



CITY OF SAUGATUCK
HISTORIC DISTRICT COMMISSION

102 Butler St. Saugatuck MI 49453
Phone: (269) 857-2603 Fax: (269) 857-4406

April 7, 2022 6:00 PM
Saugatuck City Hall

Meeting will be held in person; the public is invited to join in person or via Zoom.

1. Call to Order/Roll Call:
2. Agenda Changes/Additions/Deletions:
3. Approval of Minutes: **Minutes of regular meeting March 3, 2022**
4. Public Comments:
5. Unfinished Business:
6. New Business:
 - A. 248 (269) Hoffman Street – Replace doors
7. Administrative Approvals & Updates:
 - 201 Culver – add to Tree of Life Sign
8. Communication: None
9. Public Comment:
10. Commission Comment:
11. Adjourn:

NOTICE:

This public meeting will be held in-person. The public can join via Zoom video/audio conference technology.

Join online by visiting:

<https://us02web.zoom.us/j/2698572603>

Join by phone by dialing:

(312) 626-6799

-or-

(646) 518-9805

Then enter “Meeting ID”:

269 857 2603

Please send questions or comments regarding meeting agenda items prior to meeting to:

cindy@saugatuckcity.com

The Saugatuck Historic District Commission has the responsibility to regulate the construction, demolition, and improvements to the exterior of structures in the historic district. The intent is to; safeguard the heritage of the City of Saugatuck, to protect the architecture and local village character of the City, to foster civic beauty, and to promote the use of historic districts for the education, pleasure, and welfare of the residents, visitors, and general public.



**City of Saugatuck
Historic District Commission**

Proposed Special Meeting Minutes
March 3, 2022, 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: Straker, Leo, Davenport, Pannozzo, & Paterson.

Absent: Cannarsa, Stanton, excused.

Others Present: Cindy Osman - Zoning Administrator.

Agenda Changes/Additions/Deletions: None

Approval of Minutes:

Minutes of special meeting January 19, 2022:

*A motion was made by Paterson, 2nd by Leo, to approve the January 19, 2022, meeting minutes.
Upon voice vote the motion carried 5-0.*

Public Comments: None

Unfinished Business: None

New Business:

449 Water Street AKA 121 Mary Street :

Straker reminded the Commission, applicant, and audience that this review is only for review of the design guidelines, not for the use of the property. The applicant's structure is non-contributing and the standards for new construction or additions are the appropriate guidelines to apply. ZA Osman reiterated this and gave a very brief review of the application.

Christine Murphy Pierce gave a more comprehensive review of the project. Patrick Murphy and Randall Strong were also present to answer questions. The proposal is to extend the roof

over the entry door, replace the door, and replace the windows on the east side of the building. In addition, the applicant proposes a ten foot high fence to enclose the rear outdoor seating area. A roof extension is also planned to partially cover the access between the buildings. (See revised site plan) There is a small bump out on the west side to accommodate the need for a second bathroom. The applicant explained the discrepancy between the photos of a fence and the renderings of the fence. The fence will be solid board cedar arranged in a horizontal pattern and will not be painted.

A motion was made by Straker 2nd by Pannozzo, to approve application P-HIS-2202 with the following conditions:

1. The fence will be solid board natural or stained cedar, arranged in a horizontal pattern,
2. All the fencing will match,
3. The new roofing will match the existing roofing,
4. The lights will be gas lights as depicted in the original application and as seen on the renderings,
5. The windows and door will have simulated divided lights,
6. All fascia and trim shall be natural materials,
7. Any changes or new updates, no matter how small, will require HDC review.

Motion carried 5-0.

Administrative Approvals & Updates:

The Verizon small cell tower originally sited in the ROW between Cook Park and the driveway to the Singapore Yacht Club was re-sited upon request to the north side of the Singapore Yacht Club driveway. During the Council meeting to approve the application, Frank Marro offered to trim and remove trees so the pole could be located on the east side of Water Street near Marro's to be even more inconspicuous. There were no objections by the HDC to this administrative approval.

Communication:

Two communications were acknowledged, one from Catherine Simon of 428 Butler Street, and one from Gary Medler of 461 Vine Street.

Public Comment:

Catherine Simon of 428 Butler Street had some questions about the processes.

Commission Comment:

Straker added that it is not unusual to get revised drawings after the application is received.

Adjourn: *A motion was made by Pannozzo, 2nd by Leo to adjourn at 6:32 p.m. Upon voice vote motion carried 5-0.*

March 18, 2022

Dear Cindy Osman,

Enclosed please find the Historical District Permit Application.

Second – you will find photos of the current two sets of double doors. Please note the deterioration of the bottom sides. The wood will be replaced with aluminum framework. The wooden transom above the doors will be replaced with insulated glass to retain heat and let more light inside.

The third sheet is a sample of the replacement doors. Same dark bronze color will be used.

Our reasons for replacing the doors is for better insulation factor. Also the new hinges will not be on the ground, but rather 3 hinges placed up 8-10" above the ground, centered and again 8-10" from the top. The current hinges, because they are on the ground, get filled with dirt and salt. Thereby causing the doors to get stuck, not close or stay open. When stuck open our friendly squirrels think it is an invitation to enter. Our intent is to just replace the doors with more efficient and dependable ones.

Thank you for your time and interest,

Cindy Raue
Building Minister
First Congregational Church of Saugatuck
296 Hoffman
Saugatuck MI 49453



Cindy - if it is possible, could it be
early on the agenda? I have another
commitment that night.
Thank you.



Historic District Permit Application

LOCATION INFORMATION	APPLICATION NUMBER _____ - _____
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Address 296 Hoffman St Parcel Number _____

APPLICANTS INFORMATION

Name CINAY RAUE Address / PO Box 2834 65th ST
City Ferrville State MI Zip 48408 Phone 616-218-0779
Interest In Project Replacing 2 sets of double doors E-Mail krcaue@gmail.com
Signature Cynthia J Raue Date 3-8-22

OWNERS INFORMATION (IF DIFFERENT FROM APPLICANTS)

Name First Congregational Church of Saugatuck Address / PO Box 296 Hoffman PO Box 633
City Saugatuck State MI Zip 49453 Phone 269-857-2929
E-Mail office@1stcongregational.net

I hereby authorize that the applicant as listed above is authorized to make this application for proposed work as my agent and we agree to conform to all applicable laws and regulations of the City of Saugatuck. I additionally grant City of Saugatuck staff or authorized representatives thereof access to the property to inspect conditions, before, during, and after the proposed work is completed.

Signature Rev. Joel Leck Date 3-14-22

CONTRACTORS/ DEVELOPERS INFORMATION (UNLESS PROPOSED WORK IS TO BE DONE BY THE PROPERTY OWNER)

Name _____ Contact Name _____
Address / PO Box _____ City _____
State _____ Zip _____ Phone _____ Fax _____
E-Mail _____
License Number _____ Expiration Date _____

PROPERTY INFORMATION

Depth _____ Width _____ Size _____ Zoning District _____ Current Use _____
Check all that apply: Waterfront _____ Dunes _____ Vacant _____

PROJECT DESCRIPTION (ATTACH MORE SHEETS IF NECESSARY)

To Replace the 2 sets of double doors facing Griffith St. with same Tubelite doors. Same color. Replace wooden transoms above doors with glass Etch w/ door names (TRD)



First Congregational Church of Saugatuck

296 Hoffman, PO Box 633, Saugatuck MI 49453

269-857-2929 * office@1stcongregational.net

www.1stcongregational.net

South Side Doors



North Side Doors



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