



## City Council Agenda Item Report

**FROM:** Ryan Cummins, City Manager

**MEETING DATE:** July 28, 2025

**SUBJECT:** Designation of City Manager as Zoning Administrator and Historic District Administrator

**DESCRIPTION:**

The City's Director of Planning and Zoning is leaving on 8-1-25.

Until we fill the position, I am requesting that City Council designate me as the Zoning Administrator and Historic District Administrator:

**154.170 ENFORCEMENT BY ZONING ADMINISTRATOR.**

This chapter shall be administered by the Zoning Administrator designated and appointed by the City Council.

**BUDGET ACTION:**

None at this time.

**LEGAL REVIEW:**

N/A at this time.

**SAMPLE MOTION:**

Motion to designate and appoint City Manager Ryan Cummins as the City of Saugatuck Zoning Administrator and Historic District Administrator effective 8-2-25.