

VILLAGE OF ELK RAPIDS – PLANNING COMMISSION AGENDA

PLANNING COMMISSION REGULAR MEETING -TUESDAY, JANUARY 26, 2021
HELD REMOTELY VIA ZOOM PLATFORM

1. **CALL TO ORDER:**

a. **PLEDGE OF ALLEGIANCE:** Led by Ragland

b. **ROLL CALL:** Royce Ragland Kim Ranger Lauren Dake Richard Smith
 Barb Mullaly Wallace Hibbard Matt Conrad

2. **MINUTES:**

a. Approval of Minutes - Regular Planning Commission meeting November 24, 2020.

Motion by _____, 2nd by _____ (Voice Vote)

3. **CONFLICT OF INTEREST:**

Any Commission member who believes that he or she has a conflict of interest regarding any item on this agenda, shall so state that conflict at this time. Does any member believe they have a conflict of interest regarding any item on this agenda?

4. **CITIZEN COMMENTS:**

Any Citizen who wishes to address the Planning Commission on matters listed on the agenda will be permitted to speak when the matter is brought before the Commission. The Planning Commission Chair should recognize the citizen before speaking. A five-minute limitation applies unless extended by the Chair.

5. **PUBLIC HEARING:** None

6. **UNFINISHED BUSINESS:**

- a. Recreational Vehicle Ordinance Amendment-review final version; define “temporary lodging”. Create drawings for corner lots; front door/front plane.
- b. Registrations update: Short Term Rental ordinance, enrollment, and enforcement process.
- c. Redevelopment Ready Communities-continue discussion.

7. **NEW BUSINESS:**

- a. Prepare final Recreational Vehicle Storage ordinance for village council to schedule for public hearing
- b. Begin review of lighting ordinance: #527. Please refer to our zoning code of ordinances for review.

8. **REPORTS:**

- A. Staff
- B. Planning Commission Chair
- C. Village Council Liaison

9. **CALENDER REVIEW:** Next Scheduled Planning Commission Meeting –February 23, 2021 at 7:00 P.M. tentatively via Remote Access – Zoom platform.

10. **ADJOURNMENT:** Motion _____, 2nd by _____. (Voice Vote)

VILLAGE OF ELK RAPIDS – PLANNING COMMISSION

ZOOM INSTRUCTIONS

PLANNING COMMISSION MEETING

TUESDAY, JANUARY 26, 2021

ZOOM INSTRUCTIONS

When: Jan 26, 2021 07:00 PM Eastern Time (US and Canada)

Topic: Planning Commission - January 26, 2021

Please copy the link below and paste into your browser to join the webinar:

<https://us02web.zoom.us/j/87124148815?pwd=SC9YWGU1U2pJdU0ydG5pWStGcTZ4QT09>

Passcode: 667979

Or iPhone one-tap:

US: +16465588656,,87124148815# or

+13017158592,,87124148815#

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 646 558 8656 or

+1 301 715 8592 or

+1 312 626 6799 or

+1 669 900 9128 or

+1 253 215 8782 or

+1 346 248 7799

Webinar ID: 871 2414 8815

International numbers available: <https://us02web.zoom.us/j/87124148815>

**Village of Elk Rapids Planning Commission
Regular Meeting Minutes
November 24, 2020 at 7 P.M.
Held Remotely Via Zoom Platform**

1. **CALL TO ORDER** – Chair Royce Ragland
 - a. **PLEDGE OF ALLEGIANCE:** Led by Ragland.
 - b. **ROLL CALL:**
Commissioners Present: Royce Ragland, Kim Ranger, Matt Conrad, Richard Smith, Barb Mullaly, Wally Hibbard **Absent:** Lauren Dake
Staff: Village Manager William Cooper, Planning and Zoning Admin Kyle Storey
Citizens Present: 5
2. **MINUTES of October 26, 2020:** **Motion:** Hibbard, **Second:** Mullaly.
By unanimous consent, **Motion Carried.**
3. **CONFLICT OF INTEREST:** None.

*Commissioner Dake joins meeting.
4. **PUBLIC HEARING:** None.
5. **CITIZEN COMMENTS:** One citizen spoke asking questions about the Short-Term Rental Business licensing process for the Zoning Administrator to follow-up with.
6. **UNFINISHED BUSINESS:**
 - a. **Recreational Vehicle Storage – Lodging and Storage**
Mr. Storey gave examples pertaining to amending Section 518 – Storage of Recreational Vehicles and/or Recreational Units. Planning Commissioners unanimously requested more clarification on waterfront and corner lots as well as a diagram outlining parameters. This topic to be brought up again with more specifically definitive language and diagram at the January Planning Commission meeting.
 - b. **Housing Discussion – Missing Middle Presentation**
Storey presented two presentations pertaining to housing topics relative to the status of the Village. The Missing Middle presentation gave overviews of different housing types and solutions to combat affordable and attainable housing problems. This and other housing topics will be ongoing work for the Planning Commission until ordinance amendment language can be drafted. Storey tasked with providing the Planning Commission with a ‘Vacant Properties’ map of the Village.
7. **NEW BUSINESS:** None.

8. **REPORTS:**

- a. **Staff** – Storey gave updates on Ames Street Corridor status; Short Term Rental Business registration report given regarding the amount of applicants and the different amounts of online versus hard-copy registrations. Storey gave his resignation notice of position as Planning and Zoning Administrator to move to Arizona effective at the end of December.
- b. **Planning Commission Chair** – Ragland announced Networks Northwest housing study that has received an award. Noted stormwater management and ongoing lighting issues throughout the Village.
- c. **Village Council Representative** – Mullaly noted how the Planning Commission needs to approve budget before sending along to Council for approval. A report on applications received for the Village Manager job opening as well as implementing electric charging stations to be voted on shortly by Council.

9. **CORRESPONDENCE:** None.

10. **CALENDAR REVIEW:** The Planning Commission meeting for December 22nd has been cancelled due to the holiday. The next scheduled Planning Commission meeting is Tuesday, January 22, 2020 at 7:00 P.M. via Remote Access – Zoom platform.

11. **AGENDA ITEMS FOR NEXT MEETING:**

- a. Recreation Vehicles Ordinance Amendment Language

12. **ADJOURNMENT:**

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