

**Village of Elk Rapids
Planning Commission Regular Meeting Minutes
Tuesday, May 26, 2020 - Immediately Following Joint Workshop
Meeting held via Zoom Platform**

1. **CALL TO ORDER** – Chair Royce Ragland
 - a. **PLEDGE OF ALLEGIANCE**: Led by Ragland.
 - b. **ROLL CALL**:
Present: Royce Ragland, Kim Ranger, Barb Mullaly, Richard Smith, Wally Hibbard and Matt Conrad (excused from workshop).
Excused: Lauren Dake
Staff: Assistant Manager/Clerk Caroline Kennedy, Village Manager William Cooper, Planning and Zoning Administrator Kyle Storey
Citizens: 22
2. **JOINT WORKSHOP WITH VILLAGE COUNCIL**- Short-Term Rental Ordinance #502 workshop including discussion and input. (**Complied suggestion document attached**).

Commissioner Conrad rejoined meeting.
3. **APPROVAL OF AGENDA**: **Motion**: Hibbard **Second**: Conrad
By unanimous consent, **Motion Carried**.
4. **MINUTES** of Rescheduled Meeting of May 5, 2020: **Motion**: Smith **Second**: Mullaly
By unanimous consent, **Motion Carried**.
5. **CONFLICT OF INTEREST**: None.
6. **PUBLIC HEARING**: None.
7. **CITIZEN COMMENTS**: One citizen spoke suggesting the Planning Commission holds a Special Meeting to go over Short-Term Rental Ordinance.
8. **NEW BUSINESS**:
 - a. **Election of Officers**
 - Election of Chair
Nomination of Royce Ragland **Motion**: Hibbard, **Second**: Mullaly
By unanimous consent, **Motion Carried**.
 - Election of Vice-Chair.
Nomination of Wally Hibbard **Motion**: Mullaly, **Second**: Smith.
By unanimous consent, **Motion Carried**.
 - Appointment of a representative to the Zoning Board of Appeals.
Appointment of Lauren Dake to continue as ZBA representative

9. **UNFINISHED BUSINESS:**

a. **Short Term Rentals**

- Scheduled for June 23, 2020.

b. **106 Oak Street B&B**

- Item under review by attorney.

10. **CORRESPONDENCE:** Received and included in packet.

11. **CALENDAR REVIEW:** Regular Planning Commission Meeting is Tuesday, June 23, 2020, at 7 p.m., via Zoom Platform.

The Planning Commission unanimously agreed to host a Special Planning Commission Stakeholder Forum on June 9, 2020 at 6 p.m. via Zoom Platform. The purpose of this forum is to provide an opportunity for stakeholder input and discussion into specific sections of the proposed Short-Term Rental Business Ordinance #502.

12. **CITIZEN COMMENTS:** No citizen comment was received for non-agenda related items.

13. **ADJOURNMENT:**

Motion: Conrad **Second:** Hibbard. By unanimous consent, **Motion Carried.**

Meeting adjourned at 9:36 p.m.