

# VILLAGE OF ELK RAPIDS – PLANNING COMMISSION AGENDA

PLANNING COMMISSION REGULAR MEETING TUESDAY, FEBRUARY 23, 2021 AT 7:00 P.M.  
HELD REMOTELY VIA ZOOM PLATFORM

1. **CALL TO ORDER:**

a. **PLEDGE OF ALLEGIANCE**

- 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 January 26, 2021.  
Motion by \_\_\_\_\_, 2<sup>nd</sup> 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 at this time?

4. **CITIZEN COMMENTS:**

Any Citizen who wishes to address the Planning Commission on a matter not listed on this agenda may speak at this time. The Planning Commission Chair should recognize the citizen before speaking. A three-minute limitation applies unless extended by the Chair. Citizens wishing to speak on matters listed on the agenda will be permitted, under the same limitations, to speak when the matter is brought before the Commission. Does any citizen wish to address the Planning Commission on a matter not listed on this Agenda?

5. **PUBLIC HEARING:** None

6. **UNFINISHED BUSINESS:**

- a. **Recreational Vehicle Ordinance Amendment**  
b. **Review of Lighting Ordinance (#527)**  
c. **Review of Residential Setbacks**

7. **NEW BUSINESS:**

- a. **None**

8. **REPORTS:**

- a. Staff  
b. Planning Commission Chair  
c. Village Council Liaison

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

10. **ADJOURNMENT.** Motion \_\_\_\_\_, 2<sup>nd</sup> by \_\_\_\_\_. (Voice Vote)

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## MEMBERS OF THE PUBLIC:

Please see the attached instructions for participating electronically in this meeting. The Village will be using Zoom webinar to conduct meetings through the end of **March 2021** unless the State extends this deadline. Please read all instructions before joining the meeting.

### Before the start of the meeting

1. Zoom virtual meeting will start 30 minutes before the posted meeting start time
2. All participants will be placed in a virtual waiting room until the meeting moderator (Host) starts the virtual meeting
3. Video/Audio Settings
  - a. Planning Commission members, the Planning and Zoning Administrator, and the City Manager will be unmuted immediately (by the meeting moderator) upon joining the meeting
  - b. Meeting attendees will have their video turned off and we will not see their faces.
  - c. The meeting moderator is the only person who is able to unmute meeting participants during the meeting
4. Information you need to know:
  - a. Recorded Meeting: This meeting is being recorded
  - b. Public Participants: All meeting participant's audio will be muted and their individual video broadcast will be turned off when they join the virtual meeting.
  - c. Violations: According to the Attorney General, disruptive behavior maybe be subject to criminal charges under MCL 752.797 and MCL 750.540. Disruptive behavior may result in being muted, being returned to the waiting room, or being removed from the meeting.
  - d. Public Comments:
    - i. The PC Chair will announce that we have reached public comment.
    - ii. Participants wishing to speak will "raise their hand"
    - iii. The PC Chair will greet the person, ask them to state their first/last name, home address and limit their comments to 3 minutes
    - iv. . The moderator will unmute them
    - v. After their comments have been concluded, the moderator will mute the participant

NOTE: We will complete steps 2-5 until all public comments have been heard.

### After the meeting adjourns

1. Meeting Moderator will save the meeting recording to the Zoom cloud

### **How the public can participant in the meeting**

Virtual meeting link is included with agenda materials (below) Options to join:

- o Copy and Paste the meeting link - no need to setup a FREE Zoom account
- o Use Zoom app or web site – only need meeting ID and password

# VILLAGE OF ELK RAPIDS – PLANNING COMMISSION

Please use the link below to join the webinar:

<https://us02web.zoom.us/j/89053905311?pwd=SGoyTlIQNEpTY1IDSDZYcTZNRW5vdz09>

Passcode: 294624

Or iPhone one-tap :

US: +13126266799,,89053905311# or +16465588656,,89053905311#

Or Telephone:

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

US: +1 312 626 6799 or +1 646 558 8656 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 9128 or +1 253 215 8782

Webinar ID: 890 5390 5311

International numbers available: <https://us02web.zoom.us/j/khIVh4Aml>