

APPROVED
TUESDAY, 7:00 P.M. – SEPTEMBER 26, 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; Member, Becky Lancaster; Lauren Dake; Richard Smith; Jim Okonoski; Excused Absence, Council Representative, Barb Mullaly

Also present, Secretary Elaine Glowicki; Steve Ravezzani, Zoning Administrator.

MOTION by LANCASTER second by OKONOSKI to approve the Planning Commission Minutes dated August 22, 2017 as presented. Roll Call Vote: Smith, Hibbard, Ragland, Dake, Okonoski. Lancaster. Absent, Mullaly. All members present voting YES.
MOTION CARRIED.

CONFLICT OF INTEREST: NONE
CITIZEN COMMENT: NONE

PUBLIC HEARING: ADU (Accessory Dwelling Units)

ORDINANCE #480 – PROPOSED AMENDMENT TO THE VILLAGE OF ELK RAPIDS ZONING CODE

The Public Hearing opened at 7:02 p.m.

Chair Hibbard read into record the Intent of the Proposed Ordinance #480 that contained the listing of Requirements (a thru l). Existing ADU's 1-2) and Registration of Accessory Dwelling Units (1-5).

ADDED TO DEFINITIONS 202 THE FOLLOWING:

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 8431, of this Code.

CARRIAGE HOUSE. A small building, usually part of an estate or adjacent to a main house, used for housing coaches, carriages, and other vehicles.

Three residents spoke in favor of the AUD.

THE PUBLIC HEARING CLOSED AT 7:06 P.M.

DISCUSSION WAS HELD BY THE PLANNING MEMBERS resulting in the following amendments to proposed Ordinance #480:

- (f) 1st sentence - inserting the word **detached** before the word ADU
- 4th sentence – inserting the word **detached** before the word ADU

(i) 1st sentence – delete: **A minimum of one space**
1st sentence should read: **Off-street parking shall be provided for the ADU.**

(C) Existing ADU's: 1. Legal, second sentence, **delete three (3) weeks**
Existing ADU's: should read- second sentence – **be given 60 days after...**

MOTION by SMITH second by RAGLAND to recommend to Village Council adoption of Ordinance #480, as amended (f), (i), (C, as listed above. Roll Call Vote: Smith, Okonosky, Hibbard, Ragland, Lancaster, Dake. Absent, Mullaly. All members present voting yes. **MOTION CARRIED.**

OLD BUSINESS - SEPTIC SYSTEM POINT OF SALE ORDINANCE

CONTINUED DISCUSSION – Planning Members obtained further information from Kalkaska, Benzie and Peninsula Townships to see how their ordinances compare with the Milton Township Ordinance. Discussion was held and members selected Milton Township's ordinance as a sample to follow.

Zoning Administrator Ravezzani will contact the Health Department in Bellaire for information regarding Milton Township's method of putting together their ordinance. Ravezzani will bring back information attached to a draft ordinance. Discussion will continue at Planning's next meeting.

CORRESPONDENCE:

Letter regarding need for ADU's in Birch Lake area.

REPORTS:

- Planning & Zoning Administrator, Steve Ravezzani presented monthly report for July 31, 2017
- Mullaly, Council Representative - absent

ZBA Representative, Lauren Dake

- No report

GREEN ER - Planning Member, Royce Ragland

- Due to numerous requests, a second showing of the documentary Before the Flood was held at the Peterman Auditorium. Comments from the high school science teacher and several students added to the very positive community responses.

NEXT PLANNING MEETING: OCTOBER 24, 2017 - ADJOURNMENT: 8:00 p.m.

Elaine Glowicki, Recording Secretary