To:	City of Saugatuck, City Council
From:	Grayson Moore, Director of Planning & Zoning
Meeting Date:	September 28, 2026
RE:	Zoning Ordinance Text Amendment, PC Recommendation - Approval

City Commissioners,

At its September 17, 2026 meeting, the Planning Commission reviewed a text amendment proposed and presented by Chris Khorey (McKenna) on behalf of the Wickwood Inn to allow for a new use *Enhanced Bed & Breakfast* within the R-4 City Center Transitional District (CER). The following motion was made:

> *Motion by Marineau, supported by Bagierek to move to recommend approval of the proposed zoning text amendment to establish "Enhanced Bed and Breakfast" as a new lodging use permitted in the R-4 Residential Transitional Zoning District, together with the associated regulations for such use, as presented. Motion carried 5-0.*

The Planning Commission spent several months working through the proposed text amendment to ensure that the intent of the CER District was preserved while allowing for change as expected over time. The applicant has worked closely with staff throughout the process to draft an amendment with conditions acceptable to City staff, the Planning Commission, and their own business.

The proposed text amendment would allow for a previously approved Bed & Breakfast establishment to apply for a Special Land Use permit to operate as an Enhanced Bed & Breakfast under specific regulations including the following which are in addition to the existing Bed & Breakfast regulations;

1. Provide one (1) on-site parking space per sleeping unit and one (1) space for the resident manager.

2. Enhanced Bed and Breakfasts shall be limited to no more than one guest unit per 1,500 square feet of lot area, inclusive of Accessory Guest Units.

3. A Enhanced Bed and Breakfast may contain an accessory restaurant. The seating capacity of the restaurant, including both indoor and outdoor seating, shall not exceed two times the number of guest rooms. The restaurant shall not operate after 10 PM, and shall not be open to anyone other than overnight guests at the Enhanced Bed and Breakfast before 8 AM.

4. A Enhanced Bed and Breakfast may contain an accessory event facility. For any event at the facility, the person named in the reservation for the event space must be an overnight guest, but the event itself may include non-guests. The maximum number of guests at an event shall not exceed three times the number of guest rooms. Events shall be conducted in such a manner as to maintain compliance at all times with Ordinance 94.

5. A lodging operation that was previously approved as a Bed and Breakfast may receive Special Use Approval to operated as an Enhanced Bed and Breakfast, provided the requirements of this section are met. In approving the Special Use, the Planning Commission may determine that the existing available parking onsite and in the vicinity is sufficient for the Enhanced Bed and Breakfast, even if the minimum requirement from Section 154.135 is not met on-site.

Suggested Motions:

Option 1 – Recommended Motion – Text Amendment Approval

Motion to approve Ordinance NO.260928-A to establish "Enhanced Bed and Breakfast" as a new lodging use permitted in the R-4 Residential Transitional Zoning District, together with the associated regulations for such use, as presented.

Option 2 – Table Text Amendment

Motion to table the proposed zoning text amendment to establish "Enhanced Bed and Breakfast" as a new lodging use permitted in the R-4 Residential Transitional Zoning District, together with the associated regulations for such use, as presented to allow the applicant time to address the following:

1. _____

2. _____

3. _____

Option 3 – Deny Text Amendment

Motion to deny the proposed zoning text amendment to establish "Enhanced Bed and Breakfast" as a new lodging use permitted in the R-4 Residential Transitional Zoning District, together with the associated regulations for such use, as presented for the following reasons:

1. _____

2. _____

3. _____

Respectfully submitted,

Grayson Moore

Director of Planning & Zoning

CITY OF SAUGATUCK
ALLEGAN COUNTY, MICHIGAN

ZONING ORDINANCE AMENDMENT

ORDINANCE NO. 260928-A

At a meeting of the City Council of the City of Saugatuck, Allegan County, Michigan, held at the City of Saugatuck Hall on _____, 2026, at _____ p.m., City Council Member _____ moved to adopt the following ordinance, which motion was seconded by City Council Member _____.

> *An ordinance to amend the City of Saugatuck's Zoning Ordinance to create a new definition for Enhanced Bed and Breakfast and to regulate Enhanced Bed and Breakfasts to promote the public health, safety, and welfare of the residents and visitors of the City of Saugatuck.*

CITY OF SAUGATUCK, ALLEGAN COUNTY, ORDAINS:

SECTION 1. AMENDMENT TO ZONING ORDINANCE, SECTION 154.005: The City of Saugatuck Zoning Ordinance, Section 154.005 is amended to add the definition of "Bed and Breakfast, Enhanced," which shall read as follows. The remainder of section 154.005 shall remain the same unless expressly amended herein:

> ***Bed and Breakfast, Enhanced:*** A lodging use, consisting of one or more buildings on the same lot, which has sleeping rooms available for rent by transient people on a short-term basis. An Enhanced Bed and Breakfast shall include a residential dwelling unit, to be occupied on a long-term residential basis by the property owner or an on-site resident manager and their household. An Enhanced Bed and Breakfast may contain amenities, including, but not limited to swimming pool, game room, exercise facilities, or similar amenities, which are for the exclusive use of guests. An Enhanced Bed and Breakfast may also contain restaurant and/or event facilities, which shall be operated primarily, though not necessarily exclusively, for the benefit of the overnight guests. An Enhanced Bed and Breakfast shall not be considered or construed to be a Hotel (Inn), motel, multiple-family dwelling, or similar facility. An Enhanced Bed and Breakfast shall also be considered distinct from a Bed and Breakfast, subject to separate approval and regulations.

SECTION 2. AMENDMENT TO ZONING ORDINANCE, SECTION 154.025(C): The City of Saugatuck Zoning Ordinance, Section 154.025(C) is amended to add Section 154.025(C)(5), which shall read as follows. The remainder of section 154.025(C) shall remain the same unless expressly amended herein:

(7) Enhanced Bed and Breakfasts on lots abutting a C-1 or C-2 Zoning District.

SECTION 3. AMENDMENT TO ZONING ORDINANCE, SECTION 154.135: The City of Saugatuck Zoning Ordinance, Section 154.135 is amended to add the following row pertaining to "Enhanced Bed and Breakfasts" to the table of off-street parking requirements. The remainder of section 154.135, including the remainder of the table, shall remain the same unless expressly amended herein.

Enhanced Bed and Breakfasts	1.0 1.0	Persleeping unit For the resident ranager

SECTION 4. AMENDMENT TO ZONING ORDINANCE, SECTION 154.022: The City of Saugatuck Zoning Ordinance, Section 154.022 is amended to add Section 154.022(S), which shall read as follows. The remainder of section 154.022 shall remain the same unless expressly amended herein:

(S) *Enhanced Bed and Breakfasts*. All Enhanced Bed and Breakfasts shall meet the following criteria:

(1) Rooms utilized for guest sleeping shall not exceed two occupants per room not including children under the age of 12. Each room for guest sleeping shall contain at least 100 net square feet of room size.

(2) The Enhanced Bed and Breakfast facility and operation shall meet all applicable building, health and related safety codes. All sleeping rooms shall contain a separate smoke detector in proper working order. Each floor of the dwelling shall contain a fire extinguisher in proper working order in conformance with all applicable fire codes.

(3) No separate or individual cooking facilities shall be provided for the use of guests, including existing cooking facilities.

(4) Enhanced Bed and Breakfasts shall be subject to the applicable sign regulations in Section 154.140.

(5) No guest shall reside on the premises for more than 14 consecutive days, and not more than 30 days in any one year.

(6) Enhanced Bed and Breakfasts shall be subject to all applicable regulations of Ordinance 94, regarding nuisance. The use of outdoor yard areas, open decks, pools and the like shall not result in the production of excessive off-site noise, odor and other external disturbances. Approval of the Enhanced Bed and Breakfast operation may be conditioned upon the installation of screening, fencing, plantings and/or other such installations and conditions to help ensure compatibility of the Enhanced Bed and Breakfast operation with the surrounding area and compliance with Ordinance 94.

(7) Enhanced Bed and Breakfasts that are adjacent to residential uses shall be subject to the screening requirements of Section 154.142.D.

(8) An existing residential structure may be converted to a Enhanced Bed and Breakfast and exterior additions to an existing residential structure for the purpose of providing additional rental rooms shall only be allowed if the parcel of property meets all of the provisions of this chapter for the particular zone in which the proposed Enhanced Bed and Breakfast is located.

(9) An accessory building or buildings on the same lot as a principal building used as a Enhanced Bed and Breakfast may be used as accessory guest buildings, provided the following requirements are met:

a. Special land use approval shall be required, as described in Sections 154.080 through 154.092. The Planning Commission shall also consider the following supplemental special land use standards related to accessory guest buildings:

1. The overall site plan shall not detract from the cohesive appearance and layout of the subject block and surrounding neighborhood.

2. Accessory guest buildings shall be designed to be compatible with the existing built character of the block in which they are located, as well as nearby blocks that are similar in character, including consistency with prevailing building density, mass, bulk, scale, and design.

b. All requirements of Section 154.022.S.1-8 must be met.

c. There shall be no more than two accessory guest buildings per principal Enhanced Bed and Breakfast building.

d. An individual accessory guest building shall include no more than three guest rooms.

e. The total number of guest rooms within accessory guest buildings shall not exceed 50% of the total number of guest rooms within the principal building or six, whichever number is less.

f. Any newly constructed accessory guest building must meet all requirements of Section 154.022(H).

(10) Enhanced Bed and Breakfasts shall be limited to no more than one guest unit per 1,500 square feet of lot area, inclusive of Accessory Guest Units.

(11) A Enhanced Bed and Breakfast may contain an accessory restaurant. The seating capacity of the restaurant, including both indoor and outdoor seating, shall not exceed two times the number of guest rooms. The restaurant shall not operate after 10 PM, and shall not be open to anyone other than overnight guests at the Enhanced Bed and Breakfast before 8 AM.

(12) A Enhanced Bed and Breakfast may contain an accessory event facility. For any event at the facility, the person named in the reservation for the event space must be an overnight guest, but the event itself may include non-guests. The maximum number of guests at an event shall not exceed three times the number of guest rooms. Events shall be conducted in such a manner as to maintain compliance at all times with Ordinance 94.

(13) A lodging operation that was previously approved as a Bed and Breakfast may receive Special Use Approval to operated as an Enhanced Bed and Breakfast, provided the requirements of this section are met. In approving the Special Use, the Planning Commission may determine that the existing available parking on-site and in the vicinity is sufficient for the Enhanced Bed and Breakfast, even if the minimum requirement from Section 154.135 is not met on-site.

SECTION 5. REPEAL. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 6. SEVERABILITY. The provisions of this Ordinance are declared severable. If any part of this Ordinance is declared invalid for any reason by a court of competent jurisdiction, that declaration does not affect or impair the validity of all other provisions that are not subject to that declaration.

SECTION 7. EFFECTIVE DATE. This Ordinance shall take effect seven (7) days after publication of a notice of adoption of this Ordinance, unless referendum procedures are initiated under MCL 125.3402. If referendum procedures are initiated, this Ordinance will take effect in accordance with MCL 125.3402.

YEAS:_____

NAYS: _____

ABSENT: _____

ORDINANCE DECLARED ADOPTED.

_____
Holly Anderson
City of Saugatuck, Mayor

_____
Jamie Wolters
City of Saugatuck, City Clerk

CERTIFICATION

I hereby certify that:

1. The above is a true copy of an ordinance adopted by the City of Saugatuck at a duly scheduled and noticed meeting of the City Council held on _____, _____ 2026, pursuant to the required statutory procedures.

2. A summary of the above ordinance was duly published in the _____ newspaper, a newspaper that circulates within the City of Saugatuck, on _____, 2026.

3. Within 1 week after such publication, I recorded the above ordinance in a book of ordinances kept by me for that purpose, including the date of passage of the ordinance, the names of the members of the City Council voting, and how each member voted.

4. I filed an attested copy of the above ordinance with the Allegan County Clerk on _____, 2026.

ATTESTED:

_____

Jamie Wolters
City of Saugatuck, Clerk

CITY OF SAUGATUCK
ALLEGAN COUNTY, MICHIGAN

NOTICE OF ADOPTION

ZONING ORDINANCE AMENDMENT

ORDINANCE NO.260928-A

Please take notice that on _____, 2026, the City Council of the City of Saugatuck adopted Ordinance No. ___, which amends the City of Saugatuck's Zoning Ordinance to create a new land use for Enhanced Bed and Breakfasts, to regulate Enhanced Bed and Breakfasts, and to promote the public health, safety, and welfare of the residents and visitors of the City of Saugatuck. Copies of the ordinance may be obtained from Jamie Wolters, City of Saugatuck Clerk, at 102 Butler Street, P.O. Box 86, Saugatuck, Michigan 49453, during regular business hours.

The Zoning Ordinance Amendment has the following sections and catch lines: Section 1: Amendment to Zoning Ordinance, Section 154.005; Section 2: Amendment to Zoning Ordinance, Section 154.024(B); Section 3: Amendment to Zoning Ordinance, Section 154.039(B); Section 4: Amendment to Zoning Ordinance, Section 154.040(B); Section 5: Amendment to Zoning Ordinance, Section 154.041(B); Section 6: Amendment to Zoning Ordinance, Section 154.037(C); Section 7: Amendment to Zoning Ordinance, Section 154.042(C); Section 8: Amendment to Zoning Ordinance, Section 154.025(C); Section 9: Amendment to Zoning Ordinance, Section 154.032(C); Section 10: Amendment to Zoning Ordinance, Section 154.135; Section 11: Amendment to Zoning Ordinance, Section 154.022; Section 12: Repeal; Section 13: Severability; and Section 14: Effective Date, which is seven days after publication of this notice of adoption unless referendum procedures are initiated under MCL 125.3402.

Jamie Wolters
City of Saugatuck, Clerk
(269) 558-9495
JWolters@saugatuckcity.com

Publication Date: _____, 2026