

**+Village of Elk Rapids Planning Commission
Regular Meeting Minutes
April 27, 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, Matt Conrad, Lauren Dake, Richard Smith, Barb Mullaly, Wally Hibbard **Absent:** none.
Staff: Village Manager Bryan Gruesbeck
2. **MINUTES:** **Motion:** Mullaly **Second:** Hibbard to accept February 23, 2021 minutes.
Motion: Smith, **Second:** Hibbard to accept March 23, 2021 minutes.
3. **CONFLICT OF INTEREST:** None.
4. **CITIZEN COMMENTS:** None.
5. **PUBLIC HEARING:** None.
6. **UNFINISHED BUSINESS:**
 - a. **Review of Lighting Ordinance (#527)** – **Motion:** Mullaly **Second:** Conrad to approve amended language for the Zoning Ordinance #527 and schedule a public hearing for May 25, 2021 to hear proposed changes to Zoning Ordinance #527 (Lighting).
 - b. **Affordable Housing** – Planning Commissioners discussed how affordable housing fit within the Redevelopment Ready Communities (RRC) and agreed to continue to address the issue. No action taken.
7. **NEW BUSINESS:**
 - a. **Short Term Rental Ordinance (#502)** – **Motion:** Mullaly **Second:** Smith to amend section #502 of the General Code to add language to allow short term rentals in “business zoned districts”.
 - b. **Review Planning Commission Bylaws** – The Planning Commission discussed the importance of new member training and the need for consistent attendance at Planning Commission meeting. No action taken
8. **REPORTS:**
 - a. **Staff** – Bryan Gruesbeck mentioned that the vacant Planning & Zoning Administrator position has been posted and applicants will be interviewed. Meetings will be in-person as of April 1, 2021.
 - b. **Planning Commission Chair** – Royce Ragland, Chair, encouraged Planning Commission members to attend an upcoming affordable housing webinar.

- c. **Village Council Representative** – Barb Mullaly mentioned that the Village Council will be holding a retreat on May 8, 2021 from 8am-11am via zoom and in-person at the Government Center.

9. **CORRESPONDENCE:** None.

10. **CALENDAR REVIEW:** The next scheduled Planning Commission meeting is tentatively scheduled to be held via Zoom on Tuesday, May 25, 2021 at 7:00 P.M. at the Government Center located at 315 Bridge Street, Elk Rapids, Michigan.

11. **ADJOURNMENT:**

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