



MEMORANDUM

TO: Historic District Commission
City of Saugatuck

FROM: Grayson Moore
Director of Planning & Zoning

MEETING DATE: August 6, 2026

RE: Historic District Permit Application, 630 Holland Street

REQUEST: The applicant is requesting retroactive approval for the replacement of a front yard fence along Holland Street. Construction of the new fence was noted by staff in late May 2026. A notice was sent to the property owners and zoning and historic district applications were received.

The original wood fence was 42 inches (3.5 feet) high, and the replacement vinyl fence is 46 inches (approx. 3.83 feet) in height. As installed, the fence exceeds the three (3') foot height limit for front yard fences but meets the setback requirement from the right of way.

In order to comply with the Zoning Ordinance, the fence must be three (3') feet or less within the front yard measured from the surface of the ground.

While it is unclear when exactly the three and one-half (3.5') fence was installed it would have been considered a existing nonconforming structure. Section 154.174(C)(1)(a) of the Zoning Ordinance states:

A lawful nonconforming structure may not be enlarged, expanded or altered in any way which increases its nonconformity with the provisions of this chapter unless otherwise noted within this chapter. The nonconforming structure may be enlarged or altered provided that all such changes are in conformance with all provisions of this chapter at every structural level.

As the existing nonconforming three and one-half (3.5') foot fence was removed in its entirety and expanded it must be compliant with the current zoning regulations.

Photos demonstrating the replacement and enlargement of the fence have been provided.



Figure 1 – Subject Property View from Holland St.: 07/2025



Figure 2 – Subject Property View from Holland St.: 05/2026

BACKGROUND: The property at 630 Holland St. is located in the Community Residential (R-1) Zoning District and lies within the Historic District. The structure is a non-contributing resource to the district. The location where the work is proposed on site is visible from the street, sidewalk, and neighboring properties.

As proposed, the fence does not comply with Zoning Ordinance (§ 154.143) requirements for height.

APPLICABILITY: A permit shall be obtained before any work affecting the exterior appearance of a resource is performed within the Historic District (§ 152.03).

COMPLETENESS REVIEW: All applications to construct, alter, repair, move, or demolish any structure or install or alter any signage or fence structure in a historic district shall include the supporting plans and documents as specified by § 152.07 B. The applicant has provided a comprehensive overview of the proposed improvements.

IDENTIFYING KEY ELEMENTS OF THE RESOURCES:

2. **Non-Contributing Resources.** Resources may not contribute to the historic character of the district for several reasons. Applicable reason(s) are stated below.
 - a. Some are over 50 years old but their original design has been significantly altered. For these, even when documentation of the original design and details is available, the Commission must decide whether enough remains to justify restoration to the original design. Otherwise, the guidelines for additions and new construction should be applied (section V).
3. **Identify Characteristics.** Identify and give consideration to the elements and characteristics which are original to the resource, and those that are later but contribute to its history or architectural significance.
 - a. All features, components and details which are original to the building should be preserved. They should not be covered with signs or new materials.
 - b. Features which are damaged should be repaired whenever possible. Repair is always preferred over replacement.
 - c. When replacement is absolutely necessary, the original element should be reconstructed as exactly as possible.
 - d. When a feature is missing, it should only be reconstructed if there is a model or clear documentary evidence upon which to base the design. Otherwise, recognizably new but compatible designs may be necessary
4. **The Surroundings.** Identify the significant characteristics of the history and/or architecture of the surroundings and give consideration to the impact of the proposed changes on the integrity of the surrounding area.

§ 152.07 D. GUIDELINES:

- A. In reviewing applications and plans submitted under this chapter, the Commission shall follow U.S. Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Structures as set forth in 36 C.F.R. part 67, as amended. Additional guidelines may be developed and followed if they are equivalent in guidance to the Secretary's standards and guidelines and are approved by the Center. Any additional guidelines must be adopted by the Commission and approved by the City Council. In reviewing applications and plans, the Commission shall also give consideration to:

1. *The historical or architectural significance of the resource and its relationship to the historic value of the surrounding area.*
 2. *The compatibility of the exterior of the structure and the space around it with the visual or historical context of the surrounding area.*
 3. *The impact of the exterior of the structure and the space around it on the village/rural character and contextual aesthetic of the city.*
 4. *Other factors which the Commission considers to be pertinent.*
- B. In exercising its authority to approve or deny an application under this chapter, the Commission shall exercise its educated judgment on a case-by-case basis in interpreting these guidelines and the following the applicable standards.

II. PRIMARY STRUCTURES

A. Materials, Maintenance, and Substitutes

1. **Original Materials.** On contributing resources, original materials shall be used for repairs and additions wherever feasible. (Note: Existing substitute siding or trim may be repaired with the same substitute materials without review, if less than 25% of the material needs to be replaced.)
3. **Retaining Wood Features.** Wooden features that contribute to the overall historic character of a building and a site should be retained and preserved. These features include, but are not limited to, such functional and decorative elements as siding, shingles, shakes, cornices, architraves, brackets, pediments, columns, balustrades, other architectural trim, porch ceilings, floors and facia.
4. **Replacing Wood Features.**
 - a. If replacement of an entire wooden feature is necessary, it should be replaced in kind, matching the original design, dimension, detail, material and texture. Compatible substitute materials should be considered only if using the original material is not technically feasible.
 - b. If replacement of a deteriorated detail or element is necessary, replace only the deteriorated detail in kind rather than an entire feature.
 - c. If a wooden feature is completely missing, replace it with a new feature based on accurate documentation of the original feature or a new design compatible in profile, scale, size, material and texture with the historic building and district.

IV. THE LAND & SITE IMPROVEMENTS

C. Fences

1. **Rear Yard Fences.** Erection of fences on the rear, side (except on corner lots), or interior location of the lot, at or behind the building line may receive

administrative approval, when height and materials are similar to those regularly approved by the Commission.

2. **Front and Side.** Front and side yard fences should not impede clear vision at intersections or driveways, as they could sacrifice safety as well as historical appropriateness. Front yard fencing should not infringe upon or obstruct historic setbacks, vistas, streetscapes or neighborhood continuity.
3. **Compatible Fences.** Fencing shall be permitted contingent upon the appearance and appropriateness in relation to the building and Historic District. (Applicants should note that all fencing within the Historic District is also subject to the City Zoning Codes, Chapter 155.143.)
4. **Height of Fences.** Height should be between two (2) and six (6) feet, with a maximum height of three (3) feet for front yard fences. Materials should be wood, wrought iron, or other historic materials (some aluminum faux wrought iron products are allowed). Styles may include picket and wood privacy fences, with tops trimmed with horizontal boards or simple dog-ear detail. Other styles not listed will be reviewed on a case by case basis.

Comment:

The subject property at 630 Holland Street is a non-contributing resource within the Historic District and is located in the Community Residential (R-1) Zoning District.

The application requests retroactive approval for a front yard fence that was installed prior to issuance of Zoning and Historic District permits. As discussed above, the replacement fence exceeds the maximum front yard fence height permitted by the Zoning Ordinance and will at a minimum need to be modified to three (3') feet. Any relief from this requirement would need to be obtained through the appropriate zoning process.

The replacement fence also changes the material from a painted wood fence to a white vinyl fence. The Historic District Guidelines recognize that fencing may be appropriate when it is compatible with the appearance of the principal structure and the surrounding Historic District. The guidelines identify wood, wrought iron, and other historically compatible materials as the preferred fencing materials, while also directing the Commission to consider the overall compatibility of the proposed fence with the surrounding historic context.

In evaluating the application, the Commission should consider the compatibility of the fence's height, materials, design, scale, and location with the principal structure, surrounding Historic District, and the review criteria established in §152.07.

SUGGESTED MOTIONS:

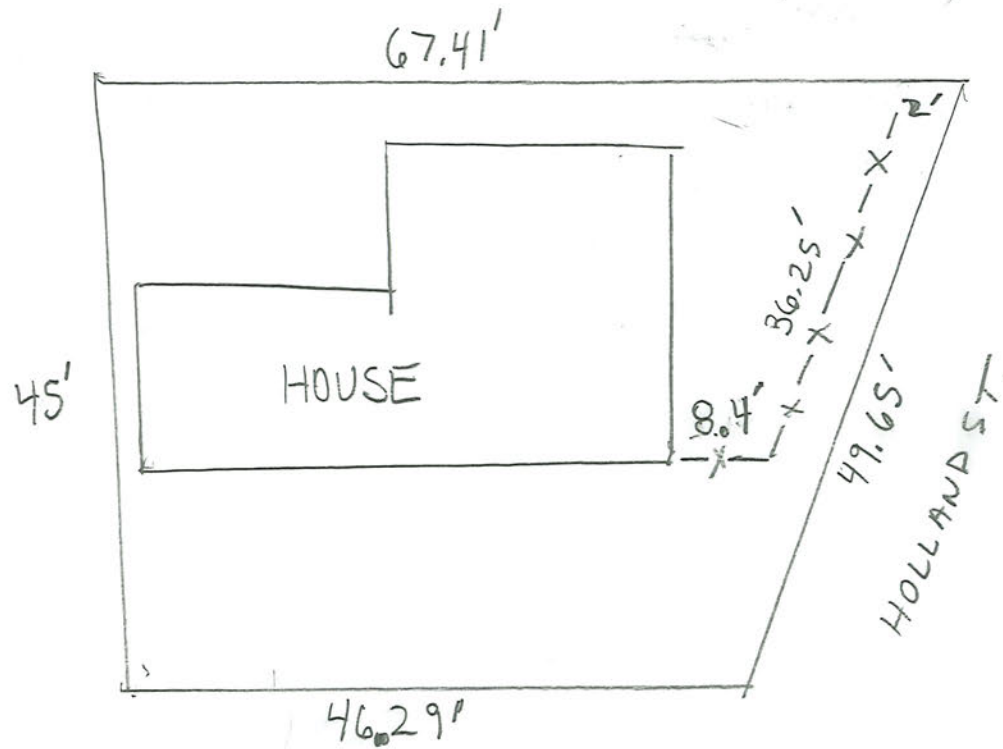
If the Historic District Commission determines that the proposed fence extension is appropriate and satisfies the applicable Historic District Guidelines, the following motion may be used:

*I move to **(approve/deny)** the applicant's request for a Historic District Permit for the retroactive replacement of the front yard fence at 630 Holland Street, **(as proposed, as modified to _____)** based on the application **(meeting/not meeting)** the applicable Historic District Guidelines set forth in §152.07 including consideration of the fence's design, materials, and compatibility with the character of the historic district.*

Approval shall be subject to the following conditions (if applicable):

- a) The fence must comply with Zoning Ordinance height restrictions.
- b) _____
- c) _____
- d) _____

(N) ↑



- FENCE APPROX. 2' FROM SIDEWALK
(USED PRIOR FENCE DISTANCE)

- REPLACEMENT FENCE HEIGHT 46"
PRIOR FENCE HEIGHT ESTIMATED 42"

- REPLACEMENT FENCE - VINYL

- PRIOR FENCE - WOOD

RECEIVED

JUL 20 2026

CITY OF SAUGATUCK
102 BUTLER ST
SAUGATUCK, MI 49453

630 HOLLAND ST.

RECEIVED

JUL 20 2026

CITY OF SAUGATUCK
102 BUTLER ST
SAUGATUCK, MI 49453

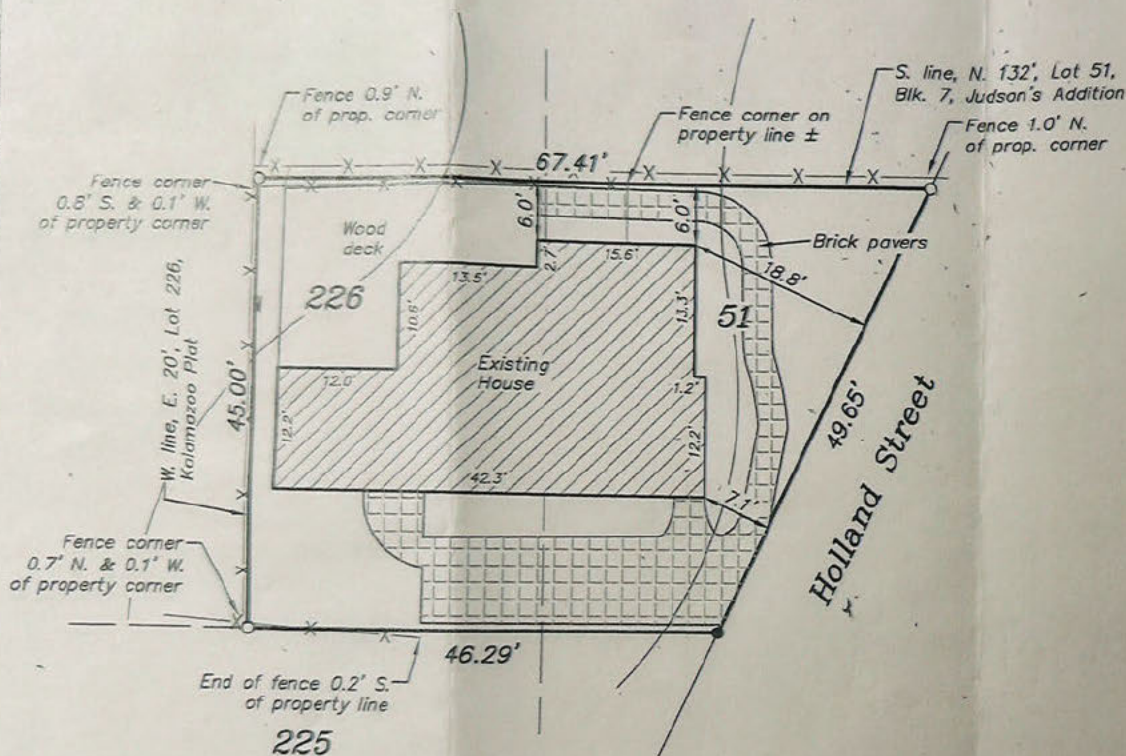
PREPARED FOR: Mill Pond Realty
Laura Durham

RE: 630 Holland Street

The land referred to in the Commitment, situated in the City of Saugatuck, County of Allegan, State of Michigan, is described as follows:

The South 45 feet of the North 132 feet of Lot 51, Block 7, Judsons Addition, and the South 45 feet of the East 20 feet of Lot 226, Kalamazoo Plat, all in the Village (now City) of Saugatuck, Allegan County, Michigan.

(Lighthouse Title Commitment No. 11-0697006 Rev. 1, Dated July 1, 2011)



Scale 1" = 15'

- = Asphalt
- = Concrete
- D = Description dimension
- M = Measured dimension
- P = Platted Dimension
- = Set Iron Stake
- = Found Iron Stake
- x— = Fence Line
- = Set wood stake



By: *Scott A. Hendges*
Scott A. Hendges Licensed Professional Surveyor No. 47953



NEDERVELD

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rev: 11200621
project no.: 11200621

date: 08.05.11



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JUN 08 2026

Historic District Permit Application

CITY OF SAUGATUCK
102 BUTLER ST
SAUGATUCK, MI 49453

LOCATION INFORMATION

APPLICATION NUMBER

Address 630 Holland St. Saugatuck, Mi 49453

Parcel Number 5720703400

APPLICANTS INFORMATION

Name James Beckley

Address / PO Box

City

State

Zip

Phone

Interest In Project Owner

E-Mail

Signature

James Beckley

Date 6/1/2026

OWNERS INFORMATION (IF DIFFERENT FROM APPLICANTS)

Name N/A

Address / PO Box

City

State

Zip

Phone

E-Mail

I hereby authorize that the applicant as listed above is authorized to make this application for proposed work as my agent and we agree to conform to all applicable laws and regulations of the City of Saugatuck. I additionally grant City of Saugatuck staff or authorized representatives thereof access to the property to inspect conditions, before, during, and after the proposed work is completed.

Signature

Date

CONTRACTORS/ DEVELOPERS INFORMATION (UNLESS PROPOSED WORK IS TO BE DONE BY THE PROPERTY OWNER)

Name N/A

Contact Name

Address / PO Box

City

State

Zip

Phone

Fax

E-Mail

License Number

Expiration Date

PROPERTY INFORMATION

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

Check all that apply: Waterfront _____ Dunes _____ Vacant _____

PROJECT DESCRIPTION (ATTACH MORE SHEETS IF NECESSARY)

Reconstruct/Extend Current Fence