



VILLAGE OF SUTTONS BAY
PLANNING COMMISSION MEETING
MINUTES OF JULY 12, 2023

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

Present: Feringa, Hetler, Ostrowski, Pontius, Smith and Suppes
Absent: Hylwa
Staff present: Fay and Jill Bahm of Giffels Webster

Approval of agenda

Suppes moved, Ostrowski seconded, CARRIED, to approve the agenda as presented.
Ayes: 6, No: 0.

Approval of minutes

Suppes moved, Ostrowski seconded, CARRIED, to approve the June 14, 2023 meeting minutes as submitted. Ayes: 6, No: 0.

Public comment

Public comments received from Larry Mawby representing Peninsula Housing, and Lois Bahle.

Master Plan – Future Land Use Map (FLUM) discussion

It was the consensus of Commissioners to change the FLUM in several areas (listed here from north to south):

- Where the proposed FLUM indicates “Mixed Use North” along the shoreline, should be designated “Shoreline Residential,” consistent with the existing development.
- North of Broadway, east of West Street, should be designated “Public/Quasi-Public,” for Ice Rink Park.
- South of Broadway, west of Elm should be designated “Public/Quasi-Public,” for St. Michael’s Church
- South of Fourth, roughly between M-22 and Elm, should be changed back to the previous FLUM designation of “Commercial,” to align with the zoning map designation of “south business district.”
- West of the beach lot (north of Beach Road) should be designated “Recreation,” consistent with the current public properties along either side of M-22.

- The area south of Beach Road, between M-22 and the boundary of the M-22 Heritage Corridor should be designated “Neighborhood Residential to align with existing development.
- Check the orientation of the label for Bracken Road on the south end of the Village.

Along with the map changes, the Planning Commission also discussed the land use descriptions noted on pages 32-33 of the Master Plan. The following modifications were discussed:

- Mixed-Use North: clarify that the direction for the Mixed-Use North area is to have a mix of residential housing types north of M-204; limited commercial businesses may also be considered to serve that residential area.
- Update the Mixed-Use South to clarify that it is not the intention to add intense, auto-oriented uses in those areas nor along M-22.
- Add a “Commercial” land use designation back that provides for non-residential uses that serve the Suttons Bay community as well as residential uses; over time, it is envisioned that sidewalks will be added and the area will become more pedestrian-friendly.

Action item: Update the FLUM as noted. Add clarifying language to the FLUM descriptions.

The Planning Commission discussed other areas and confirmed keeping the previously approved PUD with the remaining property. The intent is to keep it mixed residential with small commercial.

Master Plan Draft – Action Items: Housing – Zoning, pages 43-44

Commissioners discussed the action items list for the Housing goal and confirmed that the section reflects earlier discussions, but did recommend the following changes:

- Strike the following action item:
Consider allowing an accessory dwelling (one attached and one detached) on the same property.
- Add Consider before limiting or eliminating short-term rental of ADUs in districts targeted for workforce housing.
- Add Consider the differences, if any, between (deleting “define...”) long-term, seasonal, and work-force housing.
- Add Consider updating Planned Unit Development (PUD) regulations to include more specific language to support workforce housing.
- Add Consider incorporating incentives with the PUD standards in the Zoning Ordinance (density bonus, reduced parking required, utility hookup fees, minimum dwelling and lot width and size, height bonuses, etc.
- Add a new zoning item, “Consider adding residential uses to the South Business Zoning District.”

It was the consensus of Commissioners that once the Master Plan has been approved, that the Planning Commission agendas should include a “Master Plan Implementation” agenda item where topics from the Action Items can be discussed.

Resolution – Peninsula Housing

Smith moved, Ostrowski seconded, CARRIED, to support the Resolution submitted by Peninsula Housing found in this packet. Ayes: 6, No: 0.

Public comment

Public comment received from Larry Mawby.

Reports

The Zoning Administration report was submitted by Patmore and can be found in this meeting packet.

ZBA report – Smith stated a variance request submitted by Crackels to add a front porch, was approved.

Village Council updates – Suppes stated a Transportation Economic Development Fund Resolution for road maintenance funding (50% match) to apply for grant funding was adopted.

Announcements

The next regular Planning Commission meeting will be held on August 9, 2023.

The meeting adjourned at 6:28 p.m.

Shar Fay

Date: July 19, 2023

Approval date: