

AGENDA
SUTTONS BAY TOWNSHIP PLANNING COMMISSION
REGULAR MEETING
201 St Marys Street
Tuesday, November 5, 2024
6:00 PM

THE MEETING WILL BE HELD AT Suttons Bay Bingham Fire Station Meeting Room, 201 St Marys Street, Suttons Bay. The public may participate in person. **Zoom access is for Viewing only.**

Join Zoom Meeting

<https://us02web.zoom.us/j/83017933377?pwd=cTx4YLz2gas0E7GGtcCGEb4YcfapKK.1>

Meeting ID: 830 1793 3377

Passcode: 932056

Call to Order and Notation of Quorum

Approval of Agenda

Public Comment

Conflict of Interest

Approval of Minutes: October 1, 2024

Items of Discussion/Consideration:

1. **Zoning Ordinance Overhaul Project – Incorporate into Clearzoning Format**
 - Status Update
 - Neighborhood Residential Zoning District.

2. **Suttons Bay Township Master Plan Update**

Reports:

Zoning Administrator	Steve Patmore
Township Board:	Eric Carlson
Chair Comments:	Tom Koernke

Commissioners' Comments

Public Comment

Next Regular Meeting – December 3, 2024
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 REGULAR MEETING
95 W 4th Street, Suttons Bay
Tuesday, October 01, 2024
6:00 PM

Call to Order and Notation of Quorum

Call to Order at 6:00p.m. on Tuesday, October 01, 2024. Quorum noted.

Commissioners Rollcall: Chairman Tom Koernke, Andy Brandt, Eric Carlson, John Clark, Rhoda Johnson, Patti Miller, Gary Thorton, Kevin Weber, **Tom Nixon**

Absent:

Guests: Jill **BAMM**, ~~Municipal Consultant Team who partners with~~ Giffels Webster

Staff: Steve Patmore, Mary Kuznicki

AUDIENCE: 3

Approval of Agenda

Motion by Commissioner Nixon to approve the SB Twp PC Agenda dated 10.01.24, 2nd by Commissioner Weber, Agenda approved.

Public Comment: Larry Mawby asked to move the public comment to item of Discussion #1. Chair Koernke agreed.

Conflict of Interest: None

Approval of Minutes:

September 03, 2024, Meeting Minutes

Motion to approve minutes with edits by Commissioner Clark, 2nd by Commissioner Miller, motion passed.

Items of Discussion/Consideration:

1. Topic: Ordinance Overhaul Project - Incorporate into *Clearzoning* Format.
 - a. Kickoff meeting with Giffels Webster.
 - b. Neighborhood residential zoning district.

The following are comments made during the meeting between the Giffels Webster Rep, Jill **BAMM** and the SB Twp PC Commissioners and public:

What is your goal for housing? Open the floor for commentary:

- Affordable housing is needed in our community
- Timeline for Peninsula Housing Development
- We would like to see a mix of single-family, duplex, triplex and quads and possibly incorporate some rental apartments. Rental apartment buildings could be large enough to secure 8 units per building. Referring to article 8 & 14 -
- How do setbacks get applied?
- The PC wants to make sure multi-family gets defined, ie: Is it 2 or more, three or more, etcetera? Current density: Current ZO Density is based on one story. The new draft has information regarding 2 floors under Article 6.

-The area in question is defined as the area along Herman Road and Pineview Rd. in Suttons Bay. There are some smaller parcels in the township which will not be considered in this development. More use-by-rights.

-Need to make the ZO more geographical and illustrated in the new zoning ordinance overhaul.

-10-acre sites need to be done in phases / developments.

-The statement "No more than half parcel can be multi-family" and has been removed.

-Front side Article 8 and 14 setbacks are different. Need a rationale for this difference.

-Original notion when purchased property was to create low-income housing tax credit (aka LIHTC). This is no longer on the table.

-Without the village extending (municipal) sewer and water, the 10 acres cannot hold 80 units. This reduces the max development to only 50 or 60 units. 8 units per acre works but will not be able to build that on the 10 acres in question. Type one well system required to get max 80 units.

-Attainable/Affordable housing (Not low-income)- mix of rental and home ownership even in the form of 2- or 3-condo split.

-We do have state and tribal grant money to do planning.

-Good neighborhood buy-in on the density project.

-Two stories max due to fire suppression.

-Need to build some one-story units ADA accessible, similar to Homestretch.

-Defined "Ground Lease" as a process in which a renter leases the land but not the units.

See a Site-Condo Model, Community Land Trust

It would be helpful to eliminate the lot size and the minimum/maximum dwelling size.

Let developers, such as Larry Mawby's Peninsula Housing, come to the Planning Commission with a written site plan for approval. Let the builder decide/have more control on size to help reduce costs. Freedom to have a mix of 1, 2 and 3 bdrm apartments & homes.

Example: 1000 sq ft homes would be the maximum size to be considered "an affordable home"

Jill: Referenced pages 3 and 4 of the packet dated September 30th, 2024 from Giffels Webster to the Suttons Bay Township Planning Commission:

Under well permits / single family dwellings of eight units per building: Current Well Permits allow only 12 units. The Projects Section without a Special Land-Use, Flexible developments.

The New Zoning Ordinance would allow eight single-family dwelling units per well.

-Eagles requirements for water/well systems

-Type 1 Water System refers to Public Water System

-Zoning limitations, but also practical limitations

Fire suppression system

Well water

Septic

Developers will need to come before the Planning Commission board if more than 4 units are on one-acre parcels with a site plan for approval.

Commissioners discussed a balance of power, reviewing site plans and determining each development case by case.

Commissioners agreed it would be better to have guidelines written in the new zoning ordinance, however, with some leeway so that developers with site plans can be approved without amendments.

Jill: When you picture a development, what do you see?

- Building height, No three-story buildings
- Consider size of each unit and/or building
- Amenable to cottage-cluster homes, potentially with playgrounds and sidewalks, keep small town feel. Family-friendly homes.
- Try to keep the homes available for younger families

The average sale price of single family homes in Leelanau County is currently \$700,000 for a home. Which is equal to a joint income of 300,000 or more. That is not accessible for most people working here.

If a development of homes is based on income, houses in Leelanau County should have a more reasonable price point of \$280K or less, and those do not exist in the county.

How do you control the prices? How do you keep housing affordable?

Could we expand the neighborhood district and prohibit short-term rentals?

Need to make a cohesive neighborhood in a community.

Baldwins: Pocket neighborhoods are limited by the septic systems but will add a well at each building. They agree with a restriction to the short-term rentals.

Ask the commissioners: This is not the place to make mandates of curbs, sidewalks and playgrounds. These amenities will increase costs which will inhibit low-income housing. Look for different wording to restrict the short term rentals.

Discussed ADU. Turning them into long term rentals/housing. The current language says that it has to be owner-occupied.

To avoid playgrounds and /or curbs and or sidewalks and neighborhoods. Commissioners could consider easements to other nearby parks. As well as trails that are accessible by neighborhood district owners.

To reduce costs and have less mandates on builders, potentially link parks and tart trails to the neighborhoods.

Discuss the difference between mobile home, modular home and manufactured home.

Current Zoning Ordinance does say that mobile homes are included. This statement can actually be removed. The condition is that Suttons Bay Township does not have a mobile home park, therefore the PC must allow mobile homes to be built on any property.

Define certain pitch of the roof/orientation. Suttons Bay has defined roof pitch on housing, this will inhibit modularity from being built within the township.

If lots can be defined as no larger than 60' x 100', this small-sized lot would allow cluster homes which have more open space.

Tiny homes? Are these an option? 400 sq ft or less, regardless of size, they are still very expensive to build.

Current Zoning Ordinance states houses have to be 700 sq ft. This amount was reduced in the new Zoning Ordinance Overhaul to possibly 500 square feet. The Planning Commission is open to a no-minimum square foot requirement on home sizes but would require a maximum for this district.

Discuss the possibility of homes as small as 250 square feet with shared kitchen and laundry facilities. Commissioners did not like this option as it sounds too much like dormitory living.

Discussed Ag-Labor housing which is more of a dormitory housing style. 9 bean row was used as an example.

Other concerns-

- The PC needs to be flexible.

- If regulations are not in place, contractors could present site plans & ideas that could get out of hand very quickly without guidelines.

- The PC needs to be responsible for housing and neighborhoods to look nice

- Discussed number of parking places required and their size. Historically, the Zoning Ordinance has required too much parking for smaller homes.

- PUD's- might be able to secure a grant to then create a PUD design.

- The amount of parking required is a concern; excessive required parking spaces per building as seen in the past.

- If farmers sell off some of their land for development, what's going to happen with the rest of the land? Community Land Trust.

- Land is the retirement account for many farmers.

- The Planning Commission does not want 100 acres sold off and made into apartments.

- There must be a balance between housing and wonderful rural character, as is currently in the Township. This is being threatened due to the economics of farming.

- The economy of farming is not good. Farmers will look toward selling their land to increase their revenues.

Site plan: Review for permitted use-

If all items are met under the Site Plan review, then the Planning Commission must approve the site plan.

GW- By hearing today's concerns, I have recorded the answers and discussion by the PC and will work with GW to get those concerns into the language of the new Zoning Ordinance

Special Land Use:

- Impacts to allow extra conditions
- They must be reasonable
- The Planning Commission must be consistent in its rulings
- We can still have standards
- To what extent Will there be trade-offs / bonuses?
- No extra housing units
- No extra height to the buildings
- Extra parking is negotiable. Also consider residence within a certain walking distance to public transportation to reduce required parking for each dwelling
- Is it possible to require access to trails and reasonable access to public playgrounds vs. private playgrounds and sidewalks within a development and its site plan.

2. Topic: Suttons Bay Township Master Plan Update - Kickoff Meeting with Giffels Webster. From the previous Planning Commission meeting, Chair Koernke asked commissioners to write a one-page document with input for the new 5-year Master Plan. This information would be shared with Giffels Webster. There is a reference from the previous Master Plan to help Commissioners with ideas of what they might consider in a 5-year plan. Currently, Chair Koernke has received one other commissioner's input plus his own. The Chair is asking Commissioners to please consider writing a page or a couple of paragraphs and submitting those directly to ZA Patmore, who will forward them to Kim at Giffels Webster.

Reports:

- Zoning Report: Zoning Administrator, Steve Patmore
The County commended the Planning Commission on the Waste Management **Burbridge** proposal. The Suttons Bay Township board will meet next week and will potentially approval of the submitted Waste Management Proposal.
The Special Land Use Permit for the new Communications tower at the corner of Bahle Rd. and Herman Rd. has been issued.
- Township Board: Eric Carlson
The Suttons Bay Township Board meeting will be held next week, Wednesday, October 9th, 2024.
The SB Twp board will vote on the Zoning Ordinance Condo Storage Unit Amendment
- Chair comments: Tom Koernke
The Chair thanks the commissioners for participating in tonight's meeting. And for their due diligence in reading and researching in preparation for this meeting.

Commissioners' Comments

- Commissioner -
- Commissioner -

Public Comment

Larry Mawby of Peninsula Housing: expressed his appreciation to the Board of Commissioners. Their thoughtfulness and concerned comments were appreciated during this meeting.

Next Regular Meeting – Tuesday, November 5, 2024, will be held at the Suttons Bay/Bingham Township Fire Department due to elections.

Adjournment: Meeting adjourned at 7:55 pm by Chair Tom Koernke

Minutes submitted by Mary Kuznicki, Recording Secretary
Gary Thornton, Secretary