



**City of Saugatuck  
Historic District Commission**

**Meeting Minutes December 1st, 2022, 6:00 PM**  
Saugatuck City Hall  
102 Butler Street

**Call to Order/Roll Call:** Chair Straker called the meeting to order at 6:09 p.m.

**Present:** Cannarsa, Leo, Lewis, & Straker.

**Absent:** Pannozo, Paterson

**Others Present:** Director of Planning, Zoning and Project Management Cummins and Deputy Clerk/DPW Administrative Assistant Williams.

**Agenda Changes/Additions/Deletions:** None.

**Approval of Minutes:**

*Motion by Leo, second by Lewis, to approve the November 3, 2022, meeting minutes. Upon voice vote the motion carried 4-0.*

**Public Comments:** None.

**Unfinished Business:** None.

**New Business:**

**A. 525 Butler St (Voice Vote)**

The applicant proposes a new porch, addition, and expanded living room on the existing dwelling at 525 Butler Street. The dwelling is proposed to be expanded by 437 square feet.

*A motion was made by Straker, 2nd by Cannarsa to approve the application as submitted with the following modifications:*

- *The front left elevation on the west elevation window should be simulated divided light per Historic District Guidelines.*
- *The siding should be non-stamped, both in composite shingle and corner boards and clapboards.*
- *The new siding should wrap to the left elevation around the corner to the separation point and to the right elevation around the corner to the chimney.*

*Upon Voice vote, motion carried 4-0.*



**Administrative Approvals & Updates:**

Director of Planning, Zoning and Project Management Cummins gave an update regarding open seat on Commission. They have one applicant who is also interested in Planning Commission. If he is not selected and still interested in Historic District Commission, they will set up an interview with the Chair & Mayor Dean.

**Communication:** None

**Public Comment:** None

**Commission Comment:**

Chair Straker – Make-up of the Commission is good right now. He would like to fill the last seat with someone who compliments that.

**Adjourn:** Motion by Leo, second by Cannarsa to adjourn. Chair Straker adjourned the meeting adjourned at 6:28 p.m.

Respectfully Submitted by  
Sara Williams,

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Deputy Clerk