



VILLAGE OF SUTTONS BAY

420 N. Front Street, P.O. Box 395

Suttons Bay, Michigan 49682

Fax: (231) 271-5904

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suttonsbay@suttonsbayvillage.org

VILLAGE OF SUTTONS BAY PLANNING COMMISSION REGULAR MEETING OCTOBER 9, 2019 ~ 5:30 PM AGENDA

1. Call to order
2. Roll call and notation of quorum
3. Approval of agenda
4. Member conflict of interest on any item on the Agenda
5. Approval of minutes dated: September 11, 2019
6. Public comment/Written Communications (Reserved time for items listed on the Agenda)
Please limit remarks to no more than three (3) minutes
7. Old business
8. New business
 - a. Bahle Request for Zoning Text Amendment; Discussion and Direction.
 - b. Zoning Map Discrepancies; Discussion
9. Public comment
10. Reports:
 - a. Zoning Administration
 - b. Manager
 - c. ZBA
 - d. Village Council updates
11. Good of the order
12. Announcements
13. Next Meeting Date: December 11, 2019
14. Adjournment

Planning Commissioners if you are unable to attend this meeting please notify the Village Clerk ASAP.

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VILLAGE OF SUTTONS BAY
PLANNING COMMISSION
MEETING MINUTES OF SEPTEMBER 11, 2019

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

Present: Hetler, Hylwa, Smith and Suppes
Absent: Danielson, Ostrowski and Pontius
Staff present: Fay and Couturier

Approval of Agenda

Hylwa moved, Suppes seconded, CARRIED, to approve the Agenda as presented.
Ayes: 4, No: 0

Approval of Minutes

Suppes moved, Smith seconded, CARRIED, to approve the Planning Commission meeting minutes of August 14, 2019, submitted by Fay. Ayes: 4, No: 0.

Unfinished Business

Planning Commission Bylaws – Commissioners recommend the following changes to the proposed Bylaws:

- Page 2, 3.7 Committees; Advisory Committees: In the third sentence, replace “Rules of Procedures” with “Bylaws”;
- Page 5, 6.3.2 Required Actions, change item “b.” to item “a.”
- Page 6, 6.4.3 Accepting gifts, change item “c.” to item “b.”
- Page 7, 7.1 Regular Meeting Agenda 9. Public comment. Chairperson Hetler will state that this Public Comment is for agenda and non-agenda items

Suppes moved, Smith seconded, CARRIED, to accept the revisions as stated in this meeting, and as presented in the meeting packet. Ayes: 4, No: 0.

Public Comment

Lois Bahle stated she submitted a Request for a Zoning Ordinance Text Amendment to the Village office. Bahle asked about a time line? Couturier stated typically there is a 30 day wait, however in this instance, a request for an escrow was emailed to Bahle, which

Bahle stated she did not receive; therefore, timing is unknown at this time. Couturier will resend the request for an escrow. Bahle stated that the Commissioners should purview the ordinance a little at a time and take care of housekeeping amendments.

Reports

Commissioners – Hetler referenced a Parks and Rec survey that will be mailed out to Village residents/business owners next week. The survey can also be found on the Village's new website at www.suttonsbayvillage.org. Commissioners are requesting a couple of changes to the survey; specifically adding the following, which is underlined:

- What improvements would you like to see at this waterfront park you frequent most and to move this sentence directly under the previous sentence and before the map.
- What improvements would you like to see at this Inland park you frequent most and to move this sentence directly under the previous sentence and before the map.

Commissioners further request that the Manager's Updates be provided to them at their monthly meeting.

Reports

Village Council – Suppes stated the Village has hired Dave Miller as Director of Facilities, who will oversee the DPW and Utilities departments. Suppes further stated that the Library Director, Bradley Chaplin, is retiring and leaving at the end of October. A hiring Committee has formed. Suppes stated that \$10,000 previously earmarked toward an observation deck next to the Village Hall has been reallocated for landscaping at the Village Hall.

Good of the Order

An inquiry was made regarding the new build on St. Joseph Street, owned by Jaroh, specifically, what district is it in. Couturier stated the building is in the Central Business district and is the last lot before the North gateway. Discussions ensued as to whether the Village's Zoning map was correct. Commissioners are requesting the Zoning map be clarified, and further request that each Planning Commissioner receive the most current, correct Zoning Map. Commissioners further request that a walk about take place with all of the Commissioners so that they are clear about the varying districts on the Zoning Map. Commissioners request that this be placed on the Agenda for the next Planning Commission meeting.

Adjournment

Hylwa moved, Smith seconded, CARRIED, to adjourn the meeting. Ayes: 4, No: 0.
The meeting adjourned at 6:03 p.m.

Meeting minutes submitted by Shar Fay, Village Clerk.



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APPLICATION FOR ZONING ORDINANCE TEXT AMENDMENT

This application must be typed or printed in ink and completed in full. An incomplete or improperly prepared application will not be accepted and will result in processing delays.

A. APPLICATION INFORMATION

Name of Applicant: Bahle Properties

Address: PO Box 221 Suttons Bay

Lois 271-3641
Phone: 231-866-1466 E-mail: LoisBahle@gmail.com

Name of Agent: Lois & Rich Bahle

Address: 376 N. Lincoln Suttons Bay

Lois 271-3641
Phone: 231-866-1466 E-mail: LoisBahle@gmail.com

Please specify to whom all communications should be sent: Applicant Agent

B. PURPOSE OF APPLICATION

Section(s) reference: SFWF

Please explain why the zoning text amendment is being requested (if additional space is required please attach a separate sheet)

see attached

Please provide in detail a draft of the proposed text amendment, including all necessary additions to or deletions from current zoning ordinance text (if additional space is required please attach a separate sheet).

see attached

C. SIGNATURE:

Lois Bahle 9/5/19
Applicant Signature Date

Agent Signature Date

RECEIVED
9-5-19

PAID
CK # 7310
\$500

September 5, 2019

To: Suttons Bay Village Planning Commission

Re: Parcel 043-220-003-40 / Re-zoning for Land Division Approval

Bahle Properties LLC ("Bahle") owns a parcel (Tax ID #043-220-003-40 henceforth "Property") in the Village of Suttons Bay. A drawing showing Property is attached as Exhibit 1. Property is 6 + Acres in size. It is bisected by M-22 and possibly by S Shore Drive. These bisections or road right of ways create three, possibly four, non-contiguous parcels. Two of these parcels have water frontage. All parcels are labelled and shown on Exhibit 1. Neither of these two waterfront parcels meet current Zoning regarding Minimum Setbacks and/or lot size. To create buildable / saleable parcels they cannot therefore be legally divided from the Parent Parcel using the Land Division Act (LDA). Variances for size or setback are not allowed by action of the Suttons Bay Zoning Board of Appeals to meet the requirements of the LDA.

The northernmost waterfront portion of Property (labelled "A") closest to the Village is approximately 118' depth by 177' waterfront equaling 20,795 square feet or 0.48 A +/- . It is currently undeveloped. Current Zoning is Single Family Waterfront (SFWR). No survey of this portion of Property exists. Minimum lot size per the ordinance is 0.50 Acres. The two adjacent built lots that bracket Property are approximately 0.15 and 0.10 acres; significantly smaller than required by current zoning.

The other waterfront portion of Property (labelled "B") is approximately 85.5' depth by 290' waterfront and consists of 24,795 Square Feet or 0.59 A +/- . The current survey indicates a range of 0.50 to 0.61 Acres. A residential structure currently exists on this parcel. A very small portion of this parcel may lay on the western side of South Shore Drive. Current Zoning is SFWR and Newer Village Residential (NVR). Minimum lot size is 0.50 Acres.

Parcels A and B are not only larger than the adjacent lots but also larger than the vast majority of the built parcels in the SWFR district. Approximately 20 of the 25 built parcels in the SWFR districts are nonconforming.

Bahle Properties LLC: The Favored Solution

In order for Parcels A and B to be split from the current Parent Parcel change the Dimensional Requirements of the SWFR District as follows.

Minimum Depth: 85' Current standard: 200'

Minimum Width: 95' Current standard: 100'

Primary Street Setback: 20' Current standard is 25'

Side Setback: 15' No Change

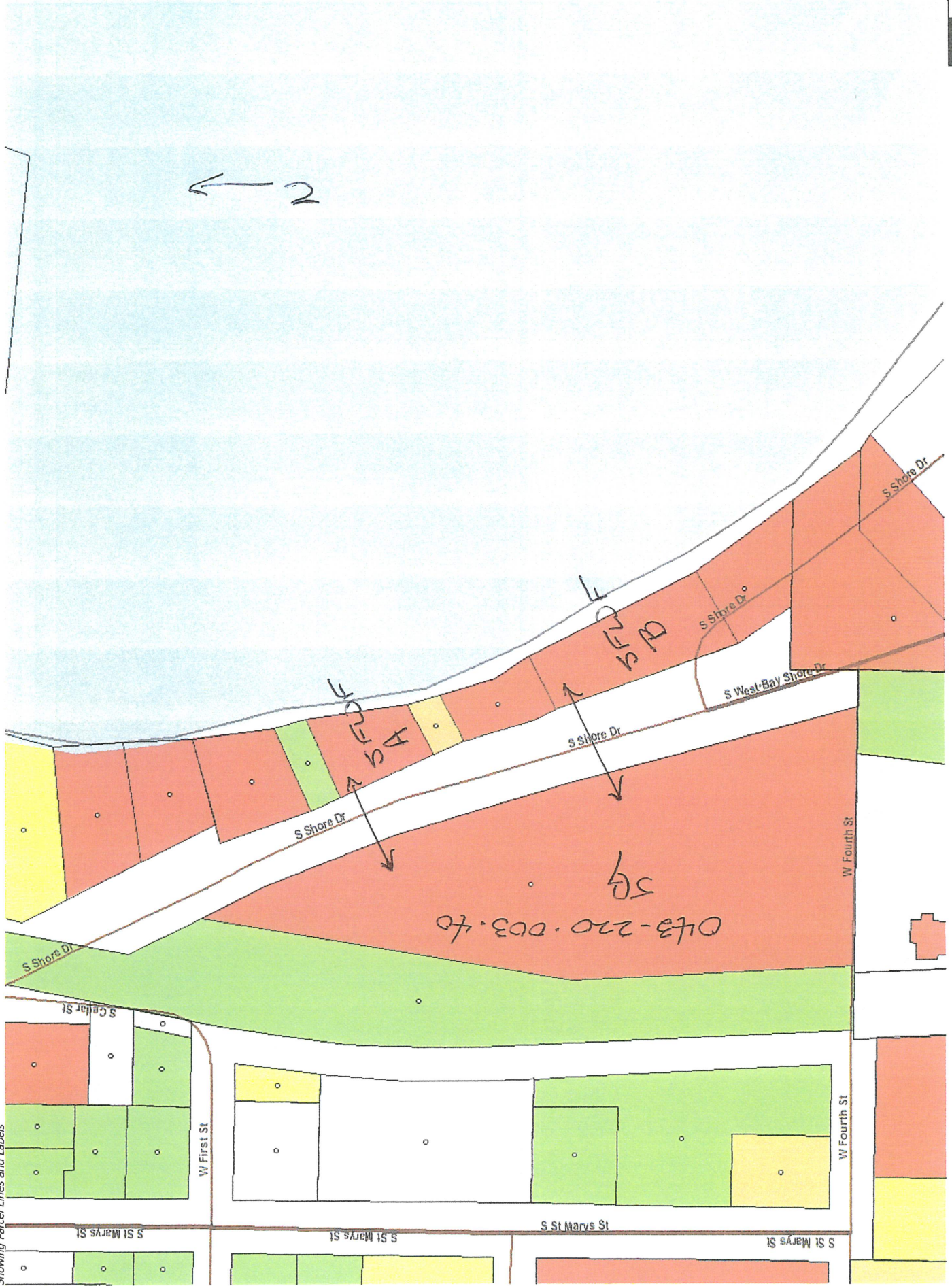
Lake Setback: "the average of the current distance from the water of the two adjacent structures". Current standard is 50'.

Under the current Ordinance only 2 of the 25 built parcels are in compliance with all dimensional requirements of the Single Family Waterfront District. We believe that with the above changes 17 of the 25 currently built lots would comply.

Exhibit 1

Current Taxable Value

Showing Parcel Lines and Labels



VILLAGE OF SUTTONS BAY
Zoning Ordinance Amendment No. 2

Village Ordinance No. 3 of 2007

AN ORDINANCE TO AMEND ARTICLE 2 OF THE VILLAGE OF SUTTONS BAY ZONING ORDINANCE.

THE VILLAGE OF SUTTONS BAY ORDAINS:

Section 1. Article 2: Official Zoning Map of Suttons Bay

The Official Zoning Map of Suttons Bay is hereby amended to change the zoning designation of the following described parcels from North Gateway Area (NGA) to Central Business Area (CBA).

Address of property: 408 and 410 N. St Joseph Street

Property Numbers: 45-043-770-285-00 & 45-043-770-288-00

Legal Description of property: Lots 285, 286, 287, and 288, Block 10, Village of Suttons Bay, Section 28, T30N R11W.

Section 2. Conflicts.

If any provision of the Village of Suttons Bay Zoning Ordinance conflicts with this Ordinance, then the provisions of this Ordinance shall control.

Section 3. Effective Date.

This Ordinance shall become effective the day following its publication in a newspaper of general circulation within the Village.

VILLAGE OF SUTTONS BAY

By: Larry Mawby

Larry Mawby, Village President

By: Dorothy Petroskey

Dorothy Petroskey, Village Clerk

Date of Council Approval: 4-16-07

Date of Publication: 4-26-07

Effective Date: 4-27-07