



City of Saugatuck
Historic District Commission
Meeting Minutes January 4, 2024, 6:00 PM
Saugatuck City Hall
102 Butler Street

Call to Order/Roll Call: Chair Straker called the meeting to order at 6:00 p.m.

Present: Chairman Straker, Vice-Chairman Paterson, Commission members: Cannarsa, Donahue, Gardner, Godfrey.

Absent: Commission member Leo.

Others Present: Director of Planning, Zoning, and Project Management Cummins, Deputy Clerk Williams, City Attorney Jacob Witte.

Agenda Changes/Additions/Deletions: None.

Approval of Minutes for December 7, 2023:

Motion by Donahue, second by Paterson, to approve the minutes for the December 7, 2023, meeting minutes. Upon voice vote, the motion carried 6-0.

Public Comments: None.

Unfinished Business:

A. 254 Francis – New Home. (Voice vote)

The applicant proposes to construct a new dwelling on a lot at 254 Francis Street. The corner lot is zoned Community Residential- R-1 and has 84.63 feet of frontage on Holland Street and 95.20 feet on Francis Street. The lot is 8,712 square feet in size.

Motion by Donahue, second by Cannarsa to approve a new dwelling at 254 Francis Street in accordance with the plans and details submitted within the application materials. Approval shall be subject to the following conditions: including a change from the shingled

chimney to a brick chimney with cut sheets to be provided, and a cut sheet to be provided for the wrought iron railing on the porch. Upon voice vote, the motion carried 6-0.

New Business: None.

Administrative Approvals & Updates:

- 149 Griffith – Sign
- Village Square – Banner for new playground

Communication:

- G Corwin Stoppel - Email regarding mural at 439 Butler Street.

Public Comment: None.

Commission Comments:

- Paterson – He said that a few meetings ago, they discussed whether or not there is historical designation in the tax parcels database. He said that there is a place under general information that says “Historical District” where you could enter yes or no but that right now, they are all blank. He thinks that it does not make sense when you are buying or selling a property, the information should appear and represent what the property is.
- Straker – He apologized and said that he totally dropped the ball on the ornament and the note that they discussed in their last meeting to acknowledge the house on Holland Street. He said that it should be a task they complete in the New Year instead of an end of year task.
- Gardner – He said that he got word today from DPW that the playground demolition will start next week. He would like to see some discussion at the HDC meetings on goals and objectives for the next year. Gardner would also like to have some conversation regarding better ways to promote homes and other ways to note in the system that homes are located in the Historic District.

Adjourn:

Motion by Gardner, second by Cannarsa to adjourn. Upon voice vote, motion carried 6-0. Chairman Straker adjourned the meeting at 6:33 p.m.

Respectfully Submitted by
Sara Williams,

Deputy Clerk