

**Village of Suttons Bay
STAFF REPORT
Kathy Egan
Staff Planner
December 2009**

Planning Commission / Village

- Attended the Village Council Administration Committee Meeting.
- Prepared for and attended the regular Planning Commission meeting.
- Sent the proposed zoning ordinances to Bryan Graham a second time – he wanted them in a different format (!). Received his comments and processed them. Held a phone meeting with him to discuss several points in detail. Put together a report on all this for the planning commission. The PC will have to discuss 4 or 5 items in detail at their next meeting.
- Worked on the Street Enhancement Project: helped Wally create a scorecard for evaluating potential firms, attended the committee kick off meeting and received all the proposals to review, began the review process.

Joint Planning Commission / Master Plan

- Prepared for and attended regular monthly meeting where we worked on the Future Land Use mapping for Master Plan.
- Worked with JPC chair and LIAA consultant on different/better approach to the Future Land Use Mapping exercise.
- Scheduled a special meeting/work session for January 5 to continue the mapping work.

Miscellaneous

- It was a busy month for the Leelanau County Brownfield Redevelopment Authority. Attended an Executive Committee meeting, two special meetings and the regular meeting.
- Attended the Planners Regional Advisory Committee (PRAC) meeting in Traverse City. This is a group sponsored by NWMCOG.
- Worked with Suttons Bay Township to change health insurance plan.