

**Village of Elk Rapids Planning Commission**  
**Regular Meeting Minutes**  
**September 28, 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, Julie Farrell, Barb Mullaly, Wally Hibbard, Kim Ranger, Dave Lein & Matt Conrad  
**Absent:** No one  
**Staff Present:** Planning & Zoning Administrator Kerri Esterley and Village Manager Bryan Gruesbeck  
**Citizens Present:** 1
2. **APPROVAL OF AGENDA:** Mullaly asked for the agenda to be amended to include discussion of STRB fees under “New Business”. **Motion:** Mullaly **Second:** Ranger to accept September 28<sup>th</sup>, 2021 agenda. By unanimous consent, **Motion carried.**
3. **MINUTES:** **Motion:** Hibbard **Second:** Lein to accept August 24<sup>th</sup>, 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. A third draft was presented to the commission for review. 1 citizen spoke. Commission decided to finalize their version to give to the Village Council at their October 4<sup>th</sup>, 2021 meeting.
8. **NEW BUSINESS:**
  - a. **Master Plan:** Chair informed commission on trainings she was looking into for commissioners as a group.
  - b. **Shoreline Assessment Management Plan:** Chair discussed working with the DDA, Parks & Recreation commission and possibly the Harbor on creating a management plan for the Village. Currently the cost is \$3,200. Chair is in discussion with ELSA for use of their drone.

- c. **Housing North Summit:** 2021 Summit runs from October 19-21<sup>st</sup>, 2021, virtually. Chair encouraged commissioners to sign up via the Village office. Will discuss topics heard at next meeting.
- d. **Guest Speaker:** Commission Chair was able to confirm guest speak Keith Schneider for the October 26<sup>th</sup>, 2021 meeting. He will be attending via Zoom.
- e. **Joint Meeting with Township:** Discussed topics: housing, master plan and climate issues to work on with the Township at the November meeting.

**9. REPORTS:**

- a. **Staff** – Kerri Esterley reported on permit update, the second meeting of the housing taskforce and an update on Municode going through our code and merging it with the general code.
- b. **Planning Commission Chair** – spoke in a previous discussion
- c. **Village Council Representative** – Barb Mullaly reported that the Village hired a new Treasurer to start November 1<sup>st</sup>, 2021. She also encouraged members to spread the word about 13 Ways and the updates and meetings that are happening. Village Manager Gruesbeck updated on Power Home Solar and the hopes of it being finalized soon.

**10. CORRESPONDENCE:** None.

**11. CALENDAR REVIEW:** The next scheduled Planning Commission meeting is tentatively scheduled to be held in person on Tuesday, September 27, 2021, at 7:00 P.M. at the Government Center located at 315 Bridge Street, Elk Rapids, Michigan.

**12. ADJOURNMENT:**

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