

Regular Meeting Minutes of the Elberta Planning Commission
401 First Street Elberta, MI
Wednesday, January 10, 2024
5:30 p.m.

Call to Order and Pledge of Allegiance: 5:32pm

Roll Call: Ottinger-present, Murphy- present, Fiebing-present, & two vacancies on the planning commission

Audience: Katherine Ralston, Clerk-Treasurer, Village of Elberta, Paula Friedrich.

Approval of Minutes- (Ottinger/Fiebing) Approval of December 6, 2023, regular meeting minutes.
- all Ayes. Motion carried.

Approval of Agenda- Ottinger said he reviewed the planning commission bylaws and noted that public comment should be placed early in the meeting. Therefore, the public comment agenda item has been moved to just after approval of the agenda.

(Fiebing/Murphy) Motion to approve agenda as amended– all Ayes. Motion carried.

Public Comment: None

Correspondence: None

OLD BUSINESS

- **Draft Master Plan Revision**

Ottinger reviewed the draft of the new master plan that outgoing Planning Commission Chair Jen Kennedy sent Ottinger, the same draft that Kennedy sent to Sara Kopriva of Beckett & Raeder on December 21st. Ottinger called to inform Kopriva that the meeting would be held on January 10th rather than January 3rd and then did not hear back. Ottinger thanked Fiebing for the editing contributions he worked on that were discussed at the December 6th PC meeting. Ottinger said that he let Kopriva know that Fiebing worked on editing the draft with Elberta Trustee Emily Votruba. Fiebing confirmed that he discussed the editing work with Votruba and stated that Votruba wanted to wait for the latest draft that came back from Kopriva, to ensure that the work was starting from the most recent draft. Ottinger said he would email Kopriva to ask for the latest edits to be completed for final edits by Votruba.

NEW BUSINESS

- **Village of Elberta Planning Commission Ordinance:**

Fiebing said he discussed revisions to the Planning Commission ordinance with President Wilkins, to allow for a maximum of 2 members that are not Elberta residents. Village Council will need to discuss and approve that change.

- Ottinger spoke about the upcoming work by the PC to review the village zoning ordinance. Fiebing stated that the City of Frankfort recently updated its zoning ordinance, and it could be helpful to review that document to start as an example of a modern zoning ordinance.

ZONING ADMINISTRATOR'S REPORT

There was discussion of the Public Hearing held by the Elberta Zoning Board of Appeals on December 21st. The request for variance was denied. Fiebing reported that there were approximately 15 members of the public in attendance. The majority of those who spoke were not in favor of granting the request for variance. The property owners requested permission to put up a 6-foot chain-link fence that was outside of compliance with the zoning ordinance citing frequent trespassing, parking, storing materials on the property. Fiebing said that the consensus of the ZBA was that the property owners have a right to restrict access to their property but that a taller chain-link fence is not necessary to accomplish that. The ZBA concluded that a fence in compliance with the current ordinance in addition to posting no trespassing signage can limit access to the property.

Next Scheduled Meetings of the Planning Commission:

February 7th at 5:30PM, March 13th at 5:30PM.

Adjourn:

6:00pm

Draft minutes prepared and posted by Katherine Ralston
Clerk/Treasurer, Village of Elberta
Approved February 7, 2024