



## **CITY COUNCIL WORKSHOP MEETING MINUTES**

### **March 5, 2025**

The City Council met for a Workshop Meeting at 4:00 p.m.  
City Hall  
102 Butler St., Saugatuck, MI 49453.

#### **Call to Order:**

The meeting was called to order by Mayor Anderson at 4:00 p.m.

#### **Attendance:**

Present: Mayor Anderson, Mayor Pro-Tem Stanton (*via zoom*) and Councilmembers Clark, Dean, Gardner, Muncey and Peterson.

Absent: None.

Others Present: City Manager Cummins, DPW Superintendent Herbert, Attorney Witte, Engineer Moxey

**Guest Speakers:** None.

#### **Public Comment on Agenda Items Only:**

Chris Meyer commented on item #6c.

Brandon Simons commented on item #6c.

Jane Underwood commented on item #6a.

Wendy Colsen commented on item #6c.

Bobbie Gaunt commented on item #6e.

#### **Discussion Items:**

##### Ordinance No. 250310-A Bed and Breakfast Zoning Text Amendment:

At the Planning Commission special meeting on December 2, 2024, a zoning text amendment request was reviewed to permit guest rooms in accessory buildings at a local hotel. The applicant presented the development proposal, highlighting necessary zoning modifications. City staff and the planning consultant revised the proposed language to ensure compatibility with the R-4 City Center Transitional Residential (CER) District, addressing Planning Commission concerns while maintaining appropriate scale and intensity. These revisions were supported by the applicant. After extensive discussions, the Planning Commission unanimously recommended approval of the zoning ordinance amendment, allowing accessory buildings to serve as guest accommodations for bed and breakfasts within the CER District. The council discussed.

### Short-Term Rental Implementation and Enforcement Report:

The City's Short-Term Rental (STR) Task Force submitted its report in 2023, and the Planning Commission and City Council have since implemented key recommendations, including an enforcement plan. A legal report on transfers, late applications, and appeals is available for Council review and discussion.

### Key Updates:

Lottery: No applications were received for four available STR licenses in R-1 districts.

Enforcement: 26 cases addressed in 2024, mostly unregistered rentals and nuisances; no citations issued.

Hotline: Launched in October 2024, receiving 9 complaints on trash, snow removal, parking, and unregistered rentals.

Councilmember Gardner left the meeting at 5:16 p.m.

Councilmember Dean left the meeting at 5:50 p.m.

### Temporary Art Installation at Cook Park:

The CVB, partnering with the Saugatuck Center for the Arts, requested a temporary interactive art installation at Cook Park from October 2025 – March 2026. The project, by artist Jeffrey Songco, features 10 illuminated “flowers” along the sidewalk, creating a walk-through experience. The council discussed.

### Agreement to Indemnify and Provide Insurance Coverage for July 5 Fireworks and Donate \$5,000 toward the Display:

The Saugatuck Douglas Area Convention & Visitors Bureau (CVB) is organizing an Independence Day fireworks display for Saturday, July 5, with a larger show than last year, provided by Great Lakes Fireworks. The City has requested the CVB and fireworks vendor to sign an indemnity and insurance agreement as in previous years. The CVB is also seeking a \$5,000 donation from the city to help cover costs, alongside contributions from Douglas, Saugatuck Township, and Fennville. The total cost is \$19,000 (\$15,000 for fireworks and \$4,000 for the barge).

### No Wake Zone Request for Kalamazoo Lake:

The council discussed a request from Sergeant Marina regarding labeling all of Kalamazoo Lake no wake.

### Budget Amendments for Fiscal Year 24-25:

Treasurer Nicole Bredeweg presented budget amendments for the fiscal year 24-25.

### Letter of Support for Township Department of Natural Resources Trust Fund Grant:

Saugatuck Township has requested a letter of support for its application to the Michigan Natural Resources Trust Fund program to secure funding for acquiring a 119-acre property along the Kalamazoo River. The council reviewed and discussed a draft letter.

### Special Event Request – Wick's Park Bar and Grille:

Wick's Park Bar and Grille submitted a request to have an overflow tent next to their business. A safety meeting was conducted, and the council discussed the submission.

**Public Comments:**

Tim Lefler complemented the council.

Andrew Lighter discussed their family's short-term rental change of ownership.

Mason Lighter discussed their family's short-term rental change of ownership.

Kate Quick discussed short-term rental ADU and parking.

Mark Vanhoff and Connie Vanhoff spoke regarding their short-term rental license.

Alex Weir discussed his short-term rental license.

**Correspondence:**

Alex Weir submitted correspondence regarding his short-term rental.

Ken Morris submitted correspondence regarding Village Square Park.

**Council Comments:**

- Councilmember Clark thanked all who came out to voice their opinions and provided valuable commentary. He thanked his peers for the tough discussions and there were many good suggestions.
- Councilmember Muncey thanked everyone for coming out and there were really good meetings and thanked his fellow councilmembers. The Erin-Go-Bark parade is happening this coming weekend.
- Mayor Pro-Tem Stanton thanked all for sharing their individual stories. It has been helpful to look at what other communities are doing. Stay tuned for the Saugatuck girls basketball as they head into district finals.
- Councilmember Peterson noted it's critical that people pay attention to what is going on in the city and the council needs to be flexible and always listen to the constituents that make this town what it is.
- Mayor Anderson asks people when they are interviewing for boards/commissions when their way of thinking has changed. Her opinions have evolved and morphed in many ways on many topics. She thanked all for being part of the STR process. Hats off to Ryan, Jamie and Jake for helpful background information.

**Adjournment:**

*Motion by Peterson, second by Stanton to adjourn the meeting. Upon voice vote, motion carried unanimously. Mayor Anderson adjourned the meeting at 7:23 p.m.*

Respectfully Submitted

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Jamie Wolters, City Clerk