



Historic District Permit Application

LOCATION INFORMATION

APPLICATION NUMBER _____

Address 428 Butler Street, Saugatuck, MI 49453

Parcel Number 0357-300-066-00

APPLICANTS INFORMATION

Name Catherine L. Simon

Address / PO Box _____

City Saugatuck

State MI

Zip 49453

Phone _____

Interest In Project Owner

Signature _____

E-Mail _____

Date 9/4/2026

OWNERS INFORMATION (IF DIFFERENT FROM APPLICANTS)

Name [Signature]

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 Scott Keyzer Roofing LLC

Contact Name Scott Kyzer

Address / PO Box _____

City Allegan

State MI

Zip 49010

Phone _____

Fax _____

E-Mail _____

License Number _____

Expiration Date 05/31/28

PROPERTY INFORMATION

Depth _____ Width _____ Size _____ Zoning District _____ Current Use _____

Check all that apply: Waterfront _____ Dunes _____ Vacant _____

PROJECT DESCRIPTION (ATTACH MORE SHEETS IF NECESSARY)

Replace flat roof of side porch. No changes.



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:

ESTIMATE

Scott Keyzer Roofing LLC



Bill to

Catherine Simon
428 Butler Street
Saugatuck, MI

Estimate details

Estimate date: 08/31/2026

Description	Amount
Estimate is for tearing off 1 layer of flat roof and installing new SBS cap sheet on the house porch and includes all materials, labor, and removal of material waste. Any existing wood that needs replacing will be an additional charge of \$60 per sheet. Install new metal flashing along walls. Materials used are: Certainteed SBS cap sheet. Drip Edge, 15 lb Felt, Ridge Cap, Ice-guard Shield, Ridge Vent, Pipe Boots, Metal Flashing	\$6,830.00
Total	\$6,830.00

Note to customer

Estimate includes all materials, labor and removal of material waste.

Accepted date

Accepted by



