

**Elk Rapids Township
Planning Commission**

Meeting Minutes – Tuesday April 20, 2010

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

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

Absent: Dorance Amos

Also Present: Leonard Harrett, Zoning Administrator, Larry Nix, Planning Consultant. Audience of 3.

Adoption of Agenda: Agenda for 4-20-2010 meeting was adopted by consensus.

Approval of Minutes

M/S – Derenzy/Lundy. Minutes for 2-16-2010 meeting were approved unanimously.

Public Forum: None

Public Hearing

M/S – Lundy/Smith. Move to open the Public Hearing. **Approved 6-0-0.**

Mr. Richard A. Rudisel, owner of Ken's Body Shop, Inc., 16172 Wanigan Drive, Elk Rapids, MI, Tax ID # 05-06-029-008-00 applying for approval of a site plan review to build a 16'x24' addition to the SE front side of the existing shop structure to be used for an office/computer room. The Site Plan and application were submitted earlier for Planning Commission review.

Mr. Nix, in a prepared memo, addressed his review findings of the site plan and application. This considered a minor change, and as indicated in the memo, three items need clarification by the applicant, building elevation, site illumination and the septic system. Approval is recommended after clarifications are made by the applicant.

- Fire and Soil Conservation letters of approval were received.
- Mr. Harrett advised that to his findings there is no indication of additional septic requirements as there is no added restroom anticipated.
- Work on the addition will be started ASAP.
- Sign – No new sign is considered. The rock mound was a sign site anticipated in the past. The only sign at present is the existing one over the shop door. A new sign in the future would go through the Zoning Administrator for application and approval per Zoning Ordinance.
- Dumpster – located at the rear of the shop with a screened fence at an angle to allow the truck to pick up the dumpster yet keep it out of sight. Any future changes would keep the dumpster screened and out of sight.
- Addition Elevation – is described as low and would not go above the existing structure,
- Site Illumination – no new outside lighting is anticipated. Only light added is over the office door and is recessed per code.

With no further discussion the Chair asked for a motion.

M/S – Smith/Lundy. Move to approve the site plan as submitted.

Approved 6-0-0.

New Business

Twin Bay Medical – Request for Site Plan Extension

Mr. Sabty advised that on November 17, 2009 Twin Bay Medical addressed a request to add 2400 sq ft to the back side of the building in addition to the originally approved site plan for the front and south side of the existing building. This was done in a two phase approval process. The first approval was to extend the original site plan for another year. The second approval was to revise the existing site plan to add a 2400 sq ft on the back end of the building without altering any changes to the original site plan. The year would have expired on April 2, 2010, but since there was no Planning Commission meeting scheduled during March 2010 the request was presented for the April 20, 2010 meeting.

M/S – Larson/Lundy. Move to approve extending the site plan for another year as submitted. **APPROVED 6-0-0.**

Budget Overview & Discussion

The Chair stated that in the absence of Mr. Amos questions concerning the approved budget would have to wait until the next meeting to be answered. A copy of the approved budget figures was distributed for members review and discussion at the next meeting. It was stated that in view of the fact that the Township budget as a whole was reduced, the Planning Commission has to determine how to save cost. Accordingly the subject was tabled until the next scheduled meeting.

Old Business

SOB Ordinance

Mr. Nix advised that Attorney J.L. Jocks of Olson Bzdok & Howard had completed the review of the suggested SOB Ordinance. He went over the memo from Attorney Jocks in which he made a few suggestions and indicated that overall the Ordinance was a good one.

During discussion a few questions were raised as to change in word usage and intent, which were answered.

Mr. Nix then reviewed the three minor changes made to the Licensing Ordinance. He emphasized that the SOB Ordinance will be an amendment that becomes part of the Zoning Ordinance while the Licensing Ordinance would become part of the Township Board Operating Ordinances after they approve it.

It was agreed to hold a Public Hearing on the SOB Ordinance during the June 15, 2010 meeting.

M/S – Smith Lundy. Move to approve the SOB Ordinance as presented for a Public Hearing on June 15, 2010.
Passed 6-0-0.

Mr. Harrett observed that Section 16.07-A of the SOB Ordinance specifies a distance of 1000-ft, and he thought that it was agreed that it should stay at 750-ft. After discussion Mr. Sabty quoted from the October 20, 2010 meeting minutes, that were approved unanimously on November 17, 2009, “and the measuring distance used will be 750-ft rather than the 1000-ft.”

Mrs. Smith asked to amend her previous motion.

M/S – Smith/Mischel. Move to amend the SOB section 17.06-A to correct the 1000-ft distance to read 750-ft.
Passed 6-0-0.

Open Space Development – Review

The Chair stated that this subject would be reviewed during the next meeting.

ZBA Chapter 18 –Update & Development

Mr. Nix advised that working with Mr. Sabty, the review is finalized and that Mr. Sabty will present the updated Chapter and the Conflict of Interest section to the Zoning Board of Appeals for concurrence.

Correspondence

Chairwoman Mischel circulated various invitational notices received from different entities.

Public Comments – None.

Members Comments

Mr. Sabty stated that while the Zoning Administrator was working on updating the Township Zoning Map. It was noticed that the past minutes did not show a change in the status of a previously zoned designation that expired without any work being initiated on the project. Accordingly the following corrective statement w suggested:

Let the record reflect the following: The property along US-31 South, known as the “Altonen Property”, Tax ID# 05-06-032-014-00 which was approved for PD designation on May 28, 1966 was reapproved for renewal yearly upon request. On May 2, 2006 the request for PD renewal included a lot split with an added owner. Per Ordinance section 13.03, as there was no further renewal requested for both parcels, the whole property PD designation reverted back to its original R-2 zoning designation on May 28, 2007.

Chairwoman Mischel advised that she will not be able to attend the next meeting.

As there was no further business Chairwoman Mischel adjourned the meeting at 8:25 PM.

The next scheduled meeting will be on Tuesday May 18, 2010 in the Government Center, 315 Bridge Street.

E.S.Sabty, Secretary
4-20-2010

Approved 5-18-2010

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