

Zoning Administrator Report

January 2019

Zoning Permits/Actions for February 2019				
Permit #	Parcel #	Owner Name	Address	Improvement
19-01-01 Pending	112-010-10	Bay Shore Steel Works	06336 US-31 North	Free Standing Sign Between Building and US-31

Zoning Permits

One zoning permit was applied for to replace one freestanding sign with a larger sign and place a sign on the west facing wall of the building. I approved the free standing sign but denied the wall sign. Signs in the Industrial District have to be part of the approved site plan and the site plan for Bay Shore Steel did not include provisions for wall signs. I indicated to the applicant that should they desire to apply for an amendment to the site plan, they may want to consider any other changes they may wish to make to the property in addition to their desired wall sign..

Land Divisions

No new land division applications have been received during the month of January. An application is pending for the Wager Property on Susan Lake. An application should also be forth coming for the Wilson property on Boyne City/Charlevoix Road and See Road to allow a conservation easement to be placed on a property by the Little Traverse Conservancy.

Nuisance Complaints

No nuisance complaints were received during the month of January.

Zoning Violations

No violations have been observed or reported during the month of January.

Short Term Rental Licenses

No applications have been received for short term rental licenses during the month.

Secretarial Work on behalf of the Planning Commission

The packet was copied and mailed out for the January Planning Commission meeting.

Zoning Board of Appeals

The Zoning Board of Appeals met in January for an organizational meeting at which time they elected officers and dealt with other administrative matters.

Other Zoning Activity

Two site plans have been submitted during the month of January. The first site plan was for the Elmer's Property (formerly the C.H. Smith property) at the corner of the Boyne City/Charlevoix Road. The property owner desires to continue the extraction of sand and gravel and locate a temporary concrete batch plant on the property with the replacement of the temporary plant with a permanent plant within the next two years. The sand and gravel extraction is a grandfathered non-conforming use which preceded the adoption of the Hayes Township Zoning Ordinance. Sand and gravel extraction is a use which is allowed in both the Industrial and the Agricultural Zone Districts with the approval of a special use permit subject to the Site Plan Review Requirements, Supplemental Site Development Standard and Special Use Permit Requirements. A pre-conference was held with representatives Elmer's and a set of plans were submitted. Following a preliminary review of the plans, I provided some comments on those plans and a revised set have subsequently been submitted. Their desire is to have a special Planning Commission meeting held in March for the Commission to consider the plans.

The second request for a site plan review is in regards to a proposed Planned Unit Development which would cover a number of parcels of property some of which have frontage on Lake Charlevoix with others having frontage on the Boyne City/Charlevoix Road which are east of Quarterline Road and south of the Boyne City Road. The properties are owned by Scott Law and other parties. A number of uses are being proposed for the property, mainly residential and recreational. There is a desire to have a special meeting in March for the Planning Commission to consider this request.

The Arrigo Family LLC property is proposed to have a home constructed upon it. As it is a lakefront parcel, it falls within the purview of the Waterfront Development Review provisions of the Zoning Ordinance. A meeting of the Shoreline Protection Committee was held with the Arrigo's, in which landscape plans were reviewed and which will be considered by the Planning Commission at their February meeting for approval. Provided the plans are approved by the Commission, a zoning permit which was applied for in November will be able to be issued to allow them to move forward with their home construction plans.

Meetings Attended

I have attended the January Township Board meeting, Planning Commission meeting, and Zoning Board of Appeals meeting, two pre-application conferences and a Shoreline Protection Subcommittee meeting.