

AGENDA
SUTTONS BAY TOWNSHIP PLANNING COMMISSION
REGULAR MEETING
95 W 4th Street
Tuesday, February 4, 2025
6:00 PM

THE MEETING WILL BE HELD AT Suttons Bay Township office meeting room located at 95 W. 4th Street, Suttons Bay. The public may participate in person. **Zoom access is for Viewing only.**

Join Zoom Meeting

<https://us02web.zoom.us/j/82468188996?pwd=OZmYEDeIzkn7jZ6Q0y8SmbtTEoA4ed.1>

Meeting ID: 824 6818 8996

Passcode: 372997

Call to Order and Notation of Quorum

Approval of Agenda

Public Comment

Conflict of Interest

Approval of Minutes: January 7, 2025

Public Hearing: Application for Zoning Ordinance Text Amendment-Allow Health Clinics in the Overlay Zoning District under certain conditions-submitted by the Leelanau Physical Therapy

Items of Discussion/Consideration:

1. **Application for Zoning Ordinance Text amendment- Allow Health Clinics in the Overlay Zoning District under certain conditions-submitted by the Leelanau Physical Therapy**
2. **Site Plan Review-Convert an existing storage building/office to a rental unit-Vineyard Inn-submitted by Stephen Kozelko.**
3. **Suttons Bay Township Planning Commission- 2024 Annual Report-Draft**
4. **Suttons Bay Township Zoning Ordinance Overhaul Project & Neighborhood Residential Zoning District**
5. **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 – March 4, 2025

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, January 07, 2025
6:00 PM**

Call to Order and Notation of Quorum

Call to Order at 6:01p.m. on Tuesday, January 07, 2025. Quorum noted.

Commissioners Roll-call: Chairman Tom Koernke, Andy Brandt, Eric Carlson, Rhoda Johnson, Patti Miller, Tom Nixon, Gary Thornton, Kevin Weber

Absent: John Clark

Staff: Steve Patmore, Mary Kuznicki

Approval of Agenda

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

Public Comment: None

Conflict of Interest: None

Approval of Minutes:

Motion to approve the December 3, 2024 meeting minutes as presented by Commissioner Carlson, 2nd by Commissioner Weber, motion passed.

Items of Discussion/Consideration:

1. Application for zoning ordinance text amendment- Leelanau Physical Therapy/Mansfield Land use Consulting
 - a. ZA Patmore explained the text amendment process
 - b. Dusty ^{CHRISTENSEN} Christiansen (Mansfield Land Use) representing Leelanau Physical Therapy owners, Erin & Amber Noble share information with the SB Twp PC on reasons to consider the request for the text amendment and sample language for the proposal. Some points for consideration include: the daycare building is a larger facility (they have outgrown the M22/Peck Rd building), overlay zone districts, parking, no additions to property needed, current building is limiting growth, define use as "Health Clinic Use", least impactful to M-22 and satisfies accessibility. Comm Brandt made a motion to ~~accept the proposal and proceed with public comment & public hearing~~, 2nd by Comm Nixon, motion passed. ZA Patmore will work with the applicants on verbiage prior to public comment & public hearing next month.

ON FEBRUARY 4, 2025,

2. Zoning Ordinance Overhaul Project Incorporate into Clearzoning Format-
 - a. Status Update- Giffels Webster Reps. Jill & Rose via Zoom shared progress on ZOO, discussed short-term rental, long-term rental and purchase-only districts.
 - b. Neighborhood Residential Zoning District- NRZD was removed from the ZOO so that current proposals from builders could be reviewed within current ZO and proceed. Peninsula Housing project has several phases which can all be done within the current ZO.

3. Suttons Bay Township Master Plan Update
 - a. Ideas, comments & questions from SB Twp PC Commissioners needed
 - b. Consideration of survey topics & questions
 - c. Data collection to begin, consider goals
 - d. 2025 Planning Trends: Alt energy, Housing, conversion of offices/retail spaces
 - e. Farming property: A Farmer's retirement is invested in the land
 - i. Can the PC limit selling off the property so they can retire?
 - ii. Leelanau County has some of the best soils for growing
 - iii. Be creative in offering alternative incomes for farmers

4. Election of officers

Comm Nixon made a motion to nominate, re-elect and accept the current 2024 SB Twp PC officers for an additional term. Comm Carlson supported the motion to nominate, re-elect and accept the 2025 officers: PC Chair, Tom Koernke, PC Vice Chair, Andy Brandt, and PC Secretary, Gary Thornton. Commissioners Koernke, Brandt and Thornton accepted nominations and re-election to the SB Twp PC Board. Motion passed.

Reports:

- Zoning Administrator: Steve Patmore – ZA Patmore expects the Drakes to return to the February PC meeting with a more formal plan on developing their S Shore property.
- Township Board: Eric Carlson - Township Board Meeting on Jan 8, MHSTA Housing Grants need and "Authorized Official" who can sign contracts. Recommends the Twp Treasurer.
- Chair Comments: Tom Koernke – Comm Koernke & Clark have submitted MP questions for survey. Commissioners should submit theirs to ZA Patmore in the next few days. He will forward them to Jill at GW.

Commissioners' Comments

- Commissioner – Next meeting date is Feb 4th, not the 6th as posted in today's agenda. Comm Brandt will not be in attendance on the 4th
- Commissioner Brandt – Cell tower on Brandt property is being erected in segments, it is approx. half-way built. Encouraged commissioners to drive by Bahle Road to view.

Public Comment

Larry Mawby, Peninsula Housing:

- ✓ Jan 8th at 6:00pm - Housing North Workshop at Leelanau County Govt Center
- ✓ Jan 15th 3-4:30pm - Mich Assoc of Planners meeting, topic is Brownfield tips for Housing
- ✓ Additional Income for farmers- "glamping", farm-camping experience, see other Leelanau Twp farms for ideas

Next Regular Meeting – February 06, 04, 2025 at 6:00pm

Adjournment: 7:25PM by Chair Tom Koernke

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

GENERAL CORRESPONDENCE
FEBRUARY 4, 2025 PC MEETING
SUTTONS BAY TOWNSHIP PLANNING COMMISSION

The attached anonymous letter was sent to at least two of our Township Planning Commission members.

Although this correspondence was not directed to the township or planning commission as a whole, we are disclosing to the entire Planning Commission that the correspondence was received by two of the members.

*******U R G E N T*******
COMING SOON TO YOUR NEIGHBORHOOD!

HIGH DENSITY HOUSING DEVELOPMENT

A high density housing development is being proposed to be built on the corner of:

SMITH ROAD and **STONY POINT ROAD!**
(See Attached/Aerial View)

EIGHT, yes **EIGHT** houses will be sitting on the hill with only 100 ft of frontage between houses! **TRAFFIC! NOISE! DANGEROUS CORNER.** Do we want this dense housing invading our neighborhood! A plethora of problems.

Come to the Planning Commission meetings and make your voice heard!

FIRST TUESDAY OF EVERY MONTH!!

8 HOUSES

HIGH

DENSITY

DEVELOPMENT.

SMITH RD.

South Hill N.W.

SUTTONS
BAY VILLAGE



... HIGH DENSITY HOUSING ...
... PROPOSED TO BE ...
... EACH ROAD ...
... THE ...
... ROAD ...

Thursday

6:00 PM

Call to Order and Motion of Quorum
Call to Order at 6:01 PM, 6th Tuesday, December 03, 2024. Quorum noted.
Commissioners Rollcall: Chairman Tom Goerhle, Eric Carlson, John Clark, Rhonda Johnson, Tom
Itzin, Kevin Weber
Absent: Andy Brandt, Patti Miller, Gary Thornton
Staff: Steve Bismore, Mary Kunitzki

Approval of Agenda
Motion by Commissioner Carlson to approval of the Dec 3, 2024 58 Twp PC Agenda,
2nd by Commissioner Itzin, Agenda approved

Public Comment: None

Conflict of Interest: None

Approval of Minutes
Motion to approve 58 Twp PC November 05, 2024 Meeting Minutes, with corrections by
Commissioner Carlson, 2nd by Commissioner Itzin, motion passed.

Item 1 - Discussion/Consideration:

1. 1975 Application Conference: Proposed (Revised) Development of the Karen Drake
Trust located at 855 S. Stony Point Rd., Property No. 45-011-027-25-00.
Stacy Morgan's developer, and the Drake spoke to the commissioners regarding the
project. The project, if approved, will take place in 2 phases. Phase 1 would consist of
splitting 30 acres of the property into 9 lots, each over 1 acre and would include an open
space. Phase 2 would incorporate site condos. Additional information: an access road will be
installed for driveway to connect to Smith Rd. Footprints for building sites will be set off
of Stony Point Road including the rural look to the road. more than 50% of the property
will remain as open space, farming the remaining acreage will continue by Josh Drake. The
final plans will be submitted in January with regard to the current zoning ordinance.
2. Zoning Ordinance: Overhaul Project - Incorporates into *Geographic* Forms
3. Status: The new *Geographic* Forms incorporated approximately half of the 100
with the *Geographic* Forms. The *Geographic* Forms had small meetings with SW
Commissioners regarding the project. The SW Commission will be working with
the *Geographic* Forms. The *Geographic* Forms will be working with the
addressed. All property owners will be notified by mail regarding the new appeal
to in order to be helpful.

- 1. The *Geographic* Forms will be working with the *Geographic* Forms and will be working with the *Geographic* Forms.
- 2. The *Geographic* Forms will be working with the *Geographic* Forms and will be working with the *Geographic* Forms.
- 3. The *Geographic* Forms will be working with the *Geographic* Forms and will be working with the *Geographic* Forms.
- 4. The *Geographic* Forms will be working with the *Geographic* Forms and will be working with the *Geographic* Forms.
- 5. The *Geographic* Forms will be working with the *Geographic* Forms and will be working with the *Geographic* Forms.

MEETING
MINUTES

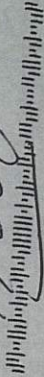


GRAND RAPIDS MI 493
11 JAN 2025 PM 5 L

THE NIXONS
715 N. STONY PT RD,
SUTTONS BOY, MI

49682

49682-956615



**URGENT
ACTION!!**

PLANNING COMMISSION BOARD
MEMBERS

Frank Smith – Gail Hetler – Richard Hylwa
Steve Feringa – Michael Campbell.

Contact your Board Members and make your
voice heard!

January 8, 2025

Steve Patmore, Zoning Administrator
Suttons Bay Township
PO Box 457
Suttons Bay, MI 49682

Re: Zoning Ordinance Amendment Request – Updated Amendment Language

Mr. Patmore,

On behalf of the applicant, Leelanau Physical Therapy, and following our discussion related to the Ordinance Amendment with the Planning Commission at their 1/7/25 meeting, we are submitting the following update to the proposed Ordinance Amendment language. Changes reflect a shift in terminology from “medical offices, personal services offices” to “health clinics” in order to match the existing clinic definition in the Ordinance and the rewording of item 12.3.C.3.i based on recommendations from the meeting. Specific Ordinance language referenced below is shown in *italic text*, text to be removed shown in ~~strikethrough~~, and proposed language shown in ***bold italic text***.

Section 12.3.A Intent

Update intent language to reflect proposed changes to special uses allowed within the Overlay District.

*A. Intent: The need and desire for churches, **health clinics**, and day care centers in Suttons Bay Township inevitably follows the creation and expansion of population centers. These uses have a greater than usual impact on the environment, the community and/or neighboring property holders. The functional relationship between these uses and residential use in the township is direct and the physical relationship should be close. It is the intent of this Special Use Overlay to accommodate the need for land area for Churches, **health clinics**, and Day Care Centers while maintaining a direct relationship with residential uses. Further this accommodation will be done in a manner that does not cause undue development pressure on agricultural or open space lands. Churches, **health clinics**, and day care centers are not normally allowed in the underlying districts because they are usually incompatible with the primary uses therein. It is intended that the restrictions placed on the these uses by the overlay district shall encourage development which does not encroach visually or physically on adjacent land uses. Land area and frontage requirements, setbacks and the parking location requirements are designed to preserve or enhance the rural characteristics of the township, provide adequate space for development and protect the adjacent lands from impacts of development which would not otherwise be allowed in the district.*

Section 12.3.C Special Uses Allowed Within the Overlay Zone:

Add subsection 12.3.C.3 for the inclusion of Medical and Personal Services Offices as Special Uses to be allowed with the Overlay District.

3. Health Clinics, provided:

- a. The lot area is at least five (5) acres.*
- b. The area within the lot under active use shall be located a minimum of fifty (50) feet from any agricultural cropland with an active spraying schedule.*
- c. The minimum lot width shall be two hundred fifty (250) feet.*
- d. The minimum front, side and rear setbacks of the principal medical or personal services structure shall be sixty (60) feet.*
- e. The site shall be served by a single road access unless required otherwise by the Fire Department for fire access and shall be approved by the Leelanau County Road Commission or Michigan Department of Transportation, as applicable.*
- f. All parking areas shall be behind the actual front setback of the principal medical or personal services structure and not closer to any property line than forty (40) feet.*
- g. The minimum number of parking spaces shall be one (1) space per practitioner and per employee, plus one (1) space per two hundred fifty (250) square feet of gross floor area in the primary structure.*
- h. A buffer may be required by the Commission to screen the bulk of activity on the site from the view or hearing of adjacent residential users.*
- i. The proposed medical or personal services use shall be located within an existing structure and any enlargement of said existing structure's size shall not be permitted to exceed the lesser of 10% of the existing structure's floor area or 600 square feet.*

We look forward to discussing this amendment request further during the public hearing at the February meeting of the Planning Commission.

Should you have any questions or need additional information, please feel free to call me at (231) 946-9310 x1008 or email me at dusty@maaeps.com.

Sincerely,
Mansfield Land Use Consultants



Dusty Christensen, LLA

SUTTONS BAY TOWNSHIP

APPLICATION FOR SITE PLAN REVIEW

OFFICE USE ONLY

DATE RECEIVED: _____
DATE APPLICATION DETERMINED COMPLETE: _____
DATE(S) REVIEWED BY PLANNING COMMISSION: _____
DATE APPROVED: _____

FILE NUMBER _____

FEE: _____

RECEIPT NO: _____

Project/Applicant Information:

Project Title: Vineyard Inn change use from office to dwelling for existing bldg.

Applicant: Pamela Leonard

Address: 3945 S. West Bay Shore Dr
Suttons Bay, MI 49682

Phone: 231-941-7060 Fax: _____

Applicant's Interest / Relationship in the property (circle one): OWNER PURCHASER AGENT

Owner (If other than the Applicant)

Name: _____

Address: _____

Authorized Agent or Representative:

Name: Stephen Kozelko

Company: _____

Address: 3945 S. West Bay Shore Dr
Suttons Bay, MI 49682

Phone: 231-670-0207 Fax: _____

Location of Property:

Property (Tax) Number: 45-011-015-008-40

Street Address of Parcel: 1351 N. Pebble Beach Dr, Suttons Bay MI 49682

Current Zoning of Parcel: Commercial

Acreage of Parcel: _____

Existing Structures on Parcel: 2 story storage/office bldg

Attach copy of Legal Description of Property

Attached

Description of Proposed Project:

change of use for existing 2 story storage/office bldg.
to allow upstairs (2nd level) to be used as a 1 bedroom,
1 bathroom residential/rental unit as part of the
Vineyard Inn

Project Completion Schedule / Description of Phasing:

winter/spring of 2015

Describe prior Site Plan Reviews, Variances, and Permits related to subject property, including dates:

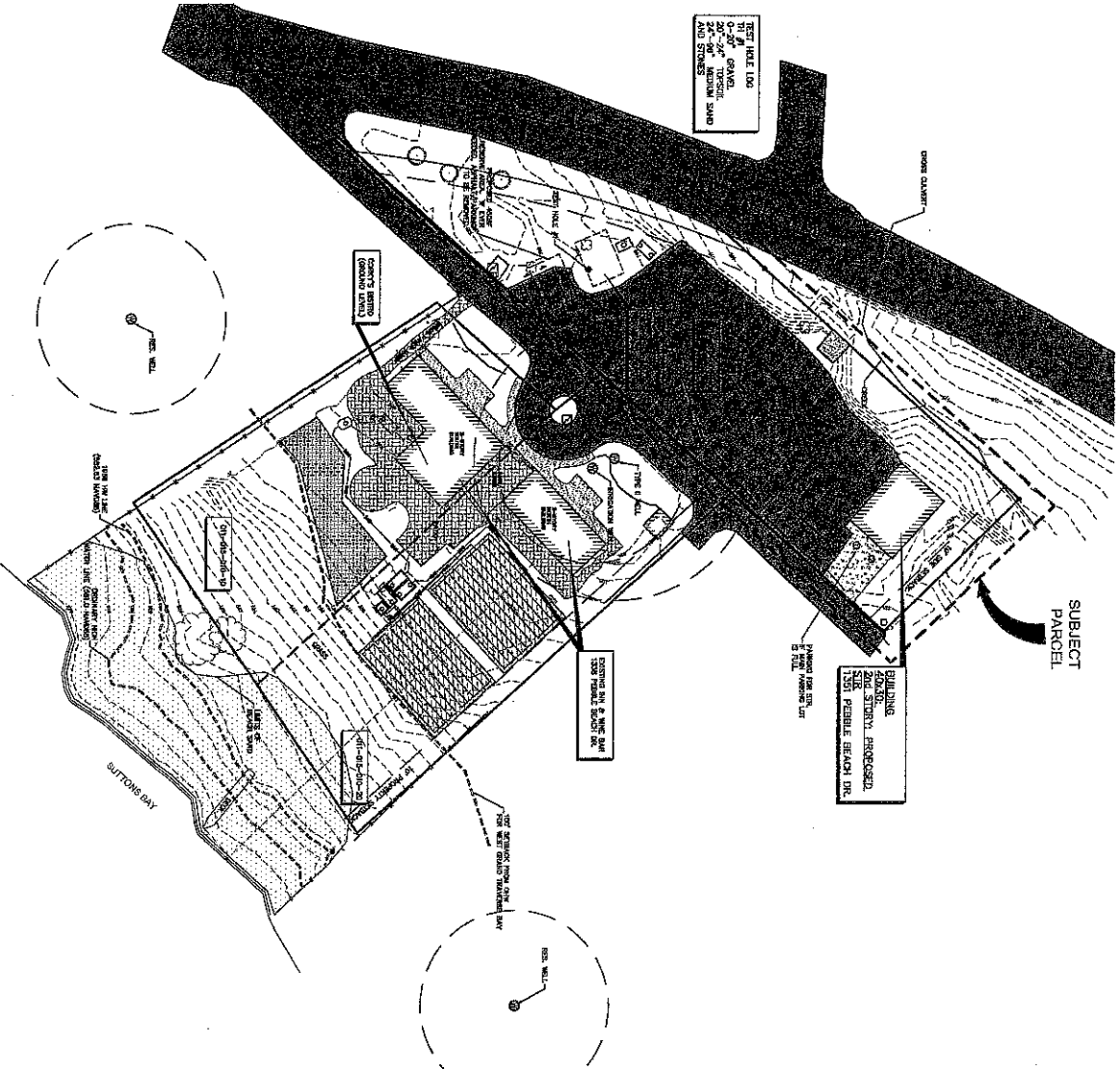
copies attached

I certify that the above information is true and authorize officials of Suttons Bay Township to enter the property during Site Plan Review.

Signature: By: _____
Name: _____
Title: _____

Attachments Required:

- Legal Description of Property
- Application Fee - \$250.00
- Hazardous Materials Checklist - N/A

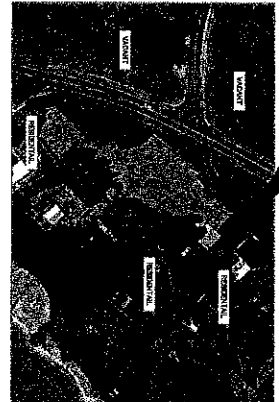


OVERALL PROPERTY PLAN

OWNER/APPLICANT:
 VINEYARD INN ON SUTTONS BAY LLC
 12283 S WEST BAY SHORE DR.
 SUTTONS BAY, MI 49882

PROPERTY INFORMATION:
 PROPERTY JURISDICTION: SUTTONS BAY TWP.
 PARCEL ADDRESS: 1351 N. PEBBLE BEACH DR.
 PARCEL I.D. 011-015-008-40

APPLICANT INFORMATION



VICINITY MAP - NO SCALE (WITH ADJACENT STRUCTURES)

**PROPOSED CHANGE IN USE
 SITE PLAN REVIEW-ABBREVIATED**

SUTTONS BAY TWP, LEELEANAU COUNTY



SITE DATE: 1/22/2023
REVISIONS:

C1

APP NO.:
2009-104
SITE PLAN

Suttons Bay Township

**Planning & Zoning Office
P.O. Box 457
Suttons Bay, MI 49682**

**(231) 271-2722 phone
(231) 271-2773 fax**

November 13, 2009

Scott Jozwiak
Jozwiak Consulting
P.O. Box 5342
Traverse City, MI 49686

Re: Storage Building
Vineyard Inn
Suttons Bay Township

Scott,

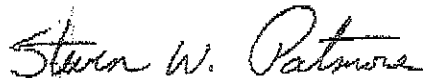
The storage building at the Vineyard Inn was approved by the Planning Commission as an accessory building to the Inn.

~~A private office for the Owner of the Inn can be located within the building, however, this office cannot be the main office for the Inn, or be rented or leased as a Commercial Office unless a revised Site Plan is approved by the Planning Commission.~~

Also, there can not be employees working in the private office or an exterior sign unless there is a revision to the Site Plan.

Please call if you have any questions.

Signed,



Steven W. Patmore
Zoning Administrator

Permit No. 08-003

Date: March 6, 2008

Land Use Permit

Suttons Bay Township, Leelanau County

Parcel ID 45-011-015-008-40

Location: 51
1333 N. Pebble Beach Drive

Owner Vineyard Inn of Suttons Bay
Address 12283 S. West Bayshore Drive
Traverse City, MI 49684

Contractor: self
Address: _____

Type of Activity: New 40' x 30' Accessory Building w/storage loft
Site Plan approved by Planning Commission.

Bldg Width: 40' Bldg Depth: 30' Total Area: 1200 sft
Bldg Height: 30' Total Rooms: _____
Stories: 1 1/2 Baths: _____ Bedrooms: 0

Health Dept. Permit No. NA Road Comm. Permit No. NA Soil Erosion Permit # Pending

Zoning District: Commercial

Setbacks

	Front	Rear	Side	Side	Shoreline
Required Setbacks:	40'	30'	10'	10'	50'
Proposed Setbacks:	NA	40'	30'N	30' W	NA

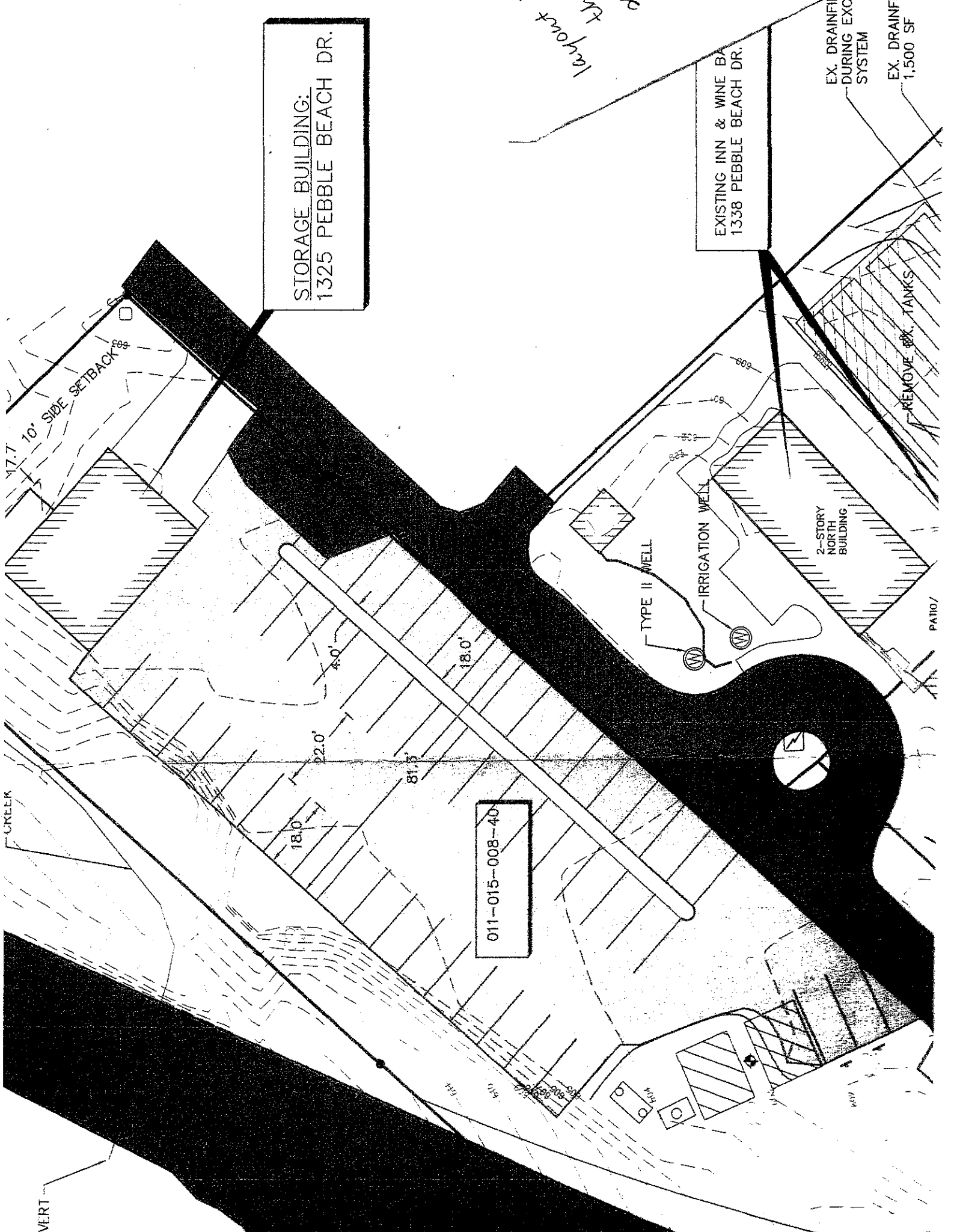
With the granting of the permit for the above it is agreed that such work will conform with the State Building Codes, Zoning and other Ordinances of the Township of Suttons Bay, and that the said Township shall not be liable for any damage resulting therefrom.

Signed: Stephen Koyun

Approved By: Steven W. Patmore
Steven W. Patmore, Zoning Administrator

Date: 3/6/08 Permit Fee: \$30.00

Conditions / Remarks: Must meet conditions imposed by the Suttons Bay Township Planning Commission, including parking, dumpster, lighting, licensing, & permits.
(see attached sheet)



STORAGE BUILDING:
1325 PEBBLE BEACH DR.

EXISTING INN & WINE BAR
1338 PEBBLE BEACH DR.

EX. DRAINAGE
DURING EXC.
SYSTEM
EX. DRAINAGE
1,500 SF

REMOVE EX. TANKS

2-STORY
NORTH
BUILDING

TYPE II WELL
IRRIGATION WELL

011-015-008-40

17.7'
10' SIDE SETBACK

CREEK

VERT

47
48
Layout

18.0'
22.0'
81.5'
18.0'
4.0'

PATIO

604
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October 15, 2009

Chuck Grant
Sanitarian
Benzie-Leelanau District Health Dept.
7401 E. Duck Lake Rd
Ste 100
Lake Leelanau, MI 49653

**RE: Letter of Understanding
Storage Building Renovation
1351 N. Pebble Beach Dr.**

Dear Chuck:

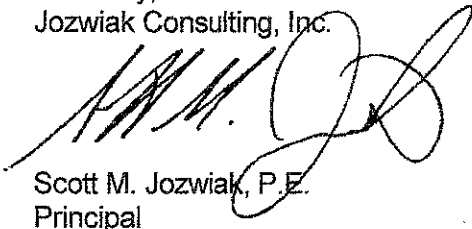
The existing storage building is being converted to allow for a private office on the second floor. This private office will be the location of a proposed bathroom that will service the occupant(s) of the private office. The bathroom will consist of a toilet and sink. Although not included in the plans, it is logical that a utility sink will be installed in the lower level of the building at some point. Adding this will require some additional rework of the plumbing system but in the event they choose to do this, we have added capacity for that use.

The basis of design for the proposed drainfield to service this building is as follows:

Storage Building/Private Office:

Employees:	3 employees x 35 gal/employee	= 105 gal/day
Utility sink	40 gallons per day (??)	= 40 gal/day
<u>Total Design Usage</u>		<u>= 145 gal/day</u>
Assumed loading rate for soils		= 0.5 gal/sf/day
Drainfield area requirement	105 gal/day / 0.5 gal/sf/day	= 290 s.f.
Proposed Drainfield size	18'x18', low pressure system	= 324 s.f.

Sincerely,
Jozwiak Consulting, Inc.



Scott M. Jozwiak, P.E.
Principal

Leelanau County**Building Permit No: PB08-0040**

Construction Code Authority

8527 Government Center Drive, Suite 109

Suttons Bay, MI 49682

Phone: (231) 256-9806

Fax: (231) 256-8333

DATE: 03/13/2008

1351 N PEBBLE BEACH	Site Location
Township: SUTTONS BAY	
Parcel Number: 011-015-008-40	

VINEYARD INN ON SUTTONS BAY LLC	Owner
12283 S WEST-BAY SHORE DR	
TRAVERSE CITY MI 49684	

VINEYARD INN ON SUTTONS BAY LL
12283 S WEST-BAY SHORE DR
TRAVERSE CITY MI 49684
Ph#
Contractor/Applicant

Issued: 03/13/08	Expiration Date: 09/09/2008
Total Square Feet: 2,000	

Category Commercial, Utility Building
 Building Code in Effect: **2003 MI BUILDING**

Work Description: Two story commercial storage building (S-1), wood frame, unfinished.

Stipulations:

Permit Item	Work Type	Fee Basis	Item Total
Base Fee Commercial	Standard Item	1.00	50.00
Const Commercial	Construction	97,860.00	754.00
Plan Rev (1) < \$1,000K	Plan Review	1.00	127.00
Plan Rev (1) < \$1,000K	Plan Review	3.00	95.00

Fee Total:	\$1,026.00
Amount Paid:	\$1,026.00
Balance Due:	\$0.00

I agree this permit is only for the work described, and does not grant permission for additional or related work which requires separate permits. I understand that this permit will expire, and become null and void if work is not started within 180 days, or abandoned for a period of 180 days at any time after work has commenced. A permit will be closed when no inspections are requested and or conducted within six months of the date of issuance, or the date of a previous inspection; and, that I am responsible for assuring all required inspections are requested in conformance with the applicable code. I hereby certify that the proposed work is authorized by the owner, and that I am authorized by the owner to make this application as his authorized agent. I agree to conform to all applicable laws of the State of Michigan and the local jurisdiction. All information on the permit application is accurate to the best of my knowledge.

Payment of permit fee constitutes acceptance of the above terms.

Please call (231) 256-9806 to schedule your inspections.

Receipt # 00021158
 Permit # PB08-0040
 Payment Validation

Leelanau County Construction Code Authority
8527 Government Center Dr. Suite 109
Suttons Bay, MI 49682
Phone: (231) 256-9806 FAX: (231) 256-8333

Certificate of Occupancy

Applicants name and address:

VINEYARD INN ON SUTTONS BAY LLC
12283 S WEST-BAY SHORE DR
TRAVERSE CITY , MI 49684

Owners name and address:

VINEYARD INN ON SUTTONS BA
12283 S WEST-BAY SHORE DR
TRAVERSE CITY , MI 49684

This is to certify that this building or structure has been inspected and constructed in accordance with the building permit and found to be in compliance with the permit, the code, and other applicable laws and ordinances.

Issued for: Commercial, Add/Alter/Repair
Site address: 1351 N PEBBLE BEACH DR
Building code in effect: 2006 MI BUILDING
Building permit number: PB09-0335
Construction Type: 5B
Use and occupancy classification: B
Occupant Load: 3
Automatic sprinkler system: N
Special stipulations and conditions:



Code Official: Robert Mickevicius

03/26/2010

Date

Certificate Number: OC10-0053

Recpt Date: 09/14/2005

Official Summer Tax Receipt

Recpt No: 00001749

SUTTONS BAY TOWNSHIP

Property #: 011-015-008-40

Received of:

TAXABLE: 5,947, SEV: 27,500, SCHL: 45050
P.R.E.: 0.0000 CLASS: 201

VINEYARD INN ON SUTTONS BAY LLC
12283 S WEST-BAY SHORE DR
TRAVERSE CITY, MI 49684
Owner: VINEYARD INN ON SUTTONS BAY L

Previous Payments			Current Payment		
Date	Chk #	Amount	Date	Chk #	Amount
			09/14/2005	5563	200.37
Total Recvd			200.37		

DETAILED BREAKDOWN OF BILLING/PAYMENTS FOR 011-015-008-40

Heading	Mills	Tax Billed	Total Paid	Balance
STATE ED TAX	6.00000	35.68	35.68	0.00
SCHOOL OPERATING	18.00000	107.04	107.04	0.00
SCHOOL DEBT	4.90000	29.14	29.14	0.00
INTERMED SCH TAX	2.95890	17.59	17.59	0.00
SINKING FUND	0.25000	1.48	1.48	0.00
COUNTY ALLOC	1.25450	7.46	7.46	0.00
Admin Fee		1.98	1.98	0.00
Interest/Pen		0.00	0.00	0.00
Over Payments		0.00	0.00	0.00
Totals----->	33.36340	200.37	200.37	0.00

Legal Description

Property Description:

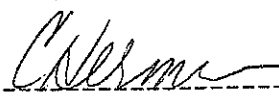
SURV L6 P151/96 L639 P572/02
PARCEL 3 - PRT GOVT LOT 5 SEC 15
BALANCE OF DESCRIPTION ON FILE-----

351
Addr: N WEST-BAY SHORE DR

SUTTONS BAY TOWNSHIP
CATHERINE L. HERMAN, TREAS.
PO BOX 457 OR 321 N ST JOSEPH AVE
SUTTONS BAY MI 49682
PHONE 231-271-2722

I HEREBY CERTIFY THAT APPLICATION
WAS MADE TO PAY ALL TAXES, SPECIAL
ASSESSMENTS AND SURCHARGES, DUE AND
PAYABLE AT THIS OFFICE ON THE
DESCRIPTION SHOWN IN THIS RECEIPT
EXCEPT THOSE AMOUNTS SHOWN IN THE
'BALANCE' COLUMN ABOVE.

VINEYARD INN ON SUTTONS BAY LLC
12283 S, WEST-BAY SHORE DR
TRAVERSE CITY MI 49684



TREASURER

~~AGENDA ITEM 3~~

FEBRUARY 4, 2025 PC MEETING
SUTTONS BAY TOWNSHIP PLANNING COMMISSION

**Site Plans submittal for
Mark & Karen Drake Open Space Residential Development**

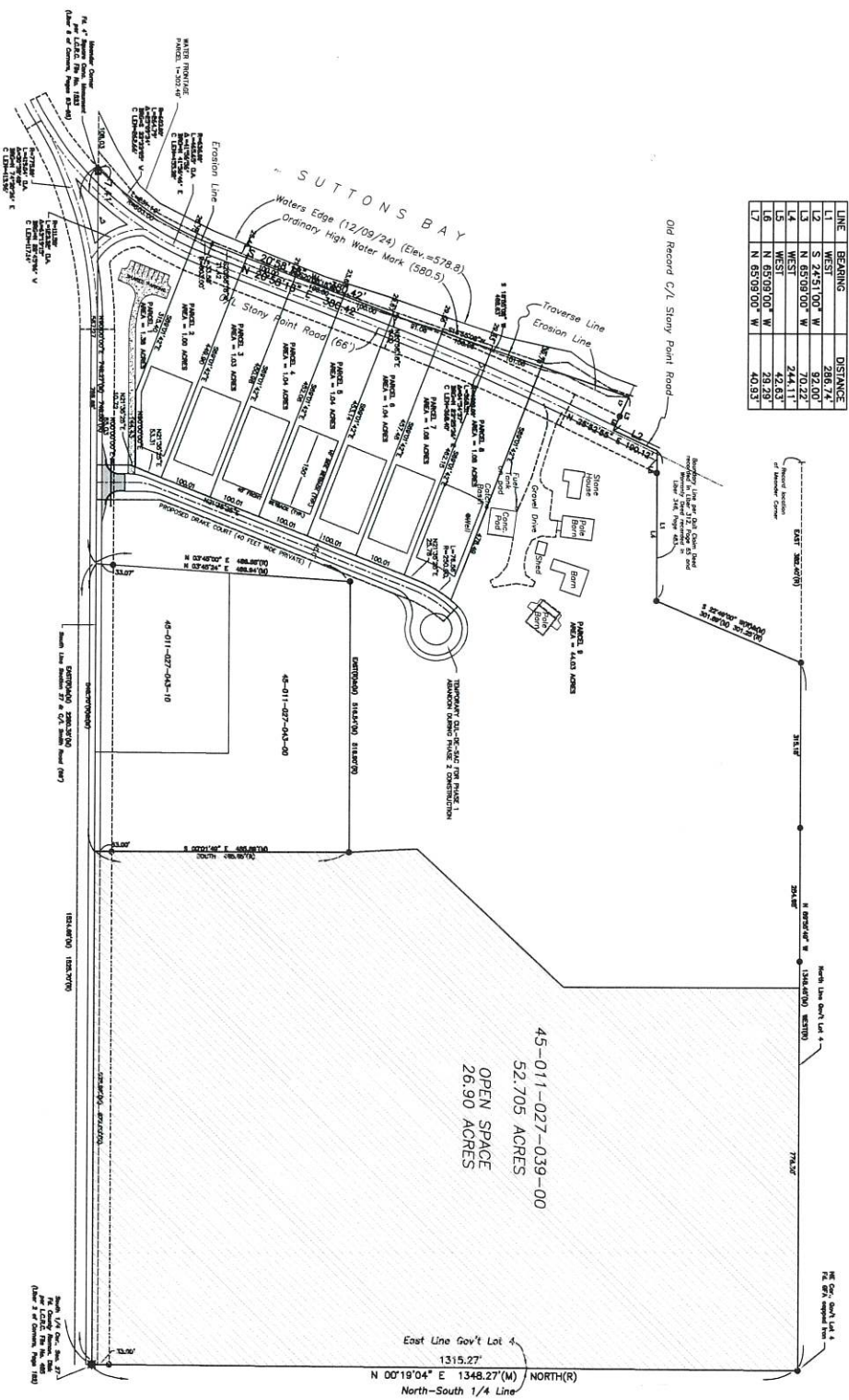
The attached site plans for the proposed project were received on January 27th from Mr. Drake.

He indicated that additional information would be distributed at the PC meeting.

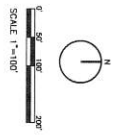
So at this time (January 29th) we do not have any formal Application to review, and no action can be taken on the Site Plans at this time.

The sequence of events should be:

- Formal complete submittal of the Application, Site Plans, review fee, and other supplemental information required by the zoning ordinance.
- The Zoning Administrator reviews the Application for Administrative Completeness (reviewing for completeness of the submittal, not a complete zoning ordinance review)
- After the Application is deemed Administratively Complete, the Application is forwarded to the Planning Commission.
- The Planning Commission schedules a Public Hearing.
- The Zoning Administrator, and possibly consultants, will perform a thorough review of the Application for compliance with the zoning ordinance.
- After the required Public Hearing, the Planning Commission will discuss and deliberate on the Application for issuance of a Special Land Use Permit.



LINE	BEARING	DISTANCE
L1	S 74°51'00" W	82.00'
L2	N 85°09'00" W	70.22'
L3	WEST	244.11'
L4	WEST	42.63'
L5	N 85°09'00" W	28.28'
L6	N 85°09'00" W	40.33'



SITE DATA TABLE:	
SECTION 3.6	EXISTING ZONING: AGRICULTURE
SECTION 16.1	TOTAL PARCEL AREA: 52,705 ACRES
SECTION 16.3A	NUMBER OF UNIT CALCULATION: 26 UNITS ALLOWED
SECTION 16.5B	OPEN SPACE REQUIRED: 50.94 ±
SECTION 16.5D	PROPOSED DIMENSIONS: 1.00 ACRE MINIMUM VARIABLE DEPTH
SECTION 16.5C	BUILDING SETBACKS: PER REQUIREMENTS
SECTION 16.5C-H	ADDITIONAL PROVISIONS: PER REQUIREMENTS
PHASE 1	PARCEL SPLITS LOT 1-8 AND REMAINDER PARCEL 9
PHASE 2	REMAINDER PARCEL 9 CONVERTED TO 12 SITE CONDOMINIUM UNITS

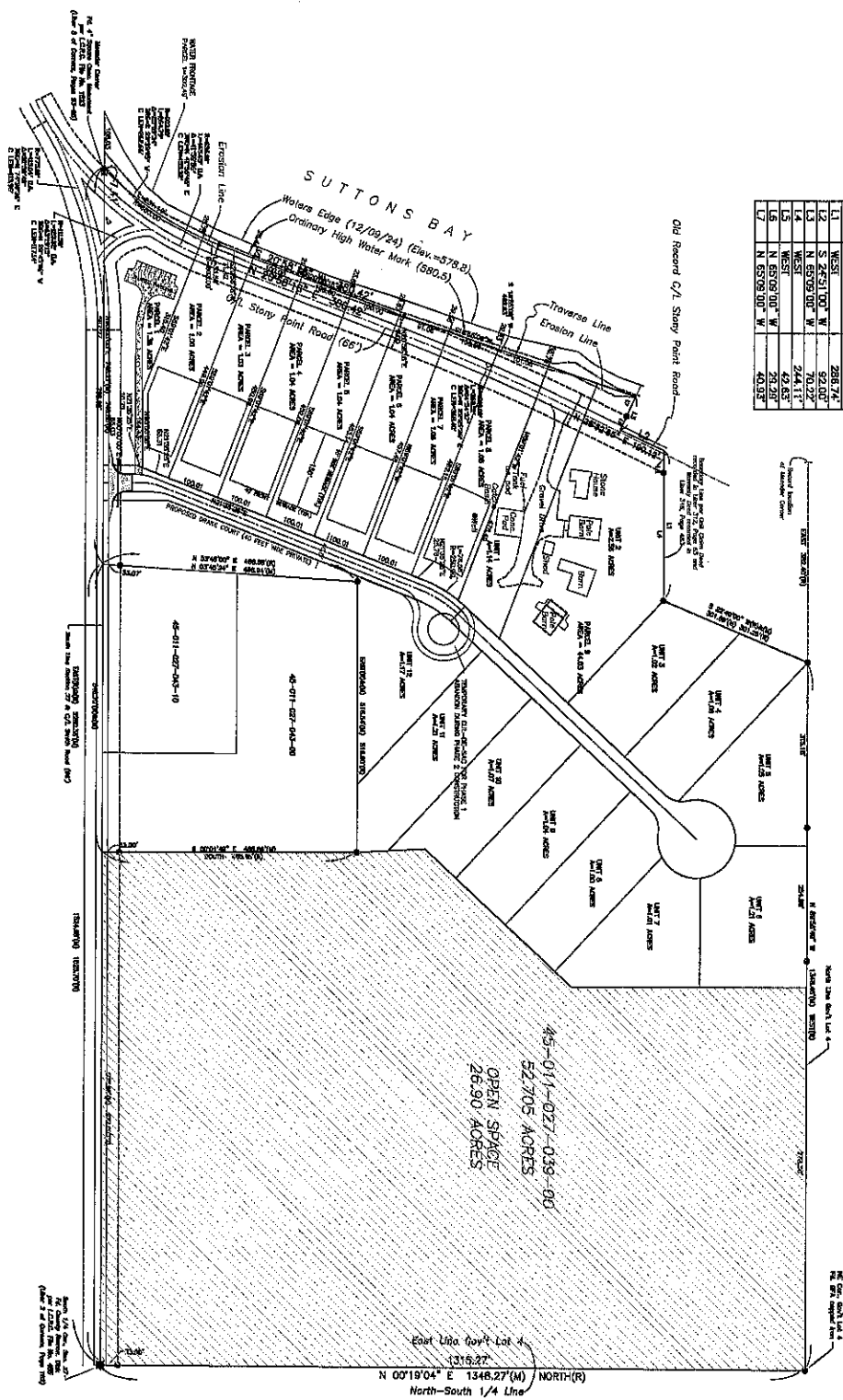
45-011-027-039-00
 52,705 ACRES
 OPEN SPACE
 26.90 ACRES

East Line Gov't Lot 4
 1315.27'
 N 00°19'04" E 1348.27'(M) NORTH(R)
 North-South 1/4 Line

LARGE SCALE PLANS MAILED TO PC



1	01-21-25	ACE CIVIL ENGINEERING	MARK AND KAREN DRAKE PRIVATE ROAD & PARCEL SPLITS PHASE 1 PARCEL SPLITS	MARK AND KAREN DRAKE 855 SOUTH STONEY POINT RD SUTTONS BAY, MI. 49682
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LINE	BEARING	DISTANCE
L1	S 85°11'00" W	208.75
L2	N 85°09'00" W	70.02
L3	WEST	244.17
L4	WEST	42.63
L5	N 85°09'00" W	29.29
L7	N 85°09'00" W	40.93

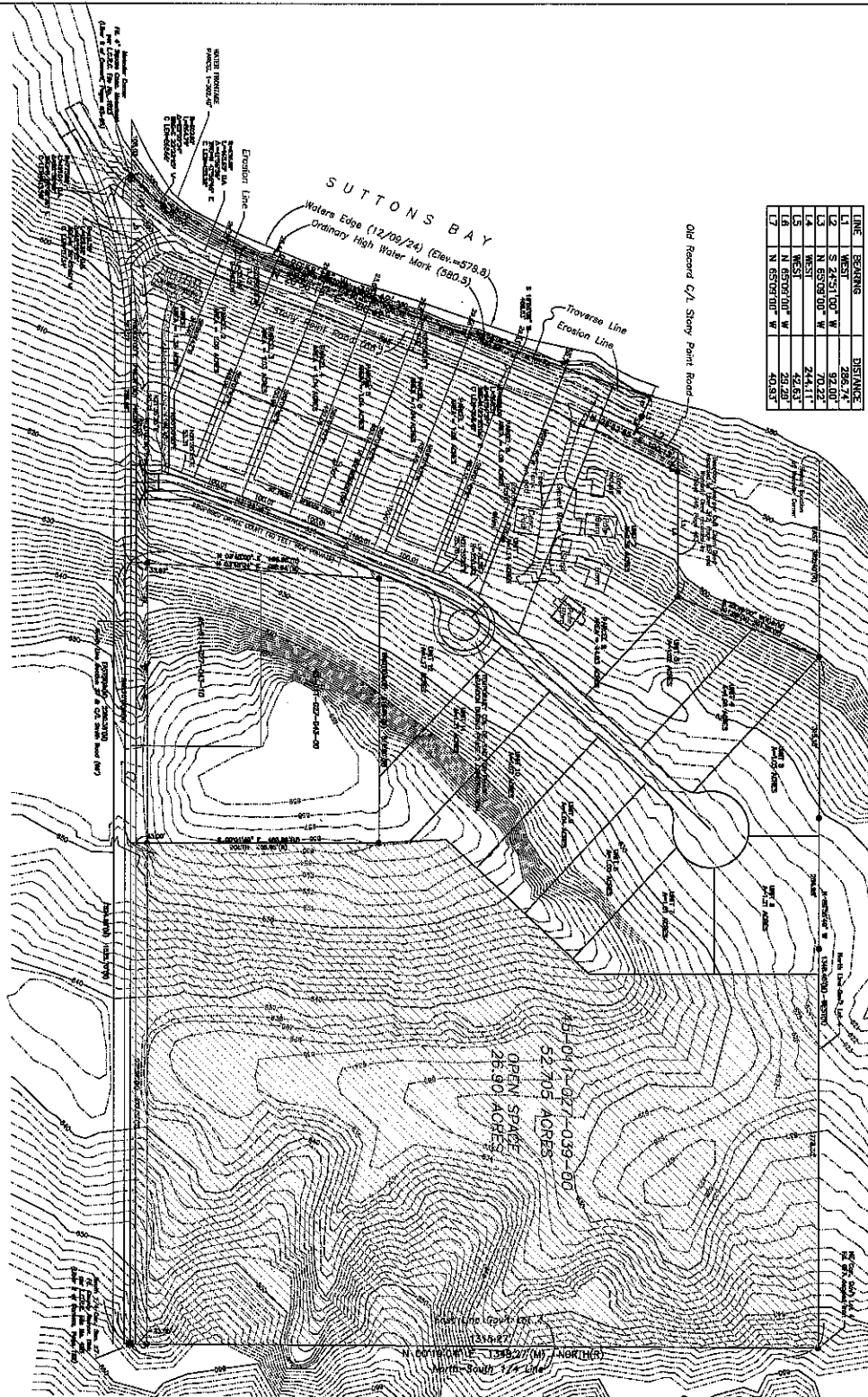


SHE DATA TABLE:	
SECTION 3.6	EXISTING ZONING: AGRICULTURE
SECTION 16.1	TOTAL PARCEL AREA: 52,705 ACRES
SECTION 16.2A	NUMBER OF UNIT CALCULATION: 28 UNITS ALLOWED
SECTION 16.2B	PROPOSED DIMENSIONS: 514' x 100' FEET MINIMUM FRONTYASE VARIABLE 125' MIN PER REQUIREMENTS
SECTION 16.5H-4	ADDITIONAL PROVISIONS PER REQUIREMENTS
PHASE 1	PARCEL SITES LOT 1-48 AND REMAINDER PARCEL 9
PHASE 2	REMAINDER PARCEL 8 CONVERTED TO 12 SITE COMMERCIAL UNITS

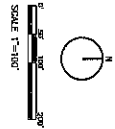
45-011-027-039-00
 OPEN SPACE
 52,705 ACRES
 26,900 ACRES

East Line Gov't Lot 4
 1316.27'
 N 00°19'04" E 1348.27'(M) NORTH(R)
 North-South 1/4 Line





LINE	BEARING	DISTANCE
L1	WEST	209.75
L2	N 85°08'00" W	70.22
L3	WEST	244.11
L4	WEST	42.63
L5	N 85°08'00" W	29.29
L6	N 85°08'00" W	40.83



SITE DATA TABLE			
SECTION 3.6	EXISTING ZONING	AGRICULTURE	2 ACRE MINIMUM
SECTION 14.1	TOTAL PARCEL, AKA	52.705 ACRES	
SECTION 14.3A	NUMBER OF UNIT CALCULATION:		
	OPEN SPACE REQUIRED	50% *	26 UNITS ALLOWED
SECTION 14.3B	PROPOSED DIMENSIONS		20 UNITS PROPOSED
SECTION 14.3C	BUILDING SETBACKS		
SECTION 14.3D-H	ADDITIONAL PROVISIONS PER REQUIREMENTS	1.00 ACRE MINIMUM PARCEL DEPTH	
SECTION 18.50-H	ADDITIONAL PROVISIONS PER REQUIREMENTS		
PHASE 1	PARCEL SPLITS LOT 1-4 AND REMAINDER PARCEL 9		
PHASE 2	REMAINDER PARCEL 8 CONVERTED TO 12 SITE CONDOMINIUM UNITS		

AB-01-1-027-039-00
52.705 ACRES
OPEN SPACE
26.90 ACRES



ACE CIVIL ENGINEERING

 6000 Chestnut Dr., Bethesda, Md. 20814 301-945-1411 www.acecivil.com

MARK AND KAREN DRAKE
PRIVATE ROAD & PARCEL SPLITS
COMPOSITE PLAN WITH TOPO

PROJECT NO: 17-0117
MARK AND KAREN DRAKE
 855 SOUTH STONEY POINT RD
 SUTTONS BAY, MD. 49882

DATE	DESCRIPTION

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