



**City of Saugatuck
Historic District Commission
Meeting Minutes October 5, 2023, 6:00 PM
Saugatuck City Hall
102 Butler Street**

Call to Order/Roll Call: Vice-Chairman Leo called the meeting to order at 6:00 p.m.

Present: Vice-Chairman Leo, Commission members: Donahue, Godfrey, Lewis, & Paterson.

Absent: Chairman Straker, Commission member Cannarsa.

Others Present: Director of Planning, Zoning, and Project Management Cummins.

Agenda Changes/Additions/Deletions:

Motion by Godfrey, second by Lewis, to add demolition and reconstruction of playground equipment at Village Square to the October 5, 2023, agenda. Upon voice vote, the motion carried 5-0.

Approval of Minutes for September 7, 2023:

Motion by Leo, second by Donahue, to approve the minutes for the September 7, 2023, meeting minutes. Upon voice vote, the motion carried 5-0.

Public Comments:

- Tim Dykema (528 Shorewood) – Supports painted sign at 439 Butler.

Unfinished Business: None.

New Business:

A. 807 Lake – Replace railings and posts (Voice Vote)

The applicant proposed to replace railings and posts on the existing units.

A motion was made by Paterson, second by Godfrey to approve the replacement of the railings and posts for the units at 807 Lake in accordance with the plans and details submitted with the application materials. Approval is subject to the following conditions:

- *To provide a material spec sheet of the poly material and a rough sketch of the affected areas for replacement.*

Following voice vote, motion carried 4-0.

Yes: Donahue, Godfrey, Paterson, and Vice-Chair Leo

No: Lewis.

B. 118 Hoffman – Retroactive approval of a shed and outdoor freezer (Voice Vote)

The applicant requests retroactive approval for the construction of a shed and outdoor freezer on the subject property.

A motion was made by Lewis, second by Godfrey to table the application for 118 Hoffman. Following voice vote, motion carried 5-0.

C. 640 Water – Remove attached building, rear awning, and vinyl siding, repair and paint block wall and trim, remove sign. (Voice Vote)

The applicant proposes to remove structural components of the existing building and to renovate other portions.

A motion was made by Lewis, second by Godfrey to approve the demolition of the 108 square foot rear awning and 396 square foot building addition, as well as the removal of vinyl siding. Remaining items were tabled. Following voice vote, motion carried 5-0.

D. 439 Butler – Painted mural, touch-up existing sign, retroactive approval of window tint (Voice Vote)

The applicant proposes a mural on the side of the principal building (in progress), a touch-up of the existing sign, and existing window tinting on unit #6.

A motion was made by Lewis, second by Donahue to approve refreshing of the painted sign as an improvement to the aesthetics of the building and to return the brick to its original color, i.e., remove the mural, and table the tinting until provided a sample. Following voice vote, motion carried 5-0.

D. Village Square – (Voice Vote)

A motion was made by Leo, second by Donahue to demolish existing play structures and the replacement of the structures per the Sinclair design as submitted.

Following voice vote, motion carried 4-0.

Yes: Donahue, Godfrey, Paterson, and Vice-Chair Leo

Abstained: Lewis.

Administrative Approvals & Updates:

Director of Planning, Zoning and Project Management Cummins gave an update regarding administrative approval for the following:

A. 868 Holland – Roof and garage doors.

Communication: None.

Public Comment: None.

Commission Comments:

Commissioner Lewis – A lot of retroactive approvals. May need to notify owners in district of requirements.

Adjourn:

*Motion by Lewis, second by Paterson to adjourn. Upon voice vote, motion carried 5-0.
Vice-Chair Leo adjourned the meeting at 7:24 p.m.*

Respectfully Submitted by

Sara Williams,

Deputy Clerk