

VILLAGE OF ELK RAPIDS – PLANNING COMMISSION

AGENDA

PLANNING COMMISSION REGULAR MEETING TUESDAY, JULY 25, 2017 AT 7:00 P.M.
HELD AT THE GOVERNMENTAL CENTER, 315 BRIDGE ST. ELK RAPIDS, MICHIGAN

1. PLEDGE OF ALLEGIANCE

2. ROLL CALL:

3. MINUTES:

- a. Approval of Minutes Regular Planning Commission meeting June 27, 2017.

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 regarding any item on this agenda?

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 five 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 HEARINGS:

- a. None.

7. OLD BUSINESS:

- a. Continued discussion – Accessory Dwelling Unit Draft Ordinance

8. NEW BUSINESS:

- a. Training Session on OMA, FOIA and Parliamentary Procedure - Caroline Kennedy, Asst. Village Manager.
- b. Septic System Point of Sale discussion.
- c. Parks and Recreation Commission Dam Beach Management Plan – Comment and recommendation to Council to be adopted By Reference in the Village Master Plan.

VILLAGE OF ELK RAPIDS – PLANNING COMMISSION

9. CORRESPONDENCE:

- a. None.

10. REPORTS:

- a. Planning and Zoning Administrator, Steven Ravezzani – June, 2017 Monthly Report.
- b. Council Representative – B. Mullaly
- c. ZBA Representative – L. Dake
- d. Green ER – Royce Ragland

11. CALENDER REVIEW:

- a. Next Planning Commission Meeting – August 22, 2017.

12. AGENDA ITEMS FOR NEXT MEETING

- a. To be determined.

13. ADJOURNMENT

PUBLIC NOTICE ANNOUNCEMENT VILLAGE OF ELK RAPIDS

NOTICE OF COMPLIANCE WITH THE ADA AT PUBLIC MEETINGS

The Village of Elk Rapids shall provide reasonable auxiliary aids and services, such as signers for the hearing impaired and individuals with disabilities at meetings/hearings upon five (5) days' notice to the Village. Individuals with disabilities requiring auxiliary aids or services should contact the Village of Elk Rapids by writing or calling the following:

William Cooper, ADA Coordinator 315 Bridge Street, P.O. Box 398, Elk Rapids, MI 49629 (231)-264-9274.

VILLAGE OF ELK RAPIDS – PLANNING COMMISSION

LIMITED ENGLISH PROFICIENCY NOTICE

With seven days advance notice, accommodations can be made for persons with disabilities and/or limited English speaking ability, and persons needing auxiliary aids of services of interpreters, signers, readers or large print.

Con siete días de anticipación, el alojamiento se pueden hacer las personas con discapacidad y / o capacidad limitada de habla Inglés, y las personas que necesitan ayudas auxiliares de servicios de intérpretes, los firmantes, lectores o en letra grande.

Với bảy ngày thông báo trước, phòng có thể được thực hiện cho người khuyết tật và / hoặc hạn chế khả năng nói tiếng Anh, và những người cần hỗ trợ các dịch vụ phụ trợ của thông dịch viên, những người ký tên, người đọc hoặc in lớn.

Nrog xya hnub ua ntej daim ntawv ceeb toom, kev kho kom haum yuav ua rau cov neeg muaj kev tsis taus thiab / los yog tsis tau lus Askiv hais lus muaj peev xwm, thiab cov neeg hu ua deductible lwm yam kev pab ntawm cov kev pab cuam ntawm cov neeg txhais lus, signers, txawj nyeem ntawv los yog sau loj loj.

與7天前通知，住宿可以為殘疾人和/或有限的英語口語能力，並需要口譯，簽名，讀者或大型印刷服務的輔助器材的人的人進行。

عم دوجو راعشا قبسم نم ةعبس ماي، نكمي ريفوت ني م جرتم، ني صتخم ةغلب قر اشال، ني ئراق، وا فورح ةري بكم م جحلا يوذل تاجايت حال ا قصاخلا، ءال ؤهو ني ذل ال نوم لك تي ةغللا ةيزيل جنال ا قق ال طب.

VILLAGE OF ELK RAPIDS – PLANNING COMMISSION

APPROVAL OF MINUTES

VILLAGE OF ELK RAPIDS – PLANNING COMMISSION

DRAFT

**PLANNING COMMISSION MEETING
TUESDAY, 7:00 P.M. – JUNE 27, 2017
GOVERNMENT CENTER – 315 BRIDGE ST.**

The Meeting was called to order at 7:00 P.M by CHAIR, WALLY HIBBARD. PLEDGE OF ALLEGIANCE WAS RECITED.

ROLL CALL: MEMBERS PRESENT: Chair, Wally Hibbard; Vice-Chair, Royce Ragland; Council Representative, Barb Mullaly; Lauren Dake; Richard Smith; Also present, Secretary Elaine Glowicki; Steve, Ravezzani, Zoning Administrator

ABSENT: Jim Okonoski, Becky Lancaster

MOTION by MULLALY second by DAKE to approve the Planning Commission Minutes dated May 23, 2017 as Corrected. **Corrections in red font. (Roll Call - delete Council Representative after Okonoski's name and correct spelling of name Heese to Hesse.**

CONFLICT OF INTEREST: NONE

CITIZEN COMMENTS: NONE

PUBLIC HEARINGS: NONE

OLD BUSINESS:

a. CONTINUED DISCUSSION – ALTERNATIVE HOUSING NEEDS IN THE VILLAGE OF ELK RAPIDS - ACCESSORY DWELLING UNIT SURVEY SUMMARY:

At the January, February, March, April, May Planning Meetings, Zoning Administrator Ravezzani has been submitting changes to the ADU) Accessory Dwelling Unit Survey Response at the request of the planning members. At the May meeting Ravezzani presented a draft survey (ADU) that was approved by the planning members to be published in the Elk Rapids News Newspaper.

Zoning Administrator reported on the results of the Survey:

Surveys Returned (21) with Eleven Written comments:

- (1) ADU's give people options to live in Village
- (1) Low income housing is a problem.
- (7) Affordable housing is a need.
- (1) Lots to think about because it is an illegal use and already exists unregulated in ER. Should be licensed. What about extra fees for each additional living unit for water and sewer
- (1) ADU's in a residential area appear to work best if the property owner is present in case of problems.

Late Return Comments – (3)

VILLAGE OF ELK RAPIDS – PLANNING COMMISSION

- Important to have data as to how many people want ADU's?
- Some people might not want ADU's.
- Might not serve people who live here.

Individual discussion was held by the planning members who agreed, although there was a minimal response to the survey, they felt their responsibility was to go forward and hold a Public Hearing to gather more information from the residents. No date for a Public Hearing was acted on.

NEW BUSINESS - NONE

CORRESPONDENCE:

- A Training Session on OMA, FOIA and Parliamentary Procedure will be held at the Planning Commission's July 25th meeting.

REPORTS: Planning & Zoning Administrator, Steve Ravezzani presented the monthly report for May 31, 2017.

- Hesse Property – Ravezzani reported that at the time the property was rezoned from Industrial to Multi-Family Residential, one of the conditions of approval was that if significant activity was discontinued on the project within one year, the zoning would revert back to its original Industrial classification. The only change noted was tree and building removal early after approval of the rezoning. Commission member Ragland questioned the reasoning behind this condition.
- After more discussion, the members felt that for future applications of similar nature, a requirement is needed stating no disturbance on property until permit is obtained.
- Storm Water drainage in public alleys was another issue. Ravezzani said that this matter will be discussed when a complete review and update of our Wetlands, Storm Water and Shoreline management section of the Zoning Code is undertaken.

COUNCIL REPORT:

Member Mullaly reported that 50 trees were planted in the Village by volunteers. She noted that a question was raised that some of the trees were non-native trees. Planning Chairman will send a memo to Village Council and Beautification Commission regarding this issue.

ZBA Representative, Lauren Dake

- No requests for ZBA variances.

GREEN ER - Planning Member, Royce Ragland commented on the successful events involving Green Elk Rapids during the months of April and May. Author Carol Trembath visits ER Schools; Earth Day; Workshop Storm Drain Labeling; MDOT Highway pick-up teams; National Geographic Society Film "Before the Flood" documentary; Green ER Reads, Water Knife; Super Recycle Tour of new

VILLAGE OF ELK RAPIDS – PLANNING COMMISSION

Waste Water treatment Plant; Speakers on “Water Matters;. Green ER Community Hike (former Camp Maplehurst; Rain Author, Cynthia Barnett.

NEXT PLANNING MEETING: JULY 25, 2017- ADJOURNMENT: 7:50 p.m.

Elaine Glowicki, Recording Secretary

OLD BUSINESS

**DRAFT ACCESSORY DWELLING UNIT
PROPOSED ORDINANCE**

VILLAGE OF ELK RAPIDS – PLANNING COMMISSION

ACCESSORY DWELLING UNIT DRAFT ORDINANCE

Add to Definitions §202.

Accessory Dwelling Unit (ADU). A second residential dwelling unit that may be contained within an existing single-family home, detached garage, or carriage house, and that meets all of the requirements of Section 431., of this Code.

Adopt new §431. Accessory Dwelling Units.

A. Intent.

1. It is the intent of this Section to permit Accessory Dwelling Units in all single-family residential zoning districts to enable a new housing alternative that respects the look and scale of single-family neighborhoods while supporting more efficient use of existing housing stock and infrastructure; providing housing that responds to changing family needs; smaller households and increasing housing costs; providing accessible housing for seniors and persons with disabilities; and supporting affordable housing goals.

B. Requirements.

1. A land use permit for an Accessory Dwelling Unit (ADU) may be issued provided the following conditions are met and continue to be met during the life of the Accessory Dwelling Unit:
 - a. The existing site and use are substantially in compliance with this Zoning Code.
 - b. Only one (1) ADU per parcel is allowed with a maximum of two (2) dwelling units per parcel, subject to lot coverage requirements.
 - c. The owner of record meeting the requirements for principal residence tax exemption shall occupy either the ADU or the primary dwelling unit on the property, except for temporary absences not to exceed a combined total of 6 months in a calendar year.
 - d. The ADU shall be designed so that the appearance of the building remains that of a single-family residence or detached accessory building such as a garage or carriage house. No alteration to the exterior of the residential dwelling, accessory structure or yard that alters the single-family residential character of the premises is permissible.
 - e. If the ADU's primary entrance is not the same as that of the principal dwelling unit, it shall be made less visible from the street view than the main entrance of the principal dwelling unit. Access to an upper story ADU must be internal to the building structure.

VILLAGE OF ELK RAPIDS – PLANNING COMMISSION

- f. The minimum lot area for an ADU is 5,500 square feet and the maximum size of an ADU with that lot area is 650 square feet in gross floor area or the size of the gross floor area of the ground floor of the primary dwelling, whichever is less. If the lot area is 7,260 square feet or greater, the maximum size of an ADU is 800 square feet in gross floor area or the size of the gross floor area of the ground floor of the primary dwelling, whichever is less.
- g. The ADU shall not be occupied by more than the number of occupants permitted by sub-section j., below, except that only 2 unrelated persons plus their offspring living as a single housekeeping unit may occupy the ADU.
- h. Front Yard Prohibited. The ADU may not be located within the front yard.
- i. The total number of persons residing in the primary dwelling unit and the ADU combined shall not exceed four persons plus their offspring, except when a functional family is allowed by sub-section g., above.
- j. One off-street parking space shall be provided for the ADU. Tandem or stacked parking in a driveway may count toward the off-street parking requirement if not located in the front yard setback.
- k. All utilities for detached units shall be installed underground. All ADU's shall have separate utility meters from the primary residence unless a single meter is authorized by the Superintendent, Department of Public Works.
- l. Leasing or rental of the ADU for less than one hundred eighty (180) days shall be prohibited.
- m. Prior to occupancy, a deed restriction that runs with the land, shall be filed with the Antrim County Register of Deeds containing a reference to the deed under which the property was acquired by the owner. Such deed restriction shall state:
 - i. The ADU shall not be sold separately from the primary unit;
 - ii. The requirements as stated in this Section; and,
 - iii. The restrictions shall be binding upon any successor in ownership of the property and lack of compliance shall result in legal action against the property owner.

C. Existing ADU's.

- 1. Legal, non-conforming ADU's, (those established prior to adoption of this Ordinance), shall be given three (3) weeks after publication of the adoption of this ordinance to apply for a Conditional Land Use Permit and register their ADU with the Village. During this time period, they will not be considered part of the maximum number of new ADU registrations established in Section D.1., below, and the non-conforming ADU will maintain its non-conforming status subject to all the non-conforming regulations in Sec. 706., (Non-Conforming Situations) of this Zoning Code.

VILLAGE OF ELK RAPIDS – PLANNING COMMISSION

2. If a land use permit is issued for a non-conforming ADU, that meets the above requirements, then the ADU shall no longer be considered non-conforming and shall be subject to all the regulations of this Chapter.

D. Registration of Accessory Dwelling Units.

1. There shall be a maximum limit of five (5) newly registered Accessory Dwelling Units per calendar year or as may be amended by Resolution of the Village Council.
2. Registration and application for a land use permit for ADU's will be submitted to the Planning and Zoning Administrator on a first come, first served basis.
3. Complete applications will be reviewed by the Planning and Zoning Administrator for Zoning Code compliance.
4. Upon confirmation of Zoning Code compliance, the Planning and Zoning Administrator, shall issue a land use permit and notify the Village Clerk, Assessor, and emergency response personnel of the registration.
5. Once the five (5) new registrations and land use permits referenced herein are issued, additional applications will be kept on file by the Village Clerk in the order they were received for processing the next calendar year.
6. The ADU approval shall be valid for a period of one (1) year from the date of issue and shall expire if a final occupancy permit issued by Antrim County, Construction Codes Department, is not obtained, unless an extension of not more than 365 days is approved by the Planning and Zoning Administrator.

NEW BUSINESS

Dam Beach and Fishing Park Management Plan



Prepared by:

Elk Rapids Parks and Recreation Commission

2017

DRAFT

Introduction

The purpose of the Dam Beach & Fishing Park Management Plan is to balance preservation and recreational use within the park through management objectives. The 5-year Community Recreation Plan has a goal in the Action Plan to “Develop a management plan for preservation of the area for the term of the lease” with objectives to “Bring stakeholders together to state what can and cannot be done in the area,” and “Enlist community support for plans, research and funding.”¹

General Vision and Goals *(These goals are explained in detail on page 6)*

Goals Identified from Dam Beach Management Plan Committee²

- Goal 1– Protect natural resources and water quality values
- Goal 2– Protect, maintain and enhance local ecosystems and natural features
- Goal 3– Retain quality habitat for native plants and animals
- Goal 4– Provide passive recreation opportunities for public enjoyment

Property Description

The Dam Beach & Fishing Park contains 8.3 acres of land and more than 3,900 feet of waterfront on Lake Michigan and Elk River.³ The property is located at an elevation of 590 feet above sea level along East Grand Traverse Bay in Lake Michigan near the outflow of Elk River in the Village of Elk Rapids, Michigan. It is accessed from Dexter Street by turning west onto Dam Beach Road.

Boundaries

The property forms a small peninsula parallel to the Elk Rapids Harbor. It includes 3,489.66 waterfront feet on Lake Michigan, Elk River and the Elk Rapids Harbor.⁴

NORTH Boundary – 1,211.55 feet along East Grand Traverse Bay

EAST Boundary – 599.74 feet (452.71 feet adjacent to the Sands Condominium Complex and 147.03 feet along the Dam Beach Road)

SOUTH Boundary – 1,118.37 feet (230.90 feet along Elk River and 887.47 feet along Grace Memorial Harbor)

WEST Boundary – 560.00 feet along the entrance channel to the Harbor

¹ Village of Elk Rapids 5-year Community Recreation Plan, 2013

² Dam Beach and Fishing Park Management Plan Committee, 2015

³ Legal Description (Antrim County Liber 295 Page 0274) dated April 17, 1985.

⁴ Certificate of Survey (Gosling Czubak Associates dated May 19, 1987)

Ownership

The property is owned by Antrim County. The Village of Elk Rapids leases the property from Antrim County.⁵

Management

The property is managed by the Parks & Recreation Commission which makes recommendations to the Village Council of Elk Rapids.

The Village Council approved a Community Recreation Plan that included recommendations for a Dam Beach & Fishing Park. The Plan was approved by the Michigan Department of Natural Resources dated August 30, 2013.

On October 7, 2013, the Village Council voted to move forward with a management plan for the Dam Beach Area and the first meeting of stakeholders was held on December 5, 2013. The Elk Rapids Village Council approved recommendations for the Dam Beach Area.⁶ The Village Council approved the establishment of the Dam Beach and Fishing Park as a Conservation/Recreation Overlay District.⁷

Historical Background

1800's- The first water-powered saw mill was installed in the early 1850s on the site of the current by-pass spillway adjacent to the hydro-electric dam. By 1871, the Elk Rapids Iron Company had constructed a water-powered, four-story grist mill and wooden powerhouse at the site of the dam. The powerhouse supplied electricity and pumped water for the company's iron works on the east side of Elk River.

1900's- The powerhouse, sawmill and grist mill were razed by 1915. The lower level of the present dam/powerhouse structure was constructed in 1916. In 1929-1930, the brick and wooden superstructure was removed and the current building was built to cover all four bays housing the turbines.

In 1955, Charlie Lark was named chairman of the Elk Rapids Harbor Committee. From 1957-1967, fill material was dumped into East Grand Traverse Bay to form a breakwater. The entire Harbor was armored with concrete retaining walls and riprap to protect against erosion and 70 boat slips were constructed. The new Harbor opened in 1965. In 1967, Antrim County purchased the Power Dam.

From 1982–1990, the Harbor was expanded to include 143 boat slips, finger piers, bulkhead, fuel dock and launch ramp. The \$1.1 M project was funded by local donations and grants from the MDNR Waterways grant program. The area now included in the Dam Beach &

⁵ Lease Agreement (Liber 295 Page 0274) dated April 9, 1985 and amended February 6, 1989.

⁶ Village of Elk Rapids Resolution #10 – 82 dated September 20, 2010.

⁷ Village of Elk Rapids Conservation/Recreation Overlay District Ordinance #456 – dated August 4, 2014.

Fishing Park was constructed during this time period. The break walls and inner bulkhead walls were rebuilt in 1998.

Physical Features

The Dam Beach Park & Fishing Park includes two distinctly different areas: the Staging Area and the Conservation Area. It comprises about 361,548 square feet of land created from construction of the Elk Rapids Harbor.

The Staging Area is a flat, treeless, open area covered with clay, sand, gravel and materials from harbor dredging. It is located in the southwest corner of the property. The Harbor Commission uses the Staging Area as a disposal site to de-water dredge spoils from the mechanical dredging of the bottom of the harbor and harbor entrance. Hydraulic dredging spoils are de-watered on Memorial Beach per MDEQ permits. The Harbor Commission uses the access road for repairs on the jetty and armoring the break-wall around the harbor. The Village of Elk Rapids has historically used the Staging Area for fireworks displays every year during Harbor Days. In addition, authorized vehicles (emergency and fire department) use the access road from the parking lot to reach the Staging Area. The road is kept gated.

The Conservation Area consists of rolling dunes with some trees and shrubs between Lake Michigan and Elk River. This Open Dune Community includes three distinct areas: Dam Beach Road, the Parking Area and the Natural Area.

The Dam Beach Road & the Parking Area provide vehicle access, parking for dozens of vehicles, public restrooms, 3 fishing platforms along Elk River, and a paved sidewalk running the length of the west shore of the property.

The Natural Area includes four natural features characteristic of the Open Dune Community: Beach, Foredunes, Blow-outs and Backdunes.

Beach Features

Life is hard at the water's edge, because everything is in a state of disturbance: weather fluctuations and water level changes. Waves are constantly tearing at plants that try to establish a roothold near shore. Wind blows sand off the beach and forms low dunes above the beach. Moving sand is very abrasive; it scours and polished rocks. Storm waves move debris and aquatic plant remains (dead insects, fish and driftwood) far up the beach. Ice accumulates on the beach and reduces the amount of erosion. But high water levels, waves and storms increase erosion. These conditions create a cycle of colonization and washouts.

Foredune Features

Wind and sun rather than waves and water make life difficult on the Foredunes. Sand is burying and strong winds are eroding plants trying to grow here. Summer temperatures on the

Foredunes range from 120–180 degrees Fahrenheit during the day. This environment is too extreme and prevents most tree species from being established. This area has special native dune plants such as the **protected pitcher's thistle**.

Blow-Out Features

Blow-Outs are U-shaped areas of open, migrating sand, which are caused by storms, or overuse by vehicles or pedestrians. They occur on dunes that were stabilized previously by plants.

Backdune Features

When dunes are lower and closer together, succession often occurs more rapidly. Decaying plants have enriched the sand with organic matter which increase its moisture holding capacity and the amount of nutrients available to nourish succeeding plants. Low shrubs take root. As shrubs become established on ridges farther from shore, conditions improve for tree seedlings to grow. The site gradually becomes shadier and richer and more stable.

Invasive Species

Non-native plant species have been carried on the wind and brought by mammals and birds. They have also been introduced by humans on the bottoms of their shoes and by vehicles in tire treads. Aquatic invasive species such as zebra mussels wash up on the Beach and the sharp shells can cause severe lacerations to barefooted beachgoers, especially children. When fish and diving birds die from botulism, they wash up on the Beach. Other birds and animals, including dogs can die from eating these carcasses. Scientists think that botulism is carried from the sediments up the food web through invasive species such as quagga mussels and round gobies. Many invasive plants are established extensively in the Natural Area, especially areas of the Backdunes adjacent to the parking lot, the access road and the Staging Area. Invasive plants include:

Grasses: Canada bluegrass, quack grass, redtop grass, smooth brome grass, and tall fescue grass.

Herbs: hoary alyssum, baby's breath, bouncing Bet, bladder campion, chickory, red clover, white clover, white sweet clover, yellow sweet clover, ox-eye daisy, dandelion, curly dock, goat's beard, spotted knapweed, common mullein, garlic mustard, winged pigweed, pineappleweed, common plantain, narrow-leaved plantain, mossy stonecrop, crown vetch, hairy vetch, viper's bugloss, biennial wormwood

Trees: Lombardy poplar and white poplar

Public Use

The Conservation/Recreation Overlay District⁸ governs underlying zoning districts when regulations are in conflict.

Permitted Uses

1. Notwithstanding any other provisions of this Zoning Code, and as further provided below, no use shall be permitted to occur within the Conservation/Recreation Overlay District except the following:

- Open space uses, such as natural preserve areas, parks, beach and picnic activities, fishing, or other similar passive recreational uses.
- Existing road, fishing platforms, service drive and sidewalk, and utility uses, when designed to effectively control erosion, or otherwise not be detrimental to the public health, safety, and welfare.
- Site appropriate, low impact, universal access facilities that are minimal and seasonally removable.
- Off-street parking, provided all parking areas conform to the provisions of §530., Off-Street Parking and Loading, of this Code, and further provided that alternative permeable type surfacing be utilized incorporating rain garden or other similar storm water management systems wherever practical.
- A modern restroom facility to be positioned as recommended in an area next to the existing parking area and outside of the designated dune area.
- Temporary structures, (i.e. tents) to accommodate recreational, cultural, and educational uses.
- Special event or other similar temporary activities or uses, determined to benefit the community that are permitted by special approval of the Village Council.

Property Improvement Regulations

1. The following regulations shall apply to all property improvement activity within the Conservation/Recreation Overlay District:

- a. Grading, beach grooming, or other similar activities shall be prohibited unless permits required by all governmental entities having jurisdiction have been

⁸ Village of Elk Rapids Conservation/Recreation Overlay District Ordinance #456 – dated August 4, 2014.

obtained and, a copy of the approved permits have been provided to the Planning and Zoning Administrator.

b. Native shrubbery, trees, or other vegetation shall be preserved as far as practicable, and where removed, shall be replaced with other native vegetation that is equally effective in preventing erosion and preserving the natural beauty of the area. Non-native, noxious and invasive plant materials, such as purple loosestrife, shall not be used within Conservation/Recreation Overlay District;

c. Utilities, including water, sewer, electric, if deemed necessary by the Village Council, shall be constructed underground.

Recreation

The Dam Beach has been used primarily for passive recreation including picnicking, beach walking, nature study, or bird watching. It is also a popular area for swimming in the summer. Two more active areas of recreation have been developed on the beach, including a net for volleyball and a fire ring to contain beach campfires. Local residents, summer residents and visitors, as well as tourists who visit the area frequent the Dam Beach Park year-round. The Village of Elk Rapids designated the Dam Beach area as a Public Recreation Area.

Conservation

Over the past 60 years, dunes have developed on this site. They are reminiscent of the topography that existed in Elk Rapids prior to modern development. The Open Dune Community serves as a natural area for native plant and animal life, including the protected pitcher's thistle. The Park has been designated as a Permanent Natural Conservation Area.

Dogs and Pets

As per the Village Code of Ordinances, Sec. 34-36, "In park areas where dogs are permitted, such dogs shall at all times be kept under reasonable control by means of a leash. No person shall permit any other animal, either wild or domestic, owned by him, or under his control or custody, with the exception of dogs, as outlined above, to enter any park except when special permission is granted by the village president. A person having control of any animal shall place all feces dropped by the animal in any public park or playground in a proper receptacle." Bags are provided at the parking lot for owners to pick up animal waste.

Annual Maintenance Schedule

From DPW.

Specific Management Goals & Objectives⁹

Goal #1– Protect natural resources and water quality values

1. Prohibit vehicle access to the Natural Area to protect the natural resources found in the dunes
 - a. Only emergency and other authorized vehicles may use Access Road to the Staging Area.
 - b. Only emergency and other authorized vehicles may access the Natural Area– dunes and beach.
2. Use Best Management Practices to protect water quality
 - a. Limit use of fertilizers and herbicides
 - b. Remove unwanted plants by hand, wherever possible
 - c. Avoid using hydrocarbons for dust control
 - d. Continue to analyze dredge material to determine the public health risk level in the Staging Area
 - e. Collect materials from fireworks displays in Staging Area
3. Maintenance
 - a. Develop a volunteer corps
 - b. Schedule weekly Beach Clean-Up from May to November
 - c. Schedule weekly Beach Monitoring for botulism from September through November
 - d. Schedule weekly Invasive species removal around Parking Area and along Access Road

Goal #2– Protect, maintain and enhance local ecosystems and natural features

1. Encourage pedestrian access on established trails between the Beach and Backdunes to protect the dunes ecosystem and natural features
2. Evaluate the need for boardwalks to minimize impact of pedestrian traffic on the dunes
3. Develop a Facilities Plan for the Parking Area
4. Limit fires to one location within fire ring

⁹ Dam Beach and Fishing Park Management Plan Committee, 2015

5. Continue to provide weekly trash removal
6. Develop a Signage Plan for directional signs, informational signs and interpretive signs

Goal #3– Retain quality habitat for native plants and animals

1. Develop a Five-Year Habitat Enhancement Plan
 - a. Identify priority Invasive Species for removal
 - b. Evaluate methods of Invasive Species control to determine the appropriate removal method for each priority species
 - c. Determine native species of herbs, shrubs and trees for planting in order to increase species diversity
2. Identify and protect bird nesting habitat
3. Identify and develop monarch butterfly habitat

Goal #4– Provide passive recreation opportunities for public enjoyment

1. Determine priority uses of the Conservation/Recreation Area
2. Develop a Recreation Plan to minimize the negative impacts of human use on the fragile dune community

The following goals are presented here verbatim from the Village Collaborative Master Plan and the 5-year Community Recreation Plan:

Goals from Collaborative Master Plan¹⁰

Natural Resources and Beautification

Goal 1. Natural resources will be protected and preserved.

Objectives

1. Encourage a land use pattern that is oriented to and respects the natural features and water resources of the area.
2. Evaluate the environmental impact of all new development.
3. Protect land resources and water quality related to our lakes, streams and wetlands.
4. Encourage the continued natural use of wetlands as groundwater recharge and storm water holding areas.
5. Identify and protect desirable open space and scenic vistas.
6. Establish regulations and standards necessary to protect shoreline and beach areas.
7. Establish regulations and standards necessary to protect and preserve the quality of the air from degradation due to fumes, odors, smoke, dust and other pollutants.
8. Establish regulations and standards to protect the community against high noise levels and exterior lighting glare.
9. Utilize Best Management Practices (BMP) to regulate and minimize direct storm water discharge into lakes and rivers.

Goal 2. Environmentally sensitive areas, open space and public garden will be maintained for the enjoyment of residents, visitors and future generations.

Objectives

1. Preserve and maintain our public gardens and natural areas.
2. Preserve environmentally sensitive lands for open space and passive recreational purposes.
3. Protect our most prized features, such as the public library grounds, public parks, beaches, gardens, natural areas, tree lined streets and open spaces.
4. Preserve and protect all healthy trees growing on public property and replace or add to the stock when needed.
5. Encourage creative design and planning techniques for all new development so as to produce visual harmony, preserve special features and protect vital natural resources.
6. Evaluate, periodically, the need for public acquisition of environmentally sensitive and available properties located within the Village.
7. Preserve and maintain existing active recreation areas.

Recreation, Parks and the Harbors

Goal 8. Maintain the high quality of both harbors for public use in perpetuity.

Objectives

1. Provide for public boat access, dockage, moorage and parking.
2. Recognize the lower harbor is to be available for refuge.
3. Continue to recognize that the harbor is under the jurisdiction of both State of Michigan and Village of Elk Rapids rules and regulations.
4. Harbor development projects should consider the overall needs of the harbor vicinity, protection of the surrounding natural features and its impact on the Village.

Goal 9. Recreational facilities will be enhanced and the amenity level will be expanded to meet the needs of residents and visitors.

Objectives

1. Continue efforts to provide seasonal outdoor recreational opportunities.
2. Maintain existing public access to lakes and waterways within the Village limits.
3. Support cooperative recreational planning and development with the surrounding townships and the schools.
4. Encourage the consideration of recreational facilities as an integral part of community development plans.
5. Include a community center, serving community needs for indoor recreation in the community development plans, possibly developed cooperatively with surrounding Townships and school (See #3 above).
6. Preserve and maintain existing recreation areas.
7. Construct modern restrooms within park facilities.
8. Add a dog park to the community.

¹⁰ Elk Rapids Village and Elk Rapids Township Collaborative Master Plan, 2013

Goals from 5-year Community Recreation Plan¹¹

2. Preserve the Dam Beach and Fishing Park as a natural conservation area for the term of the Antrim County lease for the benefit of the general public.

Objectives

- Preserve scenic landscape and natural character of the area.
- Preserve the ecological habitat.
- Promote appropriate recreational activity such as swimming, fishing, volleyball, fire pit, and so on.
- Assist the Village in determining bathroom needs in the Dam Beach/Dexter Street area with meaningful public input.
- Make this park universally accessible to all to the fullest extent that is reasonable.
- Install signage and define swim area.
- Maintain road access for harbor maintenance, dredging and harbor operations.
- Promote education of the beach and sand dune environment.

Appendices

Resources

White Pine Associates. (2015). *Dam Beach and Fishing Park Ecological Inventory*.
Bellaire, MI: White Pine Associates

Other potential items to include:

Legal Description, Property Plat, Deed, etc.

Maps

Natural Heritage Reports (SNHA, EO, etc.)

Inventories of species

¹¹ Village of Elk Rapids 5-year Community Recreation Plan, 2013

REPORTS

VILLAGE OF ELK RAPIDS – PLANNING COMMISSION

PLANNING AND ZONING ADMINISTRATOR MONTHLY ACTIVITIES REPORT FOR THE MONTH ENDING: JUNE 30, 2017

PERMIT INQUIRIES, CONSULTATIONS & REVIEWS

The Planning and Zoning Administrator processed a total of 304 zoning permit inquiries, consultations, and reviews during the month of June, 2017.

PERMITS REQUESTED:

1. ZCP #2017-032 – Request of Tracey Brabandt for a Driveway Permit to allow for the construction of a new driveway on their property located at 614 Chippewa St. Permit Approved.
2. ZCP #2017-033 – Request of Mike Schowaler for a ZCP to allow for the construction of a new front porch and wrap around deck his existing dwelling located at 111 Traverse St. Permit Approved.
3. ZCP #2017-034 – Request of John Dunn of the Town Club for a Sign Permit to allow for the placement of a new Wall Sign and Projecting Sign his existing building located at 133 River St. Permit Approved.
4. ZCP #2017-035 – Request of Anthony Jones for a Driveway Permit to allow for the construction of a new driveway on their property located at 305 S. Bayshore Dr. Permit Approved.
5. ZCP #2017-036 – Request of George Knight for a ZCP to allow for the setting of a new 14'x 60' mobile home in Vacation Village mobile home park. Permit Approved.
6. ZCP #2017-037 – Request of Ruth Ann Molmen for a Driveway Permit to allow for the construction of a new driveway on her property located at 206 Lake St. Permit Approved.
7. ZCP #2017-038 – Request of Corey O'Kane for a ZCP to allow for the removal of brush and trees in preparation for construction of new business location on his property Parcel #05-43-029-002-00. Permit Approved.
8. ZCP #2017-039 – Request of Big Easy Snoball, LLC for a Mobile Food Vendor License to allow for operation of a mobile food vendor vehicle in accordance with Village of Elk Rapids Mobile Food Vendor Licensing policy. License Approved.

PERMIT COMPLIANCE MONITORING VISITS

The Planning and Zoning Administrator conducted site visits to ensure Code compliance at the following properties:

1. Tracey Brabandt – 614 Chippewa St. – Zoning Compliance Site Visit for ZCP #2017-032.

VILLAGE OF ELK RAPIDS – PLANNING COMMISSION

2. Mike Schowaler – 111 Traverse St. – Zoning Compliance Site Visit for ZCP #2017-033.
3. Anthony Jones – 305 S. Bayshore – Zoning Compliance Site Visit for ZCP #2017-035.
4. Ruth Ann Molmen – 206 Lake St. – Zoning Compliance Site Visit for ZCP #2017-037.
5. Corey O’Kane – Parcel #05-43-029-002-00 – Zoning Compliance Site Visit for ZCP #2017-038.

ZONING CLASSIFICATION CHANGE REQUESTS:

1. None.

CODE AMENDMENT REVIEW:

1. Ord. #479, Proposed Amendment to the Village of Elk Rapids Code of Ordinances, CHAPTER 5, DOWNTOWN DEVELOPMENT AUTHORITY. (See Village Council Activities below)

VIOLATION NOTICES:

1. None.

MEETINGS:

1. The Planning and Zoning Administrator attended the following meetings:
 - Village Council: June 5, 2017, June 19, 2017
 - Planning Commission: June 27, 2017
 - Staff: June 6, 2017, June 13, 2017, June 20, 2017, June 27, 2017

ZONING ADMINISTRATOR - OTHER ACITIVITIES:

1. Planning and Zoning Administrator delivered daily bank deposits for the Village.
2. Planning and Zoning Administrator continues the review of the Village of Elk Rapids Code of Ordinances, to recommend changes that would update current code in accordance with state statute and provide a more user friendly document.

PLANNING COMMISSION ACTIVITIES:

1. The Planning Commission held their regular meeting on June 27, 2017. Discussion continued on the review of Alternative Housing options for the Village.

VILLAGE OF ELK RAPIDS – PLANNING COMMISSION

VILLAGE COUNCIL ACTIVITIES RELATED TO PLANNING AND ZONING:

1. The Village Council conducted a Public Hearing to receive citizen input on Ord. #479, Proposed Amendment to the Village of Elk Rapids Code of Ordinances, CHAPTER 5, DOWNTOWN DEVELOPMENT AUTHORITY at their regular meeting June 19, 2017. On a vote of 7-YES, 0-NO, the Council Adopted Ordinance #479.

ZONING BOARD OF APPEALS ACTIVITIES:

1. The Zoning Board of Appeals regular on June 15, 2017 was cancelled because of no requests for Appeals being received. The next regular meeting of the ZBA is July 20, 2017.

SEMINARS/EDUCATIONAL TRAINING:

None.