



**CITY COUNCIL AGENDA
February 22, 2021 – 7:00 pm**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES:
**A. Regular City Council Meeting of February 8, 2021
(ROLL CALL)**
4. MAYOR’S COMMENTS
5. CITY MANAGER’S COMMENTS
6. AGENDA CHANGES (ADDITIONS/DELETIONS)
7. GUEST SPEAKERS:
**A. Lt. Brett Ensfield - Allegan County Sheriff’s Department
B. Dan Fox - Saugatuck Township Fire Board**
8. PUBLIC COMMENT *(Limit 3 minutes) Select “unmute” mic in the Zoom interface and speak your name to be recognized or press *6 if you are calling in by phone to unmute your phone to speak.*
9. REQUESTS FOR PAYMENT:
A. Approval of Accounts Payable (ROLL CALL)
10. INTRODUCTION OF ORDINANCES: N/A
11. PUBLIC HEARINGS: N/A
12. UNFINISHED BUSINESS: N/A
13. NEW BUSINESS
**A. Pop Up Patios
B. Park Use Policy
C. Special Event for Wedding in Coghlin Park
D. Special Event Wicks Park Bar and Grille Tent Request
E. Social District
F. Moratorium Floating Homes**
14. CONSENT AGENDA: N/A
15. PUBLIC COMMENTS *(Limit 3 minutes) Select “unmute” mic in the Zoom interface and speak your name to be recognized or press *6 if you are calling in by phone to unmute your phone to speak.*
16. COMMUNICATIONS:
**A. John Vanderbeek
B. Lori Shemka**
17. BOARDS, COMMISSIONS & COMMITTEE REPORTS
18. COUNCIL COMMENTS
19. ADJOURN *(ROLL CALL)*

NOTICE:

This public meeting will be held using Zoom video/audio conference technology due to the COVID-19 restrictions currently in place.

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 erin@saugatuckcity.com for further information.

Proposed Minutes
Saugatuck City Council Regular Meeting
February 8, 2021 at 7:00 pm 102 Butler St., Saugatuck, MI 49453

Due to COVID-19 restrictions currently in place, the meeting was held via Zoom.

1. **Call to Order:** Mayor Bekken called the meeting to order at 7:00 pm
2. **Roll Call:**
Present: Bekken, Dean, Leo, Lewis, Peterson, Stanton, Trester
Absent: None
Others Present: City Manager Ryan Heise, Zoning Administrator Osman, Treasurer Stanislawski, Clerk Wilkinson
3. **Approval of Minutes:**
 - A. **Regular City Council Meeting of January 25, 2021** - A motion was made by Trester, 2nd by Lewis, to approve the minutes as amended to reflect Mayor Bekken called the meeting to order. Upon roll call vote the motion carried unanimously.
4. **Mayor's Comments:** Mayor Bekken welcomed Ryan Heise, the new City Manager, to his first official meeting and to the position and town. He also announced the resignation of Cathy Brockington from the Library board. The City will be accepting applications to complete the term expiring September of 2023.
5. **City Manager's Comments:** City Manager Heise said it was great to be here for his first official meeting, his experience so far has been great, staff is wonderful and he looks forward to working with everyone.
6. **Agenda Changes:** None
7. **Guest Speakers:**
 - A. **Lt. Brett Ensfield – Allegan Co. Sheriff's Department** - Lt. Ensfield noted it has been busy with calls and accidents due to all the snow and and reported for January they had 48 traffic stops, with 32 citations issued by the four officers in the city.
 - B. **Chief Greg Janik – County COVID-19 Immunization Progress** - Chief Janik provided council with an update on the Allegan County COVID-19 immunization program, number of cases, and variants found in Allegan County. He recommended layering up several layers of masks. He also provided a synopsis of the STFD stats for January.
8. **Public Comment:** David Langley (resident) spoke in support of recognizing SDABA as a not for profit to enable them to get a gaming license to raise funds to support the organization and inquired about COVID-19 immunization.

Barry Johnson (resident) said he is willing to serve another term at the Kalamazoo Lake Sewer and Water Authority and he enjoys being of service to the community.
9. **Request for Payment**
 - A. **Approval of Accounts Payable** - A motion was made by Peterson, 2nd by Lewis to approve the accounts payable in the amount of \$379,921.43. Upon roll call vote the motion carried unanimously.

10. Introduction of Ordinances: None

11. Public Hearings: None

12. Unfinished Business: None

13. New Business:

- A. Resolution No 210208-A Banking Institutions/Signatories** - A motion was made by Trester, 2nd by Dean, to approve Resolution No. 210208-A authorizing qualified institutions to provide investment services for the city and authorizing specific city officers to act as signatories on behalf of the City. Upon roll call vote the motion carried unanimously.
- B. Reappointment Barry Johnson Kalamazoo Sewer & Water Authority** - A motion was made by Dean, 2nd by Peterson, to approve re-appointing Barry Johnson to the Kalamazoo Lake Water and Sewer Authority with a term ending on February 28, 2024. Upon roll call vote the motion carried unanimously.
- C. Resolution 210208-B SDABA Gaming License** - A motion was made by Peterson, 2nd by Stanton, to approve Resolution No. 210208-B recognizing the Saugatuck Douglas Area Business Association as a non-profit civic association operating in the City of Saugatuck. Upon roll call vote the motion carried unanimously.
- D. Approve Mark's Body Shop Quote to equip new police vehicle** - A motion was made by Lewis, 2nd by Trester, to approve contracting with Mark's Body Shop at a cost of \$12,122.30 for equipping the 2021 Ford Explorer Interceptor. Upon roll call vote the motion carried unanimously.
- E. Resolution No 210208-C Amend Tri-Community Recycling Committee and appoint Kelly Roche** - A motion was made by Lewis, 2nd by Leo, to approve Resolution 210208-C expanding the Advisory Tri-Community Recycling Committee from up to three members per community to up to four members per community and to appoint Kelly Roche as the City of Saugatuck's fourth appointed member. Upon roll call vote the motion carried unanimously.

14. Consent Agenda: None

15. Public Comment: Barry Johnson (resident) inquired regarding Republic Services charges under the city contract.

Dan Fox (resident) inquired about the Tri-Community Non-Motorized Trail Study Committee request for proposal for engineering work on the trail and how that committee intends to pay for the work and inquired as to why they are trying to hire an engineer prior to establishing the intended route and other details required for engineering work to be requested.

16. Communications:

- A. Thank You note from Bill & Patty Lint** (received as information)

17. Boards, Commissions & Committee Reports: The council received reports from the following committees: Fire Department, Planning Commission, Historic District Commission, Tree Board, Tri-Community Non-Motorized Trail Study Committee, and the Tri-Community Recycling Ad-Hoc Committee.

18. Council Comments: City Council Member Dean welcomed Ryan Heise to his first official week.

Council Member Peterson thanked Garnet Lewis and Barry Johnson and new member Kelly Roche for their work on Recycling.

Council Member Lewis credited Ronda Alexander for the information on recycling in the Commercial Record and thanked Commercial Record for publishing them and thanked the new city manager to the role.

Council Member Trester also welcomed Ryan Heise to the city.

19. Adjourn: A motion was made by Lewis, 2nd by Trester, to adjourn the meeting at 8:03 pm. Upon roll call vote the motion carried unanimously.

Respectfully Submitted,

Erin Wilkinson
City Clerk



Incident Analysis Report Detail



Print Date/Time: 02/19/2021 10:55
 Login ID: allegancounty\bensfield
 Incident Type: All
 Call Source: All

From Date: 02/08/2021 00:00
 To Date: 02/19/2021 23:59

Allegan County Sheriff's Office
ORI Number: MI0310300
Officer ID: Hagerty, Janel L.
Location: All

Incident Date/Time	Incident Number	Incident Type	Location	Caller	Source
02/10/2021 07:47	2021-00002284	HEMORRHAGE/LAC	HOLLAND ST		Telephone
	Report Required:	Yes	Officers		
			424 - Hagerty		
02/10/2021 10:18	2021-00002289	General Assist	SPEAR ST / WATER ST		Telephone
	Report Required:	Yes	Officers		
			424 - Hagerty		
02/10/2021 11:40	2021-00002300	Fraud	TERRAVITA CIR		Telephone
	Report Required:	Yes	Officers		
			424 - Hagerty		
02/10/2021 14:12	2021-00002306	Alarm	KELLY CREEK DR		Telephone
	Report Required:	Yes	Officers		
			424 - Hagerty		
02/10/2021 16:19	2021-00002312	PIA	58TH ST / 136TH AVE		Telephone
	Report Required:	Yes	Officers		
			424 - Hagerty		
02/10/2021 16:42	2021-00002315	Domestic Assault	56TH ST		Telephone
	Report Required:	Yes	Officers		
			424 - Hagerty		
02/11/2021 12:22	2021-00002349	Parking Violation	62ND ST / BAYOU TRL		Telephone
	Report Required:	Yes	Officers		
			424 - Hagerty		
02/11/2021 12:38	2021-00002351	Trespassing	61ST ST		911
	Report Required:	Yes	Officers		
			424 - Hagerty		
02/11/2021 15:39	2021-00002361	Domestic Assault	SHANGRAI LA DR		Telephone
	Report Required:	Yes	Officers		
			424 - Hagerty		
02/15/2021 08:50	2021-00002560	MDOP-29000	64TH ST		Telephone
	Report Required:	Yes	Officers		
			424 - Hagerty		
02/15/2021 12:14	2021-00002571	CARDIAC/RESP ARREST	64TH ST		Telephone
	Report Required:	Yes	Officers		

02/15/2021 14:30	2021-00002578	Vehicle in the Ditch	424 - Hagerty SB I 196 HWY	911
	Report Required:	Yes	Officers	
02/16/2021 09:35	2021-00002634	General Assist	424 - Hagerty 128TH AVE	Telephone
	Report Required:	Yes	Officers	
02/16/2021 10:39	2021-00002636	Suicidal Subject	424 - Hagerty NB I 196 HWY	911
	Report Required:	Yes	Officers	
02/16/2021 13:46	2021-00002646	PIA	424 - Hagerty W CENTER ST / N BLUE STAR HWY	Telephone
	Report Required:	Yes	Officers	
			424 - Hagerty	

Total Matches : 15



Incident Analysis Report

Detail



Print Date/Time: 02/19/2021 10:56
 Login ID: allegancounty\bensfield
 Incident Type: All
 Call Source: All

From Date: 02/08/2021 00:00
 To Date: 02/19/2021 23:59

Allegan County Sheriff's Office
 ORI Number: MI0310300
 Officer ID: Kruithoff, Jason Lee
 Location: All

Incident Date/Time	Incident Number	Incident Type	Location	Caller	Source
02/08/2021 04:32	2021-00002150	SICK PERSON	126TH AVE		Telephone
	Report Required:	Yes	Officers		
			490 - Kruithoff		
02/10/2021 23:28	2021-00002328	General Assist	BUTLER ST / MAIN ST		Officer
	Report Required:	Yes	Officers		
			490 - Kruithoff		
02/11/2021 03:04	2021-00002334	Unknown Situation	NADEAU DR		Telephone
	Report Required:	Yes	Officers		
			490 - Kruithoff		
02/11/2021 22:34	2021-00002374	General Assist	BUTLER ST / MAIN ST		Officer
	Report Required:	Yes	Officers		
			490 - Kruithoff		
02/11/2021 22:40	2021-00002375	Motorist Assist	HOLLAND ST		Officer
	Report Required:	No	Officers		
			490 - Kruithoff		
02/12/2021 01:57	2021-00002379	Motorist Assist	138TH AVE / 52ND ST		Telephone
	Report Required:	Yes	Officers		
			490 - Kruithoff		
02/12/2021 03:13	2021-00002380	Suspicious Situation	N BLUE STAR HWY		Officer
	Report Required:	No	Officers		
			490 - Kruithoff		
02/15/2021 16:48	2021-00002588	PDA	NB I 196 HWY		Telephone
	Report Required:	Yes	Officers		
			490 - Kruithoff		
02/15/2021 17:51	2021-00002590	Motorist Assist	BLUE STAR HWY / NORTH ST		Officer
	Report Required:	No	Officers		
			490 - Kruithoff		
02/15/2021 20:04	2021-00002597	Unknown Situation	62ND ST		Telephone
	Report Required:	Yes	Officers		
			490 - Kruithoff		
02/15/2021 22:49	2021-00002610	General Assist	MAIN ST / BUTLER ST		Officer
	Report Required:	Yes	Officers		

02/16/2021 17:59	2021-00002658	Domestic Assault	490 - Kruithoff JEFFREY SPUR	Telephone
	Report Required:	Yes	Officers	
02/16/2021 22:10	2021-00002674	Suspicious Situation	490 - Kruithoff BLUE STAR HWY	Telephone
	Report Required:	Yes	Officers	
02/16/2021 23:15	2021-00002681	General Assist	490 - Kruithoff BUTLER ST / MAIN ST	Officer
	Report Required:	Yes	Officers	
			490 - Kruithoff	

Total Matches : 14



Incident Analysis Report

Detail



Print Date/Time: 02/19/2021 10:57
 Login ID: allegancounty\bensfield
 Incident Type: All
 Call Source: All

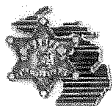
From Date: 02/08/2021 00:00
 To Date: 02/19/2021 23:59

Allegan County Sheriff's Office
 ORI Number: MI0310300
 Officer ID: Klinge, Phillip A.
 Location: All

Incident Date/Time	Incident Number	Incident Type	Location	Caller	Source
02/08/2021 23:13	2021-00002204	Alarm	BUTLER ST		Telephone
	Report Required:	Yes	Officers		
			648 - Klinge		
02/08/2021 23:22	2021-00002205	General Assist	BUTLER ST / MAIN ST		Officer
	Report Required:	Yes	Officers		
			648 - Klinge		
02/09/2021 02:10	2021-00002212	Alarm	BUTLER ST		Telephone
	Report Required:	Yes	Officers		
			648 - Klinge		
02/09/2021 02:30	2021-00002213	Alarm	SHOREWOOD DR		Telephone
	Report Required:	Yes	Officers		
			648 - Klinge		
02/09/2021 03:49	2021-00002214	PDA	NB I 196 HWY		Telephone
	Report Required:	Yes	Officers		
			648 - Klinge		
02/09/2021 04:07	2021-00002215	Death Investigation	SB I 196 HWY		Telephone
	Report Required:	Yes	Officers		
			648 - Klinge		
02/09/2021 21:26	2021-00002273	Suicidal Subject	128TH AVE		Telephone
	Report Required:	Yes	Officers		
			648 - Klinge		
02/10/2021 01:08	2021-00002276	General Assist	BUTLER ST / MAIN ST		Officer
	Report Required:	Yes	Officers		
			648 - Klinge		
02/12/2021 16:38	2021-00002411	Mental Subject	GRAYSTONE RD		Telephone
	Report Required:	Yes	Officers		
			648 - Klinge		
02/12/2021 19:46	2021-00002414	Suspicious Situation	142ND AVE		Telephone
	Report Required:	Yes	Officers		
			648 - Klinge		
02/12/2021 21:56	2021-00002420	General Assist	BUTLER ST / MAIN ST		Officer
	Report Required:	Yes	Officers		

02/13/2021 17:36	2021-00002464 Report Required:	Assist Other Agencies Yes	648 - Klinge S WASHINGTON AVE / W 33RD ST Officers	Telephone
02/13/2021 19:14	2021-00002466 Report Required:	Check Welfare Yes	648 - Klinge MASON ST Officers	Telephone
02/13/2021 20:32	2021-00002471 Report Required:	Parking Violation Yes	648 - Klinge WATER ST Officers	Telephone
02/13/2021 22:23	2021-00002476 Report Required:	General Assist Yes	648 - Klinge BUTLER ST / MAIN ST Officers	Officer
02/13/2021 23:55	2021-00002480 Report Required:	Assist Other Agencies Yes	648 - Klinge 64TH ST / 142ND AVE Officers	Officer
02/14/2021 04:22	2021-00002488 Report Required:	Alarm Yes	648 - Klinge PALMETTO CT Officers	Telephone
02/14/2021 14:59	2021-00002523 Report Required:	Fraud Yes	648 - Klinge FRANCIS ST Officers	Telephone
02/14/2021 20:56	2021-00002534 Report Required:	Vehicle in the Ditch Yes	648 - Klinge NB I 196 HWY Officers	Telephone
02/14/2021 21:32	2021-00002536 Report Required:	PDA Yes	648 - Klinge SB I 196 HWY Officers	Officer
02/14/2021 22:30	2021-00002541 Report Required:	General Assist Yes	648 - Klinge BUTLER ST / MAIN ST Officers	Officer
02/18/2021 00:34	2021-00002732 Report Required:	General Assist Yes	648 - Klinge BUTLER ST / MAIN ST Officers	Officer
02/18/2021 03:04	2021-00002737 Report Required:	Car/Deer PDA Yes	648 - Klinge BLUE STAR HWY / 129TH AVE Officers	Officer
02/18/2021 22:11	2021-00002774 Report Required:	General Assist Yes	648 - Klinge BUTLER ST / MAIN ST Officers	Officer

Total Matches : 24



Incident Analysis Report

Detail



Print Date/Time: 02/19/2021 10:58
 Login ID: allegancounty\bensfield
 Incident Type: All
 Call Source: All

From Date: 02/08/2021 00:00
 To Date: 02/19/2021 23:59

Allegan County Sheriff's Office
 ORI Number: MI0310300
 Officer ID: Flokstra, Robert John
 Location: All

Incident Date/Time	Incident Number	Incident Type	Location	Caller	Source
02/08/2021 05:43	2021-00002151	Alarm	BUTLER ST		Telephone
	Report Required:	Yes	Officers		
			1133 - Flokstra		
02/08/2021 09:17	2021-00002163	Road Hazard	NB I 196 HWY		Telephone
	Report Required:	Yes	Officers		
			1133 - Flokstra		
02/08/2021 10:25	2021-00002167	PDA	SB I 196 HWY		Telephone
	Report Required:	Yes	Officers		
			1133 - Flokstra		
02/09/2021 11:17	2021-00002236	PDA	SB I 196 HWY		Telephone
	Report Required:	Yes	Officers		
			1133 - Flokstra		
02/09/2021 12:52	2021-00002238	Death Investigation	N MAPLE ST A6		Telephone
	Report Required:	Yes	Officers		
			1133 - Flokstra		
02/12/2021 09:47	2021-00002385	Civil	N MAPLE ST		Telephone
	Report Required:	Yes	Officers		
			1133 - Flokstra		
02/12/2021 13:05	2021-00002397	Alarm	BLUE STAR HWY		Telephone
	Report Required:	Yes	Officers		
			1133 - Flokstra		
02/13/2021 13:26	2021-00002453	Check Welfare	BLUE STAR HWY		Telephone
	Report Required:	Yes	Officers		
			1133 - Flokstra		
02/17/2021 10:28	2021-00002696	Alarm	TIMBERIDGE TRL		Telephone
	Report Required:	Yes	Officers		
			1133 - Flokstra		
02/17/2021 11:22	2021-00002700	Parking Violation	SPEAR ST		Telephone
	Report Required:	Yes	Officers		
			1133 - Flokstra		

Total Matches : 10

Vendor Name	Description	Amount
1. ALLEGAN COUNTY NEWS	FLOATING HOME ORDINANCE	322.00
	FISH SHANTY NOTICE	98.00
	TOTAL	420.00
2. ALLEGAN COUNTY SHERIFF	SHERIFF CONTRACT	25,725.72
3. ALLEGAN COUNTY TREASURER	PROPERTY TAXES	84,127.94
4. BLOOM SLUGGETT PC	TAX TRIBUNAL	451.00
	LEGAL FEES	7,224.00
	TOTAL	7,675.00
5. CAPITAL ONE	SIDEWALK RAPID SALT	470.11
6. CARELTON EQUIPMENT	SNOWBLOWER REPAIR	634.32
7. COMCAST	INTERNET	84.90
8. CONSUMERS ENERGY	ELECTRIC	3,851.21
9. DIANNA MC GREW	ASSESSING SERVICES	2,689.47
10. FENCE CONSULTANTS OF W. MICHIGAN	LUCY & WATER FLOODING	2,931.46
11. FIRST BANK CARD	SUPPLIES	264.40
12. FLEIS & VANDENBRINK ENGINEERING INC	ENGINEERING FEES	132.75
	PARK STREET SURVEY	968.13
	CAMPBELL ROAD	3,660.00
	TOTAL	4,760.88
13. FRONTIER	DPW GARAGE	177.05
	OVAL BEACH	61.85
	TOTAL	238.90
14. HOLLAND LITHO PRINTING SERVICE	DAILY OVAL PASSES	638.34
15. IHLE AUTO PARTS	SUPPLIES	164.98
16. INTERURBAN TRANSIT AUTHORITY	PROPERTY TAXES	22,745.39
17. K&R TRUCK SALES INC	BRACKET	320.76
18. KALAMAZOO LAKE SEWER & WATER	WATER & SEWER	958.71
19. MERS	RETIREMENT	4,500.00
20. MICHIGAN GAS UTILITIES	BUTLER STREET	150.65
	CITY HALL	84.57
	BUTLER STREET	126.62
	DPW GARAGE	312.47
	TOTAL	674.31
21. MORTON SALT	ROAD SALT	7,847.28

Vendor Name	Description	Amount
22. NET2PHONE INC	TELEPHONES	177.63
23. NEWCOMER PLOW & HITCH	SNOW PLOW REPAIR	510.33
24. OTTAWA AREA INTERMEDIATE SCHOOL DIS	PROPERTY TAXES	1,676.09
25. SAUGATUCK DOUGLAS LIBRARY	PROPERTY TAXES	35,820.58
26. SAUGATUCK FIRE	SHORT TERM RENTALS	250.00
	PROPERTY TAXES	103,308.35
	TOTAL	103,558.35
27. SAUGATUCK PUBLIC SCHOOLS	PROPERTY TAXES	318,408.75
28. TRUCK & TRAILER SPECIALTIES	FREIGHT	16.00
	TARP COVER RAILS	543.44
	TOTAL	559.44
29. VALLEY CITY LINEN INC	SHOP TOWELS	165.40
TOTAL - ALL VENDORS		632,600.65
FUND TOTALS:		
Fund 101 - GENERAL FUND		50,430.48
Fund 202 - MAJOR STREETS		8,551.77
Fund 203 - LOCAL STREETS		3,923.64
Fund 661 - MOTOR POOL FUND		3,529.22
Fund 701 - CURRENT TAX FUND		566,087.10
Fund 715 - ROSE GARDEN		78.44



13A

FROM: Cindy Osman, Planning and Zoning

MEETING DATE: February 22, 2021

SUBJECT: Pop up Patios 2021

DESCRIPTION:

Due to the Covid-19 pandemic and Executive Orders, our businesses have turned to the City for assistance. When allowed to open to the public, restaurants will have reduced occupancy rates and will have to comply with the social distancing protocols.

First utilized in 2020, the pop-up-patios were quite successful and increased business in some cases to be greater than the previous year.

COMMITTEE/COMMISSION REVIEW:

Jane Verplank, Chris Peterson, and Cindy Osman put this information together in 2020, and it was reviewed in 2021 by Lauren Stanton, Peterson, and Osman for some small adjustments to allow DPW staff access for routine street maintenance. The requirement for removal if plowable snowfall is forecasted was added when the pop-up-patio permits were extended through November.

BUDGET ACTION REQUIRED:

LEGAL REVIEW:

Was reviewed by city attorney.

POSSIBLE MOTION:

Motion to allow for staff to administratively issue permits for the pop-up-patios as described in the attached documents.



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

____ Approved
____ Denied
____ Date

FOOD SERVICE POP-UP-PATIO (PuP) 2021, APRIL 1 – NOVEMBER 31

Fill out in its entirety & return to the planning and zoning office with required attachments. Applications will be reviewed by the applicant and the zoning administrator in the zoning office by appointment only. Failure to provide all attachments may result in a delay of processing.

LEGAL BUSINESS NAME: _____ TELEPHONE: _____

MAILING ADDRESS: _____

CONTACT NAME: _____ TELEPHONE: _____

E-MAIL ADDRESS: _____ CELL PHONE: _____

CONTACT INFORMATION OF THE PERSON RESPONSIBLE FOR THE POP-UP-PATIO

CONTACT NAME: _____ TELEPHONE: _____

E-MAIL ADDRESS: _____ CELL PHONE: _____

POP-UP LOCATION: _____ HOURS: _____

WILL ALCOHOL BE SERVED: Yes No
 Provide Copy of Liquor Liability Insurance (listing the City as additionally insured)

PARKING LOT CLOSURES: Yes No

Parking Lot Location: _____

APPLICATION CHECK LIST

- Completed Application
- Current photo(s) of the front of your business that includes the curb strip and parking space

- Pop-up Map (includes detailed seating layout, trash container, and sanitation station with exact measurements and indication/location of any manhole covers within the PuP site (“Premises”))
- Description or photos of proposed barriers, tables, and chairs on Premises
- Certificate of Insurance (listing the City of Saugatuck as additionally insured)
- Michigan Liquor Control Commission License (if applicable) Attached In process
- Health Department Food Service License (if applicable)
- Include a lighting plan with a statement that the PuP be lit 24 hours a day.
If document is missing, please explain: _____

The applicant or sponsoring organization understands and agrees, as a condition of its use of the Premises, to:

Provide a certificate of insurance with all coverages deemed necessary for the pop-up, name the City of Saugatuck as an additional insured on all applicable policies and submit the certificate with this application.

Comply with all City and County Ordinances and applicable State laws, COVID limitations, and City policies and acknowledges that the pop-up license does not relieve the Applicant or organization from meeting any applicable requirements of law or other public bodies or agencies.

The patio furniture/barriers shall not extend more than 8 feet from the face of the curb, and not exceed 60 feet in length. Tents or enclosures are **not** allowed in the street under this license. All heating equipment must be approved by the Fire Department. The Applicant’s use of the Premises is expressly limited to only that area designated on the approved Pop-up Map, a copy of which is attached.

PuP owners and operators shall allow access to the Premises to the City’s DPW for any maintenance purpose including without limitation storm drain cleaning, line painting and marking utilities by the associated utility companies.

PuPs must be completely removed from the Premise when there is a forecast of plowable snowfall. The City will attempt to notify you of the forecast, but it is your responsibility to monitor the weather.

Applicant or sponsoring organization further understands the approval of this license may include additional requirements and/or limitations based on the City’s review of this application. The Applicant or sponsoring organization understands that it is required to meet with City staff during the review of this application.

Applicant agrees to defend, indemnify and hold harmless the City of Saugatuck, Michigan from any claim, demand, suit, loss, cost of expense or any damage which may be asserted, claimed or recovered against or from this pop-up permit by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss cost



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of expense is caused in whole or in part by the negligence of the City of Saugatuck or by third parties, or by the agents, servants, employees or factors of any of them.

Applicant shall, at the end of the term of the license, remove any of the objects placed by Applicant on the Premises. In the event the Applicant elects not to remove the aforesaid objects, then ownership of the same shall be with the City, which may dispose of such structures or equipment as it, in its sole discretion, deems fit and without any payment to Licensee.

Applicant shall, at all times, keep the Premises free of debris and in a neat, clean, safe, reasonable and orderly condition, and keep all objects and items located thereon in good and safe maintenance and repair.

The City shall have the right to terminate this license at any time upon two days' prior written notice to the Applicant for any reason, including but not limited to, the City's need for parking infrastructure, utilities, or other City needs in its sole discretion.

The parties agree that the Applicant takes the Premises "as-is" and in its current condition. The City makes no representations, warranties, or promises regarding the Premises or the ability of the Applicant to use the Premises. Further, the Applicant acknowledges and agrees that use of the Premises by it is deemed permissive and Applicant agrees not to claim any right or assert any cause of action regarding adverse possession, prescriptive easement, acquiescence, or similar legal theory against the City or with regard to the Premises. The Applicant acknowledges that its rights hereunder are secondary to the rights of the City.

Property taxes, including personal property taxes shall be paid in full before a license will be issued.

Applicant agrees that it (as well as its contractors, subcontractors, employees, customers and invitees) shall comply with any and all applicable ordinances, codes, laws, and regulations regarding the Premises and any use thereof. Applicant shall not create or permit any nuisance to occur on the Premises.

As the duly authorized agent of the Applicant or sponsoring organization, I hereby apply for approval of this pop-up permit and affirm the above understandings. The information provided on this application is true and complete to the best of my knowledge.

Applicant Signature

Date



13B

FROM: Ryan Heise
MEETING DATE: February 22, 2021
SUBJECT: Coghlin Park Rental Policy

DESCRIPTION:

Amended Policy to allow use of park space beyond the gazebo for private events in Coghlin Park. The Council directed staff to develop an amended policy that would allow for administrative approval of private events in Coghlin Park; expanding beyond the limits of the gazebo space. Considering that many of the rules and regulations related to park rental are covered in the existing Coghlin Park Gazebo Policy, the approach taken was to amend and broaden the existing policy. Included in the packet is a red-lined version of existing policy.

The highlights are as Follows for private events:

- Events need to strictly adhere to COVID-19 restrictions for gatherings in outdoor spaces
- Events cannot occur on holiday weekends, days which already have public events that occur and dates already booked.
- Events can not be booked in future calendar year.
- A \$500.00 refundable deposit is required and will be returned when determined that all rules and regulations for the event have been followed.
- Removes restriction of only allowing a particular vendor being utilized for events.
- Allows for wedding arches.
- Events affiliated with Saugatuck Center for the Arts (SCA) that attendees utilize SCA parking
- Events that have over 25 people and take place from Memorial to Labor Day must shuttle in guest from remote location.

COMMITTEE/COMMISSION REVIEW:

N/A

BUDGET ACTION REQUIRED:

N/A

LEGAL REVIEW:

N/A

POSSIBLE MOTION:

Motion to approve the updated Coghlin Park Rental Policy as presented.

Policy/Procedure: Coghlin Park Gazebo & Park Rental Policy

Date Adopted or Implemented: 03-13-2017~~amended 2-22-2021~~

Resolution Number (if applicable):

CITY OF SAUGATUCK

The City of Saugatuck allows the use of the Coghlin Park Gazebo & Park for private events such as wedding/commitment ceremonies, family reunions, club or organization picnics. Private use of Coghlin Park is subject to the policies and rules set forth herein. Public events (including ticketed events open to the public) require special events permit reviewed and approved by City Council. **The City of Saugatuck expressly reserves the right in its sole discretion to cancel a private event for City purposes and applicant agrees, as a term of its use of Coghlin Park, to release and waive all claims of any kind (including a claim for consequential damages), against the City, its officers or employees arising out of cancellation of the user's event.**

Site Users: Please be aware that Coghlin Park is a public park and will remain open to the public during your rental.

Reservations: Reservations are on a first come, first serve basis. Only one event may be held at a given time. The responsible party who has reserved this gazebo must be present during the period the gazebo is used. Please check with City Hall for a list of dates that are not available for rent. The unavailable dates include holiday weekends, dates in which public events are already taking place in the city, and dates already reserved, based on first come first serve basis. Only one event is to take place on any given day. Reservations can not be made for future calendar year.

Rental Fee: Non-refundable fee of \$500.00 - event date will not be secured until payment is made. A \$500.00 refundable deposit is also required and will be returned after confirmation that the rules and regulations have been strictly adhered to.

Refunds: No refunds will be provided unless the City cancels the rental as provided for in this Policy, in which case the City will issue a full refund of any rental fee paid to the City.

Time Parameters: Five (5) hour maximum time allotment.

Seating: Public gatherings must be in accordance with COVID-19 regulations provided by the State of Michigan. Setting up of chairs is permitted (200 maximum) as identified on the attached drawing for Gazebo rental.

Chairs can be set up two (2) hours prior to event and must be removed no later than two (2) hours after event. Actual ceremony maximum time is one (1) hour. To avoid damage to the City's property, the applicant is required and may only use a vendor approved by the City in advance for delivery, setup and removal of chairs. The City is not involved in organizing this service and applicant remains responsible to make all arrangements with ~~the a~~ vendor. ~~Approved vendor—The Rental Company, 430 W. 17th Street, Holland, MI 49423, 616-396-7300.~~

Decorations: Potted flowers/plants may be used to decorate the gazebo. No tape, wire, screws, nails, staples, tacks or other fasteners are permitted. Gazebo and Park may not be decorated prior to the rental period. All decorations must be removed by the end of the rental period. Wedding arches are permitted but are not allowed to be staked. **Throwing or dispersing rice, birdseed or other similar food material, confetti or other material is prohibited.** Blowing soap bubbles or similar acts that neither create a littering problem nor attract birds or other animals to the site are permitted.

Restrictions: In accordance with the City of Saugatuck Code of Ordinances, the following is strictly prohibited:

- Alcohol – City Ordinance 95.02 prohibits alcoholic beverages in any City park.

- Open Flame / Fire - including but not limited to Chinese Lanterns, torches and candles.
- “Roping off” or otherwise limiting access to other sections of the Park outside of the approved location of event.
- ~~Tent~~ Staking- due to underground sprinkling and electrical lines.
- Electronic sound amplification equipment of any nature unless approved in advance by the City Manager or his/her designee.
- Parking- events affiliated with the Saugatuck Center for the Arts (SCA) must utilize the SCA parking lot.
- Parking- events that have over 25 people and take place from Memorial Day to Labor Day must shuttle in guests from remote location. Please check with City staff to determine appropriate remote locations.

Personal Items: The City is not responsible for lost or stolen articles.

Clean Up/Damages: Please be respectful of our City Parks and facilities. If any City property is damaged, please inform City Hall at the conclusion of your event, 269-857-2603. Resolution of any damages will be handled on a case-by-case basis.

Insurance: Applicant must procure and maintain Comprehensive General Liability insurance for the event, with combined single limits of \$1,000,000 for any one occurrence in which bodily injury or property damage is alleged. Applicant shall furnish the City with a Certificate of Insurance evidencing such coverage naming the City, its officers and employees as additional insureds on the Comprehensive General Liability Policy. The insurance policy shall provide that it may not be canceled, revoked or modified unless thirty (30) days prior written notice is given to the City.



13C

FROM: Erin Wilkinson
MEETING DATE: February 22, 2021
SUBJECT: Special Event Application - Spoelstra Wedding

DESCRIPTION:

The City of Saugatuck has received a request from Megan Deaver to have her wedding in Coghlin Park on June 19th, 2021 at 5:00 pm. Under our current process and policy, Coghlin Park Gazebo Rentals for private events are approved administratively by staff, but must adhere to the adopted policy.

Alternately, Special Event Applications are typically for public events but require Council approval. I asked Ms. Deaver to submit the attached application, to allow her to move forward with planning, while council reviews the park rental policy.

Ms. Deaver would like to setup 100 chairs and an arch at the top of the hill, near the sculpture. If approved by Council, the applicant will adhere to all other specifications stipulated in the adopted Gazebo Rental Policy, including a \$500 non-refundable deposit and proof of insurance as specified.

COMMITTEE/COMMISSION REVIEW:

N/A

BUDGET ACTION REQUIRED:

N/A

LEGAL REVIEW:

N/A

POSSIBLE MOTION:

Motion to approve/deny the Special Event Application for the Spoelstra Wedding on June 19th, 2021 as presented.



Council Action	
_____	Approved
_____	Denied
_____	Date

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SPECIAL EVENT APPLICATION

Must be filled out in its entirety & returned to the City Clerk's Office 30 days prior to scheduled event

SPONSORING ORGANIZATION INFORMATION

LEGAL BUSINESS NAME: Spoelstra Wedding TELEPHONE: (757) 846-6363
 MAILING ADDRESS: 101 Westover Avenue, Apt 306, Norfolk, VA USA 23507
 CONTACT NAME: Megan Deaver TELEPHONE: _____
 E-MAIL ADDRESS: deaverml@gmail.com CELL PHONE: _____

CONTACT PERSON ON DAY OF EVENT

CONTACT NAME: Angela Schultz TELEPHONE: 616-293-0690
 E-MAIL ADDRESS: angela@miflowergirlevent.com CELL PHONE: _____

EVENT INFORMATION

NAME OF EVENT: Spoelstra Wedding DATE(S) OF EVENT: 6/19/2021
 PURPOSE OF EVENT: _____ RAIN DATE: _____

Non-Profit
 For-Profit
 City Operated/Sponsored
 Co-Sponsored
 Marathon/Race
 Festival/Fair
 Video/Film Production
 Other private wedding

EVENT LOCATION: Coghlin Park EVENT HOURS: 3-8 pm
 ESTIMATED NUMBER OF ATTENDEES: 100
 ESTIMATED NUMBER OF VOLUNTEERS: _____

ESTIMATE DATE / TIME FOR SET-UP: 6/19/2021 4:00 A.M. P.M.
 ESTIMATE DATE / TIME FOR CLEAN-UP: 6/19/2021 6:00 A.M. P.M.

DEPARTMENT OF PUBLIC WORKS

APPROVED DENIED

Authorized Personnel Signature

Will this event require the use of any of the following municipal equipment: Yes No

TRASH RECEPTACLES – QUANTITY _____ BARRICADES – QUANTITY _____

TRAFFIC CONES – QUANTITY _____ PARKING SIGNS – QUANTITY _____

FENCING WATER ELECTRIC RESTROOM CLEANING

OTHER turn off sprinkling by 6/17/2021

POLICE DEPARTMENT

APPROVED DENIED

Authorized Personnel Signature

ADDITIONAL OFFICERS REQUIRED? Yes No

If yes please describe & include times _____

Other (describe): _____

SAUGATUCK TOWNSHIP FIRE DISTRICT

APPROVED DENIED

Authorized Personnel Signature

STREET CLOSURES: Yes No (use attached map to outline proposed closures)

Street closure date/time: _____ A.M. P.M.

Street re-open date/time: _____ A.M. P.M.

SIDEWALK CLOSURES: Yes No (use attached map to outline proposed closures)

Describe Sidewalk Use: _____

Sidewalk closure date/time: _____ A.M. P.M.

Sidewalk re-open date/time: _____ A.M. P.M.

PARKING LOT CLOSURES: Yes No (use attached map to outline proposed closures)

Parking Lot Location: _____

Sidewalk closure date/time: _____ A.M. P.M.

Sidewalk re-open date/time: _____ A.M. P.M.

What parking arrangements are proposed to accommodate potential attendance: _____

APPLICATION CHECK LIST

- Completed Application
- Event Map (includes detailed event layout for vendors, booths, porta potties, etc.)
- Road/Sidewalk/Parking Lot Closure Map
- Certificate of Insurance (listing the City of Saugatuck as additionally insured)
- Fireworks Permit (if applicable)
- Michigan Liquor Control Commission Special Event License (if applicable)
- Health Department Food Service License (if applicable)

If document is missing, please explain: Payment and proof of insurance will be proved after approved.

The applicant and sponsoring organization understand and agrees to:

Provide a certificate of insurance with all coverages deemed necessary for the event, name the City of Saugatuck as an additional insured on all applicable policies and submit the certificate to the City Clerk's Office no later than one (1) week following notice of the event approval.

Comply with all City and County Ordinances and applicable State laws, City policies and acknowledges that the special events permit does not relieve the applicant or organization from meeting any application requirements of law or other public bodies or agencies.

Applicant and sponsoring organization further understands the approval of this special event may include additional requirements and/or limitations based on the City's review of this application. The applicant and sponsoring organization understands that it may be necessary to meet with City staff during the review of this application and that City Council approval is necessary.

Applicant understands that he/she is responsible for contacting the Michigan Liquor Control Commission and/or Allegan County Health Department to secure all permits required for this event.

Applicant agrees to defend, indemnify and hold harmless the City of Saugatuck, Michigan from any claim, demand, suit, loss, cost of expense or any damage which may be asserted, claimed or recovered against or from this Special Event by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss cost of expense is caused in whole or in part by the negligence of the City of Saugatuck or by third parties, or by the agents, servants, employees or factors of any of them.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event and affirm the above understandings. The information provided on this application is true and complete to the best of my knowledge.

Applicant Signature

Date



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



3342 Blue Star Highway
Saugatuck, MI 49453
Phone: 269 857-3000
E-mail: office@saugatuckfire.org

REQUIREMENTS FOR TENT STRUCTURES

Date: _____ Location: _____

Address: _____ Municipality: _____

Note this is a partial check list of requirements based on the International Fire Code 2015 edition (IFC). If you have further requirements consult with Saugatuck Twp. Fire District.

Check off when complete:

_____ A detailed site and floor plan for tents with an occupant load of 50 or more shall be provided with each application for approval. The floor plan shall indicate details the means of egress, seating capacity, arrangement of seating and location of any heating and electrical equipment. (3103.6)

_____ Fire apparatus access roads shall be provided. (3103.8.1 / 503)

_____ Tents shall not be located within 20 feet of lot lines, buildings, other tents, parked vehicles, or internal combustion engines. Support ropes and guy wires shall be considered as part of the tent. Note: There are exceptions, consult with the Saugatuck Township Fire District. (3103.8.2)

_____ An unobstructed fire break passageway or fire road not less than 12 feet wide and free from guy ropes, or other obstructions shall be maintained on all sides of all tents. (3103.8.6)

_____ All tents and side curtains shall be composed of flame resistant material in accordance with NFPA 701 and IFC. (3104.2)

_____ Tents shall have a permanently affixed label bearing the identification of size and fabric or material type. (3104.3)

_____ A copy of the certificate attesting to the flame resistance of the fabric shall be submitted to Saugatuck Township Fire District. (3104.4)

_____ Combustible materials shall not be located within any tent structure. (3104.5)

_____ Open flame or other devices emitting flame, fire or heat including parked cars shall not be permitted inside or within 20 feet of the tent. (3104.7)



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



_____ Portable fire extinguishers shall be provided at the exits. A minimum rating size of 2A10BC. (3104.12 /906)

_____ The occupant load shall be stated. (3104.14 / Chapter 10)

_____ Side curtains shall be flame resistant and when used at exit openings shall be of a color that contrasts with the color of the tent. (3103.12.3)

_____ Aisles having a minimum width of not less than 44 inches shall be provided from seating areas and aisles shall progressively increase in width to provide, at all points, not less than 1 foot or aisle width for each 50 persons served by such aisle at that point. (3103.12.5)

_____ A minimum number of means of egress and means of egress widths are as follows:
(3102.12.5.1)

Occupant Load	Min. # of Means of Egress	Min. Width of Egress
10-199	2	72"
200-499	3	72"

_____ Exits shall be clearly marked if the occupant load is 50 or more. (3103.12.6)

_____ Exit signs shall be approved self-luminous type or shall be internally or externally illuminated. (3103.12.6.1)

_____ Means of egress shall be illuminated. (3103.12.7)

_____ Required width of exits, aisles and passageways shall be maintained at all times. (3103.12.8)

_____ Trained crowd manager/supervisor shall be provided at a ratio of one crowd manager/supervisor for every 250 occupants. (3104.20.2)

_____ "No Smoking" signs shall be posted in conspicuous locations. (3104.6)

_____ Provide STFD with a copy of the "Miss Dig" ticket number and documentation for location and marking of underground utilities where tent will be erected. (102.9)

_____ Saugatuck Township Fire District will inspect the tent installation.

Signature of Applicant: _____

Signature of Fire Inspector: _____

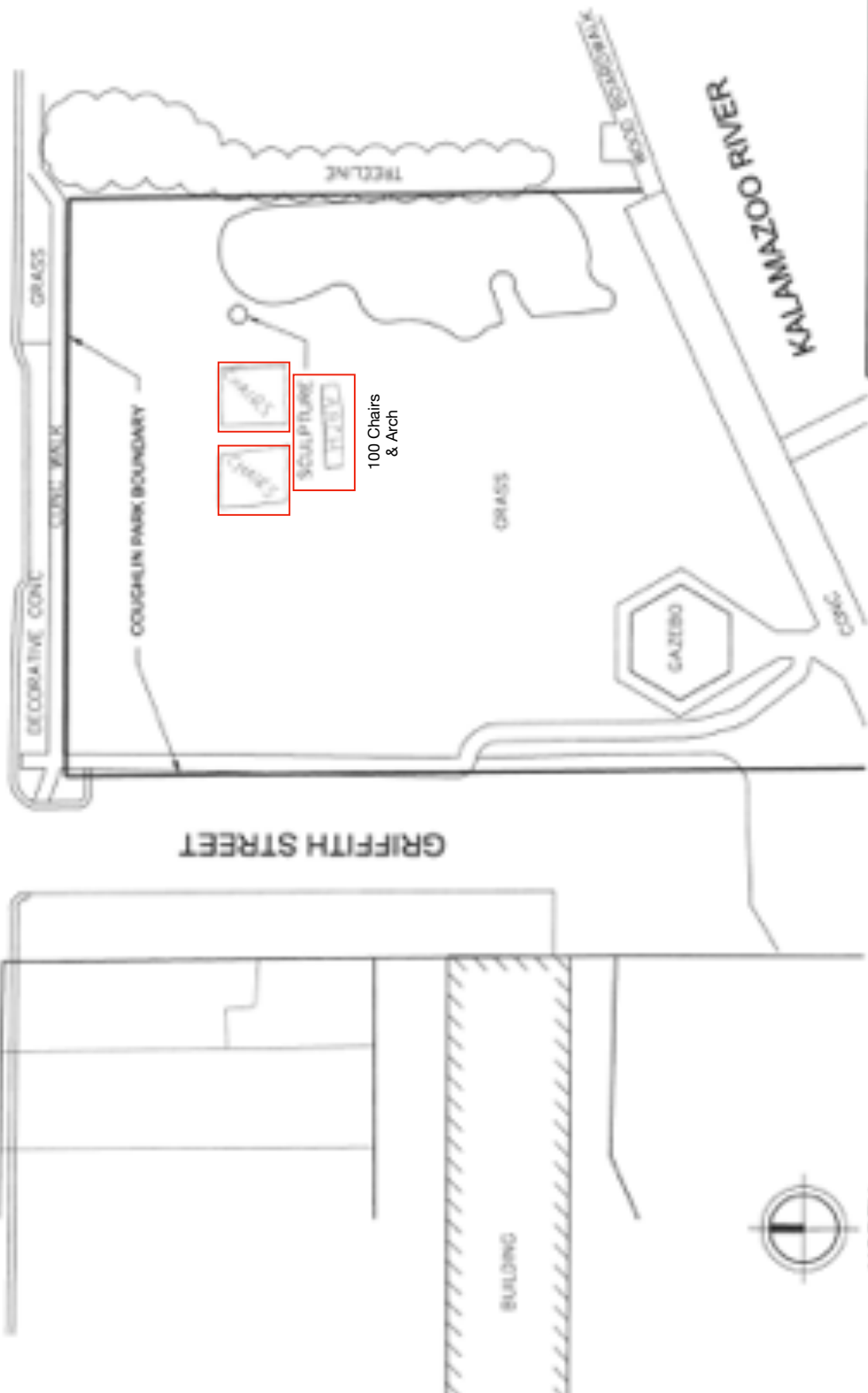
Date: _____

Revised 8/2016-CM

2010_Cougle Park/Stage 102001

CULVER STREET

GRIFFITH STREET



100 Chairs & Arch

APPLICANT TO SKETCH LOCATION OF PROPOSED TEMPORARY STRUCTURES, TENTS, STAGES, EQUIPMENT, TRAILERS, PORTA POTTYS, ETC...

CITY OF SAUGATUCK
ALLEGAN COUNTY, MICHIGAN

COUGHLIN PARK
PARK USE PERMIT APPLICATION

2011

FLEIS & VANDENBRINK ENGINEERING, INC.

Policy/Procedure: Coghlin Park Gazebo Rental Policy

Date Adopted or Implemented: 03-13-2017

Resolution Number (if applicable):

CITY OF SAUGATUCK

The City of Saugatuck allows the use of the Coghlin Park Gazebo for private events such as wedding/commitment ceremonies, family reunions, club or organization picnics. Private use of Coghlin Park is subject to the policies and rules set forth herein. **The City of Saugatuck expressly reserves the right in its sole discretion to cancel a private event for City purposes and applicant agrees, as a term of its use of Coghlin Park, to release and waive all claims of any kind (including a claim for consequential damages), against the City, its officers or employees arising out of cancellation of the user's event.**

Site Users: Please be aware that Coghlin Park is a public park and will remain open to the public during your rental.

Reservations: Reservations are on a first come, first serve basis. Only one event may be held at a given time. The responsible party who has reserved this gazebo must be present during the period the gazebo is used.

Rental Fee: Non-refundable fee of \$500.00 - event date will not be secured until payment is made.

Refunds: No refunds will be provided unless the City cancels the rental as provided for in this Policy, in which case the City will issue a full refund of any rental fee paid to the City.

Time Parameters: Five (5) hour maximum time allotment.

Seating: Setting up of chairs is permitted (200 maximum) as identified on the attached drawing. Chairs can be set up two (2) hours prior to event and must be removed no later than two (2) hours after event. Actual ceremony maximum time is one (1) hour. To avoid damage to the City's property, the applicant is required and may only use a vendor approved by the City in advance for delivery, setup and removal of chairs. The City is not involved in organizing this service and applicant remains responsible to make all arrangements with the vendor.

Decorations: Potted flowers/plants may be used to decorate the gazebo. No tape, wire, screws, nails, staples, tacks or other fasteners are permitted. Gazebo may not be decorated prior to the rental period. All decorations must be removed by the end of the rental period. **Throwing or dispersing rice, birdseed or other similar food material, confetti or other material is prohibited.** Blowing soap bubbles or similar acts that neither create a littering problem nor attract birds or other animals to the site are permitted.

Restrictions: In accordance with the City of Saugatuck Code of Ordinances, the following is strictly prohibited:

- Alcohol – City Ordinance 95.02 prohibits alcoholic beverages in any City park.
- Open Flame / Fire - including but not limited to Chinese Lanterns, torches and candles.
- "Roping off" or otherwise limiting access to other sections of the Park outside of the approved location of event.
- Tent Staking- due to underground sprinkling and electrical lines.
- Electronic sound amplification equipment of any nature unless approved in advance by the City Manager or his/her designee.



Non-Refundable Fee - \$500.00

Paid: _____

Approved _____ Denied _____

APPLICATION FOR COGHLIN PARK GAZEBO RENTAL

APPLICANT / ORGANIZATION INFORMATION

Applicant/Organization Name: _____

Contact Person: _____

Address: _____
Street City State Zip

() _____ () _____
Home Phone Cellular Phone

E-Mail Address: _____

EVENT INFORMATION

Event Name: _____

Date(s) of Event: _____

Hours of Event: _____ Maximum Number Attending: _____

Detailed Description of Event: _____

I agree to fully comply with all City of Saugatuck ("City") rental policies, rules and applicable laws. I agree to defend, indemnify, and hold harmless the City, its authorized agents, officials, employees and contractors against any and all claims, demands, suits, or losses, including all costs connected therewith, and for any damages of any kind, including bodily injury or death, and/or property damage, which may be asserted, claimed or recovered against the City, its authorized agents, officials, employees or contractors relating to or arising out of the rental or use of the Coghlin Park gazebo or any related City facilities, grounds or equipment (collectively, the "facilities"). I understand that the facilities are provided by the City "as is," and that the City disclaims any representation or warranty of any kind, express, implied, or statutory without limitation regarding the facilities. I understand that the City will not be liable to me or others on my behalf for any special, consequential, exemplary or incidental damages, arising from any claim relating to this application or the rental of the City facilities, whether such claim is based on warranty, contract, tort (including negligence) or otherwise, even if a City representative is advised of the possibility of such damages.

I acknowledge that I have received and read, understand and agree to abide by the terms, conditions and guidelines set forth in the City's rental policy. I agree that I am fully responsible for all activities conducted at the facilities on the day, date and time stated and agree to return the facilities to an equivalent or better condition than when rented. I affirm and represent that I will reimburse the City for any clean-up and/or damages to the facilities, whether caused by me, my guests or third parties. I agree that if the facilities are used in a manner not permitted by the City during my rental period, then the City may prohibit me from using this or another City facility in the future, may seek reimbursement from me for damages to City property and may subject me to other enforcement action as authorized by law.

Applicants Signature

Date



13D

FROM: Cindy Osman, Planning and Zoning
MEETING DATE: February 22, 2021
SUBJECT: Wicks Park Bar and Grill Special Event Application

DESCRIPTION:

Restaurants and bars have been particularly hard hit by the Covid-19 restrictions in place to help curb the spread of the virus. Specifically, Restaurants and Bars are limited to 25% occupant load indoor seating, outdoor seating, and take-out. Christine Pierce from Wicks Park Bar and Grill is requesting a Special Event Permit to allow for a tent in the parking places adjacent to her business for additional outdoor seating to allow more people to enjoy the two weekends book-ending St. Patrick's Day with alcohol and food service.

Alternately, the westmost 30 feet of Mary Street could be closed and the tent could be placed on Mary Street as it is not as heavily traveled as Water Street. No adjacent driveways would be blocked.

See attached email from Christine Pierce.

DETAILS:

The 15 x 60 foot, or a 30 x 40 foot tent would be set up **on or after March 11, 2021 and removed on or before March 26, 2021.**

The sidewalk shall remain open at all times.

At the Water Street location, the tent must be at least 15 feet from the crosswalk to prevent line of site issues for vehicular traffic.

Traffic control barriers will be coordinated with the DPW.

The set up and location of any heating devices are required to be approved by the Fire Department. See attached check list.

Wicks will supply all trash containers.

In the event of snow or rain, the event will be cancelled or moved to a week later.

Certificate of insurance is on file.

COMMITTEE/COMMISSION REVIEW:

N/A

BUDGET ACTION REQUIRED:

N/A

LEGAL REVIEW:

N/A

POSSIBLE MOTION:

Motion to approve/deny the Wicks Park Bar and Grill special event application for outdoor seating with food and alcohol service at (Water Street/Mary Street) with partial road closing as described in the application contingent on Fire Department approval.

FOLLOW UP IN REGARDS TO SPECIAL PERMIT APPLICATION FOR A TENT MARCH 12TH – MARCH 22ND

Spoke with Cindy today (2/15/2021) and she said there are a few concerns regarding my permit for the tent application I submitted.

First I want to express that if we are up to 100% capacity inside dining I will not be doing tent.
Second if there is still mounds of Snow and the temperature forecast is looking to be cold – I will not be doing the tent during the dates requested – will push the dates forward.
Third I am trying to get the sidewalk cleaned up in front of my property – this year is not like any other year that I have been in business so I wasn't able to do all the winterize of things for my property that I would normally do – so please when making the decision to approve my permit for a tent don't think that I will not be respectful of the rules and keeping my property area clean and nice. In the past 12 years I have been in business I have always done my best to follow all the guidelines for the city so my history with the city and guidelines has always been in compliance.
Fourth I just trying to give tourist (still coming into town) a place to safely hang out and have a good time. I want tourist and guest to know that Saugatuck is still open and ready to entertain and be the fun destination that we always have been!

When I submitted the permit application I requested it to be in front of my building on Water Street – then I meet with Cindy a week after that and she asked if I can put it on Mary Street – from what she said logistical the council would feel like that is safer on Mary Street - by closing the street for the requested time, I was ok with Mary Street – the tent will not go past the handicap spot so that the residential drive way will not be blocked or impacted from my tent. I am fine with the tent either on Water Street (same spot I had on NYE) or Mary Street.

I am more then willing to meet with whoever to walk through how the tent will be – I am using Taylor Rental which has a long history for putting up safe and nice tents.

I am again just trying to be pro active in this very uncertain time. I understand the concerns and I am here to answer any questions. I know that no one has a crystal ball to see exactly how everything is going to look in the future but I am just trying to put together some type of business plan to be ready for different scenarios.

Thank you very much –

Christine Murphy Pierce
239-272-4296

From: Christine Pierce <christine@wickspark.com>
Sent: Friday, January 29, 2021 2:44 PM
To: 'Cindy Osman' <Cindy@saugatuckcity.com>
Cc: 'Holly Leo' <hleo@saugatuckcity.com>; 'Chris Peterson' <cpeterson@saugatuckcity.com>; 'Holly Leo' <hollyvox@gmail.com>
Subject: Special Permit - Wicks Park Bar & Grille

I just submitted a special event permit for usage of the parking spaces in front of my building and putting up a tent. The new MDHHS ruling that starts on 2/1/2021 gives restaurants 25% capacity for dine in – that is hardly any seats so I would like permission to put up a tent that will be up for the month of February and March.

I am currently trying to secure a tent which is taking a bit of time – I need to talk with the fire department about heating the tent etc ... and I need to work with the DPW on the logistical side of snow removal etc

I understand that this is a very vague and crazy request but I am worried that the 25% capacity is going to continue for the months of February and March maybe even longer – and I need more seats for my customers and those tourist that are visiting the area.

I also understand that there is a lot of moving parts in this scenario and I am not sure how it will all play out but I would like the opportunity to try.

Please let me know your thoughts, concerns etc....

Thank you –

Christine

239-272-4296



Council Action	
_____	Approved
_____	Denied
_____	Date

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

SPECIAL EVENT APPLICATION

Must be filled out in its entirety & returned to the City Clerk's Office 30 days prior to scheduled event

SPONSORING ORGANIZATION INFORMATION

LEGAL BUSINESS NAME: Wicks Park Bar & Grille TELEPHONE: 239-272-4296
 MAILING ADDRESS: 449 Water St.
 CONTACT NAME: Christine Murphy Pierce TELEPHONE: 239-272-4296
 E-MAIL ADDRESS: christine@wicksbar.com CELL PHONE: _____

CONTACT PERSON ON DAY OF EVENT

CONTACT NAME: Same TELEPHONE: _____
 E-MAIL ADDRESS: _____ CELL PHONE: _____

EVENT INFORMATION

NAME OF EVENT: Winter Tent for Outdoor Dining DATE(S) OF EVENT: Feb. - March
 PURPOSE OF EVENT: COVID-19 RAIN DATE: _____

- | | | | |
|--|--|--|---------------------------------------|
| <input type="checkbox"/> Non-Profit | <input checked="" type="checkbox"/> For-Profit | <input type="checkbox"/> City Operated/Sponsored | <input type="checkbox"/> Co-Sponsored |
| <input type="checkbox"/> Marathon/Race | <input type="checkbox"/> Festival/Fair | <input type="checkbox"/> Video/Film Production | <input type="checkbox"/> Other _____ |

EVENT LOCATION: Wicks Park Bar & Grille EVENT HOURS: business hours

ESTIMATED NUMBER OF ATTENDEES: depends on tent size - 25 people

ESTIMATED NUMBER OF VOLUNTEERS: _____

ESTIMATE DATE / TIME FOR SET-UP: not sure _____ A.M. P.M.

ESTIMATE DATE / TIME FOR CLEAN-UP: not sure _____ A.M. P.M.

EVENT DETAILS

WILL MUSIC BE PROVIDED DURING THIS EVENT: Yes No

TYPE OF MUSIC PROPOSED: Live Amplification Recorded Loudspeakers

PROPOSED TIME MUSIC WILL BEGIN: _____ END: _____

FOOD VENDORS/CONCESSIONS: (Contact Allegan County Health Department) Yes No
 Provide Copy of Health Department Food Service License

WILL ALCOHOL BE SERVED AT THIS EVENT: Yes No
 Provide Copy of Liquor Liability Insurance (listing the City as additionally insured)
 Provide Copy of Michigan Liquor Control License

If yes, describe measures to be taken to prohibit the sale of alcohol to minors: _____

WILL FIREWORKS BE APART OF EVENT: Yes No
 Provide Copy of Liability Insurance (listing the City as additionally insured)
 Provide Copy of Fireworks Permit

EVENT SIGNAGE: City Council approval is required for any temporary signing in the public right-of-way, across a street or on City property. Which of the following signs are requested for this event:

“YARD” SIGNS - Number requested: ____ (Maximum size is 2' x 2'. Cannot be displayed no more than 15 days prior to first day of event and must be removed 24 hours after end of event.)

BANNER UNDER SAUGATUCK PALETTE SIGN - (Size cannot be greater than 14' x 4'). Cannot be displayed more than 15 days prior to first day of event and must be removed 24 hours after end of event.)

SIGNAGE AT EVENT SITE - Location(s): _____
Description of signs: _____
(Signs at event site cannot be displayed prior to day of the event and must removed at the end of the event.)

TENTS/CANOPIES/MISC: The City of Saugatuck does not have tents, stage, tables or chairs available for rental. There are a number of businesses listed in the yellow pages under “Rental Service Stores” that specialize in the rental of event supplies. Will the following be constructed or located in the event area:

BOOTHS – QUANTITY _____ **TENTS – QUANTITY** _____

AWNINGS – QUANTITY _____ **TABLES – QUANTITY** _____

PORTABLE TOILETS – QUANTITY _____

VENDOR PARKING: Have you made arrangement for vendor parking? Yes No

If yes, where do you propose your vendors park? _____

Will the Interurban be utilized? Yes No Time(s) _____

DEPARTMENT OF PUBLIC WORKS

APPROVED DENIED

Authorized Personnel Signature

Will this event require the use of any of the following municipal equipment: Yes No

- TRASH RECEPTACLES – QUANTITY _____
- BARRICADES – QUANTITY not sure
- TRAFFIC CONES – QUANTITY _____
- PARKING SIGNS – QUANTITY _____
- FENCING WATER ELECTRIC
- RESTROOM CLEANING
- OTHER _____

POLICE DEPARTMENT

APPROVED DENIED

Authorized Personnel Signature

ADDITIONAL OFFICERS REQUIRED? Yes No

If yes please describe & include times _____

Other (describe): _____

SAUGATUCK TOWNSHIP FIRE DISTRICT

APPROVED DENIED

Authorized Personnel Signature

STREET CLOSURES: Yes No (use attached map to outline proposed closures)

Street closure date/time: _____ A.M. P.M.

Street re-open date/time: _____ A.M. P.M.

SIDEWALK CLOSURES: Yes No (use attached map to outline proposed closures)

Describe Sidewalk Use: _____

Sidewalk closure date/time: _____ A.M. P.M.

Sidewalk re-open date/time: _____ A.M. P.M.

PARKING LOT CLOSURES: Yes No (use attached map to outline proposed closures)

Parking Lot Location: _____

Sidewalk closure date/time: _____ A.M. P.M.

Sidewalk re-open date/time: _____ A.M. P.M.

What parking arrangements are proposed to accommodate potential attendance: _____

APPLICATION CHECK LIST

- Completed Application
- Event Map (includes detailed event layout for vendors, booths, porta potties, etc.)
- Road/Sidewalk/Parking Lot Closure Map
- Certificate of Insurance (listing the City of Saugatuck as additionally insured)
- Fireworks Permit (if applicable)
- Michigan Liquor Control Commission Special Event License (if applicable)
- Health Department Food Service License (if applicable)

If document is missing, please explain: _____

The applicant and sponsoring organization understand and agrees to:

Provide a certificate of insurance with all coverages deemed necessary for the event, name the City of Saugatuck as an additional insured on all applicable policies and submit the certificate to the City Clerk's Office no later than one (1) week following notice of the event approval.

Comply with all City and County Ordinances and applicable State laws, City policies and acknowledges that the special events permit does not relieve the applicant or organization from meeting any application requirements of law or other public bodies or agencies.

Applicant and sponsoring organization further understands the approval of this special event may include additional requirements and/or limitations based on the City's review of this application. The applicant and sponsoring organization understands that it may be necessary to meet with City staff during the review of this application and that City Council approval is necessary.

Applicant understands that he/she is responsible for contacting the Michigan Liquor Control Commission and/or Allegan County Health Department to secure all permits required for this event.

Applicant agrees to defend, indemnify and hold harmless the City of Saugatuck, Michigan from any claim, demand, suit, loss, cost of expense or any damage which may be asserted, claimed or recovered against or from this Special Event by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss cost of expense is caused in whole or in part by the negligence of the City of Saugatuck or by third parties, or by the agents, servants, employees or factors of any of them.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event and affirm the above understandings. The information provided on this application is true and complete to the best of my knowledge.

Applicant Signature

Date

Downtown Street / Sidewalk Closure(s)





Water St

424 Butler St

Mary St



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



3342 Blue Star Highway
Saugatuck, MI 49453
Phone: 269 857-3000
E-mail: office@saugatuckfire.org

REQUIREMENTS FOR TENT STRUCTURES

Date: _____ Location: _____

Address: _____ Municipality: _____

Note this is a partial check list of requirements based on the International Fire Code 2015 edition (IFC). If you have further requirements consult with Saugatuck Twp. Fire District.

Check off when complete:

_____ A detailed site and floor plan for tents with an occupant load of 50 or more shall be provided with each application for approval. The floor plan shall indicate details the means of egress, seating capacity, arrangement of seating and location of any heating and electrical equipment. (3103.6)

_____ Fire apparatus access roads shall be provided. (3103.8.1 / 503)

_____ Tents shall not be located within 20 feet of lot lines, buildings, other tents, parked vehicles, or internal combustion engines. Support ropes and guy wires shall be considered as part of the tent. Note: There are exceptions, consult with the Saugatuck Township Fire District. (3103.8.2)

_____ An unobstructed fire break passageway or fire road not less than 12 feet wide and free from guy ropes, or other obstructions shall be maintained on all sides of all tents. (3103.8.6)

_____ All tents and side curtains shall be composed of flame resistant material in accordance with NFPA 701 and IFC. (3104.2)

_____ Tents shall have a permanently affixed label bearing the identification of size and fabric or material type. (3104.3)

_____ A copy of the certificate attesting to the flame resistance of the fabric shall be submitted to Saugatuck Township Fire District. (3104.4)

_____ Combustible materials shall not be located within any tent structure. (3104.5)

_____ Open flame or other devices emitting flame, fire or heat including parked cars shall not be permitted inside or within 20 feet of the tent. (3104.7)



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



_____ Portable fire extinguishers shall be provided at the exits. A minimum rating size of 2A10BC. (3104.12 /906)

_____ The occupant load shall be stated. (3104.14 / Chapter 10)

_____ Side curtains shall be flame resistant and when used at exit openings shall be of a color that contrasts with the color of the tent. (3103.12.3)

_____ Aisles having a minimum width of not less than 44 inches shall be provided from seating areas and aisles shall progressively increase in width to provide, at all points, not less than 1 foot or aisle width for each 50 persons served by such aisle at that point. (3103.12.5)

_____ A minimum number of means of egress and means of egress widths are as follows:
(3102.12.5.1)

Occupant Load	Min. # of Means of Egress	Min. Width of Egress
10-199	2	72"
200-499	3	72"

_____ Exits shall be clearly marked if the occupant load is 50 or more. (3103.12.6)

_____ Exit signs shall be approved self-luminous type or shall be internally or externally illuminated. (3103.12.6.1)

_____ Means of egress shall be illuminated. (3103.12.7)

_____ Required width of exits, aisles and passageways shall be maintained at all times.
(3103.12.8)

_____ Trained crowd manager/supervisor shall be provided at a ratio of one crowd manager/supervisor for every 250 occupants. (3104.20.2)

_____ "No Smoking" signs shall be posted in conspicuous locations. (3104.6)

_____ Provide STFD with a copy of the "Miss Dig" ticket number and documentation for location and marking of underground utilities where tent will be erected. (102.9)

_____ Saugatuck Township Fire District will inspect the tent installation.

Signature of Applicant: _____

Signature of Fire Inspector: _____

Date: _____

Revised 8/2016-CM

From: Chris Mantels cmantels@saugatuckfire.org 
Subject: RE: Wicks Park Special Event Permit
Date: February 18, 2021 at 11:29 AM
To: Erin Wilkinson Erin@saugatuckcity.com
Cc: Scott Herbert scott@saugatuckcity.com, Brett Ensfield BEnsfield@ALLEGANCOUNTY.ORG,
Christine Murphy-Pierce (christine@wicksark.com) christine@wicksark.com, Cindy Osman Cindy@saugatuckcity.com



Erin/All,

The Fire District is in support of safe expansion of outdoor spaces to better accommodate businesses during the Covid-19 pandemic. If the requirements for tent structures are followed, as anticipated, there should be no issues. The Fire District must conduct an inspection after the tent is setup, all equipment is installed, prior to the public occupying the tent. Ms. Murphy must contact the Fire District to schedule the inspection. Approval is contingent upon successful completion of the site inspection after the tent is erected, and all safety equipment is installed.

I would like to call out the more important requirements:

1. The tent must be fire retardant, compliant with NFPA 701.
2. No open flame heaters or “umbrella” heaters are permitted within the tent.
3. Any heaters utilized must be Listed (UL, FM, etc.) for use with tents/membrane structures.
4. Propane cylinders must comply with International Fire Code and be secured to prevent tipping over/damage.
5. No open flames are permitted within the tent.
6. No smoking within the tent, and “No Smoking” signage shall be posted.
7. Illuminated Exit Lights installed (these can be borrowed from the Fire District)
8. 1-5# Fire Extinguisher installed (this can be borrowed from the Fire District)
9. The tent shall not obstruct the primary, or secondary egress paths from the main building.
10. If the tent is erected on Mary street, an unobstructed fire lane 12’ minimum width shall be maintained.
11. The Fire District will leave any tent and roadway clearance concerns in the authority of City of Saugatuck.

Adding Ms. Christine Murphy on CC, so she is aware of these requirements as early as possible and attaching the current edition for tent requirement checklist for Christine to complete. Please let us know if you have any further questions or need more information.

Thank you,

Chris Mantels
Deputy Chief / Fire Inspector
Saugatuck Township Fire District
3342 Blue Star Highway
Saugatuck, MI 49453
Office # 269-857-3000
Mobile # 269-355-2451

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discrimination, distribution, copying or action taken in reliance on the content of this e-mail message or any attachment(s) is strictly prohibited. If this e-mail has been received in error, please notify me immediately via e-mail at cmantels@saugatuckfire.org and delete or otherwise destroy the original message, any attachment(s) and copies.

From: Erin Wilkinson <Erin@saugatuckcity.com>
Sent: Wednesday, February 17, 2021 11:38 AM
To: Scott Herbert <scott@saugatuckcity.com>; Chris Mantels <cmantels@saugatuckfire.org>; Brett Ensfield <BEEnsfield@ALLEGANCOUNTY.ORG>
Subject: Wicks Park Special Event Permit

Hi Everyone,

I'm sorry to do this to you... again, but Christine from Wicks Park Bar and Grille has submitted a special event permit that will be under first review for the Council workshop tomorrow at 4:00 pm.

Would you please try to take a quick glance at this before then, to flag potential issues? They will not be making a decision until the Monday meeting, so if you're too backed up to review it just let me know.

Sorry for the VERY short turn around time again!

e

Erin K. Wilkinson
Clerk
City of Saugatuck
102 Butler St.
PO Box 86
Saugatuck, MI 49453
(269) 857-2603
www.saugatuckcity.com

Begin forwarded message:

From: Cindy Osman <Cindy@saugatuckcity.com>
Subject: possible tent locations
Date: February 16, 2021 at 4:24:35 PM EST
To: Ryan Heise <Ryan@saugatuckcity.com>
Cc: Erin Wilkinson <Erin@saugatuckcity.com>

Christine remains a moving target (read her letter) – after looking at these two options that I put together, it looks like closing Mary Street would be the better option. I see no reason why we could not consider a similar request from other eateries – if we get any.

Order in packet:

Wicks Park Bar Special Event March 11-26
Christine's tent letter
Possible tent locations
Img

Thanks,

CindyO



possible tent
locations.docx



christine's tent
letter.docx



Wicks Park Bar
Special...21.doc



img20210216_16
250236.pdf



Requirements
for Ten...IFC.pdf



FROM: Cindy Osman, Planning and Zoning
MEETING DATE: February 22, 2021
SUBJECT: Social District 2021

13E

DESCRIPTION:

In accordance with Public Act 124 of 2020 (MCL Section 436.1551) which authorizes the issuance of Social District Permits for the sale of alcohol by the MLCC, the governing body of a local governmental unit may designate a Social District within its jurisdiction and establish Commons Areas. Qualified licensees whose license premises are contiguous to the Commons Area within the Social District, and that have been approved for and issued a Social District Permit, may sell alcoholic liquor on their licensed premises to customers who may then consume the alcoholic liquor within a Commons Area of the Social District.

The list of eligible businesses is shown on the attached plan. Because the Southerner is not contiguous to the District, it is not able to participate.

COMMITTEE/COMMISSION REVIEW:

Stanton, Peterson, Osman, and Heise met to discuss this proposal, it is strongly patterned after the City of Allegan's plan.

BUDGET ACTION REQUIRED:

NA

LEGAL REVIEW:

Reviewed by municipal Attorney Jeff Sluggett.

POSSIBLE MOTION:

Motion to adopt resolution 210222-A for the creation of the Downtown Saugatuck Social District and Downtown Saugatuck Commons Area pursuant to the Downtown Saugatuck Social District Plan as presented in the Plan.

Motion to adopt resolutions 210222-B through 210222-U for Local Governmental Unit for Social District Permits for:

- i. Sand Bar Saloon
- ii. Coral Gables etc.
- iii. Marro's Restaurant
- iv. The Butler (cont')

- v. Wally's
- vi. Phil's Bar and Grill
- vii. Wicks Park Bar and Grill
- viii. Scooters Café and Pizzeria
- ix. Bowdies
- x. Loco Burrito
- xi. Mermaid Bar and Grill
- xii. Lucy's Little Kitchen
- xiii. Coppercraft Distillery
- xiv. The Barge
- xv. Retro Boat Rentals
- xvi. The Mitten Brewing Company
- xvii. Grow – A Saugatuck Diner
- xviii. Pumpernickel's
- xix. Coast 236
- xx. New Holland Brewing

CITY OF SAUGATUCK

**RESOLUTION ESTABLISHING A SOCIAL DISTRICT AND COMMONS AREA IN
THE CITY OF SAUGATUCK AND APPROVING A SOCIAL DISTRICT PLAN**

WHEREAS, Public Act 124 of 2020 (PA 124), was signed into law on July 1, 2020; and

WHEREAS, PA 124 established Section 436.1551, which authorizes the issuance of Social District Permits for the sale of alcohol by the MLCC, under which the governing body of a local governmental unit may designate a Social District within its jurisdiction and establish Commons Areas; and

WHEREAS, qualified licensees whose licensed premises are contiguous to a Commons Area within the Social District, and that have been approved for and issues a Social District Permit, may sell alcoholic liquor on their licensed premises to customers who may then consume the alcoholic liquor within a Commons Area of the Social District; and

WHEREAS, the City of Saugatuck intends to establish the Downtown Saugatuck Social District and Downtown Saugatuck Commons Area which would be managed by the City.; and

WHEREAS, the Downtown Saugatuck Social District would generally be located in downtown Saugatuck area with the boundaries defined in the Downtown Saugatuck Social District Plan; and

WHEREAS, the Downtown Saugatuck Commons Area’s boundaries are defined in the Downtown Saugatuck Social District Plan; and

WHEREAS, the City of Saugatuck will follow all stipulations of Michigan Public Act 124 of 2020 and through its Social District Plan arrange for appropriate controls and maintenance of the Social District.

NOW, THEREFORE, BE IT RESOLVED that the Saugatuck City Council approves the Downtown Saugatuck Social District Plan as presented; and

BE IT FURTHER RESOLVED that the Saugatuck City Council does hereby approve the creation of the Downtown Saugatuck Social District and Downtown Saugatuck Commons Area pursuant to the Downtown Saugatuck Social District Plan.

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

YEAS: Council Members: _____

NAYS: Council Members: _____

ABSTAIN: Council Members: _____

ABSENT: Council Members: _____

ADOPTED this ____ day of _____, 2021

Signed: _____

Erin Wilkinson, City Clerk

CERTIFICATION

I, Erin Wilkinson, 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 Saugatuck City Council at a regular meeting held _____, 2021, in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended. The minutes of the meeting were kept and will be or have been made available as required by said Act.

Signed: _____

Erin Wilkinson, City Clerk

Downtown Saugatuck Social District Plan

Pilot Program March 7, 2021 through May 31, 2021

Introduction

In accordance with Public Act 124 of 2020 (MCL Section 436.1551) which authorizes the issuance of Social District Permits for the sale of alcohol by the MLCC, the governing body of a local governmental unit may designate a Social District within its jurisdiction and establish Commons Areas. Qualified licensees whose licensed premises are contiguous to the Commons Area within the Social District, and that have been approved for and issued a Social District Permit, may sell alcoholic liquor on their licensed premises to customers who may then consume the alcoholic liquor within a Commons Area of the Social District.

The City of Saugatuck has developed this Social District Plan and supplemental Social District Plan Maps to establish the Downtown Saugatuck Social District, the Commons Area, and provide for the administration of these areas. The Plan and associated Maps define the Downtown Social District, Commons Area, and hours of operation as well as plans for signage, security, and sanitation, and other considerations.

- A) Management.** The Downtown Saugatuck Social District will be managed by the City of Saugatuck through the City Manager's Office. Day-to-day Operations will be assisted by the Allegan Sheriff's Department and the Department of Public Works.

- B) Social District Boundaries.** The Downtown Saugatuck Social District is generally located in Downtown Saugatuck. It includes the C-1 City Center, the C-2 Water Street East, the C-1 Water Street North, and the C-2 Water Street South. A Downtown Saugatuck Social District Map is included as Appendix A to this plan.

- C) Commons Area.** The Commons Area within the Downtown Social District is defined on the Downtown Saugatuck Social District Commons Area Map included as Appendix A.

- D) Businesses within the Downtown Saugatuck Social District.**
 - 1) Liquor Licenses Eligible for Social District Permit.** As of February 8, 2021, the following businesses located within the Downtown Social District are eligible to receive a Social District Permit:
 - i. Sand Bar Saloon - 141 Butler St.
 - ii. Coral Gables etc. 220 Water St.
 - iii. Marro's Restaurant 147 Water St.
 - iv. The Butler – 40 Butler St
 - v. Wally's – 128 Hoffman St.
 - vi. Phil's Bar and Grill – 215 Butler St.

- vii. Wicks Park Bar and Grill – 449 Water St.
- viii. Scooters Café and Pizzeria – 322 Culver St.
- ix. Bowdies – 230 Culver St.
- x. Loco Burrito – 322 Culver St.
- xi. Mermaid Bar and Grill – 360 Water St. Units 1-6 and 12.
- xii. Lucy’s Little Kitchen – 149 Griffith St.
- xiii. Coppercraft Distillery – 360 Water St. Units 9, 10, and 11.
- xiv. The Barge – 528 Water St.
- xv. Retro Boat Rentals – 730 Water St.
- xvi. The Mitten Brewing Company – 329 Water St.
- xvii. Grow – A Saugatuck Diner – 302 Culver St.
- xviii. Pumpernickel’s – 202 Butler St.
- xix. Coast 236 – 236 Culver St.
- xx. New Holland Brewing – 201 Culver St. Unit 3.

2) Businesses Ineligible to allow Alcohol on Premises. As per MCL 436.1913, downtown commercial establishments that sell food but are not licensed under the Michigan Liquor Control Code (Act 58 of 1998) are not permitted to allow the consumption of alcoholic liquor on its premises. Other businesses, including those licensed under Act 58 of 1998 may otherwise be restricted by one or more sections of the Act.

3) Businesses Eligible to allow Alcohol on Premises. Other businesses located in the Downtown Social District that are not otherwise restricted from allowing alcohol on their premises by the Michigan Liquor Control Code or other State or local law may allow beverages from the Downtown Saugatuck Social District in their store if their business is accessible from the Commons Area in the District. Such businesses choosing to allow alcohol in their establishment will be provided a window cling or other identifier by the City.

E) Commons Area Hours of Operation. The Downtown Saugatuck Commons Area is open from Labor Day (first Monday in September) through Memorial Day (last Monday in May) , seven days a week, from 11:00 am until 11:00 pm. No consumption of alcoholic beverage is permitted in the Common Areas after 11:00 pm. Social District Permit Holders must abide by all restrictions on the time of sales per according to their individual permits per Section 436.1551 of Act 58 of 1998. The consumption of alcoholic liquor from a Social District Permit Holder’s container (designed per section G below) in the Commons Area may only occur during the legal hours for the sale of alcoholic liquor by the Permit Holder.

F) Commons Area Signage and Marking. The Commons Area in the Downtown Saugatuck Social District will be identified with signage and/or other markings. Flyers identifying the boundaries of the Commons Area will be available at all Social District Permit Holders as well as other strategic locations.

A) Commons Area Beverage Container Identification. In order to participate, Social District Permit Holders will be required to design and provide a beverage container with the Commons Area Logo on it that will be used by all patrons in the Commons Area. The City of Saugatuck will provide to all Participating Social District Permit Holders a Commons Area Logo. This logo must be used on a beverage container, alongside the Social District Permit Holder's logo, compliant with Section 436.1551 of Act 59 of 1998, in order for the beverage to be removed by a patron into the Commons Area. Beverage containers may not be glass and the liquid capacity may not exceed 16 ounces.

B) Operational Considerations.

1) Public Safety Enforcement. All Commons Areas will be monitored by the Allegan Sheriff Deputies as part of regular patrol shifts. Patrol needs will be evaluated over the course of time as well as enhanced during activities that would be expected to draw large crowds.

2) Sanitation. The Commons Area will have public trash receptacles positioned as needed. Trash collection will be handled by a waste service on a regular basis. Sanitation needs, including placement of additional receptacles and/or additional collection times will be evaluated over the course of time as well as enhanced during activities that would be expected to draw large crowds.

3) Insurance. The City will insure its management and operation of the Downtown Social District and its Commons Area through its municipal umbrella insurance policy. Participating Social District Permit Holders are responsible for their own liability insurance.

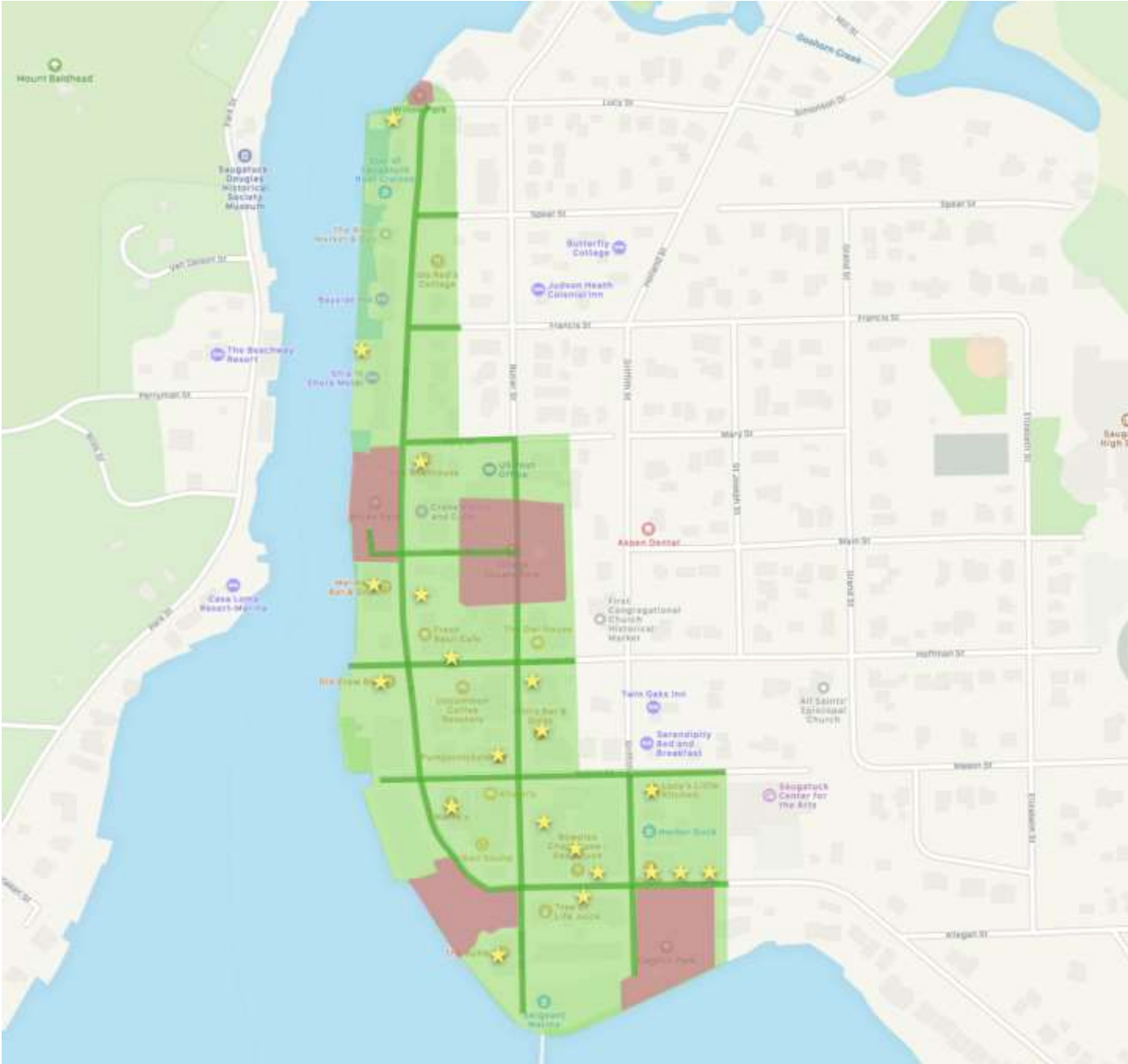
C) Festivals/Special Events. During festivals or special events that do not include issuance of a special license by the Michigan Liquor Control Commission, the Commons Area in the Downtown Saugatuck Social District will remain open. Where a festival or event located in the Downtown Saugatuck Social District includes issuance of a special license by the Michigan Liquor Control Commission, as per Section 436.1551 of Act 58 of 1998, holders of a Social District Permit in the District shall not sell or serve alcoholic liquor to be consumed in the Commons Area.

Appendix A

Downtown Saugatuck Social District Boundaries and Commons Map

Light green – Social District Boundaries

Darker green and pink (streets and parks) – Social Commons





SOCIAL DISTRICT BOUNDARY BEGINS HERE

alcoholic drinks may be purchased from participating bars and restaurants and enjoyed throughout Downtown Allegan as shown below



LOOK FOR RETAIL BUSINESSES THAT ALLOW DRINKS WHILE YOU SHOP!



SOCIAL DISTRICT BOUNDARY ENDS HERE

please finish your beverage and properly dispose of your cup before exiting the social district as shown below



LOOK FOR RETAIL BUSINESSES THAT ALLOW DRINKS WHILE YOU SHOP!



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Saugatuck City Council council/board
(regular or special) (name of city, township, or village)

called to order by Mayor Mark Bekken on February 22, 2021 at 7:00 PM
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from Peitch/McWebb Hospitality Group, LLC DBA Isabels Market (236 Coast) at 236 Culver Street
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is recommended by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: NA

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City of Saugatuck
council/board at a regular meeting held on February 22, 2021
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Erin Wilkinson February 23, 2021
Print Name of Clerk Signature of Clerk Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Saugatuck City Council council/board
(regular or special) (name of city, township, or village)

called to order by Mayor Mark Bekken on February 22, 2021 at 7:00 PM
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from 528 Water Street LLC and Ship 'n Shore Hotel, LLC The Barge at 528 Water Street
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is recommended by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: NA

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City of Saugatuck
council/board at a regular meeting held on February 22, 2021
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Erin Wilkinson _____ February 23, 2021
Print Name of Clerk Signature of Clerk Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Saugatuck City Council council/board
(regular or special) (name of city, township, or village)

called to order by Mayor Mark Bekken on February 22, 2021 at 7:00 PM
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from Bowie's LLC at 230 Culver Street
(name of licensee - if a corporation or limited liability company, please state the company name)

for a Social District Permit is recommended by this body for consideration for approval by the
Michigan Liquor Control Commission. (recommended/not recommended)

If not recommended, state the reason: NA

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City of Saugatuck
council/board at a regular meeting held on February 22, 2021
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the
council/board as part of a social district pursuant to MCL 436.1551.

Erin Wilkinson February 23, 2021
Print Name of Clerk Signature of Clerk Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Saugatuck City Council council/board
(regular or special) (name of city, township, or village)

called to order by Mayor Mark Bekken on February 22, 2021 at 7:00 PM
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from Butler Enterprises Inc at 40 Butler Street
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is recommended by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: NA

Vote

Yeas: _____
Nays: _____
Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City of Saugatuck
council/board at a regular meeting held on February 22, 2021
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Erin Wilkinson February 23, 2021
Print Name of Clerk Signature of Clerk Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Saugatuck City Council council/board
(regular or special) (name of city, township, or village)

called to order by Mayor Mark Bekken on February 22, 2021 at 7:00 PM
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from Coppercraft Distillery, LLC at 201 Culver Units 9, 10 and 11
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is recommended by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: NA

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City of Saugatuck
council/board at a regular meeting held on February 22, 2021
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Erin Wilkinson

Print Name of Clerk

Signature of Clerk

February 23, 2021

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Saugatuck City Council council/board
(regular or special) (name of city, township, or village)

called to order by Mayor Mark Bekken on February 22, 2021 at 7:00 PM
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from Co-Gab Enterprises, Inc, DBA Ilforno-Crowbar, Rathskellar-Oyster Bar at 220 Water Street
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is recommended by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: NA

Vote

Yeas: _____
Nays: _____
Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City of Saugatuck
council/board at a regular meeting held on February 22, 2021
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Erin Wilkinson February 23, 2021
Print Name of Clerk Signature of Clerk Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Saugatuck City Council council/board
(regular or special) (name of city, township, or village)

called to order by Mayor Mark Bekken on February 22, 2021 at 7:00 PM
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from Grow Estate, LLC at 302 Culver
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is recommended by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: NA

Vote

Yeas: _____
Nays: _____
Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City of Saugatuck
council/board at a regular meeting held on February 22, 2021
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Erin Wilkinson February 23, 2021
Print Name of Clerk Signature of Clerk Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Saugatuck City Council council/board
(regular or special) (name of city, township, or village)

called to order by Mayor Mark Bekken on February 22, 2021 at 7:00 PM
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from Loco Burrito, Inc #5 at 322 Culver Street #2
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is recommended by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: NA

Vote

Yeas: _____
Nays: _____
Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City of Saugatuck
council/board at a regular meeting held on February 22, 2021
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Erin Wilkinson February 23, 2021
Print Name of Clerk Signature of Clerk Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Saugatuck City Council council/board
(regular or special) (name of city, township, or village)

called to order by Mayor Mark Bekken on February 22, 2021 at 7:00 PM
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from Lucy's 505 LLC at 149 Griffith Street
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is recommended by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: NA

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City of Saugatuck
council/board at a regular meeting held on February 22, 2021
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Erin Wilkinson

Print Name of Clerk

Signature of Clerk

February 23, 2021

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Saugatuck City Council council/board
(regular or special) (name of city, township, or village)

called to order by Mayor Mark Bekken on February 22, 2021 at 7:00 PM
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from Marro's Restaurant Inc at 147 Water Street
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is recommended by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: NA

Vote

Yeas: _____
Nays: _____
Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City of Saugatuck
council/board at a regular meeting held on February 22, 2021
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Erin Wilkinson February 23, 2021
Print Name of Clerk Signature of Clerk Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Saugatuck City Council council/board
(regular or special) (name of city, township, or village)

called to order by Mayor Mark Bekken on February 22, 2021 at 7:00 PM
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from Mermaid Business LLC at Water Street Units 1-6 and 12
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is recommended by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: NA

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City of Saugatuck
council/board at a regular meeting held on February 22, 2021
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Erin Wilkinson February 23, 2021
Print Name of Clerk Signature of Clerk Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Saugatuck City Council council/board
(regular or special) (name of city, township, or village)

called to order by Mayor Mark Bekken on February 22, 2021 at 7:00 PM
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from The Mitten Brewing Company LLC at 329 Water Street
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is recommended by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: NA

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City of Saugatuck
council/board at a regular meeting held on February 22, 2021
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Erin Wilkinson February 23, 2021
Print Name of Clerk Signature of Clerk Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Saugatuck City Council council/board
(regular or special) (name of city, township, or village)

called to order by Mayor Mark Bekken on February 22, 2021 at 7:00 PM
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from New Holland Brewing Company, LLC at 201 Culver #3
(name of licensee - if a corporation or limited liability company, please state the company name)

for a Social District Permit is recommended by this body for consideration for approval by the
(recommended/not recommended) Michigan Liquor Control Commission.

If not recommended, state the reason: NA

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City of Saugatuck
council/board at a regular meeting held on February 22, 2021
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Erin Wilkinson February 23, 2021
Print Name of Clerk Signature of Clerk Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Saugatuck City Council council/board
(regular or special) (name of city, township, or village)

called to order by Mayor Mark Bekken on February 22, 2021 at 7:00 PM
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from Phil's Bar and Grille, LLC at 215 Butler Street
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is recommended by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: NA

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City of Saugatuck
council/board at a regular meeting held on February 22, 2021
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Erin Wilkinson February 23, 2021
Print Name of Clerk Signature of Clerk Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Saugatuck City Council council/board
(regular or special) (name of city, township, or village)

called to order by Mayor Mark Bekken on February 22, 2021 at 7:00 PM
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from Caldwell and Caldwell, LLC DBA Pumpnickels at 201 Butler Street
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is recommended by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: NA

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City of Saugatuck
council/board at a regular meeting held on February 22, 2021
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Erin Wilkinson February 23, 2021
Print Name of Clerk Signature of Clerk Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Saugatuck City Council council/board
(regular or special) (name of city, township, or village)

called to order by Mayor Mark Bekken on February 22, 2021 at 7:00 PM
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from Retro Boat Rentals, LLC at 730 Water Street
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is recommended by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: NA

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City of Saugatuck
council/board at a regular meeting held on February 22, 2021
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Erin Wilkinson February 23, 2021
Print Name of Clerk Signature of Clerk Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Saugatuck City Council council/board
(regular or special) (name of city, township, or village)

called to order by Mayor Mark Bekken on February 22, 2021 at 7:00 PM
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from The Sand Bar Saloon LTD located at 141 Butler Street
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is recommended by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: NA

Vote

Yeas: _____
Nays: _____
Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City of Saugatuck
council/board at a regular meeting held on February 22, 2021
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Erin Wilkinson February 23, 2021
Print Name of Clerk Signature of Clerk Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Saugatuck City Council council/board
(regular or special) (name of city, township, or village)

called to order by Mayor Mark Bekken on February 22, 2021 at 7:00 PM
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from Scoters Cafe and Pizzeria, LLC at 322 Culver #2
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is recommended by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: NA

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City of Saugatuck
council/board at a regular meeting held on February 22, 2021
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Erin Wilkinson _____ February 23, 2021
Print Name of Clerk Signature of Clerk Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Saugatuck City Council council/board
(regular or special) (name of city, township, or village)

called to order by Mayor Mark Bekken on February 22, 2021 at 7:00 PM
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from Altom Enterprises Inc. DBA Wally's at 128 Hoffman Street
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is recommended by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: NA

Vote

Yeas: _____
Nays: _____
Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City of Saugatuck
council/board at a regular meeting held on February 22, 2021
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Erin Wilkinson _____ February 23, 2021
Print Name of Clerk Signature of Clerk Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Saugatuck City Council council/board
(regular or special) (name of city, township, or village)

called to order by Mayor Mark Bekken on February 22, 2021 at 7:00 PM
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from Boat House Aquisition, Inc DBA as Wicks Park Bar and Grille at 449 Water Street
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is recommended by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: NA

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City of Saugatuck
council/board at a regular meeting held on February 22, 2021
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Erin Wilkinson _____ February 23, 2021
Print Name of Clerk Signature of Clerk Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



13F

FROM: Ryan Heise
MEETING DATE: February 22, 2021
SUBJECT: Floating Home Moratorium 2nd version

DESCRIPTION:

Legal has updated the floating home moratorium. According to legal counsel, this version is “more targeted.” Attorney Cliff Bloom will be present at the Thursday workshop to review the moratorium and answer any questions. Two items included in the packet are the notice of adoption and moratorium ordinance. The moratorium ordinance will need to specify length and height of the floating home. The permanent ordinance will likely be presented at your March meeting.

COMMITTEE/COMMISSION REVIEW:

N/A

BUDGET ACTION REQUIRED:

N/A

LEGAL REVIEW:

Reviewed by municipal attorney Cliff Bloom

POSSIBLE MOTION:

Motion to Approve the amended moratorium as presented.

DRAFT
(February 19, 2021)

**CITY OF SAUGATUCK
ALLEGAN COUNTY, MICHIGAN
(Ordinance No. ____)**

At a _____ meeting of the City Council for the City of Saugatuck held on _____, 2021, beginning at ____ p.m., the following Ordinance was offered for adoption by Council Member _____, and was seconded by Council Member _____:

AN ORDINANCE TO IMPOSE A TEMPORARY MORATORIUM AND PROHIBITION ON THE ISSUANCE OF ANY PERMIT, APPROVAL OR LICENSE FOR THE USE OF ANY FLOATING HOME MOORING OR ANY FLOATING HOME ISSUED BY ANY CITY OF SAUGATUCK OFFICIAL, OFFICER OR BODY AND MANDATING THAT FLOATING HOMES SHALL NOT BE USED, MOORED OR KEPT OUTDOORS WITHIN THE CITY OF SAUGATUCK (OR ALONG THE SHORELINE OF THE CITY OF SAUGATUCK) DURING THE TIME THAT THE MORATORIUM IS IN EFFECT.

THE CITY OF SAUGATUCK (the “City”) ORDAINS:

Section 1. Findings.

The City Council finds as follows:

- a. The mooring, docking and / or use of floating homes along the shoreline of the City, at or adjacent to docks, piers and mooring slips within or adjacent to the City and at similar locations and the residential dwelling use of floating homes will likely create problems for, and negative impacts upon, adjacent and nearby lawful uses within the City as well as present unreasonable challenges to and negative impacts upon navigation by other boats and vessels.

- b. The long term mooring or use of floating homes as dwellings or structures of habitation will negatively impact the aesthetics of the City's waterfront areas as well as block the view of the Kalamazoo River at places by tourists and the occupants of many houses and dwellings located upland from the floating home mooring site, thus hurting tourism and lowering property values.
- c. Allowing floating homes to be used as habitable structures or dwellings would potentially circumvent many of the safeguards for dwellings and houses contained in both the City Code and the City's zoning regulations, including, but not limited to, provisions regarding setbacks, parking requirements, zoning permits, building codes and permits, open space, and buffers.
- d. Marina facilities, docks, piers and other amenities and appurtenances along the waterfront within the City were intended to be utilized for temporary use for conventional boats and vessels, not for permanent or semi-permanent homes, dwellings or similar habitable structures. Furthermore, it is in the best interest of the City, as well as its residents, visitors and property owners, to have the waterfront generally clear of boats and vessels during the off season, not only for purposes of aesthetics but for environmental and safety reasons as well.
- e. Floating homes present many potentially challenging and unhealthy situations, including, but necessarily limited to, the disposal of sewage, providing clean potable water to the users and occupants of floating homes, managing trash and garbage disposal and ensuring that a floating home is not damaged or swamped by storms, severe wave action and impact with other boats or vessels.

- f. Floating houses and *de facto* housing subdivisions on or off shore are not compatible with the City’s waterfront areas, building codes for dwellings, master plan or zoning regulations.
- g. The City is diligently working on an ordinance to prohibit or regulate floating homes, but needs time to complete and to enact the ordinance.
- h. The City Council finds that this moratorium is both reasonable and prudent, and will promote the public health, safety and welfare of the residents, property owners and visitors of and to the City.

Section 2. Definition. For purposes of this moratorium ordinance, a “floating home” shall be defined and mean as follows:

“Floating home” means any structure or item which is waterborne or is supported by means of flotation (or suspension over a river or lake), designed to be used without a permanent foundation, used, intended, or designed to be built, used, rented, leased, let, or hired out to be occupied, or which is occupied for living purposes with facilities for living and sleeping, and often cooking and eating as well. The term “floating home” shall also include a “floating house,” “liveboards”, “ark,” “barge”, and any other boat or vessel which is designed or used primarily for living or as a house, domicile or dwelling rather than for water transport or recreational purposes. The definition of floating home can also include a “houseboat” which exhibits any of the following traits:

- (1) Is over 25 feet long.
- (2) Is over 15 feet in height above the water when calm.

- (3) Cannot be readily propelled through the water at a speed of at least 15 miles per hour.
- (4) Is not certified by the United States Coast Guard as a water-worthy boat or watercraft.

When determining whether a boat, vessel or float is a “floating home” for purposes of this Ordinance, the City of Saugatuck Building Official (or such other official as the City Council may designate) shall also consider the following:

- a. Whether the structure or item is usually kept at a fixed mooring point;
- b. Whether the structure or item is actually used on a regular basis for transportation or navigation;
- c. Whether the structure or item has a permanent or continuous connection to the shore for electrical, plumbing, water, or other utility service;
- d. Whether the structure or item has the performance characteristics of a vessel typically used for navigation or transportation on water;
- e. Whether the structure or item can be readily removed from the water;
- f. Whether the structure or item is used for intermittent or extended human-habitation or occupancy;
- g. Whether the structure or item clearly has a means of substantial and continuous propulsion, and appropriate power / size ratio;
- h. Whether the structure or item is safe to navigate or use for transportation purposes;
- i. Whether the structure or item has a factory or manufacturer installed and operable water propulsion system;

- j. That a structure or item could occasionally move from place to place in the water, or that it qualifies under a federal or state regulatory program as a vessel or boat, are factors that would not be determinative; and
- k. Such other factors as are relevant to determining the nature of the item or vessel at issue.

Section 3. Administrative Action; Prohibitions.

- a. A moratorium is hereby imposed upon the issuance of any City permit, license, zoning approval, variance, or similar approval for any floating home. During the moratorium term specified in this Ordinance, no City official, employee, body, commission or agent shall issue or approve any permit, zoning approval, sewer or water hookup permit, building permit, license, variance or other approval for any floating home or any floating home slip, mooring, dock or pier.
- b. During the time that this moratorium is in effect, no floating home shall be used, placed, moored or docked within the City of Saugatuck or at or along the shoreline, bottomlands or properties within the City of Saugatuck.
- c. During the time that this moratorium is in effect:
 - (i) No pier, dock, mooring or similar facility shall be used for a floating home.
 - (ii) No parking area shall be used for or in conjunction with a floating home.

Section 4. Term of This Ordinance. The moratorium imposed by this Ordinance shall remain in effect for five (5) months following the effective date of this Ordinance or until the regulatory ordinance specified above is enacted by the City Council and becomes effective,

whichever occurs first. Prior to the expiration of this moratorium, the City may extend the moratorium term to allow sufficient time to complete and enact any such ordinance.

Section 5. Exemption. Any floating home that lawfully existed and was located on or in the Kalamazoo River within or adjacent to the City of Saugatuck as of July 1, 2020 is exempt from this Ordinance.

Section 6. Repeal. Upon the effective date of this Ordinance, Ordinance No. 210199 will be deemed repealed.

Section 7. Effective Date. This Ordinance is declared to be an emergency ordinance and shall become effective the day following its publication (or a summary hereof) in a newspaper of general circulation within the City.

The vote in favor of this Ordinance was as follows:

YEAS: _____

NAYS: _____
ABSENT/ABSTAIN: _____

ORDINANCE DECLARED ADOPTED.

CERTIFICATION

I hereby certify that the above is a true copy of an emergency Ordinance adopted by the City Council for the City of Saugatuck at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,

By: _____
Erin K. Wilkinson
Saugatuck City Clerk

**CITY OF SAUGATUCK
ALLEGAN COUNTY, MICHIGAN
(Ordinance No. ____)**

At a _____ meeting of the City Council for the City of Saugatuck held on _____, 2021, beginning at ____ p.m., the following Ordinance was offered for adoption by Council Member _____, and was seconded by Council Member _____:

AN ORDINANCE TO IMPOSE A TEMPORARY MORATORIUM AND PROHIBITION ON THE ISSUANCE OF ANY PERMIT, APPROVAL OR LICENSE FOR THE USE OF ANY FLOATING HOME MOORING OR ANY FLOATING HOME ISSUED BY ANY CITY OF SAUGATUCK OFFICIAL, OFFICER OR BODY AND MANDATING THAT FLOATING HOMES SHALL NOT BE USED, MOORED OR KEPT OUTDOORS WITHIN THE CITY OF SAUGATUCK (OR ALONG THE SHORELINE OF THE CITY OF SAUGATUCK) DURING THE TIME THAT THE MORATORIUM IS IN EFFECT.

THE CITY OF SAUGATUCK (the “City”) ORDAINS:

Section 1. Findings.

The City Council finds as follows:

- a. The mooring, docking and / or use of floating homes along the shoreline of the City, at or adjacent to docks, piers and mooring slips within or adjacent to the City and at similar locations and the residential dwelling use of floating homes will likely create problems for, and negative impacts upon, adjacent and nearby lawful uses within the City as well as present unreasonable challenges to and negative impacts upon navigation by other boats and vessels.

- b. The long term mooring or use of floating homes as dwellings or structures of habitation will negatively impact the aesthetics of the City's waterfront areas as well as block the view of the Kalamazoo River at places by tourists and the occupants of many houses and dwellings located upland from the floating home mooring site, thus hurting tourism and lowering property values.
- c. Allowing floating homes to be used as habitable structures or dwellings would potentially circumvent many of the safeguards for dwellings and houses contained in both the City Code and the City's zoning regulations, including, but not limited to, provisions regarding setbacks, parking requirements, zoning permits, building codes and permits, open space, and buffers.
- d. Marina facilities, docks, piers and other amenities and appurtenances along the waterfront within the City were intended to be utilized for temporary use for conventional boats and vessels, not for permanent or semi-permanent homes, dwellings or similar habitable structures. Furthermore, it is in the best interest of the City, as well as its residents, visitors and property owners, to have the waterfront generally clear of boats and vessels during the off season, not only for purposes of aesthetics but for environmental and safety reasons as well.
- e. Floating homes present many potentially challenging and unhealthy situations, including, but necessarily limited to, the disposal of sewage, providing clean potable water to the users and occupants of floating homes, managing trash and garbage disposal and ensuring that a floating home is not damaged or swamped by storms, severe wave action and impact with other boats or vessels.

- f. Floating houses and *de facto* housing subdivisions on or off shore are not compatible with the City’s waterfront areas, building codes for dwellings, master plan or zoning regulations.
- g. The City is diligently working on an ordinance to prohibit or regulate floating homes, but needs time to complete and to enact the ordinance.
- h. The City Council finds that this moratorium is both reasonable and prudent, and will promote the public health, safety and welfare of the residents, property owners and visitors of and to the City.

Section 2. Definition. For purposes of this moratorium ordinance, a “floating home” shall be defined and mean as follows:

“Floating home” means any structure or item which is waterborne or is supported by means of flotation (or suspension over a river or lake), designed to be used without a permanent foundation, used, intended, or designed to be built, used, rented, leased, let, or hired out to be occupied, or which is occupied for living purposes with facilities for living and sleeping, and often cooking and eating as well. The term “floating home” shall also include a “floating house,” “liveboards”, “ark,” “barge”, and any other boat or vessel which is designed or used primarily for living or as a house, domicile or dwelling rather than for water transport or recreational purposes. The definition of floating home can also include a “houseboat” which exhibits any of the following traits:

- (1) Is over ~~_____~~ 25 feet long.
- (2) Is over ~~_____~~ 15 feet in height above the water when calm.

- (3) Cannot be readily propelled through the water at a speed of at least 15 miles per hour.
- (4) Is not certified by the United States Coast Guard as a water-worthy boat or watercraft.

When determining whether a boat, vessel or float is a “floating home” for purposes of this Ordinance, the City of Saugatuck Building Official (or such other official as the City Council may designate) shall also consider the following:

- a. Whether the structure or item is usually kept at a fixed mooring point;
- b. Whether the structure or item is actually used on a regular basis for transportation or navigation;
- c. Whether the structure or item has a permanent or continuous connection to the shore for electrical, plumbing, water, or other utility service;
- d. Whether the structure or item has the performance characteristics of a vessel typically used for navigation or transportation on water;
- e. Whether the structure or item can be readily removed from the water;
- f. Whether the structure or item is used for intermittent or extended human-habitation or occupancy;
- g. Whether the structure or item clearly has a means of substantial and continuous propulsion, and appropriate power / size ratio;
- h. Whether the structure or item is safe to navigate or use for transportation purposes;**and**
- i. Whether the structure or item has a factory or manufacturer installed and operable water propulsion system;

- ~~ij.~~ That a structure or item could occasionally move from place to place in the water, or that it qualifies under a federal or state regulatory program as a vessel or boat, are factors that would not be determinative~~;~~ and
- ~~jk.~~ Such other factors as are relevant to determining the nature of the item or vessel at issue.

Section 3. Administrative Action; Prohibitions.

- a. A moratorium is hereby imposed upon the issuance of any City permit, license, zoning approval, variance, or similar approval for any floating home. During the moratorium term specified in this Ordinance, no City official, employee, body, commission or agent shall issue or approve any permit, zoning approval, sewer or water hookup permit, building permit, license, variance or other approval for any floating home or any floating home slip, mooring, dock or pier.
- b. During the time that this moratorium is in effect, no floating home shall be used, placed, moored or docked within the City of Saugatuck or at or along the shoreline, bottomlands or properties within the City of Saugatuck.
- c. During the time that this moratorium is in effect:
 - (i) No pier, dock, mooring or similar facility shall be used for a floating home.
 - (ii) No parking area shall be used for or in conjunction with a floating home.

Section 4. Term of This Ordinance. The moratorium imposed by this Ordinance shall remain in effect for five (5) months following the effective date of this Ordinance or until the regulatory ordinance specified above is enacted by the City Council and becomes effective,

whichever occurs first. Prior to the expiration of this moratorium, the City may extend the moratorium term to allow sufficient time to complete and enact any such ordinance.

Section 5. Exemption. Any floating home that lawfully existed and was located on or in the Kalamazoo River within or adjacent to the City of Saugatuck as of July 1, 2020 is exempt from this Ordinance.

Section 6. Repeal. Upon the effective date of this Ordinance, Ordinance No. 210199 will be deemed repealed.

Section 7. Effective Date. This Ordinance is declared to be an emergency ordinance and shall become effective the day following its publication (or a summary hereof) in a newspaper of general circulation within the City.

The vote in favor of this Ordinance was as follows:

YEAS: _____

NAYS: _____

ABSENT/ABSTAIN: _____

ORDINANCE DECLARED ADOPTED.

CERTIFICATION

I hereby certify that the above is a true copy of an emergency Ordinance adopted by the City Council for the City of Saugatuck at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,

By: _____
Erin K. Wilkinson
Saugatuck City Clerk

From: Erin Wilkinson erin@saugatuckcity.com
Subject: Fwd: Dune Grass Marina
Date: February 19, 2021 at 10:23 AM
To:

EW

From: Jon Vanderbeek <design@jonvanderbeek.com>
Sent: Friday, February 12, 2021 12:05 PM
To: Ryan Heise <Ryan@saugatuckcity.com>
Cc: Scott Dean <scottdean2@gmail.com>; Holly Leo <hollyvox@gmail.com>; Garnet Lewis <leighgarnet@gmail.com>
Subject: Dune Grass Marina

Hi Ryan and Council,

Mostly I want to focus our conversations around how we can help the city of Saugatuck through our Trail Master Plan (www.trailmasterplan.com). That said, I am very upset about this fence that was presented in the latest Commercial Record. I spoke with Gary Medler about it today and learned a few things and then researched the ordinances. It seems like the land swap had some hidden language that would normally have required a variance with neighborhood notices. I own a couple of properties nearby and don't like the prospect of the water being blocked by some fancy legal moves. This is unacceptable that someone can avoid the proper variance and also be able to break rules such as the structure of the fence facing inward when they made the "ugly side" face to the public and to everyone keeping the nice part of the fence facing inward. I admit I don't have a full legal understanding of what has transpired but I would expect to see the City demand an immediate removal of this fence and enforce our ordinances the same to all land owners along the river.

Thanks for your time making our City a better place, I appreciate your work and hope this letter helps you do what you can do to right this wrong.. Welcome again Ryan!

Can't wait to meet.

Best,

Jon Vanderbeek
6419 Palmetto Ct. Saugatuck, MI 49453
VP Sweet Spot Studio, Inc.
www.sweetspotstudio.info
201 224 7722

The contents of this e-mail and any attachments are confidential and may be privileged. It is intended for the named recipient(s) only. If you have received this message in error, please notify the the sender immediately and do not disclose the contents to anyone or make copies. Any unauthorized use or disclosure of this message is strictly prohibited.

On Feb 17, 2021, at 5:32 PM

Lori Shemka wrote:

I'm only a tourist but please accept my profound appreciation for the pristine quality of your digital council packets.

The visual quality is perfect and is also accessible for those who use any text-to-voice reader apps.

My only suggestion would be to create .pdf bookmarks that correspond to the agenda items. If you or anyone on your team uses Adobe to create these packets and are unsure how to do that, don't hesitate to reply. We can Zoom and I can help. No charge!

Bookmarks aside, you are nailing it.

Bravo to you!!! Excellent.