



VILLAGE OF SUTTONS BAY  
PLANNING COMMISSION MEETING  
MINUTES OF JUNE 14, 2023

The meeting was called to order at 5:00 p.m. by Chairperson Hetler.

Present: Feringa, Hetler, Ostrowski, Pontius, Smith and Suppes

Absent: Hylwa

Staff present: Fay, Kopriva and Patmore

Approval of agenda

Smith moved, Suppes seconded, CARRIED, to approve the agenda as presented.

Ayes: 6, No: 0.

Approval of minutes

Hetler requested a correction to the Planning Commission meeting minutes of May 10, 2023, under Public hearing, adding to Section 9-0. Suppes moved, Ostrowski seconded, CARRIED, to approve the corrected Planning Commission meeting minutes of May 10, 2023. Ayes: 6, No: 0.

Suppes moved, Smith seconded, CARRIED, to approve the Special Village Council/Planning Commission Joint meeting minutes of May 22, 2023, as presented.

Ayes: 6, No: 0.

Public comment received from Larry Mawby and Lois Bahle.

Joint meeting recap

Ostrowski stated the Traverse City Ticker had an article regarding approval of housing changes in Traverse City. Hetler requested Ostrowski send the article to the Clerk to disseminate to Planning Commissioners. Smith stated the south gateway and wetlands were discussed with mixed feelings. Feringa noted that there are not a lot of parcels to develop in the south gateway. Suppes stated a meeting with Suttons Bay Township was emphasized.

Following discussions about wetland preservation, it was the consensus of Commissioners to have Kopriva work on language for an amendment to the Zoning Ordinance for a future agenda item, that protects wetlands.

Pontius noted concerns voiced regarding the south waterfront district, mixed use in the north, the NVR district, and the merge of the districts. Hetler suggested discussion/clarification regarding mixed use versus mixed residential. Following discussions, Hetler requested the Future Land Use Map be placed on the July agenda with the Master Plan consultants to discuss concerns raised at the joint meeting with Village Council.

#### Section 5-2 Multi-Family in South Gateway as Special Use amendment

Pontius moved, Ostrowski seconded, CARRIED, to table this amendment until the amendment language regarding wetland protection is created and approved.

Ayes: 6, No: 0.

#### Section 6-2 Multi-Family in South Business as Special Use amendment

Pontius moved, Hetler seconded, CARRIED, to withdraw Amendment 6-2 until further discussions regarding the Future Land Use Map and the Master Plan take place.

Ayes: 6, No: 0.

#### Section 5-3 Increase to three stores in South Gateway amendment

The Planning Commission reviewed the amendment against the criteria listed in Section 18-3(c) of the Zoning Ordinance and finds that:

- The intent of the South Gateway zoning district accommodates a mix of residential and commercial uses while maintain residential neighborhood design characteristics to the south of the CBD. The text amendment would accommodate a greater range and mix of residential uses withing the SG zoning district.
- The amendment would not correct an error or oversight.
- The proposed text amendment is not in response to any State legislation, recent case law or opinions from the Attorney General.
- The proposed amendment would not promote compliance with changes in other County, State of Federal regulations.
- The proposed amendment does not add use to the district and is not increasing the overall height of the structure allowed.
- The proposed uses do not appear to create incompatible land uses within the zoning since it is a residential use.
- There does not appear to be any conflict with any other reports, studies, or other documents.
- It is currently unknown whether the proposed change is consistent with the Village's ability to provide adequate public facilities. The Village is in the process of determining the available capacity of public water and sewer. There is a potential that the increased density will not be able to be developed should the Village find out that the public water and/or sewer system cannot support the additional units.
- The proposed text amendment is consistent with the Village's desire to protect the public health, safety and welfare of the community.

Pontius moved, Ostrowski seconded, CARRIED, to recommend approval to this Village Council of the Zoning Ordinance amendment to increase the maximum stories to three stories in the South Gateway district, as it meets the criteria of Section 18-3(c) of the Zoning Ordinance.

Section 9-7 To remove eight unit maximum per building amendment

Hetler moved, Suppes seconded, CARRIED, to change the language in this section to read: *A. Maximum Units. No more than 18 Units per structure and no more than 18 units per acre gross density.* Ayes: 6, No: 0.

Suppes moved, Smith seconded, CARRIED, to schedule a public hearing on this amendment for the August Planning Commission meeting. Ayes: 6, No: 0.

Public comment

Public comment received from Larry Mawby and Bill Crackel.

Reports

Zoning Administration Report

The Zoning Administrator Report was submitted and can be found in this meeting packet. In addition, Patmore stated it has been pretty busy, and that the Village has accepted the FEMA Flood Plain maps.

ZBA Report

Smith stated a ZBA decision is being challenged in Circuit Court. Smith stated the ZBA approved dimension variances at the Friendship Center.

Village Council updates

Suppes stated Council approved a Resolution to apply for road grant funding for Elm Street. Council supported a change in hours for Deputy John Donohue, from five, 8-hour days to four, 10-hour days. Council approved an adjustment to the commercial launch rate.

The meeting adjourned at 6:47 p.m.

Meeting minutes submitted by Shar Fay, Clerk