



VILLAGE OF SUTTONS BAY
PLANNING COMMISSION
REGULAR MEETING
Meeting Minutes of October 9, 2024
420 N. Front Street
Suttons Bay, MI 49682

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

Present: Feringa, Hetler, Pontius, D. Smith & Campbell
Absent: F. Smith, Hylwa,
Staff present: Petroskey and Kopriva
Guests: None

Chair Hetler welcomed Michael Campbell to the Planning Commission.

Approval of Agenda

Smith moved, Feringa seconded, CARRIED, to approve the agenda as presented.
Ayes: 5, No: 0.

Conflict of Interest: None

Approval of Minutes

Smith moved, Feringa seconded, CARRIED, to approve the Planning Commission special meeting minutes of July 24, 2024 as presented. Ayes: 5, No: 0.

Public Comment/Written Communications

None.

New Business:

Section 5-3 Bayview Stories

Kopriva noted that the Bayview District allows for 1 ½ stories, however permits issued in the last few years allowed 1.0 stories to be built. The planner and zoning administrator noted this has not had any detrimental effects and suggests that the planning commission consider amending Article 5-3 to allow 1 story in the Bayview District.

Kopriva stated that the second housekeeping text amendment suggested is in Article 9-13 relating to wireless communications. This amendment brings the Article into compliance with State law that provides that a special land use permit is not required to put collation equipment on an existing tower.

Feringa moved, Smith seconded, CARRIED, to schedule a public hearing for November 13, 2024 at 5:00 p.m. on the text amendment for Article 5-3 Spatial Requirements relating to the Bayview District and bringing Article 9-13 Wireless Communications into compliance as it relates to the permitting process for collation on an existing tower.
Ayes: 5, No: 0.

Reports

Zoning Administration Report-as presented
Village Council Report: D. Smith indicated that the Village Council appointed Michael Campbell to the vacancy on the planning commission.

Good of the Order

Commissioner D. Smith would like height/stories in the Single-Family Waterfront District discussed at a future meeting and to look at encouraging ADU's/ room rentals.

Staff noted that the zoning administrator, recording secretary and a planning commission member has a conflict with the second Wednesday of the month. They would like to move the meeting to the third Wednesday of the month and move the current ZBA meeting to the second Wednesday. Chair Hetler suggested everyone review their schedules and the Clerk will provide a 2025 meeting schedule next month.

Next Regular Meeting is August 14, 2024. Agenda items to include 1) Public Hearings on Zoning Text Amendments, Height/Stories in the Single-Family Waterfront District, Master Plan Review of Priorities, 2025 Budget and 2025 meeting schedule.

Smith moved, Feringa seconded to adjourn. Ayes: 5, No: 0
The meeting adjourned at 5:30 p.m.

Meeting minutes submitted by Dorothy Petroskey, Clerk.