



VILLAGE OF SUTTONS BAY
PLANNING COMMISSION
REGULAR MEETING
Meeting Minutes of July 16, 2025
420 N. Front Street
Suttons Bay, MI 49682

The meeting was called to order at 5:00 p.m. by Chairperson Hetler

Present: Feringa, F. Smith, Hetler, D. Smith, Hylwa, Campbell (5:25)
Absent: Pontius
Staff present: Petroskey & Patmore
Guests: 3

Approval of Agenda

G. Hetler asked to amend the agenda to allow the public to speak on an item not on the agenda at the first public comment.

D. Smith moved, F. Smith seconded, CARRIED, to approve the agenda as amended.
Ayes: 5, No: 0

Conflict of Interest: None

Approval of Minutes

D. Smith moved, F. Smith seconded, CARRIED, to approve the Planning Commission meeting minutes of June 18, 2025 as presented. Ayes: 5, No: 0.

Public Comment/Written Communications

Fred Sitkins spoke regarding Inland Seas. He stated that Inland Seas is taking a blighted building and turning it into the future home of Inland Seas. He stated staff has seen the plan and offered suggestions to incorporate. They plan to have a flowing campus that provides learning spaces, more solar power and a place to perform vessel maintenance and preserve the wetlands.

Larry Mawby spoke regarding 9.5 acres purchased from the school,

Old Business:

A. Master Plan-Priorities-Commission Member's reports

Commission members were each tasked to review areas of the zoning ordinances that relate to the Master Plan.

Chair Hetler was tasked with finding references to waterfront views. Hetler noted that Article 2, General provisions Section 11 addresses Waterfront Greenbelts and View Shed is mentioned in Section 14. Article 8 (PUD) talks about preserving the natural resources (views of the bay). She noted that the Ordinance is very limited in language regarding protecting waterfront views. She was also tasked with reviewing Article 12-Signs and stated we may want to look at some of the definitions.

Steve Feringa was tasked with looking at environmental standards and stormwater management. He stated steep slopes are discussed in Article 2-9 and Article 2-10. Stormwater management is discussed in nine sections of the zoning Ordinance. He would like to see Low Impact Design in definitions. D. Smith asked about stormwater runoff controls. S. Feringa stated Acme Township has some good language and that he will get a copy for commission members. Feringa added that Article 11-5 t "encourages" the use of low impact design. We may want to replace it with "shall use". Article 2 General provisions discussed environmental standards in 2-3 (3h) should refer the reader to Article 2-6 Environmental standards. Feringa noted that there remains a reference to DEQ on Page 2-9 and we need to replace it with EGLE. Feringa also stated that FEMA made changes in 2018 and language relating to Floodplains should be reviewed to be consistent with these changes.

F. Smith was tasked with reviewing sections related to buffering. He noted buffering is addressed in Article 5 Mixed Use and Section 11-4. He stated that Section 11-4 is acceptable. Smith asked how does the planning commission address noise and staff noted that noise is addressed by a police power ordinance adopted by the Village Council.

D. Smith reviewed the Ordinance as it relates to ADU's. She stated that ADU's are addressed in Article 2-3, 5-2 and 9-2. D. Smith suggested looking at a way to add incentives for using ADU's as long-term/seasonal work force rentals. Smith stated that we also need to look at targeting certain districts for work force housing. Smith stated her search was to see where the M-22 guidebook was referenced.

R. Hylwa reviewed the Gateway District and noted the zoning map has omitted a street name. He will review the Section for references to natural resources and bring back his report.

G. Hetler thanked the commission members for their assessments. She stated that next month S. Kopriva will give her report on the PUD language and provide an updated Master Plan action items for the planning commission members.

Good of Order: No comments.

Public Comment: Larry Mawby appreciated the hard work of planning commission members.

Reports

Zoning Administration Report-as presented. Patmore note 10 permits to date.

Village Council Report: Zoning Amendments were adopted.

Zoning Board of Appeals-ZBA application was denied for 379 S Shore.

Next Regular Meeting is August 20, 2025. PUD language.

F. Smith moved, S. Feringa seconded, CARRIED, to adjourn. Ayes: 6, No: 0

Meeting minutes submitted by Dorothy Petroskey, Clerk.