



Village of Elk Rapids

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DRAFT MINUTES

ELK RAPIDS REGULAR PLANNING COMMISSION MEETING TUESDAY, MARCH 28TH, 2023, 7:00 PM GOVERNMENT CENTER, 315 BRIDGE STREET, ELK RAPIDS, MI 49629

PLANNING COMMISSION MEETS THE FOURTH TUESDAY OF THE MONTH, EXCEPT ON HOLIDAYS

OPEN MEETING 7:01 PM

1. PLEDGE OF ALLIGENCE

2. ROLL CALL

Present – Chair Ragland, Mullaly, Ranger, Lein, Farrell, Hibbard

Absent – Vice Chair Conrad

Excused –

In-person attendance - 4, Online attendance - 1

3. APPROVE AGENDA

The agenda may be approved in its current form or modified if approved by the Planning Commission.

MOTION: MULLALY to approve agenda as amended, adding item 8.B. Bylaws, 2ND FARRELL. **VOICE VOTE.** All present voted YES. **MOTION CARRIED.**

4. APPROVE MEETING MINTUES

Approval of regular meeting February 28th, 2023

MOTION: MULLALY, 2ND RANGER. **VOICE VOTE.** All present voted YES. **MOTION CARRIED.**

5. CONFLICT OF INTEREST

NONE

6. CITIZEN COMMENTS

NONE

7. UNFINISHED BUSINESS

- A. **Master Plan Update** – Discussion regarding joint meeting date with Village Council and open house date. Mullaly will discuss options for a joint meeting at the April 4th, 2023 Council meeting and will report back. Janisse will present to Beckett & Raeder open house dates for early May and a timeframe of 4-8 PM.
- B. **Bridge St Housing Project** – Review team has been approved by Council and a meeting will be set up for the week of April 3rd, 2023.
- C. **Capital Improvement Plan** - Applications have been created and sent to department heads.
- D. **2022-05 Inns within the Central Business District** – public hearing set:
MOTION by LEIN to hold public hearing on April 25, 2023, for ordinance amendment 2022-05 Inns within the Central Business District, **2nd by FARRELL. VOICE VOTE.** All present voted **YES. MOTION CARRIED.**
- E. **2022-07 Hotels/Motels** – public hearing set:
MOTION by LEIN to hold public hearing on April 25, 2023, for ordinance amendment 2022-07 Hotels/Motels, **2nd by MULLALY. VOICE VOTE.** All present voted **YES. MOTION CARRIED.**
- F. **2023-02 Childcare Definitions**– public hearing set:
MOTION by LEIN to hold public hearing on April 25, 2023, for ordinance amendment 2023- 02 Childcare Definitions, **2nd by RANGER. VOICE VOTE.** All present voted **YES. MOTION CARRIED.**

8. NEW BUSINESS

- A. **2023-03 Permit Requirements** - discussion, Janisse will provide information regarding the process for follow-up on primary structure new builds. A second draft will be presented at the April 25th, 2023 meeting.
- B. **Bylaws** - discussion regarding updating the bylaws at the April 25th meeting.

9. STAFF/COMMISSION REPORTS

- A. **Staff** – Drinking Water Asset Management Plan grant update
- B. **Chair** – statewide septic webinar (form letter for the PC to sign), tour cruises, sustainability ordinances, zebra mussels, document on municipal street lighting, planet alignment and possible Village event this summer for the meteor shower event.
- C. **Council Representative** – Thank you to Wally Hibbard & Kim Ranger for their service on the planning commission and update on village manager position (brochure and posting has been completed).
- D. **Zoning Board of Appeals Liaison** – No Meeting for March

10. CORRESPONDENCE AND READING MATERIAL

- A. **Elk Rapids Township** – Intent to update master plan

11. COMMISSIONER COMMENTS

- A. Ragland and Ranger asked if DPW Super Lane could provide an update on the process for the iron treatment.

12. CITIZEN COMMENTS

NONE

13. UPCOMING MEETING DATE AND OTHER EVENTS

REGULAR PLANNING COMMISSION MEETING – Tuesday, April 25th, 2023, at 7:00 PM at the Government Center, 315 Bridge Street, Elk Rapids, MI 49629.

14. MOTION TO ADJOURN

MOTION: LEIN, 2ND by RANGER. VOICE VOTE. All present voted YES. MOTION CARRIED. Time: 8:06 PM