



AGENDA

PLANNING COMMISSION REGULAR MEETING TUESDAY, AUGUST 24, 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 David Lein Julie Farrell
 Barb Mullaly Wallace Hibbard Matt Conrad

2. APPROVAL OF AGENDA:

- A. Approval of agenda for August 24, 2021.**

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

3. MINUTES:

- A. Approval of Minutes Regular Planning Commission meeting July 27, 2021.**

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

4. 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?

5. 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?

6. PUBLIC HEARING: None

7. UNFINISHED BUSINESS:

- A. Review of Proposed Ordinance #504 Storage of Recreational Vehicles and/or Recreational Units. PC comments from July 27th meeting have been updated on the ordinance.**

8. NEW BUSINESS:

- A. Discussion on joint meeting with Elk Rapids Township Planning Commission for September 28th, 2021**
B. Begin review of environment ordinances

9. REPORTS:

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

10. CALENDER REVIEW: Next Scheduled Planning Commission Meeting – September 28th, 2021 at 7:00 P.M.
Government Center, 315 Bridge St. Public encouraged to attend via Zoom.

11. CORRESPONDENCE AND READING MATERIAL: None

12. 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

Hi there,

You are invited to a Zoom webinar.

When: Aug 24, 2021 07:00 PM Eastern Time (US and Canada)

Topic: August Planning Commission Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/85846748912?pwd=RTViVDd5SIV0YTVNTmowbHZFY1RnUT09>

Passcode: 330416

Or One tap mobile :

US: +13126266799,,85846748912# or +16465588656,,85846748912#

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: 858 4674 8912

International numbers available: <https://us02web.zoom.us/j/85846748912?pwd=RTViVDd5SIV0YTVNTmowbHZFY1RnUT09>

Village of Elk Rapids Planning Commission
Regular Meeting Minutes
July 27, 2021 at 7 P.M.
Held in person at 315 Bridge St, Elk Rapids, MI 49629

1. **CALL TO ORDER** – Chair Royce Ragland
 - a. **PLEDGE OF ALLEGIANCE:** Led by Ragland.
 - b. **ROLL CALL:**
Commissioners Present: Royce Ragland, Matt Conrad, Julie Farrell, Barb Mullaly, Wally Hibbard, Kim Ranger, Dave Lein
Absent: none.
Staff Present: Village Manager Bryan Gruesbeck and Planning & Zoning Administrator Kerri Esterley
Citizens Present: 4
2. **APPROVAL OF AGENDA:** **Motion:** Mullaly **Second:** Lein to accept July 27th, 2021 agenda. By unanimous consent, **Motion carried.**
3. **MINUTES:** **Motion:** Hibbard **Second:** Ranger to accept June 22, 2021 minutes. By unanimous consent, **Motion carried.**
4. **CONFLICT OF INTEREST:** None.
5. **CITIZEN COMMENTS:** None.
6. **PUBLIC HEARING:** None.
7. **UNFINISHED BUSINESS:** Review of Ordinance #504 Storage of Recreational Vehicles and/or Recreational Units. Village Council requested that Planning Commission review the ordinance to include a deadline for vehicles to be out. Three citizens spoke. Several new items are to be proposed in the ordinance. Planning Commission will review again at the August meeting.
8. **NEW BUSINESS:**
 - a. **Housing** – housing taskforce, put together by the Village Manager, is set to have its first meeting since COVID on August 25th, 2021. Staff and Royce Ragland are meeting with Yarrow Brown on August 9th and will report items discussed at the August 24th Planning meeting.
9. **REPORTS:**
 - a. **Staff** – Kerri Esterley reported that things were quiet. Also asked that if anyone has a complaint, please include the address of the possible violation. Village Manager Bryan

Gruesbeck discussed how the Clerk and him had a booth at Evenings on River St and it was going well. Also, that the village was gearing up for Harbor Days.

- b. **Planning Commission Chair** – Spoke about the annual Housing North conference is coming up and will send the link to Kerri Esterley for the event.
- c. **Village Council Representative** – Barb Mullaly spoke about the presentation from Solar Power at the previous council meeting. The discussion is to use the panels at the Waste Water Treatment Plant. She also mentioned that the charging stations are up and running in the Cedar St parking lot. Barb would like to see that our STRB registered addresses are on our elkrapids.org site. She would also like to know the legal answer on STRB license versus owner occupy.

10. CORRESPONDENCE: None.

11. CALENDAR REVIEW: The next scheduled Planning Commission meeting is tentatively scheduled to be held in person on Tuesday, August 24, 2021, at 7:00 P.M. at the Government Center located at 315 Bridge Street, Elk Rapids, Michigan.

12. ADJOURNMENT:

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

**PROPOSED ORDINANCE # 504
ELK RAPIDS ZONING CODE
CHAPTER 500 – SITE DEVELOPMENT STANDARDS**

The Village of Elk Rapids ordains to amend Chapter 500 SITE DEVELOPMENT STANDARDS §518 STORAGE OF RECREATIONAL VEHICLES AND/OR RECREATIONAL UNITS of the Village of Elk Rapids Zoning Code, for the purpose of detailing the storage of Recreation Vehicles within village limits.

§518 STORAGE OF RECREATIONAL VEHICLES AND/OR RECREATIONAL UNITS.

A. The storage of Recreational Vehicles and/or Recreational Units shall be allowed on lots in all zoning districts in accordance with the requirements noted below. For the purposes of this section, two-family dwellings are considered a single-family dwelling.

~~4B.~~ The storage of Recreational Vehicles and/or Recreational Units shall be allowed only on a lot used for a dwelling or a lot adjacent to a dwelling. In addition, the vehicle must be owned by the dwelling occupant.

~~2C.~~ The storage of Recreational Vehicles and/or Recreational Units shall be allowed if they are five (5) feet setback from the rear and side yard property line and behind the front plane of the principal structure.

~~3D.~~ Not more than two (2) Recreational Vehicles and/or Recreational Units shall be allowed per single-family dwelling.

~~BE.~~ No outdoor storage or parking of vehicles or trucks over one-ton rated capacity, or similar heavy equipment or construction equipment, shall be permitted in a yard or on a lot located in any Residential zoning district, other than for the temporary parking of trucks or equipment engaged in construction on the site or being used for pickup or delivery purposes.

F. Upon return of using the recreational vehicle, the owner may park the unit in their driveway for 72 hours for cleaning and organizing purposes.

§519 USE OF RECREATIONAL VEHICLES AND/OR RECREATIONAL UNITS.

A. Recreational vehicles and units may be used for living or lodging purposes on a parcel with a principal building.

1. ~~Living or Limited~~ lodging ~~allowed for no more than 7 consecutive days,~~ not to exceed 14 days within a ~~30-day~~30-day period.
2. Village ~~approval and~~ registration is required through the Village Planning and Zoning Administrator.
3. Recreational vehicles and units must be located within a back or side yard.

4. A Five-Foot setback from the rear and side yard must be adhered to for emergency vehicle access.
5. Parking of recreational vehicles and units must be behind the front plane of the principal structure.