



City of Saugatuck
Historic District Commission
Meeting Minutes May 2, 2024, 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: Chairman Straker, Commission members: Paterson, Cannarsa, Donahue, & Gardner.

Absent: Commission members Godfrey & Leo.

Others Present: Director of Planning, Zoning, and Project Management Cummins, Clerk Wolters.

Agenda Changes/Additions/Deletions: None.

Approval of Minutes for April 4, 2024:

Motion by Gardner, second by Cannarsa, to approve the minutes for the April 4, 2024, meeting minutes. Upon voice vote, the motion was carried 5-0.

Public Comments: None.

Unfinished Business: None.

New Business:

A. 322 Culver – Outdoor Dining on Patio and Parking Space:

The applicant requests Historic District Commission approval for an expanded outdoor seating area at El Burrito Feliz.

The property is located in the City Center C-1 zoning district and the Historic District. While 322 Culver is not a contributing structure, it is connected to 302 Culver, which is the corner building and a contributing structure. The applicant provided specifications for the proposed tables, chairs, planters, barrier materials, and lighting.

Four tables with four chairs each are proposed along the sidewalk against the curb, two two-seat tables against the building, and four tables with four chairs each within the on-street parking

spaces. The chairs will be steel and have a rounded back with a black powder-coated finish. The tables will be steel-framed and round with a black finish. Umbrellas are not proposed.

Each barrier post will include a solar light fixture and LED rope lighting, which is color-changing or white. The Menards specification sheet states that the barrier will be green pressure-treated preassembled railing.

We were not provided with information about garbage cans and sanitation stations as well as the location and number of planters.

Motion by Paterson, second by Donahue, to approve the outdoor dining areas in accordance with the plans, materials, and details submitted with the application for 322 Culver Street. Upon voice vote, motion carried 5-0.

B. 201 Culver – Outdoor Dining in Parking Spaces:

The applicant requests Historic District Commission approval for an expanded outdoor seating area at New Holland Brewing Company.

The property is located in the Water Street South C-2 zoning district and the Historic District. The building is not a contributing structure. The applicant provided specifications for the proposed tables, chairs, barrier materials, and lighting.

Two six-seat tables are proposed within an on-street dining area. The proposed tables have a grey metal top with black posts, and grey metal chairs are proposed. The barrier is constructed of horizontal rough-cut timbers with black metal posts. String lighting with white bulbs is proposed around the perimeter.

A small hand sanitizer station is proposed, and an existing garbage can is shown to the corner of the dining area along the sidewalk.

Motion by Paterson, second by Cannarsa to approve the outdoor dining areas in accordance with the plans, materials, and details submitted with the application for 201 Culver Street. Upon voice vote, motion carried 5-0.

C. 248 Culver – Remove an attached rear freezer, construct a small northern/rear building addition, install rooftop cooling equipment, install new double doors for rear service access, and construct a screened dumpster area:

The applicant requests Historic District Commission approval to remove an attached rear freezer, construct a small northern/rear building addition, install rooftop cooling equipment, install new double doors for rear service access, and construct a screened dumpster area.

The property is in the City Center C-1 zoning district and the Historic District. The building is a contributing structure. The applicant received special land use and site plan approval for the improvements and the change of use to a brewery and restaurant with outdoor dining and service of alcoholic beverages.

The building addition will have a flat roof with E.I.F.S. siding to match the siding of the existing building. A chiller will be installed on top of the addition, and the equipment appears to project approximately four feet above the roof, but it is significantly lower than the principal building height. Double doors will be included as a service entry to the rear of the building for the brewing area. The dumpster enclosure is proposed to be constructed with wood fencing materials.

Motion by Donahue, second by Gardner to approve the removal of an attached freezer, the addition of a small northern/rear building addition with rooftop cooling equipment, new double doors for a rear service access, and a new screened dumpster area at 248 Culver Street in accordance with the plans and details submitted within the application materials. Approval should be subject to the following conditions: The applicant is to provide a spec sheet with the manufacturer and material for the double door. Upon voice vote, motion carried 5-0.

D. Review of Quick Tips and Previous Brochure:

Zoning Administrator Cummins said that Commissioner Godfrey put this sheet together for the Commission. He thinks that they could include it as the first page of their application packet. Chair Straker thinks the document is terrific and will make a couple of small edits and will send it back to the Zoning Administrator. Commissioner Gardner thinks that they need new Historic District signs for the community to replace the old brown metal signs.

Administrative Approvals & Updates:

- A. 220 Culver – Sign.
- B. 421 Water – Roof Replacement.
- C. 727 Butler – Roof Replacement.
- D. 245 Spear – Roof Replacement.

Communication:

- A. Gary Medler.
- B. Special Meeting for May 7:

Zoning Administrator Cummins noted that there would be a Special Meeting on Tuesday, May 6th at City Hall to discuss the playground further. Commissioner Gardner would like a scale of the playground compared to all surrounding buildings.

Public Comment: None.

Commission Comments:

Chair Straker – He noted that the Commission’s purpose statement has been placed at the top of the agenda. He said that the Commission is sending a note to every owner, and every property owner listed on the application, just thanking them for their collaboration and letting them know they did a great job, and that they are wishing them all the best.

Zoning Administrator Cummins - He announced that Nico Leo resigned from the Commission as he sold his home in the City. The Commission thanked him for his services.

Adjourn:

Motion by Gardner, second by Cannarsa to adjourn. Upon voice vote, motion carried 5-0. Chairman Straker adjourned the meeting at 6:34 p.m.

Respectfully Submitted by,
Sara Williams

Deputy Clerk