



AGENDA

PLANNING COMMISSION REGULAR MEETING

TUESDAY, JUNE 22, 2021 AT 7:00 P.M.

HELD AT THE GOVERNMENT CENTER, 315 BRIDGE ST, ELK RAPIDS, MI 49629

1. CALL TO ORDER:

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL: Royce Ragland Kim Ranger Lauren Dake Julie Farrell
 Barb Mullaly Wallace Hibbard Matt Conrad

2. MINUTES:

A. Approval of Minutes Regular Planning Commission meeting May 25, 2021.

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 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: None

7. NEW BUSINESS:

A. Yarrow Brown, Executive Director of Housing North is to address the barriers to housing in the ten counties of NW Michigan. She will be speaking about being "Housing Ready" and the Homes for our Future Campaign.

8. REPORTS:

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

**9. CALENDER REVIEW: Next Scheduled Planning Commission Meeting – July 27, 2021 at 7:00 P.M.
Government Center, 315 Bridge St. Public encouraged to attend via Zoom.**

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

MEMBERS OF THE PUBLIC:

Please see the attached instructions for participating electronically in this meeting. 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 participate 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

You are invited to a Zoom webinar.

When: June 22, 2021 07:00 PM Eastern Time (US and Canada)

Topic: June Planning Commission Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/82208785179?pwd=WGRMMDZIL1ljb0NFZDdtNmZWWVU3UT09>

Passcode: 618177

Or One tap mobile :

US: +13017158592,,82208785179# or +13126266799,,82208785179#

Or Telephone:

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

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

Webinar ID: 822 0878 5179

International numbers available: <https://us02web.zoom.us/j/82208785179?pwd=WGRMMDZIL1ljb0NFZDdtNmZWWVU3UT09>

Village of Elk Rapids Planning Commission
Regular Meeting Minutes
May 25, 2021 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, Matt Conrad, Lauren Dake, Julie Farrell, Barb Mullaly, Wally Hibbard **Absent:** none.
Staff: Village Manager Bryan Gruesbeck
2. **MINUTES:** **Motion:** Conrad **Second:** Ranger to accept April 27, 2021 minutes.
3. **CONFLICT OF INTEREST:** None.
4. **CITIZEN COMMENTS:** None.
5. **PUBLIC HEARING:**
 - a. **Storage of Recreational Vehicles and/or Recreational Units (#518)** – no public comments
 - b. **Lighting Ordinance (#527)** – No public comment. **Motion:** Dake **Second:** Conrad to move forward with ordinance as is, send to Council and to continue to review. Passed four to three. Discussion on contacting Consumers Energy for their kelvin lighting requirement and several agreed that the industry is not moving from LED lighting anytime soon.
6. **UNFINISHED BUSINESS:**
 - a. **Review of Lighting Ordinance (#527)** – Discussion and motion was done after the public hearing.
 - b. **Storage of Recreational Vehicles and/or Recreational Units (#518)** - **Motion:** Mullaly **Second:** Dake to approve ordinance and send to Council for final review. Passed unanimously.
 - c. **Short Term Rental** – Planning Commission decided to not move forward with adding “business districts” to the ordinance at that time. Kathy Wittbrodt spoke for public comment.
7. **NEW BUSINESS:**
 - a. **Election of Officers** – Royce Ragland, Chair, asked for nominations of Chair and Vice Chair for Planning Commission. Royce Ragland nominated for Chair, **Motioned:** Mullaly, **Second:** Dake, passed unanimously. Wallace Hibbard was

nominated to be Vice Chair **Motioned:** Ragland, **Second:** Dake, passed unanimously. Manager Gruesbeck said that staff can help with recording secretary position. Matt Conrad will help review as secretary. **Motion:** Mullaly, **Second:** Farrell, passed unanimously. During ZBA nominations, Lauren Dake spoke to resign from the Planning Commission. Kim Ranger was nominated as ZBA liaison **Motioned:** Mullaly **Second:** Ragland, passed unanimously.

8. REPORTS:

- a. **Staff** – Bryan Gruesbeck reported that Kerri Esterley, current employee with the Village of Elk Rapids will be taking over the Planning and Zoning Administrator position. A list of current zoning permits was given out.
- b. **Planning Commission Chair** – Chair lost connection and was not able to speak.
- c. **Village Council Representative** – Barb Mullaly noted that meetings will be in-person starting June 7, 2021. Also spoke about looking at House Bill #4722, Senate Bill #446 on the short-term rental issue that is going on with the State.

9. CORRESPONDENCE: None.

10. CALENDAR REVIEW: The next scheduled Planning Commission meeting is tentatively scheduled to be held in person on Tuesday, June 22, 2021, at 7:00 P.M. at the Government Center located at 315 Bridge Street, Elk Rapids, Michigan.

11. ADJOURNMENT:

Motion: Mullaly **Second:** Ranger. By unanimous consent, **Motion Carried.**