

Elk Rapids Township Zoning Board of Appeals

Meeting Minutes – Tuesday, December 9, 2024 – **Approved**

The meeting of the Elk Rapids Township Zoning Board of Appeals was called to order at 11:00 AM at the Government Center, 315 Bridge St., Elk Rapids MI 49629.

Roll Call/Present: John Conrad, Vince Cooper, Zach Amos, Lisa Lundy, Bob McCririe, Brennen Hitchcock and Dick Hults.

(Quorum Established)

Absent: None.

Also Present: Larry Nix, Township Zoning Administrator.

Audience: None

Statement of any conflicts of interest: None.

Adoption of Agenda: Motion to adopt the December 9, 2024 meeting agenda.

Motion: McCririe

Support: Lundy

MOTION CARRIED

Approval of Minutes: Motion to approve the August 13, 2024 meeting minutes as printed.

Motion: McCririe

Support: Lundy

MOTION CARRIED

Public Forum: None.

Birch Lake Setback Modification Study. Mr. Nix provided a brief report on the status of revising setback requirements on the south side of Birch Lake as requested by the ZBA due to the number of existing non-forming lot sizes. In October, the Planning Commission did an initial review of the situation and developed several suggestions of modifications to the setback requirements. It was determined public input was desired on this issue and set December 9, 2024 at 11:30 AM as a public input session on this topic.

ZBA By-Laws. By-Laws of the ZBA need to be reviewed and updated as necessary. Mr. Nix provided each member with a set of existing By-Laws for review and discussion at a future meeting. No action is required at this time.

Meeting Schedule: The 2025 ZBA meeting schedule was discussed with consideration of shift in the Township Board and Planning Commission meeting moving to the second Monday of the month. It was moved by Lundy and seconded by McCririe to move the ZBA meetings to the second Monday of the month at 3:00 PM. Approved Unanimously.

Election of Officers. Mr. Nix indicated the election of officers is an annual event occurring in the fall. There are three officers of the ZBA, Chairperson, Vice Chairperson and Secretary.

Chairperson: Motion to approve Bob McCririe as the Chairperson.

Motion: Lundy
Support: McCririe Motion Carried.

Vice Chairperson: Motion to approve Lisa Lundy as the Chairperson.

Motion: Hitchcock
Support: McCririe Motion Carried.

Secretary: Motion to approve Brennen Hitchcock as the Secretary

Motion: Cooper
Support: Conrad Motion Carried.

Written Communications from the public on this request. None.

Old Business: None.

New Business: No January meeting.

Communications: None.

Member Discussion of topics not on the agenda: None.

Motion to Adjourn: **Meeting Adjourned at 11:20 AM**

Motion: Cooper
Support: Amos

(Minutes Approved 3-10-2025)