



Zoning Board of Appeals
Regular Meeting
December 11, 2025 - 6:30PM
Saugatuck City Hall
102 Butler St. Saugatuck, MI 49453

1. **Call to Order / Roll Call**
2. **Agenda Changes/Additions/Deletions**
3. **Approval of Minutes:**
 - A. Minutes of Regular Meeting held on April 10, 2025
4. **Public Comments on Agenda Items (Limit 3 Minutes)**
5. **Old Business:** None.
6. **New Business:**
 - A. 57-850-010-00/Frederick Street – Dimensional variance request **(Pg. 7)**
 - B. Approval of 2026 meeting dates **(Pg. 52)**
7. **Communication:**
8. **Commission Comments:**
9. **Public Comments (Limit 3 Minutes)**
10. **Adjourn (Voice Vote)**

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:
gmoore@saugatuckcity.com

Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact Saugatuck

City Clerk at
269-857-2603 or
sara@saugatuckcity.com for further information.

Public Hearing Procedure

- A. Hearing is called to order by the Chair
- B. Summary by the Zoning Administrator
- C. Presentation by the Applicant
- D. Public comment regarding the application
 - 1) Participants shall identify themselves by name and address
 - 2) Comments/Questions shall be addressed to the Chair
 - 3) Comments/Questions shall be limited to **three** minutes
 - 1. Supporting comments (audience and letters)
 - 2. Opposing comments (audience and letters)
 - 3. General comments (audience and letters)
 - 4. Repeat comment opportunity (Supporting, Opposing, General)
- E. Public comment portion closed by the Chair
- F. Commission deliberation
- G. Commission action



Saugatuck Zoning Board of Appeals Meeting - *Proposed*
April 10, 2025, Minutes

The Saugatuck Zoning Board of Appeals
Met in regular session at 6:30 p.m.
City Hall, 102 Butler Street, Saugatuck, Michigan.

1. **Call to Order** by Chairman Kubasiak at 6:30 p.m.

Attendance:

Present: Chairman Kubasiak, Board Members Bont, Bouck, Crawford, & Raphael.

Absent: None.

Others Present: Director of Planning and Zoning Thompson, Deputy Clerk Williams, David Jirousek (Horizon Planning), Trent Cunningham (Fahey Schultz).

2. **Agenda Changes/Approval of Agenda:**

Motion by Bouck, second by Bont, to approve the agenda for April 10, 2025, meeting as presented. Upon voice vote, motion carried unanimously.

3. **Approval of Minutes:**

Motion by Crawford, second by Bouck, to approve the regular meeting minutes from January 9, 2025, Upon voice vote, motion carried unanimously.

4. **Public Comments:** None.

5. **Unfinished Business:** None.

6. **New Business:**

A. 40 Butler St – Dimensional Variance Request.

1. The Public Hearing was called to order by the Chair at 6:33 p.m.

2. Summary by Director of Planning & Zoning Luke Thompson.

Kevin Phillips from the Singapore Yacht Club has submitted an application to replace an existing fence at 40 Butler Street. The replacement fence will maintain the same height and footprint but does not meet the city's waterfront fencing ordinance, which requires a minimum 6:1 open space to solid material ratio within 25 feet of the water. While the

proposed fence fails this requirement, it must also comply with Michigan Building Code (which mandates pool fences block a 4-inch sphere) and EGLE regulations (which prohibit easily climbable fences for public pools). These safety codes conflict with the city's more visually open design requirement. The existing fence is already largely solid, and due to the surrounding buildings and current visual limitations, the Zoning Administrator does not believe the replacement significantly worsens view obstruction. Therefore, the variance is requested due to conflicting regulatory requirements, not due to proposed changes in size or location.

3. Presentation by the Applicant:

Kevin Phillips of the Singapore Yacht Club explained that the proposed fence replacement complies with the 48-inch height limit required by both local ordinance and Building Code, leaving no flexibility in that aspect. He detailed the strict technical specifications imposed by the Building Code and EGLE, including spacing, clearance from the ground, and upright placement, which make it extremely difficult to design a fence that meets all regulatory requirements while still conforming to the city's open space ordinance. The intent is not to obstruct views but to comply with safety and structural mandates. He noted that the only view potentially blocked would be from inside the pool. Additionally, the property landlord supports the proposed fence for both aesthetic and privacy reasons, especially to shield restaurant patrons from pool activity. The goal is to maintain a safe, compliant, and visually appropriate facility.

4. Public comment regarding the application:

- a. Supporting comments (audience and letters): None.
- b. Opposing comments (audience and letters): None.
- c. General comments (audience and letters): None.
- d. Repeat comment opportunity (Supporting, Opposing, General): None.

5. Public comment portion closed by the Chair at 6:45 p.m.

6. Commission deliberation:

The board went into deliberation, and they discussed the applicant's request for a variance to replace the existing pool fence at 40 Butler Street. The existing pool deck and pool area are very close to the waterfront, and the existing fence does not comply with the requirement that it maintain "a minimum ratio of six parts open space to one-part solid material" with 25 feet of the waterfront. The applicant states that the style of fencing required would not meet the state building code and EGLE requirements.

Section 154.143(F)(6) Waterfront. Fences located within 25 feet of the shore of any lake, river or stream shall not be greater than four feet in height and shall be wrought iron, open mesh, chain link, lattice, slatted or similar type fencing provided that a minimum ratio of six parts open space to one-part solid material is maintained.

ZBA Findings of Fact: Note: Applicant must show practical difficulty by demonstrating that all four standards are met.

Standard 1: *That strict compliance with area, setbacks, frontage, height, bulk, or density would unreasonably prevent the owner from using the property for a permitted purpose or would render conformity unnecessarily burdensome.” § 154.155(B)(1).*

Bouck discussed the first standard, focusing on how strict compliance with zoning requirements would unreasonably burden the property owner. He argues that requiring an open style fence with a 6:1 open space ratio would prevent replacing a compliant pool safety barrier. He noted that state regulations for pool safety require fencing that prevents a 4-inch sphere from passing through, which conflicts with the open-style design mandated by the zoning ordinance. Bont, Bouck, Crawford, Kubasiak, and Raphael concluded that the standard was satisfied by the proposed plans.

Standard 2: *“That a variance would do substantial justice to the owner as well as to other property owners in the district, or whether a lesser relaxation would give substantial relief and be more consistent with justice to others.” § 154.155(B)(2).*

Crawford referenced the staff report, stating that granting the variance would do substantial justice by allowing replacement of an aging fence that ensures pool safety. He noted that the replacement fence would be similar in appearance and location to the existing one and would not increase visual or physical impact on adjacent property owners. Bont, Bouck, Crawford, Kubasiak, and Raphael concluded that the standard has been satisfied.

Standard 3: *“That the plight of the owner is due to unique circumstances of the property and not to general neighborhood conditions.” § 154.155(B)(3).*

Bont highlighted that this is a unique situation based on the pool’s location on a waterfront lot, which triggers conflicting requirements. He noted that few properties in the zoning district contain pools so close to the waterfront, making this a rare and specific circumstance not broadly shared by other properties. Bont, Bouck, and Crawford, Kubasiak, and Raphael agree that the standard has been met.

Standard 4: *“That the problem is not self-created or based on personal financial circumstances.” § 154.155(B)(4).*

Raphael stated that the issue is not self-created or financially motivated but is driven by mandatory state safety regulations. He noted that the applicant is not requesting an expansion, encroachment, or height increase. Bont, Bouck, Crawford, Kubasiak and Raphael agree that the standard has been satisfied..

Motion by Bouck, second by Bont, to approve a variance to allow a solid fence exclusively for swimming pool screening within 25 feet of the waterfront at 40 Butler in accordance with the applicant's existing dimensional definition and materials based on the following findings, the standards 1, 2, 3, & 4 have all been evaluated, approved, and satisfied. Upon roll call vote, motion carried unanimously.

7. Communications: None.

8. ZBA Comments:

- Chair Kubasiak raised a discussion about alternate members participating in Zoning Board of Appeals meetings. Bob Kubasiak raised a discussion about alternate members participating in Zoning Board of Appeals meetings. He suggested that alternates should be allowed to sit in on meetings, even if they can't vote, to learn about the process, get exposure, and become comfortable with board proceedings. He believes this helps alternates understand how the board works and provides valuable learning opportunities.

9. Public Comments: None.

10. Adjournment.

Motion by Bont, second by Bouck, to approve adjournment of the meeting. Upon voice vote, motion carried unanimously. Chair Kubasiak adjourned the meeting at 7:18 pm.

Respectfully Submitted,
Sara Williams
City Deputy Clerk



MEMORANDUM

City of Saugatuck Zoning Board of Appeals

Memo Date:	December 5, 2025	Meeting Date:	December 11, 2025
Request:	Dimensional Variance	Applicant:	Custom Carpentry Inc.
Address:	Frederick Street	Zoning District:	R-1 Peninsula West
Parcel:	03-57-850-010-00	Recommendation:	Denial
City Staff:	Grayson Moore	Consultant:	David M. Jirousek, AICP

Overview

The applicant requests a variance to allow the façade of an accessory dwelling unit to be located closer to the public street right-of-way than the front door of the principal dwelling unit. The request relates to Section 154.022 (W)(4), which is shown below:

(4) An accessory dwelling, which is not located within the single-family detached dwelling, shall not be located between the front door of the single-family detached dwelling and the public right-of-way, unless located above an existing detached accessory structure.

Background

The subject property is vacant and is located in the R-1 Peninsula West Residential Zoning District (R-1 PW). The conforming lot meets the minimum dimensional requirements of the district, as it is approximately 40% larger than the minimum lot area and 149% wider than required by the R-1 PW zoning district. Additionally, the lot is approximately twice as wide (249') as it is deep (123').

A 1,016 square foot single-family principal dwelling with an attached garage was recently reviewed on the north side of the property. The proposed single-story dwelling includes 600 square feet of living area and a 416-square-foot single-stall attached garage. However, the applicant plans to reclassify the same northern dwelling as an accessory dwelling unit, which will then be subordinate to a future 2,200-square-foot principal dwelling on the south side of the lot.

The plans show the façade (garage area) of the proposed northern accessory dwelling unit to be about 10 feet closer to the street right-of-way than the front door of the proposed southern

principal dwelling unit. It should be noted that the garage doors, which are the nearest part of each dwelling to the street right-of-way, appear to have an equal setback.

The applicant states that the justification for the variance is an easement that bisects the property in an east-west direction, as well as constraints based on the dune system and requirements of the Michigan Department of Environment, Great Lakes, and Energy (EGLE).

Submittal Checklist

The applicant has provided a topographic survey, site plan, and plan profile sheets. The building elevations for the northern dwelling (future accessory dwelling) are also available, as they were submitted during the Zoning Permit review process.

Zoning Commentary

Zoning regulations commonly impose locational restrictions on accessory dwelling units to ensure they are visibly and physically secondary and subordinate to a principal dwelling. As such, the Zoning Ordinance requires that the “front door” of a principal dwelling be in a more prominent, forward location, in relation to any portion of the accessory dwelling unit.

ZBA Authority and Variance Standards

According to Section 154.155 (A), where there are practical difficulties or unnecessary hardship in the way of carrying out the strict letter of this chapter, the Zoning Board of Appeals (“Board”) may, in passing on appeals, vary or modify any of the rules or provisions of the Zoning Ordinance relating to the construction, or structural changes in, equipment, or alteration of buildings or structures, or the use of land, buildings or structures, so that the intent of the ordinance is observed, public safety secured, and substantial justice done. Variances should only be approved in limited cases with unique circumstances and extraordinary conditions.

Section 154.155 (B) provides the standards that must be met in order for the Board to grant a dimensional (non-use) variance:

- 1. That strict compliance with area, setbacks, frontage, height, bulk, or density would unreasonably prevent the owner from using the property for a permitted purpose, or would render conformity unnecessarily burdensome.*

Comment: The applicant has not demonstrated that compliance with the Zoning Ordinance would be unnecessarily burdensome, as there could be multiple compliant development scenarios for the conforming lot, even given the dune slope and easement area. For instance, compliant scenarios that are not unnecessarily burdensome include, but are not limited to:

- Redesign a detached accessory dwelling unit without an attached garage. Very few detached accessory dwelling units are designed as single-story units with attached garages.
- Redesign the detached accessory dwelling unit as a carriage house, with living space over the garage space.
- Redesign the detached accessory dwelling unit with the garage to the side of the living space, as there remains sufficient space between the steep slopes and the easement.
- Redesign the façade of the principal dwelling to place the front door closer to the street.
- Redesign the site plan to shift the entire principal dwelling closer to the street. The required front setback is 25 feet, while the proposed setback is approximately 39 feet, leaving ample room to shift the building's front door forward of the façade of the accessory dwelling unit.

If EGLE did, in fact, prescribe the exact placement of the principal and accessory buildings, it has not been demonstrated that EGLE reviewed alternative building designs and footprints rather than the placement of the specific building designs desired by the applicant.

For instance, the referenced EGLE statement cannot serve as a primary justification, as one compliant scenario involves removing the front garage of the accessory dwelling unit, and EGLE requirements certainly do not mandate including an attached garage.

2. *That a variance would do substantial justice to the owner as well as to other property owners in the district, or whether a lesser relaxation would give substantial relief and be more consistent with justice to others.*

Comment: The current zoning allowances already provide substantial justice to the landowner and application, as there are multiple compliant development scenarios on the conforming subject lot. The lot is approximately 40% larger than the minimum lot area and 149% wider than required by the R-1 PW zoning district. Based on the lot characteristics and zoning allowances, relief is not necessary to reasonably develop the property.

3. *That the plight of the owner is due to unique circumstances of the property and not to general neighborhood conditions.*

Comment: As mentioned earlier, the lot is larger and wider than required by the R-1 PW zoning district. However, the lot is unique in that it is much wider than it is deep, bisected by an east-west easement, and includes sloping dunes. Still, these unique circumstances do not preclude the reasonable development of the subject property.

4. *That the problem is not self-created or based on personal financial circumstances.*

Comment: While the lot dimensions and physical features are acknowledged to be unique, the circumstances do not result in a problem or significant development constraint beyond being incompatible with the applicant's desired development scenario and use of the property. The applicant has not demonstrated that other development scenarios and options are not feasible or are unreasonable. As such, the problem appears to be self-created.

Recommendation

Pursuant to Section 154.155 (B), if the applicant is not able to meet all of the standards noted above, the Board must deny the request. If the Board finds that the practical difficulty is not unique but common to several properties in the area, the finding shall be transmitted by the Board to the Planning Commission, which will determine whether to initiate an amendment to the Zoning Code, per Section 154.156 (C).

Based on a review against the four aforementioned variance standards, staff recommends denial of the request. Any motion supporting or against the variance request must specifically reference the Board's findings concerning all applicable standards. Possible motions for consideration include the following:

- A. *I move to **deny** the variance request related to Section 154.022 (W)(4) submitted by Custom Carpentry Inc. for parcel 03-57-850-010-00 along Frederick Street to allow the placement of the proposed accessory dwelling unit to be closer to the street right-of-way than the front door of the proposed principal dwelling unit. The **denial** is based on the board's agreement with the findings outlined in the staff report dated December 5, 2025, which demonstrate that none of the standards of Section 154.155 (B) have been satisfied.*

[Note: the report findings can be read aloud for the record or referenced]

- B. *I move to **table** consideration of the variance request submitted by Custom Carpentry Inc. for parcel 03-57-850-010-00 along Frederick Street until the meeting on _____, to provide the applicant with the opportunity to provide further justification for their request.*
- C. *I move to **approve** the variance request related to Section 154.022 (W)(4) submitted by Custom Carpentry Inc. for parcel 03-57-850-010-00 along Frederick Street to allow the placement of the proposed accessory dwelling unit to be closer to the street right-of-way than the front door of the proposed principal dwelling unit. The **approval** is based on the following findings:*

1. *Strict compliance with area, setbacks, frontage, height, bulk, or density would unreasonably prevent the owner from using the property for a permitted purpose, or would render conformity unnecessarily burdensome because of the following:*

2. *A variance would do substantial justice to the owner as well as to other property owners in the district, or whether a lesser relaxation would give substantial relief and be more consistent with justice to others, because of the following:*

3. *The plight of the owner is due to unique circumstances of the property and not to general neighborhood conditions because of the following:*

4. *The problem is not self-created or based on personal financial circumstances because of the following:*



RECEIVED

NOV 13 2025

Zoning Board of Appeals Application

LOCATION INFORMATION		APPLICATION NUMBER _____	
Address <u>Frederick St</u>		Parcel Number <u>30-57-850-010-00</u>	
APPLICANTS INFORMATION			
Name <u>Custom Carpentry Inc</u>		Address / PO Box _____	
City _____	State _____	Zip _____	Phone _____ 4 _____
Interest In Project <u>Contractor</u>		E- _____	
Signature <u>[Signature]</u>		Date <u>11-4-25</u>	
OWNERS INFORMATION (IF DIFFERENT FROM APPLICANTS)			
Name <u>JLAF Holdings LLC</u>		Address / PO Box _____	
E-Mail _____		_____	
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 or to gather further information related to this request.			
Signature <u>[Signature]</u>		Date <u>11-4-25</u>	
CONTRACTORS/ DEVELOPERS INFORMATION (UNLESS PROPOSED WORK IS TO BE DONE BY THE PROPERTY OWNER)			
Name <u>Custom Carpentry Inc</u>		Contact Name _____	
Address / PO _____		Fax _____	
E-Mail _____		_____	
License Number <u>2101116404</u>		Expiration Date <u>5-26</u>	
PROPERTY INFORMATION			
Depth <u>123ft</u>	Width <u>249ft</u>	Size _____	Zoning District <u>R-1</u> Current Use <u>Vacant</u>
Check all that apply: Waterfront _____ Historic District _____ Dunes <u>X</u> Vacant <u>X</u>			
Application Type: Interpretation _____ Dimensional Variance _____ Use Variance _____			
REQUESTED VARIANCE AND DESCRIPTION (ATTACH MORE SHEETS IF NECESSARY)			
Zoning Requirement _____		Proposed Variance _____	
Zoning Requirement _____		Proposed Variance _____	
Zoning Requirement _____		Proposed Variance _____	
_____		_____	
_____		_____	
_____		_____	



SITE PLAN REQUIREMENTS (SECTION 154.061)

A site plan and survey showing the following information shall be submitted with the coverpage of this application and other required information as outlined below. (Please note that not all will apply for minor waterfront construction)

Y N NA

- | | | | |
|-------------------------------------|--------------------------|--------------------------|--|
| ☒ | ☐ | ☐ | Dimensions of property of the total site area, |
| ☐ | ☐ | ☐ | Contours at 2-foot intervals |
| ☐ | ☐ | ☐ | Locations of all buildings |
| ☐ | ☐ | ☐ | Other structures on adjacent properties within 100 feet of the property, including those located across the street from the property |
| ☐ | ☐ | ☐ | Parking areas |
| ☐ | ☐ | ☐ | Driveways |
| ☐ | ☐ | ☐ | Required and proposed building setbacks |
| ☐ | ☐ | ☐ | Location of abutting streets and proposed alignment of streets, drives and easements serving the development, including existing rights-of-way and pavement widths; |
| ☐ | ☐ | ☐ | Location, screening, dimensions and heights of proposed buildings and structures, such as trash receptacles, utility pads and the like, including accessory buildings and uses, and the intended uses thereof. Rooftop or outdoor appurtenances should also be indicated, including proposed methods of screening the equipment, where appropriate; |
| ☐ | ☐ | ☐ | Location and dimensions of parking areas, including computations of parking requirements, typical parking space dimensions, including handicapped spaces, and aisle widths; |
| ☐ | ☐ | ☐ | Proposed water supply and wastewater systems locations and sizes; |
| ☐ | ☐ | ☐ | Proposed finished grades and site drainage patterns, including necessary drainage structure. Where applicable, indicate the location and elevation of the 100-year floodplain; |
| ☐ | ☐ | ☐ | Proposed common open spaces and recreational facilities, if applicable; |
| ☐ | ☐ | ☐ | Proposed landscaping, including quantity, size at planting and botanical and common names of plant materials; |
| ☐ | ☐ | ☐ | Signs, including type, locations and sizes; |
| ☐ | ☐ | ☐ | Location and dimensions of all access drives, including driveway dimensions, pavement markings, traffic-control signs or devices, and service drives; |
| ☐ | ☐ | ☐ | Exterior lighting showing area of illumination and indicating the type of fixture to be used. |
| ☐ | ☐ | ☐ | Elevations of proposed buildings drawn to an appropriate scale shall include: <ol style="list-style-type: none">1. Front, side and rear views;2. Heights at street level, basement floor level, top of main floor, top of building, and if applicable, height above water level; and3. Exterior materials and colors to be used. |
| ☐ | ☐ | ☐ | Location, if any, of any views from public places to public places across the property; |
| ☐ | ☐ | ☐ | Location, height and type of fencing; and |



- ☐ ☐ ☐ The name and address of the person and firm who drafted the plan, the seal of the professional responsible for the accuracy of the plan (licensed in the state) and the date on which the plan was prepared.
- ☐ ☐ ☐ Other information as requested by the Zoning Administrator

DIMENSIONAL VARIANCE REQUEST STANDARDS PER SECTION 154.155(B)

Please respond to each of the following questions. As part of your request to obtain a dimensional or non-use variance, the owner must show a practical difficulty by demonstrating that all of the following standards are met:

- (1) Explain how strict compliance with area, setbacks, frontage, height, bulk or density would unreasonably prevent the owner from using the property for a permitted purpose, or would render conformity unnecessarily burdensome;

This lot is in a Critical dune area and EGLE has determined the best location for the houses

- (2) Explain how a variance would do substantial justice to the owner as well as to other property owners in the district, or whether a lesser relaxation would give substantial relief and be more consistent with justice to others;

Because of the easements and dunes we are limited in usable space on this lot. We only need to move the smaller house back to be in compliance. EGLE has determined the only place this house will fit and it is too close to the road to meet city zoning

- (3) Explain how the plight of the owner is due to unique circumstances of the property and not to general neighborhood conditions; and

There is a utility easement running thru the lot. Which limits the area to be used

- (4) Explain how the problem is not self-created or based on personal financial circumstances.

The owner was unaware of the easement when the lot was purchased



USE VARIANCE REQUEST STANDARDS PER SECTION 154.155(C)

Please respond to each of the following questions. As part of your request to obtain a use variance, the applicant must show an unnecessary hardship by demonstrating that all of the following standards are met:

- (1) Please explain how the property in question cannot be used for any of the uses permitted in the district in which it is located;

The critical dunes and the utility easement limit the usable space on this lot.

- (2) Please explain how the plight of the owner is due to unique circumstances of the property and not to general neighborhood conditions;

This is the only lot with a utility easement running in the middle of the lot

- (3) Please explain how by granting the variance, the essential character of the neighborhood would not be altered; and

Only the ADU house would need to be closer to the road. The neighboring house will not be affected

- (4) Please explain how the problem is not self-created or based on personal financial circumstances.

Critical dunes are the main reason for the house not being able to move



OFFICE USE ONLY:

Application Complete _____ Date _____ Fee Paid _____ Date Paid _____

Date Notice Sent _____ Date Resident Notification _____ Hearing Date _____

Notes: _____

Motion to Approve _____ Deny _____

Findings of Fact:

Chair Signature _____	Vote _____
Member Signature _____	Vote _____
Member Signature _____	Vote _____
Member Signature _____	Vote _____
Member Signature _____	Vote _____

Zoning Permit Review

Client: City of Saugatuck
Date: October 7, 2025
From: David Jirousek, AICP
RE: Frederick Street (57-850-010-00)

Information Provided: ▪ Custom Carpentry Inc. ▪ Single-Family Residence (future ADU if secondary residency is constructed) ▪ Lot Area: 0.709 acres (per BS&A) ▪ Total Floor Area: 600 square feet		
District: R-1 Peninsula West District (PW)		Review
Zoning District Requirements		
Min. Front Setback	25 feet	Complies , although setback line is measured at 24.3 feet. It is recommended that all setback notes are added to the plan.
Min. Side Setback	10 feet	Complies , measured at 10 feet. It is recommended that all setback notes are added to the plan.
Min. Rear Setback	25 feet	Complies , although setback line is measured at 24.3 feet. It is recommended that all setback notes are added to the plan.
Min. Waterfront Setback	25 feet	N/A
Min. Lot Area	21,780 square feet	Existing - conforming
Min. Lot Width	100 feet	Existing - conforming
Max. Lot Coverage	25% <i>LOT COVERAGE. The area of a lot, stated in terms of a percentage, that is covered by buildings and/or structures located thereon. This shall include all buildings, roofed porches, arbors, breezeways, decks 24 inches above grade or higher, roofed patios, whether open or fully roofed; but shall not include fences, walls, driveways, sidewalks, hedges used</i>	Information was not provided on application. Garage: 416 square feet Front covered porch: 112 square feet (from foundation plan- different than site plan) Main living area: 600 square feet

	<i>as fences, decks less than 24 inches above grade or detached stairways, ground-floor stairways, wheelchair ramps, patios or in-ground swimming pools. Stairway landings (provided the landing does not exceed the building code minimum area requirement by more than 10%) shall not be considered in determining lot coverage. Lot coverage shall be measured from the wall or foundation of the building or structure.</i>	Rear covered/elevated deck: 300 square feet Total= 1,428 square feet / 30,885 = 4.62% Complies Note: rear stairs are "optional" (88 square feet) and would comply.
Max. Floor Area Ratio	0.3:1 <i>FLOOR AREA RATIO. A quantitative relation between the total gross floor area of a structure (minus the square footage of areas such as basements, unfinished attics, or garages) and the lot area.</i> <i>FLOOR AREA, GROSS. The sum of all horizontal areas of all floors of a building or buildings, measured from the outside dimensions of the outside face of the outside wall. Unenclosed and uncovered porches, court yards or patios shall not be considered as part of the gross area except where they are utilized for commercial purposes such as the outdoor sale of merchandise.</i>	FAR information was not provided on application. Garage and unenclosed porches are deleted. Allowable: 9,265.5 square feet Main living area: 600 square feet Complies
General Requirements		Review
Min. Area	See 154.022 C.2 600 square feet GFA for SFD. <i>FLOOR AREA, GROSS. The sum of all horizontal areas of all floors of a building or buildings, measured from the outside dimensions of the outside face of the outside wall. Unenclosed and uncovered porches, court yards or patios shall not be considered as part of the gross area except where they are utilized for commercial purposes such as the outdoor sale of merchandise.</i>	Main living area: 600 square feet Complies
Driveway	See 154.022 C.4 <i>Every principal structure hereafter erected or moved shall be on a lot adjacent to a public street, or with access to an approved private street, and all structures shall be so located on lots as to provide safe and convenient access for servicing, fire protection and required off-street parking. Every easement for a</i>	Complies

	<i>private drive, street or road shall be a minimum of 15 feet wide.</i>	
Max. Height	See 154.022 D and E for Exceptions <i>In the case of a principal building, the vertical distance measured from the average grade to the highest point of flat roofs, to the deck line of mansard roofs, and the average height between eaves and the ridge of gable, hip and gambrel roofs, shall not exceed 28 feet unless otherwise specified in this chapter. In no case shall the overall peak building height be greater than 32 feet when measured from the natural average grade.</i>	Application states 24 feet. Height from highest grade to average height: 18 feet and 2 7/8 inches Average between highest grade and lowest grade: 3 feet and 6 3/4 inches Measured height: 21 feet 9 5/8 inches Complies Height from highest grade to peak: 20 feet and 8 inches Average between highest grade and lowest grade: 3 feet and 6 3/4 inches Overall peak building height: 24 feet 2 3/4 inches Complies
Encroachments	See 154.022 G	None
Accessory buildings	See 154.022 H <i>10 foot min. building separation, max. area not exceeding ground floor of main, lot coverage, and setbacks for main apply</i>	None
Parking	See 154.022 I and 154.135 <i>9 feet by 20 feet and 2 per dwelling</i>	One garage space and one or more driveway spaces are available. Complies
Refuse containers	See 154.022 O <i>Refuse container screening shall be designed and constructed consistent with the character of surrounding development.</i>	Must be stored indoors unless screening is proposed.
Accessory Dwelling Unit	See 154.022 W <i>Must be a principal use, occupancy restrictions, rental restriction, STR permit required if applicable, cannot exceed 30% or 600 square feet GFFA, cannot be forward of the principal, principal setbacks and lot coverage apply, no</i>	N/A at this time. To discuss future compliance with Section 154.022 W(4).

	<i>independent meters, separate entry, and parking min.</i>	
Privacy Screen	See 154.142 F.7 <i>6 feet max. above surface of deck, patio, or pool</i>	None
Fencing	See 154.143	None



ZONING PERMIT APPLICATION

Failure to answer all pertinent questions and to supply all of the requested information will delay processing of this application.

FEES

Fence Only: \$75.00

Deck, Patio, Shed, Pool or Hot Tub Only (per item): \$125

New Dwelling (Single or Two Family) or Bed and Breakfast: \$500

All Others: \$250

Escrow Deposit: Zoning Administrator Discretion

City of Saugatuck Zoning Code: https://codelibrary.amlegal.com/codes/saugatuck/latest/saugatuck_mi/0-0-0-4355

PROPERTY ADDRESS Fredrick St

PARCEL NUMBER 03-57-850-007-00

PROPERTY OWNER JLAF Holdings LLC

ADDRESS / PO BOX [REDACTED]

EMAIL [REDACTED]

PHONE [REDACTED]

I hereby authorize the applicant listed below to make this application for proposed work as my agent. I agree the statements made in this application and submitted plans are true, and if found not to be true, any zoning permit that may be issued may be void. Further, I agree to comply with the conditions and regulations provided with any permit that may be issued. Further, I agree the permit that may be issued is with the understanding all applicable sections of the City of Saugatuck Zoning Ordinance and all other applicable laws, ordinances and regulations will be complied with. 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. Finally, I understand this is a zoning permit application (not a permit) and that a zoning permit, if issued, does not include any representation or conveyance of rights in any other statute, building code, fire code, deed restriction or other property rights.

OWNER SIGNATURE 

Date 9/22/25

APPLICANT Custom Carpentry Inc

ADDRESS / PO BOX _____

EMAIL _____

PHONE _____

I agree the statements made in this application and submitted plans are true, and if found not to be true, any zoning permit that may be issued may be void. Further, I agree to comply with the conditions and regulations provided with any permit that may be issued. I understand that this application will not be processed until it is deemed complete and the required fees and escrow deposit (if applicable) are paid. Further, I agree the permit that may be issued is with the understanding all applicable sections of the City of Saugatuck Zoning Ordinance and all other applicable laws, ordinances and regulations will be complied with. Finally, I understand this is a zoning permit application (not a permit) and that a zoning permit, if issued, does not include any representation or conveyance of rights in any other statute, building code, fire code, deed restriction or other property rights.

APPLICANT SIGNATURE _____

Date 9/22/25

PROJECT DESCRIPTION new single family home

PROPOSED AREA/
DIMENSIONS

LOT AREA (SQ FT) _____

LOT COVERAGE (%) _____

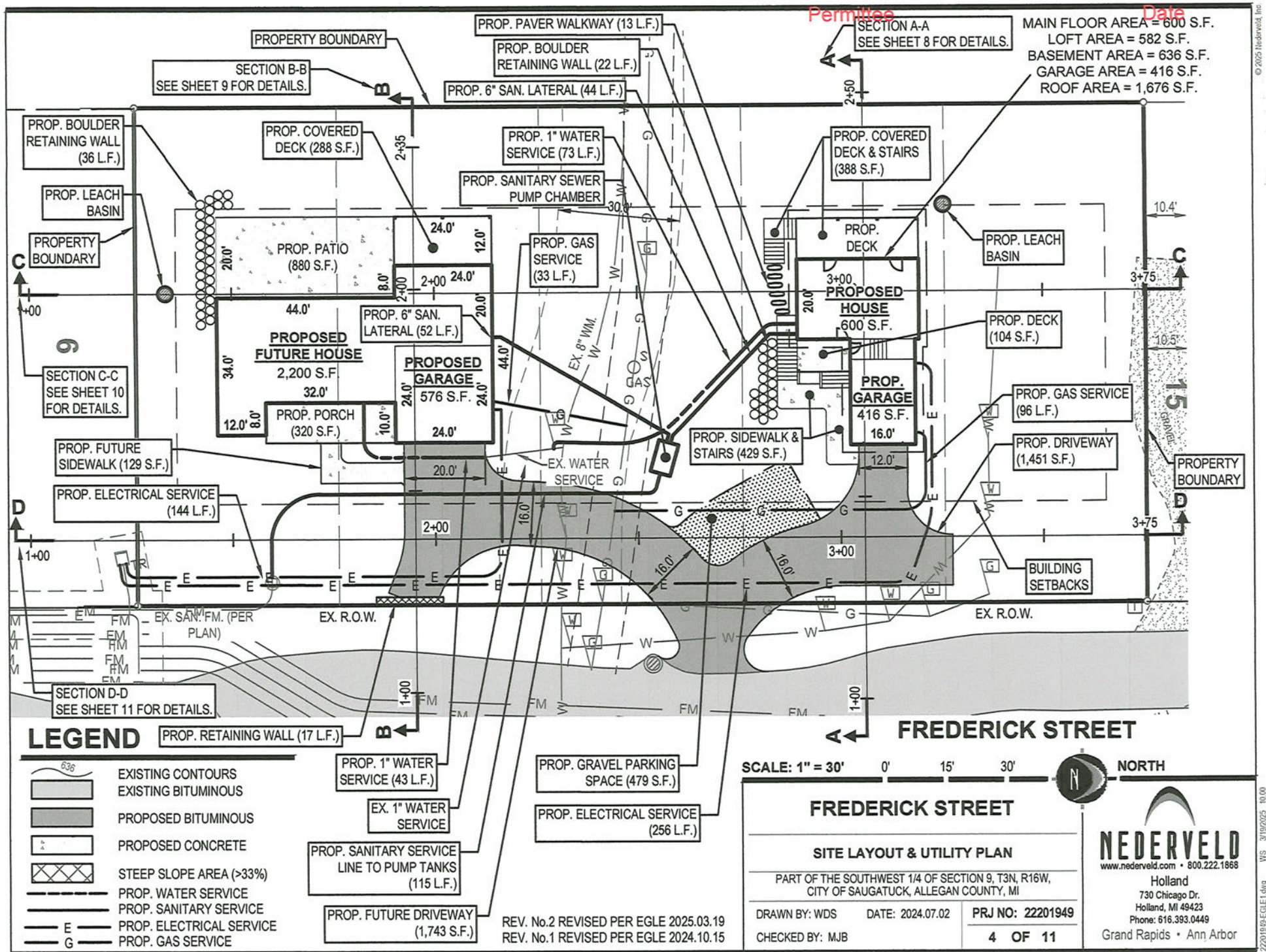
HEIGHT 24 ft

TOTAL FLOOR AREA 600 sq ft

FLOOR AREA RATIO _____

CHECKLIST

- ☐ SURVEY
- ☐ CURRENT SITE IMPROVEMENTS (include structures, sidewalks, decks, streets, fences, etc)
- ☐ PROPOSED IMPROVEMENTS, DISTANCES FROM OTHER IMPROVEMENTS/PROPERTY LINES, DIMENSIONS
- ☐ LOCATION OF FLOOD PLAINS, WATERSHED, WETLANDS, EASEMENTS, CRITICAL DUNES
- ☐ DESCRIPTION OF PROPOSED USE INCLUDING ACTIVITIES _____



Vegetation Assurance

Lots 10-14 Frederick Street
 City of Saugatuck, Allegan County, MI

Project Site Description

The project site is located at Lots 10-14 on Frederick Street in Saugatuck, MI. The lot is a vacant forested backdune.

Proposed Development

The project proposes the construction of two single-family residences with associated infrastructure such as porches, patios, driveways, and utility lines. 53 trees are proposed to be removed for this project.

Proposed Actions for Maintaining Site Stability During & After Construction

1. No disturbance is proposed outside of the areas of activity. Any incidental disturbance will be restored as deemed appropriate.
2. To decrease the risk of oak wilt, oak will not be pruned, or roots disturbed between April 15 and July 15. Any damage to branches will be painted immediately to prevent infection.
3. All hemlock logs and branches will remain onsite. If hemlock needs to be moved, a compliance agreement with the Michigan Department of Agriculture and Rural Development will be in place.
4. Care will be taken to follow protocols the spread of Beech Bark Disease. Material from any potentially infested American Beech Trees will remain onsite.

Proposed Re-Vegetation of the Site

1. Upon completion of construction activities, all exposed soils will be re-vegetated with native species or covered with a weed-free biodegradable mulch blanket to stabilize soils and allow dead leaf material to accumulate, if deemed appropriate by the landscaper.
2. The removed trees will be replaced onsite with 35 native trees planted on the property, and 45 trees planted on the Dunegrass Ridge development to the west. Native trees will be used from the below list.

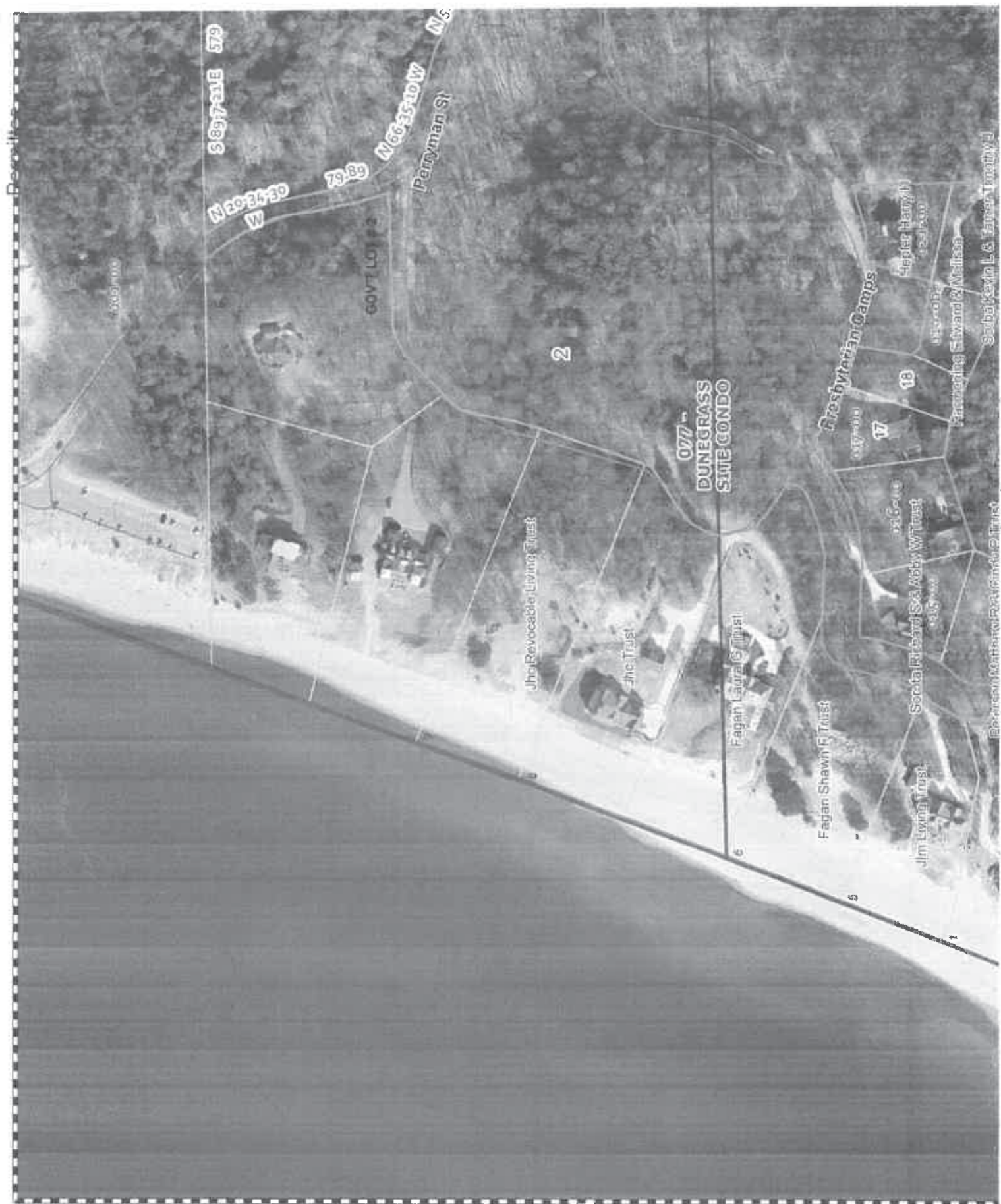
Common Name	Scientific Name	Category
Balsam Fir	<i>Abies balsamea</i>	Tree
Red Maple	<i>Acer rubrum</i>	Tree
Sugar Maple	<i>Acer saccharum</i>	Tree
Inland Serviceberry	<i>Amelanchier interior</i>	Shrub
Smooth Shadbush	<i>Amelanchier laevis</i>	Tree
Round Leaved Serviceberry	<i>Amelanchier sanguinea</i>	Shrub
American Beech~	<i>Fagus grandifolia</i>	Tree
Eastern Red Cedar	<i>Juniperus virginiana</i>	Tree
Red Pine	<i>Pinus resinosa</i>	Tree
Jack Pine	<i>Pinus banksiana</i>	Tree
Eastern White Pine	<i>Pinus strobus</i>	Tree
Cottonwood	<i>Populus deltoides</i>	Tree
Northern Red Oak*	<i>Quercus rubra</i>	Tree
Black Oak*	<i>Quercus velutina</i>	Tree
Northern White Cedar	<i>Thuja occidentalis</i>	Tree
American Basswood	<i>Tilia americana</i>	Tree

Eastern Hemlock [^]	<i>Tsuga canadensis</i>	Tree
Bearberry	<i>Arctostaphylos uva-ursi</i>	Shrub
Bunchberry	<i>Cornus canadensis</i>	Shrub
Round-Leaved Dogwood	<i>Cornus rugosa</i>	Shrub
Red-Osier Dogwood	<i>Cornus stolonifera (sericea)</i>	Shrub
Shrubby Cinquefoil	<i>Dasiphora fruticosa</i>	Shrub
Witch Hazel	<i>Hamamelis virginiana</i>	Shrub
Creeping Juniper	<i>Juniperus horizontalis</i>	Shrub
Hop Tree	<i>Ptelea trifoliata</i>	Shrub
American Yew	<i>Taxus canadensis</i>	Shrub
Low Sweet Blueberry	<i>Vaccinium angustifolium</i>	Shrub

* = not recommend if Oak Wilt in area ^ = not recommended if Hemlock Woolly Adelgid in area ~ = not recommended if Beech Bark Disease in area

3. The property will be restored and stabilized with backdune vegetation from the species listed below, or other species deemed appropriate by the landscaper.

Common Name	Scientific Name	Category
Wild Columbine	<i>Aquilegia canadensis</i>	Forb
Rue Anemone	<i>Thalictrum thalictroides</i>	Forb
Jack-in-the-Pulpit	<i>Arisaema triphyllum</i>	Forb
Pennsylvania Sedge	<i>Carex pensylvanica</i>	Sedge
Dutchman's Breeches	<i>Dicentra cucullaria</i>	Forb
Yellow Trout Lily	<i>Erythronium Americanum</i>	Forb
Round-Lobed Hepatica	<i>Hepatica acutiloba</i>	Forb
Common Evening Primrose	<i>Oenothera biennis</i>	Forb
Virginia Creeper	<i>Parthenocissus quinquefolia</i>	Vine
May-Apple	<i>Podophyllum peltatum</i>	Forb
Starry False Solomon's Seal	<i>Maianthemum stellatum</i>	Forb
Common Blue Violet	<i>Viola sororia</i>	Forb
Horse Mint	<i>Monarda punctata</i>	Forb
Hairy Puccoon	<i>Lithospermum carliniense</i>	Forb
Beach Pea	<i>Lathyrus japonicus</i>	Vine
Seaside Spurge	<i>Euphorbia polygonifolia</i>	Forb
Flowering Spurge	<i>Euphorbia corollata</i>	Forb
Canada Wild Rye	<i>Elymus canadensis</i>	Grass
Hyssop-Leaved Bugseed	<i>Corispermum hyssopifolium</i>	Forb
Harebell	<i>Campanula rotundifolia</i>	Forb
Sand Reed Grass	<i>Calamovilfa longifolia</i>	Grass
Sea-Rocket	<i>Cakile edentula</i>	Forb
Common Milkweed	<i>Asclepias syriaca</i>	Forb
Wild Wormwood	<i>Artemisia campestris</i>	Forb
Sand Cress	<i>Arabidopsis lyrata</i>	Forb
Little Bluestem	<i>Schizachyrium scoparium</i>	Grass
Marram Grass	<i>Ammophila breviflora</i>	Grass





**MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY
WATER RESOURCES DIVISION
PERMIT**

Issued To:

**Saul Franko
231 Fulton Street West
Grand Rapids, Michigan 49503**

Permit No: WRP044199 v1.0

Submission No: HPX-R915-HCQDS

Site Name: 03-Lots 10-14 Frederick Street-Saugatuck

Issued: May 19, 2025

Revised:

Expires: May 19, 2030

This permit is being issued by the Michigan Department of Environment, Great Lakes, and Energy (EGLE), Water Resources Division, under the provisions of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA); specifically:

☒ Part 353, Sand Dunes Protection and Management

EGLE certifies that the activities authorized under this permit are in compliance with the State Coastal Zone Management Program and certifies without conditions under the Federal Clean Water Act, Section 401 that the discharge from the activities authorized under this permit will comply with Michigan's water quality requirements in Part 31, Water Resources Protection, of the NREPA and associated administrative rules, where applicable.

Permission is hereby granted, based on permittee assurance of adherence to State of Michigan requirements and permit conditions, to:

Authorized Activity:

Construct two new single-family homes and associated infrastructure in a mature forested dune area. Both new homes will have attached garages that will be supported by a combination basement and slab-on-grade foundation. Additional work will include new deck/patio areas, a new shared paved driveway, a gravel boat parking area, several new boulder retaining walls, concrete walkways, a shared sanitary sewer pump chamber, storm water collection and disposal systems, landscaping around the new houses with native plants and connections to public and private utilities. The foundation footprint of the primary new house and attached garage will be approximately 2,776 square feet. The foundation footprint of the secondary new house (guesthouse) and attached garage will be approximately 1,016 square feet. Restore all areas disturbed by the construction of the house/garage buildings, decks/patios, driveway and parking area, boulder retaining walls and supporting structures with native dune vegetation per the submitted and attached vegetation assurance.

All work shall be completed in accordance with the attached plans approved by EGLE on May 19, 2025, and the permit specifications listed herein.

Waterbody Affected: Lake Michigan
Property Location: Allegan County, City of Saugatuck, Town/Range/Section: 03N16W09;
Property Tax No: 03-57-850-010-00

Authority granted by this permit is subject to the following limitations:

- A. Initiation of any work on the permitted project confirms the permittee's acceptance and agreement to comply with all terms and conditions of this permit.
- B. The permittee, in exercising the authority granted by this permit, shall not cause unlawful pollution as defined by Part 31 of the NREPA.
- C. This permit shall be kept at the site of the work and available for inspection at all times during the duration of the project or until its date of expiration.
- D. All work shall be completed in accordance with the approved plans and specifications submitted with the application and/or plans and specifications attached to this permit.
- E. No attempt shall be made by the permittee to forbid the full and free use by the public of public waters at or adjacent to the structure or work approved.
- F. It is made a requirement of this permit that the permittee give notice to public utilities in accordance with 2013 PA 174 (Act 174) and comply with each of the requirements of Act 174.
- G. This permit does not convey property rights in either real estate or material, nor does it authorize any injury to private property or invasion of public or private rights, nor does it waive the necessity of seeking federal assent, all local permits, or complying with other state statutes.
- H. This permit does not prejudice or limit the right of a riparian owner or other person to institute proceedings in any circuit court of this state when necessary to protect his rights.
- I. Permittee shall notify EGLE within one week after the completion of the activity authorized by this permit by completing and forwarding the attached preaddressed postcard to the office addressed thereon.
- J. This permit shall not be assigned or transferred without the written approval of EGLE.
- K. Failure to comply with conditions of this permit may subject the permittee to revocation of permit and criminal and/or civil action as cited by the specific state act, federal act, and/or rule under which this permit is granted.
- L. All dredged or excavated materials shall be disposed of in an upland site (outside of floodplains, unless exempt under Part 31 of the NREPA, and wetlands).
- M. In issuing this permit, EGLE has relied on the information and data that the permittee has provided in connection with the submitted application for permit. If, subsequent to the issuance of a permit, such information and data prove to be false, incomplete, or inaccurate, EGLE may modify, revoke, or suspend the permit, in whole or in part, in accordance with the new information.
- N. The permittee shall indemnify and hold harmless the State of Michigan and its departments, agencies, officials, employees, agents, and representatives for any and all claims or causes of action arising from acts or omissions of the permittee, or employees, agents, or representative of the permittee, undertaken in connection with this permit. The permittee's obligation to indemnify the State of Michigan applies only if the state: (1) provides the permittee or its designated representative written notice of the claim or cause of action within 30 days after it is received by the state, and (2) consents to the permittee's participation in the proceeding on the claim or cause of action. It does not apply to contested case proceedings under the Administrative Procedures Act, 1969 PA 306, as amended, challenging the permit. This permit shall not be construed as an indemnity by the State of Michigan for the benefit of the permittee or any other person.
- O. Noncompliance with these terms and conditions and/or the initiation of other regulated activities not specifically authorized shall be cause for the modification, suspension, or revocation of this permit, in whole or in part. Further, EGLE may initiate criminal and/or civil proceedings as may be

deemed necessary to correct project deficiencies, protect natural resource values, and secure compliance with statutes.

- P. If any change or deviation from the permitted activity becomes necessary, the permittee shall request, in writing, a revision of the permitted activity from EGLE. Such revision request shall include complete documentation supporting the modification and revised plans detailing the proposed modification. Proposed modifications must be approved, in writing, by EGLE prior to being implemented.
- Q. This permit may be transferred to another person upon written approval of EGLE. The permittee must submit a written request to EGLE to transfer the permit to the new owner. The new owner must also submit a written request to EGLE to accept transfer. The new owner must agree, in writing, to accept all conditions of the permit. A single letter signed by both parties that includes all the above information may be provided to EGLE. EGLE will review the request and, if approved, will provide written notification to the new owner.
- R. Prior to initiating permitted construction, the permittee is required to provide a copy of the permit to the contractor(s) for review. The property owner, contractor(s), and any agent involved in exercising the permit are held responsible to ensure that the project is constructed in accordance with all drawings and specifications. The contractor is required to provide a copy of the permit to all subcontractors doing work authorized by the permit.
- S. Construction must be undertaken and completed during the dry period of the wetland. If the area does not dry out, construction shall be done on equipment mats to prevent compaction of the soil.
- T. Authority granted by this permit does not waive permit requirements under Part 91, Soil Erosion and Sedimentation Control, of the NREPA, or the need to acquire applicable permits from the County Enforcing Agent (CEA).
- U. Authority granted by this permit does not waive permit requirements under the authority of Part 305, Natural Rivers, of the NREPA. A Natural Rivers Zoning Permit may be required for construction, land alteration, streambank stabilization, or vegetation removal along or near a natural river.
- V. The permittee is cautioned that grade changes resulting in increased runoff onto adjacent property is subject to civil damage litigation.
- W. Unless specifically stated in this permit, construction pads, haul roads, temporary structures, or other structural appurtenances to be placed in a wetland or on bottomland of the water body are not authorized and shall not be constructed unless authorized by a separate permit or permit revision granted in accordance with the applicable law.
- X. For projects with potential impacts to fish spawning or migration, no work shall occur within fish spawning or migration timelines (i.e., windows) unless otherwise approved in writing by the Michigan Department of Natural Resources, Fisheries Division.
- Y. Work to be done under authority of this permit is further subject to the following special instructions and specifications:
1. Authority granted by this permit does not waive permit or program requirements under Part 91 of the NREPA or the need to acquire applicable permits from the CEA. To locate the Soil Erosion Program Administrator for your county, visit:
<https://www.michigan.gov/egle/about/organization/water-resources/soil-erosion/sesc-overview> and select "Soil Erosion and Sedimentation Control Agencies."
 2. The authority to conduct the activity as authorized by this permit is granted solely under the provisions of the governing act as identified above. This permit does not convey, provide, or otherwise imply approval of any other governing act, ordinance, or regulation, nor does it waive

the permittee's obligation to acquire any local, county, state, or federal approval or authorization necessary to conduct the activity.

3. No fill, excess soil, or other material shall be placed in any wetland, floodplain, or surface water area not specifically authorized by this permit, its plans, and specifications.
4. This permit does not authorize or sanction work that has been completed in violation of applicable federal, state, or local statutes.
5. The permit placard shall be kept posted at the work site in a prominent location at all times for the duration of the project or until permit expiration.
6. This permit is being issued for the maximum time allowed and no extensions of this permit will be granted. Initiation of the construction work authorized by this permit indicates the permittee's acceptance of this condition. The permit, when signed by EGLE, will be for a five-year period beginning on the date of issuance. If the project is not completed by the expiration date, a new permit must be sought.
7. The permittee is responsible for acquiring all necessary easements or rights of way before commencing any work authorized by this permit. All construction operations relating to, or part of this project shall be confined to the existing right-of-way limits or other acquired easements.
8. **Prior to initiation of construction, a preconstruction meeting shall be held with the contractor, permittee or her/his representative(s), and representatives of EGLE.**
Contact: John Bayha at BayhaJ@Michigan.gov; 269-568-2680.
9. Oak wilt, a non-native tree killing fungus, is known to infect oak trees in this county. Damage to the trees from construction, such as cut or broken branches, during the growing season may result in the tree becoming infected and dying shortly thereafter. If possible, do not cut or trim oak trees during the growing season, especially April 15 through July 15. Open cuts on damaged trees should be immediately painted with pruning sealer or tree paint. Contact the local Cooperative Invasive Species Management Area (CISMA) staff for more information, info@MichiganInvasives.org or www.MichiganInvasives.org.
10. The tree pest, hemlock woolly adelgid (HWA), is known to infest hemlock and tiger-tail spruce trees in this county. The Michigan Department of Agriculture and Rural Development (MDARD) has issued a quarantine on the movement of all branches, boughs, any tree part bearing twigs and needles and uncomposted, chipped/shredded/ground parts that include twigs and needles. Issuance of this permit does not obviate the need to obtain approval to move hemlock and tiger-tail spruce parts off the project site prior to commencement of construction activity as stated in the quarantine effective on September 10, 2020, by authority of Public Act 72 of 1945, as amended, for Allegan, Ottawa, Muskegon, Oceana and Mason counties. Contact Robert Miller, MDARD Invasive Species Prevention and Response Specialist, MillerR35@Michigan.gov or 517-614-0454. For more information about HWA visit the HWA webpage at: <https://www.michigan.gov/Invasives>.
11. To avoid a "take" of Northern long-eared bat (*Myotis septentrionalis*), which is federally listed as a threatened species, and Indiana bat (*Myotis sodalis*), which is federally listed as an

endangered species, any trees larger than three (3) inches in diameter at breast height shall not be cut between April 1 and September 30 in any given permit year.

12. Prior to the initiation of any permitted construction activities, a sedimentation barrier shall be constructed immediately down gradient of the construction site. Sedimentation barriers shall be specifically designed to handle the sediment type, load, water depth, and flow conditions of each construction site throughout the anticipated time of construction and unstable site conditions. The sedimentation barrier shall be maintained in good working order throughout the duration of the project. Upon project completion, the accumulated materials shall be removed and disposed of at an upland (non-wetland, non-floodplain) site and stabilized with seed and mulch. The sedimentation barrier shall then be removed in its entirety and the area restored to its original configuration and cover.
13. All earth moving and contour changes must occur within **five (5) feet** of the limits of disturbance as depicted on the attached project drawings.
14. Vegetation changes are not permitted more than **ten (10) feet** outside of the limits of disturbance as depicted on the attached project drawings. All disturbed areas shall be re-vegetated with native dune vegetation and stabilized with temporary measures before or upon commencement of the permitted activity and maintained until permanent measures are in place. The removal and re-establishment of vegetation must be in accordance with the submitted and attached vegetation assurance.
15. The transport of building materials/excavated sand and access to and from the site shall be via the newly permitted shared driveway.
16. A separate temporary driveway or access road is not permitted for construction activities.
17. Restore all areas disturbed by the construction of the house, guest house and supporting structures, by planting native species as described in the submitted vegetation assurance. Only native species of plants selected from that attached list are permitted for all site restoration and landscaping around the new house, guest house, etc. This will include the planting of new native tree specimens to replace all live trees over a diameter at breast height (DBH) of 3 inches removed as part of this project. The number of replacement trees and their size shall be as described in the attached vegetation assurance.
18. Impacting the dunes is not permitted outside of the approved disturbance area including activities such as driving machinery on any slopes steeper than one-on-three (33%), or storing (permanently or temporarily) machinery, soil, materials, equipment, or removed vegetation, on any slopes steeper than one-on-four (25%).
19. The construction of porches, decks, landscaping (with the exception of planting native dune vegetation), on-grade walkways, on-grade stairways, and retaining walls which also includes the placement of boulders, are considered uses, and not permitted unless specified in the permit conditions.
20. The underground utility lines must be placed in areas with slopes less than one on four or the lines must be installed using the directional bore method or by hand digging. If the directional bore method is utilized, the bore pits must be located in areas with slopes less than one on

four. The disturbed areas must be stabilized and repaired with temporary measures before or upon commencement of the permitted activity and shall be maintained until permanent measures are in place. Trenching areas with slopes steeper than one on four is not permitted.

21. All excess woody debris, concrete, building materials, or other types of soil must be deposited off site, outside of the Critical Dunes Area.
22. Only clean sand shall be placed in areas depicted on the site plan. Where mature trees are present, sand shall not be placed greater than 2 inches deep. Where shrubs are present, sand shall not be placed greater 3 inches deep. In areas of open sand or dune grass, sand shall not be placed greater than 18 inches deep.
23. If it is not feasible to dispose of excess excavated sand or soil on-site, then it must be deposited off-site, outside of a regulated critical dune area, floodplain, lake, river, stream, or wetland, and stabilized with temporary measures until permanent measures are in place. Permanent measures shall be in place within five (5) days of achieving final grade. Upon signing by the permittee named herein, this permit must be returned to EGLE's Water Resources Division, Kalamazoo District Office, P.O. Box 30458, Lansing MI 48909-7958 for final execution. This permit shall become effective on the date of the EGLE representative's signature.

Permittee hereby accepts and agrees to comply with the terms and conditions of this permit.

X 
Permittee Signature and Date

5-20-25

X 
Printed Name and Title of Permittee

Issued By: _____
John Bayha, P.E.
District Engineer
Kalamazoo District Office
Water Resources Division
BayhaJ@Michigan.gov
269-568-2680

cc: City of Saugatuck Clerk
Allegan County SESC Agent
Consumers Energy Company, Contact
Adrienne Peterson, Agent

SITE LOCATION MAP:



KALAMAZOO DISTRICT OFFICE:

7953 Adobe Road
Kalamazoo, MI 49009-5025

7953 Adobe Rd
Kalamazoo, MI 49009

Take Ravine Rd and S 16th St to M-89 W/W
Allegan St in Otsego
11 min (7.3 mi)

Follow M-89 W to County Rd A-2/68th
St/Blue Star Hwy
38 min (30.4 mi)

Continue on County Rd A-2/Blue Star Hwy to
your destination in Saugatuck
9 min (4.6 mi)

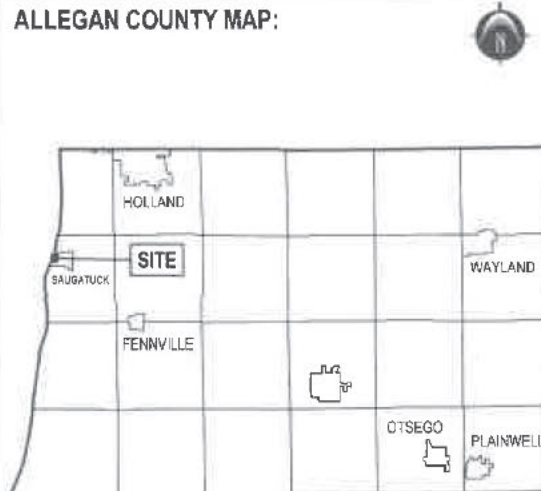
SHEET INDEX

- 1 SITE LOCATION MAP
- 2 OVERALL SITE MAP
- 3 EXISTING CONDITIONS &
STEEP SLOPE AREA PLAN
- 4 SITE LAYOUT & UTILITY PLAN
- 5 SITE GRADING PLAN
- 6 TREE REMOVAL PLAN
- 7 TREE REPLACEMENT PLAN
- 8 PROFILE A-A
- 9 PROFILE B-B
- 10 PROFILE C-C
- 11 PROFILE D-D
- 12 LEACHING BASIN DETAIL

VICINITY MAP:



ALLEGAN COUNTY MAP:



REV. No.2 REVISED PER EGLE 2025.03.19
REV. No.1 REVISED PER EGLE 2024.10.15

Permit Application Sketches For:

PROJECT: **FREDERICK STREET**

Frederick Street, Saugatuck, MI 49453

APPLICANT: **Unity Franko**

SITE LOCATION MAP

PART OF THE SOUTHWEST 1/4 OF SECTION 9, T3N, R16W,
CITY OF SAUGATUCK, ALLEGAN COUNTY, MI

DRAWN BY: WDS

DATE: 2024.07.02

PRJ NO: 22201949

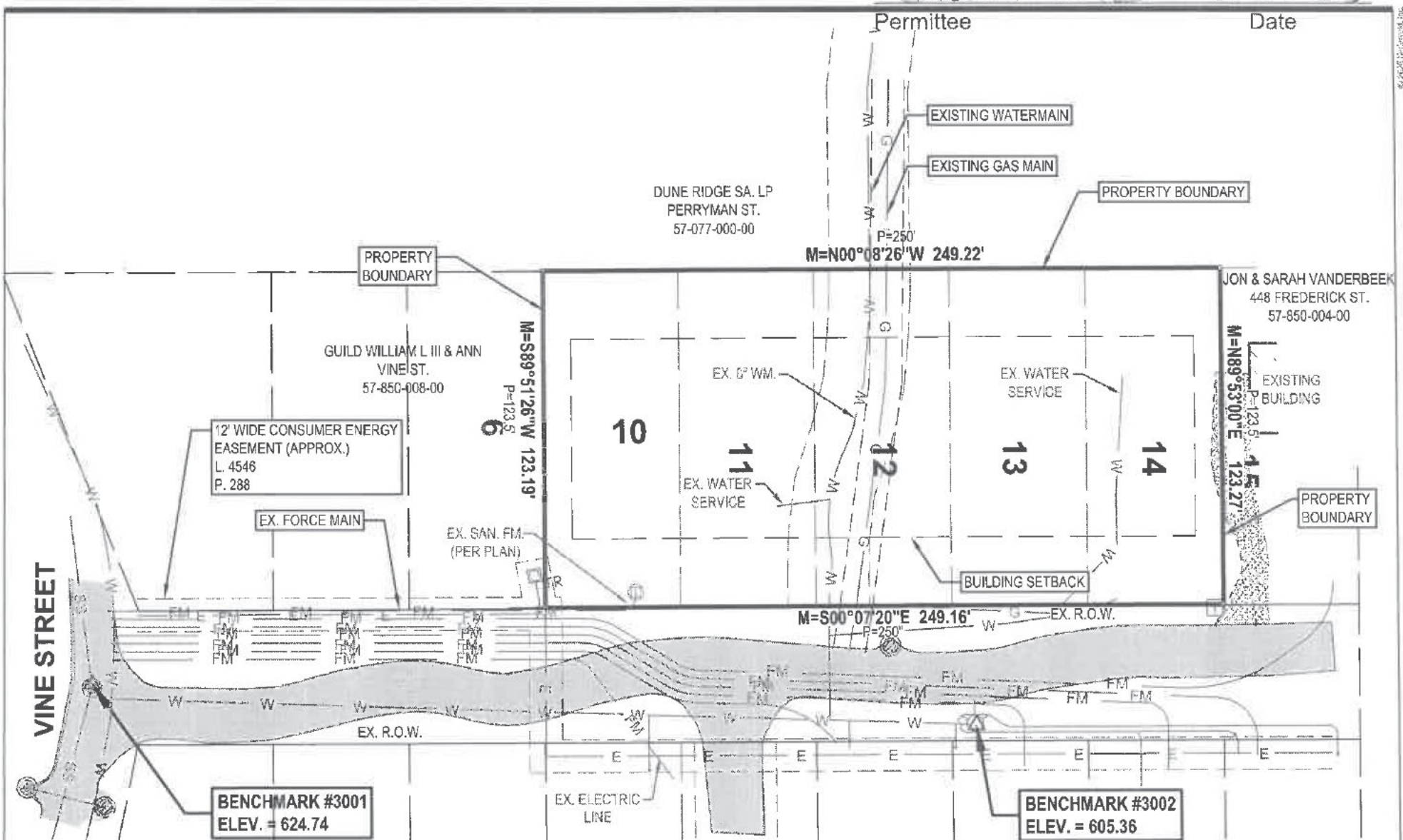
CHECKED BY: MJB

1 OF 12



Holland
730 Chicago Dr.
Holland, MI 49423
Phone: 616.393.0449
Grand Rapids • Ann Arbor

5-20-25



LEGEND

EXISTING BITUMINOUS

REV. No.2 REVISED PER EGLE 2025.03.19
REV. No.1 REVISED PER EGLE 2024.10.15

FREDERICK STREET

SCALE: 1" = 50'

0' 25' 50'

N NORTH

OVERALL SITE MAP

PART OF THE SOUTHWEST 1/4 OF SECTION 9, T3N, R16W,
CITY OF SAUGATUCK, ALLEGAN COUNTY, MI

DRAWN BY: WDS DATE: 2024.07.02 PRJ NO: 22201949

CHECKED BY: MJB 2 OF 12

NEDERVELD

www.nederveld.com • 800.222.1868

Holland
730 Chicago Dr.
Holland, MI 49423
Phone: 616.393.0449

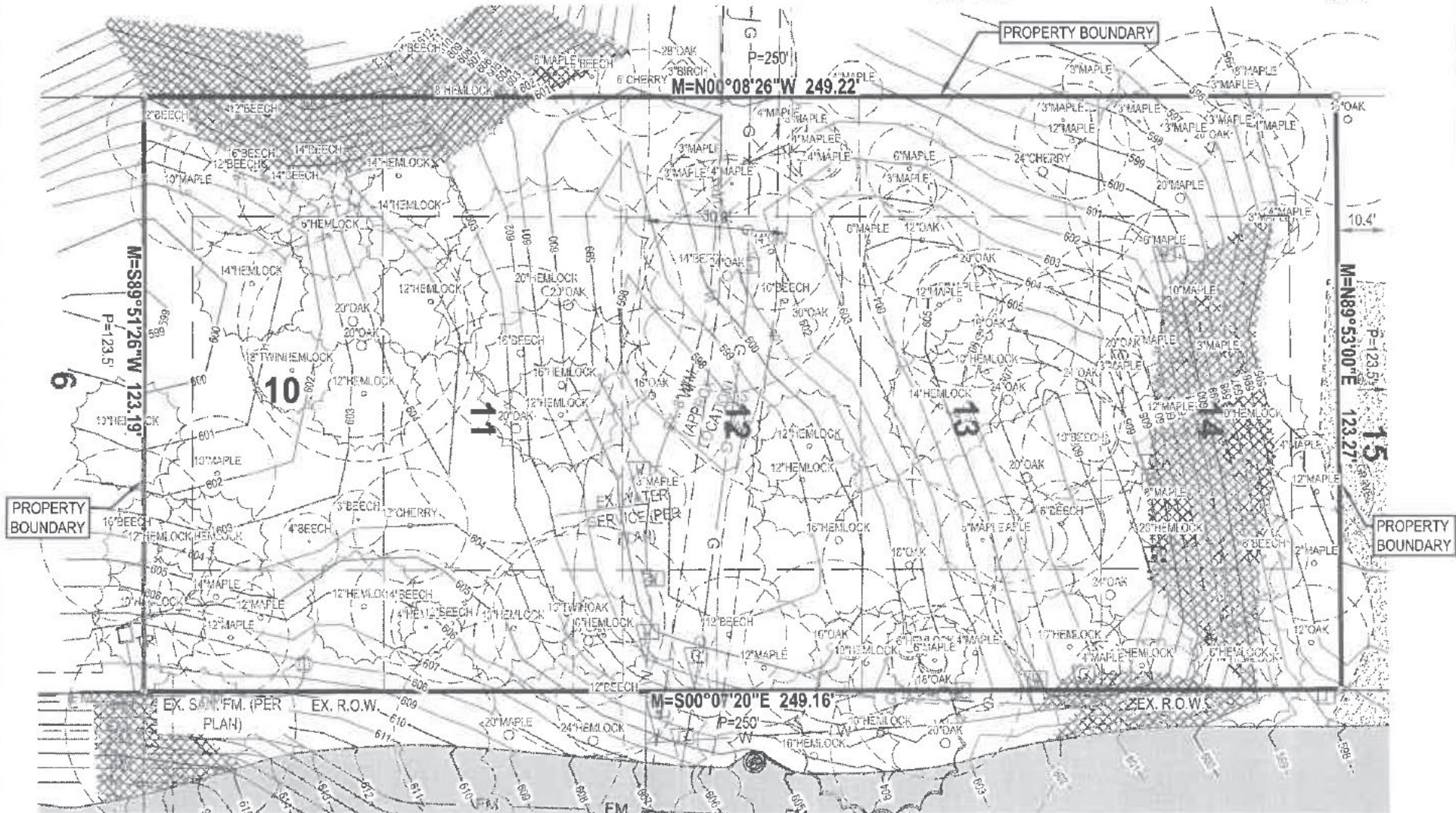
Grand Rapids • Ann Arbor

Issued On: 05/19/2025
Expires On: 05/19/2030

Approved
05/19/2025
05/19/2025

Permittee

Date



FREDERICK STREET

LEGEND

- EXISTING CONTOURS
- EXISTING BITUMINOUS
- STEEP SLOPE AREA (>33%)

SCALE: 1" = 30' 0' 15' 30' NORTH

FREDERICK STREET

EXISTING CONDITIONS & STEEP SLOPE PLAN

PART OF THE SOUTHWEST 1/4 OF SECTION 9, T3N, R16W,
CITY OF SAUGATUCK, ALLEGAN COUNTY, MI

DRAWN BY: WDS

DATE: 2024.07.02

PRJ NO: 22201949

CHECKED BY: MJB

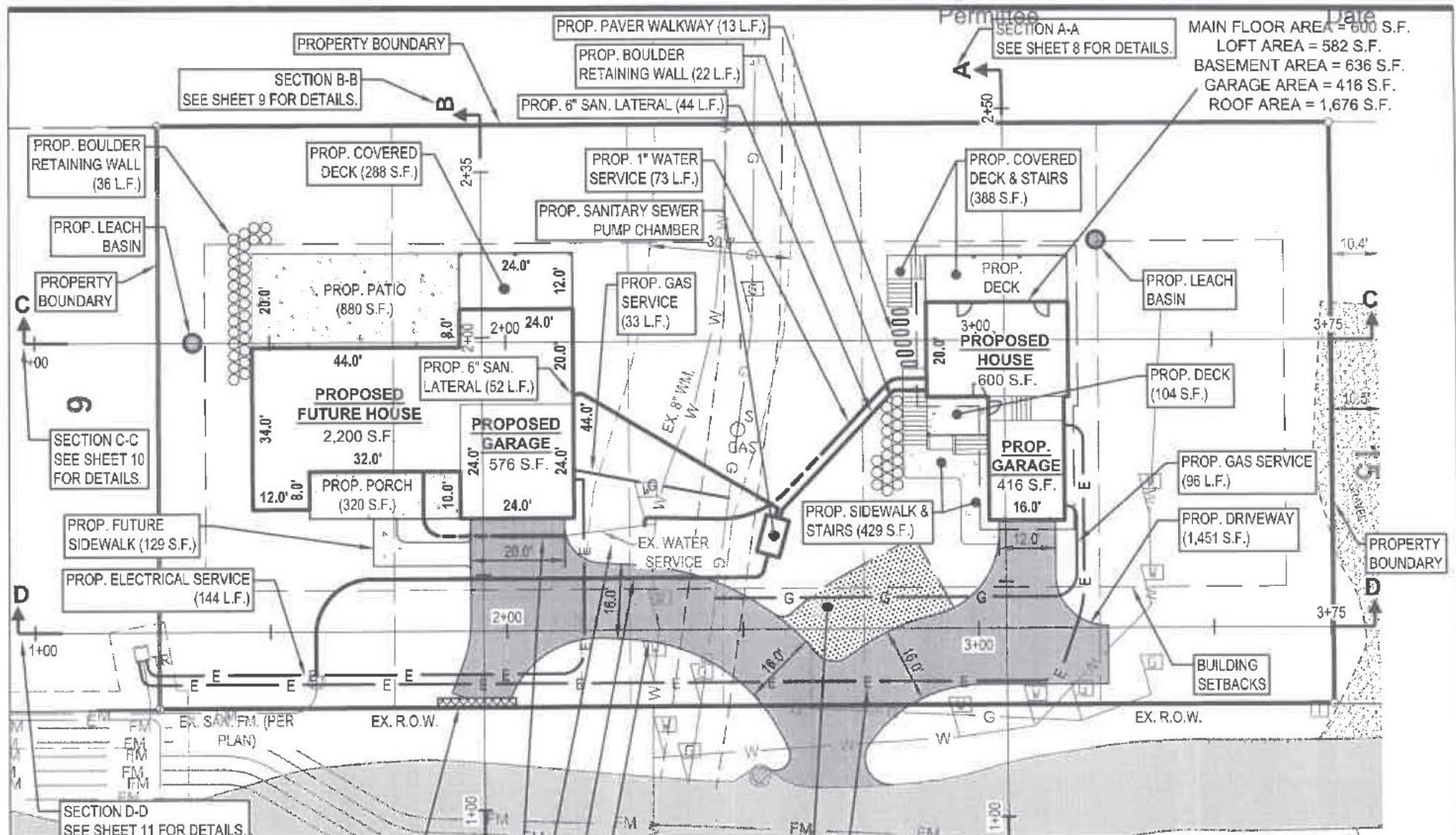
3 OF 12

NEDERVELD
www.nederveld.com • 800.222.1868

Holland
730 Chicago Dr.
Holland, MI 49423
Phone: 616.393.0449
Grand Rapids • Ann Arbor

REV. No.2 REVISED PER EGLE 2025.03.19
REV. No.1 REVISED PER EGLE 2024.10.15

2024-07-02 5-20-25



LEGEND

- EXISTING CONTOURS
- EXISTING BITUMINOUS
- PROPOSED BITUMINOUS
- PROPOSED CONCRETE
- STEEP SLOPE AREA (>33%)
- PROP. WATER SERVICE
- PROP. SANITARY SERVICE
- PROP. ELECTRICAL SERVICE
- PROP. GAS SERVICE

REV. No.2 REVISED PER EGLE 2025.03.19
REV. No.1 REVISED PER EGLE 2024.10.15

SCALE: 1" = 30'

FREDERICK STREET

SITE LAYOUT & UTILITY PLAN

PART OF THE SOUTHWEST 1/4 OF SECTION 9, T3N, R16W,
CITY OF SAUGATUCK, ALLEGAN COUNTY, MI

DRAWN BY: WDS DATE: 2024.07.02 PRJ NO: 22201949

CHECKED BY: MJB 4 OF 11

NEDERVELD

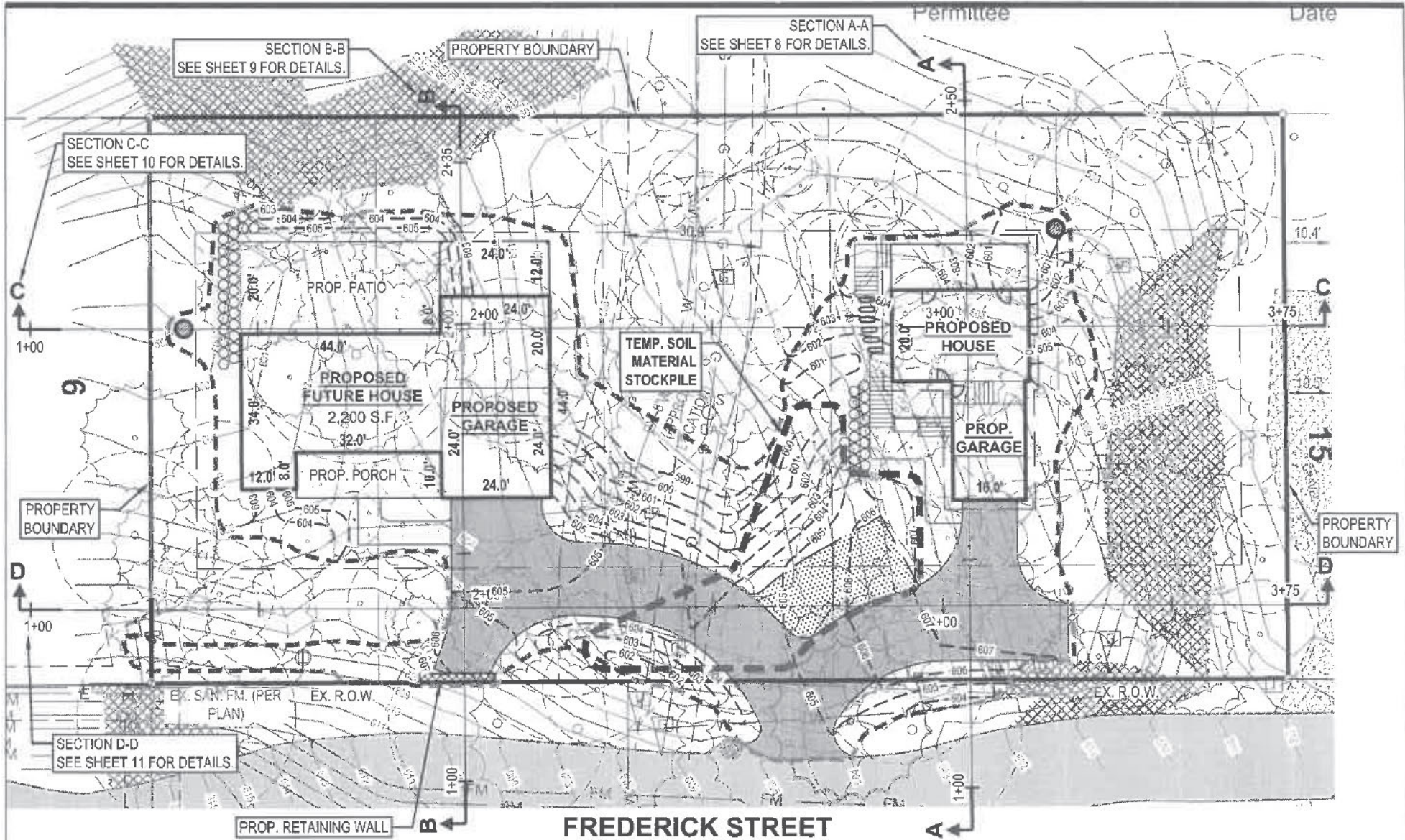
www.nederveld.com • 800.222.1968

Holland
730 Chicago Dr.
Holland, MI 49423
Phone: 616.393.0449

Grand Rapids • Ann Arbor

Issued On: 05/19/2025
Expires On: 05/19/2030

Approved
EGLE
2024-07-02 11:00



LEGEND

	EXISTING CONTOURS		PROPOSED BITUMINOUS
	PROPOSED CONTOURS		PROPOSED GRAVEL
	EXISTING BITUMINOUS		STEEP SLOPE AREA (>33%)
	SOIL MATERIAL STOCKPILE		LIMITS OF DISTURBANCE

REV. No.2 REVISED PER EGLE 2025.03.19
REV. No.1 REVISED PER EGLE 2024.10.15

SCALE: 1" = 30' 0' 15' 30' NORTH

FREDERICK STREET

SITE GRADING PLAN

PART OF THE SOUTHWEST 1/4 OF SECTION 9, T3N, R16W,
CITY OF SAUGATUCK, ALLEGAN COUNTY, MI

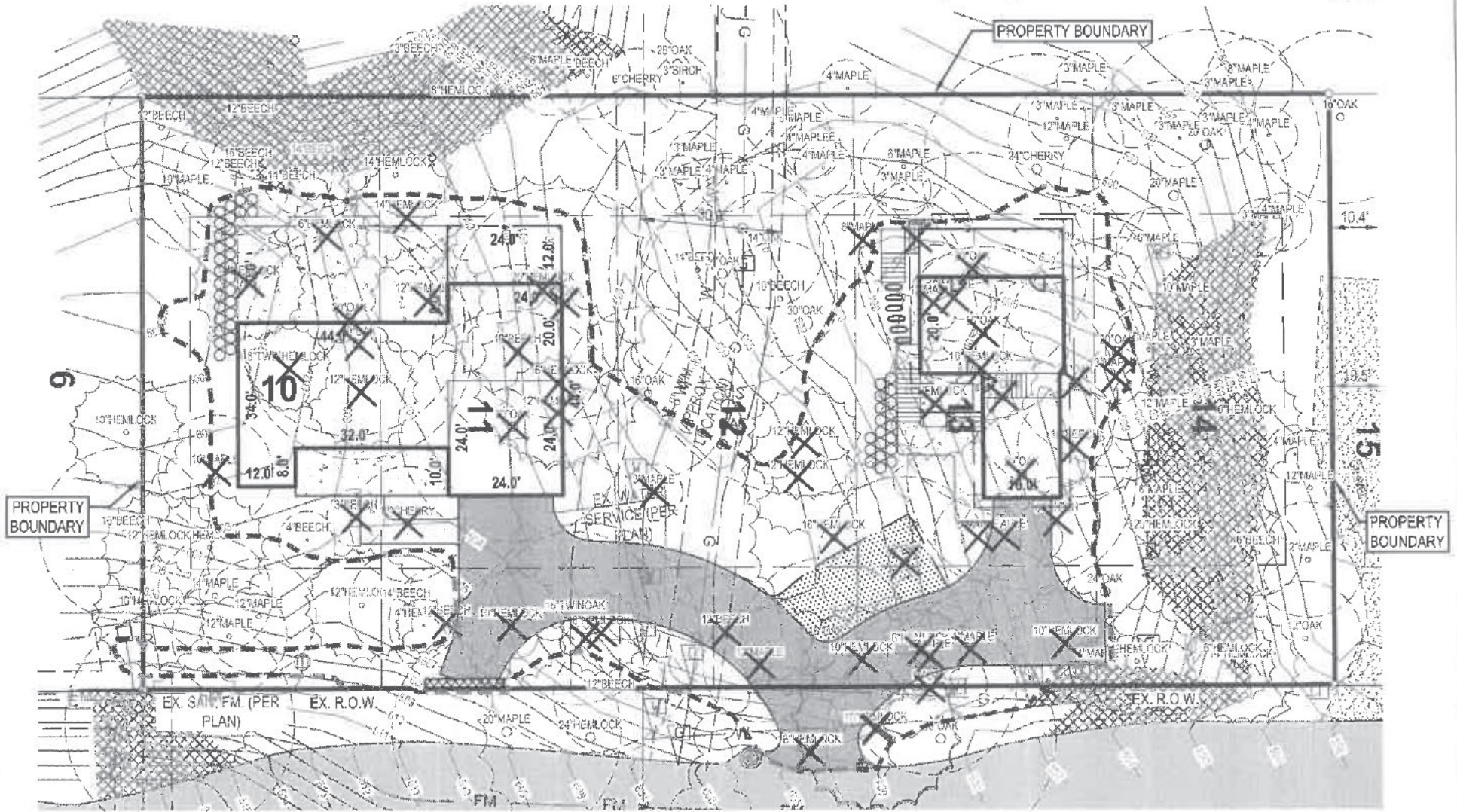
DRAWN BY: WDS DATE: 2024.07.02
CHECKED BY: MJB

PRJ NO: 22201949
5 OF 11

NEDERVELD
www.nederveld.com • 800.222.1668
Holland
730 Chicago Dr.
Holland, MI 49423
Phone: 616.393.0449
Grand Rapids • Ann Arbor

Permittee

Date



FREDERICK STREET

LEGEND

- EXISTING BITUMINOUS
- STEEP SLOPE AREA (>33%)
- PROPOSED BITUMINOUS
- LIMITS OF DISTURBANCE
- EX. TREES (TYP.)
- EX. TREES REMOVED
- TOTAL TREES REMOVED = 53

REV. No.2 REVISED PER EGLE 2025.03.19
REV. No.1 REVISED PER EGLE 2024.10.15

SCALE: 1" = 30' 0' 15' 30' NORTH

FREDERICK STREET

TREE REMOVAL PLAN

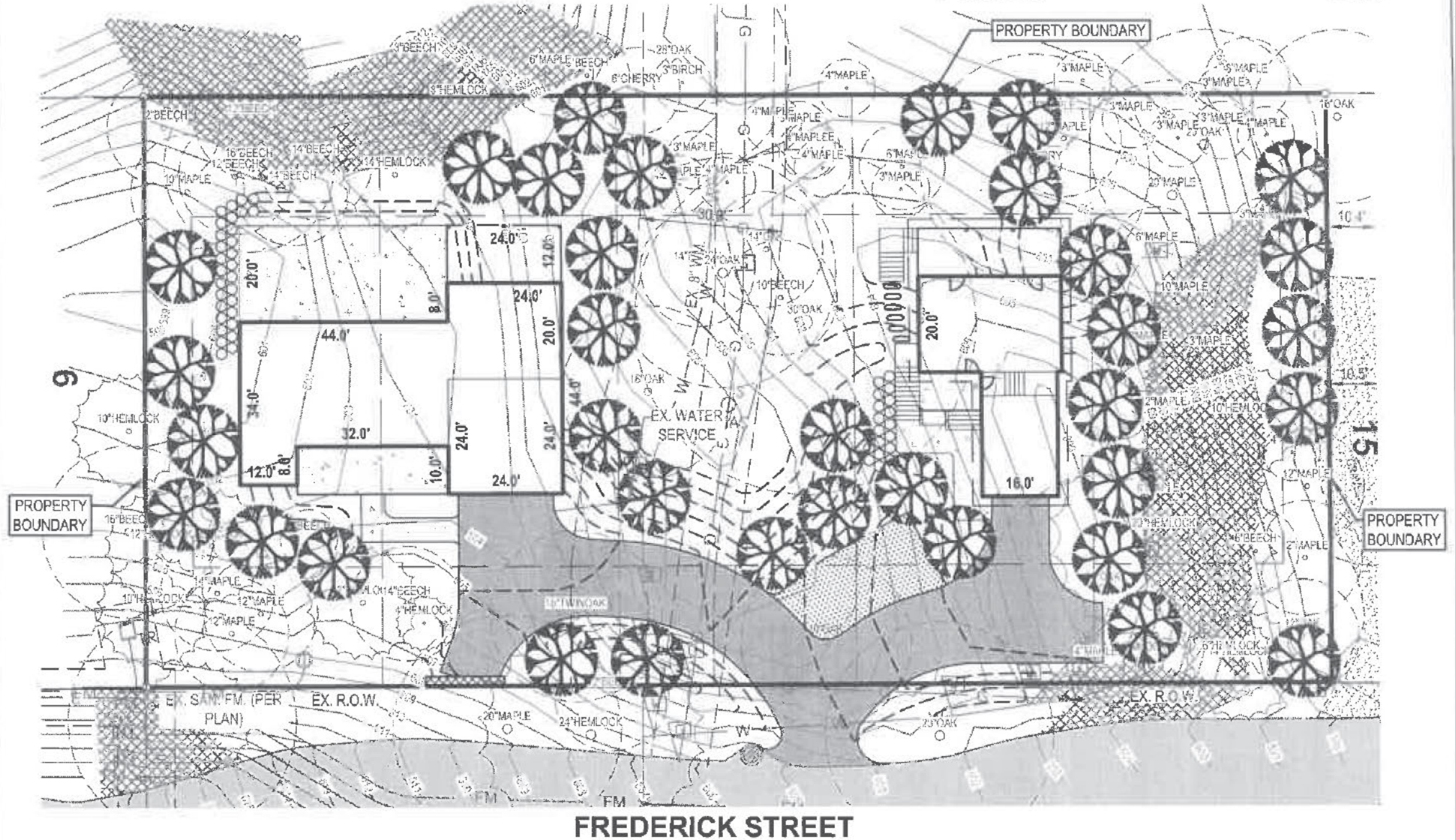
PART OF THE SOUTHWEST 1/4 OF SECTION 9, T3N, R16W,
CITY OF SAUGATUCK, ALLEGAN COUNTY, MI

DRAWN BY: WDS DATE: 2024.07.02 PRJ NO: 22201949
CHECKED BY: MJB 6 OF 11

NEDERVELD
www.nederveld.com • 800.222.1866
Holland
730 Chicago Dr.
Holland, MI 49423
Phone: 616.393.0449
Grand Rapids • Ann Arbor

Permittee

Date



LEGEND

-  EXISTING BITUMINOUS
-  STEEP SLOPE AREA (>33%)
-  LIMITS OF DISTURBANCE
-  EX. TREES (TYP.)
-  PROP. NATIVE TREE (35 TOTAL)

REV. No.2 REVISED PER EGLE 2025.03.19
REV. No.1 REVISED PER EGLE 2024.10.15

SCALE: 1" = 30' 0' 15' 30' NORTH

FREDERICK STREET

TREE REPLACEMENT PLAN

PART OF THE SOUTHWEST 1/4 OF SECTION 9, T3N, R16W,
CITY OF SAUGATUCK, ALLEGAN COUNTY, MI.

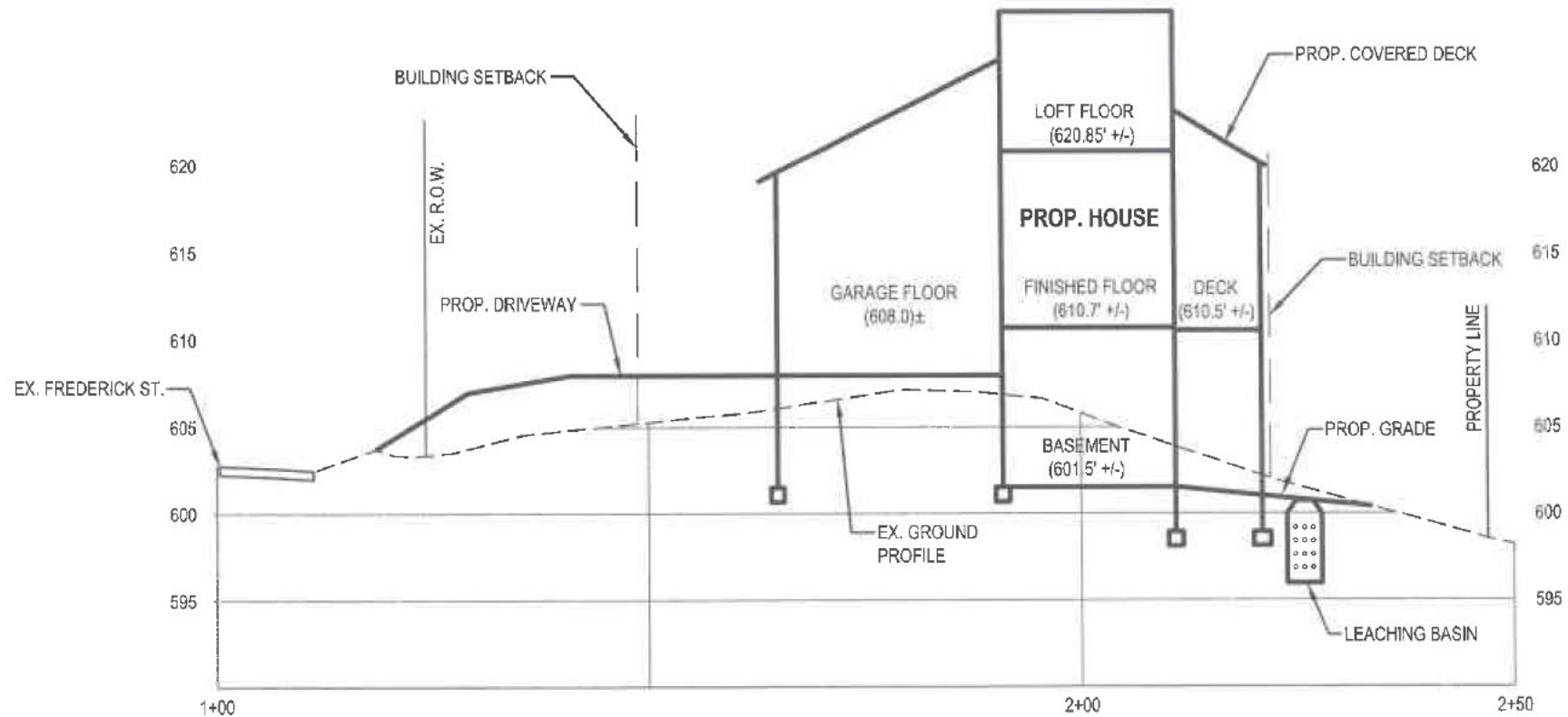
DRAWN BY: WDS DATE: 2024.07.02
CHECKED BY: MJB

PRJ NO: 22201949
7 OF 11

NEDERVELD
www.nedarveld.com • 800.222.1858
Holland
730 Chicago Dr.
Holland, MI 49423
Phone: 616.363.0449
Grand Rapids • Ann Arbor

Permittee

Date



PROFILE A-A

SCALE: HORZ. 1" = 20'
VERT. 1" = 10'

SEE SHEET 4 FOR REFERENCE

FREDERICK STREET

PROFILE A-A

PART OF THE SOUTHWEST 1/4 OF SECTION 9, T3N, R16W,
CITY OF SAUGATUCK, ALLEGAN COUNTY, MI

DRAWN BY: WDS DATE: 2024.07.02

PRJ NO: 22201949

CHECKED BY: MJB

8 OF 11

NEDERVELD
www.nederveld.com • 800.222.1868

Holland
730 Chicago Dr.
Holland, MI 49423
Phone: 616.393.0449
Grand Rapids • Ann Arbor

REV. No.2 REVISED PER EGLE 2025.03.19
REV. No.1 REVISED PER EGLE 2024.10.15

Seal Creek 5-20-25

5-20-25



SCALE: HORZ. 1" = 20'
VERT. 1" = 10'

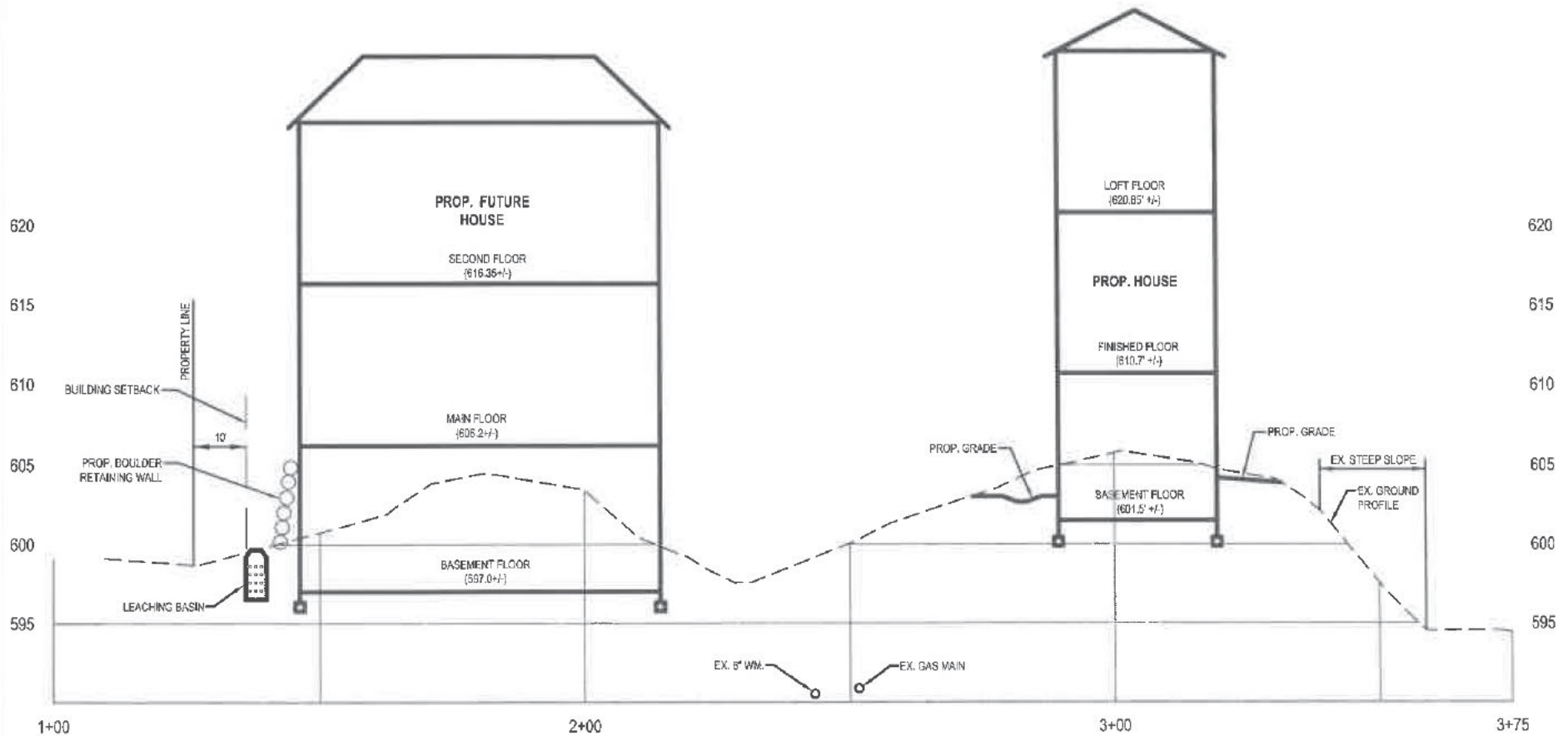
SEE SHEET 4 FOR REFERENCE

41

EGLE

Permittee

Date



PROFILE C-C

SCALE: HORZ. 1" = 30'
VERT. 1" = 10'

SEE SHEET 4 FOR REFERENCE

REV. No.2 REVISED PER EGLE 2025.03.19
REV. No.1 REVISED PER EGLE 2024.10.15

FREDERICK STREET

PROFILE C-C

PART OF THE SOUTHWEST 1/4 OF SECTION 9, T3N, R16W,
CITY OF SAUGATUCK, ALLEGAN COUNTY, MI

DRAWN BY: WDS

DATE: 2024.07.02

PRJ NO: 22201949

CHECKED BY: MJB

10 OF 11

NEDERVELD
www.nederveld.com • 800.222.1868

Holland
730 Chicago Dr.
Holland, MI 49423
Phone: 616.393.0449
Grand Rapids • Ann Arbor

Jan 6, 1925 5-20-25

5-20-25



SCALE: HORZ. 1" = 30'
VERT. 1" = 10'

SEE SHEET 4 FOR REFERENCE

NEDERVELD
www.nederveld.com • 800.222.1868

Holland
730 Chicago Dr.
Holland, MI 49423
Phone: 616.393.0449
Grand Rapids • Ann Arbor

PART OF THE SOUTHWEST 1/4 OF SECTION 9, T3N, R16W,
CITY OF SAUGATUCK, ALLEGAN COUNTY, MI

PRJ NO: 22201949

11 OF 11

REV. No.2 REVISED PER EGLE 2025.03.19
REV. No.1 REVISED PER EGLE 2024.10.15

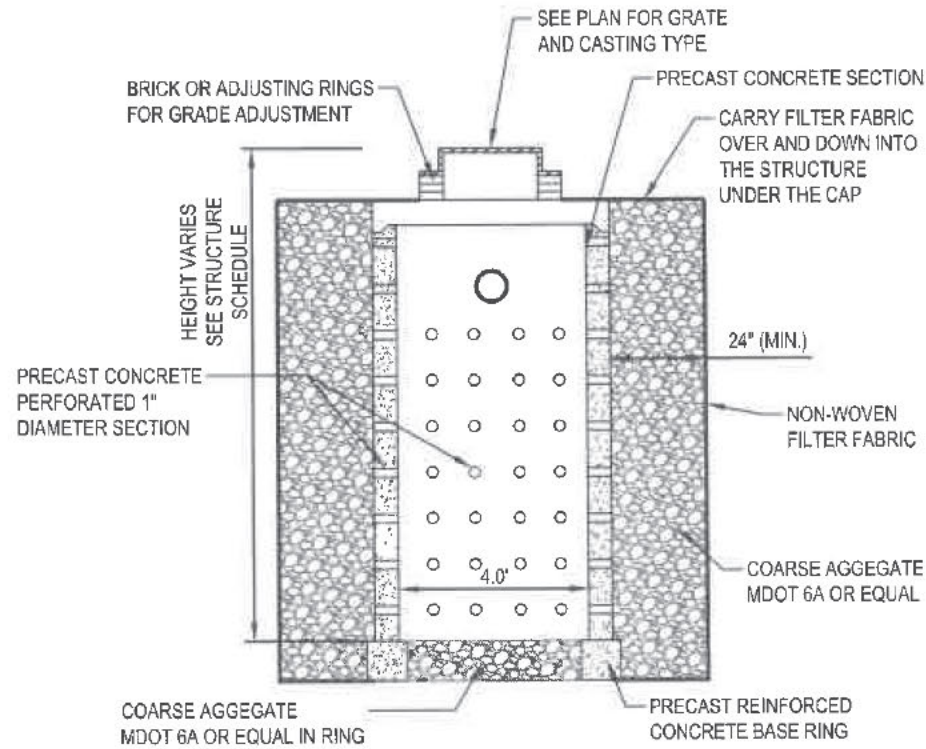
Approve

EGLE

43

Permittee

Date



LEACHING BASIN DETAIL

N.T.S.

FREDERICK STREET

LEACHING BASIN DETAIL

PART OF THE SOUTHWEST 1/4 OF SECTION 9, T3N, R16W,
CITY OF SAUGATUCK, ALLEGAN COUNTY, MI

DRAWN BY: WDS DATE: 2024.07.02

PRJ NO: 22201949

CHECKED BY: MJB

11 OF 11

REV. No.2 REVISED PER EGLE 2025.03.19
REV. No.1 REVISED PER EGLE 2024.10.15

NEDERVELD
www.nederveld.com • 800.222.1668
Holland
730 Chicago Dr.
Holland, MI 49423
Phone: 616.393.0446
Grand Rapids • Ann Arbor



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF
ENVIRONMENT, GREAT LAKES, AND ENERGY
WATER RESOURCES DIVISION



PHILLIP D. ROOS
DIRECTOR

April 4, 2025

VIA EMAIL

Saul Franko
[REDACTED]

Dear Saul:

SUBJECT: Draft Permit for Countersignature; Submission Number: HPX-R915-HCQDS; County: Allegan; Project Name: New Houses, Driveways, etc.

The Department of Environment, Great Lakes, and Energy (EGLE), Water Resources Division (WRD), has reviewed the above-referenced application for permit pursuant to Part 353, Sand Dune Protection and Management of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended. The purpose of the project, as depicted in your application, is to construct two new single-family homes and associated infrastructure in the Critical Dune Area.

We have determined that the project as proposed can be permitted. Attached is a draft permit that requires a countersignature.

Carefully review and fully understand the draft permit and all of its associated terms and conditions. As the permittee, you are responsible for assuring that the project is completed as authorized and in compliance with permit requirements. If you agree to all of the terms and conditions, sign the draft permit in the space provided, *provide updated project drawings* that document the changes required by EGLE, and return the **entire** document to our office within 60 days of the date of this letter.

This permit is not valid until signed by an official of the WRD. Upon return of the signed and initialed document from you, the WRD will issue the permit in a timely manner and return a signed copy to you. Construction activity is not authorized to begin until a valid permit is held at the project site. If you do not return the signed and initialed document by the required date, an application denial letter will be sent to you.

If you have any questions regarding the specifics of this draft permit, please contact me at: 269-568-2680; BayhaJ@michigan.gov; or EGLE, KDO-WRD, P.O. Box 30458,

Saul Franko
April 4, 2025
Page 2 of 2

Lansing, Michigan 48909-7958; Please include your submission number, HPX-R915-HCQDS, in your response.

Sincerely,



John Bayha, P.E.
District Engineer
Kalamazoo District Office
Water Resources Division

Attachment

cc: City of Saugatuck Clerk
Adrienne Peterson, Agent

Dynamic Plumbing Inc.

57 W 40th Street
Holland, MI 49423
269-208-5391

Invoice

Date	Invoice #
11/11/2025	3948

Bill To
Custom Carpentry Inc PO Box 1076 Douglas, MI 49406

Description	Amount
Job: barn underground	
2 - hydrants	600.00
pipe	180.00
fittings	350.00
labor - 6 hours	630.00
Thank you for your business.	Total \$1,760.00

KARINA BLACK
MODULAR STAIRCASE KIT
SEE MANUFACTURE INSTRUCTIONS
FOR MOUNTING AND DESIGN NEEDS

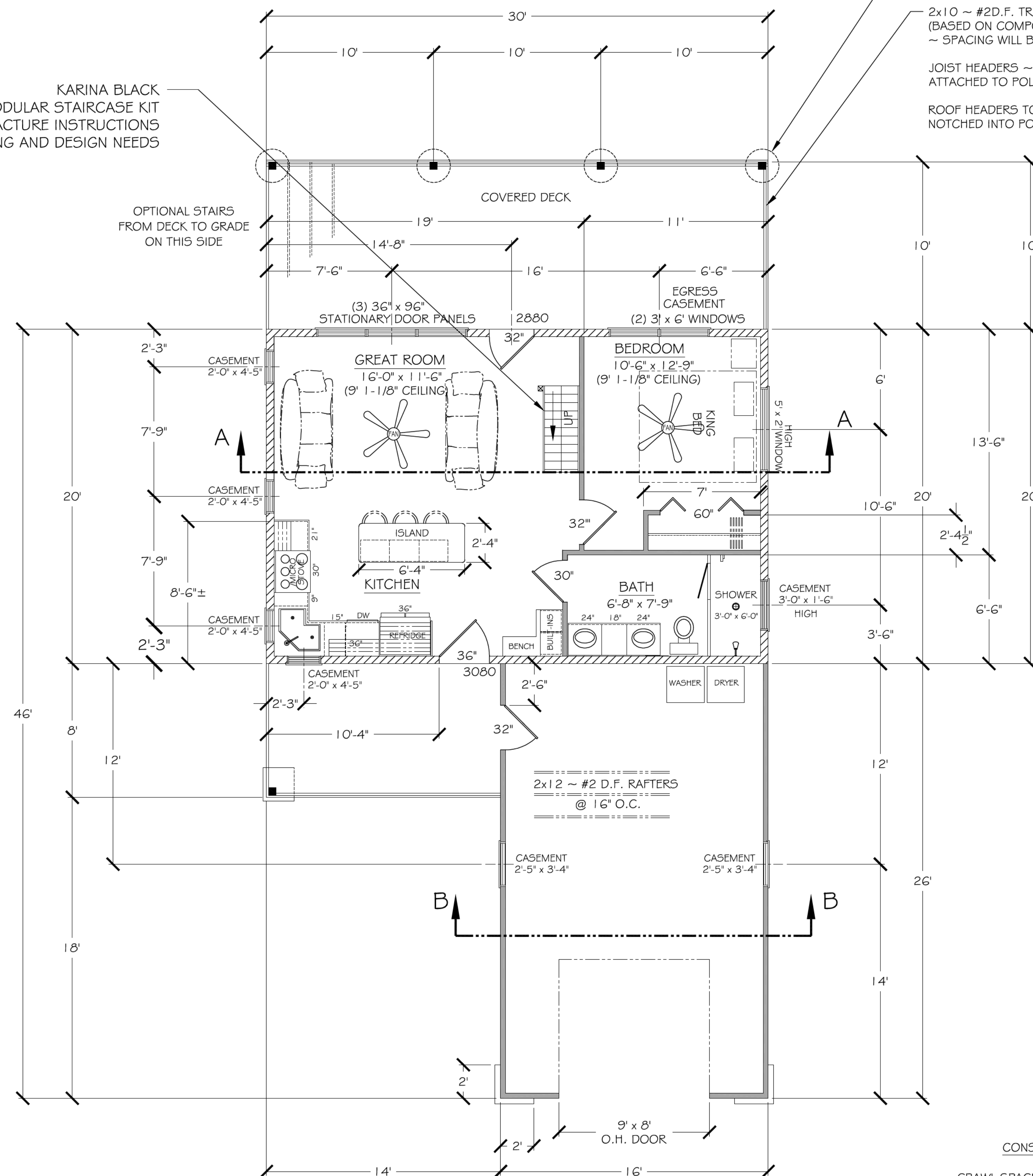
OPTIONAL STAIRS
FROM DECK TO GRADE
ON THIS SIDE

6x6 AC2 TREATED POSTS
ON A 24" DIA x 8" THICK CONCRETE FOOTING
@ 42" BELOW GRADE.
POST FINISH T.B.D. BY OWNER

— 2x10 ~ #2D.F. TREATED DECK JOISTS @ 12" O.C.
(BASED ON COMPOSITE DECKING)
~ SPACING WILL BE BASED ON DECKING MATERIAL

JOIST HEADERS ~ (2) 2x12 ~ #2 D.F. TREATED ~ (1) EACH SIDE
ATTACHED TO POLES USING (5) 5/16" x 4" LG GRK-RSS SCREWS

ROOF HEADERS TO BE (2) 2x12 ~ #2 D.F. TREATED ~ FIELD LAMINATE
NOTCHED INTO POLES



MAIN FLOORPLAN

SQUARE FOOTAGE: 600

CONSTRUCTION NOTES:

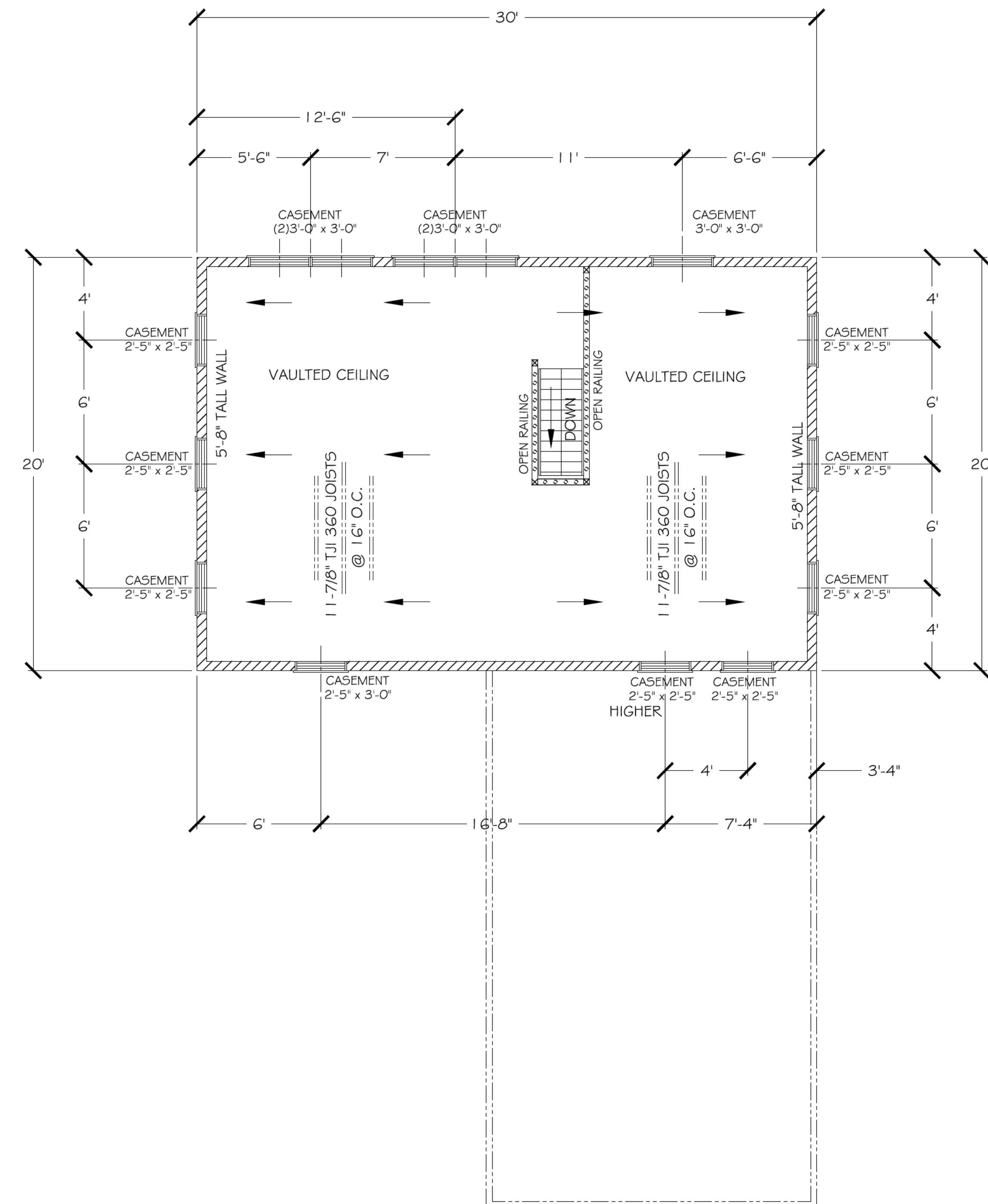
CRAWL SPACE ACCESS FROM OUTSIDE.

ALL INTERIOR WALLS TO BE 2x4 CONSTRUCTION.

ALL EXTERIOR WALLS TO BE 2x6 CONSTRUCTION.

TOP OF WINDOWS 8' OFF FLOOR (MATCH DOORS)

MECHANICALS TO BE LOCATED IN CRAWL SPACE



ATTIC FLOORPLAN

SQUARE FOOTAGE: 582

NOTE: All Federal, State and local codes, ordinances, regulations, etc., shall be considered as part of the specifications for this building and shall take priority over anything shown, described or implied where discrepancies occur. Contractor must verify all dimensions before proceeding with construction. Box Engineering has made every attempt to avoid mistakes and therefore is not responsible for any errors that may be present.



BB Engineering X

3840 140th Ave.
Hamilton, MI 49419

ARCHITECTURAL PLANS FOR:

SAUL FRANKO

REVISIONS

PROJECT

HOUSE PLANS

MAIN & ATTIC FLOORPLANS

PAGE: 2 of 4

SQ. FT.: 600

DATE: 4/26/21

REVISÉD: 7/21/24

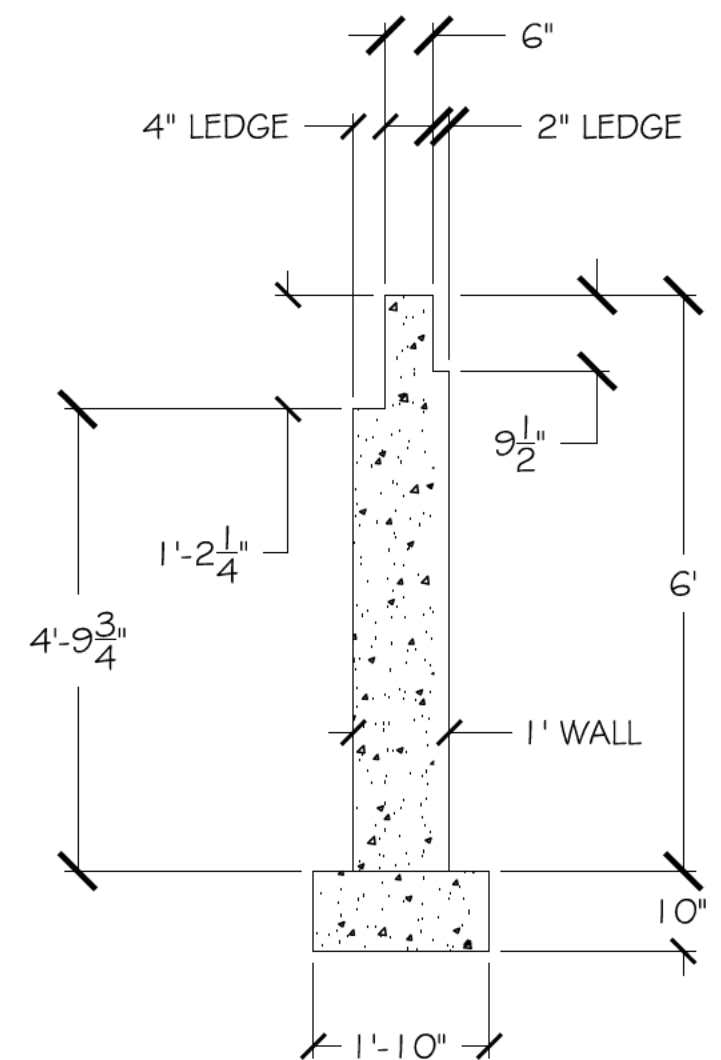
SCALE: 1/4" = 1'0"

DRAWN BY: MLB

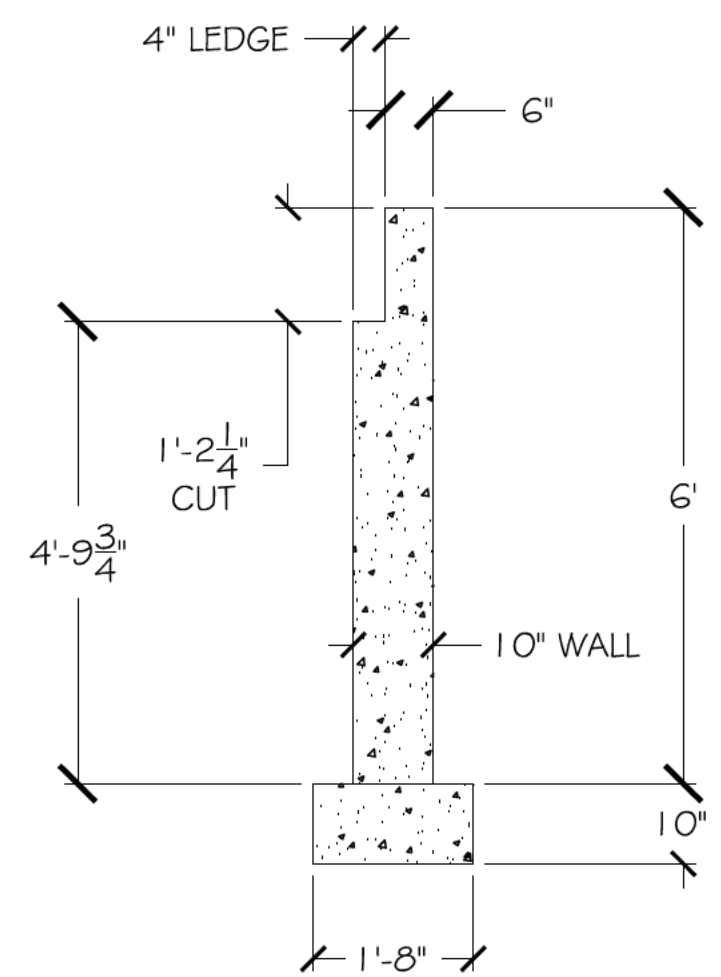
DWG NO.:

A-2

DWG NO.:
Franko - Main & Loft Floorplans-sht2

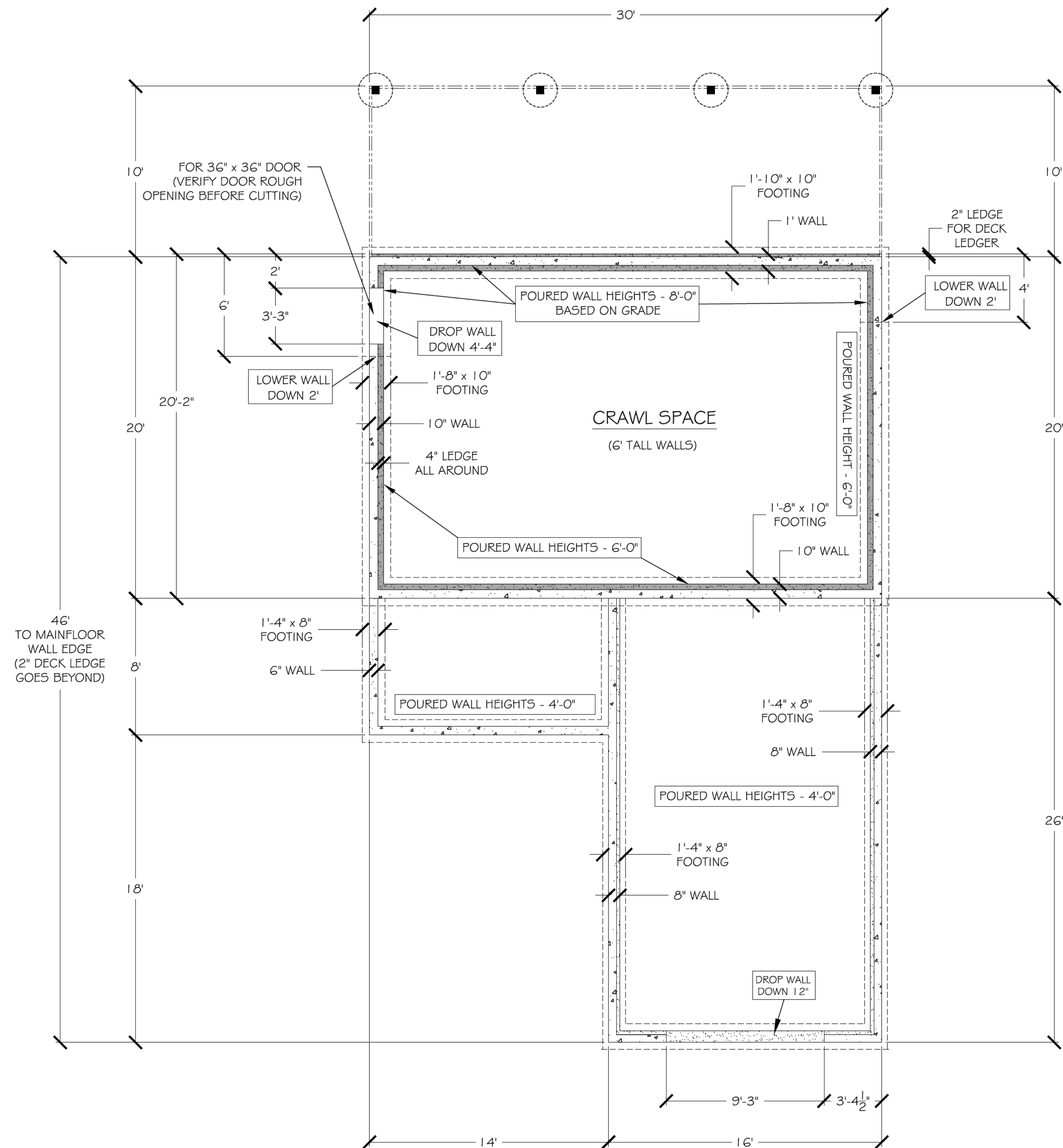


CRAWL SPACE ~ 12" WALL
CONCRETE DETAIL



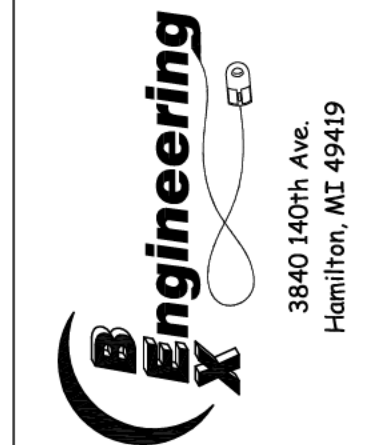
CRAWL SPACE
CONCRETE WALL DETAIL

ALL 6" WALLS TO HAVE THIS LEDGE



FOUNDATION PLAN

NOTE: All Federal, State and local codes, ordinances, regulations, etc. shall be considered as part of specifications for this building and shall take priority over anything shown, described or implied where discrepancies occur. Contractor must verify all dimensions before proceeding with construction. Best Engineering has made every attempt to avoid mistakes and therefore is not responsible for any errors that may be present.



ARCHITECTURAL PLANS FOR:

SAUL FRANKO

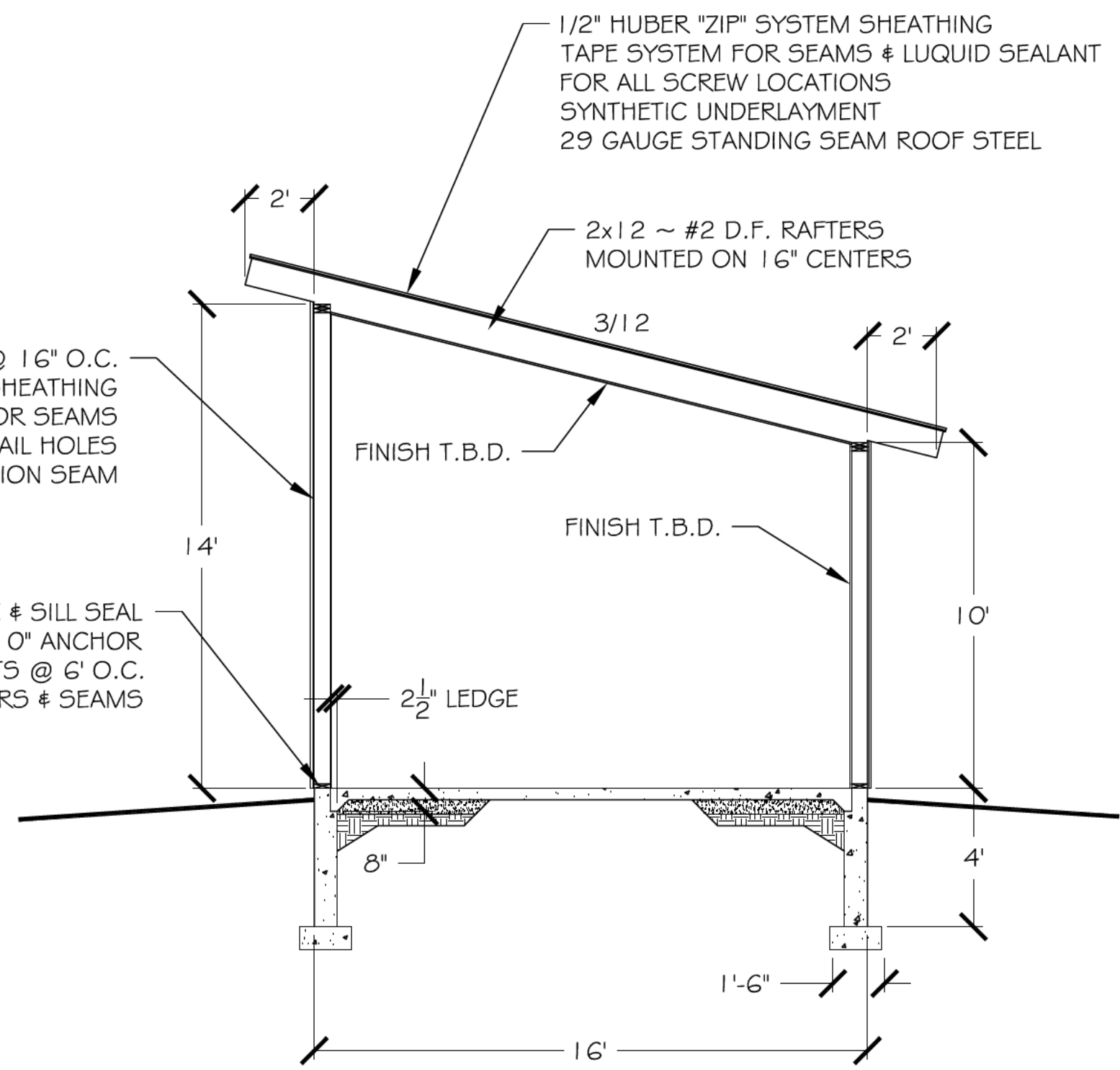
REVISIONS

PROJECT

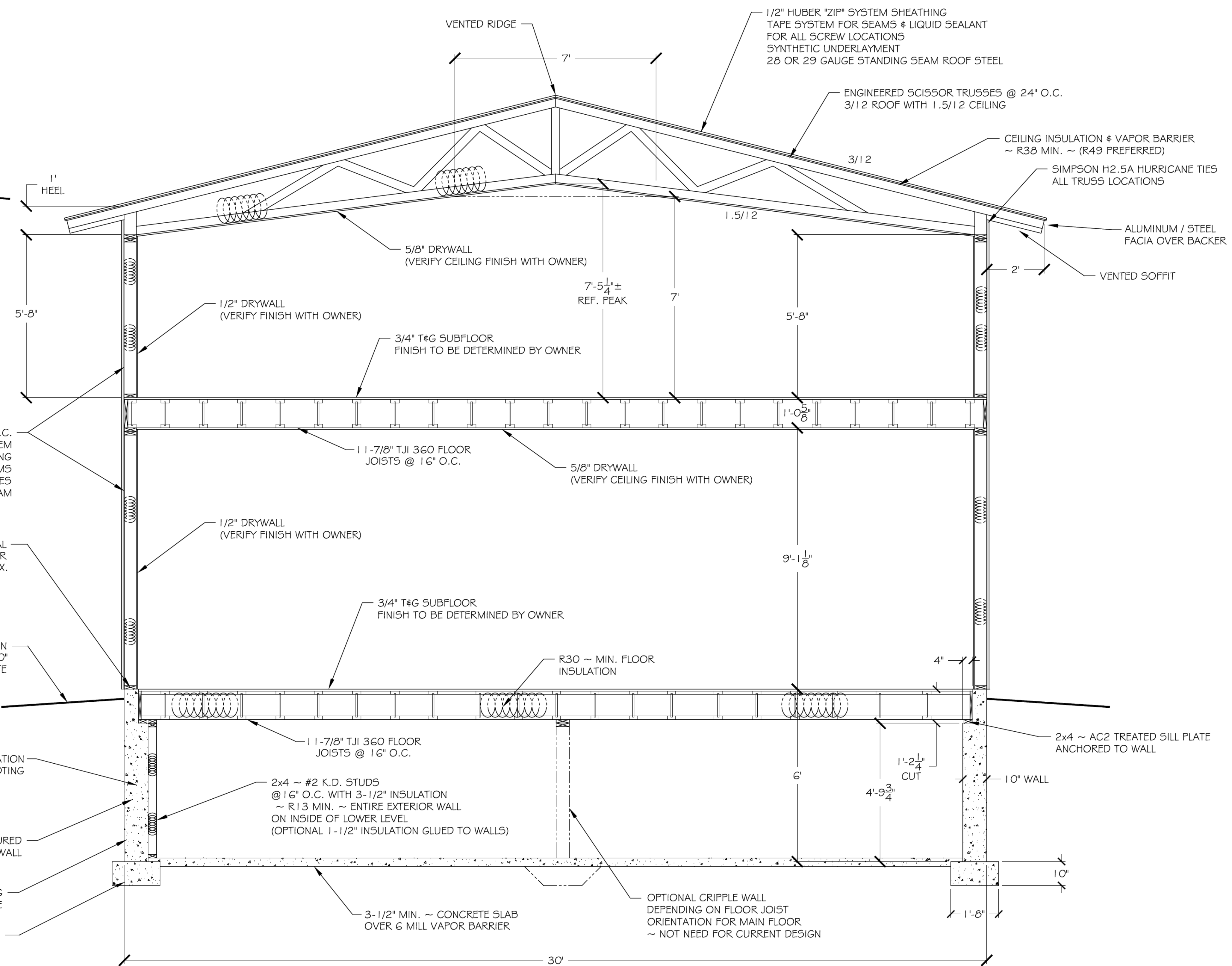
HOUSE
PLANS

FOUNDATION
PLAN

PAGE: 3 of 4
SQ. FT.: 600
DATE: 4/26/21
REVISED: 7/21/24
SCALE: 1/4" = 1'0"
DRAWN BY: MLB
DWG NO.:
Franko - Foundation Plan-sht3



**GARAGE
SECTION B-B**
SCALE ~ 1/4" = 1'-0"



SECTION A-A
SCALE ~ 1/2" = 1'-0"

NOTES:
GROUND SNOW LOAD 50 PSF
ROOF LIVE LOAD / SNOW LOAD 42 PSF
EXPOSURE CATEGORY "B"
FLOOR LIVE LOAD 40 PSF
BASIC WIND SPEED ~ 3 SECOND GUST 115 MPH

ENERGY CODE REQUIREMENTS:
ALL FENESTRATION/OPENINGS (WINDOWS/DOORS):
U-FACTOR = .32
R-VALUE = 2.85
EXTERIOR WALLS (STUDDED) = R19/R20
CEILINGS = MINIMUM OF R38, PREFERRED IS R49
CRAWL SPACE WALLS = R13 ON INSIDE OF EXTERIOR WALL

NOTE: All Federal, State and local codes, ordinances, regulations, etc. shall be considered as part of specifications for this building and shall take priority over anything shown, described or implied where discrepancies occur. Contractor must verify all dimensions before proceeding with construction. Bex Engineering has made every attempt to avoid mistakes and therefore is not responsible for any errors that may be present.

B Engineering
3940 140th Ave
Hamilton, NJ 09419

ARCHITECTURAL PLANS FOR:
SAUL FRANKO

REVISIONS

PROJECT
HOUSE PLANS
SECTION VIEWS A-A & B-B
PAGE: 4 of 4
SQ. FT.: 600
DATE: 4/26/21
REVISED: 7/21/24
SCALE: 1/4" = 1'-0"
DRAWN BY: MLB
DWG NO.: Franko - Section Views - sht44



Saugatuck Zoning Board of Appeals 2026 Schedule of Meetings

Saugatuck Zoning Board of Appeals meetings are held at Saugatuck City Hall, 102 Butler Street, Saugatuck, MI 49453 at 6:30 p.m. on the 2nd Thursday of each month unless otherwise noted.

January 8, 2026

February 12, 2026

March 12, 2026

April 9, 2026

May 14, 2026

June 11, 2026

July 9, 2026

August 13, 2026

September 10, 2026

October 8, 2026

November 12, 2026

December 10, 2026