



VILLAGE OF SUTTONS BAY
PLANNING COMMISSION
REMOTE MEETING MINUTES OF AUGUST 11, 2021

The meeting was called to order by Chairperson Hetler, at 5:07 p.m.

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

Approval of Agenda

Suppes moved, Hylwa seconded, CARRIED, to approve the agenda as presented, with an affirmative unanimous roll call vote. Ayes: 7, No: 0.

Approval of Minutes

Hylwa moved, Suppes seconded, CARRIED, to approve the July 14, 2021 Planning Commission meeting minutes, with an affirmative unanimous roll call vote. Ayes: 7, No: 0.

Public Comment/Written Communications

Lois Bahle stated she expected a second draft of the Community survey at this meeting and asked where the business draft was, suggesting Commissioners move the surveys along.

Draft Community Survey – Discussion

Hetler stated a subcommittee had met and compiled Commissioner's comments/suggestions. The next step would be to incorporate the suggestions into the survey to the extent they are appropriate, neutral and relevant to the survey. Additional suggestions from Commissioners included:

- What school do your children attend?
- Adding questions from the Housing North checklist; such as, "What are people willing to accept in regards to work force housing?"
- Commissioners recommend the survey be distributed to property owners and ask that they forward to their long-term renters (residing six months or longer), if applicable.
- Add to question #8, "Online".

It was the consensus of Commissioners to have Sara Kopriva, Planner, take the next step and put together a second draft of the community survey.

Public Comment

Lois Bahle stated the Village is about to receive approximately \$55,000 in ARP funds and suggests the Planning Commission make a recommendation to Council on what their high priority is. Bahle advocates for housing as a critical recommendation.

Reports

The Zoning Administrator's report was submitted by Couturier and can be found in this meeting packet. Ostrowski asked why Couturier is focused on dumpsters in her report. Kopriva stated enclosing commercial dumpsters, when possible, is in the Zoning Ordinance. Hylwa stated the VI Grille used to have an enclosure around the dumpster pre-covid, and that the alley behind Streetside and the 45th Parallel is a pigsty. Pontius stated there is a substantial grease trail entering the drain system in the alley there as well. Hetler further stated the Zoning Administrator is not available for the 5:00 p.m. meeting time.

Manager's Report – Hetler stated the Manager's Plan can be found on the website in the August 5th Committee of the Whole packet. The Plan lists projects and project levels of priority. Danielson asked about the Manager's future attendance of the Planning Commission meetings. Hetler stated Larrea will not generally be attending but that Kopriva will be attending as Planning Consultant, working with the Commissioners as a group during the Planning Commission meetings. Kopriva will then work closely with the Manager. Commissioners' comments for Kopriva or otherwise can be sent to to the Manager or the Clerk for forwarding.

Village Council updates – Suppes stated Council decided to continue Zoom meetings through the end of the year. The next Village Council meeting will be Monday, August 16th, at 5:30 p.m. Danielson asked if there was any data to substantiate the decision to continue remote meetings stating individuals who do not have internet access are unable to attend. Kopriva stated there is always the phone option to participate in the meetings.

Suppes left the meeting at 5:38 p.m.

Good of the Order

Hetler referred to the Master Planning two-page summary found in the packet which was taken out of The Master Planning Process book received at a workshop she and others attended, noting it as a valuable tool in the Master Plan process.

Kopriva referred back to the walking tour of the south gateway. Commissioners recommend Kopriva bring back a draft of the south gateway design standards confirming the preference of Commissioners was to go back to the old design standards such as the standards found at Hop Lot. Commissioners would like to look at both the old and new draft.

Ostrowski asked where we are at on the Parks and Rec Plan. Hetler stated mapping is being outsourced and that we were still waiting on the census data for the demographic section of the Parks and Rec Plan.

The next Planning Commission meeting will be held on September 8, 2021 at 5:00 p.m.

Adjournment

Danielson moved, Ostrowski seconded, CARRIED, to adjourn the meeting, with an affirmative unanimous roll call vote. The meeting adjourned at 5:44 p.m. Ayes: 6, No: 0.

Meeting minutes submitted by Shar Fay, Village Clerk.