



VILLAGE OF SUTTONS BAY
PLANNING COMMISSION
MEETING MINUTES OF OCTOBER 13, 2021

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

Present: Hetler, Hylwa, Ostrowski, and Pontius
Absent: Danielson, Smith and Suppes
Staff present: Fay, Kopriva

Hetler expressed her condolences to Roger Suppes on the loss of his Mother-in-law.

Approval of Agenda

Ostrowski moved, Hylwa seconded, CARRIED, to approve the agenda as presented, with an affirmative unanimous roll call vote. Ayes: 4, No: 0.

Approval of Minutes

Hylwa moved, Ostrowski seconded, CARRIED, to approve the September 29, 2021, Planning Commission meeting minutes, with an affirmative unanimous roll call vote. Ayes: 4, No: 0.

Public Comment

Lois Bahle asked for an update on closing of the public bathrooms. Hylwa stated the bathrooms will stay open through October. Bahle asked if the Village was missing grant opportunities by not having the Master Plan completed. Ostrowski believes the Village is waiting on Census data. Hetler requested Kopriva follow up with the Village Manager. Bahle asked how the survey will be distributed and offered to help with distribution. Kopriva added Larrea is working on obtaining a Consultant for the Master Plan, likely the first quarter of next year, who will also review the survey.

Larry Mawby introduced himself as a representative of a new community land trust, Peninsula Land Trust, which has identified the Village as a good candidate for affordable rental housing, and that the S. Gateway has a few parcels that could work noting it may require a change in zoning.

Draft Community Survey – Final Review

Kopriva states Larrea informed her that housing will be dealt with all on its own, and that Council has committed to address housing in separate focus groups. Housing will be an important part of the Master Plan and will be dealt with more intensely Commissioners requested the following:

- Remove the 4th section in the first column under #16, specifically remove “The Village should encourage an increase in the amount of single-family homes along the waterfront.”
- Add to #16, 2nd column, 4th section down, “The Village should ONLY allow Short-term rentals on properties...

- #12 – Add a 4th option, yes.
 - #19 – Remove the question and make it part of the affordable/workforce housing focus.
 - Bold and enlarge the last sentence “Additional Comments”.
 - #6 - Elsewhere in Leelanau County, move up a line the word, County
- In was the consensus of Commissioners that with the changes made above, the survey is complete and ready for review by the consultant.

S. Gateway Design Standards – Set Public Hearing

Kopriva states in Section 5.6, the only change is the title. All the other changes are highlighted and can be found in the packet.

Ostrowski moved, Pontius seconded, CARRIED, to hold a public hearing on Wednesday, November 10, 2021, at 5:00 p.m., to adopt the changes to the S. Gateway Design standards, by an affirmative unanimous roll call vote. Ayes: 4, No: 0.

Reports

Zoning Administration Report

The Zoning Administration Report was submitted by Couturier and can be found in this meeting packet. Hetler thanked Couturier for her report and appreciates the summaries.

Good of the Order

Hylwa reported that Leland closes their public bathrooms on November 1st, and that Northport has a heated, year-round public bathroom. Hylwa spoke to Ed Beuerle, owner of the Millside property and reported that Millside has a year-round heated bathroom in that building. He believes we would need to care for the upkeep of that bathroom. Hylwa will reach out to the Village Manager about this possibility.

Ostrowski updated Commissioners on recycling and refers to a recent article in the Sept 30th Leelanau Enterprise. Currently Suttons Bay schools has a contract with the Solid Waste Council through October 18th. An extension will be requested for an additional six month. Ostrowski states Trudy Galla has been talking to the Road Commission about using property on the north side of their building on Eckerle Road. Ostrowski state he reached out to the Village Manager to see if Village Park property could be used; such as Deuster. Larrea stated it could not be used due to a park covenant. Ostrowski has been unable to find a covenant. Ostrowski stated language may need to be added the Zoning ordinance regarding recycling. Hetler requested Ostrowski keep the Commissioners updated on the recycling center.

Pontius states there is a company out of Traverse City that retrofits old shipping containers into things such as food trucks, and bathrooms, for a lot less money than a new build. After the initial investment, the expense would be for cleaning and pumping. Hetler requested Pontius follow up on the sizes and prices, and requested a quote. Pontius will put together a document for the Village office. Hetler would like it on the next meeting agenda. In addition, Pontius asked why the cross-walk signs were taken down, and why was the “state law” language blacked out? Hetler and Ostrowski would like the cross-walk signs put back in the streets until November 1st.

Announcements – The next meeting date is November 10, 2021.

Adjournment

Ostrowski moved, Pontius seconded, CARRIED, to adjourn the meeting. The meeting adjourned at 5:41 p.m.

Meeting minutes submitted by Shar Fay, Village Clerk.