

Zoning Administrator Report

December 2018

| Zoning Permits/Actions for December 2018 | | | | |
|--|------------|--------------------------------|-------------------------------------|--|
| Permit # | Parcel # | Owner Name | Address | Improvement |
| 18-11-01 Pending | 002-017-50 | Brad Arrigo & Kathleen Culp | 07914 Boyne City/Charlevoix Road | Construct Residence |
| 18-12-01 | 465-004-00 | North Star Development | North Star Drive Lot 4 | Construct Pole Barn- Transfer of Permit from Lot 2 |
| 17-06-03B | 127-006-40 | Travis Burke | 07790 Burgess Road | Amend Permit to Account for Deck |
| 18-12-02 | 116-002-00 | American Tower Corp. | 09631 Old US-31 North | Replace and expand antennas, no increase in height |

Zoning Permits

Zoning permit activity centered around 4 permits, the first being the Arrigo/Culp permit which has been applied and paid for but has yet to be granted due to the need for a review by the Planning Commission under the new provisions pertaining to the Waterfront Development Review Section of the Zoning Ordinance (Section 3.14).

The second zoning permit was actually a shift of an already issued permit from one site condo lot to another, with no change in dimensions or setbacks from the first site the building was to occupy. The third permit was an amendment to a previously issued permit to account for the deck which was not included in the dimensions that were originally calculated for the permit fee.

The fourth permit was to replace three antennas on an existing tower, and add three additional antennas. The replacement and addition of antennas would not increase the overall height of the existing tower and antennas nor would it exceed the engineered capacity of the tower which if exceeded could create a safety hazard.

Land Divisions

Conversations have been ongoing with a property owner to split his property to allow an accessory building to be constructed on his property. I have had discussions as to the zoning ordinance requirements with the builder, the property owner and surveyor as to the requirements that would need to be met. I have also been having conversations with the Little Traverse Conservancy regarding a potential parcel split and combination with another parcel upon which a conservancy agreement would be put in place.

Nuisance Complaints

No nuisance complaints were received during the month of December.

Zoning Violations

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

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 December Planning Commission meeting. I did provide some samples of an attitude survey being undertaken in another community and the Planning Commission did decide to incorporate portions of it into the survey for Hayes Township.

I spent a considerable amount of time and effort reviewing the draft Recreation Plan and making copies of it for the Public Hearing. In addition, I did spend a fair amount of time coordinating with the Planning Commission members a date for the Public Hearing on the Recreation Plan that is to be held in early January. It is always difficult attempting to schedule a special meeting with everyone's busy schedules but it is even more so during the holidays. The meeting got scheduled and the public notice was published in the Petoskey News Review.

Zoning Board of Appeals

No ZBA meeting was scheduled for December. I have been requested to post the Organizational Meeting of the Zoning Board of Appeals in January.

Other News

The Township has recently received a set of the newly revised Flood Insurance Rate Maps for Hayes Township. For those that are interested in taking a look at them, please contact me and I can arrange to meet with you to take a look at the maps. I have not had an opportunity to look at them myself but I will be shortly. These maps will become effective on May 16, 2019.

Meetings Attended

I have attended the December Township Board meeting as well as the Planning Commission meeting.