

**ELK RAPIDS TOWNSHIP
PLANNING COMMISSION**

The Elk Rapids Township Planning Commission will hold a public hearing on Thursday October 2, 2008 at 6:30 PM at the Government Center, 315 Bridge Street, Elk Rapids, Michigan to consider the following amendments to the Elk Rapids Township Zoning Ordinance.

Part 1 -- Amendments

Amend the Elk Rapids Township Zoning Ordinance adding new sections as described below:

Section 1.03 – DEFINITIONS

Group Retreat Center - A single family dwelling including accessory buildings and structures used for professional or educational, meetings, conferences, or seminars and which may provide meals, housing, and recreation for participants during the period of the retreat or program only. All meals, lodging and recreational facilities are provided as a package to guests. Such centers may not be utilized by the general public for meals or overnight accommodations.

Section 7.06 - GROUP RETREAT CENTER (SPECIAL EXCEPTION USE)

A. A Group Retreat Center is only permitted as a Special Exception Use in the R-1 Zone. The Group Retreat Center including all uses and accessory uses and structures shall be completely located in the R-1 Zone. The issuance of a special exception use permit for the operation of a Group Retreat Center is subject to the following conditions and the provisions and procedure of Section 19.07:

1. A Group Retreat Center can only be considered on a parcel of at least seven (7) acres in size.
2. The exterior appearance of the structure shall maintain its single-family residential character.
3. All meals of the Group Retreat Center are to be provided in the main structure.
4. One sign is permitted not to exceed six (6) square feet in area. Illumination is not permitted. The location of the sign shall meet the requirements of Chapter 3 of the Zoning Ordinance.
5. Parking shall be provided at a ratio of one (1) parking space per three (3) guests and one parking space for each employee. The applicant shall provide parking spaces for the maximum number of guests anticipated for the center plus employees. The parking area shall meet the standards of Chapter 14 except the Planning Commission may consider a porous parking surface to reduce storm water runoff.
6. Sleeping quarters shall only be permitted in the existing single-family dwelling and no expansion of the existing single family dwelling shall be permitted.
7. Existing accessory structures on the property may be converted to a use associated with the Group Retreat Center. Any proposed use of an accessory structure or building shall be declared in the application material and subject to review and approval by the Planning Commission. Any proposed building or structure to be added to the property shall have a residential character and specified in the application material. Additional buildings must be reviewed and approved by the Planning Commission as a new application if not part of the original application.
8. Site and Structure Requirements
 - Minimum parcel size: 7 acres
 - Minimum existing single family dwelling size: 8,000 sq. ft. (Floor Area)

- Setbacks:
 - Front Yard 50'
 - Side Yard 30'
 - Rear Yard 50'
 - Minimum lot width: 300'
 - Maximum structure height: 2 ½ stories or 35'
 - Maximum lot coverage: 30%
- Lot coverage shall include the area occupied by structures, dwellings, accessory structures, parking areas, driveways, patios, decks and other impervious surfaces.

- B. Other conditions or stipulations may be required if deemed necessary by the Planning Commission to protect the surrounding properties and property values including but not limited to hours of operation, size of group, length of stay of a group, outside activities proposed, use of temporary structures, frequency of events, types of events and others as deemed appropriate by the Planning Commission.
- C. The rental of motorized recreation equipment such as snowmobiles, boats, personal watercraft, ATV or similar vehicles, in conjunction with the operation of the Group Retreat Center shall be prohibited. Privately owned or leased motorized recreation equipment will not be allowed to operate from the Group Retreat Center by a guest or an employee.
- D. The Group Retreat Center shall be required to be connected to public utilities, if available, or a County approved water and septic system.
- E. There shall be no Group Retreat Center allowed within twenty-five hundred (2,500) feet of an existing Group Retreat Center.
- F. Property owners within one thousand (1,000) feet of a proposed Group Retreat Center shall be notified by mail of an impending Group Retreat Center special exception use permit application public hearing.
- G. A fire escape plan shall be developed and graphically displayed in each guest room. Fire extinguishers and smoke detectors are to be displayed and maintained throughout the home per the Antrim County Building Department and the Elk Rapids Fire Department.
- H. The Zoning Administrator shall satisfactorily complete an initial on-site compliance inspection of the facility. Re-inspection shall be performed every third year. A compliance inspection fee shall be charged. The Township Board Fee Resolution Schedule shall determine the initial inspection fee and re-inspection fees.
- I. In December of each year, the owner of the property shall submit a report to the Zoning Administrator indicating the number and types of events held during the year.
- J. The Special Exception Use permit issued to the original applicant can be assigned to subsequent owners. In the event the property is sold and a new owner who proposes/intends to continue the operation of the Group Retreat Center, the seller shall notify the Zoning Administrator of the name, address and phone number of the new owner. The new owner shall be required to contact the Township for the purpose of reviewing the conditions and operational procedures associated with the original Special Exception approval or any amendments since the original approval.
- K. If a Group Retreat Center has lapsed in operation for more than nine (9) months, the Special Exception Use shall become void.

Part 2 -- Amendment

Amend Chapter 17 – SITE PLAN REVIEW, adding new subsection 17.04-B-27-m to read as follows:

- m) An environmental Assessment consistent with Township guidelines.

Public comments in support of, or objection to, a request will be heard at the meeting, or may be made in writing addressed to the Planning Commission, P.O.Box 365, Elk Rapids, Michigan 49629.

**Emile Sabty, Secretary
Planning Commission
9-11-2008**

(Publish in “Elk Rapids News” once on September 18, 2008)