

# Zoning Administrator Report

July 2018

Zoning Permits/Actions for June 2018				
Permit #	Parcel #	Owner Name	Address	Improvement
18-07-01	570-020-00	Ken & Marlene Ball	11527 Summerhill Way	Construct Single Family Dwelling

## Pending Zoning Permits

A number of construction projects are in the planning phases which have resulted in considerable amount of time spent on my part working with the agents of the applicants. One particular site where the property owner wishes to make changes to the vegetation in the Shoreline Protection Strip has resulted in numerous trips to the site to meet with the contractors to ensure the resulting work complies with the Shoreline Protection Strip.

## Land Divisions

One land division application was received but not acted upon due to the need for both property owners party to the agreement needing to sign off on the boundary line adjustment. A second property line adjustment is in the works involving two other property owners. As I indicated last month, I have acquired a copy of a form used by another township in northern Michigan that seems to better address the issue of shifting a property boundary line.

## Nuisance Complaints

No nuisance complaints have been received during the month of July.

## Zoning Violations

While doing a site inspection of a location for which a zoning permit had been issued in June, it was evident that a violation of the Shoreline Protection Strip had occurred at 9038 Boyne City/ Charlevoix Road. I spoke with the property owner and followed up with mailing a letter to both the property owner and the contractor. I am continuing to work through the process with the contractor on a restoration plan.

I have a list of property owners that received notices that they were in violation of the Zoning Ordinance, specifically the Waterfront Regulations Section.

I am continuing the process of reviewing files and aerial imagery for a number of additional properties.

The properties for which I have mailed notices of violation are listed below.

<u>Property Owners</u>	<u>Property Address</u>	<u>Tax Id #</u>
Richard and Connie Pierce	7955 Indian Trails	515-001-00
Mitchell and Diane Mondry	10992 Quarterline Road	300-002-10
Marc and Stephanie Layne	6885 Nine Mile Point Dr.	400-018-00
Joseph P. Chartier	9038 Boyne City Road	004-001-95

Fifteen additional properties are on the list that I am performing due diligence with regard to their compliance or lack thereof in regard to the Shoreline Protection Strip requirements.

### Short Term Rental Licenses

Of the two outstanding applications reported on last month, one has been licensed and the second has yet to be issued due to the need to obtain Health Department certification. I have been having conversations with the Health Department regarding the Catt property and what they need to do to rectify the situation with that property. The license that has been issued was for the Boal/Kozma property on Woods Road.

### Meetings Attended

I attended the July Township Board and Planning Commission meetings.