

**Elk Rapids Township Planning Commission Meeting
Meeting Minutes – July 11, 2023**

The meeting of the Elk Rapids Township Planning Commission was called to order by Chairperson Shen Smith at 1:30 PM at the Government Center, 315 Bridge Street, Elk Rapids, MI 49629.

Present: Shen Smith, Emile Sabty, Zach Amos, Gary Pepler, Tom Crandall, Matt Soper, and Jim Lundy.
(Quorum Established)

Absent: None.

Also Present: Larry Nix, Zoning Administrator and William Derman, Township Attorney.

Audience: Mary Marzolo – Cherry Suite Assisted Living, and Larry Prentice.

Approval of Agenda: **Motion to approve the July 11, 2023 Agenda.**
MOTION/S: Lundy/Amos Motion Carried.

Public Comments: None.

Approval of Minutes: **Motion to approve the May 16, 2023 meeting minutes.**
MOTION/S: Lundy/Pepler Motion Carried.

Open Public Hearing: **Motion to open Public Hearing.**
MOTION/S: Lundy/Amos Motion Carried.

Elk Rapids Township Planning Commission Site Plan Review Hearing: Mary Marzolo of 10774 US-31 S has applied to convert an existing Special Exception use (assisted living facility) to 5 living units for short/long term rental also a Special Exception use.

Larry Nix began his advisor report with the memorandum contents making reference to:

1. Page 2 – item 7 Regarding “the proposed use will not be injurious to the surrounding neighborhood and not contrary to the spirit and purpose of this Ordinance”
2. Applicant has provided additional statement “I can see no reason why allowing this Special Exception Use would compromise schools, or storm water systems or sanitary sewer facilities there are 2 septic systems on the property which have and will continue to be serviced regularly. There would be no change in current auto or truck circulation patterns or any increase in traffic volumes with the completion of this project as there will be far fewer people coming in and out that there were in the assisted living facility that was licensed for 11 residents with their families visiting frequently and 5 staff plus my daughter and myself.” The Planning Commission should discuss this response and conclude if it sufficient to meet this standard.”
3. Larry Nix also noted he found nothing problematic with the proposed plan, Sabty has drafted a motion to approve the Site Plan and Special Exception with the standards per Section 8.08-A-7 and Section 19.07-F.

Larry Nix asked the Commission to provide input on the memorandum with special respect to item #7.

The Planning Commission discussed the memo prepared by Mr. Nix with special attention to item #7. All Commissioner's agreed with the content of the memo and found the response of the applicant reasonable and properly addressed the standard.

4.

Chairperson Smith asked Bill Derman for any input. He replied he has no serious disagreements with the materials provided.

Request for Public comment: NONE

Request to close Public Hearing on Ms. Marzolo's Site Plan Review.

MOTION/S: Lundy/Amos MOTION CARRIED

Matt Soper asked if any public comment had been received, it was noted that there had not been any comment brought to the commission's attention. Soper also commented on the great job Larry did on the report and information provided to the Commission.

Comments:

Mary Marzolo spoke to the commission stating the previous owner was in support of the Site Plan.

Chairperson Smith requested roll call vote.

- Gary Pepler reiterated the great job by Larry Nix and supports the plan.
- Jim Lundy - no issues, offers his support.
- Zach Amos – supports.
- Emile Sabty – no comment, good comment.
- Tom Crandall – supports.
- Shen Smith – supports and is in favor of providing more housing.

Chairperson Smith states that Item # 7 has been considered and agreed that the comments support and show the Commission is in favor of the application.

MOTION TO APPROVE:

MOTION/S: Sabty/Lundy

Move to approve the Site Plan and Special Exception request from Mary Marzolo, current resident and owner of property located at 10774 S US-31, Williamsburg, Michigan 49690, parcel # 05-06-550-037-00 for the conversion of the licensed 11 bed assisted living facility to 5 units used for short and long term rentals, per Section 8.08-A of the Elk Rapids Township Zoning Ordinance with one condition. The condition is to plant on the north side of the asphalt parking lot, 3-4 Woodward Globe Arborvitae bushes that are 4 ft high by 3 ft. Finding that:

1. The conversion proposed use will not be injurious to the surrounding neighborhood and not contrary to the spirit and purpose of the Elk Rapids Zoning Ordinance, per Section 8.08-A-7.
2. The proposed use meets or exceeds the standards of Section 8.08-A 1-7.

3. The proposed use meets or exceeds the standards of Section 19.07-F.
4. A proper site plan and narrative was submitted addressing the appropriate standards of Section 17.04.

Roll Call Vote: Crandall YES; Sabty YES; Smith YES; Amos YES. Pepler YES, Soper YES, Lundy YES.

7 VOTING YES. 0 VOTING NO.

Motion Unanimously Carried.

Township Zoning Administrator Report (Larry Nix)

- Larry reported he has been busy and fielding lots of questions.
- Expansion request from Ancient Mariner was discussed. Current this boat storage facility is older buildings, and owner would like to remove the house adjacent to the property to construct a building. Smith commented that when it was approved originally it was a staged development, and was not received well. Future buildings were suggested to be placed on Herman Road. Larry will find out history from old minutes.

Township Legal Staff Report (Bill Derman)

- Mr. Derman gave a brief update on the Orchard View condos' development. The road is started and documents are signed. Smith commented on the septic system and standing water in the area. Larry mentioned that the Health Department has approved all the sites.
- Lundy asked if anyone had commented on the lighting at the old Hacienda building. Larry mentioned the neighbor across the street may go discuss that with the new owners.

Unfinished Business:

- Sabty wanted to clarify the motion just discussed was to approve 5 total units, with 3 units for rental and 2 are to be occupied by owners.
- Mary Marzolo thanked the Commission for their work on this revision and Chairperson Smith acknowledged Ms. Marzolo presented a well put together packet.

Other Items Discussed:

- Larry Prentice was present and wanted to know when a draft copy of the Master Plan would be available to the public for comment. Larry said when the company gets the draft back to the Commission it will be made public. There is no date at this time according to Nix when the draft will be available for public comment.

Public Comments: – None.

Member Comments: – None.

**MOTION/S: Lundy/Amos Motion to Adjourn.
Motion Carried.**

Adjournment: 1:55 PM

(An audio tape of this Planning Commission Meeting is available at the Township Office)