TOWNSHIP OF ELK RAPIDS
ANTRIM COUNTY, MICHIGAN
ELK RAPIDS TOWNSHIP PLANNING COMMISSION
Shen B. Smith, Secretary
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July 25, 1994

A Master Plan Study Session meeting was called to order at 7:00 PM on July 25, 1994, by the chairman Dick Jobe. All members were in attendance. A quorum was established. Also present were Don Hamilton and Ken Smith.

Minutes of the July 5, 1994 meeting were read and a motion was made by Leonard Klein, 2nd by Ned VerHage to approve.
MOTION CARRIED

Minutes of the June 7, 1994 meeting will be available for regular meeting on August 2nd.

WETLANDS. Shen Smith stated that Gosling & Czubak has been awarded a contract by the State of Michigan to conduct a wetland survey for Northern Michigan in response to the new House Bills regarding wetlands. A letter should be sent to G & C asking for data regarding the wetlands in Elk Rapids Township for inclusion in our Master Plan.

GRANTS. Don Hamilton announced that the grant applications have been approved jointly with the Village of Elk Rapids in the amount of $2,500.00. The corridor study will need to be started in the near future. Project will require two teams to inventory the corridor from Townline Road to the Village Limits extending a visual 1/2 mile back from US 31. Don Hamilton will prepare a worksheet for the teams prior to the next meeting. Corridor will need to be measured and inventoried on foot.

J & P HEATING. Ken Smith indicated that he has issued a violation to J & P Heating for violation of open space storage in the form of pipes, extra dumpsters and a burning barrel. Ken had previously requested that J & P Heating attend a Planning Commission meeting for a site plan review. Mr. Ashton called the secretary indicating that he was advised to attend this meeting. The secretary told Mr. Ashton that the agenda for this meeting was already filled and that the August meeting also had a full agenda as Mr. Shockley is scheduled to attend. After asking why Mr. Ashton was requested to attend a planning meeting the secretary was told that Mr. Ashton had been cited by the Zoning Administrator for a violation of the ordinance regarding open space storage and that he was building a fence. Secretary indicated to Mr. Ashton that building a fence to totally enclose the open space storage would remove the violation if such fence was properly constructed within the number of days given to correct the violation.

After discussion, Dick Jobe indicated that J & P Heating is in violation of the ordinance regarding open space storage and that the Township should handle the violation instead of the Planning Commission.

ZONING BOARD OF APPEALS. Dick Jobe reported that a committee had met with John Shockley to discuss questions ZBA has regarding the ordinance. Felix Casillas reported that many of the questions have already been addressed by the recent amendments and that there are several possible changes that will need to be reviewed by the Planning Commission. John Shockley has been placed on the agenda for the August 2nd meeting to address the questions. Felix Casillas shall prepare the list for the Commission to review prior to the meeting.

MASTER PLAN. Updated copies of the Master Plan were distributed to the Commission prior to this meeting. Additional review has been scheduled for August 22nd at 7:00 PM. Updated maps were distributed for review prior to the 22nd meeting. Placed on the agenda for the 22nd will be the naming of the streams. Shen Smith and Carolyn Shah will meet prior to the meeting and bring recommendations to the meeting.

SITE PLAN REVIEW ORDINANCE. Proposed amendments were reviewed. Discussed changes shall be made to the original and returned for final approval to place amendments on the agenda for public hearing. Consensus of Commission that amendment revisions will provide a reasonable avenue for minor projects in the Township. Discussion as to who would be receiving the SPR application. The Zoning Administrator would receive the original application along with the ten copies then immediately notify either the chairman or the secretary for the application to be placed on the agenda of a meeting and for notification of such meeting being sent to the applicant for their SPR meeting.

THRU THE GRAPEVINE. A motion was made by Felix Casillas, 2nd by Ned VerHage, that Felix Casillas finalize and approve the site plan review for Thru the Grapevine.

MOTION CARRIED

TEMPORARY USE ORDINANCE. Over the years many residents in the Township have offered various commodities and/or crops for sale on a seasonal basis which strictly by the letter of the ordinance do not meet the requirements for such sales. The recent Community Survey reveled a desire by residents to be allowed to offer more home business type of operations to help supplement their incomes. With the advent of a reoccurring cherry stand on Elk Lake Road which the Township Board voted to cite in the absence of an ordinance which permited it's operation with conditions, Bill White, Supervisor indicated that it might now be time to address these problems with an amendment which could allow some temporary use services but in a controlled manner by application. Problems some of these temporary businesses might cause could then be addressed prior to the opening of the business instead of after they are cited for a violation and given 30 days in which to comply with the ordinance. Such issues as proper off road parking areas and signage could be determined in advance. Permits would be annually by application with violators not having permits re-issued. Two methods were discussed, ordinance resolution by the Township Board or amendment to the ordinance. Don Hamilton was consulted and then asked to develop an amendment to cover the various temporary uses that occur currently in the Township, and to address other temporary uses that might also be allowed by application.

The requested proposed amendment to the ordinance was received, distributed and then at this meeting reviewed. Several questions were raised, Leonard Klein asked if mobile home residences for security purposes during construction might allow a party to live on site while construction is taking place. Felix Casillas pointed out that mobile homes were not allowed as residences per the ordinance and that any use permitted on a temporary
basis would only be for a specified time with the service usually being provided by the contractors for protection of their equipment. Discussion as to who would be issuing the permits and receiving the applications. It was decided to remove the AND replace it with OR in regards to the Zoning Administrator and the Township Supervisor as either could issue the temporary permits upon application by a party(ies) for all temporary uses, except B/1. (which shall require Township Board action). Fees would be established by the Township Board through resolution schedules. Discussion regarding garage and yard sales as an additional temporary use by permit. It was decided that any one residence may only
hold a maximum of three(3) such sales a year for a maximum period of three(3) days per sale. A sample temporary use permit application form was prepared and presented for review. Commission was asked to review application form for additional requirements which might also be necessary. More information may be needed on the application such as additional signage, lighting and parking requirements.

Don Hamilton was asked to make additions and corrections to the proposed amendments for the agenda of the meeting on August 2nd where Temporary Use and Site Plan Review amendments will receive final review prior to being placed out for public hearing.

As there was no further business at this time, a motion was made by Felix Casillas, 2nd by Leonard Klein to adjourn.MOTION CARRIED

Meeting was adjourned at 9:30 PM

Respectfully submitted,

Shen B. Smith
Secretary