



## **Planning Commission Meeting Minutes**

The Planning Commission met for a Regular Committee Meeting, December 21, 2023, at  
7:00 p.m. at City Hall  
102 Butler St., Saugatuck, MI 49453.

### **1. Call to Order/Attendance:**

The meeting was called to order by Chair Manns at 7:01 p.m.

Present: Chairman Manns, Commission members: Anderson, Bagierek, Clark, Gaunt, LaChey.

Absent: Commission Member Broeker.

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

### **2. Approval of Agenda:**

*Motion by LaChey, second by Bagierek, to approve the agenda as presented for December 21, 2023. Upon voice vote, motion carried 6-0.*

### **3. Approval of Minutes:**

*Motion by Gaunt, second by Anderson, to approve the minutes as amended for the regular meeting October 19, 2023. Ryan Cummins was removed from being present in the meeting. Corrected spelling error for Holly Engle's name. Upon voice vote, motion carried 6-0.*

### **4. Public Comment on Agenda Items:**

- Gary Kemp (1022 Holland): has concerns regarding the police powers terminology and not grandfathering anything based on zoning ordinances.

### **5. Old Business:**

A. Text Amendment – An ordinance to amend Title XV, Chapter 154, of the Code of the City of Saugatuck, to create the C-2 Downtown Waterfront Preservation Zoning District, amend various sections of the ordinance to reflect the implementation recommendations of the City of Saugatuck Waterfront Development Project, and to amend the official Zoning Map to rezone certain lands currently zoned C-2 Water Street South and C-1 Water Street North to the new C-2 Waterfront Preservation District.

1. Change “First-floor apartments not facing Water Street, Culver Street, and Griffith Street” to “First-floor apartments not facing Water Street.”

2. Classify the following uses as permitted uses:
  - a. Short-term rental of allowable apartments
  - b. Home occupations
  - c. Change to any of the following uses when the following is not proposed or required: new buildings or structures, expansion to buildings and structures, new or expanded site development (such as parking, grading, outdoor storage, etc.).
    - i. Art galleries
    - ii. Business, professional offices
    - iii. Upper floor apartments
    - iv. Personal service establishments
    - v. Retail stores
3. Classify the following uses as special land uses:
  - a. Change to any of the following uses when the following is proposed or required: new buildings or structures, expansion to buildings and structures, new or expanded site development (such as parking, grading, outdoor storage, etc.).
    - i. Art galleries
    - ii. Business, professional offices
    - iii. Upper floor apartments
    - iv. Personal service establishments
    - v. Retail stores
4. Classify short-term rentals in the C-4 Resort district as “permitted” instead of “special”.
5. Change lot coverage in Downtown Waterfront Preservation District South from 45% up to 50%.

*Motion by Bagierek, second by LaChey, to recommend to City Council that they approve the zoning ordinance and zoning map with the five total amendments before they're listed plus the 65% zone, modification, and change lot coverage to 50%. Upon roll call vote, motion carried 6-0 to approve to send the recommendation to City Council.*

## **6. New Business:**

### **A. Discussion of STR Task Force Recommendations:**

The Planning Commission discussed the recommendations. For items there is agreement on, staff will draft zoning and police-power ordinance changes for the Planning Commission review in January.

## **7. Communications:**

- A. Email from Gerald Stoppel regarding the mural at 431 Butler Street.

## **8. Reports of Officers and Committees:**

**A. Zoning Administrator Activity Report:** Director of Planning, Zoning, and Project Management Cummins included brief update of his report.

**9. Public Comments:**

- Gary Kemp (1022 Holland St): Concerns regarding STR's, cap issues and the March deadline.
- Ethan Barde (584 Lake Street): Concerns regarding rules and regulations with STR's and the vacation rental industry.

**10. Commission Comments:**

- Holly Anderson: She addressed Mr. Kemp in the audience. She said that on the survey, when you look at people who lived in the residential neighborhoods, actually there was support for caps, you have to scroll down a click or two and the data will be there. She told him she was happy to talk to him offline if he needed any more info.
- Steve Manns: He wanted to assure anyone who is listening in the room or online that as a Planning Commission, they are all committed to making certain that they try to look at this in a way, especially on the caps and any parking, of the impact and understanding the rationale behind it. That is why they will require additional time. No one is making decisions just based upon on where they are right now, because it was inconclusive. They have been asked if they wanted to continue the discussion, and the majority has said that they would like a continuation to look to see if there is additional data that they may be able to learn.

**11. Adjournment:**

*Motion by Gaunt, second by LaChey, to approve adjournment of the meeting. Upon voice vote, motion carried unanimously. Chair Manns adjourned at 9:50 pm.*

Respectfully Submitted,

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Sara Williams, City Deputy Clerk & DPW Administrative Assistant