AGENDA
SUTTONS BAY TOWNSHIP PLANNING COMMISSION
REGULAR MEETING
201 N St Marys Street, Suttons Bay
Tuesday, December 7, 2021
6:00 PM

MEETING WILL BE HELD AT SUTTONS BAY BINGHAM FIRE AND RESCUE 201 N. ST MARYS STREET MEETING ROOM AS WELL AS BY Electronic remote access, in accordance with Public Act 228 of 2020 and Resolution 10 of 2021 Declaration of Local State of Emergency. The public may participate in the meeting through Zoom access by computer and smart phone using the following link: Join Zoom Meeting

https://us02web.zoom.us/j/85281147306?pwd=T2kzQW8xQ3R5dW8rSk1Gc3huM1BBZz09

Meeting ID: 852 8114 7306

Passcode: 899731

Approval of Agenda

Public Comment

Conflict of Interest

Approval of Minutes: November 2, 2021

Items of Discussion/Consideration:

1. Zoning Ordinance Overhaul Project/Mathew Cooke
   a. Mathew will provide Draft Zoning Ordinance Hard Copies at the meeting.
2. Approve 2022 Meeting Dates by Resolution

Reports:

Zoning Administrator	Steve Patmore
Planner:	Mathew Cooke, Networks Northwest
Township Board:	Tom Nixon
Chair Comments:	Dennis Rathnaw

Commissioners' Comments

Public Comment

Next Meeting Agenda January 4, 2022

Adjournment (8:00 PM unless extended by a motion.)
Commission Packets can be viewed at: https://www.leelanau.gov/suttonsbaytwppln.asp

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.

DRAFT MINUTES
SUTTONS BAY TOWNSHIP PLANNING COMMISSION

MINUTES OF NOVEMBER 2, 2021

CALL TO ORDER

Dennis Rathnaw, Chair, called the Suttons Bay Township Planning Commission to order on Tuesday, November 2, 2021, at 6:03 p.m. at the Suttons Bay Fire Department, 201 N. St. Marys Street, Suttons Bay Township, Michigan. The meeting was held in person with zoom attendees.

ROLL CALL - Quorum Present

Present: Dennis Rathnaw, at Fire Dept.; Susan Odom, at Fire Dept.; Don Gregory at home in Suttons Bay; and Doug Periard, at Fire Dept., Dee McClure, Suttons Bay, Rhoda Johnson, Fire Hall Andy Brandt, Fire Hall.

Absent: Tom Nixon, Amy Coleman

Staff Present: Steve Patmore, Matt Cooke

Approval of the Agenda
Susan Odom/moved, Andy Brandt/supported to approve the Agenda as presented, passed.

Public Comment
Lois Bahle - Recycling on Herman Road has been closed. The Road Commission has offered their site to place the recycling bins. In amending the zoning ordinance, she suggested that the PC require recycle bins when reviewing site plans. She also recommended the Township Board allocate 25% of government funding go to housing. Leelanau County is in the process of hiring a housing director.

Conflict of Interest - None

Approval of the Minutes - October 5, 2021
Don Gregory, moved, Susan Odom/supported, to approve the October 5, 2021 Minutes as presented, passed.

Items for Discussion

1. Zoning Ordinance Overhaul Project - Mathew Cooke

Matt Cooke reviewed his draft. Section 14.23 - Special Events proposed language). Draft Section 14.23 - Special Events language agreed upon by the PC shall also include:

- Require 5 acre minimum of actual farmed land regardless of total acreage.
- Tents would be allowed as determined by the PC review process.
- Revise language as requested regarding sound amplifers.
- Revise language regarding number of attendees allowed at an event.

Dee McClure/moved, Rhoda Johnson/supported, to approve amending Section 14.23 Special Events language as stated in the above paragraph. Roll call vote: Yes: Doug Periard, Dennis Rathnaw, Rhoda Johnson, Andy Brandt, Dee McClure, Don Gregory. No: Susan Odom Absent: Tom Nixon, Amy Coleman. Passed.

2. Land Use Map Discussion

Commission members suggested taking a look at the township land use map to determine areas to add density (agricultural land that butts up against rural residential) and rezone those area of agriculture to rural residential. Also, to reference the future land use map when considering approving a land use map.

Chair Rathnaw said the Land Use Map Discussion is tabled to the December 2021 meeting.

3. Solar Discussion -

Discussion was held on obtaining public input with regard to allowing solar panels and getting the solar language finished for the zoning ordinance.

Reports

Zoning Administrator - Report submitted.
Planner - No report.
Township Board - No report.
Chair Comments - None.

Commissioner Comments - None.

Public Comment - Don Gregory stated that the recycling issue should be

addressed. It has been a successful program.

Next Meeting Agenda - December 7, 2021

Adjournment - The meeting was adjourned at 8:05 p.m.

Minutes by Marge Johnson, Recording Secretary
Amy Coleman, Planning Commission Secretary

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DRAFT

Suttons Bay Township Planning Commission
2022 Schedule of Regular Meetings

Meeting dates, times, type of meeting, location, and log-in information will be posted on the township website:

(www.leelanau.gov/suttonsbaytwp.asp)

The regular meetings of the Suttons Bay Township Planning Commission will normally be held on the first Tuesday of each month as shown below, unless rescheduled or re-located. Additional meetings, cancellations, meeting locations, Draft Agendas, and meeting packets will be properly noticed and included in the township website: (www.leelanau.gov/suttonsbaytwp.asp).

Any changes to meeting dates or locations will be posted on the township website.

Planning Commission Meetings may be postponed due to weather advisories or hazardous travel conditions and will generally be announced by 3:00 P.M. the day of the meeting on the township website and posted at the meeting location. Any Public Hearings postponed by weather will automatically be re-scheduled for the next Regular Meeting, unless a Special Meeting is scheduled by the Commission.

Day	Meeting Date	Time
Tuesday	January 4, 2022	6:00 PM
Tuesday	February 8, 2022	6:00 PM
Tuesday	March 8, 2022	6:00 PM
Tuesday	April 5, 2022	6:00 PM
Tuesday	May 3, 2022	6:00 PM
Tuesday	June 7, 2022	6:00 PM
Tuesday	No July Meeting Scheduled (can be added if needed)	
Tuesday	August 2, 2022	6:00 PM
Tuesday	September 6, 2022	6:00 PM
Tuesday	October 4, 2022	6:00 PM
Tuesday	November 1, 2022	6:00 PM
Tuesday	December 6, 2022	6:00 PM

General items for the meetings need to be submitted ten (10) days prior to the meeting. Refer to the Suttons Bay Township Zoning Ordinance for submittal requirements on Site Plan Review, Special Use Permits, and Zoning Amendments.

Items should be submitted to:

Suttons Bay / Bingham Planning Office
95 W. Fourth Street, PO Box 457
Suttons Bay, MI 49682
(231) 271-2722 Ext 3
zoningadmin@suttonsbaytwp.com

ZONING ADMINISTRATOR'S REPORT

SUTTONS BAY TOWNSHIP

November 2021 (to-date)

For December 2021 Planning Commission and Township Board Meetings

Prepared by Steve Patmore

LAND USE PERMITS ISSUED

DATE	TOTAL	NEW HOMES	ADDITIONS	ACCESSORY STRUCTURES	OTHER
Nov. 2021 (to date)	**4**	**1**	**1**	**2**	**0**
Year To Date	**44**	**17**	**10**	**15**	**2**
Year to date 2020	37	10	6	20	1
Year to date 2019	36	17	10	9	0
Year to date 2018	38	19	7	12	0
Year to date 2017	38	16	5	14	3
Year to date 2016	37	8	11	14	4
Year to date 2015	28	10	7	10	1
Year to date 2014	18	3	5	10	0

1966 S. Lake Leelanau Dr. – shop/studio/storage
1383 S. Donnybrook - New Single-Family Dwelling
1596 N. West Bayshore Dr. – Solar Array
685 S. Stony Point Rd. – deck addition

Revisions to existing Land Use Permits

Land Divisions:

- Several questions about splitting of land – preliminary reviews.

Zoning Board of Appeals:

- Application pending for Appeal of Site Plan Review

Short Term Rentals:

- 34 Short-Term Rental Permits issued for 2021 (28 Renewal Permits– 6 New Permits).
- Renewals being accepted for 2022.
- Many questions on short-term rentals

Other:

- Inquiries about guest houses.
- Many general questions on properties and real estate sales.