

**Special Meeting Minutes**  
**Village of Elk Rapids Planning Commission**  
**Monday, June 29, 2020 at 6:30 P.M.**  
**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, Wally Hibbard and Richard Smith.  
**Excused:** Lauren Dake, Matt Conrad  
**Staff:** Assistant Manager/Clerk Caroline Kennedy, Village Manager William Cooper,  
Planning and Zoning Administrator Kyle Storey.  
**Zoom Participants:** 16
2. **CONFLICT OF INTEREST:** None.
3. **CITIZEN COMMENTS:** No citizens spoke.
4. **PROPOSED ORDINANCE REVIEW:** Planning Commission members went over the draft Ordinance #502 Short Term Rental Business (General Code) line by line and Ordinance #503 Short Term Rental Business (Zoning Code) . Minimal edits sufficed for Staff to update draft Ordinance #502. Both Ordinances were recommended as amended, for Village Council.

Other Short-Term Rental Business documents were reviewed including the step-by-step guide, application, and good neighbor guide which the Planning Commission made suggestions and recommendations for edits.

**Motion to Recommend General Code Ordinance #502 as amended:**

**Motion:** Hibbard, **Second:** Mullaly.

By unanimous consent, **Motion Carried. Yes – 4. No - 0.**

**Commissioner Ranger experienced technical difficulties and wasn't available to vote.**

**Commissioner Ranger resolved technical difficulties and rejoined the meeting.**

**Motion to Recommend Zoning Ordinance #503 as amended:**

**Motion:** Smith, **Second:** Hibbard.

By unanimous consent, **Motion Carried. Yes – 5. No - 0.**

5. **CALENDAR REVIEW:** Public Hearings for proposed Ordinance #502 and #503 are scheduled for July 20<sup>th</sup> at 7:00 p.m. via the Zoom Platform.

The next Regular Planning Commission meeting is Tuesday, July 28, 2020, at 7 p.m., via the Zoom Platform.

**ADJOURNMENT:** Motion to Adjourn: Motion: Hibbard, Second: Mullaly. All in favor. Meeting adjourned at 8:32 p.m.