

**Planning Commission  
Regular Meeting Minutes  
Wednesday, August 30, 2023 at 5:00 p.m.  
Meeting held in person  
Saugatuck High School Cafeteria**

**Call to Order:** Chair Ihle called the meeting to order at 5:00 PM.

**Roll Call:**

Present: Dave Ihle, Jackie Ground, Denise Webster, Ken Butler (left early at 7:00 PM), Jon Helmrich, Gordon Stannis, Michael Wurth

Absent:

Also Present: Planning and Zoning Administrator Lynee Wells, Recording Secretary Morgan Arens, Building Official Cindy Osman.

**Approval of Agenda**

Ihle introduced the agenda.

A **Motion** was made by Webster to approve the agenda as presented. Supported by Butler. Motion carried unanimously by voice vote.

**Approval of Minutes:**

Minutes from the August 14, 2023 and August 15, 2023 meeting were discussed.

A **Motion** was made by Webster to approve the minutes from the August 14, 2023 meeting as presented. Supported by Butler. Motion carried unanimously by voice vote.

A **Motion** was made by Webster to approve the minutes from the August 15, 2023 meeting as presented. Supported by Ground. Motion carried unanimously by voice vote.

**Public Comments:**

Ihle opened the floor for Public Comment. There was none. Ihle closed Public Comment.

**New Business:** None.

**Old Business:**

**1. Review of Draft Zoning Ordinance**

Wells gave a brief overview of the Planning Commissions' review of the draft ordinance and explained the steps to complete the first round of review.

Commissioners requested the set of notes taken listing all changes made between the current draft and future draft, with Wells agreeing to provide.

Wurth asked about the process for public comment on the draft and the Commissioners discussed the timeline and format.

Commissioners reviewed Articles 18-23 and asked for clarification, explanation, requirements, and reworkings of many items including; ZBA responsibilities, non-conforming uses, natural river overlay, condo review process, retention ponds and detention ponds, land uses, housing definitions, landing pads and airstrips, storage units, and live/work buildings. Commissioners also reviewed the draft of the new Zoning Map and reviewed changes from the current Zoning Map.

**Public Comments:**

Ihle opened the floor for Public Comment. There was none. Ihle closed Public Comment.

**Report**

1. Township Board Update: Helmrich gave an update.
2. Staff Report/Announcements: Planning and Zoning Administrator Wells gave an update.
3. Commissioner Comments: Stannis asked about the status of the roundabout at the intersection of Old Allegan Rd and Blue Star Hwy.

**Adjourn:**

A **Motion** was made by Webster to adjourn at 7:13 PM. Supported by Ground. Motion carried 5-0 by voice vote.

### Motions

1. A **Motion** was made by Webster to approve the agenda as presented. Supported by Butler. Motion carried unanimously by voice vote.
2. A **Motion** was made by Webster to approve the minutes from the August 14, 2023 meeting as presented. Supported by Butler. Motion carried unanimously by voice vote.
3. A **Motion** was made by Webster to approve the minutes from the August 15, 2023 meeting as presented. Supported by Ground. Motion carried unanimously by voice vote.
4. A **Motion** was made by Webster to adjourn at 7:13 PM. Supported by Ground. Motion carried 5-0 by voice vote.

Respectfully,

  
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Morgan Arens, Recording Secretary

I, Denise Webster, Planning Commission Secretary, certify that these minutes were approved on October 3, 2023 by the Saugatuck Township Planning Commission.

  
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Denise Webster, Planning Commission Secretary

10/3/2023  
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Date