MEMORANDUM

TO: Historic District Commission
City of Saugatuck

FROM: Grayson Moore, Director of Planning/Zoning
David M. Jirousek, AICP, Consulting Planner

DATE: February 27, 2026

RE: Historic District Permit Application, Daniel Boggs: 640 Water Street

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REQUEST: The applicant proposes to demolish the existing building at 640 Water Street and construct a new building in its place, along with three on-site parking spaces. The project requires review and approval by the Historic District Commission (HDC) due to the property's location within the Historic District.

BACKGROUND: The project includes the construction of a two-story mixed-use building oriented towards Water Street and the Kalamazoo River. The Planning Commission considered the proposal on December 18, 2025, through the Planned Unit Development (PUD) review process. The Planning Commission sent a favorable recommendation to the City Council, which will review the project on March 23, 2026. As part of the project, the existing non-contributing/nonconforming building is proposed for demolition.

The first floor is proposed to contain a retail/commercial tenant space, including space for a potential commercial kitchen and an outdoor riverfront dining patio. The second floor includes three dwelling units, consistent with allowable upper-story residential use in the C-2 DWP District, which are intended to serve as short-term rentals. Updated floorplans have not been provided with the resubmitted application.

The building footprint occupies much of the shallow lot, necessitating dimensional deviations addressed through the PUD, including a zero-foot front setback and a reduced waterfront setback of approximately 15 feet (compared to the standard 25 feet). The building is two stories and approximately 32 feet, which is within the district's maximum permitted height.

Architecturally, the building features wood siding, aluminum storefront glazing, standing-seam metal roofing, balconies with metal railings, and a design intended to reflect the character of downtown Saugatuck and the waterfront setting. While the renderings show a grey first floor and brown second floor, it is unknown whether this is the final proposed color scheme, or if the siding is proposed as smooth or textured. The color of the standing-seam metal roof is also unknown. Window and door specifications have not been provided.

The Planning Commission also recommended a parking lot modification to reduce the setback from 20 feet to five feet along the right-of-way. However, the visual impact of the parking area will be buffered by compliant landscape screening. A screened dumpster pad is proposed behind (west) of the three proposed parking spaces. The dumpster screening materials and final design details have not been provided. The plans show the enclosure to have similar materials to the proposed building's second story with black trim and posts.

It should also be noted that, in early 2024, the Historic District Commission approved various improvements to 650 Water Street to the north of this site, including a four-foot-high screen for the waste containers on the south side of the building. As part of the applicant's revised site plan, an access path is proposed along the south side of 650 Water Street to provide access to the waterfront at 640 Water Street.

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.

§ 152.07 D. GUIDELINES:

1. *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:*
    a. *The historical or architectural significance of the resource and its relationship to the historic value of the surrounding area.*
    b. *The compatibility of the exterior of the structure and the space around it with the visual or historical context of the surrounding area.*

c. *The impact of the exterior of the structure and the space around it on the village/rural character and contextual aesthetic of the city.*

d. *Other factors which the Commission considers to be pertinent.*

2. *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.*

Comment: The proposed demolition of the existing non-contributing structure and construction of a new building at 640 Water Street has been reviewed in consideration of the U.S. Secretary of the Interior's Standards for Rehabilitation and applicable local Historic District guidelines. The existing building lacks historical or architectural significance, and its removal would not adversely affect the integrity of the surrounding historic area.

The proposed new construction is compatible with the district's visual and historical context in terms of use, orientation, scale, and overall form, and it is designed to complement the established waterfront and downtown setting. The exterior design and site layout have been evaluated for their relationship to surrounding development and their impact on the village character and the city's contextual aesthetic. Based on the submitted materials, the proposal meets the applicable standards, subject to review of final exterior details.

V. ADDITIONS AND NEW CONSTRUCTION:

B. New Construction

1. *Streetscape. Compatibility With new structures or renovations which totally change the facades, the appearance of the streetscape as a whole should be respected. Facades for new structures should be compatible with the overall design and appearance of the surrounding streetscape in its design and appearance.*

Comment: The proposed two-story mixed-use building is oriented towards Water Street and the Kalamazoo River and maintains a continuous street-facing facade consistent with the downtown streetscape. Ground-floor commercial use supports established street activity.

2. *Architectural Style. New structures need not replicate existing styles. They may be honest modern or contemporary adaptations or reflections of traditional styles or they may be totally new, distinctive structures which are nevertheless compatible with the district's character.*

Comment: The design represents a contemporary interpretation using traditional forms and materials common to the district, consistent with the guideline allowing

compatible modern adaptations. The applicant has proposed wood siding to simulate the wood clad boat cabin of historic fishing tugboats and metal siding with subtle reveal joints to simulate the tugboats metal clad haul.

3. *Compatibility of Siting and Massing*
    a. *The historic relationship between buildings, landscape features and open space should be retained. The siting should be reviewed based on existing district setbacks, orientation, spacing and distance between adjacent buildings*.
    b. *The height and bulk of a new building shall be compatible with its surroundings and shall in no event exceed that of existing buildings in the Historic District.*
    c. *If there is a significant variation in siting or in height and bulk from the immediately surrounding buildings which creates a material adverse impact on the character of that area, the Commission may make recommendations to the Planning Commission and/ or the Zoning Board of Appeals concerning height, massing and placement on the lot of the new construction.*

    Comment: The proposed building maintains a zero-foot front setback that is consistent with the established street wall along Water Street and is oriented towards the street and the Kalamazoo River. The relationship between the building, the shallow lot configuration, and surrounding development reflects existing downtown patterns of placement and spacing. The two-story structure, at approximately 35 feet, remains within the maximum height permitted in the district. Dimensional deviations, including the reduced waterfront setback, are addressed through the Planned Unit Development approval, and the proposal does not exceed the general height or bulk of surrounding development.

4. *Compatible Detailing. In addition to the scale of the structure, details such as roof lines, materials, the size, type, and placement of windows, doors, porches, fences, chimneys and garages, should be considered in assessing the compatibility of the new structure with the existing streetscape*.

    Comment: Proposed materials include wood siding, aluminum storefront glazing, standing-seam metal roofing, and metal balcony railings. Final confirmation of siding characteristics, roof color, window and door specifications, and exterior color palette has not been provided.

5. *Pedestrian Scale. Especially in commercial areas, the scale of architectural elements should provide comfortable surroundings for pedestrians. This applies especially to heights of canopies or awnings, and heights of doors and windows*.

    Comment: The ground-floor storefront, pedestrian waterfront access path, and outdoor dining patio contribute to pedestrian-oriented design along Water Street.

Specific details regarding canopies, awnings, and door/window dimensions have not been submitted.

6. *Distinguishing New from Old. New buildings should be designed so that they are compatible with, but discernable from, adjacent historic buildings.*

   Comment: The proposed building is contemporary in design and materials, allowing it to be distinguishable from adjacent historic resources while remaining compatible with the district's overall character.

RECOMMENDATION:

The Historic District Commission should request and review the following, which may be addressed at the meeting:

1. Final exterior building materials, including siding type and texture, roof material and color, and exterior color selections;
2. Final window and door specifications, including materials, proportions, and glazing;
3. Final details for the dumpster enclosure, including materials, height, and screening design.

If the HDC determines that the improvements are appropriate and the applicable standards of the Historic Preservation Review Guidelines are met, the following motion may be used:

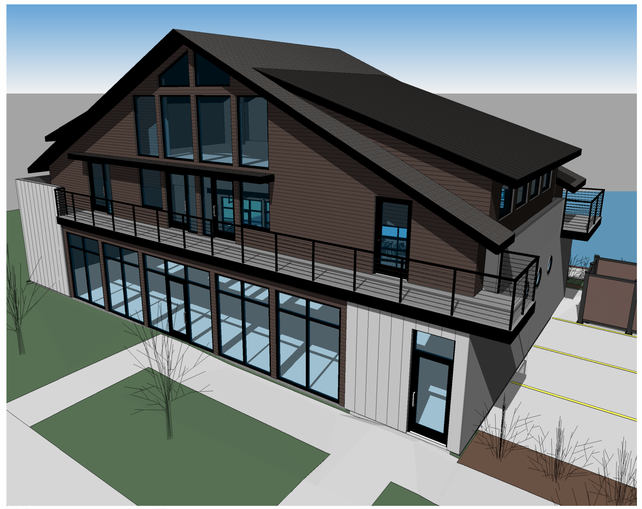
Motion to approve the applicant's request for the demolition of the existing building at 640 Water Street and a new building as presented in the application and supporting materials.

Approval shall be subject to the following conditions:

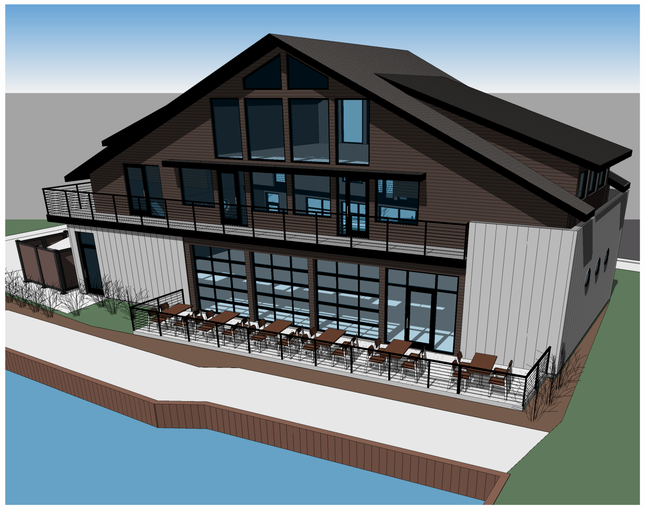
1. Final approval of the PUD and site plan by the City Council.
2. _____
3. _____
4. _____

AMK PROPERTIES - SAUGATUCK BUILDING

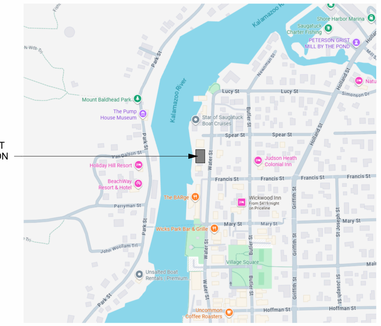
640 Water Street, Saugatuck, MI 49453



NORTHEAST ELEVATED PERSPECTIVE



SOUTHWEST ELEVATED PERSPECTIVE



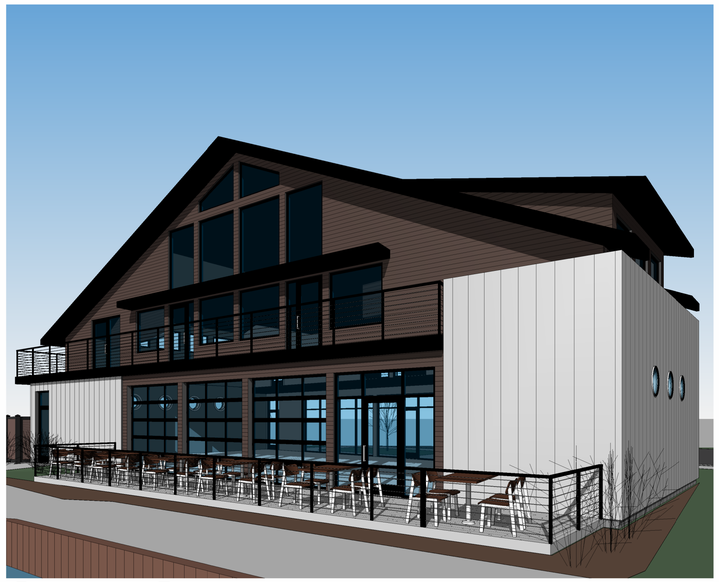
LOCATION MAP

DRAWING INDEX

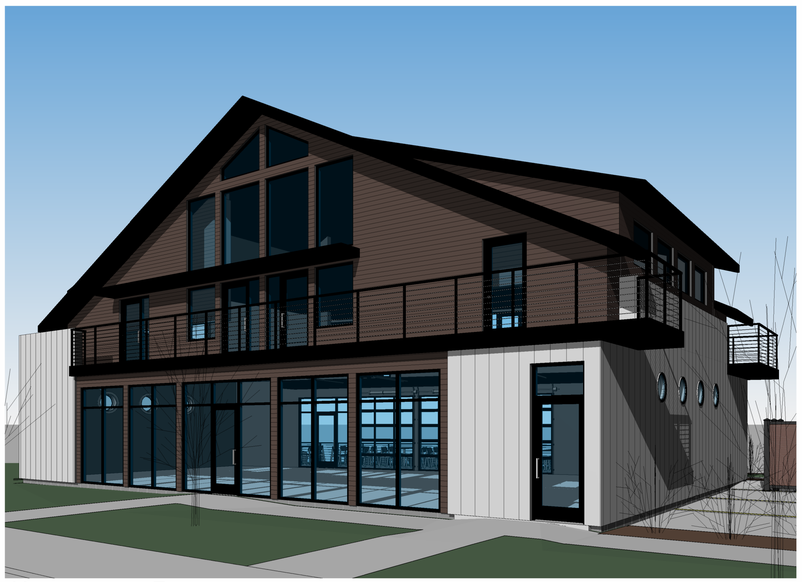
DWG NO.	Drawing Title	Issuance	Date
GENERAL			
G-1	Title Sheet	HDC Submission 2	02-27-26
G-1.1	Streetscape	HDC Submission 2	02-27-26
G-1.2	Concept	HDC Submission 2	02-27-26
GENERAL: 3			
CIVIL			
C-1	Survey	Survey Issue	10-21-25
C101	Grading Plan	PUD Submission	11-18-25
C202	Utility and Stormwater Management Plan	PUD Submission	11-18-25
CIVIL: 3			
LANDSCAPE			
L-1	Landscape Plan	Revision	12-18-25
L-2	Landscape Details	PUD Submission	11-18-25
LANDSCAPE: 2			
DEMOLITION			
D-1	Site Demolition Plan	PUD Submission	11-18-25
DEMOLITION: 1			
ARCHITECTURAL			
A-0.1	PUD Pre-Application	PUD Pre-Application	09-23-25
A-0.2	PUD Pre-Application - Setbacks	HDC Submission 2	02-27-26
A-1	Site Plan	HDC Submission 2	02-27-26
A-1.1	Site Details	PUD Submission	11-18-25
A-2	Floor Plans	PUD Submission	11-18-25
A-3	Exterior Elevations	PUD Submission	11-18-25
A-4	Exterior Elevations	PUD Submission	11-18-25
ARCHITECTURAL: 7			
ELECTRICAL			
PH-1	Site Photometric Plan	PUD Submission	11-18-25
ELECTRICAL: 1			
TOTAL DRAWINGS: 17			



NORTHWEST PERSPECTIVE



SOUTHWEST PERSPECTIVE



NORTHEAST PERSPECTIVE

DANIEL BOGGS
ARCHITECT

ARCHITECTURE & PLANNING

[redacted]

PROJECT:

Saugatuck Building

640 Water Street
Saugatuck, MI 49453

PROFESSIONAL SEAL:

PRELIMINARY
NOT FOR CONSTRUCTION

ISSUED:

10-22-25	Client Review
10-27-25	Revision
11-18-25	PUD Submission
02-04-26	Client Review
02-27-26	HDC Submission 2

PROJECT NO:

2025.13

DRAWN BY:

DWB

These drawings have been specifically prepared for **AMK Properties for use at 640 Water Street Saugatuck, MI 49453**
These drawings shall not be used at other locations without the consent and participation of Daniel Boggs Architect.

SHEET TITLE:

Title Sheet

SHEET NO:

G-1

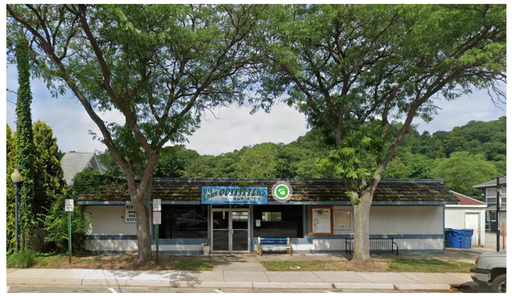


PHOTO OF EXISTING BUILDING TO BE DEMOLISHED



East Streetscape



PHOTO OF EXISTING BUILDING TO BE DEMOLISHED ON RIVER SIDE



PHOTO OF 650 WATER STREET ON THE RIVER SIDE



PHOTO OF EXISTING RESIDENTIAL HOMES NORTH ACROSS STREET



PHOTO OF EXISTING BUILDING DIRECTLY ACROSS STREET



PHOTO OF EXISTING BUILDING ACROSS STREET TO THE SO

DANIEL BOGGS
ARCHITECT

ARCHITECTURE
&
PLANNING

PROJECT:

Saugatuck Building

640 Water Street
Saugatuck, MI 49453

PROFESSIONAL SEAL:

PRELIMINARY
NOT FOR CONSTRUCTION

ISSUED:

01-23-26	HDC Preliminary Review
02-04-26	Client Review
02-27-26	HDC Submission 2

PROJECT NO:

2025.13

DRAWN BY:

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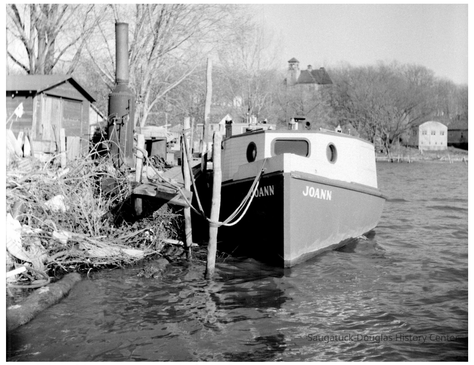
Streetscape

SHEET NO:

G-1.1



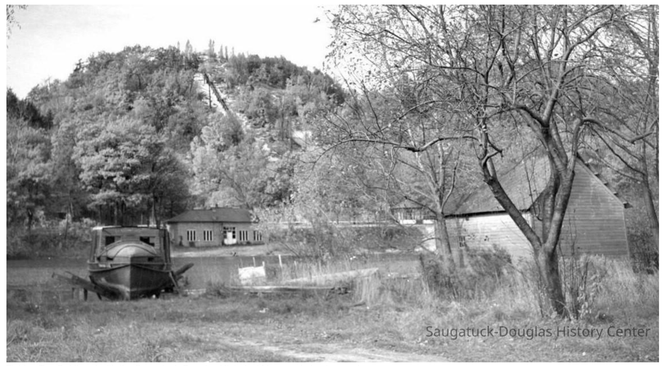
Wm Cary tug at Saugatuck fish docks.



Sewers's Joann fishing tug near present day Coghlin Park.



Fisher Boy tug.



Fishing Tug Baldhead with the Saugatuck-Douglas Historical Museum in background.



Color example of metal clad haul with wood cabin above.



Image of wood skeleton at bow of Evelyn S.



Wood siding to simulate wood clad boat cabin of historic fishing tug.



Metal siding with subtle reveal joints to simulate a metal clad haul of historic fishing tug.

DANIEL BOGGS
ARCHITECT

ARCHITECTURE
&
PLANNING

[redacted]

PROJECT:

Saugatuck Building
640 Water Street
Saugatuck, MI 49453

PROFESSIONAL SEAL:

PRELIMINARY
NOT FOR CONSTRUCTION

ISSUED:

02-04-26 Client Review
02-27-26 HDC Submission 2

PROJECT NO:

2025.13

DRAWN BY:

DWB

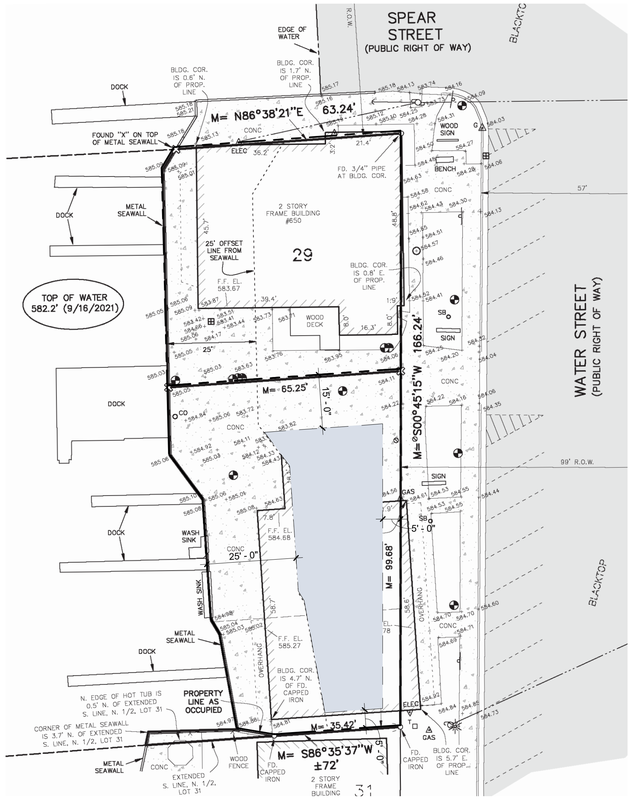
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SHEET TITLE:

Concept

SHEET NO:

G-1.2

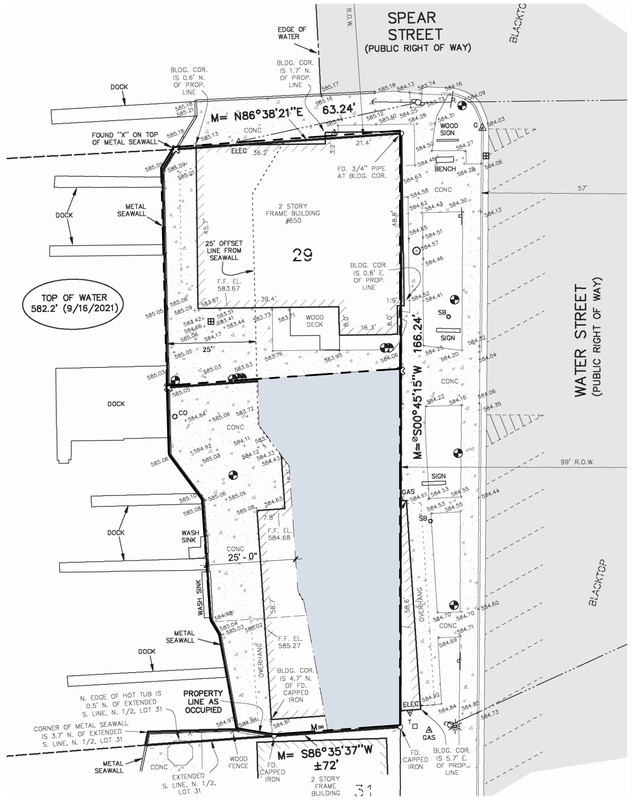


CURRENT ZONING:

Dimension and area regulations north of Francis Street:

Front setback	5 feet
Maximum front setback	20 feet
Side setback	20 feet minimum between both side setbacks
Rear setback	15 feet
Waterfront setback	25 feet, see § 154.021 (F)(4)
Minimum lot area	4,560 square feet for all uses except for hotels/inns, which require 8,712 square feet
Minimum lot width	100 feet of street frontage
Maximum lot coverage	No requirement
Maximum number of stories	Two and a half (2.5)
Minimum parking lot setback	20 feet

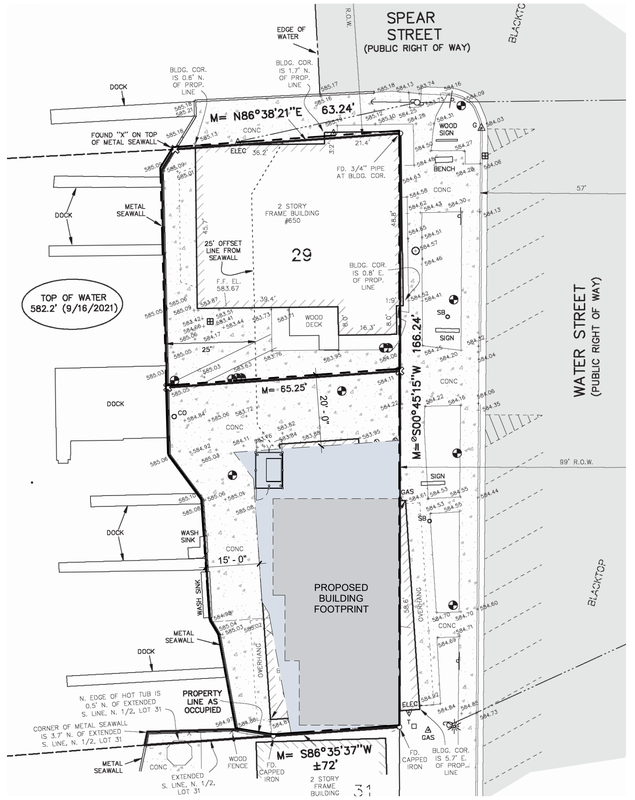
1 A-0.2 **SITE PLAN - CURRENT SETBACK REQUIREMENTS**
SCALE: 1" = 20'-0"



PREVIOUS ZONING:

Front setback	0 feet
Side setbacks	0 feet*
Rear setback	0 feet*
Minimum lot	4,560 square feet
Minimum lot width	66 feet
Maximum lot coverage	100%*
* Subject to Fire Code Regulations	

2 A-0.2 **SITE PLAN - PREVIOUS SETBACK REQUIREMENTS**
SCALE: 1" = 20'-0"



MODIFICATIONS TO BE SOUGHT:

FRONT SETBACK: 0 FT
WATERFRONT SETBACK: 15 FT (PUD PROVISION)
PARKING SETBACK: 5 FT (LANDSCAPE SCREENING)

3 A-0.2 **SITE PLAN - MODIFICATIONS TO BE SOUGHT**
SCALE: 1" = 20'-0"

DANIEL BOGGS
ARCHITECT
ARCHITECTURE & PLANNING

PROJECT:
Saugatuck Building
640 Water Street
Saugatuck, MI 49453

PROFESSIONAL SEAL:

PRELIMINARY
NOT FOR CONSTRUCTION

ISSUED:
09-23-25 PUD Pre-Application
02-27-26 HDC Submission 2

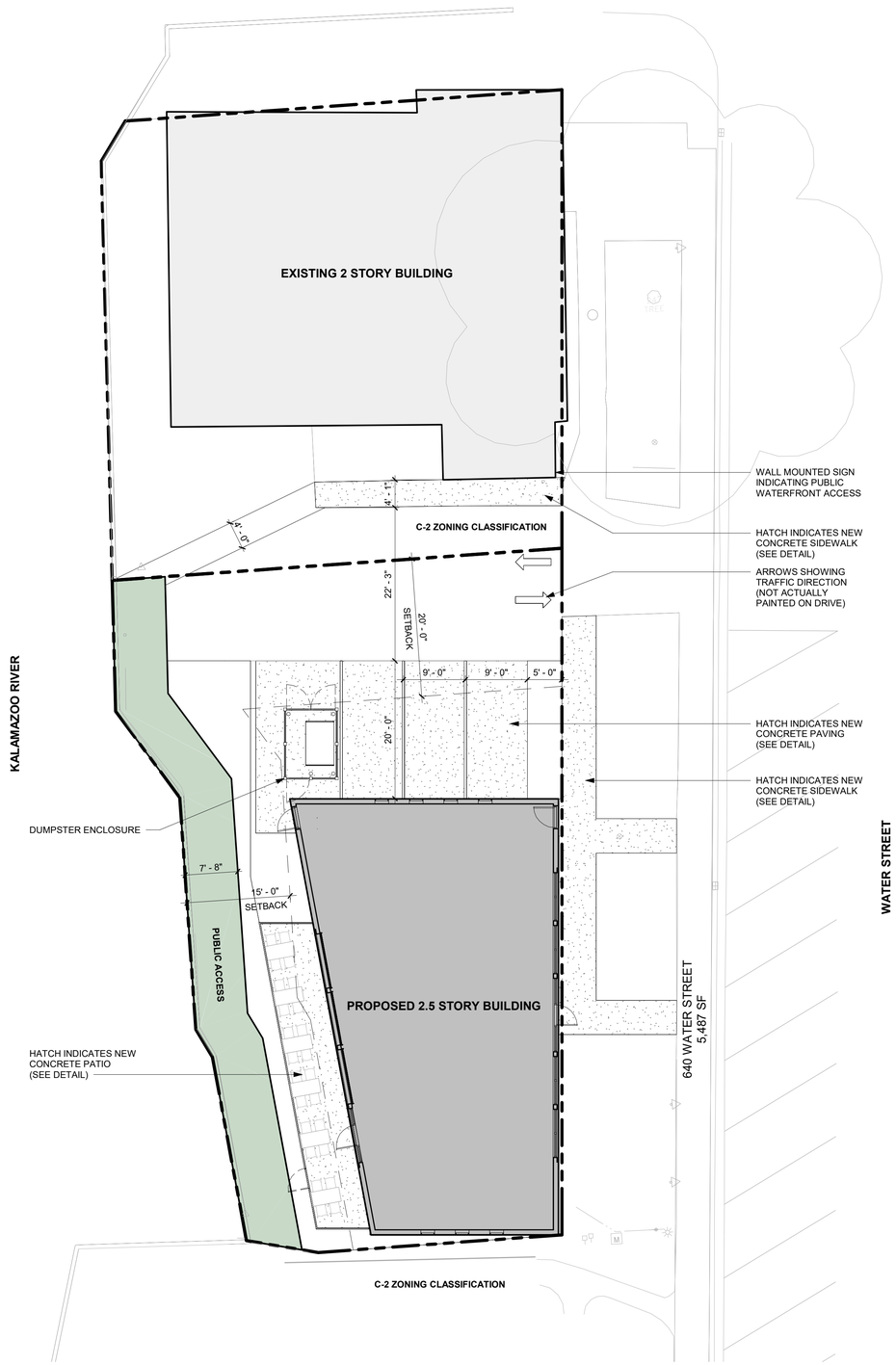
PROJECT NO:
2025.13

DRAWN BY:
DWB

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SHEET TITLE:
PUD
Pre-Application - Setbacks

SHEET NO:
A-0.2



1 A-1 **SITE PLAN**
SCALE: 1" = 10'-0"

CITY ORDINANCE REVIEW

CITY OF SAUGATUCK ZONING ORDINANCE

154.038 C-2 DOWNTOWN WATERFRONT PRESERVATION DISTRICT (DWP)

(B) PERMITTED USES
(1) SHORT-TERM RENTAL OF ALLOWABLE APARTMENTS
(4) SIGNIFICANT EXTERIOR CHANGE
(e) RETAIL STORES

(D) DIMENSION AND AREA REGULATIONS NORTH OF FRANCIS STREET

FRONT SETBACK:	5 FT (0 FT ACTUAL)
MAXIMUM FRONT SETBACK:	20 FT
SIDE SETBACK:	20 FT MIN. BOTH SIDES
NORTH SIDE:	33'-9" ACTUAL
SOUTH SIDE:	0 FT ACTUAL
REAR SETBACK:	15 FT (N/A)
WATERFRONT SETBACK:	25 FT (15 FT ACTUAL)
MINIMUM LOT AREA:	4,560 (5,487 ACTUAL)
MINIMUM LOT WIDTH:	66 FT (100 ACTUAL)
MAX. LOT COVERAGE:	NO REQUIREMENT
MAX. NUMBER OF STORIES:	2.5 (2 ACTUAL)
MIN. PARKING LOT SETBACK:	20 FT (5 FT ACTUAL)

154.131 EXCEPTION TO OFF-STREET PARKING REQUIREMENTS

(A) FOLLOWING ZONING DISTRICTS SHALL BE EXEMPT FROM ANY PARKING REQUIREMENTS.
(5) C-2 DOWNTOWN WATERFRONT PRESERVATION DISTRICT

Parking Schedule

Type	Count
9' x 20'	3
Total Provided:	3

DANIEL BOGGS
ARCHITECT
ARCHITECTURE & PLANNING

PROJECT:
Saugatuck Building
640 Water Street
Saugatuck, MI 49453

PROFESSIONAL SEAL:

PRELIMINARY
NOT FOR CONSTRUCTION

ISSUED:

07-15-25	Client Review
07-23-25	Revision
07-24-25	City Preliminary Review
09-23-25	PUD Pre-Application
10-22-25	Client Review
10-27-25	Revision
11-18-25	PUD Submission
12-18-25	Revision
12-19-25	Revision
01-22-26	Revision
02-27-26	HDC Submission 2

PROJECT NO:
2025.13

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DWB

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SHEET TITLE:
Site Plan

SHEET NO:
A-1


10” WIDE
16”
TALL
PUBLIC
WATERFRONT
ACCESS

Commission Review Fee: $250
Administrative Review Fee: $50

Historic District Permit Application

Location Information

Application Number ____ - ____

Address 640 Water Street

Parcel Number 57-300-030-00

Applicants Information

Name Daniel Boggs

Address / PO Box [redacted]

City [redacted] State [redacted] Zip [redacted] Phone [redacted]

Interest In Project Architect

E-Mail [redacted]

Signature _____ Date 12-19-25

Owners Information (if different from applicants)

Name AMK Holdings LLC

Address / PO Box [redacted]

City [redacted] State [redacted] Zip [redacted] Phone [redacted]

E-Mail jack@amkproperties.com

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 12/20/2025

Contractors/ Developers Information (unless proposed work is to be done by the property owner)

Name _____ Contact Name _____

Address / PO Box _____ City _____

State _____ Zip _____ Phone _____ Fax _____

E-Mail _____

License Number _____ Expiration Date _____

Property Information

Depth 65 ft Width 100 ft Size 5,487 sf Zoning District C-2 Current Use Business

Check all that apply: Waterfront X Dunes _____ Vacant _____

Project Description (attach more sheets if necessary)

Construct new mixed use building with mercantile on the first floor and transient residential on second floor.

102 Butler Street • P.O. Box 86 • Saugatuck, MI 49453
Phone: 269-857-2602 • Website: www.saugatuckcity.com

Historic District Application

Application #_____- _____

HISTORIC DISTRICT REQUIREMENTS (SECTION 152.07)

Pursuant to Section 152.07, please attach the following supporting documents when applying for historic district approval if applicable:

Y	N	NA	
☐	☐	☒	Photographs of the structure and its relationship to adjacent structures.
☒	☐	☐	A plot plan with the placement of the proposed addition, or location of fencing to be constructed.
☒	☐	☐	Elevation drawings of the exterior of the structure or improvements.
☐	☐	☒	Samples of all proposed exterior finishes and materials.
☐	☐	☒	Photographs showing, in detail, the problem areas to be addressed during the proposed repair or alteration.
☐	☐	☒	A scale drawing of all proposed signage, including design, lettering style, type of illumination (if any), placement or location on the lot or building, and the type of support(s) for the sign(s).
☐	☐	☒	If an application for signage is made by tenants of a building located within a historic district, the tenants must obtain written permission from the building owner to install or alter the proposed sign(s).
☒	☐	☐	Plot plan showing the following:
☒	☐	☐	Current location, shape, area and dimension of the lot.
☒	☐	☐	Current site improvements (including structures, sidewalks, decks, streets, fences, etc).
☒	☐	☐	Proposed improvements and distances from other improvements or property lines.
☒	☐	☐	Proposed and/or current yard, open space and parking space dimensions and calculations.
☒	☐	☐	Location of any flood plains, watersheds, wetlands, easements, critical dunes, or other applicable features.
☒	☐	☐	Description of proposed use and of the building (dwelling, structure, barn, garage and the like) or improvements.
☐	☐	☒	Detailed written description of the activities related to the proposed use and/or improvements.

OFFICE USE ONLY:
Application Complete _____ Fee Paid___Date Paid _____
Notes: _____