

VILLAGE OF ELK RAPIDS - ZONING BOARD OF APPEALS

AGENDA

REGULAR MEETING - ZONING BOARD OF APPEALS

HELD AT THE GOVERNMENTAL CENTER LOCATED AT 315 BRIDGE ST.
THURSDAY, APRIL 19, 2018 AT 7:00 PM

PLEDGE OF ALLEGIANCE

1. ROLL CALL

2. MINUTES

- a. Approval of Minutes Regular Meeting on April 20, 2017.

3. CITIZENS COMMENTS

4. PUBLIC HEARING

- a. None

5. OLD BUSINESS

- a. None

6. NEW BUSINESS

- a. Election of Zoning Board of Appeals Chair.
- b. Election of Zoning Board of Appeals Vice-Chair.
- c. Appointment of Representative to the Planning Commission.

7. CORRESPONDENCE

- a. None.

8. REPORTS

- a. Planning and Zoning Administrator – S. Ravezzani - March, 2018 Monthly Report.
- b. Planning Commission Representative – Lauren Dake

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9. CALENDAR REVIEW

- a. Regular Meeting – May 17, 2018.

10. 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:

Bill Cooper, ADA Coordinator

315 Bridge Street, P.O. Box 398, Elk Rapids, MI 49629 – (231)-264-9274

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 or 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 hnuv 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。

مع وجود اشعار مسبق من سد بعة اي ام, ي مكن توف ير مترجمين, مخ تصدين ب لغة الاشارة, قارن بين, او حروف ك بيرة الحجم ل ذوي الاحد تياجات الخاصة, وهؤلاء لالا الذين ي تكلمون ال لغة الان جلا يزية ب طلاقة.

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APPROVAL OF MINUTES

VILLAGE OF ELK RAPIDS - ZONING BOARD OF APPEALS

ZONING BOARD OF APPEALS - MINUTES REGULAR MEETING HELD ON THURSDAY, APRIL 20, 2017

MEETING CALLED TO ORDER BY CHAIR HOWSE AT 7:00 P.M.

1. PLEDGE OF ALLEGIANCE RECITED.
2. ROLL CALL: PRESENT: MEMBERS – SOMMERFELDT, HOWSE, SZYMANSKI, AND DAKE.

 EXCUSED: MEMBER - WEBB.

 ALSO PRESENT: PLANNING AND ZONING ADMINISTRATOR RAVEZZANI
3. APPROVAL OF MINUTES: MOVED by DAKE, SECOND by SZYMANSKI to APPROVE the minutes of the September 15, 2016 regular meeting. On a vote of 3 – YES, 1- ABTAIN, 1 – ABSENT, MOTION CARRIED.
4. CITIZENS COMMENTS: None.
5. PUBLIC HEARING: None.
6. OLD BUSINESS: None
7. NEW BUSINESS:
 - a. Election of Chair of the ZBA – MOVED by SOMMERFELDT, SECOND by SZYMANSKI to nominate MYRNA HOWSE, as Chair. All members present voting YES. MOTION CARRIED.
 - b. Election of Vice-Chair of the ZBA - MOVED by HOWSE, SECOND by SOMMERFELDT to nominate MIKE SZYMANSKE, as Vice-Chair. All members present voting YES. MOTION CARRIED.
 - c. Review of Zoning Board of Appeals By-Laws – The Board was provided a copy of the By-Laws for their review and comment. There being no corrections to the document, it was MOVED by SOMMERFELDT, SECOND by SZYMANSKI that the By-Laws be ADOPTED. All members present voting YES. MOTION CARRIED.
8. CORRESPONDENCE – None.

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9. REPORTS:

- a. Planning and Zoning Administrator – Reported on activities of the Planning and Zoning Department for the month of March, 2017. An update on status of Paradise Pines property and the Alden Lumber property was provided.
- b. Planning and Zoning Administrator reminded the Board members that they were invited the Village Council to attend the annual Appreciation Night at the regular Council meeting on May 1, 2017

10. Next regular meeting scheduled for May 18, 2017.

11. Meeting adjourned at 7:16 p.m.

Respectfully Submitted:

Steven J. Ravezzani
Planning and Zoning Administrator

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REPORTS

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PLANNING AND ZONING ADMINISTRATOR MONTHLY ACTIVITIES REPORT FOR THE MONTH ENDING: MARCH 31, 2018

PERMIT INQUIRIES, CONSULTATIONS & REVIEWS

The Planning and Zoning Administrator processed a total of 47 zoning permit inquiries, consultations, and reviews during the month of March, 2018.

PERMITS REQUESTED:

1. ZCP #2018-004 – Request of Dan Mixer for a Zoning Compliance Permit to allow for the placement of solar array panels to the roof of the existing garage on his property located at 608 Pine St. Permit Approved.
2. ZCP #2018-005 – Request of Ron Hatch for a Zoning Compliance Permit to allow for the construction of a bathroom and deck addition to his existing dwelling located at 830 Miller Park. Permit Approved.
3. ZCP #2018-006 – Request of Jayne Boucher for a Zoning Compliance Permit to allow for the construction of a new deck to her existing dwelling located at 404 Lamoreaux Dr. Permit Approved.

PERMIT COMPLIANCE MONITORING VISITS

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

1. Dan Mixer – 608 Pine St. – Zoning Compliance Site Visit for ZCP #2018-004.
2. Ron Hatch – 830 Millers Park – Zoning Compliance Site Visit for ZCP #2018-005.
3. Jayne Boucher – 404 Lamoreaux Dr. – Zoning Compliance Site Visit for ZCP #2018-006.

ZONING CLASSIFICATION CHANGE REQUESTS:

1. None.

CODE AMENDMENT REVIEW:

1. Village of Elk Rapids Code of Ordinances, Chapter 10 – Island Property. Village legal counsel completed review and comments on proposed amendment. Draft ordinance being prepared for Village Council First Reading and discussion.

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2. Ord. #485 – CH. 9 – Parks and Recreation. Draft ordinance has been completed. Council held a First Reading at their regular meeting on March 19, 2018 and scheduled a public hearing on the proposed amendment for their regular meeting on April 2, 2018.

VIOLATION NOTICES:

1. None.

MEETINGS:

1. The Planning and Zoning Administrator attended the following meetings:
 - Village Council: March 5, 2018
 - Planning Commission: March 27, 2018
 - Staff: March 6, 2018, March 27, 2018

ZONING ADMINISTRATOR - OTHER ACITIVITIES:

1. Planning and Zoning Administrator delivered daily bank deposits for the Village.
3. Planning and Zoning Administrator completed review of Code of Ordinances Chapter 9, Parks and Recreation and forwarded suggested amendment to Parks and Recreation Commission for their review and comments. No comments received from Parks and Recreation. Draft ordinance being prepared for Village Council First Reading and discussion.
2. Planning and Zoning Administrator completed review of Code of Ordinances Chapter 6, Public Safety, and forwarded suggested amendment to Attorney Howard for his review and comments. Comments and recommendations from Attorney Howard have been received and are being implemented in the next Draft of the proposed ordinance for First Reading by the Council.
3. At the request of the Planning Commission, the Planning and Zoning Administrator prepared draft of proposed Pavement Sealant Ordinance for Council consideration for adoption into the Village of Elk Rapids Code of Ordinances.
4. Planning and Zoning Administrator continued review of the current Master Plan as required by State statute.

PLANNING COMMISSION ACTIVITIES:

1. The Planning Commission held their regular meeting on March 27, 2018.

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2. The Planning Commission continued discussion of a request from Ethanology to consider amending the sign ordinance to allow for Tourist Oriented Direction Signs (TODS). A public hearing is scheduled for the April 24th regular meeting.
3. The Planning Commission continued its required five year review of the Village of Elk Rapids Coordinated Master Plan. This process will be in cooperation with Elk Rapids Township.

VILLAGE COUNCIL ACTIVITIES:

1. The Village Council held a First Reading at their regular meeting on March 19, 2018 on Ord. #484, proposed Amendment of the Village of Elk Rapids Code of Ordinances, Chapter 9: Parks and Recreation. The Council voted to schedule a public hearing on the proposed amendment for their regular meeting on April 2, 2018.

ZONING BOARD OF APPEALS ACTIVITIES:

1. The Zoning Board of Appeals regular meeting on March 15, 2018 was cancelled because no requests for Appeals were received. The next regular meeting of the ZBA is April 19, 2018.

SEMINARS/EDUCATIONAL TRAINING:

1. None.