

Suttons Bay Township Planning Commission  
Regular Meeting  
Tuesday, October 3, 2023  
6:00pm  
Suttons Bay Township Offices  
95 W Fourth Street

Meeting called to order by chair Tom Koernke at 6:02pm

**Call to Order, Quorum noted.**

**Present:**

Chair Tom Koernke

**Commissioners:**

Andy Brandt, John Clark, Don Gregory, Rhoda Johnson, Doug Periard, Dennis Rathnaw

**Excused:** Patti Miller, Dee McClure (Joined via zoom)

**Staff:** Steve Patmore, Mathew Cooke, Mary Kuznicki

**Approval of Agenda:** Motion by Periard, 2nd by Rathnaw, approved as submitted.

**Conflict of Interest:** None

**Public comment:** (moved to beginning of meeting)

Larry Mawby and Lois Bahle

- 1- Peninsula Housing, planning grants applied for and received regarding Planned County Housing Survey
- 2- Waiting for legal documents, not sure how quickly & able to send, within 6 weeks
- 3- Goal to completion is one year
- 4-Twp board to designate one member to be on the committee
- 5- Zoning and permits: please resolve amendments so that the planning can move forward

Minutes

Commissioner Comments: Recording Secretary Marge Johnson

Marge resigned early last week, prior to the weekend

Marge passed away early Saturday morning, September 30, she will be greatly missed

Sept 5th decision regarding the SBT Planning Commission's motion on 9 Bean Row from previous meeting:

Ratify so we can get to the applicants

-changes made by Steve due to loss of Marge

-regarding handicap parking: provided as many as needed

Additional comments- none

Motion by Andy, 2nd by Rhoda, all in favor

The motion passed and was approved, "as part of the minutes" from Sept 5 Meeting

**Zoning Overhaul Review**

**Summary:**

Per Mathew:

Attorney reviewing / focusing on articles 15-24, not making edits

Mat will get Articles 2 & 14 after changes are made  
Have a public hearing on articles  
Submit to County Planning Commission, put on their agenda for review  
Return to SBT for comments, then approve  
Notice of adoption- 8 days, then will take effect  
Working Document  
Make edits / grammatical corrections later  
Steve: Hopefully the next draft will go to the county, Articles 15-24 have been reviewed.

#### Article 2- Definitions

Comments have been made, all need to review and identify corrections and send to Steve & Mat. No standards in the definitions.

Article 4- Final review is done.

#### Article 14

Discussed Use chart, Building Site Map & Out Building Chart.  
If charts are edited, they need to be changed in other areas of the document.

14a- we agreed to eliminate a, but retain b & c. If changes are made in the districts, then changes must be made in charts.

Tom: new 14a, stays, delete 14b, c & d

#### Page 14

Section 14.4 Conditional Uses- Issue allowed without permit but in chart shows permitted use. Can take out, just list uses & conditions.

14.32 - the difference is they require a permit. If using a chart, no need to explain it again. Resolved to cut a paragraph. Suggested Matt & Steve make recommendations and bring them to the next meeting. Information should be explained in a chart not buried in text.

#### 14.10 Small Wind Energy Systems-

(also in Article 15) Only need information in one place. Consolidate. Keep in utilities section, reduce duplication of information. Stay in Use Chart, reference Article 15.

#### 14.28 Multi-family & Rural Ag

C1 & C2 Density based on Gross Lot Area (2 acres) vs Buildable Area

Increases # of units on property- Reference Baldwin project/ based on gross acreage to utilize the maximum

#### Home Business & Home Occupation

Review after adoption, Amendments will come 6 months after adoption

#### New Ordinance-

In Ag: Guest Houses

Vacation rental currently at attorney

Short Term Rental will solve parking on roads

Bed and Breakfast- discussed parking provision, on property or roadside. Could guests be ticketed for parking on the road?

Zoning- no ticket for parking, falls under traffic control

Special Use permit can allow for parking  
No resolution to enforce / regulate parking

Page 14-6

Height of natural fences, grammatical error (XX's)

Needs defining, potential regulating, is 4' high enough? Etc.

Problem area is shoreline when homeowner plants a shrubby fence

Suggested to delete "D" to relieve potential problems. Or suggested moving to article 3. Should be in Landscaping & Buffering. Remains vague as defined by the planning commission.

More discussion on buffer yard / not fencing. Suggested to add the phrase "or equivalent"

Generally- if a use isn't listed, it is not allowed.

Article 3.3.5 through 3.9 & 3.10

Planting fences is already defined.

Page 14.12 J Home Business

Shouldn't be a requirement for all, not just home businesses.

It isn't under low impact food processing, why is it there and not anywhere else? Suggested to move to the general area to include all and place at beginning of article.

Discussion on Outdoor Dining

@ end: Outdoor Dining

Discussed limitations being too restrictive, change verbiage, keep volume low, impact if too noisy

A - 3rd line typo must be "enclosed"

Noise issue, food truck, all outdoor only, 9 Bean row corridor, remove table capacity language or modify ruling, when near a street

Commercial district - 9 Bean changing sales, offering a variety of packaged, misc. goods, wine...needs to be watched. Recommendation to Steve & Matt- C1 district only, however we don't want to preclude from serving food in other areas.

Furniture Storage rules discussed: Hop Lot igloos, 45 Parallel & chairs, North's outdoor seating

Take "C" out, all agreed. Find storage offsite/out of site "in off season", NOT including Ag. Go back to original verbiage, add "off season"

Article 20- Special Land Use- Do we need more standards?

#2 Definitions

What - if anything- do we need definitions for?

- Day Care add "adult"

- If quotes around " " means it needs to be added to list

- Build, see "erect" Not defined, do we need definition?

- Agricultural Based (Article 14.9)- reword instead of redefining, possibly "agricultural operations" or "agricultural use"

- See 14. 8 thru 14.10 - remove the word "based", move to 14 with? then make a note to come back to this issue

Per Steve- OK to remove the term "Agricultural Based Uses". Covered in 14 under Uses

- Delete A? Of Section 14.3 - Special Land Use- it is covered twice. Pg 14-8 duplication
- See "contiguous parcel", move to 14A
- Under Ag Support - 10 acres or more in size
- Anything in the Ag - has a special use in A
- Item 3- Other Uses

- Returning to original use- convert farm into the “original” barn for venues to rent out? That is not its original use.

Page 4.5- Do we delete?

- C4- no “non-agriculture” - remove from there on . . .
- Pg 14.9F -Under No Ag support - belongs here

Roof Pitch

- Slope vs Rise
- Section 3.10 - not to exceed three to one
- Item O - hv= height to vertical, needs to be defined in the same section (which is not currently defined)

2.5 Child Care:

- Center:
  - Preschool- Day Nursery is not defined, in capitals. Remove last sentence? Nursery and Day Nursery are not defined, leave as “Preschool.”

2.5 Commercial Activity

- Does that include any other commercial activity other than farms? Does it need to read “Farm Operation”? Document may not need it, not necessary.

Cottage Rental

- May not use this term any longer. SBT has Short Term Rental which sounds the same. Matt asked to check into it, if it is not used, do not define it.

High Intensity Food Processing

- Typo, add space, remove the last line “and the like”, Fruit processing station is defined.
- Recommended to leave Home Business and Home Occupation alone or now.

Steve & Tom recommended sending in definition or individual items so Steve and Matt can have some answers and solve verbiage issues on the Zoning Ordinance.

Matt asked to print a couple of sections of Articles 3 & 4 (shoreline residential) for the next meeting & complete definitions.

Tom Koernke asked for special reports -  
Zoning Administrator Steve Patmore- sent report.

Mat- No report

Doug Periard- Dog Park (inside Herman Park) had a soft opening. Small dogs vs large dogs sharing the site on opposite days seems to be working well. Pickleball court in use, parking lot looks good.

Matt to circulate articles 3, 4 & 6 to commissioners- Rural Residential

Commissioners made personal comments on Margie Johnsons, she will be missed. Contact her husband, Jim.

**Public Comment-** None (completed at the beginning of meeting)

Special Meeting October 17 @ 6:00pm. Bring Site Plan from the proposed tower, had a hearing, plan to vote. Attorney to determine if county is overcharging Verizon. Homeowners Leasing land for towers.

Next Regular Meeting, Tuesday, November 7, 2023 @ 6:00pm  
Adjournment Time: 7:56pm

Minutes submitted by Mary Kuznicki, Recording Secretary  
Dee McClure, Secretary