



MEMORANDUM

City of Saugatuck Planning Commission

Memo Date:	June 12, 2026	Meeting Date:	June 18, 2026
Request:	Zoning Ordinance Text Amendment	Applicant:	Christopher Khorey/ McKenna
Complete:	Yes	Recommendation:	Table
City Staff:	Grayson Moore	Consultant:	David M. Jirousek, AICP

Overview

On behalf of the Wickwood Inn, the applicant has requested a zoning text amendment to establish a new lodging use, identified as a "boutique inn." The proposed use is intended to function as a specialized accommodation use that is less intensive and less obtrusive than a hotel/inn and less auto-oriented than a motel, motor court, or motel/motor court, while allowing a broader range of services and amenities than are allowed under a bed and breakfast.

The boutique inn use would permit multiple accommodation buildings and is intended, in part, to accommodate the existing and future operations of the Wickwood Inn. A primary purpose of the amendment is to allow accessory services, amenities, expanded dining options, and event spaces that may serve both overnight guests and the general public. However, the application proposes allowing use in nine zoning districts and has broader implications than the allowable uses at the site at 120 Mary and 510 Butler Street.

Background

The applicant proposes to permit boutique inns by right in all commercial zoning districts where overnight accommodations are already permitted, as well as allow them in R-3 MR (special), R-4 CER (permitted and special), and NHM (special). The applicant contends that the boutique inn use is less intensive than other lodging uses currently allowed within those districts.

A unique distinction applies to the R-4 District, where the Wickwood Inn is located. Boutique inns located within existing buildings on lots abutting the C-1 or C-2 Districts would be permitted by right, which would apply to the Wickwood Inn. New construction of a boutique inn, or a boutique inn located on a lot not abutting a C-1 or C-2 District, would require special land use approval.

The amendment also proposes a new set of use-specific standards within Section 155.022(S), which is currently reserved. Many of the proposed standards are generally consistent with existing bed and breakfast regulations. However, the proposed boutique inn standards would allow restaurants open to the general public, subject to limitations on seating capacity and hours of operation. The proposal would also permit accessory event facilities that are not completely limited to overnight guests. Additional operational standards, including hours of operation, are proposed as part of the amendment.

Analysis

Wickwood Inn and R-4

Our primary concern remains the appropriateness of the proposed boutique inn use within the R-4 District. The R-4 District was established as a residential district with very limited allowable non-residential uses and is intended to serve as a transitional buffer between commercial districts and nearby residential neighborhoods. Previous discussions regarding the Wickwood Inn centered on the concept that lodging uses that exceed the traditional scope of a bed and breakfast constitute a commercial use that is more appropriately located in a commercial zoning district. While this does not necessarily suggest that the property should be rezoned to a commercial district, our concern is the continued expansion of commercial activities within a residential zoning district, especially while the Master Plan effort is currently underway.

We also remain concerned about the increased intensity of use associated with the proposed boutique inn classification, particularly the inclusion of restaurants open to the general public and accessory event facilities not limited to overnight guests. The proposal allows a level of activity that exceeds what has traditionally been contemplated within the R-4 District, particularly at this site.

Additionally, the proposal would permit boutique inns by right within existing buildings located on lots abutting the C-1 or C-2 Districts. Under this approach, the conversion of the Wickwood Inn to a boutique inn, as proposed, would avoid special land use approval or any other discretionary review by the Planning Commission. This would eliminate the Commission's ability to evaluate site-specific impacts and operational characteristics that have been central to previous discussions regarding the Wickwood Inn and similar uses.

Beyond R-4

Beyond the impacts on the R-4 District, we have not had sufficient time to fully evaluate the broader implications of the proposed text amendment. The application materials, which contained the substantive details of the proposal, were submitted on June 4, 2026. As proposed, the boutique inn use would be allowed in several zoning districts. Additional review is necessary to evaluate the long-term implications of introducing this new land use classification throughout the Zoning Ordinance.

Public Notice

We also have concerns regarding the timing of the application and the adequacy of public notice. The substantive amendment request was submitted on June 4, 2026, and the final ordinance language was not prepared until June 12, 2026. The Michigan Zoning Enabling Act requires that the proposed ordinance be available for public inspection when notice of the public hearing is published. Since the submittal occurred less than 15 days before the meeting date, this requirement could not be met.

As such, we do not believe the statutory notice requirements have been fully satisfied. Furthermore, the public notice was prepared before the complete details of the amendment were submitted and therefore does not fully describe the scope of the proposal, including all affected zoning districts, applicable sections, and the scope of proposed regulatory changes.

Recommendation

We recommend that the Planning Commission treat the June 18, 2026, meeting as an introductory discussion of the proposed boutique inn amendment. We also recommend that the Planning Commission postpone formal consideration of the amendment and schedule a new public hearing for the July Planning Commission meeting to ensure that complete ordinance language is available for public review and that notice requirements are fully satisfied.



June 4, 2026

Planning Commission
City of Saugatuck
102 Butler Street
Saugatuck, MI 49453

Subject: Proposed Text Amendment to Create “Boutique Inn” Land Use Classification under the Saugatuck Zoning Ordinance

Dear Commissioners,

On behalf of Wickwood Inn (510 Butler Street and 120 Mary Street), we are proposing an amendment to the City of Saugatuck Zoning Ordinance to create a new type of lodging use. The purpose of this new use would be to create a “middle ground” between Bed and Breakfast Establishment and Hotel(Inn). We propose that the new use be called “**Boutique Inn.**”

The Zoning Ordinance does include “Motel”, “Motor Court”, and “Motel/Motor Court” as lodging uses that are less intensive than “Hotel(Inn).” However, those uses have standards that are specific to a mid-century, auto-oriented design, or to a multi-building resort community. They are therefore not appropriate to lodging uses in historic buildings within the City core.

We propose the following amendments to the Zoning Ordinance to create the new lodging use. We look forward to discussing this proposal with the Planning Commission and working together to create an amendment that supports the goals of both Wickwood and the City.

DEFINITION

We proposed that Section 154.005 be revised to add the following definition:

Inn, Boutique: A lodging use which has sleeping rooms available for rent by transient people on a short-term basis. A Boutique Inn shall include a residential dwelling unit, to be occupied by the property owner on an on-site resident manager. A Boutique Inn may contain amenities, including, but not limited to swimming pool, game room, exercise facilities, or similar amenities, which are for the exclusive use of guests. A Boutique Inn may also contain restaurant and/or event facilities, which shall be operated primarily, though not necessarily exclusively, for the benefit of the overnight guests. A Boutique Inn shall not be considered or construed to be a Hotel(Inn), motel, bed and breakfast establishment, multiple- family dwelling, or similar facility.

The City may also wish to amend related definitions, like Hotel(Inn) and Bed and Breakfast Establishment (as well as the “Inn” definition, which is just a cross reference to “Hotel(Inn)”) to ensure consistency. We can provide wording suggestions if desired.

Rationale: This definition is, intentionally, a combination of the definitions of Hotel(Inn) and Bed and Breakfast Establishment. Like a bed and breakfast, a Boutique Inn would be required to have an on-site owner or resident manager. Like a hotel, it would be permitted to have a full range of amenities and services, with dining and event facilities “primarily” but not “exclusively” for overnight guests. These distinctions are further clarified with more objective regulations proposed for the Use Standards.





STATUS WITHIN ZONING DISTRICTS

The chart below shows the proposed status for “Boutique Inn” in the City’s Zoning Districts.

Zoning District	Proposed Status	Rationale
LI-1	Prohibited	Light Industrial District, not appropriate for Lodging Uses
C-1/CC	Permitted	Appropriate District for Lodging
C-1/WSN	Permitted	Appropriate District for Lodging
C-2/WSS	Permitted	Appropriate District for Lodging
C-2/WSE	Permitted	Appropriate District for Lodging
C-2/WS	Permitted	Appropriate District for Lodging
C-4	Special Land Use	Other Lodging Uses allowed by SLU Only
R-1/CR	Prohibited	Low Density Residential District, not appropriate for Lodging Uses
R-1/MS	Prohibited	Low Density Residential District, not appropriate for Lodging Uses
R-1/PN-A	Prohibited	Low Density Residential District, not appropriate for Lodging Uses
R-1/PN-B	Prohibited	Low Density Residential District, not appropriate for Lodging Uses
R-1/PS	Prohibited	Low Density Residential District, not appropriate for Lodging Uses
R-1/PW	Prohibited	Low Density Residential District, not appropriate for Lodging Uses
R-2/LS	Prohibited	Low Density Residential District, not appropriate for Lodging Uses
R-3/MR	Special Land Use	Bed and Breakfasts are allowable by Special Use in this District
R-4/CER	See Below	See Below



CRC	Prohibited	Environmental Preservation District, not appropriate for Lodging Uses
C/C	Prohibited	Public Use District, not appropriate for Lodging Uses
NHM	Special Land Use	Bed and Breakfast Permitted by Right Hotel(Inn) Prohibited
SRP	Prohibited	District intended for specific kinds of resorts.

R-4/CER District

For the R-4/CER District, we propose a specialized approach:

- ***Permitted by Right:*** Boutique Inns located within existing buildings on lots abutting a C-1 or C-2 Zoning District.
- ***Special Use Permit:*** New construction for Boutique Inns OR Boutique Inns on lots not abutting a C-1 or C-2 District.

Rationale: While this system would obviously benefit Wickwood Inn, it also ensures other Boutique Inns are consistent with the Master Plan and the Purpose and Intent of the R-4/CER District, in the following ways:

- It distinguishes between lots on the west side of Butler, which back onto commercial uses on Water Street, and lots on the east side of Butler, which back onto residential uses.
- It encourages the renovation of historic homes into appropriately scaled lodging uses, while requiring Special Use to demolish and replace an existing home.

The Planning Commission may want to create a similar system for Bed and Breakfast Establishments in the R-4/CER District, rather than require Special Use Permits for all Bed and Breakfast Establishments

PARKING REQUIREMENT

We propose that the minimum parking requirement for Boutique Inns be consistent with the requirement for Bed and Breakfast Establishments, which is **1 space per 3 sleeping units**. The parking requirement would be listed in the chart in Section 154.135.

Like all land uses, Boutique Inns would be exempt from parking requirements in the C-1 and C-2 Districts, per Section 154.131.



USE STANDARDS

We propose that the Use Standards be based on the Bed and Breakfast standards in Section 155.022.R, with revisions to allow more operational flexibility for Boutique Inns. We recommend that the following Use Standards be placed in **Section 155.022.S**, which is currently reserved.

- *Rooms utilized for guest sleeping shall not exceed two occupants per room not including children under the age of 12. Each room for guest sleeping shall contain at least 100 net square feet of room size.*
 - This is consistent with current Bed and Breakfast requirements.
- *The Boutique Inn facility and operation shall meet all applicable building, health and related safety codes. All sleeping rooms shall contain a separate smoke detector in proper working order. Each floor of the dwelling shall contain a fire extinguisher in proper working order in conformance with all applicable fire codes.*
 - This is consistent with current Bed and Breakfast requirements.
- *No separate or individual cooking facilities shall be provided for the use of guests, including existing cooking facilities.*
 - This is consistent with current Bed and Breakfast requirements.
- *The Boutique Inn operation may include a wall sign, attached flat against the front face of the dwelling, not to exceed two square feet in area. The sign shall be non-illuminated and designed and constructed consistent with the architectural and aesthetic character of the dwelling to which the sign shall be affixed. In lieu of a wall sign, the Planning Commission may permit a free-standing sign, not to exceed four square feet. (See § [154.141](#) and [Chapter 152](#)).*
 - This is consistent with current Bed and Breakfast requirements.
- *No guest shall reside on the premises for more that 14 consecutive days, and not more than 30 days in any one year.*
 - This is consistent with current Bed and Breakfast requirements.
- *The use of outdoor yard areas, open decks, pools and the like shall not result in the production of excessive off-site noise, odor and other external disturbances. Said determination to be based on the judgement of the Zoning Administrator. Approval of the Boutique Inn operation may be conditioned upon the installation of screening, fencing, plantings and/or other such installations and conditions to help ensure compatibility of the Boutique Inn operation with the surrounding area.*
 - This is consistent with current Bed and Breakfast requirements.
- *The use of outdoor yard areas, open decks, pools and the like shall not result in the production of excessive off-site noise, odor and other external disturbances. Said determination to be based on the*



judgement of the Zoning Administrator. Approval of the Boutique Inn operation may be conditioned upon the installation of screening, fencing, plantings and/or other such installations and conditions to help ensure compatibility of the Boutique Inn operation with the surrounding area.

- This is consistent with current Bed and Breakfast requirements.
- *An existing residential structure may be converted to a Boutique Inn and exterior additions to an existing residential structure for the purpose of providing additional rental rooms shall only be allowed if the parcel of property meets all of the provisions of this chapter for the particular zone in which the proposed Boutique Inn is located.*
 - This is mostly consistent with current Bed and Breakfast requirements, except that the conversion of an existing residential structure would not automatically trigger a Special Use Permit.
- *Accessory Guest Units shall be permitted accessory to Boutique Inns, subject to the approval of a Special Use Permit and compliance with the requirements of Section 155.022.R.10.*
 - This would be consistent with Bed and Breakfast requirements.
- *Boutique Inns shall be limited to no more than one guest unit per 1,500 square feet of lot area, inclusive of Accessory Guest Units.*
 - There is currently no limit on the number of rooms in a Bed and Breakfast. Hotels are limited to one guest room per 1,900 square feet of lot area.
- *A restaurant accessory to a Boutique Inn may be open to the general public. The seating capacity of the restaurant shall not exceed two times the number of guest rooms. The restaurant shall not operate after 10 PM, and shall not be open to the general public before 8 AM. A Boutique Inn may provide food or beverage service to overnight guests in locations other than an accessory restaurant, but shall not serve food or drink to the general public outside of an approved accessory restaurant space.*
 - This would be a new standard for Boutique Inns, allowing dining space to be open to the general public, but limiting it in scale. Two times the number of guest rooms is the same as the maximum number of adults who would be permitted to stay overnight at the facility.
 - Unlike Bed and Breakfasts, there is no requirement that breakfast be included in the room rate. But there is also no prohibition on a Boutique Inn providing “free” breakfast.
 - Room service, poolside beverages, and other food and drink service would be allowed for overnight guests only.
- *Boutique Inns may contain an accessory event facility. For any event at the facility, the person named in the reservation for the event space must be an overnight guest, but the event itself may include non-guests. The maximum number of guests at an event shall not exceed six times the number of guest rooms. No event shall begin before 9 AM and no event shall extend beyond 10 PM.*



- This would be a new standard for Boutique Inns, allowing event space to be reserved by overnight guests for events that also include non-guests, but with limitations. Six event attendees per room implies no more than two non-guests for every guest in attendance.

COMPARISON TO WICKWOOD

Below please find a comparison of the operational regulations for Hotel(Inn) and Bed and Breakfast Establishments, as regulated by the Saugatuck Zoning Ordinance, alongside the proposed Boutique Inn standards, and Wickwood's current operations.

Operational Consideration	Hotel (Inn) (Section 154.092.C)	Bed and Breakfast Establishment (154.022.R)	Boutique Inn (Proposed)	Wickwood (Current)
Manager's Quarters	Required	Required	Required	Has Manager's Quarters on Site
Food Service	Can be Open to the General Public	Limited to Overnight Guests Only	Can be Open to the General Public Ratio of Dining Area Capacity to Number of Rooms Cannot Exceed 2:1	Current Serves Overnight Guests Only Seeking Limited Service to General Public Current Ratio of Dining Area Capacity to Number of Rooms: 1.4:1
Swimming Pool	For Exclusive Use of Guests	For Exclusive Use of Guests	For Exclusive Use of Guests	Existing Pool is for Exclusive Use of Guests
Game or Recreation Rooms	For Exclusive Use of Guests	For Exclusive Use of Guests	For Exclusive Use of Guests	Indoor and Outdoor Areas for Quiet Recreation, for the Exclusive Use of Guests



Operational Consideration	Hotel (Inn) (Section 154.092.C)	Bed and Breakfast Establishment (154.022.R)	Boutique Inn (Proposed)	Wickwood (Current)
Event Space	Non-Overnight Guests May Participate in Events	Non-Overnight Guests May Not Participate in Events	Non-Overnight Guests May Participate in Events Ratio of Event Attendees to Number of Rooms Cannot Exceed 6:1	Events for Overnight Guests Only Seeking to allow Non-Guests to attend Events. Proposed Ratio of Event Capacity to Number of Rooms: 5.4:1
Maximum Occupants Per Guest Sleeping Room	Up to Building Code Limit	Up to 2, not including children under 12	Up to 2, not including children under 12	All Wickwood guest units designed for up to 2 people.
Building, Fire, and Safety Codes	Compliance Required	Compliance Required	Compliance Required	No Violations
Cooking Facilities in Guest Rooms	Not Prohibited	Prohibited	Prohibited	No Cooking Facilities in Guest Rooms Existing or Proposed
Time Limit on Guest Stays	None in Hotel Regulations	14 Consecutive Days 30 Days per Year	14 Consecutive Days 30 Days per Year	Wickwood does not accept reservations in violation of the limits.
Minimum Parking Requirement	1 per Guest Unit	0.33 per Guest Unit	0.33 per Guest Unit	12 On-Site Parking Spaces (0.85 per Guest Unit)



Operational Consideration	Hotel (Inn) (Section 154.092.C)	Bed and Breakfast Establishment (154.022.R)	Boutique Inn (Proposed)	Wickwood (Current)
Noise Limits	Section 94.04	Section 94.04 and Section 154.022.R.8	Section 94.04 and Section 154.022.R.8	We are not aware of any Noise Complaints.
Conversion of Residential Structure	No Specific Regulations	Subject to Section 154.022.R.9 and Special Use Permit.	Subject to Section 154.022.R.9	Conversions Approved and Complete
Accessory Guest Units	Not Permitted	Permitted Subject to Section 154.022.R.10 and Special Use Permit.	Permitted Subject to Section 154.022.R.10 and Special Use Permit.	Up to 5 Accessory Guest Units Previously Approved

We look forward to further discussions on this proposed Text Amendment with the Planning Commission. Thank you for your consideration of this proposal.

Respectfully Submitted,

McKenna

Christopher Khorey, AICP
Vice President

Kyle Mucha, AICP
Principal Planner



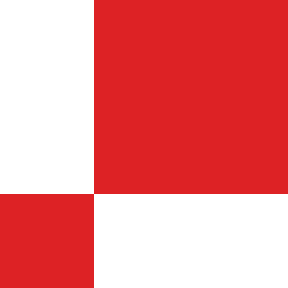
Boutique Inn Proposed Text Amendment

Saugatuck Planning Commission

June 18, 2026

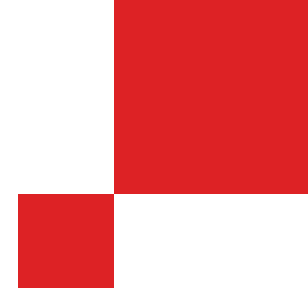
MCKENNA

Proposed “Boutique Inn”



- **New Lodging Classification** under the Saugatuck Zoning Ordinance
- **More expansive** than “Bed and Breakfast Establishment.”
- **Smaller scale** than “Hotel(Inn).”
- No requirements or implication of **auto-centricity** like “Motel”, “Motor Court,” or “Motel/Motor Court.”
- **City-wide** policy update – not specific to Wickwood Inn

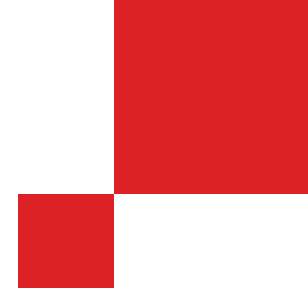
Proposed Definition



Inn, Boutique: *A lodging use which has sleeping rooms available for rent by transient people on a short-term basis. A Boutique Inn shall include a residential dwelling unit, to be occupied by the property owner on an on-site resident manager. A Boutique Inn may contain amenities, including, but not limited to swimming pool, game room, exercise facilities, or similar amenities, which are for the exclusive use of guests. A Boutique Inn may also contain restaurant and/or event facilities, which shall be operated primarily, though not necessarily exclusively, for the benefit of the overnight guests. A Boutique Inn shall not be considered or construed to be a Hotel(Inn), motel, bed and breakfast establishment, multiple- family dwelling, or similar facility.*

Bed and Breakfast Establishment: *A residential building occupied by the owner(s) or resident manager, along with associated accessory guest buildings allowable within certain districts, which has sleeping rooms available for rent by transient people on a short-term basis.*

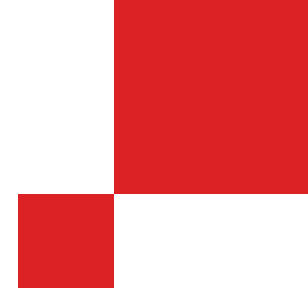
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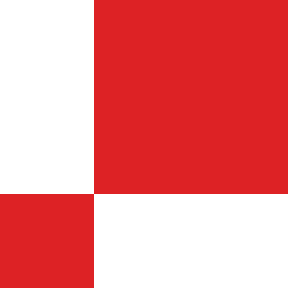
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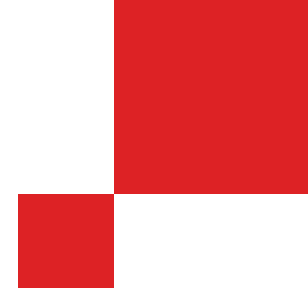
Hotel (Inn): A building comprised of attached, furnished, sleeping rooms, containing bathroom facilities, which are accessible by interior hallways, in which transient lodging or boarding are offered to the public for compensation. A hotel may contain a restaurant(s), gift and specialty shop(s), swimming pool and exercise facilities, lounge(s), and conference rooms(s); provided these uses are clearly accessory to the hotel. A hotel shall not be considered or construed to be a motel, bed and breakfast establishment, multiple- family dwelling, or similar facility.

Proposed Definition



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Hotel (Inn): A building comprised of attached, furnished, sleeping rooms, containing bathroom facilities, which are accessible by interior hallways, in which transient lodging or boarding are offered to the public for compensation. A hotel may contain a ***restaurant(s)***, gift and specialty shop(s), swimming pool and exercise facilities, lounge(s), and conference rooms(s); provided these uses are clearly accessory to the hotel. ***A hotel shall not be considered or construed to be a motel, bed and breakfast establishment, multiple- family dwelling, or similar facility.***

Proposed Status Per Zoning District

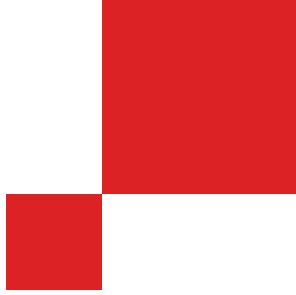
LI-1	C-1/CC	C-1/WSN	C-2/WSS	C-2/WSE	C-2/WS	C-4
Prohibited	Permitted	Permitted	Permitted	Permitted	Permitted	Special Use
R-1/CR	R-1/MS	R-1/PN-A	R-1/PN-B	R-1/PS	R-1/PW	R-2/LS
Prohibited	Prohibited	Prohibited	Prohibited	Prohibited	Prohibited	Prohibited
R-3/MR	R-4/CER	CRC	C/C	NHM	SRP	
Special Use	See Next Slide	Prohibited	Prohibited	Prohibited	Prohibited	

R-4/CER – Proposed Status



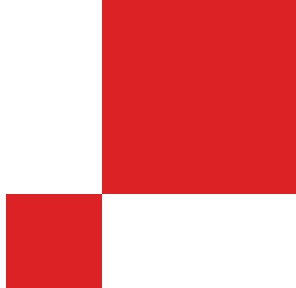
- **Permitted by Right:** Boutique Inns located within **existing buildings** on lots **abutting a C-1 or C-2** Zoning District.
- **Special Use Required:** **New construction** for Boutique Inns **OR** on lots **not abutting a C-1 or C-2** District.

Proposed Parking Requirement



- 1 space per **3** guest units.
- **Consistent** with Bed and Breakfast Establishments.
- **Exempt** from parking minimums in all C-1 and C-2 Districts.
 - ✓ **Consistent** with all other uses - including Hotel(Inn).

Proposed Use Standards



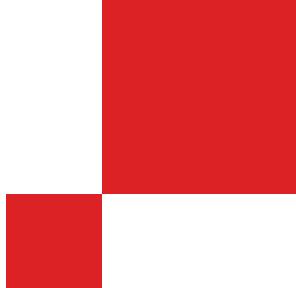
- **Consistent** with Bed and Breakfast Establishments:
 - ✓ No more than **two adults** per room.
 - ✓ Must meet **building and fire** codes.
 - ✓ **No individual cooking facilities** in guest rooms.
 - ✓ **Signage** – more permissible than R-4 standards, less permissive than C-2 standards.
 - ✓ Guest stay limits: **14** consecutive days, **30** days per year
 - ✓ **Noise/Nuisance** Restrictions
 - ✓ **Accessory Guest Units** permitted by Special Use Permit.

Proposed Use Standards



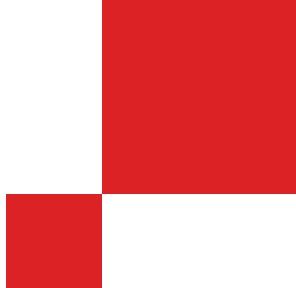
- **New Boutique Inn Standards:**
 - ✓ Conversion of existing home permitted **without Special Use Permit.**
 - ✓ Maximum Guest Rooms: **1 per 1,500** square feet of lot area.
 - Bed and Breakfast Establishments: **No Limit**
 - Hotel(Inn): **1 per 1,900** square feet

Proposed Use Standards



- **New** Boutique Inn Standards:
 - ✓ **Food/Beverage Service:**
 - May be open to the **General Public** in designated Dining Room **only**.
 - Dining Room Seating Capacity: Shall not exceed **2x** the number of guest rooms.
 - No requirement for **breakfast** to be included in the room rate (but no prohibition on that, either).
 - No service in Dining Room after **10 PM**.
 - No service to public in Dining Room before **8 AM**.

Proposed Use Standards

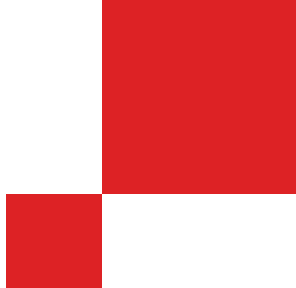


- **New** Boutique Inn Standards:

- ✓ **Events:**

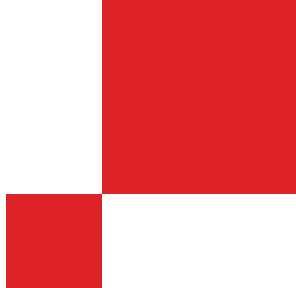
- Person named on event reservation must be an **overnight guest**.
 - **Non-overnight guests** may attend events.
 - Maximum Guests: **6x** the number of guest rooms.
 - No event can start before **9 AM**.
 - No event can end after **10 PM**.

Comparison to Wickwood



Requirement	Wickwood Status
Manager's Quarters	In Compliance
Building/Fire Codes	In Compliance
Guest Limit (Two Adults per Guest Unit)	In Compliance
No Cooking Facilities in Guest Units	In Compliance
Signage	In Compliance
Guest Stay Limits (14 consecutive days, no more than 30 days in a Year)	In Compliance
Noise/Nuisance	No Complaints
Accessory Guest Units	Up to 5 Approved 3 Constructed

Comparison to Wickwood

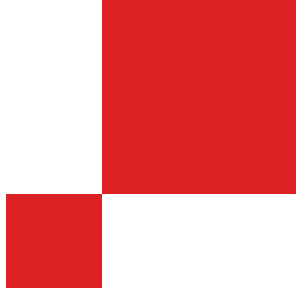


Requirement	Wickwood Status
Conversion of Existing Homes	Approved and Complete (x2) No Further Conversions Envisioned
Total Number of Guest Rooms (Max: 1 per 1,500 square feet)	Existing: 1 per ~1,790 square feet Approved: 1 per ~1,570 square feet

Comparison to Wickwood

Requirement	Wickwood Status
Food/Beverage Service to General Public	<i>Not Currently Permitted Seeking Pathway to Approval</i>
Dining Room Capacity (Max: 2 x Number of Guest Rooms)	Guest Rooms: 14 Dining Capacity: 20 (1.2 x Number of Guest Rooms)
Included Breakfast Not Required	Breakfast Included
Hours of Operation: 8 AM to 10 PM	In Compliance

Comparison to Wickwood



Requirement	Wickwood Status
Non-Guests at Events	<i>Not Currently Permitted Seeking Pathway to Approval</i>
Event Capacity (Max: 6 x Number of Guest Rooms)	Guest Rooms: 14 Hypothetical Event Capacity: 75 (5.3 x Number of Guest Rooms)
Event Hours: 9 AM to 10 PM	In Compliance



Feedback and Discussion

MCKENNA

**CITY OF SAUGATUCK
ALLEGAN COUNTY, MICHIGAN
ZONING ORDINANCE AMENDMENT
ORDINANCE NO. _____**

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

An ordinance to amend the City of Saugatuck's Zoning Ordinance to create a new definition for Boutique Inn and to regulate Boutique Inns to promote the public health, safety, and welfare of the residents and visitors of the City of Saugatuck.

CITY OF SAUGATUCK, ALLEGAN COUNTY, ORDAINS:

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

Inn, Boutique: A lodging use which has sleeping rooms available for rent by transient people on a short-term basis. A Boutique Inn shall include a residential dwelling unit, to be occupied by the property owner or an on-site resident manager. A Boutique Inn may contain amenities, including, but not limited to swimming pool, game room, exercise facilities, or similar amenities, which are for the exclusive use of guests. A Boutique Inn may also contain restaurant and/or event facilities, which shall be operated primarily, though not necessarily exclusively, for the benefit of the overnight guests. A Boutique Inn shall not be considered or construed to be a Hotel (Inn), motel, bed and breakfast establishment, multiple-family dwelling, or similar facility.

SECTION 2. AMENDMENT TO ZONING ORDINANCE, SECTION 154.024(B): The City of Saugatuck Zoning Ordinance, Section 154.024(B) is amended to add Section 154.024(B)(9), which shall read as follows. The remainder of section 154.024(B) shall remain the same unless expressly amended herein:

(9) Boutique Inn.

SECTION 3. AMENDMENT TO ZONING ORDINANCE, SECTION 154.039(B): The City of Saugatuck Zoning Ordinance, Section 154.039(B) is amended to add Section 154.039(B)(10), which shall read as follows. The remainder of section 154.039(B) shall remain the same unless expressly amended herein:

(10) Boutique Inn.

SECTION 4. AMENDMENT TO ZONING ORDINANCE, SECTION 154.040(B): The City of Saugatuck Zoning Ordinance, Section 154.040(B) is amended to add Section 154.040(B)(12), which shall read as follows. The remainder of section 154.040(B) shall remain the same unless expressly amended herein:

(12) Boutique Inn.

SECTION 5. AMENDMENT TO ZONING ORDINANCE, SECTION 154.041(B): The City of Saugatuck Zoning Ordinance, Section 154.041(B) is amended to add Section 154.041(B)(11), which shall read as follows. The remainder of section 154.041(B) shall remain the same unless expressly amended herein:

(11) Boutique Inn.

SECTION 6. AMENDMENT TO ZONING ORDINANCE, SECTION 154.037(C): The City of Saugatuck Zoning Ordinance, Section 154.037(C) is amended to add Section 154.037(C)(12), which shall read as follows. The remainder of section 154.037(C) shall remain the same unless expressly amended herein:

(12) Boutique Inn.

SECTION 7. AMENDMENT TO ZONING ORDINANCE, SECTION 154.042(C): The City of Saugatuck Zoning Ordinance, Section 154.042(C) is amended to add Section 154.042(C)(5), which shall read as follows. The remainder of section 154.042(C) shall remain the same unless expressly amended herein:

(5) Boutique Inn.

SECTION 8. AMENDMENT TO ZONING ORDINANCE, SECTION 154.025(B): The City of Saugatuck Zoning Ordinance, Section 154.025(B) is amended to add Section 154.025(B)(7), which shall read as follows. The remainder of section 154.025(B) shall remain the same unless expressly amended herein:

(7) Boutique Inns located within existing buildings on lots abutting a C-1 or C-2 Zoning District.

SECTION 9. AMENDMENT TO ZONING ORDINANCE, SECTION 154.025(C): The City of Saugatuck Zoning Ordinance, Section 154.025(C) is amended to add Section 154.025(C)(5), which shall read as follows. The remainder of section 154.025(C) shall remain the same unless expressly amended herein:

(5) New construction for Boutique Inns OR Boutique Inns on lots not abutting a C-1 or C-2 District.

SECTION 10. AMENDMENT TO ZONING ORDINANCE, SECTION 154.032(C): The City of Saugatuck Zoning Ordinance, Section 154.032(C) is amended to add Section 154.032(C)(7), which shall read as follows. The remainder of section 154.032(C) shall remain the same unless expressly amended herein:

(7) Boutique Inn.

SECTION 11. AMENDMENT TO ZONING ORDINANCE, SECTION 154.135: The City of Saugatuck Zoning Ordinance, Section 154.135 is amended to add the following row pertaining to “Boutique Inns” to the table of off-street parking requirements. The remainder of section 154.135, including the remainder of the table, shall remain the same unless expressly amended herein.

Boutique Inns	1.0	Per 3 sleeping units
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SECTION 12. AMENDMENT TO ZONING ORDINANCE, SECTION 154.022: The City of Saugatuck Zoning Ordinance, Section 154.022 is amended to add Section 154.022(S), which shall read as follows. The remainder of section 154.022 shall remain the same unless expressly amended herein:

(S) *Boutique Inns*. All Boutique Inns shall meet the following criteria:

- (1) Rooms utilized for guest sleeping shall not exceed two occupants per room not including children under the age of 12. Each room for guest sleeping shall contain at least 100 net square feet of room size.
- (2) The Boutique Inn facility and operation shall meet all applicable building, health and related safety codes. All sleeping rooms shall contain a separate smoke detector in proper working order. Each floor of the dwelling shall contain

a fire extinguisher in proper working order in conformance with all applicable fire codes.

- (3) No separate or individual cooking facilities shall be provided for the use of guests, including existing cooking facilities.
- (4) The Boutique Inn operation may include a wall sign, attached flat against the front face of the dwelling, not to exceed two square feet in area. The sign shall be non-illuminated and designed and constructed consistent with the architectural and aesthetic character of the dwelling to which the sign shall be affixed. In lieu of a wall sign, the Planning Commission may permit a free-standing sign, not to exceed four square feet. (See § 154.140 and Chapter 152).
- (5) No guest shall reside on the premises for more than 14 consecutive days, and not more than 30 days in any one year.
- (6) The use of outdoor yard areas, open decks, pools and the like shall not result in the production of excessive off-site noise, odor and other external disturbances. Said determination to be based on the judgement of the Zoning Administrator. Approval of the Boutique Inn operation may be conditioned upon the installation of screening, fencing, plantings and/or other such installations and conditions to help ensure compatibility of the Boutique Inn operation with the surrounding area.
- (7) An existing residential structure may be converted to a Boutique Inn and exterior additions to an existing residential structure for the purpose of providing additional rental rooms shall only be allowed if the parcel of property meets all of the provisions of this chapter for the particular zone in which the proposed Boutique Inn is located.
- (8) Accessory Guest Units shall be permitted accessory to Boutique Inns, subject to the approval of a Special Use Permit and compliance with the requirements of Section 154.022(R)(10).
- (9) Boutique Inns shall be limited to no more than one guest unit per 1,500 square feet of lot area, inclusive of Accessory Guest Units.
- (10) A restaurant accessory to a Boutique Inn may be open to the general public. The seating capacity of the restaurant shall not exceed two times the number of guest rooms. The restaurant shall not operate after 10 PM, and shall not be open to the general public before 8 AM. A Boutique Inn may provide food or

beverage service to overnight guests in locations other than an accessory restaurant, but shall not serve food or drink to the general public outside of an approved accessory restaurant space.

- (11) Boutique Inns may contain an accessory event facility. For any event at the facility, the person named in the reservation for the event space must be an overnight guest, but the event itself may include non-guests. The maximum number of guests at an event shall not exceed six times the number of guest rooms. No event shall begin before 9 AM and no event shall extend beyond 10 PM.

SECTION 13. REPEAL. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 14. SEVERABILITY. The provisions of this Ordinance are declared severable. If any part of this Ordinance is declared invalid for any reason by a court of competent jurisdiction, that declaration does not affect or impair the validity of all other provisions that are not subject to that declaration.

SECTION 15. EFFECTIVE DATE. This Ordinance shall take effect seven (7) days after publication of a notice of adoption of this Ordinance, unless referendum procedures are initiated under MCL 125.3402. If referendum procedures are initiated, this Ordinance will take effect in accordance with MCL 125.3402.

YEAS: _____

NAYS: _____

ABSENT: _____

ORDINANCE DECLARED ADOPTED.

Holly Anderson
City of Saugatuck, Mayor

CERTIFICATION

I hereby certify that:

1. The above is a true copy of an ordinance adopted by the City of Saugatuck at a duly scheduled and noticed meeting of the City Council held on _____, _____ 2026, pursuant to the required statutory procedures.
2. A summary of the above ordinance was duly published in the _____ newspaper, a newspaper that circulates within the City of Saugatuck, on _____, 2026.
3. Within 1 week after such publication, I recorded the above ordinance in a book of ordinances kept by me for that purpose, including the date of passage of the ordinance, the names of the members of the City Council voting, and how each member voted.
4. I filed an attested copy of the above ordinance with the Allegan County Clerk on _____, 2026.

ATTESTED:

Jamie Wolters
City of Saugatuck, Clerk

**CITY OF SAUGATUCK
ALLEGAN COUNTY, MICHIGAN**

NOTICE OF ADOPTION

ZONING ORDINANCE AMENDMENT

ORDINANCE NO. ____

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

The Zoning Ordinance Amendment has the following sections and catch lines: Section 1: Amendment to Zoning Ordinance, Section 154.005; Section 2: Amendment to Zoning Ordinance, Section 154.024(B); Section 3: Amendment to Zoning Ordinance, Section 154.039(B); Section 4: Amendment to Zoning Ordinance, Section 154.040(B); Section 5: Amendment to Zoning Ordinance, Section 154.041(B); Section 6: Amendment to Zoning Ordinance, Section 154.037(C); Section 7: Amendment to Zoning Ordinance, Section 154.042(C); Section 8: Amendment to Zoning Ordinance, Section 154.025(B); Section 9: Amendment to Zoning Ordinance, Section 154.025(C); Section 10: Amendment to Zoning Ordinance, Section 154.032(C); Section 11: Amendment to Zoning Ordinance, Section 154.135; Section 12: Amendment to Zoning Ordinance, Section 154.022; Section 13: Repeal; Section 14: Severability; and Section 15: Effective Date, which is seven days after publication of this notice of adoption unless referendum procedures are initiated under MCL 125.3402.

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

Publication Date: _____, 2026