

**Elk Rapids Township
Planning Commission**

Meeting Minutes – Tuesday July 16, 2013

Chairwoman Smith called the meeting to order at 6:30 PM at the Government Center, 315 Bridge Street.

Present: Jean Derenzy, Jim Lundy, Renee Mischel. Emile Sabty & Shen Smith.

Absent: Dorance Amos, William Larson. Also Absent: Leonard Harrett, Zoning Administrator.

Also Present: Larry Nix, Planning Consultant. Audience 6.

Adoption of Agenda: M/S – Mischel/Lundy. Agenda for 7-16-2013 meeting was adopted unanimously.

Approval of Minutes: M/S – Derenzy/Lundy. Minutes for 5-21-2013 meeting were approved unanimously.

Public Forum: None

Zoning Administrator Report: None.

Public Hearing

Collaborative Master Plan

The Chair asked for a brief of the Public Hearing and purpose.

Mr. Sabty went over the Hearing Notice stating, “The required public hearing is to acquire public input prior to final approval of the proposed Collaborative Master Plan. The proposed Plan has already gone through the necessary advisory approvals from the surrounding entities. After public input at the public hearing the Plan would be approved and forwarded to the Elk Rapids Township Board for their final approval and adoption.”

The Chair then opened the Public Hearing and asked for a brief on the Advisory Responses.

Mr. Sabty proceeded to state that three letters of support to the Collaborative Master Plan were received, (copies on file), One from Grand Traverse County, and one from Acme Township. The third was from Antrim County Planning Commission, in support with some minor advisory suggestions for possible Village inclusions. The overall response was positive and supportive.

He then proceeded to review the Elk Rapids Village Approval, stating that the Village PC met on June 25, 2013 and approved the proposed Collaborative Master Plan with minor suggested changes that mainly pertained to the Village part of the Plan. The changes are shown on the distributed copy of the affected pages in the Plan. In general there are no problems with the suggested changes, however the one change on page 5, Figure 1, 1st Column under Community, suggesting changing the column label from “Elk Rapids Township” to “Elk Rapids Township (Less Village)” is felt to be an objectionable method of labeling and is out of place. Much discussion took place with participation from the audience on the labeling, including that a major change would have to go through a new hearings process by both entities, while a minor change that does not alter the intended meaning can be made and still proceed with the approval process.

Mr. Nix was asked to comment, he stated that the title under the population column for the Township could stay the same as is, but to add an asterisk to it with a footnote at the bottom that reads, “**Does not include Village population,**” with this there would be no need to change the title and we can move forward with the approval process.

The Chair polled the PC members and it was felt that it would be OK as is, and can be lived with as adopted by the Village, but would add a foot note that gives the same meaning just in a slightly different format.

Ms. Mischel asked about the statement in the County letter cautioning that there is a non compatible zoned small area between the Elk Rapids and Milton Townships boundary off Birch lake Road. In response it was pointed that the condition has existed for many years with no problems and that the County letter is only advisory not requiring any specific action.

Mr. Nix pointed out that on page 6, Table 2, the column labeled Township % Change, Vacant/seasonal units should be corrected to read 23.0% and not 10.3%.

The balance of the Village changes were discussed as noted, and it was pointed out that they are OK as noted. It was also pointed that Maps 2, 3 & 4 shows a light Orange color boundary surrounding the Village limits which was requested by the Village to be changed to a distinct color and also to be identified under the Legend.

Mr. Nix stated that on page 8 the County suggested adding to item #3, "Walk of Art," while the Village revised text shows, "Sculpture Park." This was explained that the Village Planning Commission preferred the use of Sculpture Art.

Further it was pointed that the distributed pkg included the approved sample of the Township Cover page for the Master Plan followed by an inside descriptive cover page that showed the Township Resolution number and adoption date.

The Chair asked if there was more public input. As there was no more input, the Public Hearing was closed.

Mr. Nix explained that after approving this Plan here, the Village PC would forward the adopted Plan to the Village Council for final approval, at the same time this approved Plan would be forwarded to the Township Board for their final approval.

Chairwoman Smith thanked the Committee members who worked with the Village members on developing the Collaborative Master Plan, as well as the Planning Consultant Larry Nix, and the Village Planning Commission for the total joint effort. She went on to say that this effort showed that two different entities can work well together, that this was good for the Elk Rapids Community as a whole. Our thanks to all the contributors.

The Chair then asked for a motion to approve the Collaborative Master Plan with inclusion of a footnote on page 5, and other changes adopted by the Village Planning Commission.

M/S – Derenzy/Lundy. Move to adopt the Collaborative Master Plan as presented including the suggested changes made by the Village, and on page 5 to add an asterisk foot note to the title of the first column in Table #2 that reads. "Does not include Village population."

Vote. Yes to adopt – Derenzy, Lundy, Sabty, Mischel & Smith
Motion passed **5-0-0**. Collaborative Master Plan adopted.

Explaining the next step in the process, Mr. Nix stated that he would use this motion and would craft a resolution that would reflect it for inclusion in the back of the document. With the Township Board making the final approval, he would check with the Township Attorney for the proper process to follow.

Old Business

Amendments in Process: Zoning Ordinance Amendments 2013-01, 02 & 03 as amended were approved by the TWP Board on 7-9-2013 and would become effective seven days after a publication notice appears in a local newspaper. Once completed a copy of the updated Zoning Ordinance would be forwarded to the TWP Web Master for inclusion on the TWP Web Site.

New Business; None

Correspondence: None

Public Comment: None

Members Comments: None

As there was no further business Chairwoman Smith adjourned the meeting at 7:10 PM.

The next scheduled meeting will be held on Tuesday October 15, 2013 at the Government Center, 315 Bridge Street, Elk Rapids MI.

E. S. Sabty, Secretary
7-16-2013

Approved August 20, 2013

Minutes are subject to approval at the next regular Planning Commission Meeting.