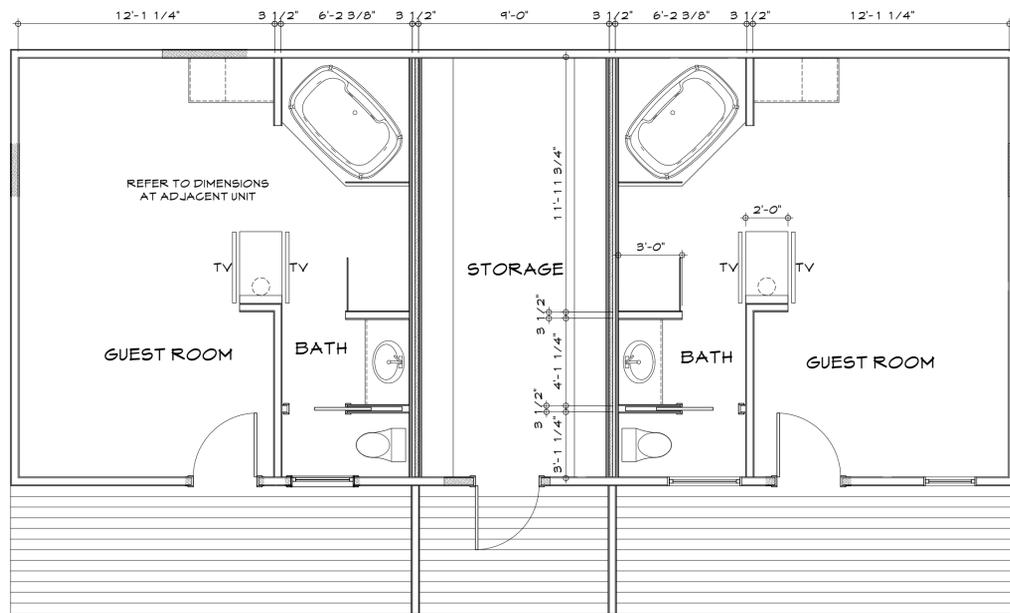
SHEET NO.:

C1.1

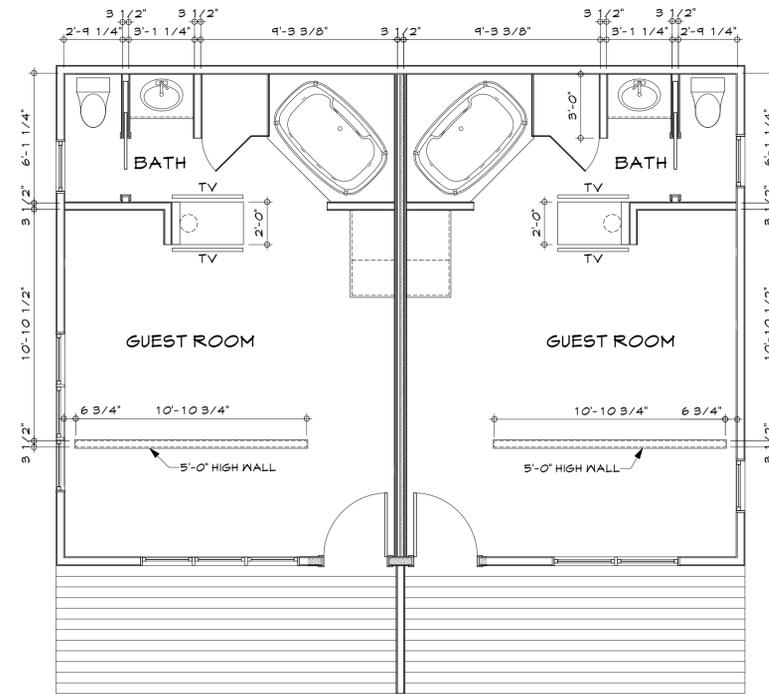
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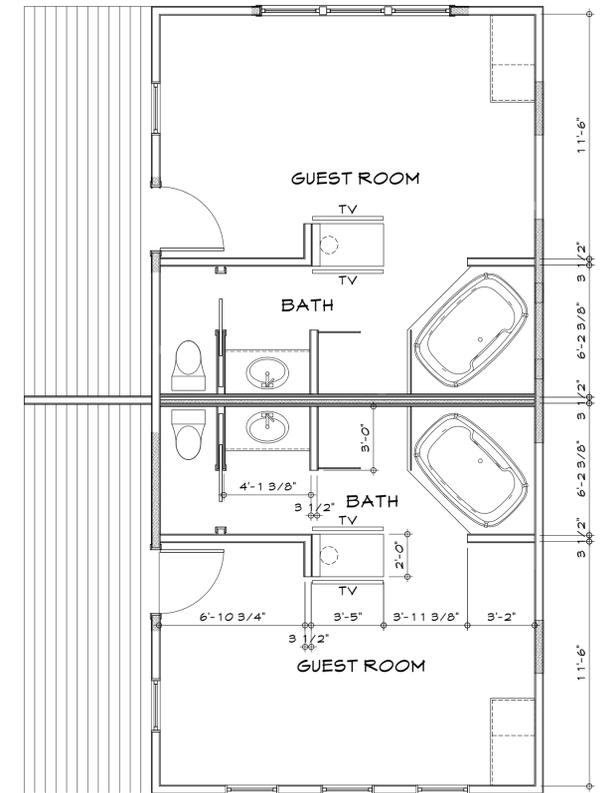
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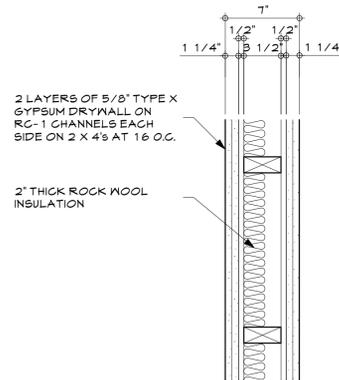
COTTAGE A FLOOR PLAN
SCALE: 1/4" = 1'-0"



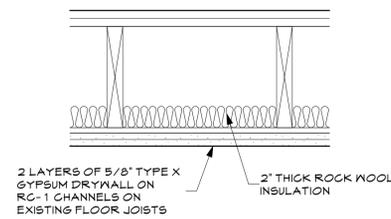
COTTAGE B FLOOR PLAN
SCALE: 1/4" = 1'-0"



COTTAGE C FLOOR PLAN
SCALE: 1/4" = 1'-0"



**SOUND WALL
DETAIL**
SCALE: 1 1/2" = 1'-0"



**FLOOR/CEILING
DETAIL**
SCALE: 1 1/2" = 1'-0"



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PROJECT NO.: 10215

COTTAGE FLOOR PLANS

DATE: 11-03-15

DRAWN BY: JLH

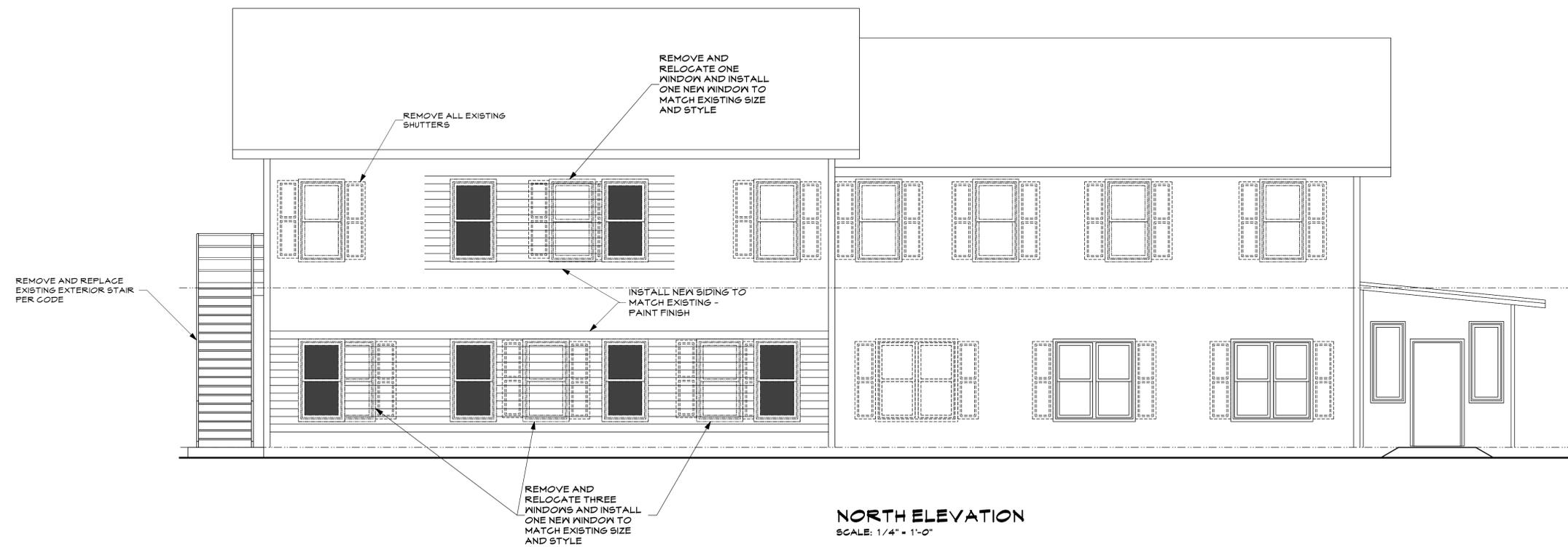
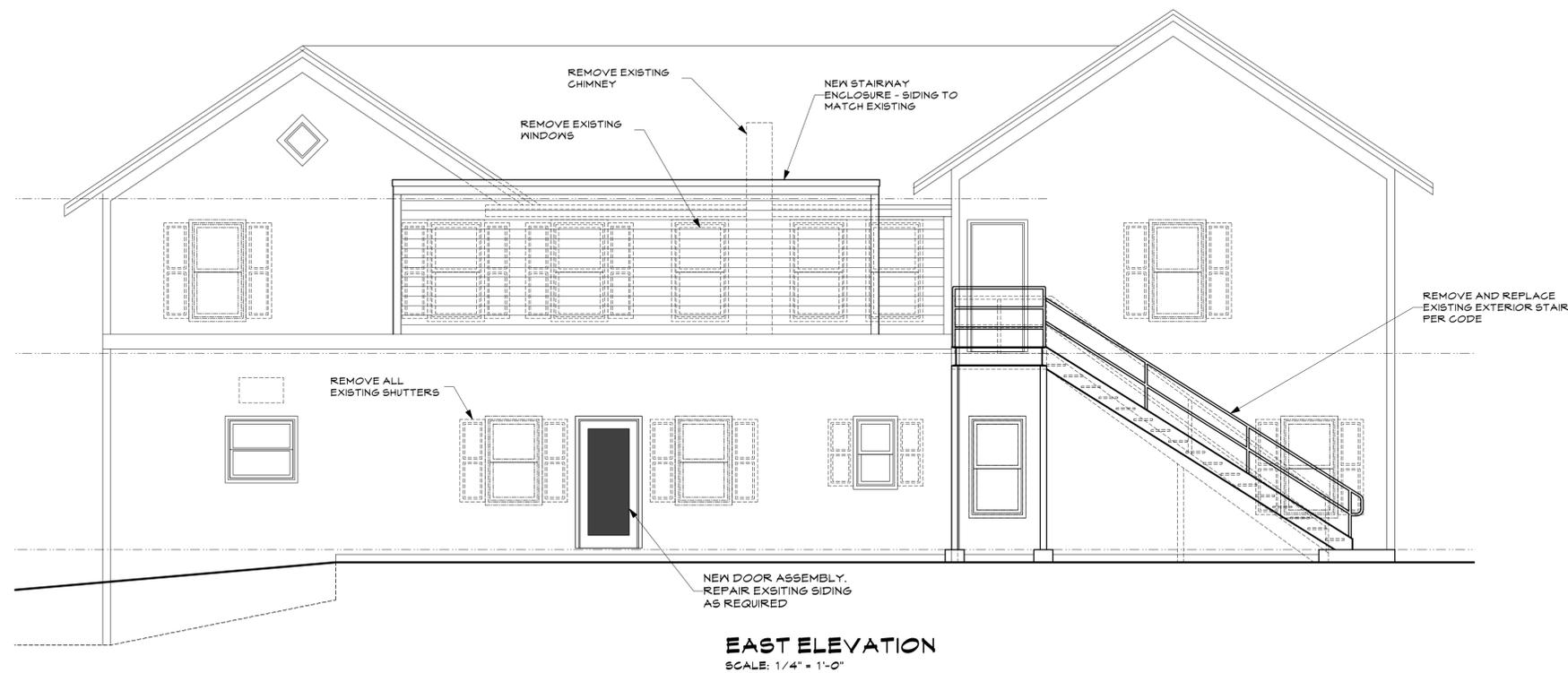
SHEET NO.:

A8.1

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**SAUGATUCK
 BED AND BREAKFAST**
 SAUGATUCK, MI

PROJECT NO.: 10215

EXTERIOR ELEVATIONS

DATE: 11-03-15

DRAWN BY: J.L.H.

SHEET NO.:

A2.2

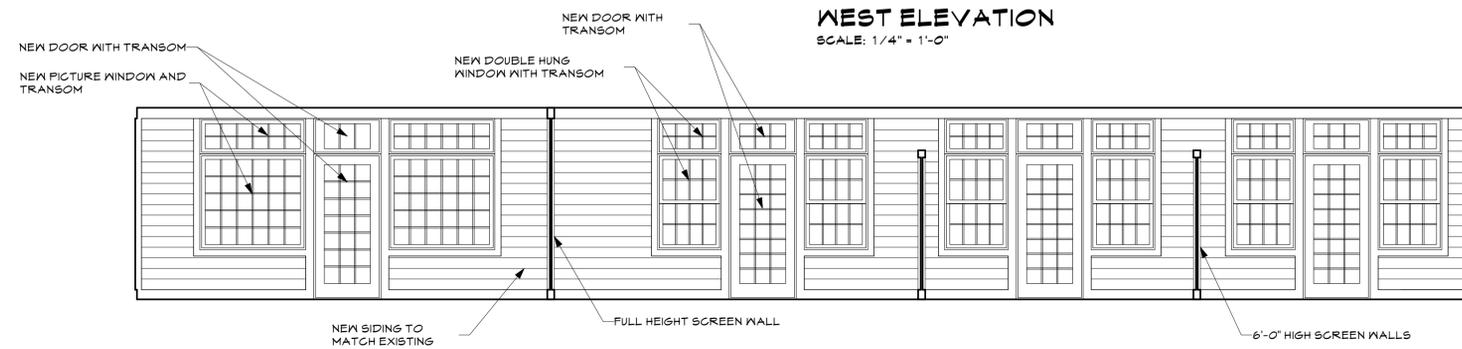
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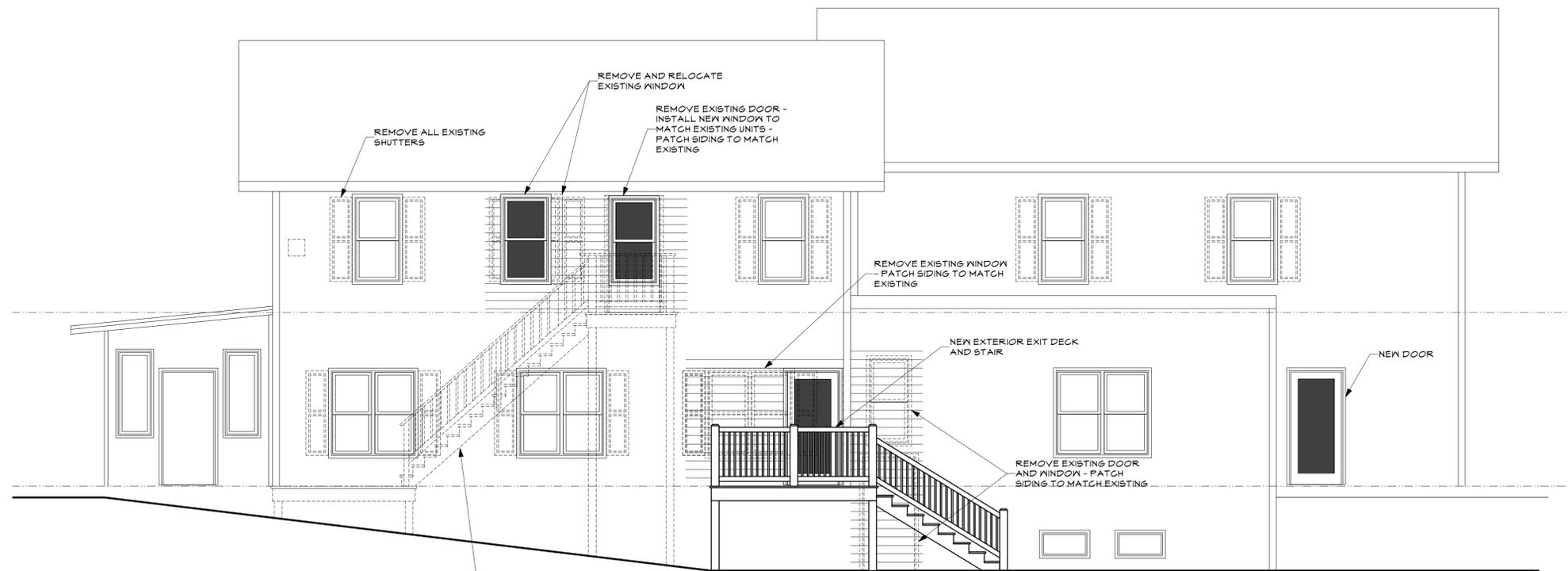
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WEST ELEVATION
SCALE: 1/4" = 1'-0"



PROPOSED NEW WALL AT PORCH - EAST ELEVATION
SCALE: 1/4" = 1'-0"



SOUTH ELEVATION
SCALE: 1/4" = 1'-0"



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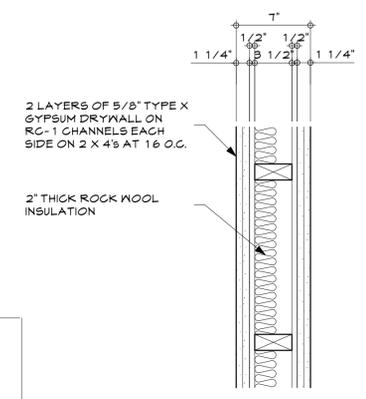
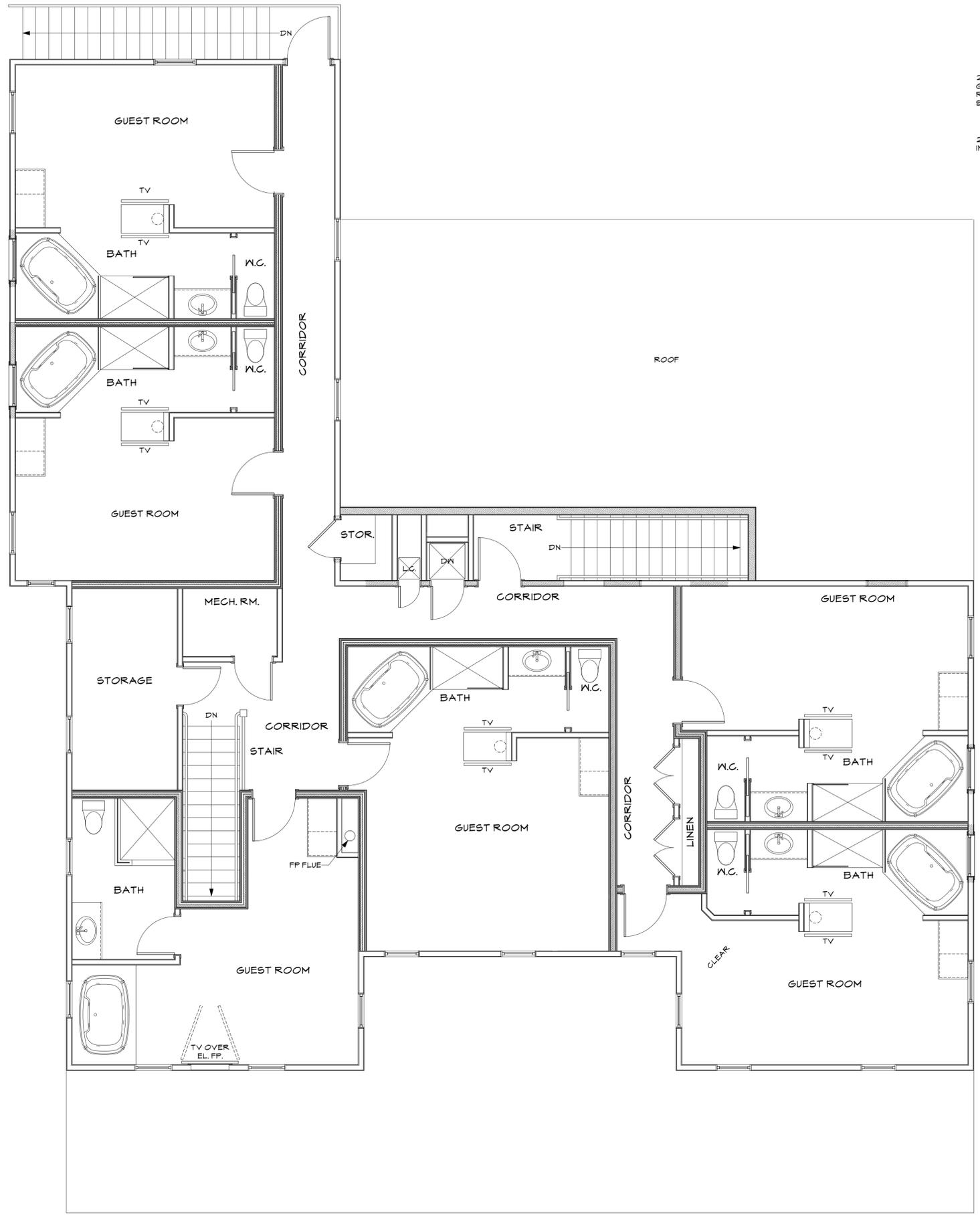
EXTERIOR ELEVATIONS

DATE: 11-03-15

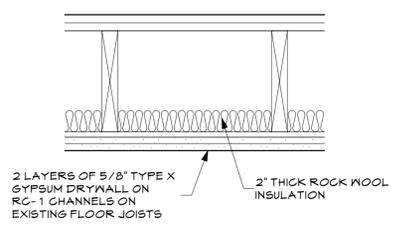
DRAWN BY: JLH

SHEET NO.:

A2.1



SOUND WALL DETAIL
SCALE: 1 1/2" = 1'-0"



FLOOR/CEILING DETAIL
SCALE: 1 1/2" = 1'-0"

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SECOND FLOOR PLAN NORTH
SCALE: 1/4" = 1'-0"

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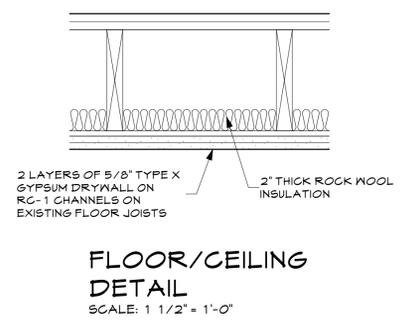
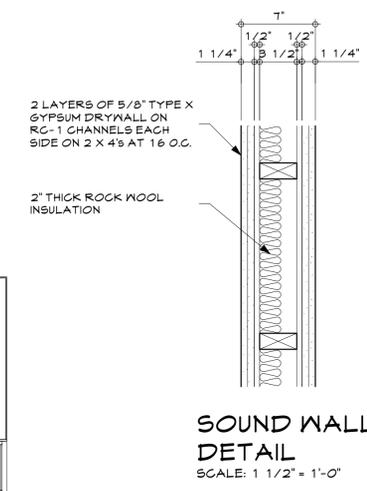
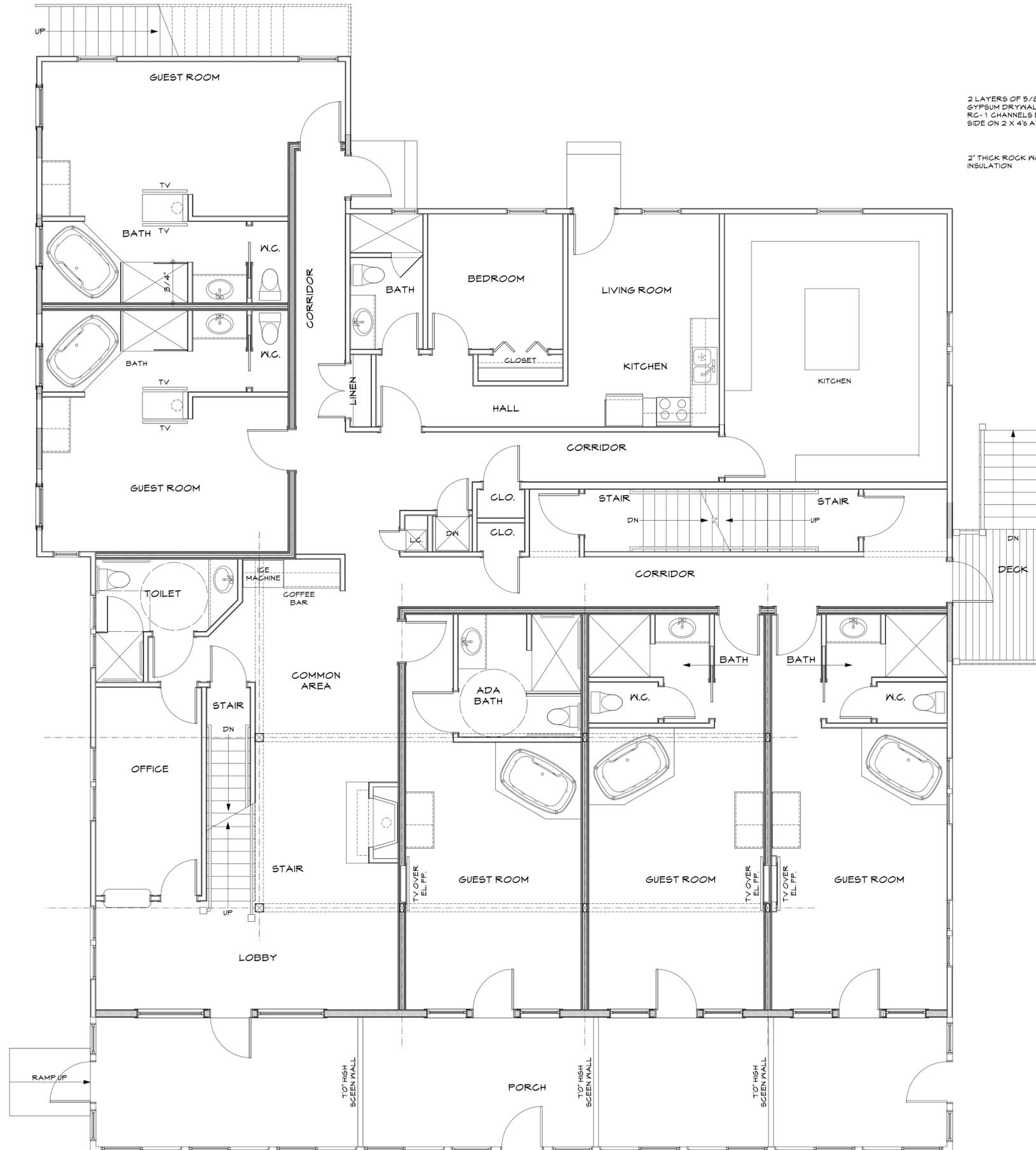
SECOND FLOOR PLAN

DATE: 11-03-15

DRAWN BY: J.L.H.

SHEET NO.:

A1.3



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FIRST FLOOR PLAN NORTH
SCALE: 1/4" = 1'-0"



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PROJECT NO.: 10215

FIRST FLOOR PLAN

DATE: 11-03-15

DRAWN BY: JLH

SHEET NO.:

A1.2







































