



VILLAGE OF SUTTONS BAY  
PLANNING COMMISSION  
Meeting Minutes of October 9, 2019

The meeting was called to order at 5:30 p.m., by Chairperson Hetler.

Present: Danielson, Hetler, Hylwa, Ostrowski, Pontius, Smith and Suppes

Staff present: Couturier and Fay

Approval of Agenda

Hylwa moved, Suppes seconded, CARRIED, to approve the Agenda as amended, noting the next meeting date as November 13th, not December 11<sup>th</sup>, as stated in item 13.

Ayes: 7, No: 0.

Approval of Minutes

Suppes moved, Smith seconded, CARRIED, to approve the September 11, 2019, Planning Commission meeting minutes submitted by Fay. The meeting minutes can be found in this meeting packet. Ayes: 7, No: 0.

Old business

Commissioners requested the Planning Commission Bylaws be distributed to Commissioners, with the approved changes, at the next Planning Commission meeting.

New Business

Bahle Request for Zoning Text Amendment; Discussion and Direction

Couturier stated the Zoning text amendment would first require a study, conducted by a firm of expertise. Village Manager Larrea has tentative plans to work on this amendment this winter, however, if the applicants would like it done sooner, they would need to pay for the study that may cost between \$10,000 and \$15,000. If the study is done by the Village this winter, there would be no cost to the applicant. A Zoning Text Amendment would also require Council approval and a public hearing. The section reference is 4:3, Spatial Requirements, and if adopted it would change all properties within that district. Applicant Rich Bahle of Bahle Properties stated he is skeptical about the study and was never told about the cost of the study, nor was he told there was a guarantee of the study this winter. He encourages Commissioners to look at the impact and how it affects all of the approximate 25 properties in the district. He stated there are current, ongoing activities on the shoreline that is increasing the density. Bahle stated they have inquired repeatedly about the zoning text amendment over the

past several months, however it was noted that the conversations have been casual and informal. Bahle stated that his measurements etc., would all need to be verified.

Following discussion on the need to wait for the winter months, Commissioners recommend the Village Manager proceed with obtaining a formal quote on the study within the next month, and provide the quote to the applicants for consideration.

#### Zoning Map Discrepancies: Discussion

The discussion is in reference to Ordinance No. 3 of 2007, which refers to two lots that were never changed on the Zoning Map. Couturier and Larrea will compare maps, and provide correction/updates as the Zoning Map review takes place.

#### Public Comment

Lois Bahle suggested looking at the minutes and/or perhaps consult with individuals who might have knowledge as to why the Zoning Map was not changed in 2007.

#### Reports

ZBA – Couturier stated a variance request will be before the ZBA next week.

Village Council – Suppes stated a new employee, Dave Miller, DPW Director of Facilities, has been hired and is now on board.

#### Good of the Order

Hetler informed Commissioners the Parks and Rec Committee have met and reviewed several items of Parks and Rec plan. They have focused on items that can be done without a public survey. Hetler encouraged everyone that if they have not yet filled out a survey, to please do so. She stated the survey will be taken to the public school for students to complete as they are a targeted age group of the survey. Pontius stated the link to the survey was not working; however, he will try again and if he is still unable to access the survey, he would notify the Village office. The Village's new website is: [suttonsbayvillage.org](http://suttonsbayvillage.org). Hetler noted conversations took place regarding a type of collaboration with the Township whereas the township will use the township park as an ice rink in the winter and the Village will then use it in the summer as an enhanced park. Ideas for the park included donated lawn games and picnic tables around the perimeter. LIFT used the park this summer as a movie venue, which proved to be successful. Hetler stated a suggestion was received from a young man with the idea of putting in a skate park. Ostrowski stated Northern Michigan Mountain bike group has requested a pump track demo take place next spring in the parking lot of Herman Park. Hetler reminded Commissioners of the upcoming Master Plan workshop. Ostrowski will be attending the Housing Summit. Hetler requested reporting from these two workshop sessions be placed on the next Planning Commission agenda.

#### Announcements

The next meet Planning Commission meeting will be November 13, 2019.

#### Adjournment

Smith moved, Ostrowski seconded, CARRIED, to adjourn the meeting. Ayes: 7, No: 0.

The meeting adjourned at 6:14 p.m.

Meeting minutes submitted by Shar Fay, Village Clerk.