HISTORIC DISTRICT COMMISSION

December 1, 2022 - 6:00PM
Saugatuck City Hall
102 Butler St. Saugatuck, MI 49453

1. **Call to Order**
2. **Roll Call**
3. **Agenda Changes/Additions/Deletions**
4. **Approval of Minutes:**
   - **A.** Minutes of Regular Meeting held on November 3, 2022
5. **Public Comments** *(Limit 3 Minutes)*
6. **Unfinished Business:** None
7. **New Business:**
   - **A.** 525 Butler St
8. **Administrative Approvals & Updates:**
9. **Communication:** None
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:
rcummins@saugatuckcity.com

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

City of Saugatuck
Historic District Commission

Meeting Minutes November 3rd, 2022, 6:00 PM

Proposed

Saugatuck City Hall
102 Butler Street

Call to Order/Roll Call: Chair Straker called the meeting to order at 6:00 p.m.

Present: Leo, Stanton, Pannozzo, Paterson & Straker.

Absent: Cannarsa.

Others Present: Director of Planning, Zoning and Project Management Cummins and Deputy Clerk/DPW Administrative Assistant Williams.

Agenda Changes/Additions/Deletions: None.

Approval of Minutes:

Motion by Leo, second by Stanton, to approve the October 6, 2022, meeting minutes. Upon voice vote the motion carried 5-0.

Public Comments:

Chairman Straker read email comments from Peg Sanford, she is opposed to the exterior signage name change to "City of Saugatuck".

Unfinished Business: None.

New Business:

A. <u>City Hall and Booth Restoration</u>

City Hall needs significant exterior repairs and restoration. City Hall is a contributing resource to the historic district. City Hall was built in the late 1800s to be a fire house for the area Fire Department. Over time, the building transitioned to house City Hall functions and is now home to the offices of the City Manager, Treasurer, City Clerk, Zoning Administrator, and Assessor. City Hall is also listed on Michigan's State Register of Historical Sites and sensitivities exist to maintain the exterior character of the building.

A motion was made by Stanton, 2nd by Pannozzo to approve the City Hall and Jones Park information booth exterior restoration work in accordance with the plans and details submitted. Approval shall be

subject to the following conditions:

- *Encourage the continuation of the current Saugatuck signage, as opposed to the City Hall signage.*
- *Fill in the window well openings and return to ground level for moisture and rodent protection or repairing the glass creating foundational protection without a plexiglass cover.*
- *Recommends leaving Interurban signage the as is.*

Upon voice vote the motion carried 5-0.

B. <u>Jones Park Historic Marker</u>.

The Saugatuck-Douglas History Center (SDHC) wishes to place an interpretive marker in Jones Park. The SDHC previously placed historical markers in other portions of the city, including in the Historic District. The proposed marker for Jones Park would be of the same material (steel), size, and appearance as the others.

A motion was made by Stanton, 2nd by Pannozzo to approve the placement of a historic marker at Jones Park in accordance with the plans and details submitted. Upon Voice vote the motion carried 5-0.

C. <u>221 Water Street.</u>

The applicant proposes to construct a 10'x12' accessory shed, expand the existing deck, and install a hot tub in the rear yard of the property.

A motion was made by Stanton, 2nd by Leo to approve the new 10'x12 shed, deck extension, and hot tub located at 221 Water Street in accordance with the plans and details submitted within the application materials with the following conditions:

- *Shed material shall be wood.*

Upon voice vote the motion carried 5-0.

D. <u>841 Holland Street.</u>

The applicant constructed a cedar privacy screen to block the patio from the public right-of-way and requests retroactive approval.

A motion was made by Stanton, 2nd by Leo in to approve the cedar privacy screen in accordance with the plans and details submitted within the application materials. Upon voice vote the motion carried 4-1.

Administrative Approvals & Updates: No comments.

A. **120, 124, 128 Elizabeth Street** – Lattice Removal, Repair, Replacement
B. **612 Lake St**. – Fence Replacement

Communication: None

Public Comment: None

Commission Comment:

Chair Straker – Open seat discussion will gear up after Thanksgiving. We have 2 applicants currently.

Adjourn: Motion by Pannozo, second by Stanton to adjourn. Chair Straker adjourned the meeting adjourned at 7:04 p.m.

Respectfully Submitted by
Sara Williams,

_____
Deputy Clerk

MEMORANDUM

TO: Historic District Commission
City of Saugatuck

FROM: David M. Jirousek, AICP
Consulting Planner

DATE: November 29, 2022

RE: Historic District Permit Application: 525 Butler Street

REQUEST: The applicant proposes a new porch, addition, and expanded living room on the existing dwelling at 525 Butler Street. The dwelling is proposed to be expanded by 437 square feet.

BACKGROUND: The property is located in the R-4 City Center Transitional Residential District (CER) zoning district. The lot is approximately 60 feet wide and 131 feet deep (7,920 square feet), and a single-family detached home exists on the site. A variance was previously approved for a rear addition in 2009, and the Zoning Board of Appeals issued two approvals in November of 2022:

1. A dimensional variance to reduce the north side setback to four feet instead of the minimum seven-foot setback.
2. Approval of an increase of maximum lot coverage to 30 percent instead of the 27.5 percent maximum lot coverage required for the nonconforming lot.

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 submitted existing and historic building photographs, a proposed site plan, 3D models, proposed building elevations, example materials, paint color, and proposed finishes.

I. KEY ELEMENTS: The subject building is non-contributing.

II. PRIMARY STRUCTURES:

The HDC may consider the following guidelines in its decision-making process:

A. Materials, Maintenance, and Substitutes

1. *Original Materials- On contributing resources, original materials shall be used for repairs and additions wherever feasible. (Note: Existing substitute siding or trim may be repaired with the same substitute materials without review, if less than 25% of the material needs to be replaced.)*

   Comment: Not applicable.

2. *Maintenance*

   a. *Exterior materials should be maintained, cleaned and repaired using methods and products which will not endanger the integrity of the materials.*

   b. *Clean wood using gentle methods such as low-pressure washing with detergents and natural bristle brushes. Blasting with particulates, power washing at high pressures, and propane or butane torches are not appropriate.*

   c. *Only types of paint which "breathe" (allow moisture to pass through the surface) should be used on wood surfaces.*

   d. *The cleaning of exterior masonry for the rehabilitation or restoration of a historic structure may be appropriate, provided that the cleaning technique used will not cause damage or permanent alteration to the historic structure. The natural weathering and discoloration or patina of masonry materials is to be respected as the appearance achieved as a result of the original design's selection of exterior materials. The use of any cleaning technique that would totally remove this natural patina from original building materials should be avoided*

   e. *Cleaning guidelines for metal are available from the National Park Service.*

      Comment: Not applicable.

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.*

Comment: It appears that most of the original wood features on the building façade have been removed and replaced over the years during previous renovation projects.

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.*

    Comment: As stated earlier, it appears that most of the original wood features on the building façade have been removed and replaced over the years during previous renovation projects. New materials where wood was once used are proposed to be composite clapboard siding and composite shingle siding.

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:*

        1. *the substitute material will replace other substitute material on the structure; and*

        2. *the cost of restoring the original material is unreasonable, judged in relation to*

        3. *the finished value of the property; and/ or*

4. *the original materials (or other suitable alternatives), or the skills necessary to apply those materials are unavailable; or*
5. *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.*

Comment: Composite clapboard siding is proposed which is intended to match the existing siding. However, the type of existing siding is unknown.

6. *Missing Details- When a feature is missing it must be replaced with a new feature based on accurate documentation of the original design or a new design compatible in scale, size, material, and color with the historic building and district. If a detail of a painted metal feature such as a decorative cornice is missing or deteriorated, replacement in kind may not be feasible, and the replication of the detail in fiberglass, wood or aluminum may be appropriate.*

   Comment: Not applicable.

7. *Masonry Repairs- Masonry repairs must retain the original or existing appearance of the masonry. If masonry is to be replaced, the new material must match the original or existing material in color, texture and hardness. Mortar must replicate original or existing mortar in color, consistency, design and hardness. For example, older brick walls were often laid with a higher lime content than is now common, and sometimes with dark gray or black mortar and finished with recessed joints.*

   Comment: The existing brick stairs will be replaced with new red brick stairs and a porch.

8. *Sealing Masonry- Sealants should not be applied to masonry unless it is necessary to prevent further deterioration. Use of sealants is subject to review by the Commission.*

   Comment: Not applicable.

9. *Maintaining Metal- Regular maintenance of metal is critical in the prevention of corrosion, oxidation (rust) and water damage which are chemical reactions to air exposure and moisture. A sound coat of appropriate paint can be the key to preserving historic metal (except in the instance of copper and bronze which*

should retain their natural patina). If corrosion begins it will be necessary to remove all of the rust immediately followed by priming the areas with a zincbased primer or other rust-inhibiting primer. Again this does not apply to copper and bronze. Corrosion can also result from a chemical reaction caused by contact between two dissimilar metals. Patching or replacing deteriorated metal in kind is always preferable to using substitute material. The reactions between dissimilar metals limit the options of patching one metal with another.

Comment: Not applicable.

10. *Painting Metal and Concrete- Unpainted metal and unpainted exposed concrete (except in a foundation wall) is prohibited unless it is deemed an essential element to the total design and is compatible with the existing character of the overall Historic District.*

    Comment: Not applicable.

11. *False History- It is not appropriate to introduce wood or architectural metal features or details to a historic building in an attempt to create a false historical appearance.*

    Comment: It appears that the proposed additional is a traditional design consistent with historic buildings but not an attempt to create a false historical appearance.

B. *Coatings and Colors*

1. *Colors- Colors that are historically associated with the period of the resources shall not be considered for existing structures; however, the commission may recommend a broad palette of colors as being compatible with the overall character of the district.*

   Comment: All materials are proposed to be painted white, consistent with the existing building.

2. *Unpainted Masonry- Previously unpainted masonry shall not be painted. Masonry which was previously painted may be re-painted. Unless old paint or other coatings can be removed without damage to the masonry, a painted surface should be re-painted rather than stripped of old paint. In preparing to repaint previously painted masonry, stripping should only occur where the paint can be easily removed without damaging the underlying masonry. Blasting with sand or other highly abrasive materials is not permitted. Where paint stripping cannot be performed without damaging the masonry, repainting over the existing paint is the only appropriate solution.*

   Comment: Not applicable.

3. *Repair Before Painting- Necessary masonry repairs (i.e. tuckpointing, stucco patching, crack repairs, etc.) should be satisfactorily completed prior to cleaning the masonry surface. This will help guard against possible damage that could be caused by cleaning tools or materials penetrating into cracks and holes. A masonry surface must be in a state of good repair before cleaning is attempted.*

   Comment: Not applicable.

C. *Roofs, Parapets, and 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.*

   Comment: The new addition and porch will be covered by a gable roof perpendicular to the existing gable 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.*

   Comment: The new roof will include asphalt shingles to match the existing shingles.

3. *Substitute Roofing- If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.*

   Comment: The new roof will include asphalt shingles to match the existing shingles.

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).

   Comment: Not applicable.

5. *Gutters- Both "K Style" and "Half Round" gutters have a historical presence on homes in our historic districts depending on the architectural design of the roof and eaves of the house. The appropriate application of either gutter system is*

related to the overall roof design for the practical long term success and economy of the roof drainage system.

—Appropriate "K Style" Gutter installations rely on a vertical facia board on the eave to support the flat back side of the gutter in a vertical position. The facia board must be large enough to both support the base of the gutter and allow the gutter to be pitched along its length for drainage.

—Half Round Gutters are designed to suspend below the eave and catch the run-off. Because half-round gutters are self-supporting, not reinforced by a facia board, they are typically manufactured from heavier gauge materials. They are typical and appropriate to houses with tapered eaves and open rafter tails.

—Built-in gutters that are integral to a historic property are an important characteristic of the property and should be preserved.

Comment: White gutters are proposed to match existing gutters. Details were not provided.

D. Doors and Windows

1. *Retaining Windows and Doors- Windows and doors that contribute to the overall historic character of a building should be retained and repaired as needed, including their functional and decorative features, such as frames, sash, muntins, sills, heads, moldings, surrounds, hardware, shutters, glazing, panels, sidelights, fanlights, and thresholds.*
2. *Replacing Windows and Doors*
   a. *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.*

3. *Doors- Original doors should not be substituted with stock doors that do not fit the opening properly or do not fit with the style of the house. Transom windows and sidelights should be preserved.*

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.*

5. *Glass Block- The use of glass block to fill in openings is generally not appropriate, unless it was part of the style and period of the structure. Instead, existing features should be repaired.*

6. *Storm Windows- Installation of metal storm windows and doors which have a painted or baked enamel finish may be approved when they do not alter or destroy the original structure and trim of the opening. Replacement, repair, or installation of wood storm or screen doors and which are stained or painted to match the house or trim may also be approved.*

Comment: Existing windows and the front door will be reused. New windows will match existing and reused windows.

E. *Porches, Steps and 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.*

Comment: The proposed red brick porch will be covered by the new roof supported by three columns. The steps will be constructed of matching red brick.

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

Motion to approve the renovations and additions at 525 Butler Street in accordance with the plans and details submitted within the application materials. Approval shall be subject to the following conditions (if applicable):

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

Historic District Permit Application

LOCATION INFORMATION **APPLICATION NUMBER_____-_____**

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

APPLICANTS INFORMATION

Name Mike & Sharon Minster Address / PO Box PO Box 972

City Saugatuck State MI Zip 49453 Phone 708-769-6883

Interest In Project Owner E-Mail michaelminster@gmail.com

Signature_____ Date Nov. 10, 2022

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 PO Box 169 City Saugatuck

State MI Zip 49453 Phone 616-215-8835 Fax _____

E-Mail ahkronemeyer@yahoo.com

License Number 2102213065 Expiration Date 5-31-2023

PROPERTY INFORMATION

Depth 132 Width 60 Size 7,920 SF Zoning District R4-Cer Current Use Residence

Check all that apply: Waterfront_____ Dunes_____ Vacant _____

PROJECT DESCRIPTION (ATTACH MORE SHEETS IF NECESSARY)

Construction of a new addition of 437 SF to existing residential structure, including 273 SF of additional living space and a 164 SF covered porch.

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: _____

525 BUTLER STREET, FRONT

DESIGN:
NORTH MAIN
DESIGN
(312) 636-3970

SHEET TITLE:
EXISTING
STRUCTURE

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

CONSTRUCTION:

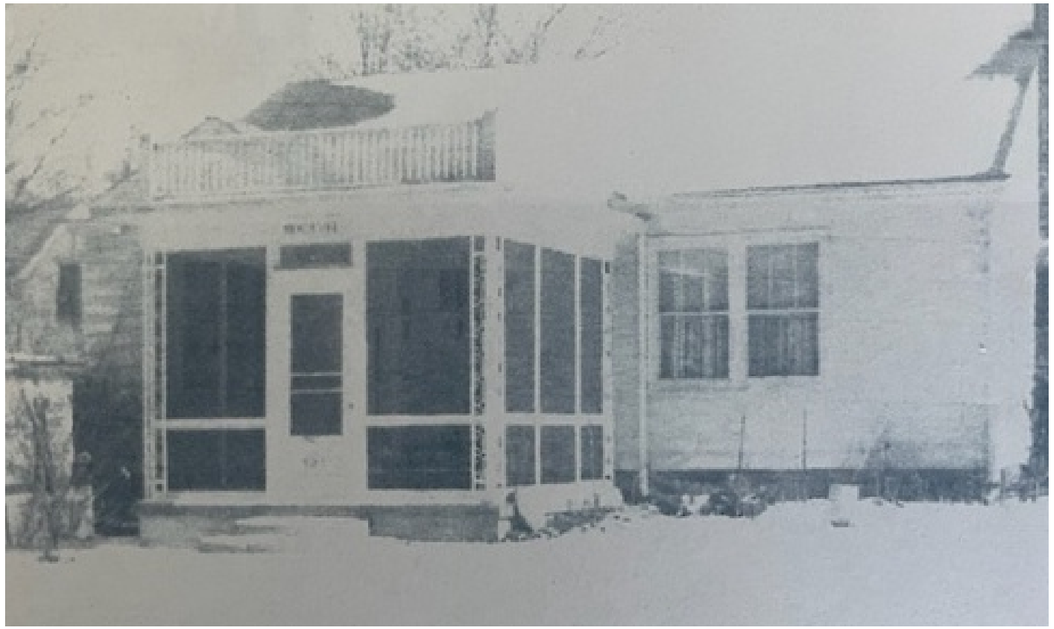
DATE:
11/10/2022

SCALE:
1/2" = 1'

SHEET:
A-1

NOTES:

- HOUSE BUILT IN 1930
- PREVIOUSLY ALTERED
- CURRENT RENOVATION 2009



PREVIOUS FACADES

DESIGN:
NORTH MAIN DESIGN
(312) 636-3970

SHEET TITLE:
EXISTING STRUCTURE

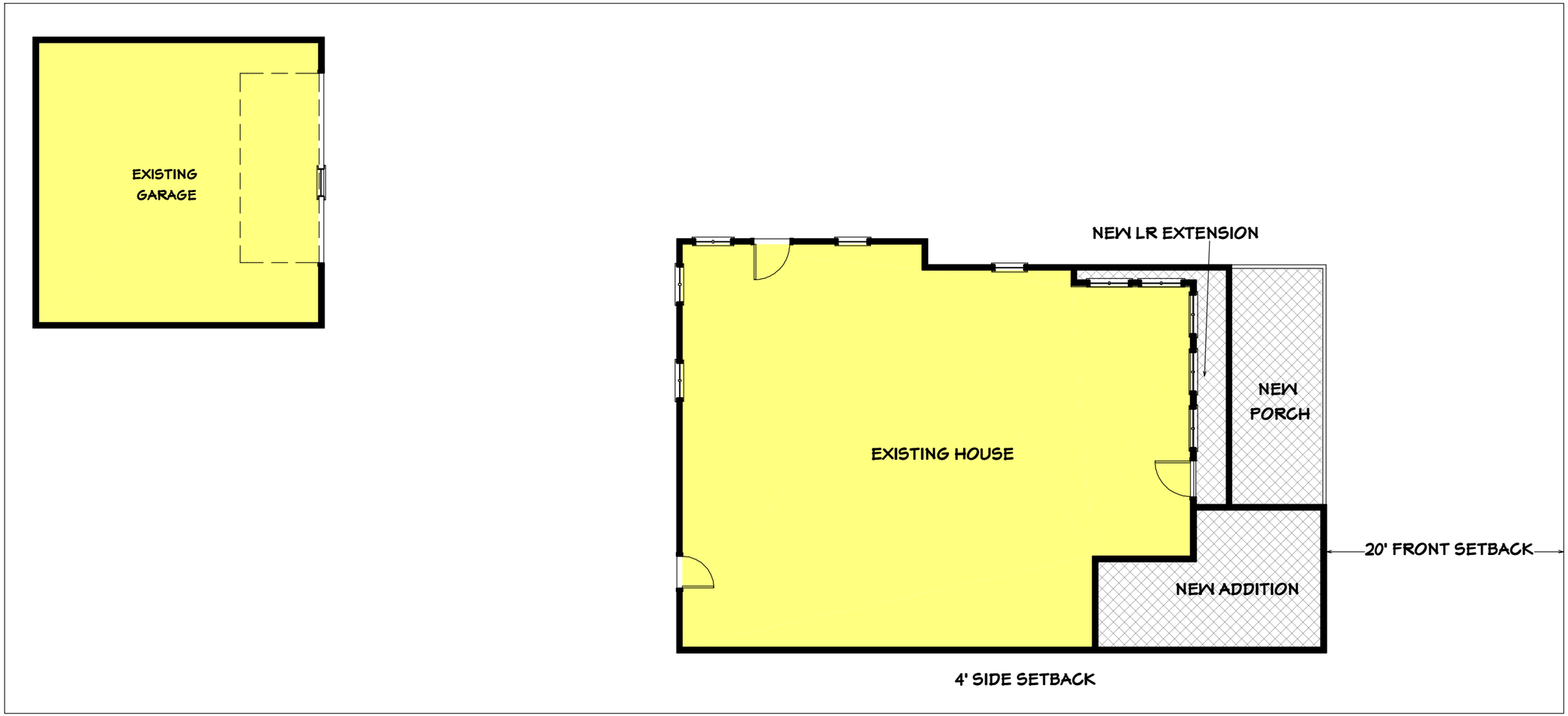
PROJECT DESCRIPTION:
MINSTER RESIDENCE
525 BUTLER STREET
SAUGATUCK, MI 49453

CONSTRUCTION:

DATE:
11/10/2022

SCALE:
1/2" = 1'

SHEET:
A-2



SITE PLAN

DESIGN:
NORTH MAIN DESIGN
(312) 636-3970

SHEET TITLE:
SITE PLAN

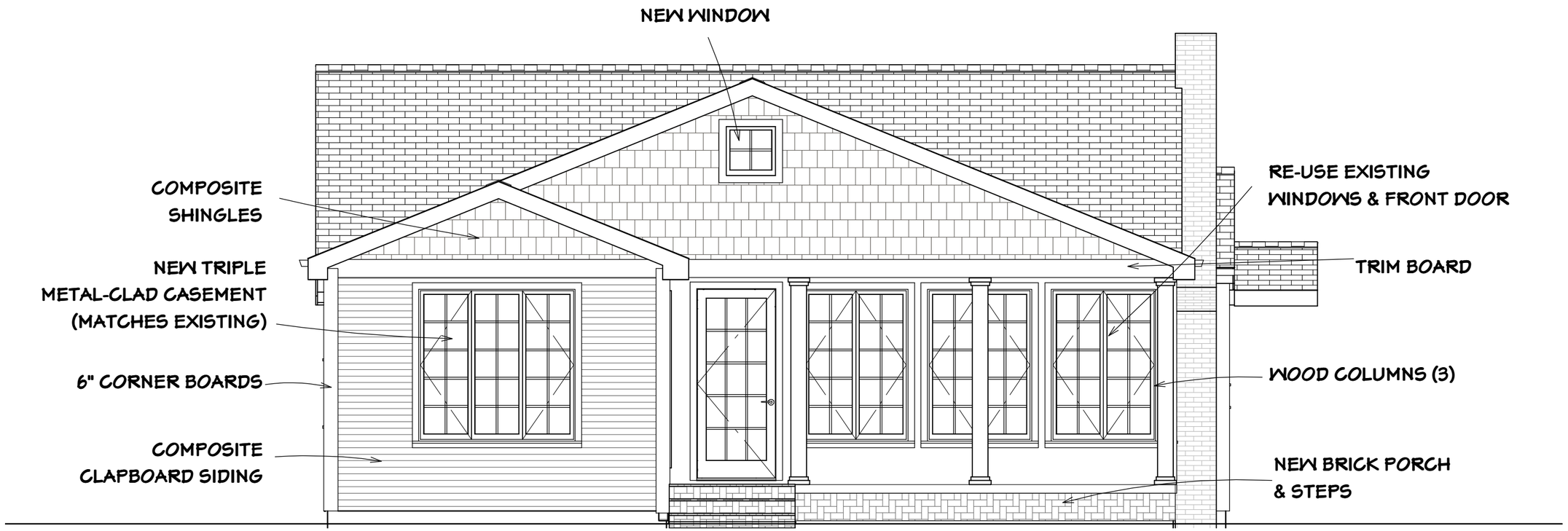
PROJECT DESCRIPTION:
MINSTER RESIDENCE
525 BUTLER STREET
SAUGATUCK, MI 49453

CONSTRUCTION:

DATE:
11/10/2022

SCALE:
1/2" = 1'

SHEET:
A-3



NEW ADDITION
WEST ELEVATION

DESIGN: NORTH MAIN DESIGN (312) 636-3970

SHEET TITLE: WEST ELEVATION

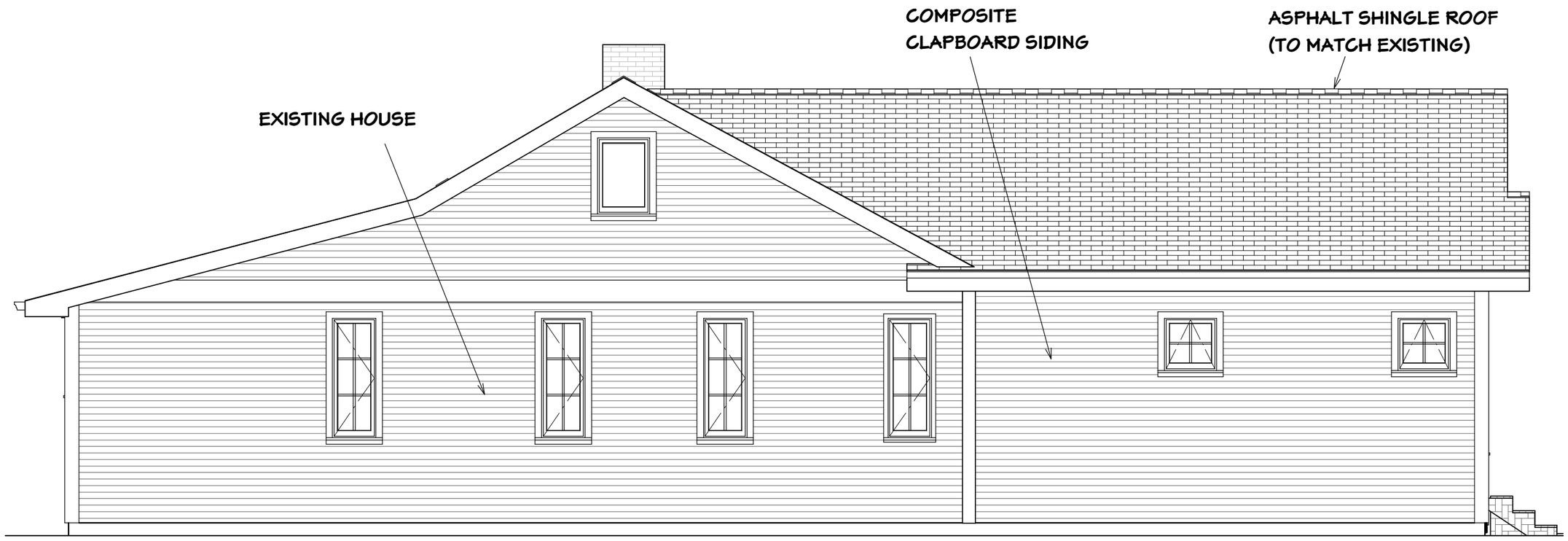
PROJECT DESCRIPTION: MINSTER RESIDENCE 525 BUTLER STREET SAUGATUCK, MI 49453

CONSTRUCTION:

DATE: 11/10/2022

SCALE: 1/2" = 1'

SHEET: A-4



NEW ADDITION
NORTH ELEVATION

DESIGN: NORTH MAIN DESIGN (312) 636-3970

SHEET TITLE: NORTH ELEVATION

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

CONSTRUCTION:

DATE: 11/10/2022

SCALE: 1/2" = 1'

SHEET: A-5

NEW ADDITION
SOUTH ELEVATION

DESIGN:
NORTH MAIN
DESIGN
(312) 636-3970

SHEET TITLE:
SOUTH
ELEVATION

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

CONSTRUCTION:

DATE:
11/10/2022

SCALE:
1/2" = 1'

SHEET:
A-6

NEW ADDITION
PERSPECTIVE VIEW

DESIGN:
NORTH MAIN
DESIGN
(312) 636-3970

SHEET TITLE:
PERSPECTIVE 1

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

CONSTRUCTION:

DATE:
11/10/2022

SCALE:
1/2" = 1'

SHEET:
A-7

NEW ADDITION
PERSPECTIVE VIEW

DESIGN:
NORTH MAIN
DESIGN
(312) 636-3970

SHEET TITLE:
PERSPECTIVE 2

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

CONSTRUCTION:

DATE:
11/10/2022

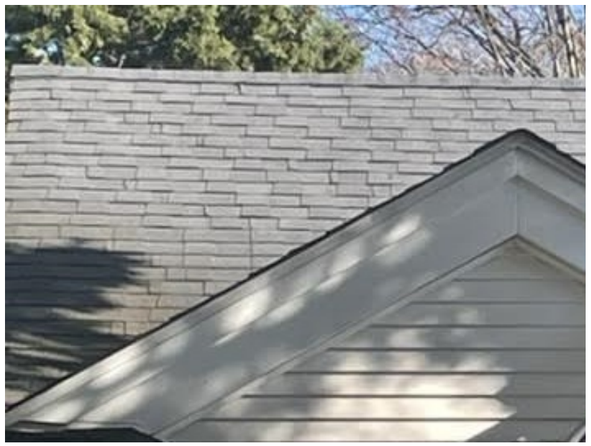
SCALE:
1/2" = 1'

SHEET:
A-8

MATERIALS

NEW ADDITION:

- LP SMARTSIDE (OR SIMILAR) WOOD COMPOSITE CLAPBOARDS, PAINTED TO MATCH EXISTING HOUSE (NO TEXTURE)
- LP SMARTSIDE (OR SIMILAR) WOOD COMPOSITE SHINGLES, PAINTED TO MATCH EXISTING HOUSE
- WOOD 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

- MARVIN "SIGNATURE CLAD CASEMENT & AWNING WINDOWS

DESIGN:
NORTH MAIN DESIGN
(312) 636-3970

SHEET TITLE:
MATERIALS

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

CONSTRUCTION:

DATE:
11/10/2022

SCALE:
1/2" = 1'

SHEET:
A-9

Ryan Cummins

From: HOWARD VANDERBECK <hj.vanderbeck@comcast.net>
Sent: Friday, October 28, 2022 3:56 PM
To: Ryan Cummins
Subject: Re: Vanderbeck ZBA Letter

October 28, 2022

To the Saugatuck HDC,

My husband, Howard, and I strongly support the Minster project for 525 Butler street. We have a unique perspective we hope will be helpful in your deliberations.

We lived on Holland Street across from what is now The Southerner. We met the Minsters at an HDC meeting in the fall of 2006. We were applying for a project and they were just beginning their journey with the HDC and the Zoning Administrator.

Eventually, we became intimately involved in their project, even doing design and demolition work. We know the property and its history fairly well. The house was a complete disaster due to neglect and several poorly designed and executed room additions to what was a tiny “box” house. The house absolutely reeked of urine and should have been demolished. The HDC agreed at one point to grant a demo permit but reneged later after the Minsters spent a fortune on a new design at the HDC’s request (that was never even looked at by the HDC). The entire project took over two years because of revisions to the previously HDC approved plan and HDC changes were being made up to the final days of the renovation.

The many problems of this house could have been fixed in 2009 but the HDC would not consider most of the necessary upgrades. The resulting renovation (the house was completely gutted down to the studs) was a work-around but positively first class, expertly designed and done with the best materials available. Today, they are trying to correct the many problems left behind by the previous owners and the HDC’s imposed revisions.

The house needs a third bedroom and bath to better fit in with the neighborhood. It needs to have the level of the front room raised up to the level of the rest of the house to facilitate a better floorplan for the residents, and the house needs a porch to make it cozy and inviting, just as it should have been when it was built in the 1940’s. Who wouldn’t want to sit on the porch watching the world walk by? That’s why you live on Butler Street.

We trust the Minsters implicitly. They think of themselves as the conservators, not the owners, of 525 Butler and act accordingly. They want to leave behind a valuable legacy for their children and a home that greatly benefits the neighborhood. And they will.

Thank you for your time and consideration,

Howard and Judi Vanderbeck

Saugatuck Historic District Commission

Dear Members,

Our names are Greg and Krissy Newman. We own the house at the corner of Butler and Francis. It is next door to 525 Butler, the Minster's home. Greg's family owned a home here for over a generation and we grew up loving Saugatuck.

We hope you approve the Minster's project. It will be a definite plus for our neighborhood and make the house more comparable to neighboring homes. Adding a porch will be so good for the house and for neighbors, too. We like to gather in Mike and Sharon's front yard in the early evening. However, it would be much better to gather on a cozy porch.

The addition they propose is fairly small and will leave their back yard wide open. That's unique on this block and a big plus for the area. And they will still have a nice front yard which we're certain will be beautiful as they have won several Garden Club awards over the years.

As for the interior, they really need to make the front room level with the rest of the house. Its incredibly difficult to deal with as it sits today. And adding a third bedroom will create a family home. Currently, their home is a small cottage and its difficult to have visitors. This will solve that problem.

The Minsters are approaching "old-timer" status as they have lived on Butler since 2007 and we know they intend to live here for many more years. They have helped to create a real neighborhood by having weekly driveway parties all summer long. They welcome newcomers and introduce them to locals. It really helps people establish roots in Saugatuck and we want to retire here ASAP.

Please approve their project. It's going to make Butler Street even nicer than it already is.

Thank you.

Greg and Krissy Newman
547 Butler Street
Saugatuck, MI. 49453
608-358-1795
Hello.newmans@gmail.com

10/24/2022

Saugatuck City Historic District Commission

Hello, my name is John Mayer and I live at 233 Lucy Street. My wife Vicki and I strongly support the Mike and Sharon Minster's renovation project. We fully understand the challenges these types of projects have on historic homes, as we have been approved twice in the past.

Their project will help our neighborhood by creating a welcoming, historically appropriate exterior. The porch is a great idea and it's just right for Butler Street with all its foot traffic. One of the greatest amenities in our home is our porch.

We notice that this new floor plan adds a third bedroom and fixes the dropped floor in the front area of the house. That lowered floor was a bad idea when it was created decades ago. It's nice to see that's going to be fixed. And an additional bedroom will also be a great benefit. It also means their grandkids can visit.

The Minster's home at 525 Butler is on a small lot and presents difficult challenges, which they are addressing quite well. We are fortunate that our larger lot on Lucy Street has made our challenges easier to accommodate. We think they care a lot about what happens to this property because it is their home, not a rental property, and they intend to be here for many years to come. They've already lived here about 15 years and that says a lot. It also says a lot that they are going to keep their backyard open. Way to go!

We hope this letter is helpful. We want what's best for our neighborhood and the Historic District in general. And we know that Mike and Sharon want the same thing. Please approve their application so our wonderful neighborhood will be even more wonderful.

Thank you!

John and Vicki Mayer
233 Lucy St.
847-815-3923

October 24, 2022

To whom it may concern:

We live at 333 Lucy Street. It is one of the houses that came from old Singapore. We are very interested in renovation projects in the area and have spent many happy hours with our neighbors, the Minsters, at their small cottage at 525 Butler Street.

In our opinion, we strongly support their project and believe that it will be very good for the Historic District.

The existing house has a very weird floor plan that makes it difficult to properly use the house. The front of the house is lower than the rest of the house and the step down is a real challenge for the floorplan. The proposed renovation will solve this problem and make the house much more livable.

Adding a third bedroom will turn this small cottage into a family home. Allowing friends and family to visit. It' also very important to me that this is a personal home and not a short-term rental.

The porch will be delightful. We often join them when they are sitting in their front yard. But I believe the porch will be more comfortable and inviting and a nice way to compliment their small lot.

Future generations will appreciate and enjoy the thoughtful planning the Minsters are doing today. With all of the renovations taking place in our community, we hope that this project is approved by the Historic District.

Kind regards,

Maureen Hayes and Annette Berard

333 Lucy Street

October 26, 2022

To: City of Saugatuck Historic District Commission

Dear Commissioners,

I write in support of Sharon and Mike Minster's proposal to improve their home on 525 Butler Street. We have been friends of theirs for many years and have visited their place often.

The many previous add-ons to the home have created an awkward, weird house that just doesn't work for a family and presents an out-of-character front view to the community.

The home is on one of the busiest Streets in Saugatuck, viewed by thousands of visitors every year. While their renovation project would provide huge internal livability improvements, I want to stress to the HDC that their proposal to add a front porch will vastly enhance the street-view attractiveness of the home, and make its appearance much more consistent with those of the neighboring homes, all of which have porches. I hope you will see fit to approve their project.

Thanks for your consideration.

Respectfully,

Ken Trester
Member, Saugatuck City Council
Former Member, Historic District Commission
987 Lake Street
Saugatuck, MI 49453
(313) 515-0321