



VILLAGE OF SUTTONS BAY

Via Remote Access

Village Planning Commission

420 Front Street, Suttons Bay

August 10, 2022 at 5:00 pm

Agenda

There will also be a Zoom link (which can be found on our website at www.suttonsbayvillage.org for remote attendance for those members of the public wishing to participate.

1. Call to order
2. Roll call and notation of quorum
3. Approval of Agenda
4. Member conflict of interest on any item on the Agenda
5. Approval of minutes -July 13, 2022
6. Public comment/Written communications (Reserved time for items listed on the Agenda). Please limit remarks to no more than three (3) minutes
7. Old Business
 - A. Parks and Recreation Plan- Next Steps
8. New Business
9. Public comment
10. Reports
 - a. Zoning Administration Report
 - b. ZBA Report
 - c. Village Council Updates
11. Good of the order
12. Announcements: August 17, 2022 (Master Plan Meeting) and September 14, 2022 Regular Meeting
13. Adjournment



VILLAGE OF SUTTONS BAY
PLANNING COMMISSION
MEETING MINUTES OF JULY 13, 2022

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

Present: Hetler, Hylwa, Feringa, Pontius and Smith
Absent: Ostrowski and Suppes
Staff present: Fay, Miller and Kopriva, Planner

Approval of Agenda

Hylwa moved, Smith seconded, CARRIED, to approve the agenda as presented. Ayes: 5,
No: 0.

Approval of minutes

Hylwa moved, Pontius seconded, CARRIED, to approve the June 1, 2022 Planning
Commission meeting minutes as presented.
Ayes: 4, No: 0, Abstain: 1.

Feringa moved, Smith seconded, CARRIED, to approve the June 8, 2022, Planning
Commission meeting minutes as presented. Ayes: 5, No: 0.

Public Comment

A written public comment was received from Rick Andrews regarding the Zoning
Ordinance Conditional Rezone Request.

Public Hearing continued – Zoning Ordinance Conditional Rezone Request – 301 S. Shore

The public hearing was opened at 5:03 p.m. Chairperson Hetler read a memo received
from the applicant's attorney, Timothy Figura, which stated "Applicants Lois Bahle,
Rich Bahle, Karl Bahle and Chris Bahle, wish to voluntarily revise the application for
conditional rezoning of 301 S. Shore submitted on or around April 13, 2022. Since this
revision is likely to include material changes to the application, the Applicants request
that the public hearing scheduled for continuation at tonight's Suttons Bay Village
Planning Commission be cancelled, and that a new public hearing be scheduled after the
Village's receipt of a revised application." The public hearing was closed at 5:05 p.m.

Hylwa moved, Feringa seconded, CARRIED, that based on correspondence received this afternoon by Timothy Figura, the applicant requests to remove the application before this commission for consideration at this meeting and the public hearing be closed.

Ayes: 5, No: 0.

Parks and Recreational Plan – Set meeting Date(s)

Hetler stated the dates previously submitted and approved by Planning Commissioners via email can be found at the bottom of the agenda.

Public Comment

William Crackel was curious about the Parks and Rec plan.

Announcement

Hetler formally congratulated Jared Pontius on his successful completion of the Michigan State University Extension Master Citizen Planner credential.

Adjournment

Smith moved, Hylwa seconded, CARRIED, to adjourn the meeting. The meeting adjourned at 5:42 p.m.

Meeting minutes submitted by Shar Fay, Village Clerk.

To: Suttons Bay Planning Commission

From: Sara Kopriva, AICP

RE: Park and Recreation Plan

Next Steps: Release for 30-day review period and schedule for a public hearing at the September 14, 2022 Planning Commission meeting

The Village has been working on the updated Park and Recreation Plan for quite some time. You have solicited public input, drafted, and reviewed the current plan. At this time the plan needs to be released for a 30 day public review period before a public hearing can be held to comply with State of Michigan requirements. This will be an opportunity to get the final input on the plan before making a recommendation to Council.