Historic District Commission
Regular Meeting - May 7, 2026 - 6:00PM
Saugatuck City Hall 102 Butler St. Saugatuck, MI 49453

Our Purpose

Protect, celebrate, and advocate for the historic fabric of Saugatuck. We are caretakers of something special, carefully preserving what we love today for those who come after us to enjoy tomorrow.

1. **Call to Order**
2. **Roll Call**
3. **Agenda Changes/Additions/Deletions**
4. **Approval of Minutes:**
   - **A.** Minutes of Regular Meeting held on April 2, 2026
5. **Public Comments on Agenda Items** *(Limit 3 Minutes)*
6. **Unfinished Business:**
   - **A.** 640 Water St. – New Construction **Pg. 5**
7. **New Business:**
   - A. 525 Butler – Garage Exterior **Pg. 16**
   - **B.** 673 Lake – Hardscaping **Pg. 31**
   - C. 145 Grant – Exterior Addition & Renovations **Pg. 48**
8. **Administrative Approvals & Updates:**
   - **A.** 721 Lake – Stair Replacement **Pg. 102**
9. **Communication:**
10. **Public Comments** *(Limit 3 Minutes)*
11. **Commission Comments**
12. **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.

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.

Historic District Commission

Meeting Minutes Draft – Subject to Approval

April 2, 2026, at 6:00 P.M.

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

1. Call to Order

The meeting was called to order at 6:00 p.m. by Chair Straker.

2. Roll Call

Members Present: Baldwin, Cannarsa, Root, Paterson, & Straker
Members Absent: Lampen & Dean
Staff Present: Planning & Zoning Director Moore, Deputy Clerk Williams
Others Present: None

3. Agenda Changes/Additions/Deletions

None

4. Approval of Minutes

Motion by Baldwin, supported by Cannarsa, to approve the March 5, 2026, minutes as presented. Via voice vote, motion carried 5-0.

5. Public Comment

None

6. Unfinished Business

None

7. New Business

A. 322 Culver – Expanded Outdoor Dining

The commission reviewed an application for an expanded outdoor dining area at 322 Culver Street. Planning & Zoning Director Moore explained that the wooden dining structure had been put in place prior to City approval and was scheduled to be removed. He noted that upon permitted installation the temporary structure must be shifted so it does not extend beyond the building frontage, and that it will still need Planning Commission approval

and a City Council revocable license. Commissioners discussed their role regarding temporary seasonal structures in the historic district, emphasizing that these should read as temporary, visually lighter, and not compete with the historic building, and they expressed some concern about the mass and relatively enclosed feel created by the low solid walls and floor. The applicant Jim Wohl described a three-foot solid wall with integrated planters, a mahogany stain, and carriage and landscape lighting with reflectors, emphasizing an intent to enhance the corner and preserve river views; the Commission clarified that they do not approve colors but noted that darker tones tend to visually recede. Although staff had initially recommended tabling due to incomplete submittals, the Commission instead approved the request with the contingency that City staff review and approve the final design, materials, and massing to ensure compliance with zoning and historic guidelines before the outdoor dining area operates.

Motion by Baldwin, supported by Cannarsa, to approve the applicants request, with the contingency that he receive staff approval on the final materiality and mass. Upon voice vote, motion carried 5-0.

8. Administrative Approvals & Updates

A. 118 Hoffman - Signage
B. 435 Water - Signage

9. Communication

None.

10. Public Comments

None.

11. Commission Comments

In closing comments, the commission revisited the "slippery slope" concern around temporary outdoor structures, noting that some recent installations in town feel quite substantial and can visually compete with contributing historic buildings, even if they are technically temporary. They discussed the need to think ahead about precedent – how approving more solid or elaborate seasonal structures now could make it harder to push back on future proposals – and Commissioner Cannarsa suggested that developing clearer, consistent guidelines for outdoor dining structures might help. Commissioners also emphasized that application packets should be complete before items are placed on agendas so that the public has a fair chance to review what is being proposed, and so late materials do not appear for the first time at the meeting.

DRAFT

12. Adjournment

Motion by Root, supported by Cannarsa, to adjourn at 6:26 p.m. Via voice vote, motion carried 5-0.

Submitted by:
Sara Williams
Deputy Clerk
City of Saugatuck

DRAFT

MEMORANDUM

TO: Historic District Commission
City of Saugatuck

FROM: Grayson Moore
Director of Planning/Zoning

DATE: May 7, 2026

RE: Historic District Permit Application, Daniel Boggs: 640 Water Street

REQUEST: The applicant proposes to demolish the existing building at 640 Water Street and construct a new building in its place, along with three on-site parking spaces. The project requires review and approval by the Historic District Commission (HDC) due to the property's location within the Historic District.

BACKGROUND: The project includes the construction of a two-story mixed-use building oriented towards Water Street and the Kalamazoo River. The Planning Commission considered the proposal on December 18, 2025, through the Planned Unit Development (PUD) review process. The Planning Commission sent a favorable recommendation to the City Council, which will review the project at a later date. As part of the project, the existing non-contributing/nonconforming building is proposed for demolition.

The first floor is proposed to contain a retail/commercial tenant space, including space for a potential commercial kitchen and an outdoor riverfront dining patio. The second floor includes three dwelling units, consistent with allowable upper-story residential use in the C-2 DWP District, which are intended to serve as short-term rentals. Updated floorplans have not been provided with the resubmitted application.

The building footprint occupies much of the shallow lot, necessitating dimensional deviations addressed through the PUD, including a zero-foot front setback and a reduced waterfront setback of approximately 15 feet (compared to the standard 25 feet). The building is two and a half stories.

Architecturally, the building features wood siding, aluminum storefront glazing, standing-seam metal roofing, balconies with metal railings, and a design intended to reflect the character of downtown Saugatuck and the waterfront setting. The renderings depict a final color scheme consisting of a predominantly grey first floor and a brown second floor. The color of the standing-seam metal roof is onyx (matte black). Window and door measurements have not been provided. Example images of the proposed windows on the first floor are shown on Sheet G-1.3 as well as an example image of the proposed aluminum-clad wood windows and doors proposed for the second floor of the building.

The Planning Commission also recommended a parking lot modification to reduce the setback from 20 feet to five feet along the right-of-way. However, the visual impact of the parking area will be buffered by compliant landscape screening. A screened dumpster pad is proposed behind (west) of the three proposed parking spaces. The dumpster screening materials and final design details have not been specified. However, the plans show the enclosure to have similar materials to the proposed building's second story with black trim and posts. This material is pine shiplap with nickel gap in a custom color shown on the plans.

It should also be noted that, in early 2024, the Historic District Commission approved various improvements to 650 Water Street to the north of this site, including a four-foot-high screen for the waste containers on the south side of the building. As part of the applicant's revised site plan, an access path is proposed along the south side of 650 Water Street to provide access to the waterfront at 640 Water Street.

APPLICABILITY: A permit shall be obtained before any work affecting the exterior appearance of a resource is performed within the Historic District (§ 152.03).

COMPLETENESS REVIEW: All applications to construct, alter, repair, move, or demolish any structure or install or alter any signage or fence structure in a historic district shall include the supporting plans and documents as specified by § 152.07 B. The applicant has provided a comprehensive overview of the proposed improvements.

§ 152.07 D. GUIDELINES:

1. *In reviewing applications and plans submitted under this chapter, the Commission shall follow U.S. Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Structures as set forth in 36 C.F.R. part 67, as amended. Additional guidelines may be developed and followed if they are equivalent in guidance to the Secretary's standards and guidelines and are approved by the Center. Any additional guidelines must be adopted by the Commission and approved by the City Council. In reviewing applications and plans, the Commission shall also give consideration to:*
    a. *The historical or architectural significance of the resource and its relationship to the historic value of the surrounding area.*

b. *The compatibility of the exterior of the structure and the space around it with the visual or historical context of the surrounding area.*

c. *The impact of the exterior of the structure and the space around it on the village/rural character and contextual aesthetic of the city.*

d. *Other factors which the Commission considers to be pertinent.*

2. *In exercising its authority to approve or deny an application under this chapter, the Commission shall exercise its educated judgment on a case-by-case basis in interpreting these guidelines and the following the applicable standards.*

Comment: The proposed demolition of the existing non-contributing structure and construction of a new building at 640 Water Street has been reviewed in consideration of the U.S. Secretary of the Interior's Standards for Rehabilitation and applicable local Historic District guidelines. The existing building lacks historical or architectural significance, and its removal would not adversely affect the integrity of the surrounding historic area.

The proposed new construction is compatible with the district's visual and historical context in terms of use, orientation, scale, and overall form, and it is designed to complement the established waterfront and downtown setting. The exterior design and site layout have been evaluated for their relationship to surrounding development and their impact on the village character and the city's contextual aesthetic. Based on the submitted materials, the proposal meets the applicable standards, subject to review of final exterior details.

V. ADDITIONS AND NEW CONSTRUCTION:

B. New Construction

1. *Streetscape. Compatibility With new structures or renovations which totally change the facades, the appearance of the streetscape as a whole should be respected. Facades for new structures should be compatible with the overall design and appearance of the surrounding streetscape in its design and appearance.*

Comment: The proposed two-story mixed-use building is oriented towards Water Street and the Kalamazoo River and maintains a continuous street-facing facade consistent with the downtown streetscape. Ground-floor commercial use supports established street activity.

2. *Architectural Style. New structures need not replicate existing styles. They may be honest modern or contemporary adaptations or reflections of traditional styles or they may be totally new, distinctive structures which are nevertheless compatible with the district's character.*

Comment: The design represents a contemporary interpretation using traditional forms and materials common to the district, consistent with the guideline allowing compatible modern adaptations. The applicant has proposed wood siding to simulate the wood clad boat cabin of historic fishing tugboats and metal siding with subtle reveal joints to simulate the tugboats metal clad haul.

3. *Compatibility of Siting and Massing*
    a. *The historic relationship between buildings, landscape features and open space should be retained. The siting should be reviewed based on existing district setbacks, orientation, spacing and distance between adjacent buildings.*
    b. *The height and bulk of a new building shall be compatible with its surroundings and shall in no event exceed that of existing buildings in the Historic District.*
    c. *If there is a significant variation in siting or in height and bulk from the immediately surrounding buildings which creates a material adverse impact on the character of that area, the Commission may make recommendations to the Planning Commission and/ or the Zoning Board of Appeals concerning height, massing and placement on the lot of the new construction.*

Comment: The proposed building maintains a zero-foot front setback that is consistent with the established street wall along Water Street and is oriented towards the street and the Kalamazoo River. The relationship between the building, the shallow lot configuration, and surrounding development reflects existing downtown patterns of placement and spacing. Dimensional deviations, including the reduced waterfront setback, are addressed through the Planned Unit Development approval, and the proposal does not exceed the general height or bulk of surrounding development.

4. *Compatible Detailing. In addition to the scale of the structure, details such as roof lines, materials, the size, type, and placement of windows, doors, porches, fences, chimneys and garages, should be considered in assessing the compatibility of the new structure with the existing streetscape.*

Comment: Proposed materials include wood siding, aluminum storefront glazing, standing-seam metal roofing, and metal balcony railings. Final confirmation of siding characteristics, roof color, and exterior color palette have been provided. Window and door types and materials have been provided; however, dimensional specifications have not been submitted.

5. *Pedestrian Scale. Especially in commercial areas, the scale of architectural elements should provide comfortable surroundings for pedestrians. This applies especially to heights of canopies or awnings, and heights of doors and windows.*

Comment: The ground-floor storefront, pedestrian waterfront access path, and outdoor dining patio contribute to pedestrian-oriented design along Water Street. Specific details regarding canopies, awnings, and door/window dimensions have not been submitted. These may be addressed during discussion with the applicant at the meeting.

6. *Distinguishing New from Old. New buildings should be designed so that they are compatible with, but discernable from, adjacent historic buildings*.

   Comment: The proposed building is contemporary in design and materials, allowing it to be distinguishable from adjacent historic resources while remaining compatible with the district's overall character.

RECOMMENDATION:

The Historic District Commission should request and review the following, which may be addressed at the meeting:

1. Final details for the dumpster enclosure, including materials, height, and screening design.
2. Any canopy and awning dimensions and specifications.
3. Window and door dimensions.

If the HDC determines that the improvements are appropriate and the applicable standards of the Historic Preservation Review Guidelines are met, the following motion may be used:

Motion to approve the applicant's request for the demolition of the existing building at 640 Water Street and a new building as presented in the application and supporting materials.

Approval shall be subject to the following conditions:

1. Final approval of the PUD and site plan by the City Council.
2. _____
3. _____
4. _____

AMK PROPERTIES - SAUGATUCK BUILDING

640 Water Street, Saugatuck, MI 49453



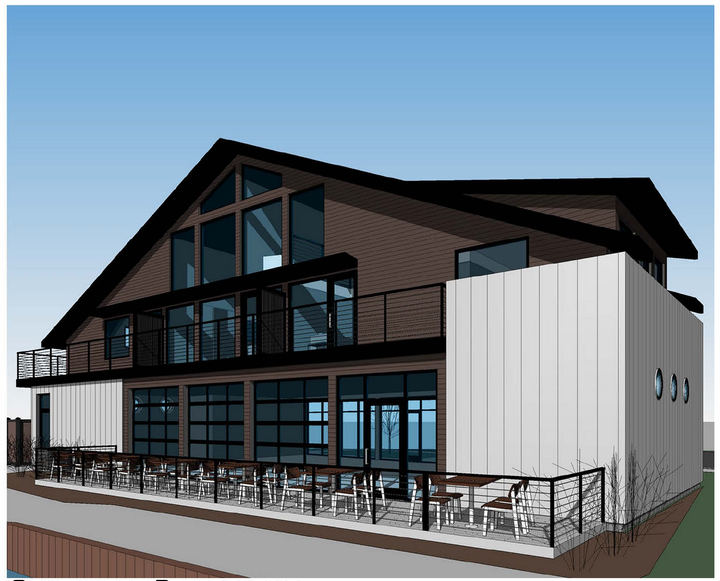
NORTHEAST ELEVATED PERSPECTIVE



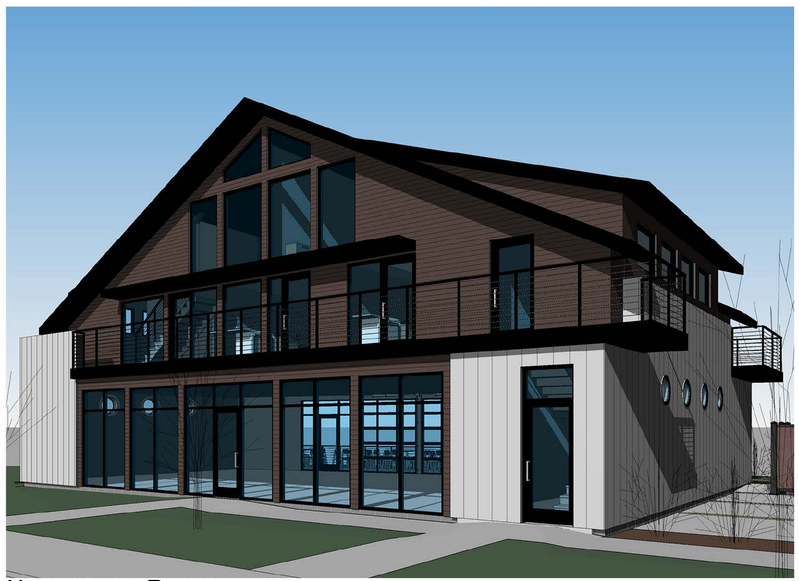
SOUTHWEST ELEVATED PERSPECTIVE



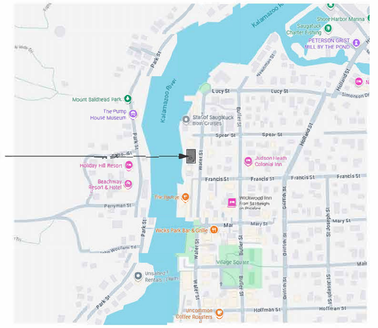
NORTHWEST PERSPECTIVE



SOUTHWEST PERSPECTIVE



NORTHEAST PERSPECTIVE



LOCATION MAP

DRAWING INDEX

DWG NO.	Drawing Title	Issuance	Date
GENERAL			
G-1	Title Sheet	HDC Submission 3	05-01-26
G-1.1	Streetscape	HDC Submission 3	05-01-26
G-1.2	Concept	HDC Submission 3	05-01-26
G-1.3	Exterior Materials and Products	HDC Submission 3	05-01-26
GENERAL: 4			
CIVIL			
C-1	Survey	Survey Issue	10-21-25
C101	Grading Plan	PUD Submission	11-18-25
C202	Utility and Stormwater Management Plan	PUD Submission	11-18-25
CIVIL: 3			
LANDSCAPE			
L-1	Landscape Plan	Revision	04-29-26
L-2	Landscape Details	PUD Submission	11-18-25
LANDSCAPE: 2			
DEMOLITION			
D-1	Site Demolition Plan	PUD Submission	11-18-25
DEMOLITION: 1			
ARCHITECTURAL			
A-0.1	PUD Pre-Application	PUD Pre-Application	09-23-25
A-0.2	PUD Pre-Application - Setbacks	HDC Submission 3	05-01-26
A-1	Site Plan	HDC Submission 3	05-01-26
A-1.1	Site Details	Revision	04-29-26
A-2	Floor Plans	Revision	04-29-26
A-3	Third Floor	Revision	04-29-26
A-4	Exterior Elevations	Revision	04-29-26
A-5	Exterior Elevations	Revision	04-29-26
ARCHITECTURAL: 8			
TOTAL DRAWINGS: 18			

DANIEL BOGGS
ARCHITECT
ARCHITECTURE & PLANNING

PROJECT:

Saugatuck Building
640 Water Street
Saugatuck, MI 49453

PROFESSIONAL SEAL:

PRELIMINARY
NOT FOR CONSTRUCTION

ISSUED:

10-22-25	Client Review
10-27-25	Revision
11-18-25	PUD Submission
02-04-26	Client Review
02-27-26	HDC Submission 2
04-29-26	Revision
05-01-26	HDC Submission 3

PROJECT NO:
2025.13

DRAWN BY:
DWB

These drawings have been specifically prepared for AMK Properties for use at 640 Water Street Saugatuck, MI 49453
These drawings shall not be used at other locations without the consent and participation of Daniel Boggs Architect.

SHEET TITLE:
Title Sheet

SHEET NO:
G-1

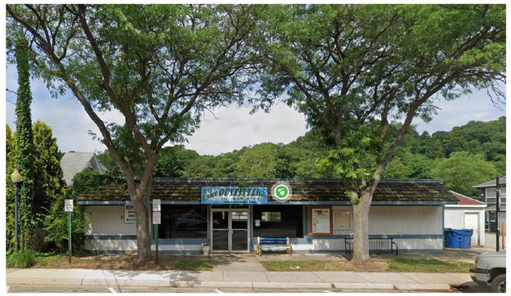


PHOTO OF EXISTING BUILDING TO BE DEMOLISHED



East Streetscape



PHOTO OF EXISTING BUILDING TO BE DEMOLISHED ON RIVER SIDE



PHOTO OF 650 WATER STREET ON THE RIVER SIDE



PHOTO OF EXISTING RESIDENTIAL HOMES NORTH ACROSS STREET

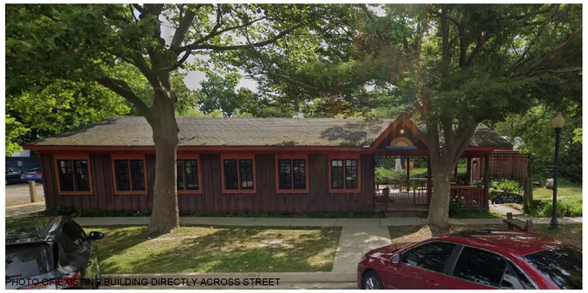


PHOTO OF EXISTING BUILDING DIRECTLY ACROSS STREET



PHOTO OF EXISTING BUILDING ACROSS STREET TO THE S

DANIEL BOGGS
ARCHITECT

ARCHITECTURE
&
PLANNING

PROJECT:

Saugatuck Building

640 Water Street
Saugatuck, MI 49453

PROFESSIONAL SEAL:

PRELIMINARY
NOT FOR CONSTRUCTION

ISSUED:

01-23-26	HDC Preliminary Review
02-04-26	Client Review
02-27-26	HDC Submission 2
05-01-26	HDC Submission 3

PROJECT NO:

2025.13

DRAWN BY:

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SHEET TITLE:

Streetscape

SHEET NO:

G-1.1



Wm Cary tug at Saugatuck fish docks.



Sewers's Joann fishing tug near present day Coghlin Park.



Fisher Boy tug.



Fishing Tug Baldhead with the Saugatuck-Douglas Historical Museum in background.



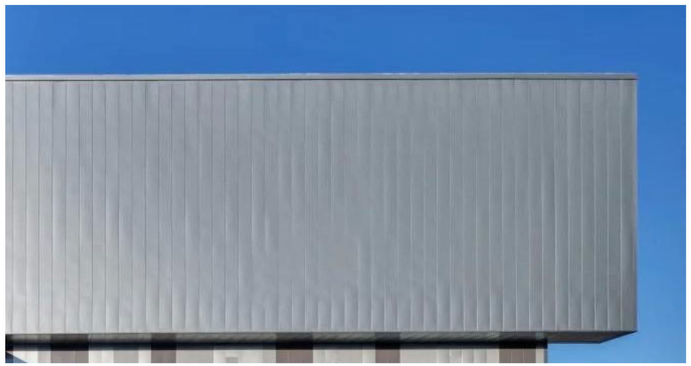
Color example of metal clad haul with wood cabin above.



Image of wood skeleton at bow of Evelyn S.



Wood siding to simulate wood clad boat cabin of historic fishing tug.



Metal siding with subtle reveal joints to simulate a metal clad haul of historic fishing tug.

DANIEL BOGGS
ARCHITECT

ARCHITECTURE
&
PLANNING

PROJECT:
Saugatuck Building
640 Water Street
Saugatuck, MI 49453

PROFESSIONAL SEAL:

PRELIMINARY
NOT FOR CONSTRUCTION

ISSUED:
02-04-26 Client Review
02-27-26 HDC Submission 2
05-01-26 HDC Submission 3

PROJECT NO:
2025.13

DRAWN BY:
DWB

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SHEET TITLE:
Concept

SHEET NO:
G-1.2



Example image of roof shingles.

Manufacturer: Owens Corning
Model: Duration
Color: Onyx Black



Example image of standing seam metal roofing to be installed on dormer roofs.

Manufacturer: Pac-Clad
Model: Snap-Clad Panel 12" 24 ga
Color: Onyx (matte black)



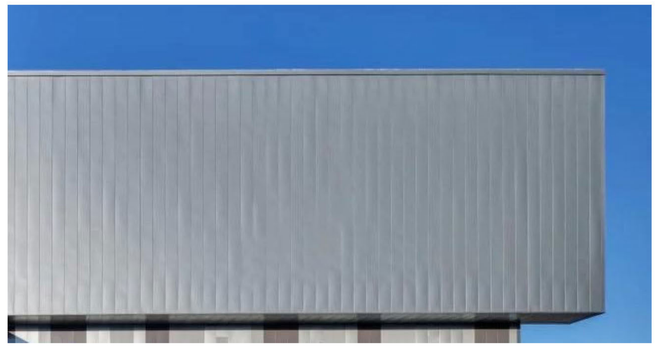
Example image of cable guardrails.

Manufacturer: Atlantis Rail Systems
Model: Orion Cable Railing
Color: Black Rails and Cable



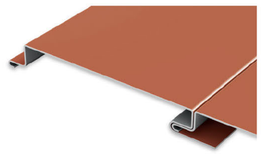
Example image of shiplap wood siding.

Manufacturer: Northland Lumberjack, LLC
Model: 1x6 Pine Shiplap with Nickel Gap
Color: Custom Color (match image above)



Example image of metal siding.

Manufacturer: Pac-Clad
Model: Flush Wall Panel 12" Smooth 24 ga
Color: Silver



FLUSH PANEL



Example image of aluminum-clad wood windows and doors that will be installed on the second and third floor of the building.

Manufacturer: Pella
Model: Reserve
Color: Black



Example image of storefront frames hat will be installed at the first floor of the building.

Manufacturer: Kawneer
Model: Tribab 451T
Color: Black

DANIEL BOGGS
ARCHITECT

ARCHITECTURE & PLANNING

PROJECT:

Saugatuck Building

640 Water Street
Saugatuck, MI 49453

PROFESSIONAL SEAL:

PRELIMINARY
NOT FOR CONSTRUCTION

ISSUED:

04-29-26 Revision
05-01-26 HDC Submission 3

PROJECT NO:

2025.13

DRAWN BY:

DWB

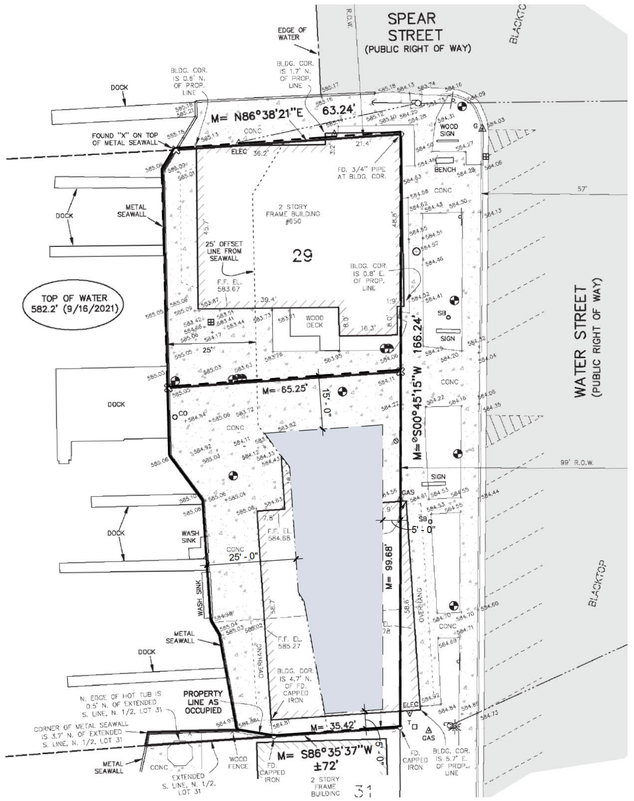
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SHEET TITLE:

Exterior Materials and Products

SHEET NO:

G-1.3

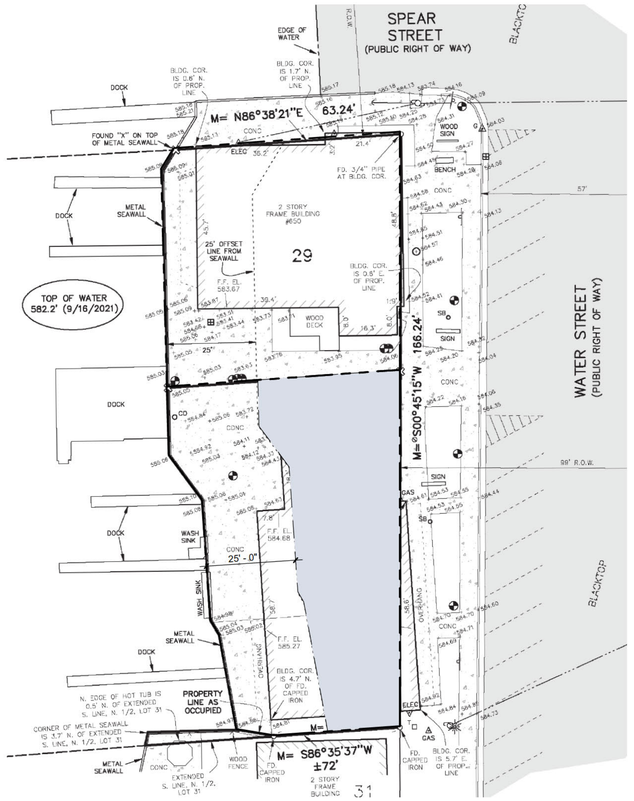


CURRENT ZONING:

Dimension and area regulations north of Francis Street:

Front setback	5 feet
Maximum front setback	20 feet
Side setback	20 feet minimum between both side setbacks
Rear setback	15 feet
Waterfront setback	25 feet, see § 154.021 (F)(4)
Minimum lot area	4,560 square feet for all uses except for hotels/inns, which require 8,712 square feet
Minimum lot width	100 feet of street frontage
Maximum lot coverage	No requirement
Maximum number of stories	Two and a half (2.5)
Minimum parking lot setback	20 feet

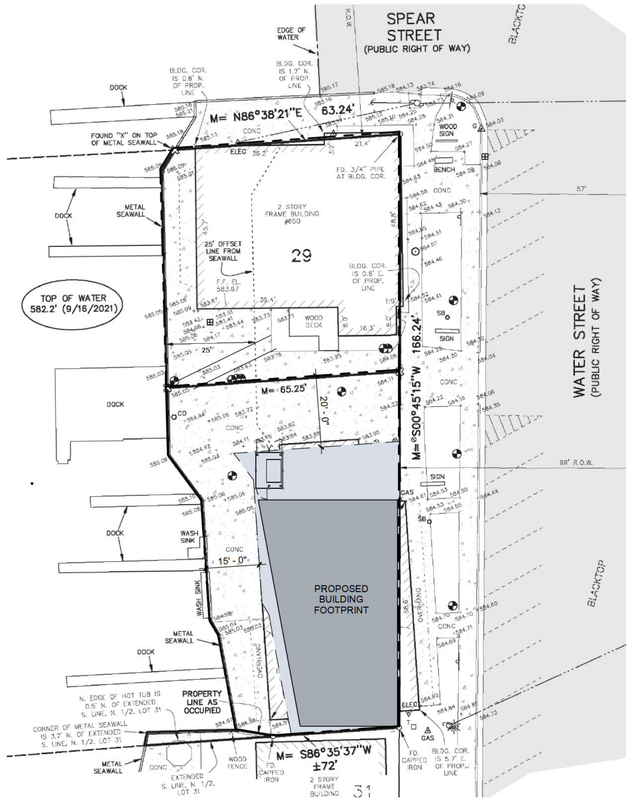
1 A-0.2 **SITE PLAN - CURRENT SETBACK REQUIREMENTS**
SCALE: 1" = 20'-0"



PREVIOUS ZONING:

Front setback	0 feet
Side setbacks	0 feet*
Rear setback	0 feet*
Minimum lot	4,560 square feet
Minimum lot width	66 feet
Maximum lot coverage	100%*
* Subject to Fire Code Regulations	

2 A-0.2 **SITE PLAN - PREVIOUS SETBACK REQUIREMENTS**
SCALE: 1" = 20'-0"



MODIFICATIONS TO BE SOUGHT:

FRONT SETBACK: 0 FT
WATERFRONT SETBACK: 15 FT (PUD PROVISION)
PARKING SETBACK: 5 FT (LANDSCAPE SCREENING)

3 A-0.2 **SITE PLAN - MODIFICATIONS TO BE SOUGHT**
SCALE: 1" = 20'-0"

DANIEL BOGGS
ARCHITECT
ARCHITECTURE & PLANNING

PROJECT:
Saugatuck Building
640 Water Street
Saugatuck, MI 49453

PROFESSIONAL SEAL:

PRELIMINARY
NOT FOR CONSTRUCTION

ISSUED:
09-23-25 PUD Pre-Application
02-27-26 HDC Submission 2
05-01-26 HDC Submission 3

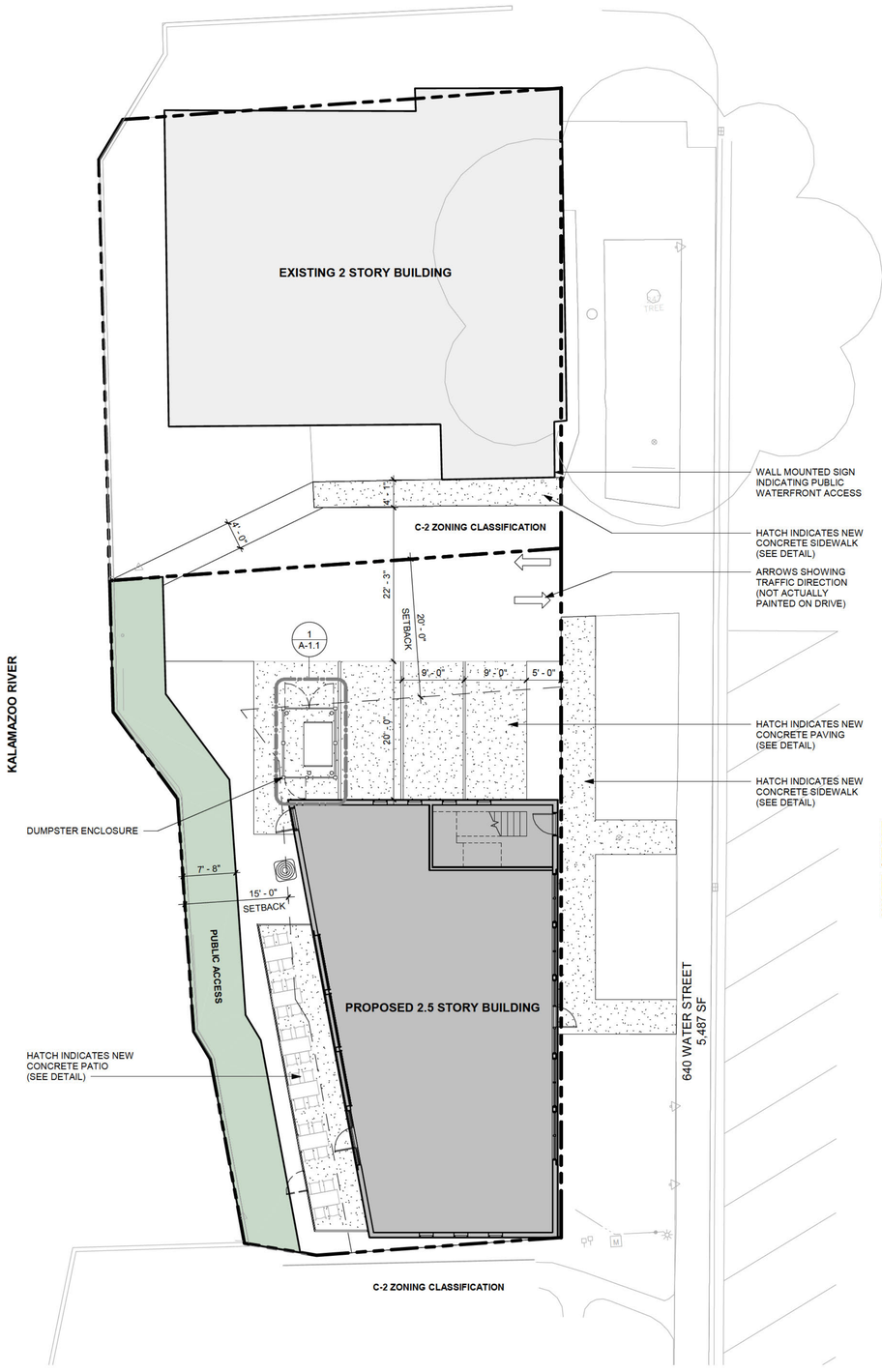
PROJECT NO:
2025.13

DRAWN BY:
DWB

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SHEET TITLE:
PUD
Pre-Application - Setbacks

SHEET NO:
A-0.2



1 A-1 **SITE PLAN**
SCALE: 1" = 10'-0"

CITY ORDINANCE REVIEW

CITY OF SAUGATUCK ZONING ORDINANCE

154.022 GENERAL REGULATIONS

(C) STRUCTURES
(c) MULTIPLE-FAMILY DWELLINGS
EFFICIENCY 375 SF
ONE BEDROOM 600 SF

154.038 C-2 DOWNTOWN WATERFRONT PRESERVATION DISTRICT (DWP)

(B) PERMITTED USES
(1) SHORT-TERM RENTAL OF ALLOWABLE APARTMENTS
(4) SIGNIFICANT EXTERIOR CHANGE
(e) RETAIL STORES

(D) DIMENSION AND AREA REGULATIONS NORTH OF FRANCIS STREET

FRONT SETBACK:	5 FT (0 FT ACTUAL)
MAX MUM FRONT SETBACK:	20 FT
SIDE SETBACK:	20 FT MIN. BOTH SIDES
NORTH SIDE:	33'-9" ACTUAL
SOUTH SIDE:	0 FT ACTUAL
REAR SETBACK:	15 FT (N/A)
WATERFRONT SETBACK:	25 FT (15 FT ACTUAL)
MINIMUM LOT AREA:	4,560 (5,487 ACTUAL)
MINIMUM LOT WIDTH:	66 FT (100 ACTUAL)
MAX. LOT COVERAGE:	NO REQUIREMENT
MAX. NUMBER OF STORIES:	2.5 (2 ACTUAL)
MIN. PARKING LOT SETBACK:	20 FT (5 FT ACTUAL)

154.131 EXCEPTION TO OFF-STREET PARKING REQUIREMENTS

(A) FOLLOWING ZONING DISTRICTS SHALL BE EXEMPT FROM ANY PARKING REQUIREMENTS.
(5) C-2 DOWNTOWN WATERFRONT PRESERVATION DISTRICT

Parking Schedule	
Type	**Count**
9' x 20'	3
Total Provided:	3

DANIEL BOGGS
ARCHITECT
ARCHITECTURE & PLANNING

PROJECT:
Saugatuck Building
640 Water Street
Saugatuck, MI 49453

PROFESSIONAL SEAL:

PRELIMINARY
NOT FOR CONSTRUCTION

ISSUED:

07-15-25	Client Review
07-23-25	Revision
07-24-25	City Preliminary Review
09-23-25	PUD Pre-Application
10-22-25	Client Review
10-27-25	Revision
11-18-25	PUD Submission
12-18-25	Revision
12-19-25	Revision
01-22-26	Revision
02-27-26	HDC Submission 2
04-29-26	Revision
05-01-26	HDC Submission 3

PROJECT NO:
2025.13

DRAWN BY:
DWB

These drawings have been specifically prepared for **AMK Properties for use at 640 Water Street Saugatuck, MI 49453**
These drawings shall not be used at other locations without the consent and participation of Daniel Boggs Architect.

SHEET TITLE:
Site Plan

SHEET NO:
A-1

MEMORANDUM

TO: Historic District Commission
City of Saugatuck

FROM: Grayson Moore
Director of Planning & Zoning

MEETING DATE: May 7, 2026

RE: Historic District Permit Application, 525 Butler Street

REQUEST: The applicant is requesting approval for the remodeling of an existing garages exterior including new siding, trim, two (2) windows, and a new garage door with an eyebrow roof overhead. As proposed, the construction has no zoning implications. The image below shows the current conditions of the site.



Figure 1: 04/2026

BACKGROUND: The site located in the R-4 City Center Transitional Residential District (CER) was constructed in 1930 and underwent renovations in 2009 (BS&A Records). The property was granted a dimensional variance to accommodate the 2009 renovations which included an addition on the back of the home, new windows, and new doors. An additional dimensional variance aimed at reducing the north side setback and increasing the lot coverage was granted in 2023. The current home at 525 Butler is classified as a noncontributing resource. Historical images of the site are provided below.



Figure 2: December, 1977



Figure 3: May, 2006

APPLICABILITY: A permit shall be obtained before any work affecting the exterior appearance of a resource is performed within the Historic District (§ 152.03).

COMPLETENESS REVIEW: All applications to construct, alter, repair, move, or demolish any structure or install or alter any signage or fence structure in a historic district shall include the supporting plans and documents as specified by § 152.07 B. The applicant has provided a comprehensive overview of the proposed improvements.

§ 152.07 D. GUIDELINES:

1. In reviewing applications and plans submitted under this chapter, the Commission shall follow U.S. Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Structures as set forth in 36 C.F.R. part 67, as amended. Additional guidelines may be developed and followed if they are equivalent in guidance to the Secretary's standards and guidelines and are approved by the Center. Any additional guidelines must be adopted by the Commission and approved by the City Council. In reviewing applications and plans, the Commission shall also give consideration to:
    a. *The historical or architectural significance of the resource and its relationship to the historic value of the surrounding area.*

b. *The compatibility of the exterior of the structure and the space around it with the visual or historical context of the surrounding area.*

c. *The impact of the exterior of the structure and the space around it on the village/rural character and contextual aesthetic of the city.*

d. *Other factors which the Commission considers to be pertinent.*

2. In exercising its authority to approve or deny an application under this chapter, the Commission shall exercise its educated judgment on a case-by-case basis in interpreting these guidelines and the following the applicable standards.

II. PRIMARY STRUCTURES

C. Roofs, Parapets, & Gutters

1. **Roof Forms.** Roofs and roof forms should be maintained and preserved when they contribute to the historic character of the building, including but not limited to materials, cresting, dormers, chimneys, cupolas and cornices. Repairs may include the limited replacement in kind of those extensively deteriorated or missing parts of a feature when there are surviving prototypes such as cupola louvers, dentils, dormer roofing or slates, tiles or wood shingles on a main roof.

2. **Roofing Materials.** When roofing material is clearly distinctive to a buildings style, retaining or replacing it in kind is important and all efforts should be exhausted before replacement with a substitute material is considered. It is not appropriate to remove a roof that is repairable, and then reconstruct it with new material in order to create a uniform or improved appearance.

4. **Roof Accessories.** Changing the configuration of a roof by adding new features such as dormer windows, vents, or skylights is generally not appropriate. Exceptions may arise when the addition of such a feature will solve a design problem raised by an adaptive re-use of the resource (such as adding a dormer to light a previously unused space).

D. Doors & Windows

2. **Replacing Windows & Doors.**
    a. If replacement of a deteriorated window or door feature or detail is necessary replace only the deteriorated feature in kind rather then the entire unit. Match the original in material, design, dimension, proportion, reflective qualities, profile, sash rails, stiles, muntins, panels, and operation. If replacement of an entire unit is necessary, replace the unit in kind, matching the design, dimension, panels, pane configuration, architectural trim, detail, muntins and materials. It is not appropriate to use snap-in muntins to create a false divided-light appearance.

b. Replacement windows and doors should maintain and fit existing openings and be consistent in glass size and with existing trim and other features of the structure.
c. Changing the number, location, and size or glazing pattern of windows and doors through cutting new openings, blocking-in, and installing replacement sash which does not fit the historic opening are not recommended.

4. **Windows.** If a replacement window has an insulating glass pane which is not actually divided by muntins, the appropriate muntin pattern should be permanently applied with muntins no wider than 7/8 inch, as well as with spacer bars internal to the insulated glass. There should be no flat muntin grids, nor removable muntin grids, applied to the inside or outside panes.

H. Lighting Fixtures & Light Sources

1. **Compatible Lighting.** Exterior lighting, including lighting of signs, should be consistent with the historical period of the structure. The quality and color of light on or near a building should be comfortable and flattering to the people entering the businesses. Awnings should not be lit with interior bulbs or up-lights.

2. **Security Lighting.** Security lighting should be designed and located discretely so as not to detract from the historic building and neighborhood.

3. **Floodlighting Buildings.** The illumination of building facades in residential areas with harsh floodlights is not recommended.

4. **Retaining Fixtures.** When possible a historic light fixture should be repaired rather then replaced. If fixtures are missing or beyond repair, antique or reproduction lighting fixtures are readily available. Contemporary fixtures that are inconspicuous or that complement the style and the character of the building may be selected for historic buildings.

III. SECONDARY STRUCTURES

1. **Compatible Out-Buildings.** Buildings and their features as well as features of the site that are important in defining its overall historic character should be retained and preserved. Existing out buildings should follow the guidelines set forth for main structures in their repair and maintenance.

2. **Materials.** Exterior wall materials should be consistent with historic materials appropriate to the main structure and neighborhood, such as, wood, stucco and masonry. A cement board clapboard siding product known as Hardi-Plank may also be considered in new construction.

3. **Roofs.** Roof design should usually be the same type as the roof of the primary structure. If a gable, it should be the same pitch as that of the primary structure. Roofing material may range from asphalt shingles to a more natural product such as slate, tile and wood shingles.

4. **Doors & Windows.** All windows and doors should be made of wood. The style and design will be reviewed on a case by case basis.

6. **Replacing Garage Doors.** When replacing non-historic or missing garage doors new doors should be compatible with the historic character of the building. It should be compatible in quantity of doors, height, width, proportion, trim, corner details, and pattern of panels, glass and operation.

7. **Garage Door Windows.** To be compatible with a historic door the new door should have glass panels constituting between one quarter and one-third of the surface of the door.

8. **Size of Garage Doors.** In new construction, if the garage door opening is larger than a standard two-stall, the garage wall should be divided and separate doors hung. Standard door height in a residential garage should be seven (7) feet.

Comment:

The subject property at 525 Butler Street includes an existing accessory garage associated with a residential structure within the Historic District. Based on the information provided, the proposed exterior renovations to the garage appear to be generally consistent with the Historic District guidelines. The scope of work includes new siding, trim, garage door, windows, and the addition of an eyebrow roof feature, all of which are limited to the existing structure and do not alter the overall footprint or massing.
The garage is a secondary structure and remains subordinate to the principal residence. The proposed materials, including composite shingle siding painted to match the house and asphalt roofing consistent with the primary structure, appear compatible with the architectural character of the site and surrounding area. The inclusion of trim details and proportional elements further supports visual cohesion between the accessory structure and the principal building.

The design, scale, and placement of the improvements appear generally compatible with the structure and the visual context of the surrounding neighborhood. The project does not significantly impact the spatial relationships on the site and is not expected to diminish the village character or the historical context of the area.

Certain elements of the proposal warrant consideration by the Commission. The introduction of new window openings and the use of simulated divided lite windows should be evaluated for consistency with the guidelines related to window proportions, materials,

and muntin detailing. Additionally, the addition of the eyebrow roof feature represents a modification to the existing roof form, which is generally discouraged, but may be considered appropriate if found to be minor in scale and compatible with the overall design.

Review of the proposal is required as it involves exterior alterations to a structure within the Historic District and is therefore subject to the applicable guidelines, including those for secondary structures, roofs, and windows.

Each application must be evaluated independently by the Historic District commission based on current guidelines and best preservation practices.

SUGGESTED MOTIONS:

If the HDC determines that the improvements are appropriate and the applicable standards of the Historic Preservation Review Guidelines are met, the following motion may be used:

*I move to **(approve/deny)** the applicant's request for the exterior remodeling of the existing garage, including new siding, trim, windows, garage door, and an eyebrow roof, as proposed, based on the application **(meeting/not meeting)** the applicable Historic District Guidelines set forth in §152.07.*

Approval shall be subject to the following conditions (if applicable):

a) _____

b) _____



525 BUTLER STREET, FRONT

DESIGN:
NORTH MAIN DESIGN

SHEET TITLE:
EXISTING STRUCTURE

PROJECT DESCRIPTION:
MINSTER RESIDENCE
525 BUTLER STREET
SAUGATUCK, MI 49453

CONSTRUCTION:

DATE:
4/22/2026

SCALE:
1/2" = 1'

SHEET:
A-1





EXISTING GARAGE

DESIGN:
NORTH MAIN DESIGN

SHEET TITLE:
EXISTING STRUCTURE

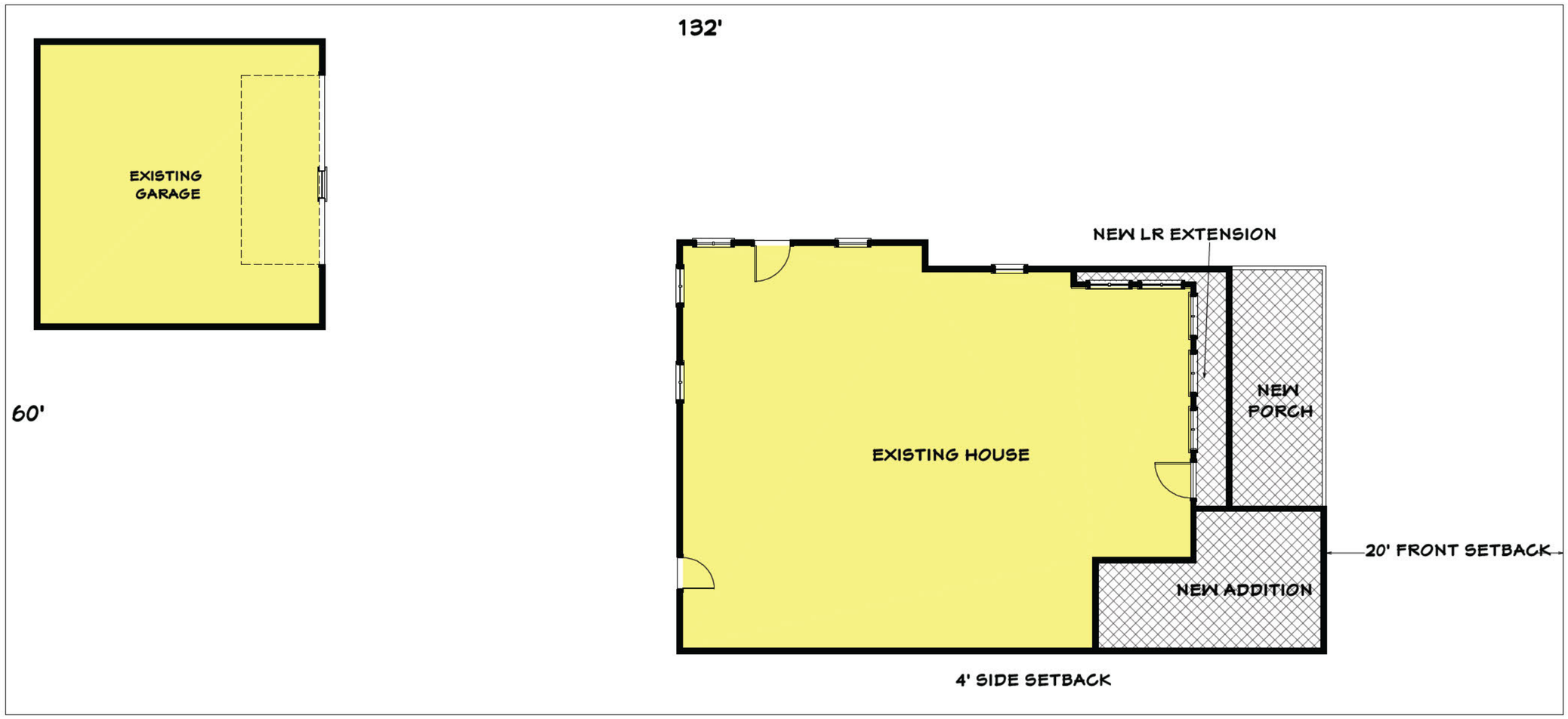
PROJECT DESCRIPTION:
MINSTER RESIDENCE
525 BUTLER STREET
SAUGATUCK, MI 49453

CONSTRUCTION:

DATE:
4/22/2026

SCALE:
1/2" = 1'

SHEET:
A-1



SITE PLAN

DESIGN: NORTH MAIN DESIGN

SHEET TITLE: SITE PLAN

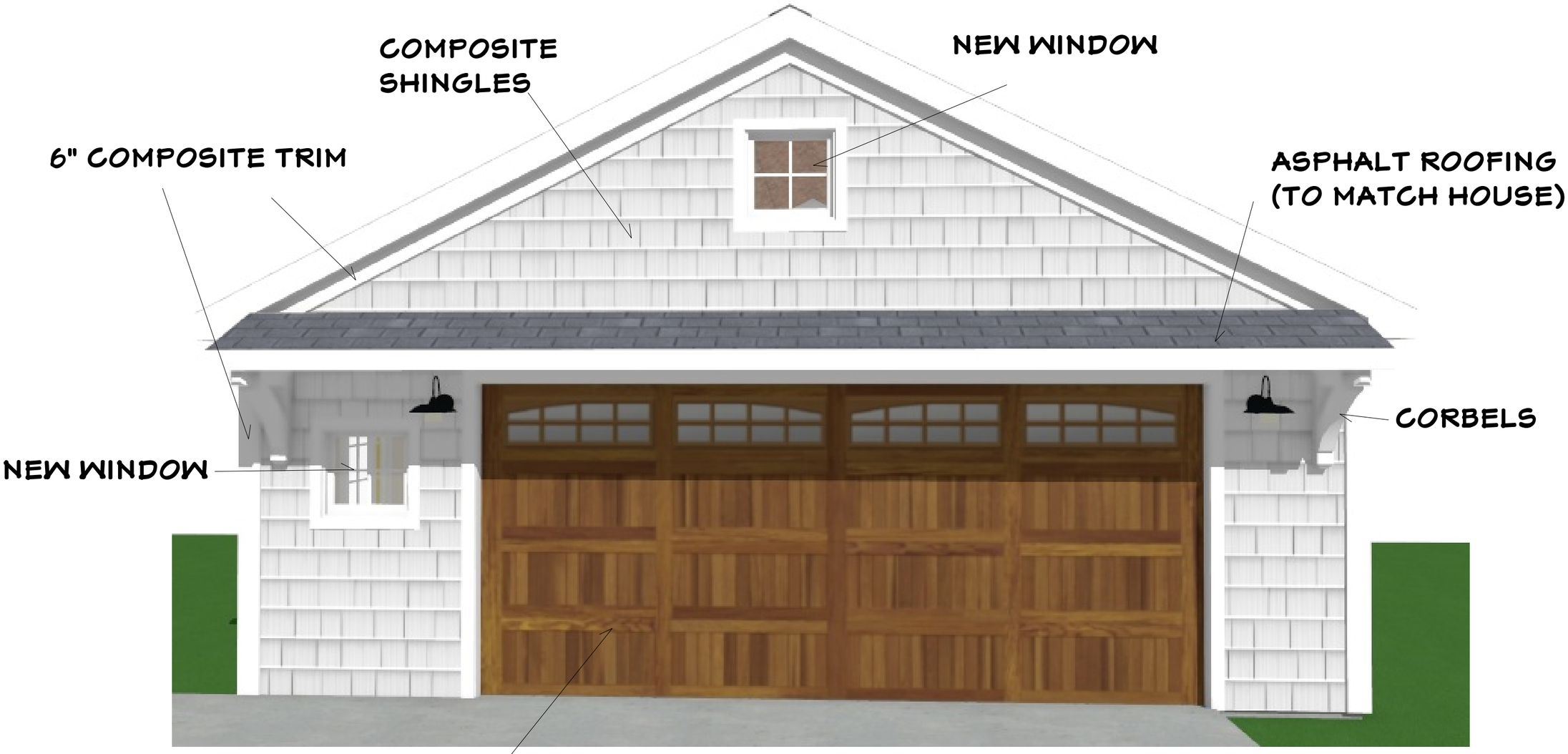
PROJECT DESCRIPTION: MINSTER RESIDENCE
525 BUTLER STREET
SAUGATUCK, MI 49453

CONSTRUCTION:

DATE: 4/22/2026

SCALE: 1/2" = 1'

SHEET: A-3



GARAGE
WEST ELEVATION

DESIGN: NORTH MAIN DESIGN

SHEET TITLE: WEST ELEVATION

PROJECT DESCRIPTION: MINSTER RESIDENCE
525 BUTLER STREET
SAUGATUCK, MI 49453

CONSTRUCTION:

DATE: 4/22/2026

SCALE: 1/2" = 1'

SHEET: A-4



GARAGE
PERSPECTIVE VIEW

DESIGN:
NORTH MAIN DESIGN

SHEET TITLE:
PERSPECTIVE 1

PROJECT DESCRIPTION:
MINSTER RESIDENCE
525 BUTLER STREET
SAUGATUCK, MI 49453

CONSTRUCTION:

DATE:
4/22/2026

SCALE:
1/2" = 1'

SHEET:
A-7



NEW ADDITION
PERSPECTIVE VIEW

DESIGN:
NORTH MAIN DESIGN

SHEET TITLE:
PERSPECTIVE 2

PROJECT DESCRIPTION:
MINSTER RESIDENCE
525 BUTLER STREET
SAUGATUCK, MI 49453

CONSTRUCTION:

DATE:
4/22/2026

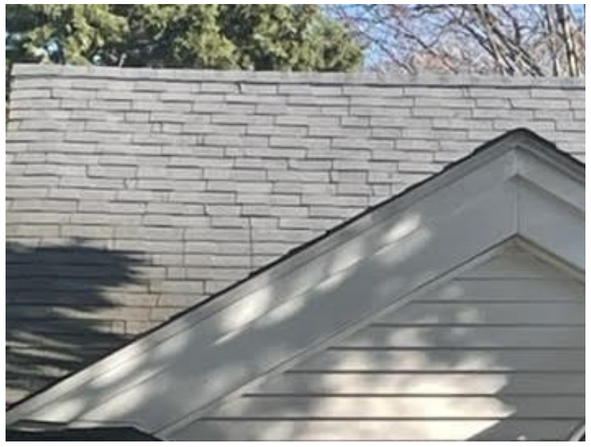
SCALE:
1/2" = 1'

SHEET:
A-8

MATERIALS

NEW ADDITION:

- LP SMARTSIDE (OR SIMILAR) WOOD COMPOSITE SHINGLES, PAINTED TO MATCH EXISTING HOUSE
- COMPOSITE CORNER BOARDS, FRIEZE BOARDS AND DOOR & WINDOW CASINGS
- ASPHALT ROOF TO MATCH EXISTING HOUSE
- SOFFIT, FASCIA & GUTTERS IN WHITE TO MATCH EXISTING HOUSE



- ASPHALT ROOF TO MATCH EXISTING HOUSE



- CUSTOM WOOD WINDOWS, PAINTED W/ RAISED SIMULATED DIVIDED LITES



RETAIL RES DOOR

16'0" Wide x 7'0" High/C.H.I. Stamped Carriage House/Model 5983-Long Panel/Cedar/Plain DSB Windows with Arched Stockton Inserts in the Top Section/15" Radius Track/Jamb Seal/Tax and Installation Included

DESIGN: NORTH MAIN DESIGN

SHEET TITLE: MATERIALS

PROJECT DESCRIPTION: MINSTER RESIDENCE
525 BUTLER STREET
SAUGATUCK, MI 49453

CONSTRUCTION:

DATE: 4/22/2026

SCALE: 1/2" = 1'

SHEET: A-9

Commission Review Fee: $250
Administrative Review Fee: $50

Historic District Permit Application

Location Information — Application Number ____-_____

Address 525 Butler Street Parcel Number 57-300-044-00

Applicants Information

Name _____ Address / PO Box _____

City Saugatuck State MI Zip 49453 Phone _____

Interest In Project _____ E-Mail _____

Signature _____ Date _____

Owners Information (if different from applicants)

Name _____ Address / PO Box _____

City _____ State _____ Zip _____ Phone _____

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.

Signature _____ Date _____

Contractors/ Developers Information (unless proposed work is to be done by the property owner)

Name AHK Construction Contact Name Aaron Kronemeyer

Address / PO Box _____ City Saugatuck

State MI Zip 49453 Phone _____ Fax _____

E-Mail _____

License Number _____ Expiration Date 05/31/2026

Property Information

Depth 132 Width 60 Size 7,290 Zoning District R4-Cer Current Use _____

Check all that apply: Waterfront _____ Dunes _____ Vacant _____

Project Description (attach more sheets if necessary)

Remodeling of existing garage's exterior including: new siding, new trim, new garage door, 2 new windows and new eyebrow roof over

Historic District Application

Application #_____- _____

HISTORIC DISTRICT REQUIREMENTS (SECTION 152.07)

Pursuant to Section 152.07, please attach the following supporting documents when applying for historic district approval if applicable:

Y	N	NA	
☒	☐	☐	Photographs of the structure and its relationship to adjacent structures.
☐	☐	☒	A plot plan with the placement of the proposed addition, or location of fencing to be constructed.
☒	☐	☐	Elevation drawings of the exterior of the structure or improvements.
☒	☐	☐	Samples of all proposed exterior finishes and materials.
☐	☐	☒	Photographs showing, in detail, the problem areas to be addressed during the proposed repair or alteration.
☐	☐	☒	A scale drawing of all proposed signage, including design, lettering style, type of illumination (if any), placement or location on the lot or building, and the type of support(s) for the sign(s).
☐	☐	☒	If an application for signage is made by tenants of a building located within a historic district, the tenants must obtain written permission from the building owner to install or alter the proposed sign(s).
☐	☐	☐	Plot plan showing the following:
☒	☐	☐	Current location, shape, area and dimension of the lot.
☐	☐	☒	Current site improvements (including structures, sidewalks, decks, streets, fences, etc).
☐	☐	☒	Proposed improvements and distances from other improvements or property lines.
☐	☐	☒	Proposed and/or current yard, open space and parking space dimensions and calculations.
☐	☐	☒	Location of any flood plains, watersheds, wetlands, easements, critical dunes, or other applicable features.
☐	☐	☒	Description of proposed use and of the building (dwelling, structure, barn, garage and the like) or improvements.
☐	☐	☒	Detailed written description of the activities related to the proposed use and/or improvements.

OFFICE USE ONLY:

Application Complete _____ Fee Paid____Date Paid _____

Notes: _____

MEMORANDUM

TO:	Historic District Commission City of Saugatuck
FROM:	Grayson Moore Director of Planning & Zoning
MEETING DATE:	May 7, 2026
RE:	Historic District Permit Application, 673 Lake Street

REQUEST: The applicant is requesting approval for the replacement of an existing driveway, the addition of a turnaround, front porch replacement, and a planter box along the property line. The driveway and turnaround will be constructed of bricks by Techo Block and are Eco-Promanade and Permeable Aquastorm Stormwater Pavers which were recently approved for work in the rear yard. The image below shows the current conditions of the site.



Figure 1: 07/2025

BACKGROUND:
The site located in the R-2 Lake Street District (LS) was approved for the addition of a pool, pool house, patio, fencing, resurfaced deck, and demolition of the tool shed in June of 2025.

The proposed brick work in the front yard is in kind with the recently completed work in the rear yard. The current home at 673 Lake is classified as a noncontributing resource.

APPLICABILITY: A permit shall be obtained before any work affecting the exterior appearance of a resource is performed within the Historic District (§ 152.03).

COMPLETENESS REVIEW: All applications to construct, alter, repair, move, or demolish any structure or install or alter any signage or fence structure in a historic district shall include the supporting plans and documents as specified by § 152.07 B. The applicant has provided a comprehensive overview of the proposed improvements.

§ 152.07 D. GUIDELINES:

1. In reviewing applications and plans submitted under this chapter, the Commission shall follow U.S. Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Structures as set forth in 36 C.F.R. part 67, as amended. Additional guidelines may be developed and followed if they are equivalent in guidance to the Secretary's standards and guidelines and are approved by the Center. Any additional guidelines must be adopted by the Commission and approved by the City Council. In reviewing applications and plans, the Commission shall also give consideration to:
    a. *The historical or architectural significance of the resource and its relationship to the historic value of the surrounding area.*
    b. *The compatibility of the exterior of the structure and the space around it with the visual or historical context of the surrounding area.*
    c. *The impact of the exterior of the structure and the space around it on the village/rural character and contextual aesthetic of the city.*
    d. *Other factors which the Commission considers to be pertinent.*
2. In exercising its authority to approve or deny an application under this chapter, the Commission shall exercise its educated judgment on a case-by-case basis in interpreting these guidelines and the following the applicable standards.

II. PRIMARY STRUCTURES

E. Porches, Steps, & Entries

1. **Porch Details.** If replacement of a deteriorated detail or element is necessary, replace only the deteriorated detail or element in kind rather than the entire feature. Match the original in design, dimension, and material. If the original is not known, use a design commonly used at the time the original building was constructed.

2. **Complete Replacement.** Replacing in-kind an entire porch that is too deteriorated to repair using physical evidence to guide the new work. Design a new entrance or porch if the historic entrance or porch is completely missing using historic evidence.

3. **Rails and Skirting.** The style of porch railings and skirting should match the original or be consistent with those commonly used at the time the original building was constructed.

4. **Porch Flooring.** Tongue and groove 3" wide cedar or pine extended 1" past fascia/ trim is the preferred porch flooring. The boards should be laid in the traditional manner, directly on the joists (to allow drying from the underside) and with a slight slope away from the building (to allow drainage–at least 1 ½ inches in 8 feet). Decking is not an appropriate flooring material (but see also IV.C regarding decks).

5. **Pressure Treated Wood.** is not recommended other than where the structural wood will be in contact with the ground and hidden from view by finish material.

6. **Risers.** All steps should have enclosed/solid risers.

7. **Porch Foundations.** Repair of masonry porch foundations should match existing or original materials. When replacing missing masonry foundations they should match the foundation of the main building. If such a match is technically or economically unfeasible an unobtrusive material may be used.

8. **Painting.** All exposed wood elements should be finished or painted. Only types of paint which “breathe” (allow moisture to pass through the surface) should be used on wood surfaces.

IV. THE LAND AND SITE IMPROVEMENTS

B. Landscaping and Retaining Walls

1. **Definitions.** Landscaping includes the movement and contouring of soils, use of paving and retaining walls and the placement of plantings at a property. Retaining walls include walls or other structures used to retain soils or other materials adjacent to driveways, sidewalks, and property lines.

2. **Changes Requiring Review.** The Commission will review landscaping proposals to the extent that they involve a significant change in the contouring and elevations of a property, or incorporate the use of retaining walls. The Commission does not review the selection, placement or movement of plantings, although it will consider the use of plantings where they impact on other work, such as their use to obscure a new feature, basement windows, or utility equipment. (Note that there is a separate tree ordinance, and the zoning ordinance may regulate some aspects of landscaping.)

C. Fences

2. **Front and Side.** Front and side yard fences should not impede clear vision at intersections or driveways, as they could sacrifice safety as well as historical appropriateness. Front yard fencing should not infringe upon or obstruct historic setbacks, vistas, streetscapes or neighborhood continuity.

3. **Compatible Fences.** Fencing shall be permitted contingent upon the appearance and appropriateness in relation to the building and Historic District. (Applicants should note that all fencing within the Historic District is also subject to the City Zoning Codes, Chapter 155.143.)

4. **Height of Fences.** Height should be between two (2) and six (6) feet, with a maximum height of three (3) feet for front yard fences. Materials should be wood, wrought iron, or other historic materials (some aluminum faux wrought iron products are allowed). Styles may include picket and wood privacy fences, with tops trimmed with horizontal boards or simple dog-ear detail. Other styles not listed will be reviewed on a case by case basis.

D. Patios, Decks, Garden Structures

1. **Rear Yard Patios and Decks.** Elevated platforms and flush patios may be allowed in rear yards only, unless special circumstances exist. Similar structures in front or side yards should follow guidelines for porches (see II.E). Most decks should be free-standing (not attached to the house). If it is necessary to attach a deck to the house, it should be done in such a way as not to damage any significant architectural details and it should be easily removed.

3. **Flooring.** Flooring materials may consist of masonry (stone or brick pavers, poured concrete), wood 6" decking (this allowance is for rear yard decks only–for porches see porch guidelines, II.E) and wood tongue and groove flooring. Other designs and/ or materials may be presented to the Commission for consideration.

Comment:

The subject property at 673 Lake Street includes a noncontributing primary structure within the Historic District. Based on the information provided, the proposed site and exterior improvements appear to be generally consistent with the Historic District guidelines, with some elements warranting further consideration. The scope of work includes replacement of the existing driveway, construction of a turnaround, replacement of the front porch surface, and installation of a planter box along the shared property line. The proposed materials include Techo Block Eco-Promenade and Permeable Aquastorm pavers, which were previously approved for use in the rear yard.

As a noncontributing resource, the structure itself does not retain significant historic architectural features; however, the property remains within the Historic District and contributes to the overall streetscape and neighborhood context. The proposed improvements do not alter the footprint or massing of the structure, and no changes are proposed to the building façade.

The proposed driveway replacement and turnaround introduce brick and permeable paver materials to the front yard. While brick can be an appropriate material within historic contexts, the Commission should consider whether the specific paver systems, pattern, and coloration are compatible with paving treatments found within the district. The continuation of materials from the previously approved rear yard project supports design consistency across the site.

The proposed planter box functions as a retaining wall and fence to address grade differences between adjacent driveways. In accordance with the guidelines for landscaping and retaining walls, this feature is subject to review due to its impact on site conditions. The use of natural stone materials may be appropriate if the scale, texture, and appearance are consistent with historic precedents. The inclusion of plantings within the planter box is not directly regulated but may assist in integrating the feature into the site.

The design and extent of the driveway improvements, including the turnaround, should be considered in relation to the existing streetscape pattern along Lake Street. While the applicant indicates that overall coverage is not significantly increased, the visual impact of expanded hardscape in the front yard may affect the continuity of green space and the visual character of the area.

The proposal to replace the front porch surface with brick pavers warrants additional consideration. The guidelines for porches identify traditional tongue-and-groove wood flooring as the preferred material, and alternative materials may not meet the intent of the guidelines unless supported by evidence of historic appropriateness or existing non-historic conditions. The Commission should evaluate whether the proposed porch treatment is compatible with the character of the structure and the district.

Review of the proposal is required as it involves exterior alterations within the Historic District, including site improvements, porch modifications, and the installation of a retaining wall, and is therefore subject to the applicable guidelines.

Each application must be evaluated independently by the Historic District Commission based on current guidelines and best preservation practices.

SUGGESTED MOTIONS:

If the HDC determines that the improvements are appropriate and the applicable standards of the Historic Preservation Review Guidelines are met, the following motion may be used:

I move to ***(approve/deny)*** *the applicant's request for* replacement of the existing driveway, construction of a turnaround, replacement of the front porch surface, and installation of a planter box, as proposed, *based on the application* ***(meeting/not meeting)*** *the applicable Historic District Guidelines set forth in §152.07*.

Approval shall be subject to the following conditions (if applicable):

a) _____

b) _____

Scale 1" = 40'

= Concrete

= Asphalt

D = Description dimension

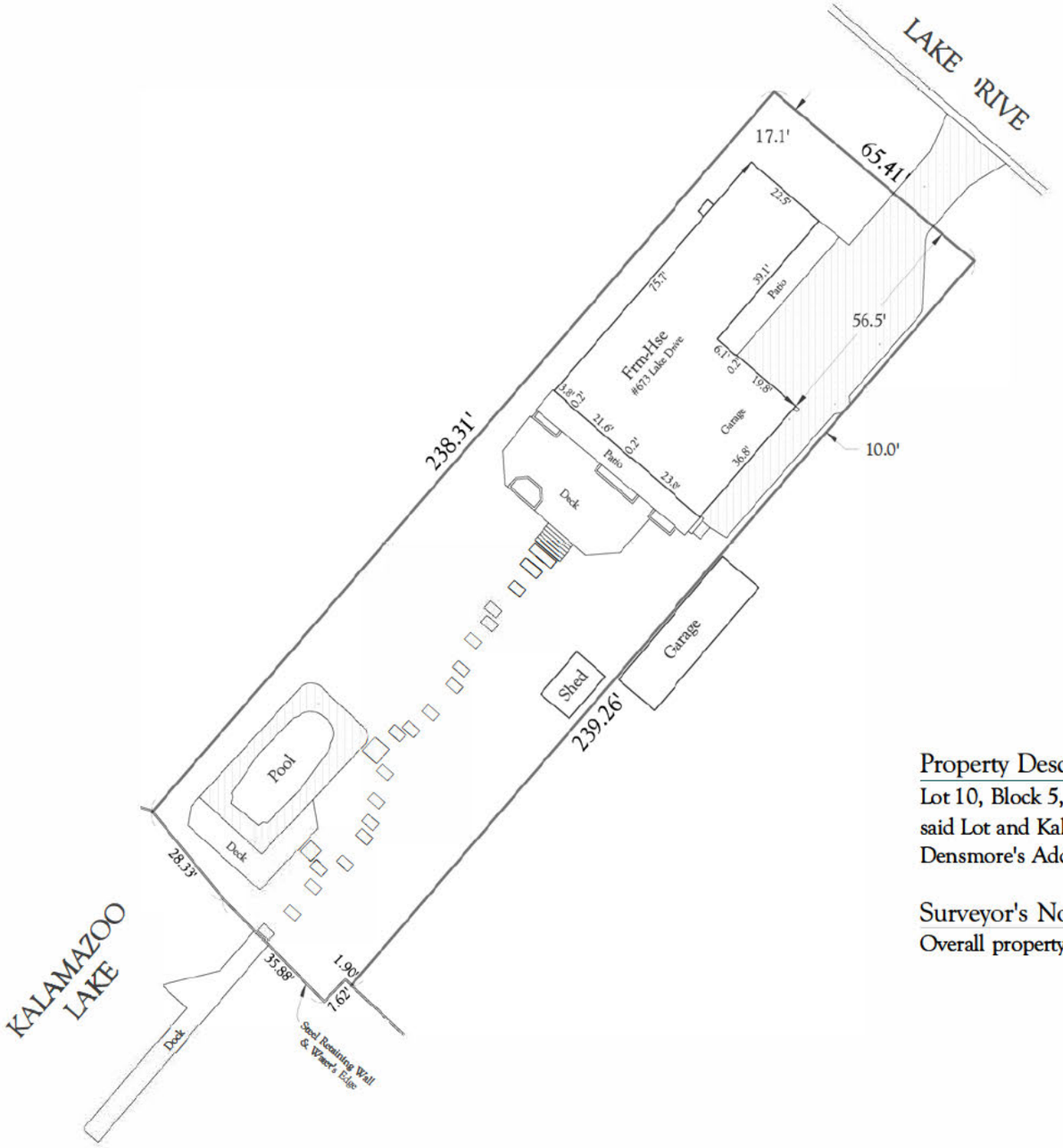
M = Measured dimension

P = Platted dimension

● = Set iron stake

○ = Found iron stake

This drawing was made from the description shown above. The description should be compared with the Abstract of Title or Title Policy for accuracy, easements and exceptions.



STATE OF MICHIGAN
ADAM BURGESS
LAND SURVEYOR
No. 55446
PROFESSIONAL SURVEYOR

By: _____

Adam C. Burgess, Licensed Professional Surveyor No. 55446

JLH Pools
673 Lake Drive

BURGESS Surveying

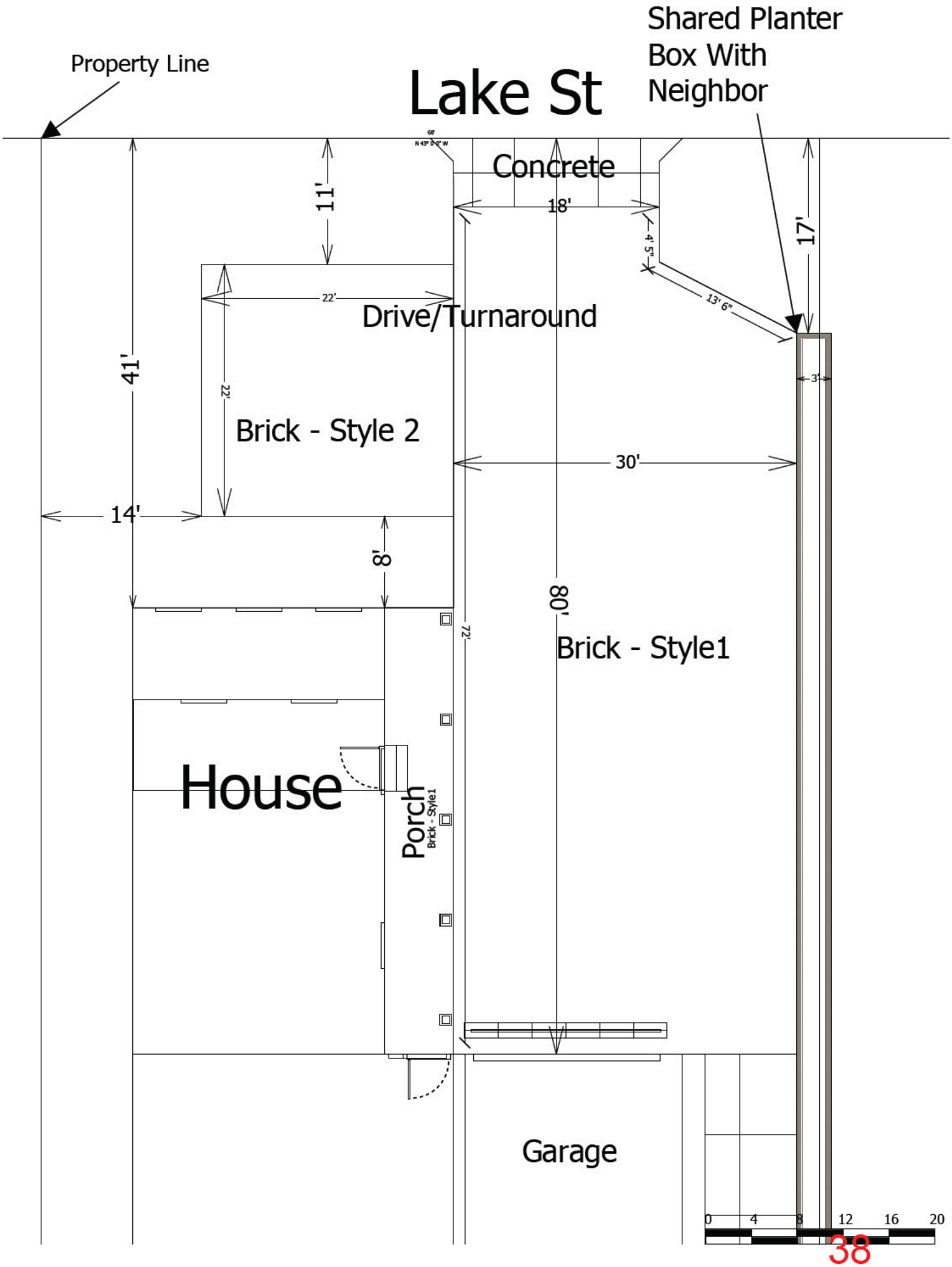
Date: June 5, 2025 | Drawn By: JTB

Property Description:

Lot 10, Block 5, together with all land lying between said Lot and Kalamazoo Lake, Morrison & Densmore's Addition to Saugatuck.

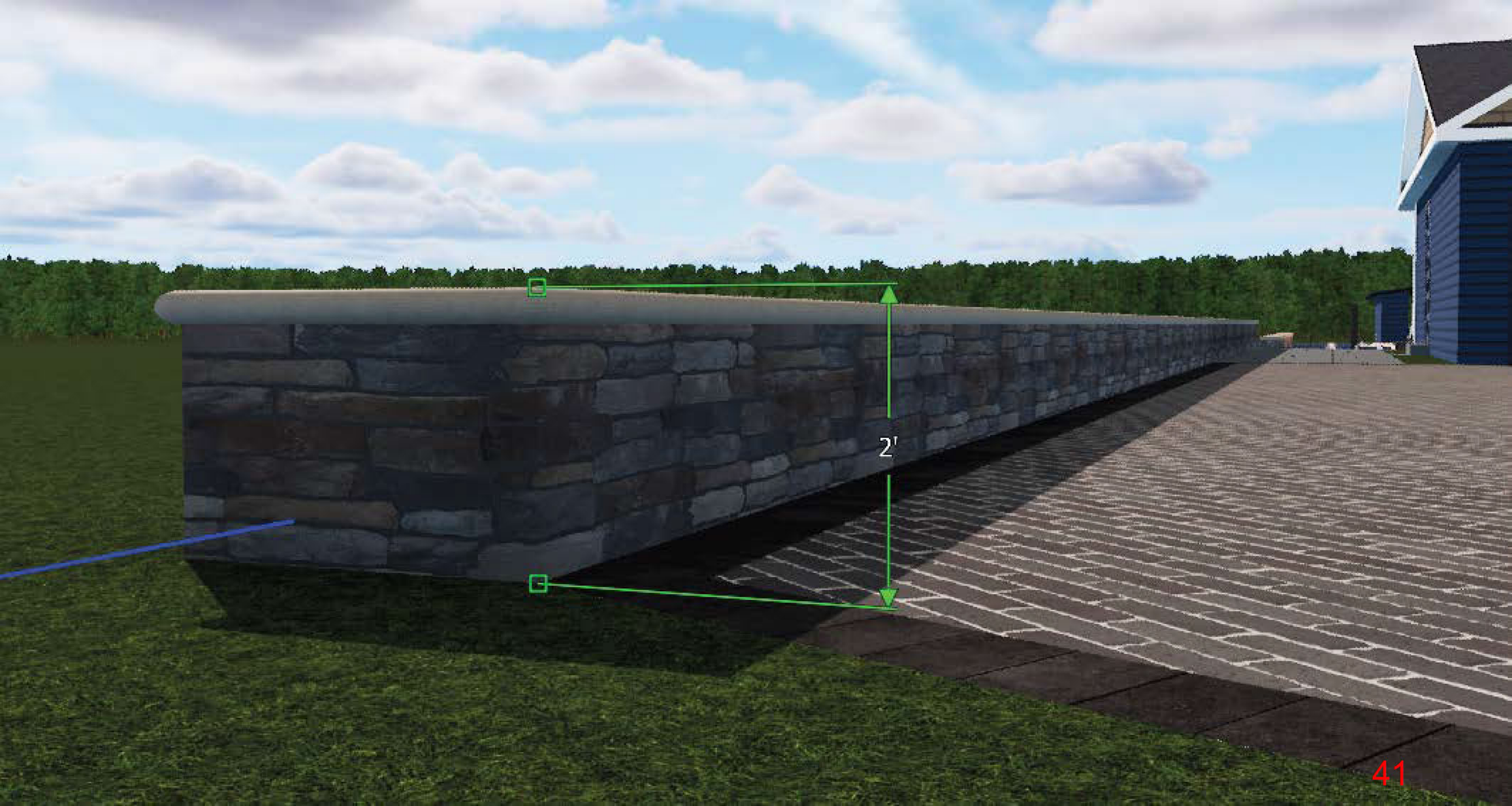
Surveyor's Note:

Overall property area, as surveyed = 15,980 sqft


Property Line
Lake St
Shared Planter Box With Neighbor
Concrete
11'
18'
17'
4' 5"
13' 6"
22'
Drive/Turnaround
41'
22'
Brick - Style 2
3'
30'
14'
8'
80'
72'
Brick - Style1
House
Porch
Brick - Style1
Garage
0
4
8
12
16
20




40


2'


42





Project Description

JLH Pools, Landscapes and Outdoor Living is proposing the following work for the front of 673 Lake St. We are wrapping up an approved project that was mainly involving the backyard. Before we finish, the customer is requesting we replace the existing driveway, add a small turnaround and add a planter box down the property line to help keep the neighbors driveway from washing away.

The two driveways are at different heights and over time the neighbors drive will fall down the hill if something isn't done to hold it up. So, JLH is in contact with the neighbor and are proposing a small planter box that will sit between the two drives that will prevent one from falling into the other. In the planter box there will be a row of sweet gum trees for privacy. The planter itself will match the approved stone work in the backyard. Stone work will be done with Sarasota Mix stone by Hailquist.

The driveway will be constructed to be congruent with the backyard design. The desire is to make the entire property match. Taking on the front yard project now, as opposed to waiting, will ensure the property's style is continuous throughout the property. We are accomplishing this by utilizing the same brick for the driveway as the bricks in the backyard. Bricks are by Techo Block, Eco-Promanade and Permeable Aquastorm Stormwater Pavers. Permeable Aquastorm Stormwater Pavers will be the turnaround, they are the 'hollow' style that lets rainwater infiltrate more readily.

The front porch will use the same Techo Block Eco-Promanade, again to match the rest of the project. The final Apron of the driveway will be concrete.

No additional ground will be covered outside of the Permeable Aquastorm Stormwater Pavers in the turnaround part of the driveway. The planter box will have minimal wall thickness and will be soil in the middle for the trees, connected to the soil below. The driveway will simply replace the existing driveway and the porch remains the same size.

There is no floodplain in the front yard. EGLE was contacted last year about floodplain in the back yard and all plans were approved by them.

The completed project aims to enhance the current property and make it match the rest of the project as well as the surrounding neighborhood. The facade of the house will remain unchanged in every way. Landscaping will respect the neighbor's privacy and style. All work at this project has,and will continue to be, coordinated with the neighbors to make sure all parties are satisfied; including district requirements.

Thank you,
Ryan O'Dea
JLH Pools, Landscapes and Outdoor Living

Commission Review Fee: $250
Administrative Review Fee: $50

Historic District Permit Application

LOCATION INFORMATION — APPLICATION NUMBER ____ - ____

Address 673 Lake St, Saugatuck, MI 49453 Parcel Number 57-515-064-00

APPLICANTS INFORMATION

Name Justin Hickman Address / PO Box [redacted]

City [redacted] State [redacted] Zip [redacted] Phone [redacted]

Interest In Project Contractor E-Mail [redacted]

Signature Justin Hickman Date 4/15/26

OWNERS INFORMATION (IF DIFFERENT FROM APPLICANTS)

Name MICHAEL MRAZ Address / PO Box 673 Lake St

City Saugatuck State MI Zip 49453 Phone

E-Mail [redacted]

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 [signature] Date 4/16/26

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

Name JLH Pools, Landscapes and Outdoor Living Contact Name [redacted]

Address / PO Box [redacted] City [redacted]

State [redacted] Zip [redacted] Phone [redacted] Fax

E-Mail [redacted]

License Number [redacted] Expiration Date 5/31/2026

PROPERTY INFORMATION

Depth 239' Width 65' Size 15,980 sq ft Zoning District LS-LAKE ST Current Use Personal

Check all that apply: Waterfront X Dunes Vacant

PROJECT DESCRIPTION (ATTACH MORE SHEETS IF NECESSARY)

Attached.

Historic District Application

Application #____ - _____

HISTORIC DISTRICT REQUIREMENTS (SECTION 152.07)

Pursuant to Section 152.07, please attach the following supporting documents when applying for historic district approval if applicable:

Y	N	NA	
☐	☐	☒	Photographs of the structure and its relationship to adjacent structures.
☐	☐	☒	A plot plan with the placement of the proposed addition, or location of fencing to be constructed.
☒	☐	☐	Elevation drawings of the exterior of the structure or improvements.
☒	☐	☐	Samples of all proposed exterior finishes and materials.
☐	☐	☒	Photographs showing, in detail, the problem areas to be addressed during the proposed repair or alteration.
☐	☐	☒	A scale drawing of all proposed signage, including design, lettering style, type of illumination (if any), placement or location on the lot or building, and the type of support(s) for the sign(s).
☐	☐	☒	If an application for signage is made by tenants of a building located within a historic district, the tenants must obtain written permission from the building owner to install or alter the proposed sign(s).
☒	☐	☐	Plot plan showing the following:
☒	☐	☐	Current location, shape, area and dimension of the lot.
☒	☐	☐	Current site improvements (including structures, sidewalks, decks, streets, fences, etc).
☒	☐	☐	Proposed improvements and distances from other improvements or property lines.
☒	☐	☐	Proposed and/or current yard, open space and parking space dimensions and calculations.
☐	☐	☒	Location of any flood plains, watersheds, wetlands, easements, critical dunes, or other applicable features.
☐	☐	☒	Description of proposed use and of the building (dwelling, structure, barn, garage and the like) or improvements.
☒	☐	☐	Detailed written description of the activities related to the proposed use and/or improvements.

OFFICE USE ONLY:
Application Complete _____ Fee Paid____Date Paid _____
Notes: _____

MEMORANDUM

TO:	Historic District Commission City of Saugatuck
FROM:	Grayson Moore Director of Planning & Zoning
MEETING DATE:	May 7, 2026
RE:	Historic District Permit Application, 145 Grant Street

REQUEST: The applicant is requesting approval for an exterior home renovation which proposes: landscaping and hardscaping changes, reconstruction and enclosure of the porch on Elizabeth St., repairs to structure where rotted, replacement of windows, doors, exterior trims, siding, soffit, and facia, installation of new windows, doors, and trim/siding on the lover level, replace roof structure and materials, replace fencing on Grant, and replace exterior lighting fixtures and gable vents, as well as adding shutters and connecting a whole house generator. The applicant has not yet applied for or received zoning approval, which will be required for work to commence. The image below shows the current conditions of the site.



Figure 1: 07/2025

BACKGROUND: The site located in the Community Residential District (CR R-1). The property was granted a dimensional variance in 2023 to reduce the front setbacks and to permit reconstruction of a porch in the public right of way or public easement. The current home at 145 Grant is classified as a noncontributing resource. Historical images of the site are provided below.



Figure 2: Date Unknown



Figure 3: Date Unknown

APPLICABILITY: A permit shall be obtained before any work affecting the exterior appearance of a resource is performed within the Historic District (§ 152.03).

COMPLETENESS REVIEW: All applications to construct, alter, repair, move, or demolish any structure or install or alter any signage or fence structure in a historic district shall include the supporting plans and documents as specified by § 152.07 B. The applicant has provided a comprehensive overview of the proposed improvements.

§ 152.07 D. GUIDELINES:

1. In reviewing applications and plans submitted under this chapter, the Commission shall follow U.S. Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Structures as set forth in 36 C.F.R. part 67, as amended. Additional guidelines may be developed and followed if they are equivalent in guidance to the Secretary's standards and guidelines and are approved by the Center. Any additional guidelines must be adopted by the Commission and approved by the City Council. In reviewing applications and plans, the Commission shall also give consideration to:
    a. *The historical or architectural significance of the resource and its relationship to the historic value of the surrounding area*.
    b. *The compatibility of the exterior of the structure and the space around it with the visual or historical context of the surrounding area*.
    c. *The impact of the exterior of the structure and the space around it on the village/rural character and contextual aesthetic of the city*.
    d. *Other factors which the Commission considers to be pertinent*.
2. In exercising its authority to approve or deny an application under this chapter, the Commission shall exercise its educated judgment on a case-by-case basis in interpreting these guidelines and the following the applicable standards.

II. PRIMARY STRUCTURES

A. Materials, Maintenance, and Substitutes

3. **Retaining Wood Features.** Wooden features that contribute to the overall historic character of a building and a site should be retained and preserved. These features include, but are not limited to, such functional and decorative elements as siding, shingles, shakes, cornices, architraves, brackets, pediments, columns, balustrades, other architectural trim, porch ceilings, floors and facia.

4. **Replacing Wood Features.**
    a. If replacement of an entire wooden feature is necessary, it should be replaced in kind, matching the original design, dimension, detail, material and texture. Compatible substitute materials should be considered only if using the original material is not technically feasible.
    b. If replacement of a deteriorated detail or element is necessary, replace only the deteriorated detail in kind rather than an entire feature.
    c. If a wooden feature is completely missing, replace it with a new feature based on accurate documentation of the original feature or a new design compatible in profile, scale, size, material and texture with the historic building and district.

5. **Substitute Materials.**
    a. The use of substitute siding or trim in any form on an existing building is not recommended. Substitute siding or trim rarely replicates the dimensions or appearance of original materials.
    b. Cast, molded, composite or synthetic architectural details and exterior materials may be used on existing structures if the original product is no longer available and if such application would not eliminate any architectural details. Such materials shall be permitted in new construction.
    c. In order to qualify for the exceptional approval of substitute materials on an existing building, the application must meet the following tests:
        i. the substitute material will replace other substitute material on the structure; and
        ii. the cost of restoring the original material is unreasonable, judged in relation to the finished value of the property; and/ or
        iii. the original materials (or other suitable alternatives), or the skills necessary to apply those materials are unavailable; or
        iv. there is an emergency (probably temporary) need to provide the material in a time period which does not allow use of the original material (or other suitable alternative).
    d. Where substitute material replaces other substitute material, the siding installation should not eliminate any architectural details.
    e. On existing structures, the first-time application of vinyl or aluminum siding is not permitted. The use of vinyl or aluminum siding is also not permitted on new structures.

C. Roofs, Parapets, & Gutters

1. **Roof Forms.** Roofs and roof forms should be maintained and preserved when they contribute to the historic character of the building, including but not limited to materials, cresting, dormers, chimneys, cupolas and cornices. Repairs may include the limited replacement in kind of those extensively deteriorated or missing parts of a feature when there are surviving prototypes such as cupola louvers, dentils, dormer roofing or slates, tiles or wood shingles on a main roof.

2. **Roofing Materials.** When roofing material is clearly distinctive to a buildings style, retaining or replacing it in kind is important and all efforts should be exhausted before replacement with a substitute material is considered. It is not appropriate to remove a roof that is repairable, and then reconstruct it with new material in order to create a uniform or improved appearance.

4. **Roof Accessories.** Changing the configuration of a roof by adding new features such as dormer windows, vents, or skylights is generally not appropriate. Exceptions may arise when the addition of such a feature will solve a design problem raised by an adaptive re-use of the resource (such as adding a dormer to light a previously unused space).

D. Doors & Windows

2. **Replacing Windows & Doors.**
    a. If replacement of a deteriorated window or door feature or detail is necessary replace only the deteriorated feature in kind rather then the entire unit. Match the original in material, design, dimension, proportion, reflective qualities, profile, sash rails, stiles, muntins, panels, and operation. If replacement of an entire unit is necessary, replace the unit in kind, matching the design, dimension, panels, pane configuration, architectural trim, detail, muntins and materials. It is not appropriate to use snap-in muntins to create a false divided-light appearance.
    b. Replacement windows and doors should maintain and fit existing openings and be consistent in glass size and with existing trim and other features of the structure.
    c. Changing the number, location, and size or glazing pattern of windows and doors through cutting new openings, blocking-in, and installing replacement sash which does not fit the historic opening are not recommended.

4. **Windows.** If a replacement window has an insulating glass pane which is not actually divided by muntins, the appropriate muntin pattern should be permanently applied with muntins no wider than 7/8 inch, as well as with spacer bars internal to the insulated glass. There should be no flat muntin grids, nor removable muntin grids, applied to the inside or outside panes.

H. Lighting Fixtures & Light Sources

1. **Compatible Lighting.** Exterior lighting, including lighting of signs, should be consistent with the historical period of the structure. The quality and color of light on or near a building should be comfortable and flattering to the people entering the businesses. Awnings should not be lit with interior bulbs or up-lights.

2. **Security Lighting.** Security lighting should be designed and located discretely so as not to detract from the historic building and neighborhood.

3. **Floodlighting Buildings.** The illumination of building facades in residential areas with harsh floodlights is not recommended.

4. **Retaining Fixtures.** When possible a historic light fixture should be repaired rather then replaced. If fixtures are missing or beyond repair, antique or reproduction lighting fixtures are readily available. Contemporary fixtures that are inconspicuous or that complement the style and the character of the building may be selected for historic buildings.

J. Awnings, Canopies and Shutters

1. **Compatible Replacements.** Replacement of deteriorated or missing shutters should be based on historic and pictorial evidence. Shutters should be made of wood, sized to fit the opening and mounted as if they were operable. All shutters must be attached to wood elements and when necessary into mortar joints. They are never to be installed in a manner that damages masonry.

III. SECONDARY STRUCTURES

1. **Compatible Out-Buildings.** Buildings and their features as well as features of the site that are important in defining its overall historic character should be retained and preserved. Existing out buildings should follow the guidelines set forth for main structures in their repair and maintenance.

2. **Materials.** Exterior wall materials should be consistent with historic materials appropriate to the main structure and neighborhood, such as, wood, stucco and masonry. A cement board clapboard siding product known as Hardi-Plank may also be considered in new construction.

3. **Roofs.** Roof design should usually be the same type as the roof of the primary structure. If a gable, it should be the same pitch as that of the primary structure. Roofing material may range from asphalt shingles to a more natural product such as slate, tile and wood shingles.

4. **Doors & Windows.** All windows and doors should be made of wood. The style and design will be reviewed on a case by case basis.

6. **Size of Garage Doors.** In new construction, if the garage door opening is larger than a standard two-stall, the garage wall should be divided and separate doors hung. Standard door height in a residential garage should be seven (7) feet.

9. **New Garages.** The construction of new carriage houses and garages shall follow the New Construction Guidelines, section V.

IV. THE LAND AND SITE IMPROVMENTS

B. Landscaping and Retaining Walls

2. **Changes Requiring Review.** The Commission will review landscaping proposals to the extent that they involve a significant change in the contouring and elevations of a property, or incorporate the use of retaining walls. The Commission does not review the selection, placement or movement of plantings, although it will consider the use of plantings where they impact on other work, such as their use to obscure a new feature, basement windows, or utility equipment. (Note that there is a separate tree ordinance, and the zoning ordinance may regulate some aspects of landscaping.)

C. Fences

2. **Front and Side.** Front and side yard fences should not impede clear vision at intersections or driveways, as they could sacrifice safety as well as historical appropriateness. Front yard fencing should not infringe upon or obstruct historic setbacks, vistas, streetscapes or neighborhood continuity.

3. **Compatible Fences.** Fencing shall be permitted contingent upon the appearance and appropriateness in relation to the building and Historic District. (Applicants should note that all fencing within the Historic District is also subject to the City Zoning Codes, Chapter 155.143.)

4. **Height of Fences.** Height should be between two (2) and six (6) feet, with a maximum height of three (3) feet for front yard fences. Materials should be wood, wrought iron, or other historic materials (some aluminum faux wrought iron products are allowed). Styles may include picket and wood privacy fences, with tops trimmed with horizontal boards or simple dog-ear detail. Other styles not listed will be reviewed on a case by case basis.

D. Patios, Decks, Garden Structures

1. **Rear Yard Patios and Decks.** Elevated platforms and flush patios may be allowed in rear yards only, unless special circumstances exist. Similar structures in front or side yards should follow guidelines for porches (see II.E). Most decks should be free-standing (not attached to the house). If it is necessary to attach a deck to the house, it should be done in such a way as not to damage any significant architectural details and it should be easily removed.

2. **Height of Decks.** Height of decks and patios is a site sensitive issue and will be reviewed on a case by case basis.

3. **Flooring.** Flooring materials may consist of masonry (stone or brick pavers, poured concrete), wood 6" decking (this allowance is for rear yard decks only–for porches see porch guidelines, II.E) and wood tongue and groove flooring. Other designs and/ or materials may be presented to the Commission for consideration.

V. ADDITIONS AND NEW CONSTRUCTION

A. Additions

1. **Compatible Additions.** New additions within historic districts can be appropriate if they do not destroy historic features, materials and spatial relationships of the original building and site. Their location, size, height, scale, design and materials should be compatible with the original structure. The Commission may make recommendations to the Planning Commission and/ or the Zoning Board of Appeals concerning placement of additions on the lot.

2. **Site Protection.** A new addition should be designed and located so that significant site features, including mature trees, are not lost.

3. **Distinguishing New from Old.** New additions should be designed in such a manner as to make clear what is historic and what is new. They should be constructed so that they can be removed in the future without damage to the building.

4. **Massing.** It is not appropriate to construct an addition that significantly changes the proportion of built mass to open space on the individual site.

B. New Construction

1. **Streetscape Compatibility.** With new structures or renovations which totally change the facades, the appearance of the streetscape as a whole should be respected. Facades for new structures should be compatible with the overall design and appearance of the surrounding streetscape in its design and appearance.

2. **Architectural Style.** New structures need not replicate existing styles. They may be honest modern or contemporary adaptations or reflections of traditional styles or they may be totally new, distinctive structures which are nevertheless compatible with the district's character.

3. **Compatibility of Siting and Massing.**
    a. The historic relationship between buildings, landscape features and open space should be retained. The siting should be reviewed based on existing district setbacks, orientation, spacing and distance between adjacent buildings.
    b. The height and bulk of a new building shall be compatible with its surroundings and shall in no event exceed that of existing buildings in the Historic District.
    c. If there is a significant variation in siting or in height and bulk from the immediately surrounding buildings which creates a material adverse impact on the character of that area, the Commission may make recommendations to the Planning Commission and/ or the Zoning Board of Appeals concerning height, massing and placement on the lot of the new construction.

4. **Compatible Detailing.** In addition to the scale of the structure, details such as roof lines, materials, the size, type, and placement of windows, doors, porches, fences, chimneys and garages, should be considered in assessing the compatibility of the new structure with the existing streetscape.

5. **Pedestrian Scale.** Especially in commercial areas, the scale of architectural elements should provide comfortable surroundings for pedestrians. This applies especially to heights of canopies or awnings, and heights of doors and windows.

Comment:

The subject property at 145 Grant Street is classified as a noncontributing resource within the Historic District and is located within the Community Residential (CR R-1) District. The applicant is proposing a comprehensive exterior renovation to the existing structure, along with site improvements and the construction of a new detached garage. Based on the information provided, the proposed improvements generally reflect a cohesive design approach; however, the overall scope of work represents a substantial alteration to the structure and site.

The proposed renovations include replacement of siding, windows, doors, trim, soffit, fascia, and roofing materials, as well as repairs to deteriorated structural elements and the enclosure of the porch along Elizabeth Street. While the structure does not contribute to the historic significance of the district, the extent of the proposed work requires careful consideration to ensure compatibility with the surrounding historic context. The overall design, massing, and architectural elements appear generally consistent with a residential character typical of the area, though confirmation of material types and detailing is necessary to ensure compliance with the Historic District guidelines.

The proposal includes replacement of all windows and doors. The guidelines require that such replacements maintain the existing openings and match the original in size, proportion, and design. Based on the submitted elevations, window configurations appear generally consistent; however, the Commission should evaluate the proposed materials, muntin patterns, and construction details to ensure they meet the standards for appropriate replacement, including the use of true or properly simulated divided lights.

The replacement of exterior materials, including siding and trim, warrants additional consideration. The guidelines strongly discourage the use of substitute materials on existing structures unless specific criteria are met. The application references proposed materials but does not clearly identify whether they are wood or substitute materials. Clarification should be provided at the meeting to determine compliance with the standards for replacement in kind or to justify the use of alternative materials.

The enclosure of the porch on the Elizabeth Street elevation represents a modification to the building's form. This alteration should be evaluated for compatibility in scale, proportion, and detailing, and should be designed in a manner that does not detract from the overall character of the structure or the streetscape.

The proposed detached garage is secondary in scale and appears to remain subordinate to the principal structure. The building footprint, height, and general design are consistent with typical accessory structures within the district. The use of matching or complementary materials and architectural elements supports compatibility with the primary structure and surrounding neighborhood, though final material specifications should be confirmed.

Additional site improvements include installation of a new picket fence, landscaping, hardscaping, lighting, shutters, flower boxes, and a whole-house generator. The proposed fence height and style appear consistent with the guidelines for front and side yard fencing. The lighting fixtures, described as lantern-style with warm color temperature, are generally appropriate and compatible with the residential historic character. The proposed shutters appear proportionally sized to the windows; however, their mounting and appearance should reflect operable functionality in accordance with the guidelines.

The proposed generator is indicated to be screened from view by the structure and surrounding features. Additional screening may be considered to ensure minimal visual impact on adjacent properties and the public right-of-way.

The design, scale, and placement of the proposed improvements appear generally compatible with the structure and surrounding neighborhood. However, due to the comprehensive nature of the renovation and the introduction of new elements, several aspects of the proposal warrant further review by the Commission, particularly related to material selection, window and door specifications, and architectural detailing.

Review of the proposal is required as it involves exterior alterations and new construction within the Historic District and is therefore subject to the applicable guidelines, including those related to primary structures, accessory structures, materials, windows, roofs, and site improvements.

Each application must be evaluated independently by the Historic District Commission based on the adopted guidelines and accepted preservation practices.

SUGGESTED MOTIONS:

If the HDC determines that the improvements are appropriate and the applicable standards of the Historic Preservation Review Guidelines are met, the following motion may be used:

*I move to **(approve/deny)** the applicant's request for exterior renovations to the existing principal structure, including porch enclosure, replacement of siding, windows, doors, trim, soffit, fascia, and roofing materials, as well as the construction of a detached garage and associated site improvements including fencing, lighting, shutters, and landscaping, as proposed, based on the application **(meeting/not meeting)** the applicable Historic District Guidelines set forth in §152.07.*

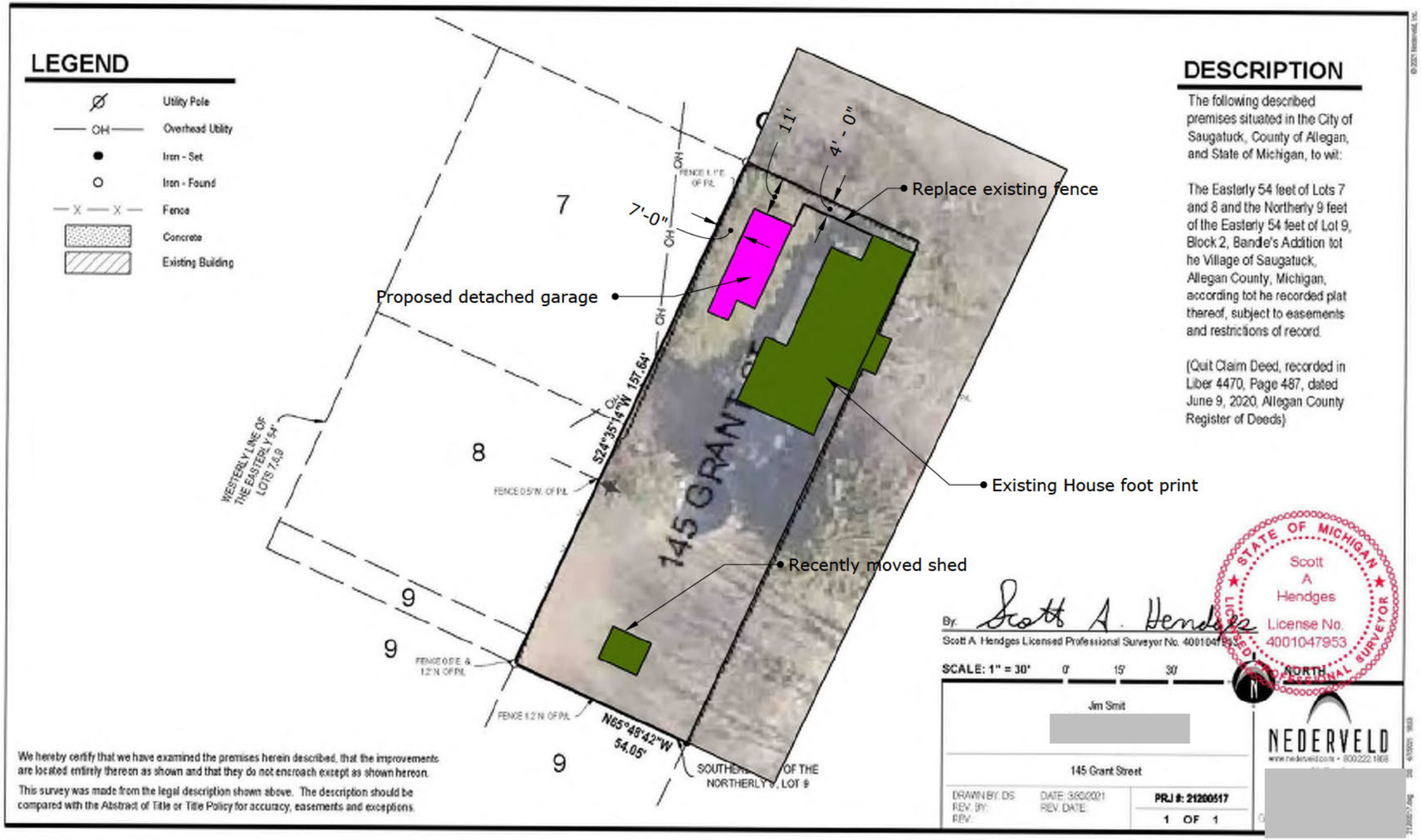
Approval shall be subject to the following conditions (if applicable):

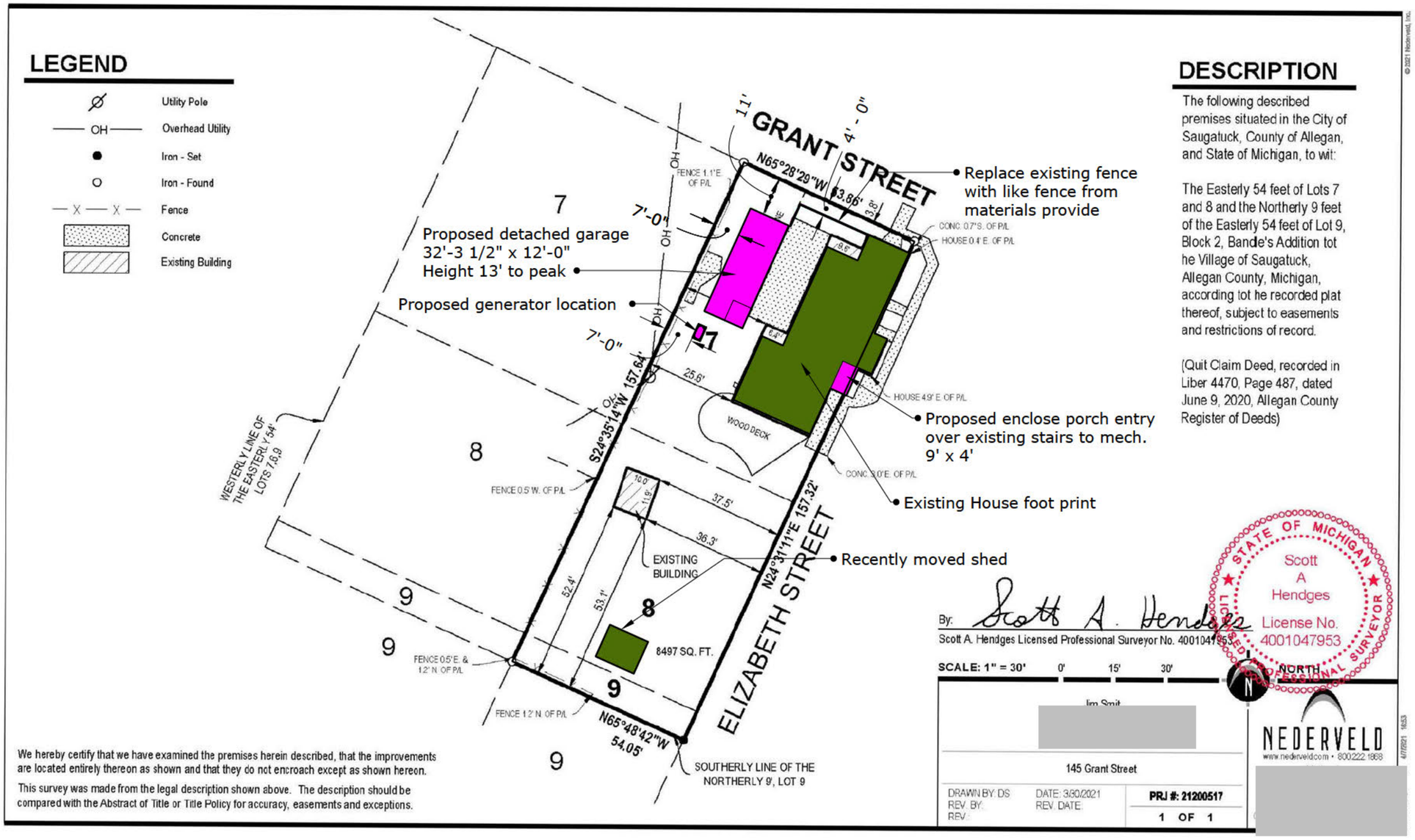
a) _____

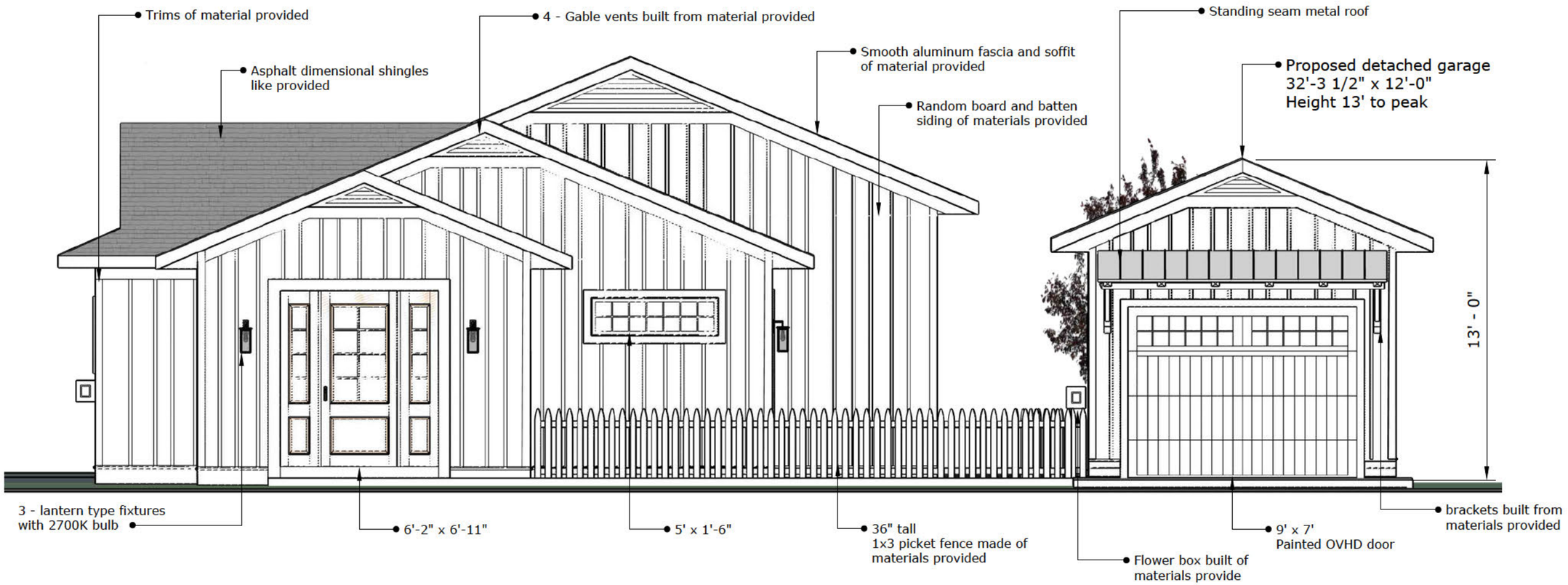
b) _____

c) _____

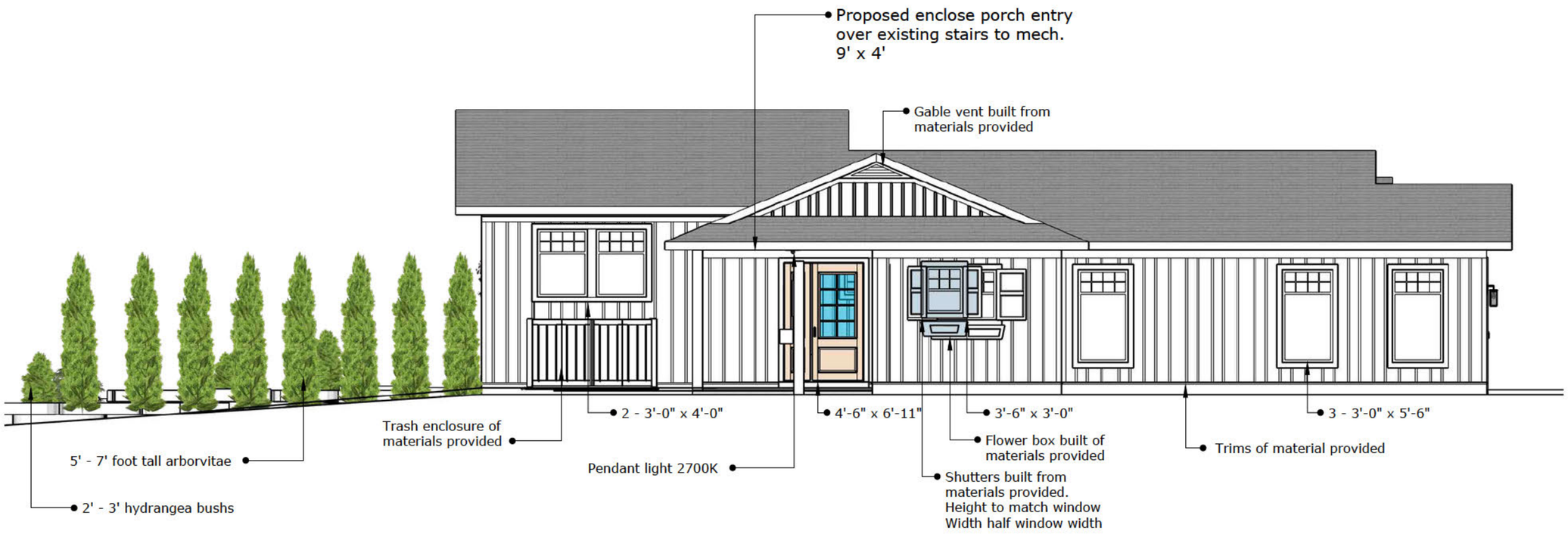
d) _____


LEGEND
Utility Pole
OH
Overhead Utility
Iron - Set
Iron - Found
Fence
Concrete
Existing Building
7
8
9
9
11'
4' - 0"
7'-0"
Replace existing fence
Proposed detached garage
Existing House foot print
Recently moved shed
145 GRANT
S24°35'14"W 157.64'
N65°48'42"W 54.05'
FENCE 0.5'W. OF P/L
FENCE 0.9' E. & 1.2' N. OF P/L
FENCE 1.2' N. OF P/L
WESTERLY LINE OF THE EASTERLY 54' LOTS 7,8,9
SOUTHERLY LINE OF THE NORTHERLY 9', LOT 9
DESCRIPTION
The following described premises situated in the City of Saugatuck, County of Allegan, and State of Michigan, to wit:
The Easterly 54 feet of Lots 7 and 8 and the Northerly 9 feet of the Easterly 54 feet of Lot 9, Block 2, Bandle's Addition tot he Village of Saugatuck, Allegan County, Michigan, according tot he recorded plat thereof, subject to easements and restrictions of record.
(Quit Claim Deed, recorded in Liber 4470, Page 487, dated June 9, 2020, Allegan County Register of Deeds)
We hereby certify that we have examined the premises herein described, that the improvements are located entirely thereon as shown and that they do not encroach except as shown hereon.
This survey was made from the legal description shown above. The description should be compared with the Abstract of Title or Title Policy for accuracy, easements and exceptions.
By: Scott A. Hendges
Scott A. Hendges Licensed Professional Surveyor No. 4001047953
STATE OF MICHIGAN
Scott A Hendges
License No. 4001047953
PROFESSIONAL SURVEYOR
SCALE: 1" = 30'
0' 15' 30'
NORTH
Jim Smit
145 Grant Street
DRAWN BY: DS
DATE: 3/5/2021
REV. BY:
REV. DATE:
PRJ #: 21200517
1 OF 1
NEDERVELD
www.nederveld.com • 800.222.1868

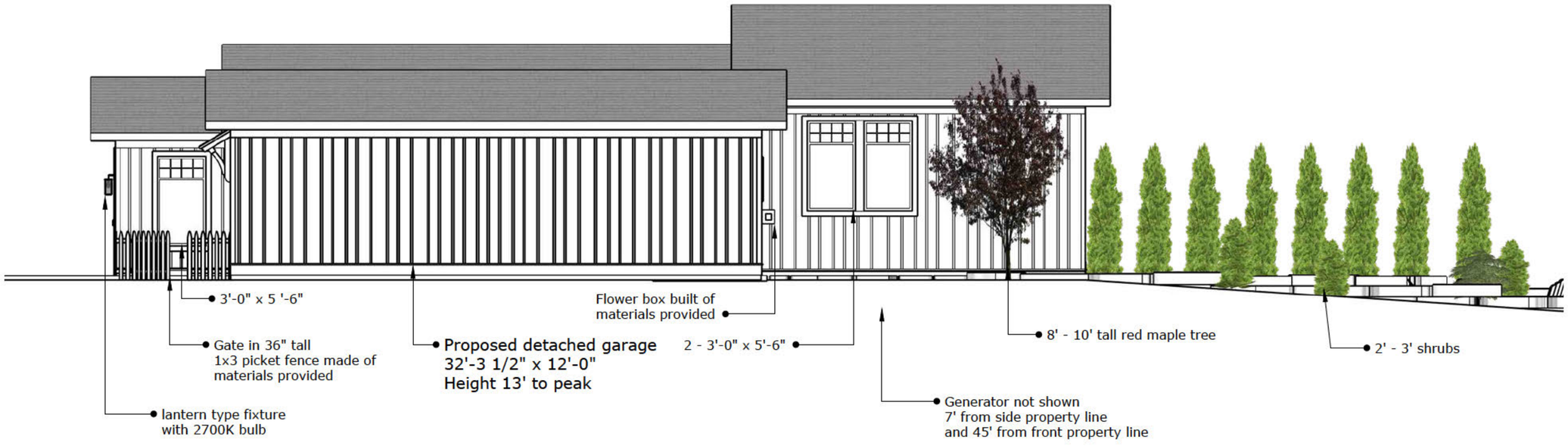

LEGEND
Utility Pole
OH
Overhead Utility
Iron - Set
Iron - Found
Fence
Concrete
Existing Building
GRANT STREET
N65°28'29"W 13.66'
11'
4'-0"
FENCE 1.1'E. OF P/L
CONC. 0.7'S. OF P/L
HOUSE 0.4'E. OF P/L
7
7'-0"
Proposed detached garage
32'-3 1/2" x 12'-0"
Height 13' to peak
Proposed generator location
7'-0"
25.6'
S24°35'14"W 157.64'
HOUSE 4.9' E. OF P/L
WOOD DECK
Proposed enclose porch entry
over existing stairs to mech.
9' x 4'
CONC. 2.0'E. OF P/L
Existing House foot print
8
FENCE 0.5'W. OF P/L
10.0'
11.9'
37.5'
36.3'
EXISTING
BUILDING
Recently moved shed
N24°31'11"E 157.32'
ELIZABETH STREET
52.4'
53.1'
8
8497 SQ. FT.
9
9
FENCE 0.5'E. &
1.2' N. OF P/L
FENCE 1.2' N. OF P/L
N65°48'42"W
54.05'
SOUTHERLY LINE OF THE
NORTHERLY 9', LOT 9
WESTERLY LINE OF
THE EASTERLY 54'
LOTS 7,8,9
DESCRIPTION
The following described premises situated in the City of Saugatuck, County of Allegan, and State of Michigan, to wit:
The Easterly 54 feet of Lots 7 and 8 and the Northerly 9 feet of the Easterly 54 feet of Lot 9, Block 2, Bandle's Addition tot he Village of Saugatuck, Allegan County, Michigan, according tot he recorded plat thereof, subject to easements and restrictions of record.
(Quit Claim Deed, recorded in Liber 4470, Page 487, dated June 9, 2020, Allegan County Register of Deeds)
We hereby certify that we have examined the premises herein described, that the improvements are located entirely thereon as shown and that they do not encroach except as shown hereon.
This survey was made from the legal description shown above. The description should be compared with the Abstract of Title or Title Policy for accuracy, easements and exceptions.
By: Scott A. Hendges
Scott A. Hendges Licensed Professional Surveyor No. 4001047953
STATE OF MICHIGAN
Scott
A
Hendges
License No.
4001047953
LICENSED PROFESSIONAL SURVEYOR
SCALE: 1" = 30'
0'
15'
30'
NORTH
Jim Smit
145 Grant Street
DRAWN BY: DS
DATE: 3/30/2021
REV. BY:
REV. DATE:
REV.:
PRJ #: 21200517
1 OF 1
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4/7/2021 1433
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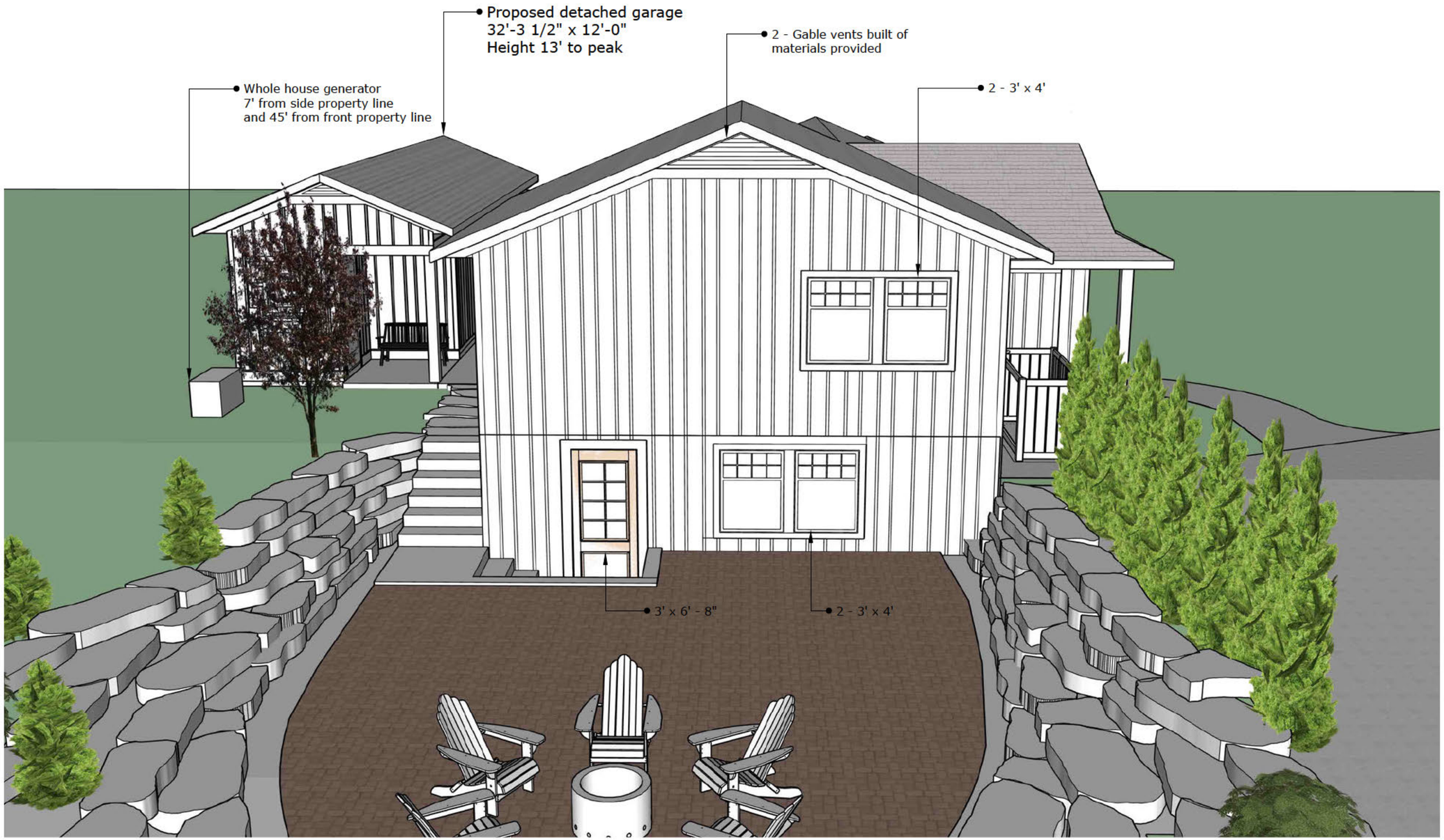
Grant street View



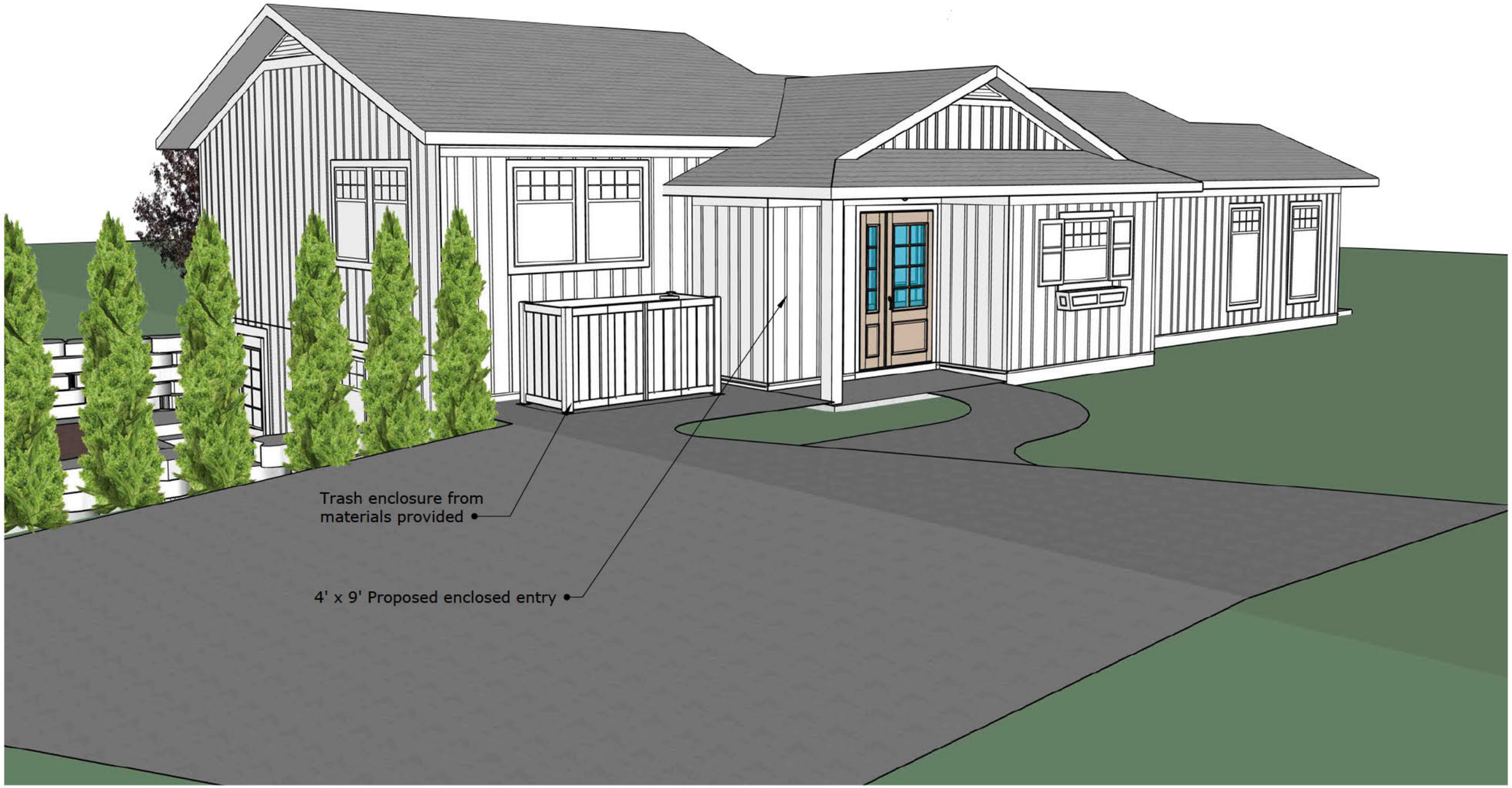
Elizabeth Street View



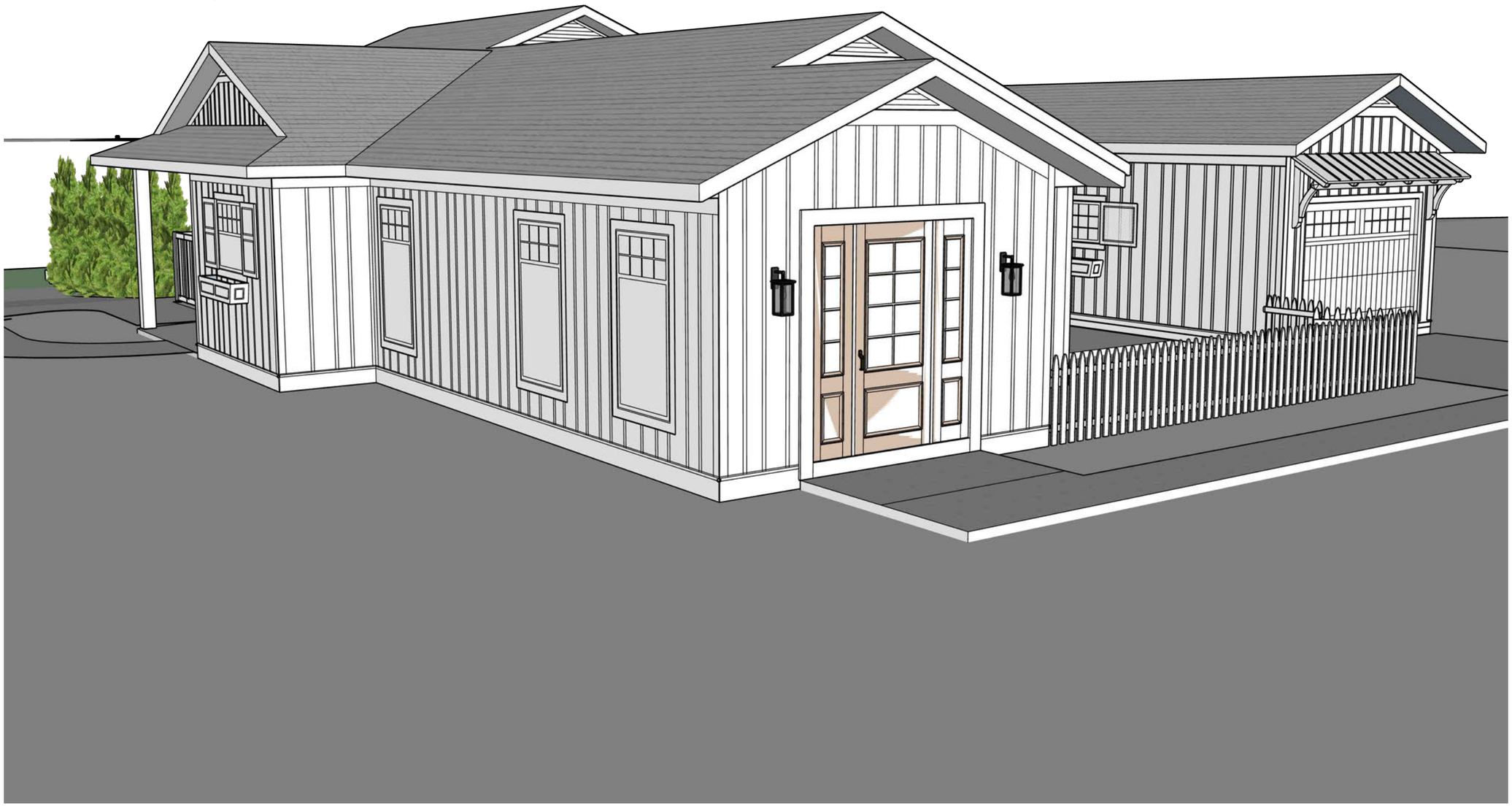
Sideyard View (west elevation)


Proposed detached garage
32'-3 1/2" x 12'-0"
Height 13' to peak
2 - Gable vents built of
materials provided
Whole house generator
7' from side property line
and 45' from front property line
2 - 3' x 4'
3' x 6' - 8"
2 - 3' x 4'

Rear View



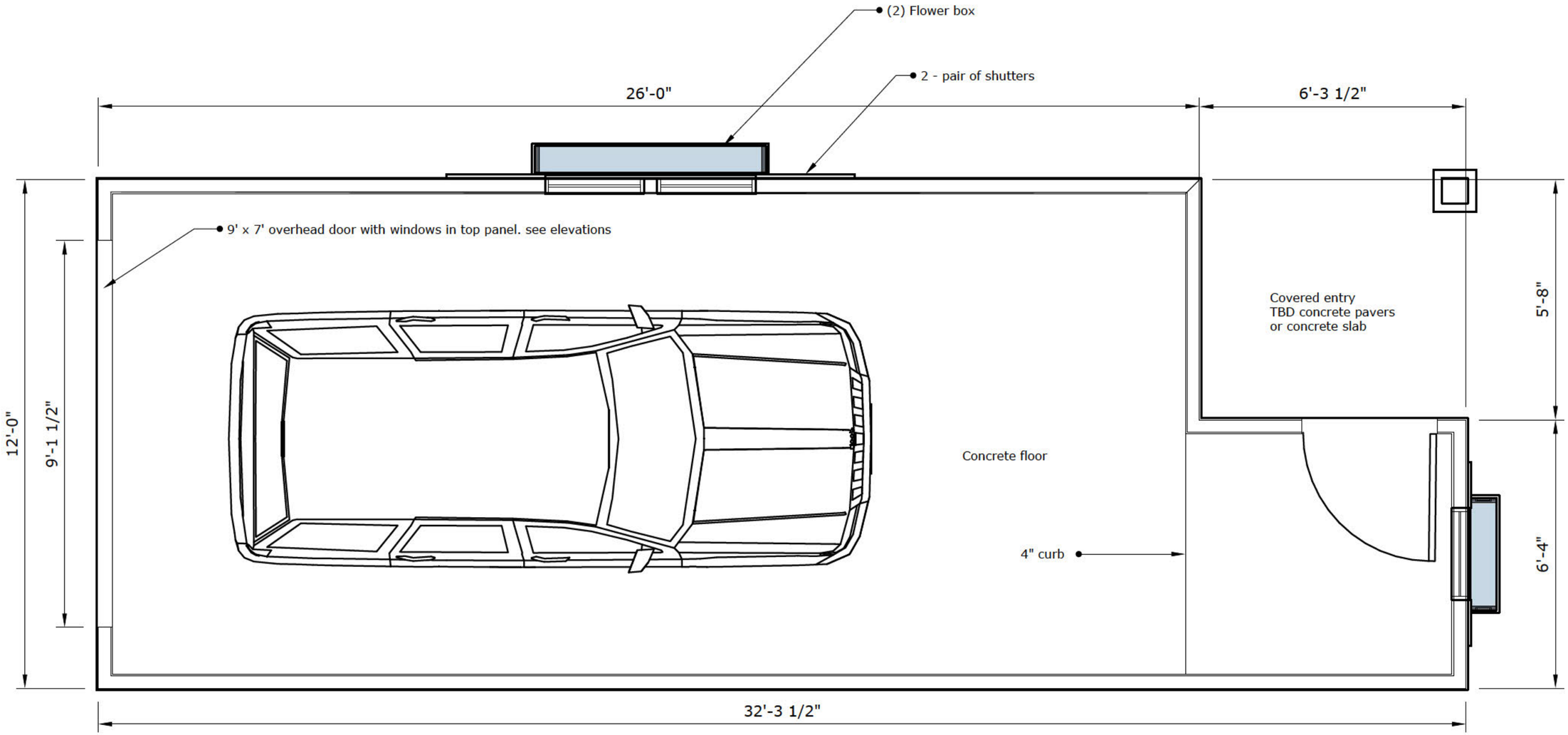
Elizabeth Street Perspective



Corner of Grant and Elizabeth Perspective



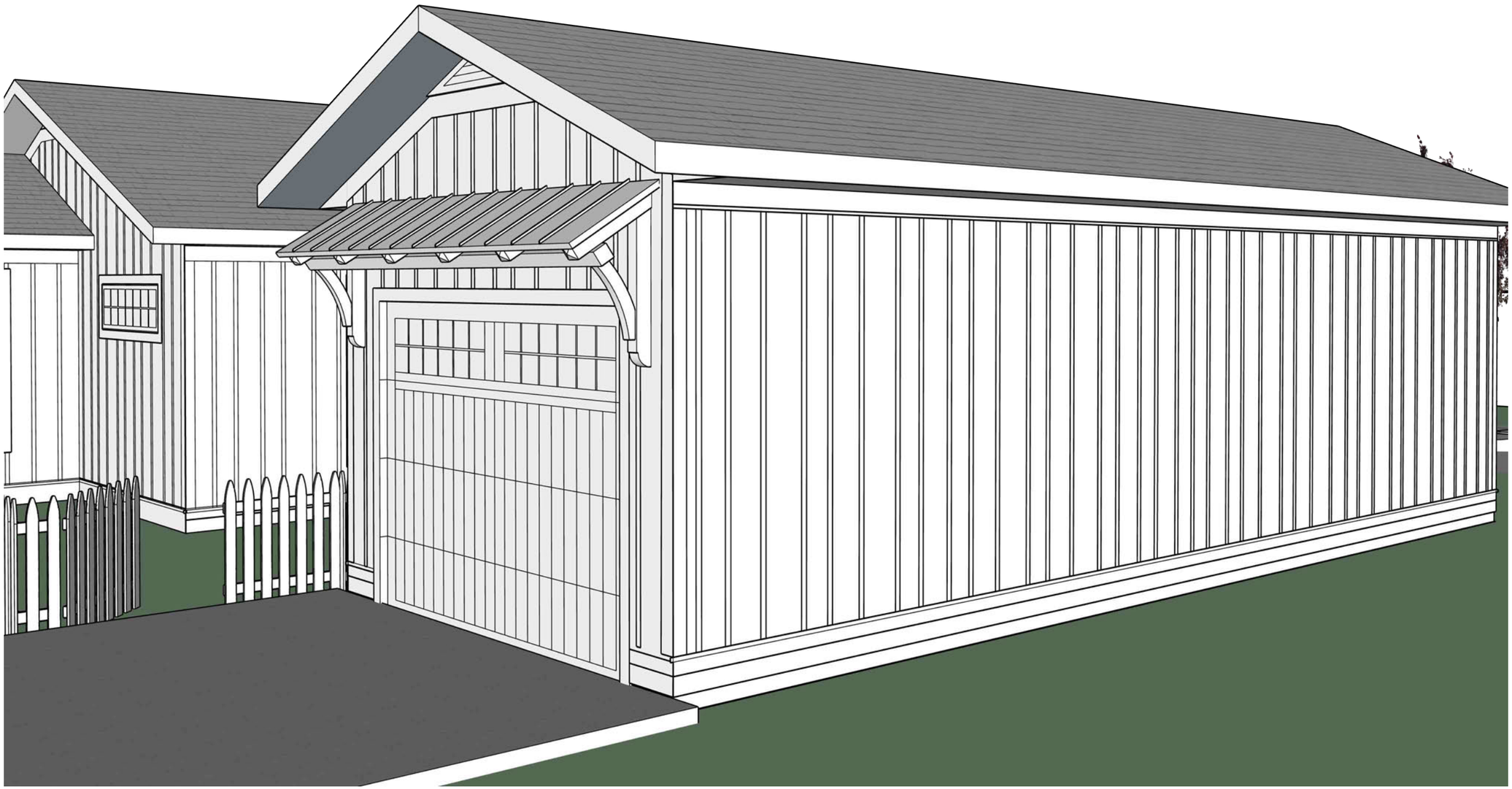
Grant Street Perspective



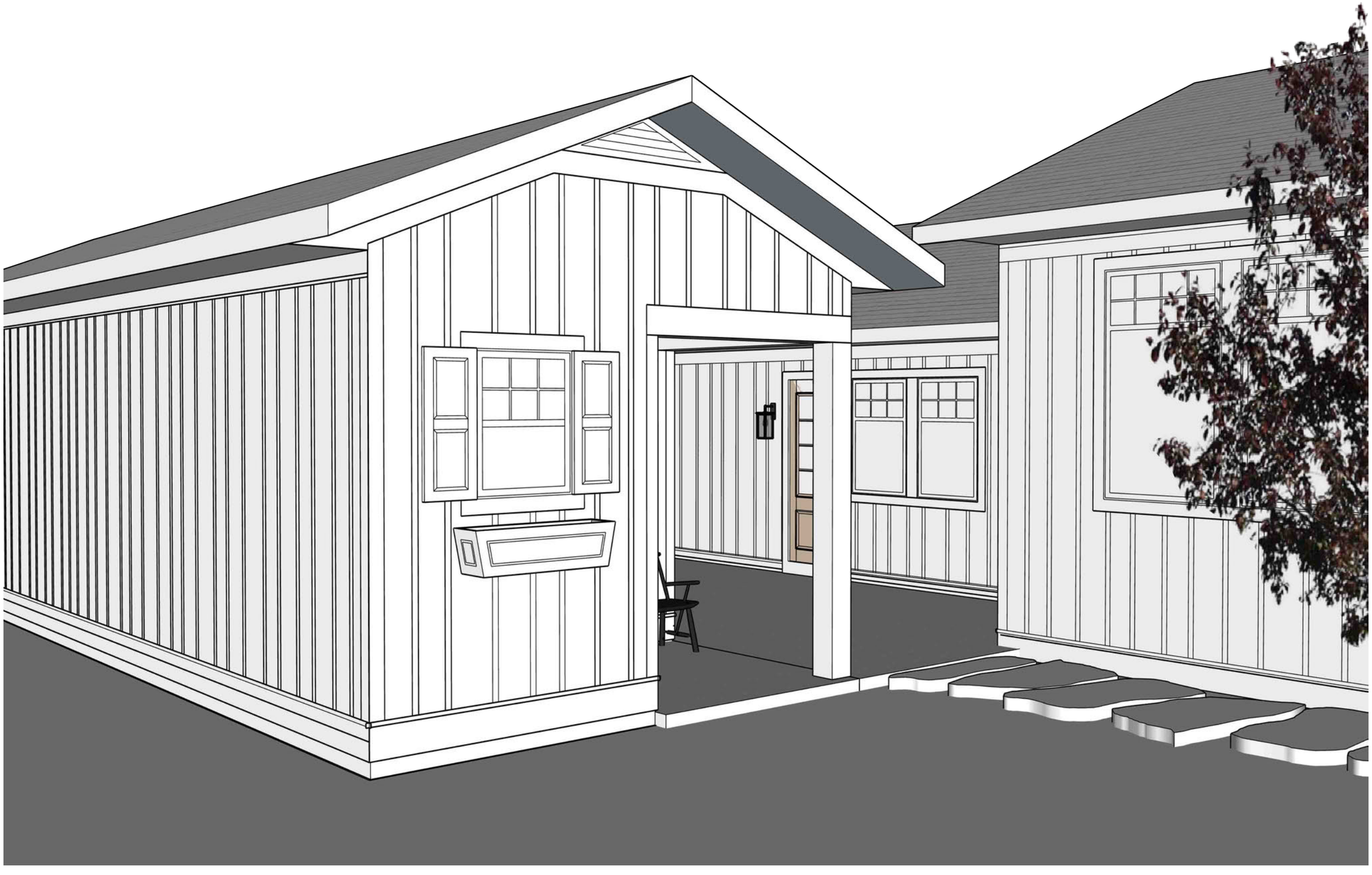
Detached Garage floor plan



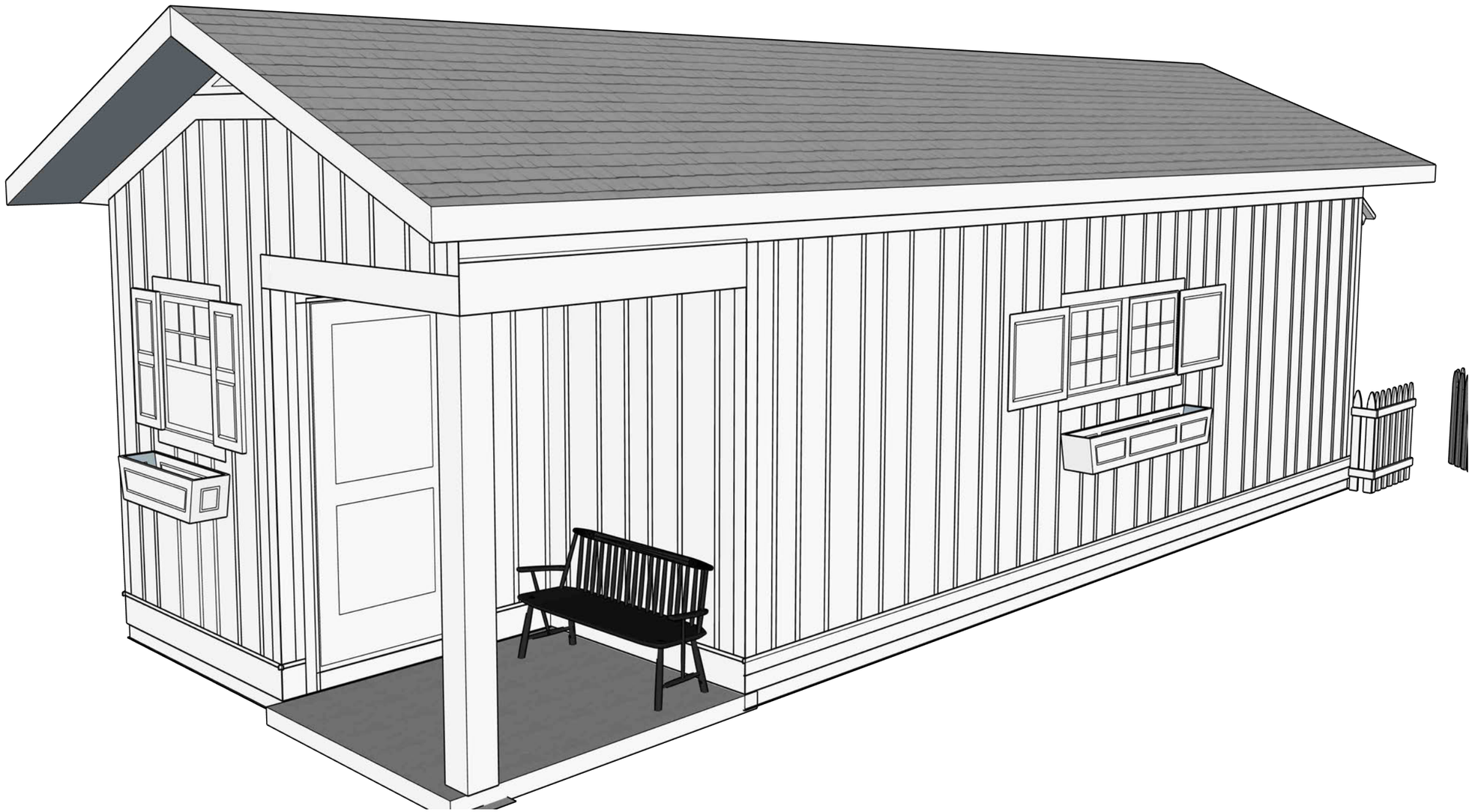
Garage east elevation perspective



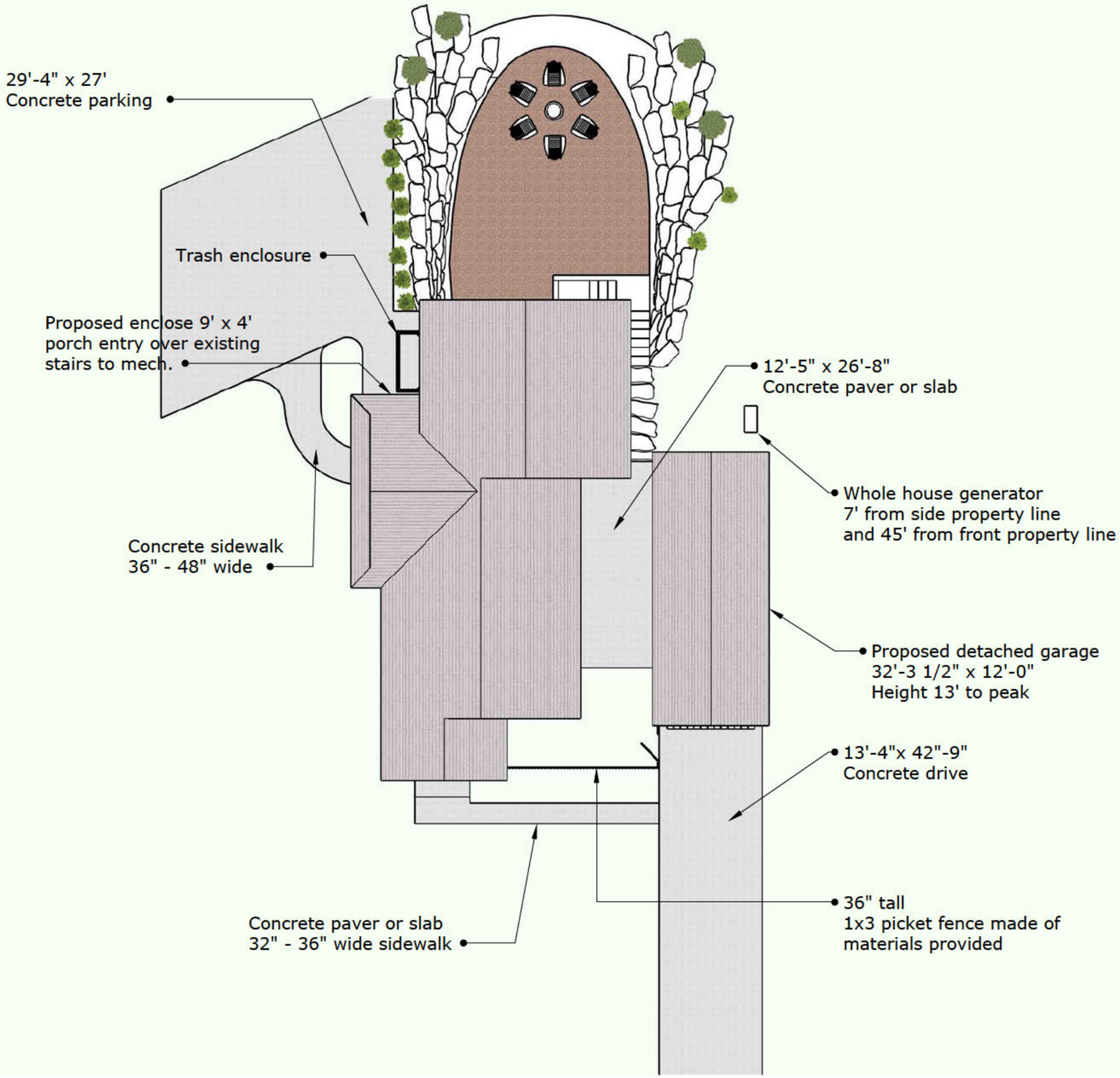
Garage west elevation perspective



Garage rear elevation perspective



Garage Southeast corner elevation perspective



Hardscapes - drives, Patio and Sidewalks






Chef














DEAD
END


DEAD
END























145 Grant Street Reno

Additional sheets - Proposed for review

Primary Structure

- Enclosure of porch on Elizabeth St. – *See PDF/145 Grant St. Reno 14pgs, page 1,3,6 and 10 for elevations or dimensions.*
- Repair rotten structure as needed – *Problem areas appear to be mainly near the foundation/base of the building and where 1967 addition meets original house. See PDF/Photos of problem areas, page 2*
- Replace all windows, doors, exterior trim, siding, soffit and fascia – *with the samples provided. See PDF/145 Grant St. Reno 14pgs pages 2-5 and 9 for elevations and dimensions of windows & doors*
- Replace the roof structure and shingle – *with materials provided*
- Replace flower boxes – *3 custom made flower boxes. One on Elizabeth side, two on the detached garage. Materials from product provided. They would be fastened with concealed fasteners called "Z" bar or commonly referred to as a French Cleat*
- Replace gable vents and exterior lighting fixtures – *The gable vents would be custom made to fit the pitch of the roof from materials provided. Some will be functional while others are cosmetic. The new fixtures would be a lantern style fixture with 2700K bulbs. The placement and sizes are represented on the elevations.*
- Add shutters – *3 pairs of shutters at same location as flower boxes. Shutters will be custom made so that the height matches the window and the width of the shutter will be half of the width of the window. The shutters will be fastened with "Z" bar*
- Add whole house generator – *the location, setbacks. See PDF/145 Grant St. Reno 14pgs pages 1,4,5,9 and 10 for elevations and dimensions. Generator will not be visible from the neighbor to the west nor from Grant or Elizabeth Street as it will be naturally blocked by the neighbors' fence, the proposed garage and the existing house. I am not apposed to adding plants or shrubs to fully conceal if needed*

Secondary Structure

- Garage on Grant – Proposed new structure will be used as a garage for a car, truck, or boat, bikes and outdoor patio furniture storage.
- The buildings' exterior will be finished to match the house from materials provided.
- The overhead door will be a painted steel door with windows in the top panel. Design of the door is shown on the elevations provided
- The man door will be a painted smooth steel door with a light. Design of the door is shown on the elevations
- The roof over the overhead garage door will be standing seam metal roof panels
- There will be no lighting on the face of the garage (Grant), nor on the west side of the garage (neighbors).
- There will be a covered porch on the southeast corner with a pendant style lantern attached to the ceiling and lit with a 2700K bulb.
- There will be a pair of windows on the East elevation and a single window on the rear (South) elevation.
- At the windows will be flower boxes and shutters
- The building will meet all building code requirements and setbacks
- The footing footprint will be 352 square feet
- The overall depth of the garage will be 32'-4" and the overall width will be 12'
- The overall height will be 13'

Other

- Main level patio – TBD concrete pavers or concrete slab. Overall dimension is to be 12' – 5" x 26' – 8". *See PDF/145 Grant St. Reno 14pgs, page 14*
- Replace fence on Grant – 36" tall 1x3 picket fence made of materials provided.
- Proposed landscaping information – *See PDF/145 Grant St. Reno 14pgs, page 3 and 4 for approximate heights of trees and scrubs. Trees and scrubs per the elevations along with perennials of several types. See picture below for intent.*









Commission Review Fee: $250
Administrative Review Fee: $50

Historic District Permit Application

LOCATION INFORMATION — APPLICATION NUMBER____-_____

Address 145 GRANT ST Parcel Number 57-052-008-50

APPLICANTS INFORMATION

Name JIM SMIT Address / PO Box 145 GRANT ST

City_____ State_____ Zip_____ Phone_____

Interest In Project _____ E-Mail _____

Signature_____ Date _____

OWNERS INFORMATION (IF DIFFERENT FROM APPLICANTS)

Name JIM SMIT Address / PO Box 145 GRANT

City_____ State_____ Zip_____ Phone _____

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.

Signature_____ Date _____

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)

EXTERIOR HOURSE RENOVATION INCLUDING: TREES, PLANTINGS, LANDSCAPE LIGHTING, MAIN LEVEL PATIO, SIDEWALKS, DRIVEWAY AND PARKING RECONSTRUCTION AND ENCLOSURE OF PORCH ON ELIZABETH - PER VARIANCE GRANTED ON 1/11/24. GARAGE ON GRANT. REPAIR ROTTEN WOOD STRUCTURE AS NEEDED. REPLACE OLD WINDOWS, DOORS, EXTERIOR TRIMS, SIDING, SOFFIT, AND FASCIA WITH NEW. INSTALL NEW WINDOWS, DOOR, TRIMS AND SIDING AT LOWER LEVEL. REPLACE ROOF STRUCTURE AND ROOFING MATERIALS. REPLACE FENCE ON GRANT. REPLACE FLOWER BOXES, GABLE VENTS AND EXTERIOR LIGHTING FIXTURES. ADD SHUTTERS AND CONNECT WHOLE HOUSE GENERATOR.

Historic District Application

Application #_____- _____

HISTORIC DISTRICT REQUIREMENTS (SECTION 152.07)

Pursuant to Section 152.07, please attach the following supporting documents when applying for historic district approval if applicable:

Y	N	NA	
☑	☐	☐	Photographs of the structure and its relationship to adjacent structures.
☑	☐	☐	A plot plan with the placement of the proposed addition, or location of fencing to be constructed.
☑	☐	☐	Elevation drawings of the exterior of the structure or improvements.
☑	☐	☐	Samples of all proposed exterior finishes and materials.
☑	☐	☐	Photographs showing, in detail, the problem areas to be addressed during the proposed repair or alteration.
☐	☐	☑	A scale drawing of all proposed signage, including design, lettering style, type of illumination (if any), placement or location on the lot or building, and the type of support(s) for the sign(s).
☐	☐	☑	If an application for signage is made by tenants of a building located within a historic district, the tenants must obtain written permission from the building owner to install or alter the proposed sign(s).
☑	☐	☐	Plot plan showing the following:
☑	☐	☐	Current location, shape, area and dimension of the lot.
☑	☐	☐	Current site improvements (including structures, sidewalks, decks, streets, fences, etc).
☑	☐	☐	Proposed improvements and distances from other improvements or property lines.
☐	☐	☑	Proposed and/or current yard, open space and parking space dimensions and calculations.
☑	☐	☐	Location of any flood plains, watersheds, wetlands, easements, critical dunes, or other applicable features.
☐	☐	☑	Description of proposed use and of the building (dwelling, structure, barn, garage and the like) or improvements.
☐	☐	☑	Detailed written description of the activities related to the proposed use and/or improvements.

OFFICE USE ONLY:

Application Complete _____ Fee Paid____Date Paid _____

Notes: _____

Commission Review Fee: $250
Administrative Review Fee: $50

RECEIVED
APR 15 2026
CITY OF SAUGATUCK
102 BUTLER ST
SAUGATUCK, MI 49453

Historic District Permit Application

Location Information

Application Number ____ - _____

Address 721 Lake Street Parcel Number 57-515-059-00

Applicants Information

Name W. Greg Cotton Address / PO Box [redacted]

City Saugatuck State MI Zip 49453 Phone [redacted]

Interest In Project Owner E-Mail [redacted]

Signature _____ Date 4/14/26

Owners Information (if different from applicants)

Name Same as Applicant Address / PO Box _____

City _____ State _____ Zip _____ Phone _____

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.

Signature _____ Date 4/14/26

Contractors/ Developers Information (unless proposed work is to be done by the property owner)

Name Kronemeyer Contact Name Aaron

Address / PO Box [redacted] City Fennville

State MI Zip 49408 Phone _____ Fax _____

E-Mail _____

License Numbe [redacted] Expiration Date 5/31/26

Property Information

Depth _____ Width _____ Size _____ Zoning District Lake St Current Use residential

Check all that apply: Waterfront X Dunes _____ Vacant _____

Project Description (attach more sheets if necessary)

Replacement of rotten stairs with like for like (painted wood) materials.

Stairs have rotten frame and steps are no longer stable.

Historic District Application

Application #_____-_____

HISTORIC DISTRICT REQUIREMENTS (SECTION 152.07)

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Y	N	NA	
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☐	☐	☒	Proposed improvements and distances from other improvements or property lines.
☐	☐	☒	Proposed and/or current yard, open space and parking space dimensions and calculations.
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☐	☐	☒	Description of proposed use and of the building (dwelling, structure, barn, garage and the like) or improvements.
☐	☐	☒	Detailed written description of the activities related to the proposed use and/or improvements.

OFFICE USE ONLY:
Application Complete _____ Fee Paid____Date Paid _____
Notes: _____







