



# SAUGATUCK TOWNSHIP

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## APPROVED MINUTES

The Saugatuck Township Planning Commission met on July 23, 2018 at the Township Hall on Blue Star Highway, Saugatuck, Michigan

Present: Israels, Rowe, Lozano, Prietz, Welk, Lane  
Absent: Conklin  
Also Present: ZA Kushion

Call to Order At 7:00 p.m. by acting chairperson Prietz.

### Pledge of Allegiance

**Approval of Agenda-** Motion by Rowe to approve agenda; seconded by Lozano. Motion passes by unanimous voice vote.

**Discussion of June 25, 2018 meeting minutes.** Correct spelling of Fire Chief Janik; Change “he” to Mr. Bosgraff on second page in sentence: He saw John Sharp also. Motion by Rowe to approve amended minutes; Lozano seconds. Motion passes by unanimous voice vote.

**Public Comment** – Tara & Madison Walston, 3364 Gaslight Lane, Saugatuck from Brew Happy Ventures (Biggby Coffee of South Haven). Presents drawing and new idea from Biggby called a “BQ”, a modular unit that would allow Biggby to expand into Saugatuck. They are exploring putting a BQ in the Spectators parking lot. Clare has agreed to take down trees and they will pave the parking lot all the way back. It should be a good fit because Biggby is busier in the morning and Spectators is busier at night. They will be able to stack 3-4 cars in a line around the unit. The entry to the drive-thru could be off either 64<sup>th</sup> or Blue Star.

### Board Discussion–

What would the hours be? Open at 6:00 a.m. close at 9:00 p.m. during the season; off season closing at 6 p.m. Would drinks be the main focus? Yes, drinks mainly but some bagel sandwiches, muffins and cookies.

The Planning Commission would prefer the entrance to be off 64<sup>th</sup> so a back up doesn’t extend onto Blue Star.

Is it strictly drive-thru? No, there is a walk up window for pedestrian traffic. There is no seating inside. Clare mentioned the possibility of putting in a patio for customers.

Will it take away any of the parking for Spectators? No. It should balance out since the parking lot is expanding.

Is a zoning variance needed for the side setback? No, the plans account for a 20 foot side setback.

ZA Kushion states they will be subject to special use permit and parking for Spectators will need to be considered, along with the ingress and egress onto Blue Star.

As an example of the size, the BQ unit is about the same size as the fireworks tent that was recently on the property.

There’s no real driveway onto Blue Star from Spectators. The planning commission could, as a condition of approval, make an actual in and out of the parking lot with a landscape island or curbs.

Kushion would like to see two entrances- one for Biggby and one for Spectators. If the BQ was shifted further south, it would allow for more cars in line. If the entrance is off 64<sup>th</sup>, Kushion believes people will miss it. This would be a good

DRAFT MINUTES

time to address the right of way and parking situation at Spectators. Israels thought there is another lot to the South with 3 acres to consider that just became available.

**Correspondence** – Proposed site plan map from Biggby.

**Unfinished Business** – None

**New Business**–

- A. Election of Planning Commission Officers. Motion by Lane to nominate:
  - a. Chairperson- Andy Prietz
  - b. Vice Chair- Maggie Conklin
  - c. Secretary- Chris Lozono

Motion seconded by Israels. Motion carried by unanimous voice vote

- B. Brian Kemp 2238 Sheffield Lane, Fennville- Site plan review for patio addition and 34 parking spaces, Pennyroyal Café and Provisions, 3319 Blue Star Highway, 03-20-010-026-00

Brian introduces Melissa Corey and Ryan Beck, business partners in Pennyroyal. They want to convert the smaller building on the Roan & Black property to an all day café and provisions with an outdoor courtyard. This property is currently zoned for commercial use. The café will feature fresh produce, locally sourced (farm to table) with a European flair. They will have some fresh flowers and fresh produce for sale.

Site plan will entail a complete renovation of the building- Complete build out to include a larger septic system and a connection to city water instead of the current well. The exterior areas will feature two concrete slabs, one behind the building for a walk in cooler/freezer which will be outside and fenced in. The second would be an outdoor patio.

Currently there are nine parking spots available for the space. They would like to add an additional 25 parking spots behind the building. The parking lot would be constructed out of crushed asphalt. They have met with ZA Kushion, Fire Chief Janik and Fire Inspector Chris Mantels who have reviewed the site plans. Their collective suggestions have been incorporated in the site plan. They are pursuing a liquor license, mainly beer and wine to compliment the food. They are looking to purchase the building and the land and are investing about half a million into the project from their own funds. They believe it compliments and enhances the area.

**Board Discussion-**

6-7 tables are shown outside; what do you expect inside seating to be? 65 total seats, but 68 would be the capacity based on the number of parking spots available (which is 34: the current 9 and the 25 proposed). What about employee parking? Not a lot of employees are projected, so it's part of that figure as well. Once they have the inside seating finalized, they should have a final number. There is room to expand the parking lot in back, if needed.

Will it be open year round? Yes, if business will support it. This location is ideal as it has a smaller footprint and they can close the patio in the colder months and increase seating when it warms up.

What about signs? The outer frame is already built so a 5x8 size slips into the framework. This fits in with the community and the community master plan nicely. The crushed asphalt parking lot will also blend in well with the site and what's there currently. There will be a band of trees to separate the patio from the parking lot.

A suggestion was made they may want to add a bike rack.

DRAFT MINUTES

Kushion states the recommendation has 4 conditions. He added two more:

1. The applicant shall apply for an updated Water Service Installation Permit with Saugatuck Township and calculate the change in REU's (Residential Equivalent Unit) for the proposed use before opening.
2. Live music on the patio shall not continue past 10:00 PM.
3. The applicant shall provide the Township with proof that the current septic system is acceptable for the proposed use from the Allegan County Health Department.
4. The applicant shall meet all 17 review standards set forth in the memo from Chris Mantels of the Saugatuck Township Fire District dated June 22nd, 2018.
5. All lighting on site will be approved by Zoning Administrator
6. Dumpster enclosure will be approved by the Zoning Administrator

Motion by Rowe to approve the Pennyroyal site plan with the revised 6 conditions sited by ZA Kushion; Seconded by Israels. Motion passes by unanimous voice vote.

**Public Comment** – None

**Board Discussion-** Rowe mentioned that the City of Douglas has passed their medical marijuana ordinance and it goes into effect within the next 20 days. ZA Kushion will get out memo to the Planning Commission and the Board.

**Next Planning Commission Meeting- August 27, 2018 Township Hall at 7:00 p.m.**

Motion to adjourn by Rowe; Lozano Seconded. Motion passed by unanimous voice vote.

**Meeting adjourned at 7:48 p.m.**

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Brenda Williams, Recording Secretary

1. Motion by Rowe to approve agenda; Lozano seconded. Motion approved by unanimous voice vote.
2. Motion by Rowe to approve amended minutes; Lozano seconded. Motion approved by unanimous voice vote.
3. Election of Planning Commission Officers. Motion by Lane to nominate:
  - a. Chairperson- Andy Prietz
  - b. Vice Chair- Maggie Conklin
  - c. Secretary- Chris LozonoSeconded by Israels. Motion carried by unanimous voice vote
4. Motion to approve the Pennyroyal site plan with the revised 6 conditions sited by ZA Kushion by Rowe; Seconded by Israels. Motion passes by unanimous voice vote.
5. Motion to adjourn by Rowe; Seconded by Lozano. Motion approved by unanimous voice vote.  
Meeting adjourned at 7:48 p.m.