



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

The meeting was called to order at 5:00 p.m., by Pontius, Secretary.

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

Approval of Agenda

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

Approval of Minutes

Suppes moved, Hylwa seconded, CARRIED, to approve the March 9, 2022, Planning Commission meeting minutes. Ayes: 5, No: 0.

Public Comment

Larry Mawby voiced his support to amend the Zoning Ordinance to allow ADU rentals on a non-owner-occupied parcel, providing they are long term rentals and not short-term rentals.

Gail Hetler referred to a recent article in the Ticker regarding ADU's. She further voiced her support for ADU rentals on an owner-occupied parcel.

Accessory Dwelling Units

Suppes moved, Ostrowski seconded, CARRIED, to schedule a public hearing for May 11, 2022, at 5:00 p.m., for the purpose of amending the Zoning Ordinance to change the regulations related to ADU's, removing the language that the owner of the parcel where an ADU exists shall reside on the property, and to change the language so that ADU's in all of the Village's districts do not exceed 800 square feet, and meet all other requirements. Ayes: 5, No: 0.

Harbor Heights Introduction and Preliminary Review

Jeff Cockfield, Grand Traverse Engineering and Michael Niedzielski, Northporte Development, LLC, presented the project, noting the only change would be for 32 dwelling units, comprising of 16 duplexes instead of 32 multi-family residential units in six buildings.

Ostrowski moved, Pontius seconded, CARRIED to schedule a public hearing on the PUD major amendment for Harbor Heights for May 11, 2022, at 5:00 p.m., subject to applicant submitting a plan with corrected legal description, zoning designations, entire project plan, and table of modifications as required by the Ordinance. Ayes: 5, No: 0.

Public Comment

Gail Hetler inquired about the status of the Parks and Rec Plan. Hetler further stated that regarding ADU's, she prefers one of the units be owner occupied.

Richard Baldwin, Larry Mawby, Armanda Krantz and Mrs. Elmore commented on ADU's.

Zoning Administration Report

The ZA report was submitted by Couturier and can be found in this meeting packet.

Village Council updates – Suppes stated a request has been made to Village Council to approve a study on installing two more stop signs at Elm and 4th Street, making it a three way stop.

Good of the Order

Kopriva requested Commissioners turn in any comments or suggestions by month end, on the proposed Parks and Rec Plan. It is the hope to have the Parks and Rec plan on the June agenda.

Ostrowski asked what the definition of “pending” means when referring to ex-parte communication? Kopriva stated that as long as there is no application pending, communication should be acceptable, however all communication should be disclosed at a Planning Commission meeting.

The next Planning Commission meeting will be held on May 11, 2022, at 5:00 p.m.

The meeting adjourned at 6:20 p.m.

Meeting minutes submitted by Shar Fay, Village Clerk.