



VILLAGE OF SUTTONS BAY
Planning Commission
420 N. Front Street, Suttons Bay, MI 49682
November 9, 2022 at 5:00 pm
Regular Meeting Agenda

For the public wishing to view the meeting using remote attendance, there will also be a Zoom link (which can be found on our website at www.suttonsbayvillage.org). Public participation shall be limited to in-person or via written communication received prior to the meeting.

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
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. Request from Drew Lutke for a Text Amendment to 6-2 Commercial & Industrial Table of Uses-to include small distillery, microbrewery & small winery as permitted uses-Set for Public Hearing
 - b. Request from Peninsula Housing for Text Amendments to the following Sections in the Mixed- Use District -Set for Public Hearing:
 - 1) Section 5-2 Table of Uses-to allow for Multi-Family Dwellings
 - 2) Section 5-3 Spatial Requirements- to allow for maximum of 3 stories
 - 3) Section 9-7 Multi-Family Development- to allow for up to 18 units per acre
 - c. Daycare/Group Home Language Amendment-Housekeeping Amendment
 - d. 2023 Planning Commission Budget
9. Public comment
10. Reports
 - a. Zoning Administration Report
 - b. ZBA Report
 - c. Village Council Updates
11. Good of the order
12. Announcements: Master Plan Meeting December 7, 2022 and Next Regular Meeting December 14, 2022
13. Adjournment

If you are planning on attending this meeting and are disabled requiring any special assistance, please notify the Village Clerk by calling 231.271.3051 or by email at suttonsbay@suttonsbayvillage.org as soon as possible.

S:\Users\Shared\Planning & Zoning\Planning Commission\Agendas\2022\November 9, 2022 Agenda.docx

Date: November 1, 2022
From: Sara Kopriva, AICP
To: Suttons Bay Planning Commission

RE: Small Distilling, Small Wine Making, and Micro-Brewery Amendment

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initiative

Action: Motion to schedule a public hearing at the next regular Planning Commission meeting.

The village has received an application for a Zoning Ordinance text amendment changing the regulations to related to brewing, wine making, and distilling establishments. The proposed Zoning Ordinance text amendment would amend Table 6-2, Schedule of Uses, to list micro-brewery, small wine making, and small distillery establishments as a permitted use (P) in the Warehouse/Industrial district.

OVERVIEW

The Village of Suttons Bay currently distinguishes small distillery, small wine making and micro-brewery uses from larger establishments by limiting their production capacity to limits set by Michigan statutes.

The village’s respective definitions for small distillery, small wine making and micro-brewery are provided below.

Distillery, Small *Means a facility operated by a distiller duly licensed by the State of Michigan Liquor Control Commission (MLCC) to manufacture spirits within the limits established by the State of Michigan for a Small Distiller.*

Wine Making, Small *Means an operation where wine is manufactured and sold at wholesale or retail, duly licensed by the State of Michigan Liquor Control Commission (MLCC) as a Small Wine Maker, which manufactures or bottles wine within the limits established by the State of Michigan for a Small Wine Maker.*

Beckett & Raeder, Inc.
535 West William
Suite 101
Ann Arbor, MI 48103

Petoskey Office
113 Howard Street
Petoskey, MI 49770

Traverse City Office
148 East Front Street
Suite 207
Traverse City, MI 49684

Grand Rapids Office
5211 Cascade Road SE
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734.663.2622 ph
734.663.6759 fx

231.347.2523 ph
231.347.2524 fx

231.933.8400 ph
231.944.1709 fx

616.585.1295 ph

Micro-Brewery

Means an establishment that bottles ales, beers, meads, and/or similar beverages that is duly licensed by the state of Michigan Liquor Control Commission (MLCC) as a micro brewer and sells to wholesalers, consumers for on-premises consumption and may offer free samples to consumers.

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State of Michigan limits annual production for small distilleries to 60,000 gallons of spirits, small wine makers to 50,000 gallons of wine, and micro-breweries to 60,000 gallons of beers.

While the WI district permits larger distillery, wine making and brewery uses, it does not allow smaller such establishments, which have grown in popularity and serve as a restaurant and retail destination within communities.

The Zoning Ordinance text amendments are shown below. Proposed additions below are shown in **underline**.

Proposed Changes in Permitted Uses

6-2 Schedule of Uses

INDUSTRIAL, MANUFACTURING, ASSEMBLY	SB	WI
Brewery		P
Distillery		P
Distillery, small	P	<u>P</u>
Manufacturing, processing and packaging- light		P
Manufacturing, processing and packaging- heavy		SLU
Micro-brewery	P	<u>P</u>
Mini-warehouse		P
Salvage operations		SLU
Warehousing, under 5,000 square feet	P	P
Warehousing, 5,000 to 10,000 square feet	SLU	P
Wholesale and distribution		SLU
Winery	P	P
Winery, small	P	<u>P</u>

Evaluation of Proposed Text Amendment

Below is an evaluation of the proposed Zoning Ordinance amendment based on the criteria for text amendments set forth in Sec. 18-3(C). (Evaluation in *italics*):

1. The proposed text amendment would clarify the intent of the ordinance.
The intent of regulating the location and manner of brewing, winery and distilling establishments is to protect the health, safety and welfare of residents and the effects of the uses on adjacent properties and neighborhoods. The proposed text amendment would better clarify the type of use proposed establishments based on the production limits set by Michigan statutes.

2. The proposed text amendment would correct an error or oversight in the ordinance.
The amendment would correct an error or oversight, by creating specific allowances for smaller brewers, wine makers and distillers based on production limits in all commercial and industrial zoning districts.

3. The proposed text amendment would address changes to the State legislation, recent case law or opinions from the Attorney General of the State of Michigan.
The proposed text amendment is not in response to any State legislation, recent case law or opinions from the Attorney General.

4. The proposed text amendment would promote compliance with changes in other County, State or Federal regulations.
The proposed amendment is in compliance with state regulations relating to small distillery, small wine making, and micro-brewery establishments and annual production limits.

5. In the event the amendment will add a use to a district, that use shall be fully consistent with the intent of the district and the character of the range of uses provided for within the district.
The proposed amendment will add uses currently permitted within the district, but with production capacity, that will also serve as retail destinations consistent with the intent and character of the district and its range of uses.

6. The amendment will not create incompatible land uses within a zoning district, or between adjacent districts.

The proposed uses will not create incompatible land uses within the zoning district or adjacent districts.

7. The proposed text amendment is supported by the findings of reports, studies, or other documentation on functional requirements, contemporary building practices, environmental requirements and similar technical items.

The proposed use is similar to existing uses allowed in the district, no additional reports or studies are required.

8. As applicable, the proposed change shall be consistent with the Village's ability to provide adequate public facilities and services.

It is not anticipated that public facilities and services should be impacted by the proposed change.

9. The proposed change shall be consistent with the Village's desire to protect the public health, safety, and welfare of the community.

The proposed text amendment permits micro-brewing, small wine making, and micro-distilling while limiting the proposed uses to the production limitations by the State of Michigan, which protects public health, safety, and welfare.

 initiative



Office of Planning and Zoning
420 N Front Street
P O Box 395
Suttons Bay, MI 49682
231-271-3051 or 231-392-5828
zoning@suttonsbayvillage.org

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: Drew Lutke

Address: 4209 Cedar Run Road, Traverse City 49684

Phone: 616 886 4457 E-mail: Drew@hoplotbrewing.com

Name of Agent: _____

Address: _____

Phone: _____ E-mail: _____

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

B. PURPOSE OF APPLICATION

Section(s) reference: 6-2 Table of Uses

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

see Attached (1.)

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 (2.)

C. SIGNATURE:

[Signature] 10/2/22
Applicant Signature Date

Agent Signature Date

rev'd 10-3-20
pd \$1,000
ch# 17467

Purpose of Application

1. Property was purchased in the Warehouse/Industrial zoning district for the unique opportunities it offers for the continued growth and organization of our business. We are currently licensed by the State of Michigan as a Micro Brewer, Small Wine Maker, and have an approved Small Distiller license pending our final buildout. These licenses offer the same product manufacturing and tasting room permitting options as their larger counterparts (Brewer, Wine Maker, and Distiller, respectively), but differ slightly in that the State of Michigan limits our smaller licensed entities annual production capacities. While the current zoning text permits the 'larger' uses with the maximum annual production potential (Distillery, Winery, Brewery), there is no language to permit those same, but limited annual production potential uses (Small Distillery, Small Winery, Microbrewery). It is also important to note that none of the State defined licenses mentioned here have minimum annual production requirements, only maximum, i.e; a Distiller could manufacture less than a Small Distiller annually, but a Small Distiller will never have the maximum manufacturing limits as its counterpart.
2. Amend Table 6-2 Schedule of Uses: Commercial and Industrial Districts, to include Permitted Use (P) for Small Distillery, Microbrewery, and Small Winery.



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Constitution Hall – 525 W. Allegan, Lansing, MI 48933
Mailing Address: PO Box 30005, Lansing, MI 48909
Toll Free 866-813-0011 – www.michigan.gov/lcc

Brewer or Micro Brewer Licensing Requirements & General Information

A Brewer license, as defined by MCL 436.1105(14), is issued by the Michigan Liquor Control Commission to a person located in Michigan to manufacture and sell to licensed wholesalers, beer produced at the licensed brewery facility, and to customers for consumption on or off the premises at a tasting room located on its manufacturing premises where it also holds an On-Premises Tasting Room Permit.

A Micro Brewer license, as defined by MCL 436.1109(5), is issued by the Commission to a person located in Michigan to manufacturer no more than 60,000 barrels per year and sell to licensed wholesalers, beer produced at the licensed brewery facility, and to customers for consumption on or off the premises at a tasting room located on its manufacturing premises where it also holds an On-Premises Tasting Room Permit. A qualified Micro Brewer licensee that manufactures fewer than 1,000 barrels a year may also self-distribute its beer to retailer licensees.

State of Michigan Definitions

MCL 436.1105(14) "Brewer" means a person located in this state that is licensed to manufacture beer and sell at retail in accordance with section 537 and to licensed wholesalers beer manufactured by the person.

MCL 436.1109(5) "Micro brewer" means a brewer that manufactures in total less than 60,000 barrels of beer per year and that may sell the beer manufactured to consumers at the licensed brewery premises for consumption on or off the licensed brewery premises and to retailers as provided in section 203a. In determining the 60,000-barrel threshold, all brands and labels of a brewer, whether manufactured in this state or outside this state, must be combined and all facilities for the manufacturing of beer that are owned or controlled by the same person must be treated as a single facility.

Suttons Bay Village Zoning Ordinance Definitions

BREWERY means a facility that brews ales, beers, meads, and/or similar beverages that is operated by a brewer duly licensed by the State of Michigan Liquor Control Commission (MLCC) which manufactures and sells beer to licensed wholesalers or to consumers for on-premises consumption and/or off-premises consumption and may offer free samples to consumers.

MICRO-BREWERY means a facility that brews ales, beers, meads, and/or similar beverages that is duly licensed by the State of Michigan Liquor Control Commission (MLCC) as a micro brewer and sells to wholesalers, consumers for on-premises consumption and/or off-premises consumption and may offer free samples to consumers.



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Wine Maker or Small Wine Maker Licensing Requirements & General Information

A Wine Maker license, as defined by MCL 436.1113(10), is issued by the Michigan Liquor Control Commission to a person located in Michigan to manufacture and sell to licensed wholesalers or self-distribute to retailer licensees, wine produced at the licensed winery facility, and to customers for consumption on or off the premises at a tasting room located on its manufacturing premises where it also holds an On-Premises Tasting Room Permit. A Wine Maker licensee may also sell wine it manufactures at an approved tasting room off the manufacturing premises under an Off-Premises Tasting Room License or Joint Off-Premises Tasting Room License.

A Small Wine Maker license, as defined by MCL 436.1111(12), is issued by the Commission to a person located in Michigan to manufacturer no more than 50,000 gallons per year and sell to licensed wholesalers or self-distribute to retailer licensees, wine produced at the licensed winery facility, and to customers for consumption on or off the premises at a tasting room located on its manufacturing premises where it also holds an On-Premises Tasting Room Permit. A Small Wine Maker licensee may also sell wine it manufactures at an approved tasting room off the manufacturing premises under an Off-Premises Tasting Room License or Joint Off-Premises Tasting Room License.

State of Michigan Definitions

MCL 436.1113(10) "Wine maker" means a person licensed by the commission to manufacture wine and to sell that wine to a wholesaler, to a consumer by direct shipment, at retail on the licensed winery premises, to sell that wine to a retailer, and as provided for in section 537.

MCL 436.1111(12) "Small wine maker" means a wine maker manufacturing or bottling not more than 50,000 gallons of wine in 1 calendar year. A small wine maker is not required to bottle wine it manufactures.

Suttons Bay Village Zoning Ordinance Definitions

WINERY means an operation where wine is manufactured and sold at wholesale or retail.

WINERY, SMALL means an operation where wine is manufactured and sold at wholesale or retail, duly licensed by the State of Michigan Liquor Control Commission (MLCC) as a Small Wine Maker, which manufactures or bottles wine within the limits established by the State of Michigan for a Small Wine Maker.



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Distiller or Small Distiller Licensing Requirements & General Information

A Distiller license, also referred to as a Manufacturer of Spirits license, as defined by MCL 436.1107(8), is issued by the Michigan Liquor Control Commission to a person located in Michigan to manufacture spirits produced at the licensed distillery facility, to sell those spirits to the Commission for the sale and distribution through Authorized Distribution Agents (ADAs) to retailer licensees, and to sell its spirits to customers for consumption on or off the premises at a tasting room located on its manufacturing premises where it also holds an On-Premises Tasting Room Permit. A Distiller licensee may also sell spirits it manufactures at an approved tasting room off the manufacturing premises under an Off-Premises Tasting Room License or Joint Off-Premises Tasting Room License.

A Small Distiller license, as defined by MCL 436.1111(11), is issued by the Commission to a person located in Michigan to manufacture no more than 60,000 gallons of spirits per year, to sell those spirits to the Commission for the sale and distribution through Authorized Distribution Agents (ADAs) to retailer licensees, and to sell its spirits to customers for consumption on or off the premises at a tasting room located on its manufacturing premises where it also holds an On-Premises Tasting Room Permit. A Distiller licensee may also sell spirits it manufactures at an approved tasting room off the manufacturing premises under an Off-Premises Tasting Room License or Joint Off-Premises Tasting Room License.

State of Michigan Definitions

MCL 436.1107(8) - "Distiller" means a person licensed to manufacture and sell spirits or alcohol, or both, of any kind.

MCL 436.1111(11) "Small distiller" means a manufacturer of spirits annually manufacturing in this state not more than 60,000 gallons of spirits, of all brands combined.

Suttons Bay Village Zoning Ordinance Definitions

DISTILLERY means a facility operated by a distiller duly licensed by the State of Michigan Liquor Control Commission (MLCC) to manufacture spirits.

DISTILLERY, SMALL means a facility operated by a distiller duly licensed by the State of Michigan Liquor Control Commission (MLCC) to manufacture spirits within the limits established by the State of Michigan for a Small Distiller.

Section 6-2

Table of Uses

Buildings or land shall not be used and buildings shall not be erected, except for the following specified uses, unless otherwise provided for in this ordinance. Land and/or buildings in the districts indicated at the top of Table 6-2 may be used for the purposes denoted by the following abbreviations:

- A. *Permitted Use (P)*. The use may be established by right on land and/or within buildings in the applicable zoning district, subject to all other applicable provisions of this ordinance.
- B. *Special Land Use (SLU)*. The use is subject to discretionary review by the Planning Commission.
- C. *Specific Conditions*. Indicates requirements or conditions that are applicable to specific uses.

Table 6-2 Schedule of Uses: Commercial and Industrial Districts			
Use	SB	WI	Specific Conditions
ACCESSORY USES			
Accessory building	P	P	Section 2-3
Outdoor storage related to a principal use	SLU	P	Section 9-8
Temporary outdoor accessory sales	SLU		Section 9-12
ACCOMMODATIONS, HOSPITALITY, ENTERTAINMENT			
Banquet hall	P		
Ecotourism	P		
Restaurant	P		
Restaurant with microbrewery	P		
Restaurant with outdoor dining	P		Section 9-3
Recreation facility, commercial indoor	P		
Recreation facility, commercial outdoor	P		
INDUSTRIAL, MANUFACTURING, ASSEMBLY			
Brewery		P	
Distillery		P	
Distillery, small	P	P	
Manufacturing, processing and packaging- light		P	
Manufacturing, processing and packaging- heavy		SLU	
Micro-brewery	P	P	
Mini-warehouse		P	
Salvage operations		SLU	
Warehousing, under 5,000 square feet		P	
Warehousing, 5,000 to 10,000 square feet		P	
Wholesale and distribution		SLU	
Winery		P	
Winery, small		P	
INFRASTRUCTURE, TRANSPORTATION, COMMUNICATIONS			
Essential service		P	Section 2-8
Infrastructure and utilities- regional		SLU	
Parking facility, public or commercial		P	
Waste management facility		SLU	
Wireless communications		SLU	Section 9-13
INSTITUTIONAL/CIVIC			
Community oriented cultural facility			
Community public safety		P	
Meeting facility			
Parks, playgrounds, outdoor recreation areas			
Recreation facility, community based			
School, specialized/training		P	
OFFICES AND SERVICES			
Animal services, animal clinic/hospital			

Date: 11.4.2022
From: Sara Kopriva, AICP
To: Suttons Bay Planning Commission
RE: Peninsula Housing Zoning Ordinance Text Amendments

i
initiative

Action: Motion to schedule a public hearing at the next regular Planning Commission meeting.

The village has received multiple applications from Peninsula Housing for Zoning Ordinance text amendments to allow for multi-family workforce housing within the South Gateway (SG) zoning district.

OVERVIEW

Peninsula Housing seeks to build multi-family workforce housing on a property within the South Gateway (SG) zoning district.

To accommodate the proposed multi-family workforce housing project, the applicant requests the following Zoning Ordinance text amendments:

- Amend Table. 5-2, Schedule of Uses: Mixed Use Districts, to allow Multi-Family housing as a permitted (P) use within the South Gateway (SG) zoning district.
- Amend Table 5-3, Spatial Requirements – Mixed Use Districts, to allow for a minimum of one and one half (1 ½) stories and a maximum of three (3) stories.
- Amend Sec. 9-7 to strike the maximum allowable density of eight (8) units per structure, and maintain an 18 units per acre gross density per site.

Proposed Text Amendment Language

Below is the ordinance language for each of the proposed Zoning Ordinance text amendments. Proposed deletions are shown in **~~strikethrough~~** and proposed additions are shown in **underline**.

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535 West William
Suite 101
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616.585.1295 ph

Table 5-2 Schedule of Uses: Mixed Use Districts

Use	CB	NB	SG	BV	Specific Conditions
RESIDENTIAL					
Dwellings, multi-family			P	P	Section 9-7

Section 5-3

Table 5-3 Spatial Requirements- Mixed Use Districts					
Zoning District		CB	NG	SG	BV
Minimum Depth (ft.)		120	100	120	
Width (ft.)		25 min.	60 min., 120., max.	60 min., 120., max.	
Minimum Frontage		25	Equal to width	Equal to width	
Front Setback	Front/ Primary Street (ft.)	0 max. ¹	15 min.	15 min.	15 min.
	Front/ Secondary Street (ft.)	0 min., 5 max.	10 min.	15 min.	15 min.
Side Setback	Adjacent Commercial (ft.)	0 min.	10 min.	10 min.	5 min.
	Adjacent Residential (ft.)	10 max.	10 min.	10 min.	5 min.
Rear Setback	Alley (ft.)	0 min.	10 min.	10 min.	10 min.
	Lot (ft.)	10 min.	10 min.	10 min.	20 min.
	Secondary Street (ft.)	0 min., 20 max.	15 min.	15 min.	15 min.
	Lake Michigan(ft.)	50 min.	50 min.	50 min.	50 min.
Height- (ft.) ²	All buildings	15 min., 35 max.	35 max.	35 max.	35 max.

¹ See Section 5-5 B for exceptions.

² Certain projections may exceed 35 feet. See Section 2-11 D.

 initiative

 initiative

	Corner lot buildings	20 min.3	35 max.	35 max.	35 max.
Stories- Maximum (number)		1 min., 3 max.	1 ½ min., 2 max.	1 ½ min., 2 ¾ 3 max.	1 ½ min., 2 ½ max.
Building Coverage Maximum (%)		-	40	40	-
Impervious Surface Maximum (%)		-	50	50	-
Front Parking Setback (ft.)		25 min.	-	-	-
Building Frontage Minimum (%)	Primary Street	80	-	-	-
	Side Street	50	-	-	-
	Secondary Street	50	-	-	-

Section 9-7 Multi-Family Development

- A. *Maximum Units.* ~~Eight (8) units per structure~~ **Maximum and** 18 units per acre gross density.
- B. *Open Space.* Open spaces comprising at least 10 percent of the total gross area of the project shall be planned and built as a common area.

Evaluation of Proposed Text Amendment

Below is an evaluation of the proposed Zoning Ordinance amendment based on the criteria for text amendments set forth in Sec. 18-3(C). (Evaluation in *italics*):

1. The proposed text amendment would clarify the intent of the ordinance.
The intent of the South Gateway zoning district "accommodates a mix of residential and commercial uses while maintaining residential neighborhood design characteristics to the south of the CBD." The text amendment would accommodate a greater range and mix of residential uses within the SG zoning district.
2. The proposed text amendment would correct an error or oversight in the ordinance.
The amendment would not correct an error or oversight.

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initiative

3. The proposed text amendment would address changes to the State legislation, recent case law or opinions from the Attorney General of the State of Michigan.
The proposed text amendment is not in response to any State legislation, recent case law or opinions from the Attorney General.

4. The proposed text amendment would promote compliance with changes in other County, State or Federal regulations.
The proposed amendment would not promote compliance with changes in other County, State or Federal regulations.

5. In the event the amendment will add a use to a district, that use shall be fully consistent with the intent of the district and the character of the range of uses provided for within the district.
The SG district "accommodates a mix of residential and commercial uses while maintaining residential neighborhood design characteristics to the south of the CBD." The proposed amendments would accommodate a mix of various residential uses with the inclusion of multi-family housing and allow for greater flexibility in building design for increasing the maximum number of stories in the SG district, as well as a variety of density to support the CBD.

6. The amendment will not create incompatible land uses within a zoning district, or between adjacent districts.
The proposed uses does not appear to create incompatible land uses within the zoning. However, several SG properties appear to be within or adjacent to the village's Conservation Future Land Use Overlay in the Suttons Bay Joint Master Plan, as well as adjacent to several parcels within the Public Lands zoning district. Additional standards to mitigate potential adverse impacts may be appropriate.

7. The proposed text amendment is supported by the findings of reports, studies, or other documentation on functional requirements, contemporary building practices, environmental requirements and similar technical items.
There is compatibility with the Joint Master Plan and there does not to appear to be any conflict with any other reports, studies, or other documents.

8. As applicable, the proposed change shall be consistent with the Village's ability to provide adequate public facilities and services.

It is not anticipated that public facilities and services should be impacted by the proposed change as proposed overall site density is not affected, and only allowing flexibility for increased density per structure.

9. The proposed change shall be consistent with the Village's desire to protect the public health, safety, and welfare of the community.
The proposed text amendments is consistent with the Village's desire to protect the public health, safety and welfare of the community.

 initiative



Office of Planning and Zoning
420 N Front Street
P O Box 395
Suttons Bay, MI 49682
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zoning@suttonsbayvillage.org

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: Peninsula Housing

Address: PO Box 555, Suttons Bay, MI 49682

Phone: 231-866-0512 E-mail: home@peninsula-housing.org

Name of Agent: Larry Mawby

Address: PO Box 555, Suttons Bay, MI 49682

Phone: 231-866-0512 E-mail: home@peninsula-housing.org

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

B. PURPOSE OF APPLICATION

Section(s) reference: Section 5-2 Schedule of Uses: Mixed Use Districts [page 5-3]

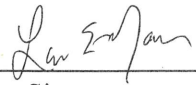
Please explain why the zoning text amendment is being requested (if additional space is required please attach a separate sheet).

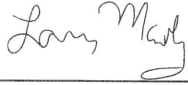
Amendment requested to facilitate multi-family affordable workforce housing

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).

Amend to add under Residential Dwellings: Multi-family in SG

C. SIGNATURE:

 9/9/2022
Applicant Signature Date

 9/9/2022
Agent Signature Date



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Phone: 231-866-0512 E-mail: home@peninsula-housing.org

Name of Agent: Larry Mawby

Address: PO Box 555, Suttons Bay, MI 49682

Phone: 231-866-0512 E-mail: home@peninsula-housing.org

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

B. PURPOSE OF APPLICATION

Section(s) reference: Section 5-3 Spatial Requirements: Mixed Use Districts [page 5-4

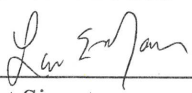
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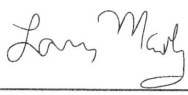
Amendment requested to facilitate multi-family affordable workforce housing

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).

Amend Stories - Maximum (number) to 1 1/2 min 3 max. in SG

C. SIGNATURE:


Applicant Signature 9/9/2022
Date


Agent Signature 9/9/2022
Date



Office of Planning and Zoning
 420 N Front Street
 P O Box 395
 Suttons Bay, MI 49682
 231-271-3051 or 231-392-5828
zoning@suttonsbayvillage.org

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: Peninsula Housing

Address: PO Box 555, Suttons Bay, MI 49682

Phone: 231-866-0512 E-mail: home@peninsula-housing.org

Name of Agent: Larry Mawby

Address: PO Box 555, Suttons Bay, MI 49682

Phone: 231-866-0512 E-mail: home@peninsula-housing.org

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

B. PURPOSE OF APPLICATION

Section(s) reference: Section 9-7 Multi-Family Development [page 9-5]

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

Amendment requested to facilitate multi-family affordable workforce housing

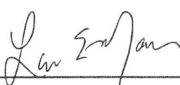
Please provide in detail a draft of the proposed text amendment, including all necessary additions to or deletions from current zoning ordinance text (if additional space is required please attach a separate sheet).


Amend A, which currently reads: A. Maximum Units. Eight (8) units per structure maximum and 18 units per acre gross density.

striking Eight (8) units per structure maximum and

to read: Maximum Units. 18 units per acre gross density.

C. SIGNATURE:

 9/9/2022
 Applicant Signature Date


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 Agent Signature Date

Recently the legislature changed state law, allowing homebased child-care providers to increase the number of children that they can serve. Specifically PA 106 of 2022 (HB 5041) states that a family home provider will be eligible to serve seven children, instead of six, and a group home provider will be eligible to serve 14, children, instead of 12. Therefore, we will need to provide for these changes in the Village Zoning Ordinance. Day Care (Children) is found in the definition section of your Ordinance. Below you will find the changes that are required.

RESIDENTIAL

1. DAY CARE (CHILDREN)

- a. **FAMILY DAY CARE HOME** means a private home in which one, but fewer than ~~seven~~ **eight** minor children are received for care and supervision for periods of less than 24 hours a day, unattended by a parent or legal guardian, except children related to an adult member of the family by blood, marriage or adoption. Family day care homes include a home in which care is given to an unrelated minor child for more than four weeks during a calendar year.
- b. **GROUP DAY CARE HOME** means private home in which more than ~~six~~ **seven** but not more than ~~twelve~~ **fourteen** minor children are given care and supervision for periods of less than 24 hours a day, unattended by a parent or legal guardian, except children related to an adult member of the family by blood, marriage or adoption. A group day care home includes a home in which care is given to an unrelated minor child for more than four weeks during a calendar year.

		VILLAGE OF SUTTONS BAY	
REPORT VSB -2022- 63			
Prepared:	October 31, 2022	Pages:	1 of 1
Meeting:	November 9, 2022	Attachments:	<input checked="" type="checkbox"/>
Subject:	Planning Commission Budget 2022		

2023 BUDGET

Attached you will find the 2023 planning commission budget for your review and action.

This year, the focus for the planning commission will be to conclude the Master Plan process, and to have a consultant prepare a zoning audit on the Ordinance and further address the zoning ordinance deficiencies.

General Planning and Zoning

Contractual Services – This line-item pays for both planning and zoning services. We have increased the budget amount to continue working with consultants in 2023.

MOTION FOR CONSIDERATION:

MOTION THAT the 2023 Planning Commission budget be approved and recommended for adoption by the Village Council.

	2019	2020	2021	2022	2022	2023
	Actual	Actual	Actual	Adopted	Amended	Proposed
Planning & Zoning						
Administrative Wages	14,317	15,623	15,077	16,000	16,000	22,495
Wages	1,881	4,681	4,662	5,500	6,500	21,000
Wages - Planning Commission	2,520	2,280	2,720	4,825	4,825	4,825
Wages - Zoning Board of Appeals	600	520	0	850	850	850
FICA Contribution	1,221	1,528	1,471	1,600	1,800	2,100
Medical Insurance	968	946	1,176	2,100	2,100	2,550
Workers Compensation Insurance	65	124	51	125	125	140
Retirement Contribution	1,423	1,247	2,159	2,200	2,200	2,250
Life, AD&D Insurance	162	158	185	250	250	250
Unemployment Insurance	5	3	2	125	125	550
Office Supplies	1,025	256	520	700	700	700
Postage	0	0	0	500	500	500
Professional Planning Services	0	0	0	20,000	20,000	5,000
Zoning Ordinance - Planning	0	0	0	500	500	15,000
Legal Fees	0	0	720	4,000	3,000	4,000
Contractual Services	6,390	6,334	7,311	11,500	9,500	6,000
Printing & Publishing	684	873	1,395	3,000	2,800	5,000
Education, Training & Dues	1,650	903	470	2,250	2,250	2,250
Total Planning & Zoning	32,911	35,476	37,919	76,025	74,025	95,460 net 0

1000 Asst ZA to Employee, not contractual
PC per diem, pd annually in Dec
ZBA per diem, pd annually in Dec
200

Prof Planner Fees-Master Plan -Giffels
Zo Review/Reformat 2023

-1000
Zon Administrator Contract/Assistant & Planning hrlly Fees
-200 legal notices, mtg pubs, prc and master plan copies