

CITY OF SAUGATUCK
ALLEGAN COUNTY, MICHIGAN

SHORT-TERM RENTAL LICENSING ORDINANCE AMENDMENT

ORDINANCE NO. 260209-A

At a meeting of the City Council of the City of Saugatuck, Allegan County, Michigan, held at the City of Saugatuck Hall on February 9, 2026 at 6:30 p.m., City Council Member Muncey moved to adopt the following ordinance, which motion was seconded by City Council Member Gardner.

An ordinance to amend the City of Saugatuck's Short-Term Rental Licensing Ordinance, Ordinance No. 240229-B, as amended, to update provisions regarding the renewal of STR Licenses to provide a fixed renewal date for issued licenses, to establish an application window in which renewal applications can be submitted, to provide an exception for waivers based on extraordinary circumstances, and, in recognition of some apparent confusion surrounding annual renewal deadlines under previous Ordinance language, to provide a narrow exception for licenses that lapsed due to a failure to timely submit a renewal application to reapply for a license if certain criteria are met, to protect the public health, safety, and welfare.

CITY OF SAUGATUCK, ALLEGAN COUNTY, ORDAINS:

SECTION 1. AMENDMENT TO ORDINANCE NO. 240299-B, SECTION 99.58: City of Saugatuck Ordinance No. 240229-B, Section 99.58, shall be amended to read as follows:

§99.58 DURATION OF LICENSE; RENEWAL.

- (A) Except as otherwise provided herein, a license issued under this chapter shall remain in effect for a period of one (1) year from the date it was issued unless it is suspended or revoked by the City.
- (B) The license holder or local agent may apply for a renewed license by submitting a renewal application to the enforcing officer no sooner than sixty (60) days prior and no later than thirty (30) days prior to the date that the license is set to expire, along with the license renewal fee established by the City's fee schedule. Renewal applications may be submitted no later than five (5) calendar days after this deadline, subject to a late fee established by resolution of the City Council. Renewal applications submitted after this five (5) calendar day grace period by any amount of time shall be deemed untimely and shall not be processed by the City, and the short-term rental license shall be deemed expired.
 - a. Notwithstanding anything in this chapter to the contrary, an application for a short-term rental license may be submitted by an owner who previously held

a short-term rental license if the following applies: 1) the short-term rental license at issue expired between April 24, 2025, and the effective date of this Ordinance; and 2) the license holder submitted a renewal application to the City after the renewal deadline but before the license expired; and 3) the untimely renewal application otherwise satisfied all applicable requirements of the City Code. In such circumstances, the license holder may apply for a short-term license no later than five (5) calendar days after the effective date of this Ordinance. Such applications may be processed and a short-term rental license issued (effective on the date of issuance), subject to the payment of the late fee set forth herein and satisfaction of all other requirements of the City Code.

- (C) All information submitted with the prior application(s) shall be deemed submitted with the application for renewal, except that each year a new completed and signed fire safety checklist must be submitted, a new fire inspection must be conducted, and an approved fire inspection certification must be issued before a license can be renewed. In addition, short-term rentals owned by corporate entities or trusts must submit updated documentation each year showing that the interest, composition, membership, or ownership in said corporation or trust has not changed so as to constitute a transfer as defined in this chapter. Aside from the renewed fire safety checklist, fire inspection, and updated ownership documentation, the license holder or local agent shall only be required to submit new information with the application for renewal when that application information has changed since the last application was filed with the City.
- (D) A renewed license for a short-term rental shall be issued when all of the standards and regulations of this chapter are met. Once issued, a renewed license for a short-term rental shall take effect on the same day as the expiration of the prior license, such that a short-term rental license will retain the same expiration date from year-to-year.
- (E) If the short-term rental premises does not meet all the requirements of this chapter at the time of renewal, the City shall promptly notify the license holder. The license holder shall have thirty (30) calendar days from the date the notice of a deficiency was sent to cure any deficiencies. If the license holder cannot demonstrate full compliance with this chapter at the end of the cure period, the short-term rental license will not be renewed and will be deemed expired.

SECTION 2. AMENDMENT TO ORDINANCE NO. 240299-B, Section 99.64: City of Saugatuck Ordinance No. 240229-B, Section 99.64, shall be amended to read as follows:

§99.64 ADMINISTRATION AND INTERPRETATION.

- (A) The enforcing officer shall have the authority to administer and interpret this chapter.

This shall include, but shall not be limited to, developing, and enacting administrative policies and procedures pertaining to short-term rental licenses and interpreting or construing provisions of this chapter so as to give effect to the City Council's intent underlying the enactment of this chapter.

(B) The enforcing officer shall also have the authority to excuse compliance with the deadlines set forth in this chapter (but no other requirements of this chapter) if a license holder provides the enforcing officer with satisfactory proof that an untimely submission was caused by extraordinary circumstances beyond the license holder's control. For the purposes of this subsection, "extraordinary circumstances" may include such circumstances as acts of God including flood, fire, endemic, pandemic, war, or civil unrest; a documented medical condition that renders the license holder unable to submit a timely application; or military service or deployment. "Extraordinary circumstances" shall not include any circumstances attributable to the license holder or local agent's own actions, inaction, negligence, or neglect; any alleged failure of the City to provide notice; or any other reasonably foreseeable circumstances. The enforcing officer's determination of whether extraordinary circumstances exist shall be final.

SECTION 3. SEVERABILITY: Should a court of competent jurisdiction find any provision, clause, or portion of this ordinance amendment to be invalid or unconstitutional, the balance or remainder of this ordinance amendment shall remain valid and in full force and effect and shall be deemed "severable" from the portion, clause, or provision deemed to be invalid or unconstitutional by the court.

SECTION 4. REPEAL: All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

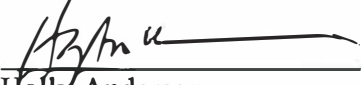
SECTION 5. EFFECTIVE DATE: This Ordinance shall become effective immediately upon the date of this Ordinance's publication as required by law.

YEAS: Anderson, Clark, Dean, Gardner, Muncey and Peterson.

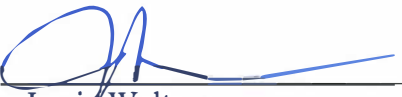
NAYS: None.

ABSENT/ABSTAIN: Stanton.

ORDINANCE DECLARED ADOPTED.



Holly Anderson
City of Saugatuck, Mayor



Jamie Wolters
City of Saugatuck, City Clerk

**CITY OF SAUGATUCK
ALLEGAN COUNTY, MICHIGAN**

NOTICE OF ADOPTION

SHORT-TERM RENTAL LICENSING ORDINANCE AMENDMENT

ORDINANCE NO. 260209-A

Please take notice that on February 9, 2026, the City Council of City of Saugatuck adopted Ordinance No. 2 6 0 2 0 9 - A , which, among other things, amends the City of Saugatuck’s Short-Term Rental Licensing Ordinance, Ordinance No. 240229-B, to update provisions regarding the renewal of STR Licenses to provide a fixed renewal date for issued licenses, to establish an application window in which renewal applications can be submitted, to provide an exception for waivers based on extraordinary circumstances, and, in recognition of some apparent confusion surrounding annual renewal deadlines under previous Ordinance language, to provide a narrow exception for licenses that lapsed due to a failure to timely submit a renewal application to reapply for a license if certain criteria are met. Copies of the ordinance may be obtained from Jamie Wolters, City of Saugatuck Clerk, at 102 Butler Street, P.O. Box 86, Saugatuck, Michigan 49453, during regular business hours.

The Amendment to Ordinance No. 240299-B has the following sections, which are summarized below: Section 1: Amendment Section 99.58; Section 2: Amendment to Section 99.64; Section 3: Severability; Section 4: Repeal; and Section 5: Effective Date.

Jamie Wolters
City of Saugatuck, Clerk
(269) 857-2603
JWolters@saugatuckcity.com

Publication Date: February 19, 2026

Fennville eyes ending STR law redundancies

BY ART NICHOLAS

Add Fennville to the area municipalities dealing with short-term rentals. The planning commission Feb. 10 reviewed the city's current requirement that property owners obtain both special land use and a STR permits.

While approving a STR at 538 W. Main St., members' discussion quickly expanded to broader questions about whether the dual-permit system serves the city's

interests.

Under current regulations, properties must provide two parking spaces per bedroom. For the West Main Street parcel, which features four bedrooms and accommodates up to 11 guests, this would require eight parking spaces. Most commissioners expressed concern that this requirement is excessive and may be difficult for many properties to meet. Samuel Jacobs, who

serves as both city clerk and deputy administrator, noted the current STR ordinance already covers special land use requirements, so this is repetitive.

Planning consultant Kevin Garcia from McKenna Associates also recommended that the commission consider eliminating the duplicative process.

The commission also discussed a separate but related issue: minimum lot size standards

throughout city zoning districts. Current regulations mandate only 1,500 square feet for single-family homes, but jump to 9,500-10,000 square feet for two-family homes, depending on the district.

Garcia presented the case for reducing or eliminating these minimums, noting that other regulations such as maximum lot coverage, building height limits and setback requirements would still control

development intensity.

The STR discussion is expected to continue at future meetings, with

staff directed to draft ordinance language addressing commissioners' concerns.

Laketown budget talks underway

BY JIM HAYDEN
CORRESPONDENT

The Laketown Township Board got a first look at the proposed 2026-2027 budget Feb. 4, 2026.

Members will continue working on the budget at a meeting Friday, Feb. 20, at 3 p.m. in the township hall, 4338 Beeline Road. Graafschap Fire Chief Doug DenBleyker will discuss the fire department portion of the budget that day.

The public hearing on the proposed budget will be March 11 at 6 p.m. in the township hall.

"The goal of this budget," wrote township manager Stephanie Fox in her cover letter, "is to ensure responsible stewardship of the township resources while continuing to invest in essential services, parks and resident safety."

This is Fox's first budget since she was hired as manager in Septem-

ber. "The recommended budget," she went on, "reflects a balanced approach to meeting the needs of our residents while planning responsibly for the future."

Total general fund revenues and expenditures are \$1,889,226, an increase of \$75,076 from 2025-2026 amended budget.

The highest amount of revenue is from property taxes at \$638,847 followed by state revenue sharing at \$625,000.

Expense categories include \$398,271 for Office, which includes staff salaries; \$243,596 for Buildings & Grounds; \$225,320 for the Parks Commission; and \$118,862 for Township Board which includes contracted services such as funding for nonprofits and fireworks.

Money has also been set aside for specific projects as well.

"There are funds rec-

ommended for some capital improvements, including grant matching funds for beach stairs and purchase of property. We will be working on a five-year capital plan during the 2026-

2027 year to prioritize the needs of the township," Fox wrote.

For more budget information, visit the Financials page on the website at laketowntwp.org/financials.

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Publication Date: February 19, 2026

NOTICE

PLEASE TAKE NOTICE THAT THE TOWNSHIP OF SAUGATUCK HAS ADOPTED THE FOLLOWING ORDINANCE:

TOWNSHIP OF SAUGATUCK
ALLEGAN COUNTY, MICHIGAN
ORDINANCE NO. 2026-01

AN ORDINANCE TO IMPOSE A TEMPORARY MORATORIUM ON THE ACCEPTANCE OF NEW BUILDING AND ZONING APPLICATIONS FOR DATA CENTERS

COMPLETE COPIES OF THE ORDINANCE ARE AVAILABLE IN THE OFFICE OF THE TOWNSHIP CLERK, AT 3461 BLUE STAR HIGHWAY, SAUGATUCK, MICHIGAN 49453.

Bulletin Board

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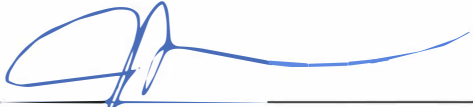
857-1555 DOWNTOWN SAUGATUCK
215 BUTLER ST.

CERTIFICATION

I hereby certify that:

1. The above is a true copy of an ordinance adopted by the City of Saugatuck at a duly scheduled and noticed meeting of the City Council held on February 9, 2026, pursuant to the required statutory procedures.
2. A summary of the above ordinance was duly published in the Commercial Record newspaper, a newspaper that circulates within the City of Saugatuck, on February 19, 2026.
3. Within 1 week after such publication, I recorded the above ordinance in a book of ordinances kept by me for that purpose, including the date of passage of the ordinance, the names of the members of the City Council voting, and how each member voted.

ATTESTED:



Jamie Wolters
City of Saugatuck, Clerk