

March 20, 2026

Saugatuck City Council
City of Saugatuck
102 Butler Street
Saugatuck, Michigan 49453

**Re: Request for Council Intervention — Extraordinary Circumstances
Determination, STR Licenses CSTR-240021 and CSTR-240024, 534 St. Joseph
Street**

Dear Members of the City Council:

My name is Rakesh Madhava. I am the sole owner of 534 St. Joseph Street, a property I have cherished for nearly twenty years. I write to respectfully request that the Council review the March 5, 2026 determination letter issued by the City's outside counsel, Jacob Witte of FSBR Law, and direct the enforcing officer, Grayson Moore, to reconsider his extraordinary circumstances determination under Section 99.64(B) of the City Code, as amended by Ordinance 260209-A.

Mr. Witte's letter is a thorough statement of the City's legal position as currently applied, and I do not ask the Council to find fault with it. What I do ask is whether the circumstances here — taken as a whole — represent the kind of extraordinary situation the provision was designed to address. I believe they do, and I submit this letter to explain why.

I am submitting this letter together with a supporting letter from Kevin Tringali of Bella Vita Vacation Rentals, my local agent, and a letter from Jennifer Pope, my former co-owner. Mr. Tringali's letter is particularly significant: he explicitly accepts responsibility for his office's internal clerical error and confirms that I had no knowledge of it and no reason to suspect it.

I. A Deliberate Compliance Structure That Unforeseeable Circumstances Defeated

I submitted the STR application in April 2024 during an active divorce proceeding, fully aware that this was a complex new licensing framework. I deliberately constructed a multi-layered approach to compliance: I listed my own contact information on the application, retained a professional local agent with eighteen years of experience managing over forty licensed properties in this community, and relied on the City's own notification processes as a further safeguard — though I understand the City has no such obligation under the ordinance. I structured things this way because I understood that an ownership transition mid-process created the potential for gaps, and I wanted to guard against them. What I could not have foreseen was that those gaps would fall between every layer of protection I had put in place.

The City, going beyond any legal requirement, made a good-faith effort to transmit the license at issuance. I am not alleging the City had an obligation it failed to meet. I am noting that even this voluntary effort was defeated by the same chain of circumstances that ultimately led to the missed renewal. Approximately 95% of STR holders successfully renew their licenses — which means that failures are, by definition, statistically rare. My situation did not arise from owner inattention or systemic neglect. It arose from a precise convergence of circumstances that fell between every layer of protection I had put in place. That is not ordinary. That is extraordinary.

II. My License Was the Warning That Protected Every Other STR Holder

My license expired on July 5, 2025. The City's August 1, 2025 notification to me and Mr. Tringali that the license had expired was, to the best of my knowledge, among the first such notifications the City issued under the new ordinance's renewal framework. Before that notification, there was evident confusion among STR holders about the front-loaded renewal window — which requires application 30 to 60 days before expiration, not after. My situation made that confusion visible.

That notification triggered an immediate response across the STR community. Other license holders, alerted by what happened to me, urgently examined their own renewal status and filed applications they might not otherwise have known were due. The amendment the Council subsequently adopted — with its explicit acknowledgment of 'apparent confusion surrounding annual renewal deadlines' and its narrow amnesty window for those who had filed after the deadline but before expiration — was the direct legislative response to what my case exposed. The confusion was not mine alone. My property was the one that surfaced it.

Had my license expiration date fallen later in the calendar, another owner would have been first. That owner would have received the August 1 notification, discovered the

confusion, and the word would have spread. I would have been among those who refilled in time and been eligible for the same amnesty the Council extended to others. The outcome I now face was not determined by my conduct — it was determined entirely by where my license happened to fall in the renewal calendar, a fact I had no knowledge of and no ability to influence.

To deny relief on the basis that I failed to act on information I never received — while extending relief to those who acted only after my situation revealed the problem — is to make my loss the price of the community's benefit. The ordinance the Council adopted is better and more clearly administered today because of what my situation exposed. Every STR holder in this community now understands the renewal window because of what happened to me. I am the only one who received no benefit from that understanding.

The record on this point is unambiguous. Based on my review of available records, all eight of the other properties considered for amnesty at the January 7, 2026 meeting submitted their applications after August 4, 2025 — the date Mr. Tringali and I filed, following the City's August 1 notification that our license had expired. No property filed before that date. August 1, 2025 was also the first time my correct email address — as listed on the original April 2024 application — was used in any STR-specific communication from the City. The Council has access to the complete application record and can confirm this directly. The implication is clear: my notification was not merely the first signal that the renewal system had a problem. It was the event that caused every other affected owner to act. Six of those owners received amnesty. I did not.

III. The Proximate Cause: A Single Clerical Error by a Qualified Professional

The renewal was missed for one reason: Mr. Tringali's office recorded January 7, 2025 — the date they received a copy of the license upon request — as the renewal anniversary, rather than July 5. This was a clerical error, not a pattern of neglect. Mr. Tringali manages renewals successfully across a portfolio of more than forty properties. This property was the singular exception, and he has stepped forward unambiguously to own that mistake and to confirm that I had no knowledge of it.

The City Attorney's letter treats Mr. Tringali's error as mine, on the basis that I authorized him as my agent. I understand the legal basis for that position. But the purpose of the local agent designation is to allow owners to rely on qualified professionals for operational compliance. The standard cannot be that owners must independently audit their agent's work absent any indication of a problem — that would

render the local agent provision meaningless. I was actively copied on compliance communications throughout 2024 and 2025. At no point did anyone indicate anything was amiss.

The City's letter notes that I was subscribed to the City's general email distribution and received routine updates. I do not dispute this. But that fact cuts the other way. An engaged owner who receives regular City communications and sees nothing to suggest a problem with his license has no basis to independently investigate his renewal status. The absence of any alert in those communications was itself a signal that everything was in order. I was relying on the system — including those communications — to surface any problem. The first direct communication I received regarding my STR license specifically was the August 1, 2025 notice that it had expired. That was the moment I learned anything was wrong. I acted within three days.

The ordinance's exclusion of 'reasonably foreseeable circumstances' is also instructive here. The question is not whether, in hindsight, I could have taken additional steps. The question is whether a reasonable owner in my position — who submitted accurate contact information, retained a qualified professional agent, was actively copied on compliance communications, and whose agent received written confirmation from the City's own planning consultants that the property was in good standing — could have foreseen that his license would lapse. The answer is no. I had no signal, at any point, that anything required my direct intervention. The outcome was not reasonably foreseeable. It was the product of a chain of circumstances that fell entirely outside what any reasonable owner in my position would have anticipated.

Consider further: of the 5% of STR holders who fail to renew, the vast majority are owners who simply did not track their obligations. The subset with professional local agents actively engaged in compliance is smaller still. And within that subset, those whose agent's single clerical error was itself caused by circumstances that no owner would reasonably expect in a set of ordinary business and civil relationships — is vanishingly rare. At each layer of analysis, my situation becomes more exceptional. That is what extraordinary means.

IV. The Documented Record

The following facts are not alleged. They are documented in the City's own exhibits, which I have attached with relevant sections marked. City Exhibit 5 has been deliberately omitted from the attachments.

These facts are identified not to assign blame to City staff, but to illustrate the series of interlocking circumstances that were not reasonably foreseeable to an owner who had retained and paid a local agent specifically to manage a substantial licensing ordinance requiring expertise, local knowledge, and familiarity with City staff and processes. Taken together, they represent seven unforeseeable circumstances that combined to produce the license expiration.

First. My April 23, 2024 application listed my contact information correctly, including my email address. (City Exhibit 1.) I had no reason to believe this was not reflected in the City's records.

Second. The license issued July 5, 2024 was transmitted to jennifer@theballroom.com — an address not in my application — and to the Bella Vita general inbox. (City Exhibit 2.) Jennifer Pope confirms in her attached letter that she never received it. I received nothing.

Third. The license listed "MADHAVA RAKESH M & POPE JENNIFER" as owner — more than two months after Jennifer Pope's May 1, 2024 quit claim deed, recorded with Allegan County on May 9, 2024, transferred sole ownership to me. (City Exhibit 6.) The City Manager's January 7, 2025 email acknowledged the owner name was incorrectly listed and that staff were looking to correct it — but that email was copied to City staff, not to me. (City Exhibit 3.) The records were not corrected and I was not contacted.

Fourth. Following the transfer of ownership and primary management responsibility to me in May 2024, I had no personal knowledge of the renewal date, nor any confirmation that the license had been updated to reflect the ownership change. I was also unaware of the City's online system for checking expiration dates. This is not offered to suggest the City had any obligation to inform me — it is simply a fact that contributed to the absence of a timely renewal application.

Fifth. Renewal reminder communications sent voluntarily by the City in late December 2024 — efforts the City is to be commended for — also did not reach me directly. I have no record of receiving them. Even this additional layer of outreach did not find me.

Sixth. The first time my email address — as correctly listed on the original application — appears in the email record is August 4, 2025, after the license

had already expired. That notification is what caused the broader STR community to examine their own permits and, in many cases, submit late applications. The fact that my license was the first to surface this issue was entirely coincidental.

Seventh. Mr. Tringali has acknowledged in his letter that the error was solely internal to Bella Vita, that I had not been informed of it, and that I had no reason to believe the renewal required my direct attention.

These seven circumstances, each individually understandable, combined to produce an outcome that was genuinely beyond my control — which is precisely the standard Section 99.64(B) requires the Council to consider.

V. Reliance on the Council's January 7, 2026 Direction

At the January 7, 2026 Council workshop, the Council expressed clear and unambiguous consensus support for amnesty covering the nine STR properties under discussion, including mine. I was present. A Council member specifically acknowledged that people in the room were making business decisions based on what the Council decided that evening. I was one of those people. I am the only one of the nine properties discussed at that meeting who did not receive relief.

My Chicago lease was expiring February 28, 2026. In direct reliance on the Council's representations, I renewed it. I also made travel arrangements to visit my elderly parents, who are facing serious health challenges, and was outside the country for February 2026 — confident reinstatement was underway. When I returned, I learned my property had been excluded from the ordinance as adopted.

I recognize that the Council's intent was to craft a narrow amnesty window for licenses that had not yet expired when late applications were filed. I ask only that the Council consider why my license fell outside that window. The distinction between my property and those that received amnesty is not one of conduct or intent. It is one of calendar timing alone — and as Section II documents, that timing was not within my knowledge or control.

The direct consequence of that exclusion, combined with the lease renewal I made in reliance on the Council's direction, is that I am now financially unable to maintain both

residences. I face the prospect of being forced to sell a home I have owned for twenty years — a home I worked to keep through a complicated change in ownership and responsibilities. I do not believe that outcome reflects the Council's intent, and I am asking the Council to prevent it.

VI. The Enforcing Officer Has Independent Authority to Act

The City's March 5 determination correctly identifies that the amnesty provision under Section 99.58(B)(a) does not apply to this property, because it requires a renewal application filed after the deadline but before expiration — a condition this property does not meet. That finding is not disputed.

What the determination does not address is the separate and broader authority granted to the enforcing officer under the amended Section 99.64(B). That provision, enacted as part of Ordinance 260209-A and published in the Commercial Record on February 19, 2026, authorizes the enforcing officer to excuse compliance with 'the deadlines set forth in this chapter' — not merely the renewal deadline under 99.58(B), but any deadline the chapter contains, including the amnesty application deadline under 99.58(B)(a). The language is broad and unqualified. Nothing in the text limits it to a particular deadline or a particular type of applicant.

The amended ordinance also defines what extraordinary circumstances 'may include' — acts of God, documented medical conditions, military service. That list is illustrative, not exhaustive. The drafters used the word 'may,' not 'shall only.' The enumerated examples do not foreclose other circumstances that satisfy the standard. What the provision does foreclose — specifically and expressly — is circumstances attributable to the license holder or local agent's own actions, inaction, negligence, or neglect; any alleged failure of the City to provide notice; or any other reasonably foreseeable circumstances. The circumstances documented in this letter fall within none of those exclusions.

The date of issuance that determined the expiration sequence was assigned by the City at the time of licensing. It was not chosen, influenced, or foreseeable by the owner. The structural consequence of being first in the expiration sequence — losing both the timely renewal window and, through no fault of conduct, the amnesty window — was not attributable to any action, inaction, negligence, or neglect of the owner or local agent. It was not an alleged failure of the City to provide notice. And it was not a reasonably foreseeable circumstance for any owner applying for an STR license in April 2024. No owner, at the time of application, could have anticipated that the date the City assigned

to their license would determine whether they would have access to remedies that did not yet exist.

The ordinance as amended creates two pathways for an STR license to remain in good standing: timely renewal under 99.58(B), and the amnesty provision under 99.58(B)(a) for those who filed late but before expiration. Both pathways were available to every other owner whose situation came to light after the August 1, 2025 notification. Both were unavailable to this owner — not because of anything he did or failed to do, but because his expiration date preceded the notification that made those pathways accessible to others. All five properties that ultimately received amnesty under Ordinance 260209-A filed their applications after August 4, 2025 — after news of this property's expiration spread through the STR community. Those owners had access to the amnesty window because this owner's situation warned them in time.

The visible benefit to the community is measurable in those five amnesty grants. What cannot be measured — but can reasonably be inferred — is the number of STR holders who, upon learning that licenses were being actively enforced with hard expiration dates and a front-loaded renewal window, quietly examined their own status and filed timely renewals they might not otherwise have known were due. Those renewals appear in the ordinary renewal record, indistinguishable from any other timely filing. But they represent a real and additional community benefit that flows directly from this property's situation being the first to make the enforcement reality of the new ordinance visible. The ordinance is more effectively enforced today, across the entire STR community, because of what happened to this owner.

No amendment to the ordinance is required to grant relief here. No new language is needed. The enforcing officer already possesses the authority under Section 99.64(B) to excuse the deadline at issue upon a finding of extraordinary circumstances. The specific combination of circumstances that produced this outcome — a license expiration date assigned by the City that placed this owner first in a sequence whose consequences could not have been foreseen by any party — is unique to this property and will not recur. A finding of extraordinary circumstances here sets no broad precedent. It addresses a situation that, by its very nature, can only happen once.

VII. What I Am Asking For

City staff and the City Attorney's letter confirm that the Council has the authority to direct action on this matter or to amend the ordinance. I respectfully request that the Council direct Grayson Moore, as enforcing officer, to reconsider the extraordinary circumstances determination under Section 99.64(B) in light of the full documented

record. Alternatively, I request that the Council exercise its legislative authority to extend the amnesty provision to this property.

I am attaching the following in support:

1. Letter from Kevin Tringali, Bella Vita Vacation Rentals — accepting responsibility for the clerical error and confirming I had no knowledge of it
2. Letter from Jennifer Pope, former co-owner — confirming the May 1, 2024 ownership transfer and that she never received the July 5, 2024 license
3. City Exhibit 1 — April 23, 2024 STR Application confirming my correct contact information
4. City Exhibit 2 — July 5, 2024 City Manager email showing the license was transmitted to an address not in my application
5. City Exhibit 3 — January 7, 2025 email chain with the City Manager's acknowledgment of the incorrect owner listing
6. City Exhibit 6 — STR License CSTR-240021 showing Jennifer Pope listed as co-owner after the quit claim deed

Conclusion

The STR ordinance serves real community interests, and its orderly enforcement matters. I do not ask the Council to weaken it or to create broad exceptions. I ask something narrower: that the owner whose situation served as the warning that protected the rest of the community not be the only one left unprotected by the response.

My license expiration was the warning that revealed the confusion surrounding renewal deadlines under the new ordinance. Other STR holders, alerted by what happened to me, were able to act in time. The amendment the Council adopted was the direct response to what my situation exposed. The community is better served by the ordinance today because of it. I am the only one who received no benefit from that improvement.

I retained a local agent precisely so that the responsibilities of compliance would rest with a qualified professional. To hold me responsible for my agent's clerical mistake — when I had no knowledge of it and no practical means of preventing it — is to render the

local agent provision meaningless. The clerical errors of an agent should not result in the non-renewal of a license when the owner clearly took every step available to him, short of handling it personally — which would defeat the very purpose the provision exists to serve.

The record before the Council is not one of neglect. It is the record of an owner who submitted accurate information, retained a proven professional, responded promptly to every issue raised, and acted in good faith on this Council's own representations — and whose situation, in the process, made every other STR holder in this community more secure. I ask only to be treated with the same fairness the Council extended to those my situation made whole.

Respectfully submitted,

Rakesh Madhava

Owner, 534 St. Joseph Street

Saugatuck, Michigan 49453

[REDACTED]

[REDACTED]

cc: Grayson Moore, Director of Planning and Zoning

cc: Jacob Witte, FSBR Law

March 19, 2026

Saugatuck City Council City of Saugatuck, Michigan

Re: STR Licenses CSTR-240021 and CSTR-240024 – 534 St. Joseph Street

Dear Members of the Council,

My name is Kevin Tringali. I am the owner of Bella Vita Vacation Rentals, located at 133 Butler Street in Saugatuck, and I have served as the local agent for the STR licenses at 534 St. Joseph Street since the property was first licensed as well as more than 40 other properties in Southwest Michigan and have done so for 18 years. I write in support of Rakesh Madhava's request for a hardship exemption and license reinstatement, and to provide the Council with a factual account of the circumstances from my perspective.

The Prior Management Arrangement

Prior to the finalization of Mr. Madhava's divorce on May 17, 2024, Jennifer Pope was the primary contact between the property ownership and my office. Ms. Pope handled rental scheduling, communications, and day-to-day coordination on behalf of the joint ownership. When Mr. Madhava assumed sole ownership following the divorce, the transition of that management relationship to him directly was still underway. The contact infrastructure in place did not include Mr. Madhava's email or phone - despite this information being the only contact provided on the original STR application. For reasons unclear to us the city was using an incorrect email for Ms. Pope.

The Internal Filing Error

When the City Manager sent a copy of the STR license to my office on January 7, 2025, in response to my request, my office manager logged that date as the renewal anniversary for the property. This was a genuine error made in good faith. We understood the license to run on a January-to-January basis from that point forward and calendared the renewal accordingly. It was not until August 2025, when the City Manager contacted us to advise that the license had expired on July 5, 2025, that we understood the error.

I want to be clear that Mr. Madhava had no knowledge of this internal filing decision and no reason to suspect it had been made incorrectly. The management of license renewal dates was within my office's responsibilities as local agent. The error was mine, not his.

The Triggering Event for STR Holders

The City's August 1, 2025, notification to me that the license had expired was the first expiration of any of the licenses for the properties in my portfolio. Understandably, I acted and thoroughly reviewed the properties for which I acted as the local agent, and I contacted other property

managers and license holders of STRs in the community. The irony is that Mr. Madhava's property was the only one not granted amnesty, despite his license expiration being the triggering event that caused the increased compliance among the community and greater awareness of the ordinance requirements.

The January 7, 2026, Council Meeting

I was present at the January 7, 2026, Council workshop. The discussion that evening was clear — the Council expressed strong consensus support for amnesty for the nine STR properties under discussion, including 534 St. Joseph Street. I left that meeting with the understanding that amnesty would be granted to Mr. Madhava's property.

I was surprised and disappointed to learn that the ordinance as ultimately adopted did not extend to 534 St. Joseph Street. I continue to believe that the extraordinary circumstances around Mr. Madhava's property — including the ownership transition, the date of initial license expiration, the gap in license delivery, and my office's internal filing error, none of which were within Mr. Madhava's knowledge or control and would not be reasonable to expect him to have foreseen these events — warrant the relief the Council indicated it intended to provide.

I am available to answer any questions the Council may have and to provide any additional information that would be helpful.

Respectfully submitted,

Kevin Tringali Bella Vita Vacation Rentals 133 Butler Street Saugatuck, Michigan 49453



Saugatuck City Council:

My name is Jennifer Pope. I co-owned 534 St. Joseph with my ex-husband, Rakesh Madhava, until our divorce was finalized on May 17, 2024, at which point Rakesh took sole possession.

Prior to May 17, 2024, I was the primary contact for Kevin Tringali at Bella Vita for rental scheduling and management. After that date, Rakesh assumed those responsibilities.

The city issued the STR license on July 5, 2024; however, I never received it. Upon reviewing the attached transmission, I confirmed the city used an incorrect email address rather than my correct address, jennifer@theredballoon.com. Had I received the license, I would have forwarded it to Rakesh as part of our asset separation process.

Please let me know if I can provide additional information as the City Council considers this renewal.

Best,

A handwritten signature in black ink that reads "Jennifer Pope". The signature is written in a cursive, flowing style.

EXHIBIT 1



SHORT-TERM RENTAL LICENSE APPLICATION

STEPS IN THE ANNUAL LICENSE PROCESS

1. Fully complete this STR License Application.
 Note: Owner signature is required in multiple places.
2. Submit a complete application and required attachments with the annual license fee of \$525.00.
 Note: Payment can be made via check or by card in person or by calling the City Treasurer.
3. City staff will review the application for completeness and compliance with the City's STR Licensing Ordinance.
4. The Fire Department will be notified and will contact you (or your agent) to schedule an inspection.
5. The Fire Department will notify the City when the dwelling unit meets the inspection guidelines. If the property fails inspection, the applicant must pay \$150.00 to the City of Saugatuck for each reinspection.
6. Upon approval, the City will issue a Short-Term Rental License which will be valid for 1 year.

Property Information

Address: 534 St. Joseph St.	Parcel Number: 57-204-016-00
Requested Occupant Load: 12	Off-Street Parking Spaces: 0
Number of Trash Receptacles: 1	Number of Recycling Receptacles: 1
Type of Dwelling Unit: ☒ Single Family ☒ Accessory Dwelling ☐ Multi-Family	

Checklist

Required Attachments:	☒ Documentation showing the owner's valid tenancy, ownership, or other legal interest in the proposed short-term rental premises, which may include, but is not necessarily limited to, a deed, land contract, or lease agreement. ☒ Floorplan drawing that includes the number of bedrooms or sleeping areas intended to be occupied as part of the short-term rental. ☒ Drawing of the premises that includes all buildings on the premises and the location where all parking will be provided. ☒ Completed and signed rental inspection checklist from the Saugatuck Township Fire District ☒ Documentation showing that the dwelling unit has been insured as a rental dwelling.
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For Use by Fire Department	Fire Dept. Notified	Fire Dept. Approved	Max Occupancy

Owner Information

Ownership Type (select one)



Personal

Name of Person(s): Rakesh Madhava



Trust

Name of Trust:

Identify all beneficiaries and trustees of the trust (use additional sheet if necessary):

1. Beneficiary/Trustee:

2. Beneficiary/Trustee:

3. Beneficiary/Trustee:

4. Beneficiary/Trustee:

5. Beneficiary/Trustee:



Corporate Entity

Name of Corporate Entity:

Identify all current members of the Corporate Entity and their percentage ownership interests in the corporation or other entity (use additional sheets if necessary):

Member:

% Ownership:

Member:

% Ownership:

Member:

% Ownership:

Member:

% Ownership:

Member

% Ownership

Address: 534 St. Joseph St.

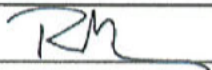
Phone:

E-mail:

Owner Attestation:

- The dwelling unit will be operated in conformance with all applicable requirements of Chapter 99.5

Owner Signature:



Date:

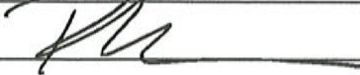
4/23/2024

102 Butler Street • P.O. Box 86 • Saugatuck, MI 49453

Phone: 269-857-2603 • Website: www.saugatuckcity.com

Code of Ordinances: https://codelibrary.amlegal.com/codes/saugatuck/latest/saugatuck_mi/0-0-0-1

License Holder Information

Applicant (Select all that apply):	☒ Owner ☐ Other
Applicant Name:	
Applicant Address:	
Applicant Phone:	
Applicant E-mail:	
Owner Approval of Another Applicant: I grant authority to the applicant to act on my behalf to request a license under Chapter 99.5 of the City's Code of Ordinances.	
Owner Signature:	
Date:	4/23/24

Local Agent Information

If the owner or license holder does not qualify as, or does not desire to be, a local agent, then the license holder shall designate a local agent. A local agent must reside or maintain a physical place of business within a 25-mile radius of the short-term rental. The local agent shall be knowledgeable about the premises and accountable for responding to the premises 24 hours per day, 7 days per week, 365 days per year.

Designated Local Agent	☐ Owner ☒ Other
Agent Name: Bella Vita Vacation Rentals	
Agent Address: 133 Butler . PO 471 Saugatuck 49453	
Agent Phone: 269 857 8482	
Agent E-mail: info@bellavitavacationrentals.com	
Approval of Agent: I designate the local agent above and authorize the local agent to act as my agent for any acts required of the license under Chapter 99.5.	
License Holder or Owner Signature:	
Date:	4/23/24

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 Phone: 269-857-2603 • Website: www.saugatuckcity.com

Code of Ordinances: https://codelibrary.amlegal.com/codes/saugatuck/latest/saugatuck_mi/0-0-0-1

Attestation

By signing this application, I attest to all of the following:

- Chapter 99.5 has been reviewed.
- The contents of this application are true and will be promptly updated if any of the information in this application changes. I understand that including false, incorrect, or misleading information on an application is grounds for suspension or revocation of a license.
- The dwelling unit will be operated in conformance with all applicable requirements of Chapter 99.5. I understand a license may be suspended or revoked for non-compliance.
- **I understand the license holder and/or local agent has the duty to remedy any violation of Chapter 99.5 and the City's Noise Ordinance, as set forth in Section 94.04 of the City Code, by the occupants and visitors of a short-term rental. Upon receiving notice of the violation, the license holder and/or local agent shall ensure that the violation is remedied **within two (2) hours** of receipt of such notice.**
- I understand that the owner, license holder, and/or local agent is at all times responsible for obtaining all applicable local, state, and federal licenses, permits, and approvals, and that the issuance of a City short-term rental license in no way excuses compliance with any other applicable local, state, or federal laws, rules, regulations, or codes.
- I understand this is an application, not a license, and that an application does not convey a property right. **I understand that if a license is issued under Chapter 99.5, it shall remain in effect for a period of one (1) year from the date it was issued** unless it is suspended or revoked by the City. I further understand that **the application fee is non-refundable.**
- I understand I may apply for a renewed license by submitting a renewal application to the enforcing officer no later than thirty (30) days prior to the date that my license is set to expire, along with the license renewal fee established by the City's fee schedule, and that if a complete renewal application has not been timely submitted or my previous license expires, my premises cannot be used as a short-term rental until a new license is issued.
- **I understand that short-term rental licenses are non-transferable**, and that my license shall become void upon the attempted transfer of a license or transfer of ownership of the dwelling unit for which the license is issued. I understand that in the event of an unauthorized transfer, a new license must be obtained by the new owner of the dwelling unit from the City before short-term rentals may be resumed. I understand that a "transfer" includes the following:
 - Any transfer, sale, change in ownership, or other conveyance of a short-term rental license to a person or entity other than the owner or license holder;
 - Any transfer, sale, change in ownership, or other conveyance of the premises;
 - Any transfer, sale, change in ownership, or other conveyance of an interest or membership in the corporate entity which is the owner of the premises or the short-term rental license; or
 - Any change in the trustee(s), beneficiary, or beneficiaries of the trust which is the owner of the premises or the short-term rental license.

Owner Signature:



Date: 4/23/24

License Holder Signature:

Date:

Local Agent Signature:

Date:

102 Butler Street • P.O. Box 86 • Saugatuck, MI 49453

Phone: 269-857-2603 • Website: www.saugatuckcity.com

Code of Ordinances: https://codelibrary.amlegal.com/codes/saugatuck/latest/saugatuck_mi/0-0-0-1

EXHIBIT 2

From: Ryan Cummins <rcummins@saugatuckcity.com>
Sent: Friday, July 5, 2024 6:46 PM
To: jennifer@theballroom. [REDACTED]
Subject: 534 St. Joseph
Attachments: STR License - 534 St. Joseph - 7-5-24.pdf; STR License - 534 St. Joseph ADU - 7-5-24.pdf

Hello,

I was notified 534 St. Joseph main home and ADU passed inspection. Attached is the STR license. Please note the maximum occupants and expiration date.

Here is a link to the Good Neighbor Guide to share with your visitors:

https://www.saugatuckcity.com/uploads/1/3/3/9/133977444/copy_of_good_neighbor_guide_2_.pdf

Thank you,

Ryan Cummins
City Manager

City of Saugatuck
102 Butler St
PO Box 86
Saugatuck, MI 49453
Ph: (269) 857-2603

EXHIBIT 3

From: Ryan Cummins <rcummins@saugatuckcity.com>
Sent: Tuesday, January 7, 2025 1:58 PM
To: Kevin Tringali; David Jirousek
Cc: Kyle Salay; Kevin Tringali; Luke Thompson
Subject: RE: 534 St. Joseph-recertification
Attachments: 534 St. Joseph

Hi Kevin,

Happy New Year!

Attached is approval email and certificate from earlier this year. I believe Luke is looking at correcting the owner name as it incorrectly listed one of the parties. I have copied him.

Thank you,

Ryan Cummins
City Manager

City of Saugatuck
102 Butler St
PO Box 86
Saugatuck, MI 49453
Ph: (269) 857-2603

From: Kevin Tringali [REDACTED]
Sent: Tuesday, January 7, 2025 12:01 PM
To: David Jirousek <david@horizon-planning.com>
Cc: Ryan Cummins <rcummins@saugatuckcity.com>; Kyle Salay <kyle@horizon-planning.com>; Kevin Tringali <info@bellavitavacationrentals.com>
Subject: RE: 534 St. Joseph-recertification

Caution: This email originated from outside of the organization. DO NOT click on links or open attachments unless you recognize the sender and know the content is safe.

Hello,

We are updating all our files as we head into 2025. We know 534 St. Joseph was recertified back in July of 2024 however I don't recall seeing an actual certification document? Can we get one sent to us for our records?

Thank you

Kevin Tringali
Bella Vita Real Estate / Vacation Rentals
A proud partner of Coldwell Banker Woodland Schmidt Realty



From: David Jirousek [mailto:david@horizon-planning.com]
Sent: Friday, July 12, 2024 2:12 PM
To: [kevin](#)
Cc: Ryan Cummins; Kyle Salay
Subject: Re: 534 St. Joseph-recertification

Kevin-

Please disregard the notice. The subject property has a final permit, and there are no current violations.

David M. Jirousek, MCP, AICP
Principal – Community Planner
616-540-1794



From: Kyle Salay <kyle@horizon-planning.com>
Date: Wednesday, July 10, 2024 at 12:23 PM
To: David Jirousek <david@>
Subject: Fwd: 534 St. Joseph-recertification

Begin forwarded message:

From: Kevin Tringali <kevin@>
Date: July 10, 2024 at 11:44:05 AM EDT
To: Kyle Salay <kyle>
Cc: Rakesh Madhava <rmadhava>
Subject: 534 St. Joseph-recertification

Hi Kyle,

My name is Kevin Tringali, property manager for 534 St. Joseph in Saugatuck. My homeowner received a violation notice regarding our recertification?

This new application was originally submitted back in April 2024 and again in May for the 2nd dwelling which I believe has not been used as of yet. The actual inspection date was mid June and as it always has passed with no issues and we did receive our certification from the city saying so.

The month of June was primarily blocked off and occupied by the owner who was in the process of making sever improvements (painting, staining and replacing items in the home.

According to Ryan Cummings (City manager) this is just a notice. We are asking to confirm this for our records as there was no violation.

Thank you

Kevin Tringali
Bella Vita Real Estate / Vacation Rentals
A proud partner of Coldwell Banker Woodland Schmidt Realty



EXHIBIT 4

From: Ryan Cummins <rcummins@saugatuckcity.com>
Sent: Friday, August 29, 2025 2:07 PM
To: Kevin Tringali
Cc: Lindsay Tringali
Subject: RE: 534 St. Joseph

Thanks Kevin. I will update our system to change the contact information provided for the STR apps we have received from info@bellavitavacationrentals.com to [kevin](#) [REDACTED]

Thank you,

Ryan Cummins
City Manager

City of Saugatuck
102 Butler St
PO Box 86
Saugatuck, MI 49453
Ph: (269) 857-2603

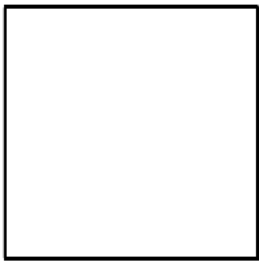
From: Kevin Tringali <kevin [REDACTED]>
Sent: Friday, August 29, 2025 1:59 PM
To: Ryan Cummins <rcummins@saugatuckcity.com>
Cc: Lindsay Tringali <lindsa [REDACTED]>
Subject: Re: 534 St. Joseph

Caution: This email originated from outside of the organization. DO NOT click on links or open attachments unless you recognize the sender and know the content is safe.

Yes, this email we are communicating on now, kevin@bellavitavacationrentals.com

Thank you

Kevin Tringali
Bella Vita Vacation Rentals
[REDACTED]



Sent from my iPhone

On Aug 29, 2025, at 1:30 PM, Ryan Cummins <rcummins@saugatuckcity.com> wrote:

Hi Kevin,

Just to clarify, you want us to change the contact email for Bella Vita and all your properties to [kevin@\[REDACTED\]](mailto:kevin@[REDACTED])

If so, I will make that change in our system. Please make sure that is clear on future STR apps too.

Thank you,

Ryan Cummins
City Manager

City of Saugatuck
102 Butler St
PO Box 86
Saugatuck, MI 49453
Ph: (269) 857-2603

From: Kevin Tringali <kevin@[REDACTED]>
Sent: Friday, August 29, 2025 1:19 PM
To: Ryan Cummins <rcummins@saugatuckcity.com>
Cc: Lindsay Tringali <lindsay.tringali@[REDACTED]>
Subject: Re: 534 St. Joseph

Caution: This email originated from outside of the organization. DO NOT click on links or open attachments unless you recognize the sender and know the content is safe.

Thank you, this helps explain things, why these are not getting to me. My work email is kevin@bellavitavacationrentals.com

Please continue to use this email moving forward.

Kevin Tringali
Bella Vita Vacation Rentals



<~WRD2501.jpg>

Sent from my iPhone

On Aug 29, 2025, at 12:29 PM, Ryan Cummins
<rcummins@saugatuckcity.com> wrote:

Hi Kevin,

Attached is the letter again.

Here is the e-mail we have: [info@](#)

It looks like Luke has also sent other e-mails to you on some other rentals noting the 30-day requirement.

Thank you,

Ryan Cummins
City Manager

City of Saugatuck
102 Butler St
PO Box 86
Saugatuck, MI 49453
Ph: (269) 857-2603

From: Kevin Tringali <kevin@[REDACTED]>
Sent: Friday, August 29, 2025 12:05 PM
To: Ryan Cummins <rcummins@saugatuckcity.com>
Cc: Lindsay Tringali [REDACTED]
Subject: RE: 534 St. Joseph

Caution: This email originated from outside of the organization. DO NOT click on links or open attachments unless you recognize the sender and know the content is safe.

Hi Ryan,

For some reason the "letter to STR owners and agents" attachment will not open (getting an error message. Is there a way you can let me know what email address you show for us? I am not seeing the 8/29/24 email in either my bella vita email or our general email box.

Thank you

Kevin Tringali
Bella Vita Real Estate / Vacation Rentals
A proud partner of Coldwell Banker Woodland Schmidt Realty



<image001.png>

<image002.jpg>

From: Ryan Cummins [mailto:rcummins@saugatuckcity.com]
Sent: Friday, August 29, 2025 11:41 AM
To: Kevin Tringali
Cc: Lindsay Tringali
Subject: RE: 534 St. Joseph

Hi Kevin,

Attached is the e-mail that was sent on 8-29-24. The e-mail provided to us for Bella Vita and 719 Pleasant was on the blind copy list.

Attached is the letter that was mailed in late December. Bella Vita Vacation Rentals, Mr. Madhava, Mr. Wardzala, and Mr. May were on the mailing labels list.

There was no requirement for us to e-mail or send a letter about this but we wanted to provide additional education. We have the same information on our website as well.

The deadline for renewal application is also listed on the attestation on the STR application form that were submitted to us last year.

Thank you,

Ryan Cummins
City Manager

City of Saugatuck
102 Butler St
PO Box 86
Saugatuck, MI 49453
Ph: (269) 857-2603

From: Kevin Tringali <[kevin](#)>
Sent: Wednesday, August 27, 2025 11:52 AM
To: Ryan Cummins <rcummins@saugatuckcity.com>
Cc: Lindsay Tringali <>
Subject: FW: 534 St. Joseph

Caution: This email originated from outside of the organization. DO NOT click on links or open attachments unless you recognize the sender and know the content is safe.

Hi Ryan,

Hope all is well, just continuing to try to get my head around all this and have appreciated your help along the way. I highlighted a snip of a previous email you had sent me regarding some communication via emails and letters with instructions on how to check expirations on line? Can you share with me when and to whom these were sent to for both properties? (534 St. Joseph and 719 Pleasant) as well when it was sent to me? I am not finding it.

Thank you

Kevin Tringali
Bella Vita Real Estate / Vacation Rentals
A proud partner of Coldwell Banker Woodland Schmidt Realty

<image001.png>

<image002.jpg>

From: Ryan Cummins [mailto:rcummins@saugatuckcity.com]
Sent: Monday, August 04, 2025 12:29 PM
To: Kevin Tringali; Kevin Tringali; [rake](#)>
Subject: RE: 534 St. Joseph

Hi Kevin,

I want to make sure one thing is clarified as you mentioned your office actually received a copy of the license in January. The City sent Bella Vita a copy of the license via e-mail in July 2024. Attached is another copy of that e-mail. The license was attached to that e-mail and states the expiration date. The e-mail also noted you should keep track of it. You acknowledged back in January that it was recertified in July 2024 but wanted another copy of the license. On the January response, I attached a copy of the July 2024 e-mail that was previously sent. **Last year, the City also sent owners and agents an e-mail and letter with instructions on how to check expiration dates online.** How to check expiration dates is on our website as well.

As we discussed on the phone, you believe under Section 99.58(E) that you have 30 days to correct this. As I explained, that provision relates to deficiencies in a renewal application that is submitted timely. Section 99.58(B) identifies when renewal applications are due:

99.58(B) The license holder or local agent may apply for a renewed license by submitting a renewal application to the enforcing officer no later than thirty (30) days prior to the date that the license is set to expire, along with the license renewal fee established by the City's fee schedule. Renewal applications may be submitted no later than five (5) calendar days after this deadline, subject to a late fee established by resolution of the City Council. **Renewal applications submitted after this five (5) calendar day grace period by any amount of time shall be deemed untimely and shall not be processed by the City, and the short-term rental license shall be deemed expired.**

As you can see, an untimely renewal application shall not be processed by the City, which is the case here.

As we discussed, only the City Council can change the ordinance and staff has to carry out what is currently in place.

Please let me know if you have any questions.

Thank you,

Ryan Cummins
City Manager

City of Saugatuck
102 Butler St
PO Box 86
Saugatuck, MI 49453
Ph: (269) 857-2603

From: Kevin Tringali <kevin@saugatuckcity.com>
Sent: Monday, August 4, 2025 11:58 AM
To: Ryan Cummins <rcummins@saugatuckcity.com>; Kevin Tringali <info@saugatuckcity.com>; Ryan Cummins <rcummins@saugatuckcity.com>
Subject: RE: 534 St. Joseph

Caution: This email originated from outside of the organization. DO NOT click on links or open attachments unless you recognize the sender and know the content is safe.

Hi Ryan,

Thank you for the conversation. As I stated I believe this oversight from our office stems from actually receiving our certification back on January 7th 2025. Our office mistakenly took that as the January 7th date as our annual expiration date and therefore was not prepared to have this ready by June 5th, 2025 for the July 5th expiration date.

As you can imagine this all comes as a shock and are trying to comprehend this circumstance. Until we speak to our attorney and property owner it is best on our part to at least submit the necessary renewal application to the city until we get more clarity on how to move forward.

Thank you

Kevin Tringali
Bella Vita Real Estate / Vacation Rentals
A proud partner of Coldwell Banker Woodland Schmidt Realty



<image001.png>

<image002.jpg>

From: Ryan Cummins [mailto:rcummins@saugatuckcity.com]
Sent: Monday, August 04, 2025 10:40 AM
To: Kevin Tringali; Kevin Tringali; Ryan Cummins <rcummins@saugatuckcity.com>
Subject: RE: 534 St. Joseph

Hi Kevin,

Unfortunately, it appears that the renewal would be untimely. It looks like there were STR licenses for both the home and ADU and both expired on 7/5/25.

The ordinance requires that renewals be submitted “no later than thirty (30) days prior to the date that the license is set to expire”. See 99.58(B). We reminded both owners and agents of this last year and advised folks it was important to keep track of the expiration dates. We also noted in the email when issuing the license that you should note the expiration date.

The ordinance allows for a late renewal application, but they may only be submitted five calendar dates after the deadline and are subject to a late fee. "Renewal applications submitted after this five (5) calendar day grace period by any amount of time shall be deemed untimely and shall not be processed by the City, and the short-term rental license shall be deemed expired". See 99.58(B).

The property cannot be rented without a STR license. With the cap in community residential there aren't licenses available.

Please let me know if you have any questions.

Thank you,

Ryan Cummins
City Manager

City of Saugatuck
102 Butler St
PO Box 86
Saugatuck, MI 49453
Ph: (269) 857-2603

From: Kevin Tringali <kevin@redacted>
Sent: Saturday, August 2, 2025 11:45 AM
To: Ryan Cummins <rcummins@saugatuckcity.com>; Kevin Tringali <info@redacted>
Subject: RE: 534 St. Joseph

Caution: This email originated from outside of the organization. DO NOT click on links or open attachments unless you recognize the sender and know the content is safe.

Hi Ryan,

We have everything in line, I believe this is our first "annual" renewal just waiting for a copy of the updated insurance policy, everything else is in line and will be handed in this week.

Thank you!

Kevin Tringali
Bella Vita Real Estate / Vacation Rentals


www. [REDACTED]
<image001.png>

<image002.jpg>

From: Ryan Cummins [mailto:rcummins@saugatuckcity.com]
Sent: Friday, August 01, 2025 5:01 PM
To: Kevin Tringali; Kevin Tringali; [rakesh](#) [REDACTED]
Subject: 534 St. Joseph

Hello,

Our system shows that your short-term rental license expired on 7/5/25. The unit cannot be rented without a STR license.

Further information about short-term rentals can be found here:
<https://www.saugatuckcity.com/short-term-rentals.html>

Please let me know if you have any questions.

Thank you,

Ryan Cummins
City Manager

City of Saugatuck
102 Butler St
PO Box 86
Saugatuck, MI 49453
Ph: (269) 857-2603

<Letter to STR Owners and Agents 12-23-24.pdf>
<mime-attachment>
<mime-attachment>
<mime-attachment>
<mime-attachment>

EXHIBIT 6



Short-Term Rental License

**534 ST JOSEPH ST
SAUGATUCK, MI 49453**

Unit: The Farm House

Owner: MADHAVA RAKESH M & POPE JENNIFER

Responsible Party: BELLA VITA VACATION RENTALS

Maximum Occupancy: 8

This property has met the inspection criteria of the Saugatuck Township Fire District and is licensed as an approved Short-Term Rental by the City of Saugatuck. Short-Term Rentals may be subject to private restrictions. It is your responsibility to confirm compliance.

Valid Through 07/05/2025

LICENSE NUMBER

CSTR License-240021

Ryan Cummins - Zoning Administrator

102 Butler Street, Saugatuck MI 49453

March 28, 2026

Saugatuck City Council
City of Saugatuck
102 Butler Street
Saugatuck, Michigan 49453

Re: Proposed Amendment to Ordinance 260209-A, Section 99.58(B)(a) — Single Condition Revision to Amnesty Eligibility, STR Licenses CSTR-240021 and CSTR-240024, 534 St. Joseph Street

Dear Members of the City Council:

My name is Rakesh Madhava. I am the sole owner of 534 St. Joseph Street. The Council has my March 21, 2026 submission requesting reconsideration of the extraordinary circumstances determination under Section 99.64(B), which I incorporate by reference. I respectfully request time to discuss this supplemental proposal at the April 8 workshop along with my previous submission, with a view to adoption at the April 13 regular meeting.

I maintain that this Council has the authority and responsibility to direct staff to find that extraordinary circumstances exist in my situation, as documented in my March 21 submission. I am also proposing a separate legislative avenue by which the Council may rectify this situation directly, without requiring any determination by staff or outside counsel.

I also want to state plainly for the record: at the January 7, 2026 workshop, this Council represented to me and to the community that it was granting amnesty to the affected STR license holders so that the City and license holders could start with a clean slate after the ordinance was amended.

A majority of this Council believed that commitment covered all nine properties under discussion. I am one of the properties that did not receive relief under the amendment as adopted. This proposal gives the Council a narrow, principled path to honor that commitment — one that does not weaken the ordinance, does not overturn any staff determination, and is fully consistent with the ordinance's own internal logic.

I propose a single amendment to one condition within the existing amnesty provision of Section 99.58(B)(a). The change requires no new subsection, no new administrative structure, and no alteration to any other provision of the ordinance or the amendment. It does not overturn any determination made by staff or legal counsel. It addresses a narrow gap in the amnesty framework — one that by coincidence excluded my property — and it does so in a way that is fully consistent with the ordinance's own internal logic.

The Existing Provision

Section 99.58(B)(a) of Ordinance 260209-A provides that an owner whose license lapsed may reapply if, among other conditions, the license holder submitted a renewal application to the City after the renewal deadline but before the license expired. This condition was designed to capture owners who made a good-faith effort to renew but missed the front-loaded application window.

My license expired July 5, 2025. The City notified me of the expiration on August 1, 2025. I filed a renewal application on August 4, 2025 — three days after notification. Because my expiration preceded the City's notification, I was unable to file before the license expired, and I therefore do not meet the current condition. Every property that ultimately received amnesty filed after that same notification — they were able to file before their licenses expired only because my situation alerted them in time.

The Proposed Change

I propose that condition 2) of Section 99.58(B)(a) be revised as follows.

The current “amnesty” language reads:

a. Notwithstanding anything in this chapter to the contrary, an application for a short-term rental license may be submitted by an owner who previously held a short-term rental license if the following applies: 1) the short-term rental license at issue expired between April 24, 2025, and the effective date of this Ordinance; and 2) the license holder submitted a renewal application to the City after the renewal deadline but before the license expired; and 3) the untimely renewal application otherwise satisfied all applicable requirements of the City Code. In such circumstances, the license holder may apply for a short-term license no later than five (5) calendar days after the effective date of this Ordinance. Such applications may be processed and a short-term rental license issued (effective on the date of issuance), subject to the payment of the late fee set forth herein and satisfaction of all other requirements of the City Code.

The proposed language would read (proposed changed emphasized):

a. Notwithstanding anything in this chapter to the contrary, an application for a short-term rental license may be submitted by an owner who previously held a short-term rental license if the following applies: 1) the short-term rental license at issue expired between April 24, 2025, and the effective date of this Ordinance; and 2) the license holder submitted a renewal application to the City after the renewal deadline but before the license expired; or within 30 days of City's written notification of expiration, consistent with the cure period established under Section 99.58(E); and 3) the untimely renewal application otherwise satisfied all applicable requirements of the City Code. In such circumstances, the license holder may apply for a short-term license no later than five (5) calendar days after the effective date of this Ordinance. Such applications may be processed and a short-term rental license issued (effective on the date of issuance), subject

to the payment of the late fee set forth herein and satisfaction of all other requirements of the City Code.

That is the entirety of the proposed change. All other conditions of Section 99.58(B)(a) remain unchanged, including the requirement that the license expired within the defined pre-ordinance period and that the application otherwise satisfied all applicable requirements of the City Code, including payment of the applicable late fee.

Why This Change Is Sound

Section 99.58(E) already establishes that when the City notifies an owner of a deficiency in the renewal process, the owner has 30 days to respond and cure. An expired license is a deficiency in the renewal process. Extending the same 30-day cure period to City notification of expiration is consistent with the ordinance's own treatment of every other renewal deficiency. It does not create a new standard — it applies an existing one consistently across all renewal deficiencies. All requirements of the chapter continue to apply. The hard stop date remains in place. No ongoing exception is created and no future renewal cycle is affected.

The amendment is administratively self-executing. If adopted at the April 13 regular meeting, it takes effect upon publication in the Commercial Record — the same mechanism by which Ordinance 260209-A itself took effect. Upon publication, the existing five-day filing window reopens from the effective date of this amendment, exactly as it did when the original amnesty provision was published. No new machinery is required. The Council has done this before.

The amnesty framework as currently drafted produced an exclusion that was not publicly deliberated. This amendment corrects it. The 30-day window is not arbitrary — it mirrors the cure period the ordinance already provides under Section 99.58(E). An owner who receives City notification and responds within 30 days has demonstrated exactly the good-faith conduct that provision was designed to reward.

The preamble of Ordinance 260209-A describes its purpose as addressing a failure to timely submit a renewal application — not permanent extinguishment based on calendar position. Rejecting this revision does not advance that objective. It contradicts it.

There is also a fundamental asymmetry in the current outcome that the Council should consider directly. The City's position is that it bears no responsibility for the accuracy of its own records — the wrong owner named on the license two months after the recorded deed, the license transmitted to a non-existent email address not in the application, records acknowledged as incorrect but never corrected. Those errors carry no consequence for the City. Yet a single clerical error by the owner's agent — one misfiled date — who was hired by me in part because of his role in crafting the STR legislation results in permanent loss of two licenses with no cure pathway. The City cannot claim immunity from any consequence of its own administrative errors while imposing the maximum possible consequence for an equivalent error by the owner's

agent. This amendment – or finding of extraordinary circumstances - provide avenues for a proportionate and principled remedy that reflect what City Council said it would do on January 7th.

Request

I respectfully request that this proposed revision be placed on the agenda for the April 8 workshop for discussion, with a view to adoption at the April 13 regular meeting. I am available to address the Council at both meetings.

Respectfully submitted,



Rakesh Madhava

Owner, 534 St. Joseph Street

Saugatuck, Michigan 49453

rakesh. [REDACTED]

312 [REDACTED]

cc: Grayson Moore, Director of Planning and Zoning

cc: Jacob Witte, FSBRLaw

cc: Ryan Cummins, City Manager

Jamie Wolters

From: Craig Baldwin <craigbaldwin@redacted>
Sent: Sunday, March 22, 2026 2:32 PM
To: Jamie Wolters
Cc: Ryan Cummins; Holly Anderson
Subject: Correspondence for the March 23 Meeting

Caution: This email originated from outside of the organization. DO NOT click on links or open attachments unless you recognize the sender and know the content is safe.

Hi Jamie,
Please include the following as correspondence relating to the March 23, 2025 City Council meeting. Thank you.

To the City Council:

I have several comments regarding the agenda item concerning Planning Commissioner Bagierek for the March 23 City Council Meeting.

As outlined in the "Report to Planning Commission" prepared by the City Manager:

- Commissioner Bagierek has an accessory dwelling unit (ADU) above his garage;
- He used the ADU as a short term rental during essentially his entire tenure on the Planning Commission without obtaining special land use approval from the Planning Commission;
- Until the rules were changed in February, 2025 at the request of the Planning Commission, his ADU did not qualify for special land use approval as an STR because it was out of compliance with the maximum square footage for use as an STR and because it had separate utility hookups from the primary residence.
- He continued to operate illegally until finally obtaining SLU approval in November, 2025.

There are only two possible explanations here. The first is the wildly implausible scenario in which Commissioner Bagierek:

- believed in good faith that the dwelling unit above the garage was not an ADU because a covered breezeway connected the garage and house;
- believed that the garage dwelling unit could not be an ADU because "ADUs cannot have separate utilities, and we have separate gas hookups between the house and garage";

- believed that by renting out the garage space he was just renting a single room in his house rather than an ADU;
- did not understand that renting out a single room in a home is not permitted;
- did not understand that the garage dwelling met the definition of an ADU;
- relied on his purported recollection that the BS&A records for his property didn't characterize the garage space as an accessory dwelling unit when there is no evidence that BS&A has ever made that characterization for any property;
- relied on a purported conversation with the former Planning Director (Luke Thompson) in which Mr. Thompson said the garage space was not an ADU, even though Mr. Thompson has no recollection of that conversation and does not believe he would have made that statement.

The likely scenario, which is incredibly troubling, is that Commissioner Bagierek fully understood the rules and ordinances regarding STRs and ADUs, knew that his ADU did not qualify for use as an STR until February, 2025, and operated illegally until finally obtaining the required approvals in November, 2025. When he was confronted with these facts, he told several significant lies to justify his behavior. And during the public hearing for his SLU application, he mislead and/or lied to the Planning Commission when he characterized the background for his SLU request as follows (per the meeting minutes):

He explained that his property at 610 Lake Street previously operated under a short-term rental license for the entire house, in line with the rules at the time. Due to recent changes in STR regulations and their current usage, he now proposes to rent only the apartment (upper-level ADU), which is similar to a previous application for Mason Street.

I was therefore incredibly surprised to see that the only action taken by the City Council thus far was to recommend that the entire Planning Commission participate in a "learning and improvement opportunity" discussion. To suggest that the issue here is a lack of clarity in the city ordinances or a lack of understanding by the Planning commissioners of the rules and how to apply them is simply absurd. I was also not willing to participate in an attempt to whitewash the situation through this "learning opportunity" when in fact the Commission has no authority under state law or our bylaws to discipline or remove its members. That authority rests solely with the City Council. It is for that reason that I voted to remove the "learning and improvement opportunity" discussion from the Planning Commission agenda last week.

I want to be perfectly clear that this vote in no way suggests that the Planning Commission has weighed in on Commissioner Bagierek's conduct or determined that no further action is needed. It is the responsibility of the City Council to address this issue, and for that reason I am grateful to see that there will be a public discussion of the issue at the March 23 meeting.

Thank you.

Craig Baldwin
Saugatuck Planning Commissioner
Saugatuck City Resident

22 March 2026

To Saugatuck City Council for inclusion in the Council's March 23, 2026, Council Meeting Packet - AMENDED

At the Planning Commission meeting this past Thursday (March 19), a motion was made by Commissioner LaChey and seconded by Commissioner Marineau to remove New Business Item E titled "A Learning and Improvement Opportunity" from the Agenda for two reasons: 1) it might be a vehicle for the public shaming of Commissioner CJ Bagierek; and, 2) as a learning opportunity it is not necessary or productive. While I supported the motion to remove Item E from the agenda, my support was not entirely for the reasons cited by Commissioner LaChey. In thinking about my comments and reviewing the video of the meeting which only became available this afternoon, I am taking this opportunity to be clear and go on the record as to my position for removing the item from the agenda.

In reviewing the "Learning and Improvement Opportunity" materials provided, I cannot unsee what I have seen, and that is, a sitting Planning Commissioner appears to have violated a number of ordinances over a period of years, some of which occurred during his time as a Planning Commissioner, including misleading fellow Commissioners.

I supported the removal of Item E because I believe this matter – 'the learning and improvement opportunity' – actually belongs to Council and should return there. As a Commissioner, I understand that my responsibility is to ensure my conduct is consistent with City ordinances which I promised to uphold when I became a Commissioner – I don't believe I need to "learn" that. When any city official is accused of violating an ordinance or ordinances, it has been my understanding that person will be held to account by City

Council, which is where the responsibility lies for the enforcement of Saugatuck's Policy of Ethical Standards of Conduct.

It is also my understanding that following a closed session of City Council when this matter was referred to Planning, the City Attorney reviewed this with Steve Manns, Chair of the Planning Commission; it was agreed that Chair Manns would review this matter with the Planning Commissioners as a whole for a 'learning and improvement opportunity'.

Since I cannot unknow what I now know, and as I consider my role as a Planning Commissioner, am I to assume that Council found so little merit in the allegations that they believed an adequate redress would be for the sitting Planning Commissioners to learn and improve as Chair Manns suggested?

It is my opinion this is a deeply serious and potentially quite damaging reputational hit on the process, on Planning, and on the City – on each of us as the responsible officials - at a time when trust in our system of governance, including our officials, has never been more critically important and necessary.

Bobbie Gaunt

341 Main Street

Saugatuck, MI 49453

Jamie Wolters

From: Kimberly Bagierek [REDACTED]
Sent: Sunday, March 22, 2026 8:11 PM
To: Jamie Wolters; Scott Dean; Gregory Muncey; Lauren Stanton; Joe Clark; Chris Peterson; Holly Anderson; Russ Gardner; mannssteven@hotmail.com; Ryan Cummins
Subject: 610 Lake St agenda item

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Greetings,

I've provided this communication regarding the issue of the STR at 610 Lake St. which my husband CJ Bagierek has been accused of running without proper licensing. My husband has been contacted by the city attorney and the city manager several months ago regarding an issue with our STR and once he attempted to clear things up with them it was taken to city council and discussed in private session, according to comment at last weeks planning meeting, to which council wanted to have no further action other than a discussion. The issue was then put into the planning commission agenda months later at the direction of city manager and mayor. This was a surprise to us, and the planning chairman as we understand it, as there was to just be a generic discussion of perception issues. The commissioners at last weeks meeting were not happy it was on their agenda and one commissioner threatened to walk out if it was not taken off the agenda. It is now on the agenda again at the mayors request.

First off I'd like to set the record straight by letting you all know that CJ does not run the Airbnb nor has he ever ran the Airbnb at 610 Lake St. It is obvious from the cities many exhibits provided by Granicus I have always been the listed host of this property. When we applied for a STR license we were advised by previous staff to put the property under one STR application as it had always been rented that way for several years and previous owner/operators way before we bought the place. Once we realized our property would actually require an ADU special land use for rental, we then applied for that once our current license was up for renewal. Had the previous owner/operators or us been directed properly by city staff it would have certainly saved us a lot of money based upon the recent increase of special land use applications and it would have also avoided this controversy.

~Kimberly Bagierek

Jamie Wolters

From: Ryan Cummins
Sent: Tuesday, March 24, 2026 12:20 PM
To: Jamie Wolters
Subject: FW: Blind justice

Follow Up Flag: Follow up
Flag Status: Flagged

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From: Jim Bouck <jamesbouck@saugatuckcity.com>
Sent: Tuesday, March 24, 2026 11:37 AM
To: Holly Anderson <Holly@saugatuckcity.com>; Scott Dean <sdean@saugatuckcity.com>; Joe Clark <jclark@saugatuckcity.com>; Lauren Stanton <lstanton@saugatuckcity.com>; Russ Gardner <Russ@saugatuckcity.com>; Gregory Muncey <Gregory@saugatuckcity.com>; Ryan Cummins <rcummins@saugatuckcity.com>; Grayson Moore <gmoore@saugatuckcity.com>
Subject: Blind justice

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We have all heard the term blind justice. Please ask yourself:

Would I have ruled the same last night had I not known who violated the ordinance?

Would I have ruled the same had the person who, under the same circumstances committed the same violation, been the person I most despise?

Will I rule the same when the next person or rental agent to violate the ordinance appeals to the city council with the same logic, "I was unaware of the ordinance application to my home"? Or might the term "knew or should have known" be applied to others?

In professional personnel issues it is required that we think with our head not our heart.

Precedents Matter, equally applied enforcement matters

James Bouck

638 Spear Street
Saugatuck Michigan

Sent from [Proton Mail](#) for iOS.

Jamie Wolters

From: [REDACTED]
Sent: Sunday, March 29, 2026 1:03 PM
To: Jamie Wolters; Ryan Cummins; Grayson Moore; Holly Anderson; Joe Clark; Scott Dean; Gregory Muncey; Lauren Stanton; Russ Gardner; Chris Peterson; Steven Manns; craigbaldwin312@gmail.com; mwlachey@gmail.com; auston.j.marineau@gmail.com; bobbiegaunt@gmail.com
Subject: Correspondence for April 8th packet



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City council

I am writing this to be included in the April 8th City of Saugatuck workshop packet.

When we bought our home, the previous homeowner warned us to stay out of local politics. Another one of those lessons only learned the hard way.

City council in a split vote asked me to resign my volunteer position or face a decision to be censured and removed from vice chairman position of planning. This decision from city council took closed sessions, mis-communication with myself and the planning chairman, public disclosure, leading to news articles and tv news stories. If this would have been handled with a phone call from the beginning it might have been more effective and efficient.

To my situation. At THIS time I can understand the concern with one of the ordinance changes to exclude legacy ADU from current ADU rules. It comes down to TIMING and the STR certificate that we received in 2022.

Timing

At the time of that ordinance we were still under the impression we were in compliance. I had previously looked for direction on recusal on different cases so there is no confusion of when that might be required.

Original STR license

Multiple owner/operators prior to us rented the property in the same way with what I will call a standard STR license. In 2021 we met with city staff to address our STR certificate.

We provided full disclosure of the property and based upon what the city had on record the city cannot deny the understanding of the property.

The CITY wrongly told us how to apply and the city approved a standard STR license. There was no discussion of Special Land Use requirements. By taking that direction from city, we understood ourselves to be in compliance. In fact, in compliance for the duration of that 3-year certificate.

In early 2025 a SLU case came up for an Attached Auxiliary Dwelling Unit a term not found in our ordinances but is understandable and I find might have fell through the same issue as ours. My wife and I decided we would follow that lead with our renewal. Starting this controversy.

I do understand I serve at the pleasure of city council, the whole city council. My comments about city council really speak to the controlling portion of city council.

Your push for transparency is noted.

Except

1. After one year on the job City Council voted 10% raise to someone with significant performance and personal issues. Shortly there after let go with a large settlement and no transparency to the citizens.
2. Multi-time election law offender on city council nothing is said and was allowed to still be involved in the processes of City Council and/or Elections. No transparency
3. Questions of city contracts within committee member business, public displays of intoxication, and negative police interaction with city representatives.

Yes that's a little bit of what-about-ism. But how else should we compare similar situations to the way things are dealt with? And if you compare severity it is hard to not look at the differences.

How this has been dealt with, I would have nothing to lose if I choose to take the path of censure by stepping down for the remainder of the year as vice chair.

I fully respect the Planning Commission and the members and have reached out to gain perspective. Mixed reactions, but all my conversations honored my ability to make my own decision.

My one request before I make my decision is for the city to acknowledge the cities error with the original 2022 STR license.

Thank you

C.J. Bagierek
Saugatuck Planning Commission Vice Chair

Jamie Wolters

From: Ryan Cummins
Sent: Thursday, April 2, 2026 11:58 AM
To: Jamie Wolters
Subject: FW: America's 250th Swim & Memorial

Follow Up Flag: Follow up
Flag Status: Flagged

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Council correspondence.

From: [eventmarketing](#) <[eventmarketing](#)>
Sent: Tuesday, March 31, 2026 4:50 PM
To: Ryan Cummins <rcummins@saugatuckcity.com>
Cc: Holly Anderson <Holly@saugatuckcity.com>
Subject: Re: America's 250th Swim & Memorial

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Hi, Ryan!

Thank you for your response and for your kind words!

I certainly understand and appreciate that you, your staff, and the City Council have a lot on their plates.

Here are some things I hope will be considered, though, when this project is discussed at the next meeting:

- We believe the fundraising involved in this project will pay for the construction of the memorial.
- While the swim will take place in early August, there is no rush to start constructing the memorial.
- In the end, Saugatuck would have a very unique and artsy memorial commemorating our Combat Veterans for all posterity. Where else are you going to find a sculpture made of cannonballs? 😊