



## Zoning Board of Appeals

### Meeting Minutes Draft – Approved as Amended

January 8, 2026, at 6:30 P.M.

Saugatuck City Hall, 102 Butler St, Saugatuck, MI 49453

#### 1. Call to Order

The meeting was called to order at 6:30 by Vice-Chair Bouck.

#### 2. Roll Call

Members Present: Bouck, Crawford, Raphael, Holley

Members Absent: Bont, Kubasiak

Staff Present: Planning & Zoning Director Moore, Deputy Clerk Williams

Others Present: None.

#### 3. Approval of Agenda

Motion by Holley, supported by Raphael, to approve the agenda as presented for January 8, 2026. Via voice vote, motion carried 4-0.

#### 4. Approval of Minutes

Motion by Crawford, supported by Holley, to approve the December 11, 2025, minutes as presented. Via voice vote, motion carried 4-0.

#### 5. Public Comment

None.

#### 6. New Business

##### A. Activity Report 2025

Motion by Holley, supported by Raphael, to approve the Activity Report for 2025.

Via voice vote, motion carried 4-0.

##### B. Annual Election of Officers

~~Motion by Bouck, supported by Crawford to elect Kubasiak as Chair, and Bouck as Vice Chair of the Zoning Board of Appeals. Via voice vote, motion carried 4-0.~~

Motion by Bouck, supported by Crawford, to elect Kubasiak as Chair of the Planning Commission for 2026. Via voice vote, motion carried 4-0.

Motion by Crawford, supported by Raphael, to elect Bouck as Vice-Chair of the Planning Commission for 2026. Via voice vote, motion carried 4-0.

**7. Communications**

None.

**8. ZBA Member Comments**

None.

**9. Public Comments**

None.

**10. Adjournment**

Motion by Holley, supported by Raphael, to adjourn at 6:38 pm. Via voice vote, Motion carried 4-0.

Submitted by:

Sara Williams

Deputy Clerk

City of Saugatuck0