

APPROVED
TUESDAY, 7:00 P.M., OCTOBER 24, 2017
PLANNING COMMISSION MEETING
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. Meeting taped.

ROLL CALL: MEMBERS PRESENT: Chair, Wally Hibbard; Vice-Chair, Royce Ragland; Council Representative, Barb Mullaly; Richard Smith; Jim Okonoski; Becky Lancaster; Excused Absence, Lauren Dake

Also present, Secretary Elaine Glowicki; Steve Ravezzani, Zoning Administrator, Milton Township Planning Board Member, Bob Kingon.

MINUTES:

MOTION by SMITH second by LANCASTER to approve the Planning Commission Minutes dated September 26, 2017 as corrected. Roll Call Vote: Smith, Hibbard, Ragland, Okonoski. Lancaster, Lauren Dake, Barb Mullaly, excused absence. All members present voting yes. MOTION CARRIED.

(Correction to minutes) – 1) a comma was removed after Ravezzani’s name 2) after a Motion to approve the Minutes dated 8-22-2017, add the following: (All members present voting yes) MOTION CARRIED.

CONFLICT OF INTEREST: NONE

CITIZEN COMMENT: NONE

OLD BUSINESS –

SEPTIC SYSTEM POINT OF SALE ORDINANCE DISCUSSION:

The Zoning Administrator Ravezzani recently presented a preliminary draft of a possible Point of Sale Ordinance similar to Milton Township’s Septic Inspection and Property Transfer Ordinance enacted on October 8, 2012. Ravezzani stated that the planning members have been discussing the need for an Ordinance which would require inspection of septic systems at the point of transfer for any property in the Village Elk Rapids.

Milton Township Planning Member, Bob Kingon was asked to be present and answer any questions posed by the planning members regarding the management and enforcement of Milton Township’s Septic Ordinance. A copy of Milton Township’s First Year Evaluation of their Septic Inspection Ordinance was reviewed by the planning members. Kingon suggested it was important to work with the Realtors, communicate with the residents and send copies of an adopted Ordinance to surrounding Townships.

Ravezzani was asked whether a Public hearing would be scheduled. Ravezzani replied that a Public Hearing was not required by the Planning Commission. The only requirement would be a communication by the Planning Commission to Village Council with their recommendation.

The Planning Commission asked Ravezzani to prepare a draft Septic Ordinance for the November Planning Meeting including the following two definition changes to the Ordinance:

- 1) *Addition of a definition for Required Action to be consistent with changes made by the HDNW to its operations and evaluation form – Section 3 of the Ordinance.***

“Required Action”. As a result of an evaluation conducted, a determination by the HDNW that there are conditions that pose an imminent hazard and require immediate correction.

- 2) Redefining “Failed STDA”. – Section 3 of the Ordinance
Old definition – Failed STDS. A sewage treatment and disposal system that violates Section 4.1 of the environmental Health regulations.**

New Definition – “Failed STDS”. A sewage treatment and disposal system that violates Section 4.1 of the environmental Health regulations or for which a Required Action has been designated.

These changes in Section 3 follow the operational changes that the HDNW recently implemented. The broader definition of failure allows the HDNW more flexibility to require corrections to systems that do not meet the literal definition of Section 4.1 (sewage on the ground or in the premises) but do represent an imminent health hazard.

NEW BUSINESS – **COAL TAR SEALANTS – DISCUSSION**

A memo was received from Village Manager, William Cooper regarding “Elimination of Coal Tar based sealcoat”. Cooper stated that he was recently approached by a member of Green ER on an environmental problem with sealcoat products that contain coal tar. In Michigan, there are over a dozen communities who have either outright banned these products or at least limited their use primarily for government applications.

Chairman Hibbard apprised the members he had only skimmed the 30 plus pages of information but said he would do more research and was convinced perhaps caution should be taken in form of an Ordinance. This subject will be on the November Agenda.

CORRESPONDENCE:

A letter was received from Heather Smith, Grand Traverse Bay Keeper, Watershed Center Grand Traverse Bay supporting the efforts of the Village of Elk Rapids in taking action on two topics (Time of Transfer Septic and Coal Tar Ban Ordinance) that will help protect water quality in the Village as well as Grand Traverse Bay and offering their resources.

REPORTS:

- **Planning & Zoning Administrator, Steve Ravezzani** presented monthly report for October 2017.
 - 1) Talked to builder (condo information on River St.)
 - 2) Talked to Larry Hicks regarding scheduling meeting dates for any updates to the Master Plan.
- **Council Representative, Barb Mullaly** reported the Council had their First Reading for ADU's. Question was raised regarding the requirement for a second water and sewer meter.
- **ZBA Representative, Lauren Dake** – Meeting was cancelled. No applications were filed.
- **GREEN ER – Royce Ragland, Working on 2018 Budget.** Ragland and Lancaster reported on the workshop they attended (copied – technology, such as sharing speakers with communities, reporting information on housing shortage, goals, solar energy.

NEXT SCHEDULED PLANNING MEETING: 11/28/2017.

ADJOURNMENT: 7:59 p.m.

Elaine Glowicki, Recording Secretary