



VILLAGE OF SUTTONS BAY
PLANNING COMMISSION
MEETING MINUTES OF
MARCH 11, 2020

The meeting was called to order at 5:30 by Kathryn Danielson.

Present: Danielson, Hylwa, Ostrowski, Pontius and Suppes

Absent: Smith. Hetler attended via remote attendance.

Staff present: Fay and Larrea

Approval of Agenda

Suppes moved, Hylwa seconded, CARRIED, to approve the Agenda as presented.

Ayes: 5, No: 0.

Approval of Minutes

Ostrowski moved, Suppes seconded, CARRIED, to approve the Planning Commission meeting minutes dated February 12, 2020, submitted by Couturier. The meeting minutes can be found in this meeting packet. Ayes: 5, No: 0.

Public Comment/Written Communications

Lois Bahle asked why the single-family waterfront discussion is not on the Agenda under old business. Larrea will cover the topic later in the meeting. Bahle attended the Housing Matters update today noting ten counties will lobby for the region. She suggested Planning Commission advocate for Housing North.

Public Hearing Zoning Map Amendment 1-2020

Larrea referred to the report in the packet, and further noted staff will begin drafting a new Master Plan.

The public hearing was opened at 6: 37 p.m. Lois Bahle believes proper hearings and meetings took place prior, but the map was never changed at that time. The public hearing closed at 6:39 p.m.

Ostrowski moved, Pontius seconded, CARRIED, to recommend to Village Council the adoption of the proposed amendment to the Village of Suttons Bay Zoning Map, as described in Report VSB-2020-20, and as legally described as Lots 285, 286, 287 and 288, Block 10, Village of Suttons Bay, Section 28, T30N R11W. Ayes: 5, No: 0.

Manager Report

Larrea informed Commissioners a small number of the Parks and Rec Survey that were returned were from seniors. Surveys were then dropped off to the students at the Suttons Bay Schools, a missing demographic, and a majority was returned. Survey results will be available at the next Planning Commission meeting.

There has been a “High-water” collaboration with other municipalities recently, and a Resolution has been drafted that asks the Governor to assist, to seek reimbursement with the costs of the high-water issues. So far, the Village has spent over \$100,000 on erosion issues. Due to the current rules, a State of emergency/disaster cannot be declared because it requires a start and end date, which is not possible. Larrea noted it is very challenging to change the rules declaring an emergency for reimbursement. Leelanau county will be asked to join the collaboration. Participants will forward to the Village their respective resolutions, which in turn will be sent to the Governor as a package.

A new Land Division Ordinance has been drafted for consideration. The proposed Ordinance requires accountability, includes a checklist, and creates a panel of three individuals consisting of the Zoning Administrator, Manager, and Assessor.

Larrea attended the Rotary meeting.

Council has officially closed the boat launch at the Marina, temporarily, due to the water levels. Signs will be placed at the boat launch directing boaters to the North park launch. The skid pier will be moved to North Park and the height barrier may be raised, and marked. Marina park will be closed to events this year as well, and events will be redirected to North Park with the exception of the Art Festival which will be held on Front Street.

A Pedestrian Court/viewing area with planter barriers, picnic tables and lights may be considered where boat/trailer parking now exists.

A Resolution has been signed in support of amending Michigan Bike Route, rerouting it to St. Mary's Street. The next step is with the state.

The Lakefront lot study is still being reviewed with the anticipation that it will be ready at the next meeting.

A review of the Marina Master plan will begin soon.

There will be a pre-con meeting for the TAP grant street scape project within the next couple of weeks. The project is scheduled to begin at the end of April.

Good of the Order

Ostrowski requested the Housing North proposal be placed on next month's agenda. He stated that Habitat for Humanity has been discussing the Madison Street property. Larrea stated two letters have been issued to them already; the property has open windows, rodents, it is not secure, and the Village has received complaints. Ostrowski offered to represent the Village for the Norte Suttons Bay Strong Project.

The next Planning Commission meeting will be April 8th at 5:30 p.m.

Hylwa moved, Ostrowski seconded, CARRIED, to adjourn the meeting. Ayes: 5, No: 0.

The meeting adjourned at 6:09 p.m.

Meeting minutes submitted by Shar Fay, Village Clerk.