

AGENDA
SUTTONS BAY TOWNSHIP PLANNING COMMISSION

TUESDAY January 3, 2017

6:30 PM

Suttons Bay Township Office
95 W. Fourth Street
Suttons Bay, Michigan

Call to Order and Notation of Quorum

Approval of Minutes: December 13, 2016 Planning Commission Meeting

Approval of Agenda

Public Comment

Conflict of Interest

Items of Consideration

1. Election of Officers
2. Special events in Ag discussion (enclosure)
3. Article 15 Site Condominium Developments review (enclosure)
4. Article 17 Quasi Public and Private Utilities review (enclosure)
5. Leelanau County Economic Foundation information (enclosure)

Reports:

Zoning Administrator:	Steve Patmore
Planner:	Kathy Egan
Township Board:	Tom Nixon
Chairman's Comments:	Susan Odom

Commissioners' Comments

Public Comment

Adjournment (8:30 PM unless extended by a motion)

This meeting is a session of the Suttons Bay Township Planning Commission held in public for the purpose of conducting the Commission's business and is not to be considered a public community meeting. There is time set aside for public comment during the meeting as noted on the Agenda, and the Planning Commission welcomes the public's input at that time.

SUTTONS BAY TOWNSHIP
Planning Commission
Regular Meeting Minutes – December 13, 2016

CALL TO ORDER - Chairman Susan Odom, called the Suttons Bay Township Planning Commission Meeting to order at 6:30 pm on Tuesday, December 13, 2016, at 95 W. Fourth Street, Suttons Bay, MI.

ROLL CALL - Quorum Present

Present: Susan Odom, Tom Nixon, Susan Walters, Jon Walter, Don Gregory,
Dee McClure, Doug Periard, Rhoda Johnson, Amy Coleman
Absent and excused: None
Staff Present: Steve Patmore, Zoning Administrator; Kathy Egan, Planner

APPROVAL OF THE MINUTES – November 1, 2016

Consensus to approve the November 1, 2016 Minutes as corrected, PASSED.

APPROVAL OF AGENDA

Consensus to approve the Agenda as submitted.

PUBLIC COMMENT – None.

CONFLICT OF INTEREST - None.

ITEMS FOR CONSIDERATION

1. Public Hearing: Zoning Ordinance Amendment 16-003 – Housekeeping #2

Kathy Egan introduced Zoning Ordinance Amendment 16-003.

- Section 2.2 – Definitions, added definition of driveway.
- Section 3.14.A - Clarification of driveways.
- Article 4 - Remove the potential for microbreweries as a special use. Wineries and cideries continue to be allowed.

Chair Odom opened the public hearing at 6:35 pm. There was no public comment or correspondence received. The public hearing was closed at 6:35 p.m.

No discussion by the Planning Commission.

Dee McClure/moved, Rhoda Johnson/supported, to send Zoning Ordinance Amendment 16-003, with a change under Section 3, deleting the word “beer” under wineries and cideries, to County Planning, and to recommend to the Township Board that Zoning Ordinance Amendment 16-003 be adopted, PASSED.

2. Public Hearing: Zoning Ordinance Amendment 16-004- Administrative Articles

Kathy Egan introduced Zoning Ordinance Amendment 16-004 - Administrative Articles. The articles of the Zoning Ordinance are administrative in content, and have had a legal review. The Planning Commission has previously reviewed all these articles.

Chair Odom opened the public hearing at 6:44 p.m. There was no public comment and none received. The public hearing was closed at 6:45pm.

Discussion by the Planning Commission.

Kathy Egan answered questions about conditional rezoning, and a zoning moratorium.

Tom Nixon/moved, Dee McClure/supported, to send Zoning Ordinance Amendment 16-004 – Administrative Articles to County Planning and to recommend to the Township Board that the Administrative Articles be adopted, PASSED.

3. 2017 Meeting Schedule – Resolution No. 1 of 2016

The 2017 Meeting Schedule was submitted for approval. Meetings in 2017 will be held on the first Tuesday of the month, except for July, the meeting will be July 11th.

Dee McClure/moved, Jon Walter/supported, to adopt Resolution No. 1 of 2016, approving the 2017 Meeting Schedule, PASSED. Roll call vote: Yes: Odom, Nixon, Walter, Walters, Gregory, McClure, Periard, Johnson, Coleman. No: None. RESOLUTION ADOPTED.

4. RV Use on Vacant Parcels Update – Discussion

Steve Patmore said he does not have information about how long a trailer can be located on a vacant parcel before the septic system is required. This item will be placed on the agenda when there is an answer to that question.

Kathy Egan said the Zoning Ordinance should be amended before the summer of 2017 regarding RV use on vacant parcels.

5. Working Lands/Commercial Committees Plan

Chair Odom said there should be a plan for the Working Lands and Commercial Committees.

Working Lands Committee - Susan Odom, Amy Coleman, Don Gregory

Commercial Committee - Doug Periard, Rhoda Johnson, Dee McClure

The committee members will determine meeting dates that work for them.

REPORTS

Zoning Administrator - Steve Patmore's November 2016 report was in the packet.

Planner - Kathy Egan handed out a booklet on climate change. She stated in the future wetland buffers will need to be increased which would mean an amendment to the Zoning Ordinance.

Township Board - Tom Nixon said the Township Board Meeting will follow up on the public input session regarding short term rentals. Tom Nixon said he thinks he has been appointed to the County Planning Commission.

Chairman - Susan Odom said The Ticker had an article about malting houses.

Commissioner Comments - Wish everybody a Merry Christmas and healthy and prosperous New Year.

Agenda Items for January 2017 - Two articles for review – site condo developments, cluster housing.

ADJOURNMENT - Chair Odom adjourned the Planning Commission Meeting at 7:20 pm.

RESPECTFULLY SUBMITTED,

Marge Johnson, Recording Secretary

Reviewed by staff

Suttons Bay Township Planning Commission Meeting Minutes

December 13, 2-16 Meeting

Draft

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Suttons Bay Township Planning Commission

Special Events in Ag – Notes for Discussion

January 3, 2017 Meeting

Susan Odom and Kathy Egan met at the chair's request to discuss how the newly adopted language allowing special events in the Agricultural District as a Special Land Use is working for the Township. There are a few points that Susan Odom wanted to bring back before the Planning Commission:

1. Has allowing groups of less than 60 people to gather while not being considered events created a loophole for a continuous stream of events at some locations? Rehearsal dinners, small weddings, grad parties, etc - all wouldn't be subject to the other conditions relating to noise, parking, times, etc. Should this be re-visited?
2. Consider adding a condition that no building shall be built *for* special events, as special events are an *accessory* use. They must take place in an existing structure (as of 2015), or within a temporary tent.
 - Several people called researching properties to create a commercial wedding venue.
 - This would allow events to continue to take place on vacant land (view properties). Is this our intent?
 - We could allow events only at "Farm Operations" as defined in the Right to Farm Act. This would keep it an accessory use. (see other side for definitions)
3. Do we need to state the obvious in the Zoning Ordinance? -- That operating special events without a special use permit is a violation of this ordinance, and will be subject to penalties and that such a violation may impact any subsequent application for a special use permit for events.
 - Or we could just state this in a letter to all the wineries.

Michigan Right to Farm Act Definitions:

“Farm” means the land, plants, animals, buildings, structures, including ponds used for agricultural or aquacultural activities, machinery, equipment, and other appurtenances used in the commercial production of farm products.

“Farm operation” means the operation and management of a farm or a condition or activity that occurs at any time as necessary on a farm in connection with the commercial production, harvesting, and storage of farm products, and includes, but is not limited to:

- (i) Marketing produce at roadside stands or farm markets.
- (ii) The generation of noise, odors, dust, fumes, and other associated conditions.
- (iii) The operation of machinery and equipment necessary for a farm including, but not limited to, irrigation and drainage systems and pumps and on-farm grain dryers, and the movement of vehicles, machinery, equipment, and farm products and associated inputs necessary for farm operations on the roadway as authorized by the Michigan vehicle code, Act No. 300 of the Public Acts of 1949, being sections 257.1 to 257.923 of the Michigan Compiled Laws.
- (iv) Field preparation and ground and aerial seeding and spraying.
- (v) The application of chemical fertilizers or organic materials, conditioners, liming materials, or pesticides.
- (vi) Use of alternative pest management techniques.
- (vii) The fencing, feeding, watering, sheltering, transportation, treatment, use, handling and care of farm animals.
- (viii) The management, storage, transport, utilization, and application of farm by-products, including manure or agricultural wastes.
- (ix) The conversion from a farm operation activity to other farm operation activities.
- (x) The employment and use of labor.

ARTICLE 15

QUASI PUBLIC AND PRIVATE UTILITIES

SECTION 15.1 ESSENTIAL SERVICES

SECTION 15.1.1 INTENT

It is the intent of this Section to allow minor essential services in any zoning district as a permitted use. Major essential services, depending on their size and nature, have a greater potential for an adverse impact on surrounding property, and are thus allowed on a more limited basis, subject to site plan and special land use approvals. It is also the intent of this section to clarify how governmental functions relate to this Zoning Ordinance.

SECTION 15.1.2 ESSENTIAL SERVICES

Essential services shall be permitted as authorized under any franchise in effect within the Township, subject to regulation as provided in any law of the State of Michigan, or in any ordinance of the Township. It is the intent of this section to ensure conformity of all structures and uses to the requirements of this Zoning Ordinance, wherever such conformity shall be practicable, and not in conflict with the specific requirements of such franchise, state legislation, or Township Ordinance.

Wireless Telecommunications Services and Wind Energy Conversion Systems shall not be considered Essential Services and are addressed elsewhere in this Ordinance.

- A. The following are considered major essential services and are permitted in certain zoning districts subject to specific review and approval procedures as described below:
1. Distribution substations, transmission substations, transformer substations, pump stations, and petroleum pipelines designed to serve a geographic area beyond Suttons Bay Township are permitted in all districts, subject to site plan and special land use approval.
 2. Municipal sewage treatment plants, public water plants, power plants, fuel storage facilities, public works buildings, storage yards and similar uses are only permitted in the Commercial or Industrial zoning districts, subject to site plan and special land use approval.
 3. Any essential service that is not a minor essential service pursuant to Section 15.1.2.B or which is not listed in Section 15.1.2.A.1 or 2 shall be considered a major essential service, permitted in any zoning district, subject to site plan and special land use approval.
- B. The following are considered minor essential services and are permitted in all zoning districts:

1. Overhead and underground utility facilities such as water mains, sewer mains and lift stations, electrical, gas, telephone, and cable television distribution lines and associated structures, transformers, and utility boxes that are designed to serve primarily Suttons Bay Township and any adjacent township, village, or city subject to any franchise agreement with the Township. With new developments, utility easements will be approved as part of a subdivision plat, condominium, or site plan.
2. Any other similar facilities not listed above, as determined by the Planning Commission.

SECTION 15.1.3 TOWNSHIP GOVERNMENTAL FUNCTIONS

Suttons Bay Township owned properties and uses, where maintained and operated in furtherance of a governmental function, shall be exempted from the provisions of this Ordinance. Township projects are subject to the requirements of the Michigan Planning Enabling Act Section 125.3861 (as amended) which requires review by the Planning Commission for location, character, and extent of all projects in areas covered by the master plan.

SECTION 15.1.4 OTHER GOVERNMENTAL FUNCTIONS

Uses pertaining to functions of governmental agencies other than Suttons Bay Township shall be subject to the provisions of this Ordinance unless exempted by Federal, State, or Local laws or court decisions.

SECTION 15.2 WIRELESS TELECOMMUNICATIONS SERVICES

SECTION 15.2.1 INTENT

The general purpose and intent of these regulations is to regulate the establishment of Wireless Towers and Wireless Equipment in accordance with MCL 125.3514 of the Michigan Zoning Enabling Act (“ZEA”) and the Federal Telecommunications Act of 1996 (“FTA”) and in recognition of the public need and demand for advanced telecommunication and information technologies and services balanced against the impacts such facilities may have on properties within the Township. It is further the purpose and intent of these regulations to:

- A. Provide for the appropriate location and development criteria for Wireless Towers and Wireless Equipment within the Township.
- B. Minimize the adverse effects of such facilities through careful design and siting; maximize the use of existing and future communication Wireless Towers and encourage the multiple uses of such facilities and protect the character of residential areas throughout the Township by limiting Wireless Towers to non-residential zoning districts.
- C. Promote the public health, safety, and welfare of the Township.

SECTION 15.2.2 DEFINITIONS

As used in this Section 15.2, the following terms shall have the meanings set forth below:

- A. "Antenna" means any exterior transmitting or receiving device mounted on a tower, building or structure that radiate or capture electromagnetic waves, digital signals, analog signals, radio frequencies (excluding radar signals), wireless telecommunications signals or other communication signals.
- B. "Backhaul network" means the lines that connect a provider's towers/cell sites to one or more cellular telephone switching offices, and/or long distance providers, or the public switched telephone network.
- C. "Collocate" means to place or install wireless communications equipment on an existing Wireless Tower or in an existing Equipment Compound. "Collocation" has a corresponding meaning.
- D. "Equipment compound" means an area surrounding or adjacent to the base of a wireless communications support structure and within which wireless communications equipment is located
- E. "FAA" means the Federal Aviation Administration.
- F. "FCC" means the Federal Communications Commission.
- G. "Height" means, when referring to a tower or other structure, the distance measured from the finished grade of the parcel to the highest point on the tower or other structure, including the base pad and any antenna.
- H. "Preexisting Wireless Towers, Antennas and Equipment Compound" means any tower, antenna equipment compound for which a land use and building permit or special use permit has been properly issued prior to the effective date of this ordinance, including permitted towers or antennas that have not yet been constructed so long as such approval is current and not expired.
- I. "Wireless Communication" means wireless, broadband, licensed or unlicensed, terrestrial or satellite, including commercial mobile, private mobile, broadcast, and public safety services, as well as fixed wireless services such as microwave backhaul or fixed broadband, and other such services. Wireless Communication does not include non-commercial amateur ham radio activity.
- J. "Wireless Equipment" means the set of equipment and network components used in the provision of commercial wireless communications services, including, but not limited to, antennas, transmitters, receivers, base stations, equipment shelters, cabinets, emergency generators, power supply cables, and coaxial and fiber optic cables, but excluding

Wireless Towers. Wireless Equipment does not include non-commercial amateur ham radio activity.

- K. “Wireless Equipment Shelter” means a small building at the base of a Wireless Tower, located within the Equipment Envelope where Wireless Equipment is stored.
- L. "Wireless Tower" means a structure that is designed to support, or is capable of supporting, wireless communications equipment, including a monopole, self-supporting lattice tower, guyed tower, water tower, utility pole, or building. The term “Wireless Tower” includes "Alternative Tower Structure" including man-made trees, clock towers, bell steeples, light poles and similar alternative-design mounting structures that camouflage or conceal the presence of antennas or towers. An AM array, consisting of one or more tower units and supporting ground system which functions as one AM broadcasting antenna, shall be considered one tower. Measurements for setbacks and separation distances shall be measured from the outer perimeter of the towers included in the AM array. Wireless Tower does not include a tower used for non-commercial amateur ham radio activity.

SECTION 15.2.3 ZONING DISTRICT RESTRICTIONS

Wireless Towers and Wireless Equipment, whether classified as a permitted use, or as a special land use, under the following provisions of this Zoning Ordinance, shall be allowed in all zoning districts in the Township, except for the Residential District.

SECTION 15.2.4 WIRELESS EQUIPMENT AS A PERMITTED USE

- A. To encourage co-location and to minimize the number of Wireless Towers within the Township, Wireless Equipment shall be considered a permitted use of property and is not subject to special land use approval or any other approval under this Zoning Ordinance if all of the following requirements are met:
 - 1. The Wireless Equipment will be collocated on a Pre- existing Wireless Tower or in an Existing Equipment compound.
 - 2. The proposed collocation will not do any of the following:
 - a. Increase the overall height of the Wireless Tower by more than twenty (20) feet or ten (10) percent of its original height, whichever is greater.
 - b. Increase the width of the Wireless Tower by more than the minimum necessary to permit collocation.
 - c. Increase the area of the Existing Equipment compound to greater than two-thousand-five-hundred (2,500) square feet.

3. The proposed collocation complies with the terms and conditions of any previous final approval of the Wireless Tower or Equipment Compound under this Zoning Ordinance.
- B. Additional towers within an existing Wireless Tower AM array shall be permitted as a matter of right.

SECTION 15.2.5 WIRELESS EQUIPMENT AS A PERMITTED USE WITH SPECIAL LAND USE APPROVAL

Wireless Equipment that meets the requirements of Section 15.2.4 A. 1. but does not meet the requirements of Section 15.2.4. A. 2. shall be a permitted use as long as it receives special land use approval under the following provisions:

- A. An application for special land use approval of wireless communications equipment described in this Section 15.2.5 shall include all of the following:
 1. A site plan as required under Section 15.2.13 including a map of the property and existing and proposed buildings and other facilities.
 2. Any additional relevant information that is specifically required by other Subsections.
- B. After an application for a special land use approval is filed with the Zoning Administrator, the Zoning Administrator shall determine whether the application is administratively complete. Unless the Zoning Administrator proceeds as provided under subsection (3) below, the application shall be considered to be administratively complete when the Zoning Administrator makes that determination or fourteen (14) business days after the Zoning Administrator receives the application, whichever is first.
- C. If, before the expiration of the fourteen (14) day period under subsection (4), the Zoning Administrator notifies the applicant that the application is not administratively complete, specifying the information necessary to make the application administratively complete, or notifies the applicant that a fee required to accompany the application has not been paid, specifying the amount due, the running of the fourteen (14) day period under subsection (4) is tolled until the applicant submits to the Zoning Administrator the specified information or fee amount due. The notice shall be given in writing or by electronic notification. A fee required to accompany any application shall not exceed the Township's actual, reasonable costs to review and process the application or one thousand (1,000) dollars, whichever is less.
- D. The Planning Commission shall approve or deny the application not more than sixty (60) days after the application is considered to be administratively complete. If the Planning Commission fails to timely approve or deny the application, the application shall be considered approved and the Planning Commission shall be considered to have made any determination required for approval.

SECTION 15.2.6 REPLACEMENT OF EXISTING COMMUNICATION TOWERS

An existing wireless tower which was lawful at the time of its construction may be replaced for purposes of accommodating co-location of additional antenna, or otherwise, provided that:

- A. The replacement tower shall not exceed the prior approved height.
- B. The replacement tower shall be located within the same zoning lot as the existing wireless tower and shall be located so as to maximize compliance with existing minimum setback requirements.
- C. The applicant shall cause the existing tower to be removed within ninety (90) days of completion of the replacement tower and the relocation or installation of the antenna. In any event, the existing wireless tower shall be removed within one hundred eighty (180) days of the Township's final construction inspection of the replacement wireless tower.
- D. If the location of the replacement tower is such that the existing tower must be moved before the replacement tower is constructed, temporary portable antenna support facilities may be used, but must be removed within ninety (90) days of the completion of the replacement tower and the relocation or installation of the antenna. In any event, the temporary portable antenna facilities must be removed within one hundred eighty (180) days of the Township's final construction inspection of the replacement wireless tower.
- E. The installation of a replacement tower in any zoning district shall be approved by the Zoning Administrator through the issuance of a land use permit. The Zoning Administrator shall approve such requests that meet the requirements of this section. Review by the Zoning Administrator shall be without notice.
- F. This section shall not exempt the applicant from such other governmental review and permitting procedures (i.e., Federal Communication Commission (FCC), Federal Aviation Administration (FAA), etc.).

SECTION 15.2.7 NEW WIRELESS TOWERS AND WIRELESS EQUIPMENT APPLICATIONS

Wireless Towers to be newly-approved, and Wireless Equipment that do not qualify for co-location or for use in an existing Equipment Envelope under Section 15.2.4, and Section 15.2.5 shall require an application for approval under a special land use permit under the procedures in Section 15.2.5 except that the period for approval or denial is ninety (90) days.

SECTION 15.2.8 GENERAL SPECIAL LAND USE STANDARDS FOR WIRELESS TOWERS

A new wireless tower shall not be approved unless it can be demonstrated by the applicant that there is a need for the new wireless tower which cannot be met by placing an antenna on an

existing wireless tower, or on another structure, or through the replacement of an existing wireless tower. Information concerning the following factors shall be considered in determining that such need exists:

- A. Insufficient structural capacity of existing wireless towers or other suitable structures and infeasibility of reinforcing or replacing an existing wireless tower.
- B. Unavailability of suitable locations to accommodate system design or engineering on an existing wireless tower or other structures.
- C. Radio frequency interference or other signal interference problems at existing wireless towers or others structures.
- D. The refusal of owners or parties who control wireless towers or other structures to permit an antenna to be attached to such wireless towers or structures.
- E. Other factors which demonstrate the reasonable need for the new wireless tower.

SECTION 15.2.9 SPECIFIC WIRELESS TOWER SPECIAL LAND USE STANDARDS

The following standards apply to all Wireless Towers requiring a special use permit.

- A. A Wireless Tower may be located on a zoning lot containing other principal uses. The wireless tower may be located within an area smaller than the minimum lot size of the applicable zoning district provided the zoning lot complies with the applicable minimum lot size for the existing principal use or is a legally established nonconforming lot. The area within which the wireless tower is located shall be the area subject to the requirements of this section, rather than the entire zoning lot, unless otherwise provided herein.
- B. The Wireless Tower shall meet all requirements of the zoning district in which it is located which are not inconsistent with this section. Minimum setback requirements shall be measured from the boundary of the zoning lot to the closest portion of the wireless tower, or the accessory equipment or storage area, whichever is closer.
- C. The minimum distance between a Wireless Tower and any property line shall be equal to the height of the proposed tower, unless engineering specifications provided dictate otherwise, as determined through a certification by a licensed and registered professional engineer.
- D. Wireless Towers shall be constructed and maintained in compliance with all applicable construction codes, which include the Electronics Industries Association/ Telecommunications Industry Association (EIA/TIA) Structural Standards of Steel Antenna Towers and Antenna Supporting Structures.
- E. Wireless Towers shall not be used for advertising purposes.

- F. Fencing shall be required to ensure security and safety of a Wireless Tower with accessory equipment structure or storage area. Fences shall consist of durable wood, vinyl, metal or other similar materials and shall not contain barbed wire, razor wire, electric current, or charge of electricity. Fences shall not exceed a height of eight (8) feet.
- G. The Wireless Tower shall have a landscaped buffer so that the base of the wireless tower and accessory equipment structure or storage area shall be screened from any right-of-way or residential use. Such landscaped buffer shall be placed on the site in a manner which will maximize the aesthetic and environmental benefits, while at the same time providing the visual buffer required herein. The standard buffer shall consist of a landscaped strip at least four (4) feet wide outside the perimeter of the equipment storage area. Quality and composition of landscape elements shall be of generally acceptable evergreen varieties and species of trees and shrubs hardy to Leelanau County. The buffering requirements outlined herein may be waived by the Zoning Administrator or Planning Commission where existing vegetation to be maintained on the site generally accomplishes the same effect.
- H. Wireless Towers shall not have a shiny or reflective finish.
- I. Wireless Towers shall not be artificially lighted, unless required by the FAA or other applicable authority. If lighting is required, the lighting alternatives and design chosen must cause the least disturbance to the surrounding views.
- J. Not less than one off-street parking space shall be provided on-site for use by service and public safety vehicles.
- K. Adequate ingress and egress to the Wireless Tower shall be provided by means of an all-weather durable driveway not less than twelve (12) feet in width.
- L. No Wireless Tower shall be placed within a public right-of-way or within a road easement.
- M. All Wireless Towers over one hundred (100) feet in height shall be designed for co-location. If co-location is not part of the application, then the applicant must demonstrate in the application as to why co-location is not possible.
- N. All Wireless Towers that utilize guy wires shall have those guy wires clearly marked by a colored sleeve.
- O. A Wireless Tower proposed to be located on a National or State registered historic landmark or in a local historic district established in conformance with the Local Historic Districts Act, Public Act 169 of 1970, as amended, may be denied if the antenna would detract from the historic character of the historic landmark or district.

SECTION 15.2.10 SPECIFIC WIRELESS EQUIPMENT SHELTER SPECIAL LAND USE STANDARDS

A. Wireless Equipment Shelters in the Agricultural, Rural Residential and Commercial zoning districts shall comply with the following requirements:

1. Shelter Size. The shelter structure shall not contain more than sixteen (16) square feet of gross floor area or be more than six (6) feet in height.
2. Equipment storage buildings or cabinets shall comply with all applicable building codes.
3. The Shelter may be located:
 - a. In a front or side yard provided the Shelter is no greater than four (4) feet in height or sixteen (16) square feet of gross floor area. The cabinet/structure shall be screened by an evergreen hedge with an ultimate height of at least forty-two to forty-eight (42-48) inches and a planted height of at least thirty-six (36) inches, with eighty-five (85) percent opacity throughout the year.
 - b. In a rear yard, provided the Shelter is no greater than six (6) feet in height or sixteen (16) square feet in gross floor area. The cabinet/structure shall be screened by an evergreen hedge with an ultimate height of eight (8) feet and a planted height of at least thirty-six (36) inches, with eighty-five (85) percent opacity throughout the year.

B. Wireless Equipment Shelters in the Industrial zoning district shall comply with the following requirements:

1. The equipment cabinet or structure shall be no greater than twelve (12) feet in height or one hundred (100) square feet in gross floor area and shall be located in accordance with the minimum setback requirements of the Industrial zoning district in which located.
2. The structure or cabinet shall be screened by an evergreen hedge with an ultimate height of eight (8) feet and a planted height of at least thirty-six (36) inches, with eighty-five (85) percent opacity throughout the year. In all other instances, structures or cabinets shall be screened from view of all residential properties which abut or are directly across the street from the structure or cabinet by a solid fence eight (8) feet in height or an evergreen hedge with an ultimate height of eight (8) feet and a planted height of at least thirty-six (36) inches, with eighty-five (85) percent opacity throughout the year.

SECTION 15.2.11 SPECIAL LAND USE CONDITIONS OF APPROVAL AND DECISIONS BASED ON SUBSTANTIAL EVIDENCE

A. Conditions may be added that are:

1. Designed to protect natural resources, the health, safety, and welfare, as well as the social and economic well-being, of those who will use the land use or activity under consideration, residents and landowners immediately adjacent to the proposed land use or activity, and the community as a whole.
2. Related to the valid exercise of the police power and purposes which are affected by the proposed use or activity.
3. Necessary to meet the intent and purpose of the zoning requirements, be related to the standards established in the zoning ordinance for the land use or activity under consideration, and be necessary to insure compliance with those standards.

B. The Decision to grant or to deny a special land use shall be in writing and shall be based upon substantial evidence in the record.

SECTION 15.2.12 ESCROW FEE REQUIRED

Each applicant for administrative approval shall apply to the Zoning and Planning Office providing the information required by this Section 15.2 of this Zoning Ordinance and a non-refundable fee and escrow deposit as established by resolution of Suttons Bay Township Board in order to reimburse Suttons Bay Township for the costs of reviewing the application, along with the required signed and notarized "ACKNOWLEDGMENT OF RECEIPT & AGREEMENT OF COMPLIANCE" form.

SECTION 15.2.13 SITE PLAN REVIEW AS PART OF SPECIAL LAND USE APPROVAL

The following requirements shall be part of the site plan review requirements for Wireless Towers and antenna in addition to those found in Article 20 Special Land Use Permits and Article 19 Site Plan Review, respectively:

1. Applications for site plan review under this sub-section shall be subject to the procedures and requirements of Article 20 Special Land Use Permits and Article 19 Site Plan Review, except as modified in this sub-section.
2. Any information of an engineering nature that the applicant submits, whether civil, mechanical, or electrical, shall be certified by a licensed professional engineer.
3. A scaled site plan, elevation drawings, and narratives clearly indicating:
 - a. the location, type and height of the proposed tower; on-site land uses and zoning, adjacent land uses and zoning (including when adjacent to other municipalities);

- b. adjacent roadways, proposed means of access;
 - c. setbacks from property lines;
 - d. elevation of the proposed tower and any other structures;
 - e. topography;
 - f. parking; and
 - g. other information deemed by the Zoning and Planning Office or Planning Commission to be necessary to assess compliance with the intent of this zoning ordinance.
- 4. Legal description of the parent tract and leased parcel (if applicable).
 - 5. The setback distance between the proposed tower and the nearest residential unit, platted residentially zoned properties, and unplatted residentially zoned properties, including those within the commercial and agricultural districts.
 - 6. A landscape plan showing specific landscape materials.
 - 7. Method of fencing, and finished color and, if applicable, the method of camouflage and illumination.
 - 8. A descriptive narrative of compliance with the special land use standards:
 - a. Inventory of Existing Site;
 - b. Aesthetics;
 - c. Lighting;
 - d. State or Federal Requirements;
 - e. Building Codes/Safety Standards;
 - f. Franchises;
 - g. Signs;
 - h. Buildings & Support Equipment
 - i. Setbacks;
 - j. Separation;
 - k. Security Fencing;
 - l. Landscaping; and
 - m. all applicable federal, state or local laws.
 - 9. Identification of the entities providing the backhaul network for the tower(s) described in the application and other cellular sites owned or operated by the applicant in the coverage area which have an impact on this application.

- B. No part of this Section 15.2 shall exempt the applicant from such other governmental review and permitting procedures (i.e., Federal Communication Commission (FCC), Federal Aviation Administration (FAA), etc.).

SECTION 15.2.14 CO-LOCATION COMMITMENT

The applicant must include a statement in the application of its good faith intent to allow the co-location of Antennae and of other wireless equipment of other entities, provided that the cost of modifying the wireless tower to accommodate the co-location is borne by the co-locating entity.

SECTION 15.2.15 REMOVAL OF ABANDONED COMMUNICATION TOWERS

Any wireless tower which is abandoned shall immediately be removed or demolished. For the purposes of this section, abandoned shall mean that no antenna or other commercial antenna has been operational and located on the wireless tower for one hundred eighty (180) days or more. Where the removal or demolition of an abandoned wireless tower has not been lawfully completed within sixty (60) days of the applicable deadline, and after at least thirty (30) days written notice, the Township may remove or secure the removal of the facility or required portions thereof. The Township may place a lien on the property to cover costs for the removal of the wireless tower. A lien on the property shall be superior to all other liens except taxes.

SECTION 15.2.16 NONCONFORMING TOWER USES

- A. Not Expansion of Nonconforming Use. Towers that are constructed, and antennas that are installed, in accordance with the provisions of this ordinance shall not be deemed to constitute the expansion of a nonconforming use or structure.
- B. Preexisting towers. Preexisting towers shall be allowed to continue their usage as they presently exist. Routine maintenance (including replacement with a new tower of like construction and height) shall be permitted on such preexisting towers. New construction other than routine maintenance on a preexisting tower shall comply with the requirements of this ordinance.
- C. Rebuilding Damaged or Destroyed Nonconforming Towers or Antennas. Notwithstanding Section 15.2.15, bona fide nonconforming towers or antennas that are damaged or destroyed may be rebuilt without having to first obtain administrative approval or a special use permit. The type, height, and location of the tower on-site shall be of the same type and intensity as the original facility approval. Building permits to rebuild the facility shall comply with the then applicable building codes and shall be obtained within 180 days from the date the facility is damaged or destroyed. If no permit is obtained or if said permit expires, the tower or antenna shall be deemed abandoned as specified in Section 15.2.15.

SECTION 15.2.17 VARIANCES AND APPEALS

Variances from this section may be requested from the Zoning Board of Appeals. Requests for additional height to any permitted or previously approved wireless tower may be granted by the

Planning Commission to provide for the co-location of additional antenna so long as such additional height does not exceed thirty (30) feet. Appeals of a Planning Commission decision shall be taken to the Zoning Board of Appeals.

SECTION 15.3 COMMERCIAL WIND TURBINE GENERATORS

Section deleted

SECTION 15.4 SMALL WIND ENERGY SYSTEMS

Added in its entirety by Amendment 09-003, effective 11-30-09

Section 15.4.1 INTENT

The intent of this section is to recognize the concern for the conservation of energy resources and the desire of residents of Suttons Bay Township to contribute to such conservation with the installation of privately owned devices for the generation of electricity or mechanical energy for their own use. It is the purpose of this Section to promote the safe, effective and efficient use of small wind energy systems.

SECTION 15.4.2 PERMITTED USE

Small Wind Energy Systems are permitted by right in all districts, provided the Zoning Administrator finds that all of the requirements of this section are met.

This Section of the Ordinance allows for private wind turbine generators and is not intended to allow for the leasing of private lands for energy production intended for use on other properties. The language in this Section is solely to allow for and to regulate the production of energy for consumption on the property in which the system is located.

Small wind energy systems require a Land Use Permit and are subject to certain requirements as set forth below:

- A. Small Wind Energy System Tower Height: Regardless of the structure height limitations of the zoning district in which a Small Wind Energy System is located, the height of a Small Wind Energy System tower can extend to no more than eighty (80) feet.
- B. Clearance of Blade: The lowest point of the arc created by rotating wind vanes or blades on a Small Wind Energy System shall be no less than twenty (20) feet above ground and no blade sweep shall extend over parking areas, driveways, sidewalks, decks or required setback areas.
- C. Set-back: Towers shall be setback from any property line no less than the height of the tower.
- D. Appearance: Towers and/or small wind energy systems shall not be painted such as to stand out from the surrounding foliage and buildings. There shall be no advertising or signage other than the manufacturer's logo and cautionary signage, both of which are allowed at the base. Towers shall not be lighted.

- E. Safety: Towers must be equipped with an appropriate anti-climbing device or be enclosed by security fencing not less than six (6) feet in height.
- F. Noise: When operating, small wind energy systems shall not generate more than sixty (60) decibels of sound, as measured at any lot line. The level, however, may be exceeded during short-term events such as utility outages and/or severe wind storms.
- G. Code Compliance: Small wind energy systems shall comply with all applicable federal, state, and local construction and electrical codes and local building permit requirements.
- H. Utility Connection: All utility lines leading to or from the wind energy generating device shall be underground.
- I. Non Use: Towers must be maintained in a safe condition or be removed at the property owner's expense.
- J. Requirements for Land Use Permit: A Land Use Permit application shall include a plot plan including existing structures, lot lines, roads, overhead utility lines, and the small wind energy system itself. A cross section drawing of the structure, base and footings must also accompany the application.

ARTICLE 17

CONDOMINIUM SUBDIVISIONS

Replaced in its entirety by Amendment 03-002, effective July 3, 2003.

SECTION 17.1 INTENT

It is the intent of this Article to establish and implement the goals of the Suttons Bay Township Master Plan, which directs the Township to retain the rural atmosphere of Suttons Bay Township, and to protect the wetlands, farmlands, woodlands, and other open space by encouraging clustering for residential and commercial uses. The greater flexibility afforded by allowing site condominium developments should make development of difficult sites easier and more aesthetically pleasing.

SECTION 17.2 GENERAL PROVISIONS

For the purpose of this section, a Site Condominium Subdivision shall include any residential or commercial development proposed under the provisions of the Condominium Act [Public Act 59 of 1978, as amended ("PA 59")] consisting of two (2) or more single family detached/attached residential structures and/or commercial units on a single parcel, including single family residential structures developed as "clustered housing developments", as reviewed and approved through the Article 16 Open Space Residential Land Development, when ownership is "condominium" rather than "fee simple". The Township's zoning review of condominium projects is based upon MCL 559.141 of PA 59.

SECTION 17.3 PROJECT CONSIDERATIONS AND REQUIREMENTS

- A. Condominium Lots - The Condominium Subdivision Plan shall indicate specific parcel dimensions with front, rear and side condominium lot lines allocated to each condominium unit intended for separate ownership. For the purpose of this Article, and to assure compliance with the provisions herein, condominium units as defined in PA 59, shall be referred to as condominium lots.
- B. Area and Bulk Requirements - Each condominium dwelling unit shall be located within a condominium lot.
 - 1. Each site condominium lot, with regard to lot size, building heights, setbacks, and lot coverage shall conform with the requirements of the zoning district in which it is located, as indicated in Section 3.6 Schedule of Area, Height, and Placement Regulations of this Ordinance.
 - 2. The condominium lot size and the required setbacks shall be measured from the designated front, rear and side condominium lot lines.
 - 3. A twenty (20) foot wide landscaped easement shall be maintained on all condominium lots which border M-22 and other County Primary Roads, to

restrict access to the primary road, to minimize noise, and to protect outdoor living areas.

4. Unless the circumstances are such that the land area is not of sufficient size to develop secondary roads, all condominium lots shall front on secondary roads. Condominium lots along M-22 and other County Primary Roads shall either back up to such roads or shall front onto a service drive.
- C. Streets - All condominium lots shall front upon a public road, or private road which complies with the road standards of this Ordinance. All public streets within a condominium subdivision shall be constructed as required by the Leelanau County Road Commission. All private roads within a site condominium shall meet the requirements of Section 3.16 Private Roads Standards.
- D. Water Supply and Sewage Disposal Systems - Water Supply and Sewage Disposal Systems shall comply with the requirements of the Benzie/Leelanau District Health Department and/or State of Michigan.
- E. Landscaping - The condominium subdivision development shall comply with applicable requirements of Section 3.12 Landscaping, Screening, Buffers and Greenbelts.
- F. Lighting – All outdoor lighting shall meet the standards of Section 3.18 Outdoor Lighting Standards.
- G. Storm Water - Stormwater runoff shall be contained and handled on the site. Adequate and full measures shall be taken to accommodate the storm water runoff of the condominium subdivision on site.
- H. No condominium lot, common area or element shall be further divided or changed in use without the express review and approval of the Planning Commission under site plan review, and otherwise in compliance with the standards of this Ordinance.

SECTION 17.4 PLAN PREPARATION AND CONTENTS

Site Plan submittal requirements for Site Condominium Subdivisions shall conform to MCL 559.166 of PA 59 and shall be as described in Article 20 Special Land Use Permits, Article 19 Site Plan Review, and this Article, with the following additional/concurrent requirements;

- A. The preliminary plan shall be designed and drawn by a licensed Civil Engineer, a licensed Land Surveyor, a licensed Architect or a licensed Landscape Architect.
- B. Identification and Description:

1. Proposed name of the project.
2. Full legal description to adequately describe the parcel or parcels of land in question.
3. Names and addresses of the applicant, owners, and the planner, architect, design engineer, surveyor, or landscape architect who designed the project layout. The applicant shall also indicate his interest in the land.

C. Existing Conditions:

1. Boundary lines of proposed project, section or corporation lines within or adjacent to the tract and overall property dimensions.
2. Property lines of adjacent tracts of subdivided and un-subdivided land shown in relation to the tract being proposed for site condominium subdivision including those areas across abutting roads.
3. Location, widths, and names of existing or prior easements of record, public and/or private.
4. Location of existing sewers, water mains, storm drains and other underground facilities within or adjacent to the tract being proposed for site condominium subdivision.
5. Topography drawn at contours with an interval of not more than two (2) feet. Topography to be based on USGS datum.
6. The location of significant natural features such as natural water courses, bodies of water, and stands of trees.

D. Proposed Conditions: Site Condominium Subdivisions shall meet the project plan considerations and requirements of Section 17.3 Project Considerations and Requirements and the following additional/concurrent requirements:

1. Layout of streets indicating proposed street names, whether public or private, right of way widths, and connections and adjoining streets, and also the widths of and locations of alleys, easements, public walkways, bike paths and other transportation related elements.
2. Layouts, numbers and dimensions of lots, including building setback lines showing dimensions and finished grade elevations of buildings first floor elevation.

3. Proposed topography, including contour lines at the same interval as shown for existing topography.
4. Indication of the parcels of land and/or easements intended to be dedicated or set aside for public use and a description of the common elements of the project and the use and occupancy restrictions as will be contained in the master deed.
5. An indication of the ownership and existing and proposed use of any parcels identified as "excepted" on the-preliminary plan (indicating whether or not it is future "convertible area" or part of an "expandable condominium" under PA 59.). If the applicant has an interest,- or owns any parcel so identified as "excepted," the preliminary plan shall indicate how this property could be developed in accordance with the requirements of the existing zoning district in which it is located and with an acceptable relationship to the layout of the proposed preliminary plan.
6. Statement describing the sewage system and method to be approved by the Benzie/Leelanau District Health Department and/or State of Michigan. If private individual septic systems are to be utilized, such systems shall be contained within the lot area and shall be limited to the exclusive use of the owner of the condominium unit.
7. Statement describing water supply system, with applicable agency(s) approval.
8. Schematic indication, run off calculation and description of storm drainage proposed that prevents any additional storm water runoff to other properties and is acceptable to the County Soil Erosion Officer and County Drain Commission.
9. In the case where the applicant wishes to develop a given area, but wishes to begin with only a portion of the total area, the preliminary plan shall include the proposed general layout for the entire area. The part which is proposed to be developed first shall be clearly superimposed upon the overall plan in order to illustrate clearly the method of development which the applicant intends to follow. Each subsequent development shall follow the same procedure until the entire area controlled by the applicant is subdivided. Each phase of the development shall not exceed, on a cumulative basis, the average density allowed for the entire development.
10. An indication of the means by which and extent that significant natural features such as water courses, bodies of water, and stands of trees are to be preserved in conjunction with the development of the proposed project.

11. Indication of the approximate area for all site improvements including roads, utilities, drains, and all building activity that will have to be cleared and graded in order to develop the proposed project.
12. The Preliminary Site Condominium Subdivision Plan will also indicate the significant ecological areas that are to be preserved in their natural state. The intent is not to require a detailed grading plan at this time but to ensure that the developer's consultant has given sufficient thought to the clearing and grading requirements in preparing the Preliminary Plan.
13. Condominium Protective Covenants and Deed Restrictions which hold harmless the Township for improvements within the site condominium subdivision and requires conformance of all conditions and requirements of site plan approval and this Ordinance. All deed restrictions, restrictive covenants or other proposed regulations for the layout, use and maintenance of public or common areas and structures shall be incorporated into the site plan as detail sheets and notes.
14. A grading and storm water drainage plan that shows proposed finished floor elevations, finished grades at structures, proposed storm water collection system, storm outlet(s), ultimate downstream outlet, all necessary off-site drainage easements, and, when required, retention/detention basin design calculations. Any areas of filled or reclaimed land shall be identified and all development shall detain storm water so that the runoff from the property does not negatively impact upon adjacent properties or public and private rights-of-way.
15. The condominium subdivision shall provide for the dedication of easements to the appropriate public agencies for the purposes of construction, operation, maintenance, inspection, repair, alteration, replacement and/or removal of pipelines, conduits, mains, and other installations of a similar character for the purpose of providing public utility services, including conveyance of sewage, potable water and stormwater runoff across, through, and under the property subject to said easement, and excavation and refilling of ditches and trenches necessary for the location of such installations. Easement dedication documentation may be reviewed by the Township Attorney and Engineer.
16. A utility plan shall show all existing and proposed utilities and easements located on or serving the site, including sizes of water and sewer lines, wells, proposed hydrants, proposed meter size, and proposed fire suppression line into building. Proposed sanitary leads, proposed sanitary sewers or on-site disposal systems must also be shown, as applicable.

17. A street construction and paving plan showing types of surfacing, method of drainage, and grade elevations. For private streets, a maintenance plan must also be provided.
18. Limited common elements, common elements, condominium lots, preservation areas, convertible areas and any other designated ownership areas shall be clearly delineated on the site plan.
19. Prior to the issuance of any land use permit the site shall be marked with monuments per PA 59 and administrative rules, and a certified copy of the survey shall be filed with the Township.

SECTION 17.5 REVIEW PROCEDURES

- A. Distribution to Authorities - The Zoning Administrator shall deliver the proposed condominium subdivision plan to the Commission for review. The Zoning Administrator shall retain one copy, and send one copy to the Township Fire Chief.
- B. Staff Review - The Township Zoning Administrator and/or Planner or consultant shall send recommendations to the Commission at least seven (7) days prior to Commission meeting.
- C. Planning Commission –
 1. The Commission shall review the condominium subdivision plan and the reports of the County Road Commission, the County Drain Commissioner, the County Soil Erosion Officer, the County Health Department, and the Township Zoning Administrator. An independent consultant(s) may be hired, at the applicant's expense, to review the project and make recommendations to the Commission.
 2. The Commission shall hold a public hearing on the proposed condominium subdivision plan, for the purpose of reviewing and approving, approving with conditions, or denying the application.
 3. The Commission shall either approve the site condominium subdivision plan with or without conditions, reject the plan and give its reasons, or table the proceedings pending changes to the plan to make it acceptable to the Commission.
- D. Attorney Review - The master deed, condominium bylaws, restrictive covenants, and related condominium documents shall be provided for Township Attorney review.

- E. Outside Agency Permits or Approvals - The applicant shall be responsible for obtaining all necessary permits or approvals from applicable outside agencies.

SECTION 17.6 CONDITIONS AND DURATION OF APPROVAL

- A. Conditions - The approval of the Commission will indicate that the proposed site condominium subdivision plan meets the provisions of this Article 17 and PA 59, but does not cover additional permits that may be required after the Master Deed has been recorded.
- B. Duration - Upon approval the applicant shall have one (1) year from date of approval to complete common area infrastructure of roads and utilities. The Commission may extend the one year period upon written petition for extension. Such extension, if granted, shall cover only the material contained in the original approval process. Not more than three one-year extensions shall be granted.
- C. Condominium Subdivision Plan Approval Contract -
1. If the Commission approves the site condominium subdivision plan, it may request that the township attorney review a contract setting forth the conditions upon which such approval is based; such contract, after approval by the Township Board, shall be entered into between the township and petitioner prior to the issuance of a land use permit for any construction in accordance with the approved site condominium subdivision plan. All reasonable costs, as established by the Township Board, related to the preparation of said contract shall be paid by the petitioner to the Township Treasurer prior to issuance of any land use permits.
 2. If the Commission determines that the basic zoning application fees will not cover the actual costs of the application review, or if the Commission determines that review of the application and/or participation in the review process by qualified professional planners, engineers, attorneys, or other professionals is necessary, then the applicant shall deposit with the Township Treasurer such additional zoning fees in an amount determined by the Commission equal to the estimated additional costs.

SECTION 17.7 DESIGN LAYOUT STANDARDS, IMPROVEMENTS

Construction of Development in Phases. For developments where construction is to occur in phases, that portion which is constructed shall conform with all laws, ordinances and regulations of all governmental bodies having jurisdiction, and be capable of functioning independently without further improvements, including, without limitation, without the necessity of constructing any additional roads, drainage or utilities.

SECTION 17.8 INTERPRETATION

- A. Minimum Requirements. The provisions of these regulations shall be held to be minimum requirements adopted for the promotion and preservation of public health, safety, and general welfare of Suttons Bay Township.
- B. Application of Traditional Definitions. In the review of preliminary and final plans, as well as engineering plans, it is recognized that it may not be feasible to precisely apply traditional definitions and measures of "fee simple" development to the condominium subdivision. However, the review of plans submitted under this article shall be accomplished with the objective and intent of achieving results which are in harmony with the existing development of the adjacent properties and are consistent with the intent of the Township's Master Plan, and are in conformance with all requirements of Section 3.6 Schedule of Area, Height, Placement and Regulations of this Ordinance, as amended.
- C. Conflict with Existing Regulations. These regulations are not intended to repeal, abrogate, annul or in any manner interfere with existing regulations or laws of the Township, nor conflict with any statutes of the State of Michigan or Leelanau County except that these regulations shall prevail in cases where these regulations impose a greater restriction than is provided by existing statutes, laws or regulations. Nothing in this Ordinance shall be construed as requiring a Site Condominium Subdivision to obtain plat approval under the Subdivision Control Act.



LEELANAU PENINSULA
ECONOMIC FOUNDATION

Leelanau's Business Community: Bolstered, and Constrained, by Natural Beauty



KEY FINDINGS

Leelanau County business owners speak their mind on the advantages – and challenges – of entrepreneurship on the Leelanau peninsula

In a survey conducted in the spring of 2016 by the Leelanau Peninsula Economic Foundation, business owners in Leelanau County were queried on several important issues; most importantly their perceptions of the advantages of doing business in Leelanau County and the most critical barriers to their business success and growth. Here's a brief summary of what we found:

THE NATURAL ENVIRONMENT IS OUR STRONGEST ADVANTAGE

When asked in an open-ended question what they perceive to be the greatest advantages of owning a business in Leelanau County, business owners say that the natural beauty of the area (38%) provides their greatest entrepreneurial advantage, followed closely by – and closely related to – tourism (27%).



Environment Fuels Economy

Our natural beauty is seen as our greatest economic advantage



Business Supports Community

County business owners are quietly philanthropic



Cost of Living Hampers Growth

Affordable workforce housing and resulting staff shortages are severe constraints to business growth

“The natural beauty of the area including the interesting horticultural crops like cherries, grapes, hops, apples with topography that lends itself to tourism for outdoor activities, and scenic drives. The area has a positive image of being a clean environment with lots of water, water, water.” ~ verbatim response from a survey respondent

Local business owners also point to a sense of community and local consumer support (20%) and the quality of life (15%) as key business advantages.

THE COST OF LIVING IN LEELANAU IS A SERIOUS CONSTRAINT ON BUSINESS GROWTH

The downside to owning a business in “the most beautiful place in America” is hiring and retaining a workforce that – because of rising property values – cannot afford to live here. When given a list of 16 issues and asked to report whether their experience with the issue ranged from excellent (no need for improvement) to poor (a significant barrier to our success), two related issues stood out as serious impediments to business growth: 1) availability of affordable housing for employees and 2) finding a sufficient quantity of workers, especially in the summer. Fully 74% find the issue of affordable workforce housing a significant barrier to business success, and 44% say that finding enough workers is a serious impediment.

Availability of Affordable Workforce Housing a Severe Barrier to Business Growth



Other important business challenges include (with percent saying the issue is a significant barrier to success): availability of childcare options for employees (37%); availability of overnight accommodations in the

county (33%); finding enough qualified workers (32%); and availability of high speed internet (30%).

LEELANAU'S BUSINESS OWNERS "GIVE AT THE OFFICE"

Nearly all business owners in Leelanau County are philanthropically active. When asked which of six possible charitable activities that their business was engaged in, virtually all (94%) report at least one



charitable activity, including 84% who contribute financially to charities or non-profit organizations, 77% who provide in-kind goods or services to local charities, and 74% who sponsor local groups or activities.

WHO ARE OUR BUSINESS OWNERS?

Some interesting facts about our survey respondents:

- Nearly one-third (31%) own more than one business
- They've been in business, on average, for 21.7 years
- Their average age is 54
- 55% are male; 45% are female
- Their business provides nearly two-thirds (64%) of their household income
- Average firm revenues are \$1.3M

SURVEY METHODOLOGY

The survey was conducted online, from April 5 to May 8, 2016, among business owners in Leelanau County, Michigan. Invitations to participate were made through community chambers of commerce, industry associations, media outreach, and social media. In all, 132 respondents completed the survey.

ABOUT LPEF

The Leelanau Peninsula Economic Foundation, established in 2015, is a non-partisan advisory board whose purpose is to support the Leelanau business community by providing resources, programming and collaborative opportunities that will strengthen the economic vitality of Leelanau businesses and communities. Reach us at LPEF, PO Box 1063, Leland MI 49654 or at info@leelanaumeansbusiness.org. Follow us soon at leelanaumeansbusiness.org.

ACKNOWLEDGEMENTS

This survey was made possible by a grant received from Rotary Charities, and the invaluable assistance of the NorthSky Nonprofit Network.



LEELANAU PENINSULA
ECONOMIC FOUNDATION

Summary of Key Issues for Leelanau County Business Owners by Business Location							
Numbers are percent saying that the issue poses a barrier to business growth*	Total	Empire Village & Twp.	Glen Arbor Village & Twp.	Leland Village & Twp., Lake Leelanau	Northport, Omena, Leelanau Twp.	Suttons Bay Village & Twp., Peshawbestown	All Other Villages, Twps.
Availability of affordable housing for employees	80	83	77	63	85	85	91
Finding a sufficient quantity of workers (especially in the summer)	64	56	62	54	77	62	82
Availability of short-term (overnight) accommodations for visitors within Leelanau County	62	61	46	52	85	56	83
Finding enough <u>qualified</u> employees	60	56	65	48	69	59	64
Local government (township, county) support of business activity	55	72	50	67	31	64	39
Clarity and equal enforcement of building codes	50	45	54	48	92	35	48
Clarity and equal enforcement of zoning regulations	47	39	54	46	77	31	46
Availability of business support in the area (training, mentoring, coaching)	47	59	58	33	46	54	32
Cell phone coverage and signal quality	46	44	31	67	46	37	52
Availability of child care options for employees with young children	45	53	50	38	54	35	48
Availability of high speed internet (cable, fiber-optic)	44	50	38	36	92	33	41
Availability and cost of utilities (including sewer, septic)	42	78	35	33	58	31	36
Cost of travel into and out of the area (for your own business activities)	41	56	50	33	62	24	33



LEELANAU PENINSULA
ECONOMIC FOUNDATION

Summary of Key Issues for Leelanau County Business Owners by Business Location							
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Availability of suitable space/locations for operation	34	39	42	26	46	31	24
Local residents' support/ patronage of local business	32	39	35	38	23	15	45
Availability of financing/lending options	24	41	42	13	23	19	9
Number of Cases	(132)	(18)	(26)	(25)	(13)	(27)	(23)

Source: Leelanau County business owner survey, conducted in April-May 2016 by the Leelanau Peninsula Economic Foundation.

*Percent saying their experience with the issue is fair or poor on a 5-point scale (excellent, very good, good, fair, poor), thereby posing a significant or moderate barrier to business growth.



Issue is a greater than average barrier to growth.

ZONING ADMINISTRATOR'S REPORT

SUTTONS BAY TOWNSHIP

December 2016 (to-date)

For January 2017 Planning Commission and Township Board Meetings

Prepared By Steve Patmore
December 27, 2016

LAND USE PERMITS ISSUED

		NEW		ACCESSORY	
DATE	TOTAL	HOMES	ADDITIONS	STRUCTURES	OTHER
December 2016 (to date)	1	0	1	0	0
Year to Date	38	8	12	14	4
Year to date 2015	30	11	7	11	1
Year to date 2014	20	5	5	10	0
Year to date 2013	21	8	4	8	1
Year to date 2012	28	8	6	13	1
Year to date 2011	18	2	10	2	4

LUP 16-038 Sunroom Addition - 321 S. Nanagosa Tr.

One revision to existing permits
General Questions on Land Use Permits

Land Divisions

Land Division Violation – Simon Road

Zoning Board of Appeals:

No Activity

Other Work:

Many questions on zoning – setbacks
Filing, organization, and end of year work.