



VILLAGE OF SUTTONS BAY
420 N. FRONT STREET
SUTTONS BAY, MI 49682
VILLAGE COUNCIL REGULAR
MEETING MINUTES OF NOVEMBER 20, 2023

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

Present: Bahle, Case, Christensen, Lutke, Smith, Suppes and Yoder
Staff present: DeVol, Fay, Larrea and Deputy John Donohue

Consent Agenda Approval

Bahle moved, Case seconded, CARRIED, to approve the consent agenda as presented.
The Village Council meeting minutes of October 16, 2023 are approved. The payment of invoices is approved. Ayes: 7, No: 0.

Agenda Approval

Yoder moved, Smith seconded, CARRIED, to approve the agenda as presented.
Ayes: 7, No: 0.

Public comment

Public comment received from Sue Chapman, Green Suttons Bay

Public Hearing – Short Term Rental Ordinance

The Public Hearing opened at 5:33 p.m.

A written public comment regarding Short Term Rentals and enforcement was received from Rick Andrews and can be found in this meeting packet.

Nick O'Non stated Short Term Rentals have an effect on basic economy and does not want to deter people from coming to Suttons Bay.

Bill Crackel noted the big change is the reporting aspect.

Larrea stated that once Granicus was operational, the license holders will be provided with the phone number for Granicus. Noise complaints will need to be recorded and uploaded as well as pictures of violations. The recordings and pictures will be used to document violations. This will provide a record.

The Public Hearing closed at 5:41 p.m.

VSF 2023- 65 Short Term Rental Ordinance No. 27

Case moved, Smith seconded, CARRIED, to adopt Short-Term Rental Ordinance No. 27 for the reasons stated in report VSB 2023-65, with an affirmative unanimous roll call vote. Smith noted a partnership with Granicus and once operational, individuals will be able to find everything needed, such as phone numbers, complaint forms, etc. In addition, Granicus will be responsible for locating unlicensed Short-Term Rentals. Christensen requested the current number of short-term rentals the Village has. The number of STR's will be provided at the next meeting. Ayes: 7, No: 0.

VSF-2023-64 Budget Amendments

Bahle moved, Case seconded, CARRIED, to adopt the 2023 Year End budget amendments, to reflect an expense of \$3,639,549 and a revenue of \$3,237,735 (as corrected with page 18 provided to Council), with an affirmative unanimous roll call vote. Larrea noted emergency sewer project in July with a cost of \$30,000. Case asked about the budget for the Waterwheel Park project; DeVol explained the contract was split between 2023 and 2024. Ayes: 7, No: 0.

VSF-2023-66 Set Special Meeting and Public Hearings for 2024 Millage Rates and 2024 Budget and Fee Schedule

Bahle moved, Yoder seconded, CARRIED, that the Village of Suttons Bay Council schedule a special meeting for the Truth in Taxation hearing to support the 2024 budget on December 5, 2023, at 8:30 a.m. Ayes: 7, No: 0.

Yoder moved, Smith seconded, CARRIED, that the Village of Suttons Bay Council schedule a special meeting and a public hearing for December 5, 2023, at 8:30 a.m. to consider adoption of the proposed 2024 budget. Ayes: 7, No: 0.

Master Plan Consideration – Resolution 7 of 2023

Case moved, Christensen seconded, CARRIED, to adopt Resolution 7 of 2023, Resolution Adopting the Village of Suttons Bay Master Plan, with an affirmative unanimous roll call vote. Ayes: 7, No: 0.

Proposed Zoning Ordinance Amendments

Bahle moved, Christensen seconded, CARRIED, to approve Zoning Ordinance Amendment 11 of Ordinance 2 of 2018, for high water mark, water's edge, and accessory dwelling units as the changes meet the criteria of Section 18-3(C), with an affirmative unanimous roll call vote. Ayes: 7, No: 0.

Good of the Order

Suppes informed Council that the Planning Commission is working on a Wetland Ordinance.

Case asked for an update on Harbor Heights. Larrea stated there has been no activity or equipment at the project for the last month or two, and that there was still work to do on the utilities.

Public Comment

A public comment was received from Bill Crackel and Nick O'Non.

The meeting adjourned at 6:07 p.m.

Meeting minutes submitted by Shar Fay, Village Clerk.