

**SUTTONS BAY TOWNSHIP
PLANNING COMMISSION WORKSHOP & SPECIAL MEETING
95 W 4th Street, Suttons Bay
Tuesday, January 02, 2024
6:00 PM**

Call to Order and Notation of Quorum

Call to Order at 5:58p.m. on Tuesday, January 02, 2024. Quorum noted.

Commissioners Role Call: Chairman Tom Koernke, Andy Brandt, Eric Carlson, Don Gregory, Rhoda Johnson, Dee McClure and Patti Miller present.

Absent: John Clark, Dennis Rathnaw

Staff: Steve Patmore, Mary Kuznicki

Approval of Agenda

Agenda for the SBT Planning Commission Workshop & Special Meeting. Motion: McClure, 2nd: Gregory, Agenda approved.

Public Comment: None

Conflict of Interest: None

Approval of Minutes:

No minutes up for approval at this workshop meeting.

Items of Discussion/Consideration:

1. Zoning Ordinance Overhaul Project - Review

Koernke & McClure met on Jan 02, 2024, to review Ordinance. 4 Areas for corrections to be made: Typo's, References made to proper page/subsections, consistency in use of terms and consistent formatting & indentations. Dorothy Petroskey will use some of her hours to make the above corrections per Koernke and McClure.

Patmore will work with Petroskey to remove 64 Terms & Definitions that are no longer needed in the document.

The following is a partial list of Terms & Definitions that were discussed as potential removal/editing from the Zoning Ordinance:

-Remove notations from previous ordinance under Condominium Act:

change the word "homeowner" to "co-owner" of Condo Association

-Cut-off shielding

-Lighting standards

-Drip Line (within trees)

-Duplex - requires better definition, Steve recommended using same definition as the Suttons Bay Village defines the term

-Dwelling- Single Family Attached Dwelling defined as a shared wall, not listed as a used term, put this one on hold, possible use in the condominium section.

-Farm - Right To Farm Act

APPROVED MINUTES

- Fast Food Restaurants
- Filling Station
- Floor- usable area, keep this definition
- Garage = commercial
- Gas Station/Service Station- discussed 10.6 C.- Edit business service to read Filling, Gas & Service Station
- 10.2 C1- Permit Service Station with retail
- Group Home
- Guest Home (is an ADU), incorporate with ADU's
- Hotel/Motel (see Lodging which covers term & topic)
- Junk
- Law Enforcement Facility
- Light Industrial
- Lot Line Annotation
- LID: Low Impact Design
- Low Impact Food Processing- make global change to Low Intensity Processing
- Manufactured Homes, see mobile homes- they are very different, separate into two definitions
- Overlay Zone
- Parking Space- move definition to the standard section of definitions
- Planned Unit Development- possibly redefine later
- Point Of Light Source
- Primary Structure- allow amendment to add commercial/farming vs residential
- Residential Use Area-leave for future use
- Restaurant
- Sand and Gravel- add these definitions
- Solid Waste Transfer Station
- Storage – see “Commercial Storage”, leave for now but potentially need to define Storage and remove “for profit”
- Streets- under secondary roads remove the word “secondary” but leave definition
- Accessory Structure- match to previous changes made
- Transient Tenant- refers to B&B renter. B&B guests are defined as transient tenants, remove the word transient in both definitions in section 14.4.3 (A1), add “30 days” to limit the length of stay
- Water's Edge- the term Water's Edge and Shoreline are intermingled. Use shoreline only throughout document.
- Watershed- state of Michigan rather than Eagle

Discussion by McClure on Article 2: Accessory Dwelling Units, definition given by Koernke.

Removed “Conditional Use”

Conservatory Greenhouse definition

Cottage Rental was deleted, it is allowed but no longer called that.

Extraction Sand and Gravel vs. Quarrying, Sand and Gravel Processing- add definition of Quarrying.

Medical Use: Medical Marihuana Act change name to Medical Use of Marihuana

Nursery - Area vs. Commercial Property - leave for now also Adult Daycare

APPROVED MINUTES

See 6.5.E1- Shoreline Property Setback- described at Ordinary High Watermark, needs to be defined.

2.15 outdoor dining do we need to clarify dining? To customers?.

Parking Lot - do we need to define or just delete? OK to remove? Standards in #3 are very extensive, voted to delete.

Koernke made the motion at 7:59 PM to extend meeting to complete review of Ordinance edits.

Trails: Public Rec Trails add pedal-assisted and non- motorized pedal bikes (Class 1). No mopeds on rail, pedal-assisted refers to E-bikes. Make similar changes under trails to “non-motorized pedal assisted” and “non-motorized pedal bikes”.

Commissioners' Comments

Chair Koernke – Andy is not available for the Jan 16th meeting.

Commissioner McClure - January 16th meeting will be at normal business meeting as well as review #14 and all orange highlighted topics on the zoning ordinance document.

Chair Koernke: Tom has created a draft of 8.6 reviewing Neighborhood Housing Developments that reduces the property (lot) size and creates more affordable housing. The goal is to offer low- and moderate-income housing in an area with proximity to the village. Needs a friendly title/name for the development, will refer to housing with more density.

Koernke and McClure encouraged all commissioners to make and submit Zoning Ordinance edits to Petroskey and Patmore which will be included in the packet for the next meeting (Jan 16, 2024). Deadline for submissions is January 10, 2024. Packets will be ready by Jan 13th for commissioners to review prior to the Jan 16th meeting.

Public Comment

None

Next Regular Meeting – Tuesday, January 16, 2024

Adjournment: 8:10 PM by Chair Tom Koernke

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