



VILLAGE OF SUTTONS BAY
Village Planning Commission
Village Hall
420 N. Front Street,
Suttons Bay, MI. 49682
March 11, 2020 at 5:30pm
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: February 12, 2020
6. Public comment/Written Communications (Reserved time for items listed on the Agenda). Please limit remarks to no more than three (3) minutes.
7. Unfinished Business:
 - a. Public Hearing Zoning Map Amendment 1-2020; Recommendation to the Village Council
8. New Business
9. Public comment
10. Reports:
 - a. Zoning Administration Report
 - b. Manager Report
 - c. ZBA Report
 - d. Village Council updates
 - e. Parks Committee
11. Good of the order
12. Announcements
13. Next Meeting Date: April 8, 2020
14. Adjournment



Village of Suttons Bay
Planning Commission
Meeting Minutes of February 12, 2020

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

Present: Danielson, Hylwa, Pontius, Smith, Ostrowski and Suppes. Hetler attended via remote attendance.

Staff present: Couturier and Larrea

Approval of Agenda

Hylwa moved, Suppes seconded, CARRIED, to approve the Agenda as presented. Ayes: 6, No: 0.

Approval of Minutes

Suppes moved, Hylwa seconded, CARRIED, to approve the Planning Commission meeting minutes dated November 13, 2019, as presented and submitted by Fay. The minutes can be found in this meeting packet. Ayes: 6, No: 0.

New Business:

a. Election of Officer(s)

- Smith moved, Ostrowski seconded, CARRIED, to elect Hetler as Chair of the Planning Commission. The motion passed unanimously.
- Suppes moved, Ostrowski seconded, CARRIED, to elect Smith as Vice Chair of the Planning Commission. The motion passed unanimously.
- Smith moved, Ostrowski seconded, CARRIED, to elect Danielson as Secretary of the Planning Commission. The motion passed unanimously.

Old Business

a. Report VSB- 2020-08 Zoning Map Discussion

The purpose is to correct the inadvertent rezoning of properties located at 408 & 410 N. St. Joseph Street (45-043-770-285 and 45-043-770-288. (the current map had been printed incorrectly) A letter had been received from the owner of the property indicating that he would like the map updated to reflect what the Zoning is. Staff indicated that owner will not be charged for the amendment as it had been a village mistake.

Smith moved, Hylwa seconded, CARRIED, to bring the map amendment to a public hearing. The motion passed unanimously.

Report VSB- Single Family Waterfront Parcel Discussion

Consensus of the Planning Commission was to have Staff recommend new dimensional standards for the district.

Public Comment

Lois Bahle asked if the of non-conforming lots were close to what she had submitted; staff indicated that they had not compared the two.

Reports

Zoning Administrator Report

Couturier indicated that the office is quiet and that she is using the time to update forms in the office.

Manager Report VSB 2019-74

Larrea stated the Village has received two grants; one for an extension of the Tart Trail to Peshawbestown, and the other for lighting at Suttons Park and the lift station.

ZBA Report

The next ZBA meeting will be March 18, 2020.

Parks and Rec Committee

Committee met briefly before tonight's meeting.

Announcements


The next Planning Commission meeting will be held on March 11, 2020, at 5:30 p.m.

Adjournment

Hylwa moved, Ostrowski seconded, CARRIED, to adjourn the meeting. Ayes: 6, No: 0.

The meeting adjourned at 6:30 p.m.

Meeting minutes submitted by Leslie Couturier, Village Zoning Administrator.

		VILLAGE OF SUTTONS BAY REPORT VSB -2020-20	
Prepared:	March 3, 2020	Pages:	1 of 1
Meeting:	March 11, 2020	Attachments:	<input checked="" type="checkbox"/>
Subject:	Map Amendment		

PURPOSE

We have received a formal request by the owner of the property of 410 N. St. Joseph Street to correct the inadvertent rezoning of the properties located at 408 & 410 N. St Joseph Street (45-043-770-285-00 and 45-043-770-288-00).

BACKGROUND

Based on previous discussions and an inquiry made by the owner of 410 N. St. Joseph Street, it is apparent that the Village unintentionally changed the zoning of Lots 285, 286, 287, 288, Block 10, of the Village of Suttons Bay, Section 28, T30N R11W, when they adopted the 2018 Zoning Map.

Interestingly, this is not an isolated incident, in fact, the Village made the identical error upon the adoption of the 2006 zoning map, on the same properties (please see attached Staff Report). The attached 2007 report recognizes the error and requests a rezoning to correct the zoning. The attached amendment will rezone the properties from NG - North Gateway to the CB- Central Business district.



ACTION REQUESTED:

A motion for consideration is provided below.

MOTION THAT 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, be recommended to the Village Council for adoption.

STAFF REPORT

TO: Village of Suttons Bay Planning Commission
FROM: Steve Patmore, Zoning Administrator
DATE: April 5, 2007
RE: **Amendment No. 2 to the Village of Suttons Bay Zoning Ordinance**

Request: Amend the Official Zoning Map of Suttons Bay 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.

This request is being made by the Zoning and Planning Staff to correct an error in the Zoning Ordinance.

During preparation of the new Village Zoning Ordinance, the Planning Commission directed staff to make these subject parcels part of the Central Business Area (CBA).

I thought that this map change was made, and missed the error in my final review of the document.

The subject parcels fit the CBA much better than the NGA. New construction or alterations to the existing building would probably require variances if the parcels are left in the NGA.



BEFORE THE PLANNING COMMISSION OF THE VILLAGE OF SUTTONS BAY
IN THE MATTER OF THE APPLICATION OF the Village of Suttons Bay
LEGAL NOTICE – Zoning Map Amendment

Notice is hereby given in compliance with the Zoning Ordinance of the Village of Suttons Bay, Michigan, that a public hearing will be held before the Village of Suttons Bay Planning Commission upon the application of the Village of Suttons Bay relating to property number(s) 043-770-285-00 and 45-043-770-288-00, located at 408 & 410 N. St. Joseph Street in the Village of Suttons Bay.

This application is filed for the purpose of an amendment to the Village Zoning Map; in 2007 (Ordinance 3 of 2007) the properties were rezoned from North Gateway District to Central Business District, but was not reflected on the zoning map. This public hearing is to correct the map pursuant to the requirements of Section 18-2 of the Village of Suttons Bay Zoning Ordinance.

A public meeting before the Planning and Zoning Commission on the request will be held at 5:30 p.m. on March 11, 2020, at the Village of Suttons Bay Office, 420 N. Front Street, Suttons Bay, Michigan, at which time and place any person determining to be heard may be present. Please submit any written comments to Village Office before the start of the meeting.

Information regarding this request and the Village Zoning Ordinance are available for public review at the Village Office located at 420 N. Front Street, Suttons Bay, Michigan 49682, during regular business hours. Written comments will be received until the evening of the meeting.

Gail Hetler, Chair
Village of Suttons Bay
Planning Commission

Leslie Couturier, MiCZA
Zoning Administrator
231-271-3051



CERTIFICATION OF MAILING & LEGAL NOTICE PUBLICATION
PLANNING COMMISSION

Parcel ID and Name: Zoning Map amendment 1-20/Village of Suttons Bay

Posted on Village Bulletin Board: February 21, 2020

Date of Mailing: February 21, 2020

Date legal notice was sent to Leelanau Enterprise/Record Eagle: February 17, 2020

Date of legal notice publication: February 20, 2020

Signature: _____
Leslie Couturier, Zoning Administrator

Signature: _____
Shar Fay, Village Clerk



VILLAGE OF SUTTONS BAY
PO BOX 395
SUTTONS BAY, MI, 49682

SMITH TRACY A & CROWDER E...
172 OLD FIELD RD
EAST SETAUKET, NY, 11733

JAROH STANLEY T & JAROH JA...
9409 CENTER RD
TRAVERSE CITY, MI, 49686

BROWN JOANNE M TRUST
PO BOX 96
OMENA, MI, 49674-0096

BUMGARDNER JOHN E TRUST ...
BOX 13
SUTTONS BAY, MI, 49682

SHALDA CREEK INVESTMENTS...
PO BOX 979
LELAND, MI, 49654

VILLAGE OF SUTTONS BAY
PO BOX 395
SUTTONS BAY, MI, 49682

MICHIGAMA WESTERN TELEPH...
PO BOX 658
PINCONNING, MI, 48650-0658

PETERSON VICTOR G TRUST &
1001 S BAYSHORE BLVD 104
SAFETY HARBOR, FL, 34695

BUHR KEVIN A & MARSHA J
1535 S NORVICK RD
SUTTONS BAY, MI, 49682

CRACKEL WILLIAM M & KRISTI...
4897 LAKESHORE RD
FORT GRATIOT, MI, 48059

J&A LLC
PO BOX 403
SUTTONS BAY, MI, 49682

HUYS CHRISTINE J ESTATE
PO BOX 353
SUTTONS BAY, MI, 49682

KRANTZ KENNETH J & BETTY ...
PO BOX 8
SUTTONS BAY, MI, 49682-0008

VILLAGE OF SUTTONS BAY
PO BOX 395
SUTTONS BAY, MI, 49682

FEFFER ACQUISTIONS LLC
4501 N WASHINGTON RD
FORT WAYNE, IN, 46804

CTM ENTERPRISES LLC
11901 SHAKER TRL
SUTTONS BAY, MI, 49682

BUMGARDNER JOHN E TRUST ...
321 N ST JOSEPHS ST PO BOX...
SUTTONS BAY, MI, 49682

CARRINGTON PROPERTIES
P O BOX 166
OMENA, MI, 49674

VILLAGE OF SUTTONS BAY
PO BOX 395
SUTTONS BAY, MI, 49682

LEATHERBUCK LLC
5 E LONG ST STE 1200
COLUMBUS, OH, 43215

VIRGIN FISH LLC
PO BOX 432
SUTTONS BAY, MI, 49682

MILLER CAROL M TRUST
6558 S LAKE LEELANAU DR
TRAVERSE CITY, MI, 49684

OLTERSDFORF VICTORIA M &
635 S NANGOSA TRL
SUTTONS BAY, MI, 49682

ROBB DEAN A TRUST
PO BOX 879
SUTTONS BAY, MI, 49682

SKYVIEW INVESTMENTS LLC
6045 WCR 6
BRIGHTON, CO, 80603

SMITH FRANK W & CHERYL A
PO BOX 706
SUTTONS BAY, MI, 49682

VILLAGE OF SUTTONS BAY
PO BOX 395
SUTTONS BAY, MI, 49682

GRAVES BARBARA S TRUST
11030 S SHORE RD
SUTTONS BAY, MI, 49682

SR ENTERPRISES LLC
5081 S WEST-BAY SHORE DR
SUTTONS BAY, MI, 49682

AVERY

5160

MILLER PEGGY S TRUST
PO BOX 302
LELAND, MI, 49654

D&R HOLDING CO LLC
14710 E ACADIA WOODS RD
NORTHPORT, MI, 49670

SMITH JEROME D & HOLLY G
PO BOX 820
SUTTONS BAY, MI, 49682

LEELANAU COUNTY
PLANNING COMMISSION
8527 GOVERNMENT CENTER DR
SUTTONS BAY MI 49682

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