

**Elk Rapids Township Planning Commission Meeting  
Meeting Minutes – November 14, 2022**

The meeting of the Elk Rapids Township Planning Commission was called to order by Chairperson Shen Smith at 11:35 AM at the Government Center, 315 Bridge Street, Elk Rapids, MI 49629.

**Present:** Shen Smith, Emile Sabty, Jim Lundy, Zach Amos, and Gary Pepler.

***(Quorum Established)***

**Absent:** Matt Soper and Tom Crandall.

**Also Present:** Larry Nix, Zoning Administrator.

**Audience:** Mike Gmoser.

**Adoption of Agenda:** **Motion to Approve the November 14, 2022 Agenda.**  
**MOTION/S: Lundy/Amos** **Motion Carried**

**Public Comments:**

Mike Gmoser asked about his recent property split and the error on his taxes. Zoning Administrator Larry Nix reported that the Township Assessor, Karleen Sempert is in the process of correcting this. Larry offered to meet with Mr. Gmoser after the Planning Commission meeting to help work through the process of getting this taken care of.

**Approval of Minutes:** **Motion to approve the July 12, 2022 meeting minutes.**  
**MOTION/S: Lundy/Sabty** **Motion Carried.**

**Township Zoning Administrator Report (Larry Nix)**

Administrator Nix identified the following items from the July 12, 2022 meeting minutes that will need to be addressed and reviewed by the Planning Commission in 2023. The list of items as well as Larry's comments, are outlined below:

1. Amend Zoning Ordinance, Section 2.11 to include a resident can prepare a site plan in 2.11 A and B. (This was accomplished at the meeting by Emile in his suggestion that was adopted by the PC and approved by the Township Board.)
2. Add 'up to' in the removal of living trees and shrubs on a vacant lot. (This was accomplished at the meeting adopted by the PC and approved by the Township Board.)
3. The PC was encouraged to consider preserving all vegetation in the 25' protection area, not just trees. This would include native shrubs, bushes, ground cover and trees. (We should discuss what this idea really means for a water front property. Discussion at the meeting)
4. Present material to the PC on the best management practices for protecting the shoreline and preserving the water quality. (Material has been assembled and forwarded to the PC. I did note the list of suggested planting was not included in the PC packet. I have attached that list if you desire to forward it to them.)
5. Farm Market review. (I will provide a verbal report on this item at the meeting). The only market of concern is the one next to you on Elk Lake Road. The Zoning Ordinance does not address out door display of goods, but they all do it to some degree. A PC discussion item.)

**Township Legal Staff Report: (Bill Derman) - None.**

**Unfinished Business:**

1. The Planning Commission members were provided with a list of native plants suggested by Michigan Natural Shoreline Partnership. Because the printed list is hard to read, Chairperson Smith asked Larry to look into providing an internet link to this list so it could be accessed and posted on the Township Website. The Board agreed that this list is only a guide that provides help and information for plantings along the shoreline. It is not a requirement.

**MOTION/S: Lundy/Amos                      Motion to put this list of suggested native plants on the Township website.  
Motion Carried.**

**New Business:**

1. Board Member Emile Sabty provided each member with a draft copy of the 2023 Township Master Plan.
2. Mr. Sabty outlined and reviewed the revisions that were made and compiled a list of the revisions on the last 3 pages of the Master Plan draft.
3. In preparation for a March meeting, the Planning Commission members are encouraged to review the Master Plan draft and provide their remarks and feedback to all members via email.
4. The Planning Commission will plan to meet again in March 2023 to discuss and finalize any additional changes to the Master Plan.
5. The Board recognized and thanked Emile for all his efforts reviewing prior Master Plans and putting together a well drafted copy for the Planning Commissions consideration.

**MOTION/S: Lundy/Amos                      Motion to accept Emile Sabty’s draft review outlining the proposed Master Plan revisions that will require further review by the Planning Commission.  
Motion Carried.**

**Public Comments:**                      None.

**Member Comments:**                      None.

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

**Adjournment:**                              **11:59 AM**