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## Minutes

### Regular Meeting of the Elberta Planning Commission

401 First Street | ELBERTA, MI 49628

**March 1, 2023 @ 5:30 pm**

**Call to Order and Pledge:** 5:31 pm

**Roll Call:** Janet (Jen) Kennedy – PRESENT | Ryan Fiebing – PRESENT | Jon Ottinger – PRESENT | Michael Murphy – PRESENT | Bill Shaw – ABSENT

**Audience:** Emily Votruba (Acting Secretary)

#### Minutes and Agenda Approval

- **Motion** by Fiebing to approve the February 1, 2023, Regular Meeting Minutes with no changes. Seconded by Murphy. **Three AYES; One ABSTENTION. Motion passed.** New PC member Ottinger abstained.
- **Motion** by Kennedy, seconded by Murphy, to approve the March 1, 2023, Regular Meeting Agenda with no changes. **ALL AYES. Motion passed.**

#### Correspondence

- **Kelly Gregory** – 2/23 letter from Elberta resident regarding grant, deadline 3/1

#### Public Comment:

None

#### Old Business

##### **1. Discuss draft chapters 1–3 of master plan update**

- Kennedy oriented Ottinger to master plan update process. Draft sections will be coming in for review through May; after March 31 planner Sara Kopriva of Beckett & Raeder will incorporate survey results; Kennedy commented on improved readability of update compared with previous MP; large demographic changes noted, particularly income (higher) and age (younger), in five years. Kennedy updated commission on status of number of surveys completed as of 2/28/23 total of 72. Classified advertisement in the local paper and flyers placed on community boards throughout the area to draw attention to the open survey.

Discussion was held regarding to the draft chapters 1–3. Some questions and clarifications were raised and to be asked of Sara Kopriva.

**Ch1 pg3:** First paragraph under *Related Plans and Studies* insert the word “allowing” after the word communities in second sentence.

**Ch2 pg2:** Are RV Campground and boats counted in the overnight population referred to in the Networks Northwest seasonal population study?

**Ch2 pg4:** Further breakdown/clarification needed from Kopriva on how median household income in Elberta of \$76,750 figure was arrived at (source United Way report).

**Ch2 pg6:** Add *2008* in front of Great Recession in the first sentence.

**Ch2 pg6:** Inform Kopriva that the PC is not aware of any new housing units scheduled to be built.

**Ch2 pg6&7:** Figure for estimated need for additional housing units, detached (80) and attached units (20) is this a combined figure for both Frankfort and Elberta?

**Ch2 pg7&8:** Clarify as to the homes counted as owner-occupied (95%) are these homestead properties only or does this figure include second homes/seasonal. Benzie county, said in draft, to be 60% second homes.

**Ch3 pg 3:** information on current Elberta Beach project should be included to Green Infrastructure.

Stormwater runoff section: Insert pervious pavement map? Ask for clarification.

**Ch3 pg 4:** Critical dunes map, inquire as to the coastal zone management jurisdiction area.

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- 1           **Ch3 pg 6:** Invasive Species; phragmites mitigation section to be reworded (it's done for now); baby's
- 2           breath mitigation is ongoing.
- 3           **Ch3 pg 7:** Brownfield section leave as is.
- 4           • Kopriva to be asked to attend next meeting to clarify questions and assist in continued review of draft
- 5           chapters.
- 6           • Commission explained ongoing discussion about strategy for Conservation District or overlay for Elberta
- 7           Beach to Ottinger. How to protect without downzoning. PC members to continue to study the topic.

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9           **New Business**

10           None

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12           **Zoning Administrator's Report:** Dated February 19, 2023 received and reviewed by the commission

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14           **Adjournment:** 7:11 pm by Kennedy

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17           Draft Minutes prepared and posted by

18           Emily Votruba, Trustee, Acting Secretary

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