

# Zoning Administrator Report

March 2015

Zoning Permits/Actions:				
Address	Parcel Number	Owner Name	Permit Number	Improvement

## Short Term Rentals:

1. 09224 Boyne City Road. [Waiting for final inspection from building department.](#) [No occupancy as of 3-9-15.](#)

## Current:

Received and reviewing application for parcel division on Stolt Road. [Approved division and forwarded approval.](#)

Notified and met with owners of SUP display on US 31N for sign violations. [Violations corrected.](#)

Working with applicant on variance application on Nine Mile Point. [Applicant revising application.](#)

Continue working with owners, neighbors and contractor to ensure conformance with ZBA conditions of variance granted for property on Nine Mile Point.

Informed owner of 15-007-119-006-40 that site plan for proposed storage buildings has expired. Owner will petition Planning Commission to extend site plan deadline to match conditional rezoning for same property.

Wrote letter to Army Corp's of Engineers concerning proposed permanent dock in Oyster Bay. [Received acknowledgement and consideration from the Corp's.](#) [No approval as of 3-9-15.](#) [Forwarded comments and questions to DEQ and have received comments back.](#) [Several meetings and calls from concerned citizens regarding this issue.](#)

Received application for variance for a parcel on Burns Road previously granted a variance with restrictions to consider a request to relieve property owner from some those restrictions. [Owner has surveyor working on reconfiguring plan for application.](#) [New application will be made in June 2015.](#)

Sent letter of violation for blight at 08988 US 31 N. Sent second letter of violation. Owner has responded and indicated cleanup will start soon. No action as of 1-28-15. Sent another letter 1-28-15. Clean up started on 3-4-15. Clean up progressing.

Sent greenbelt violation notice to property located at 07606 Indian Trails. Received response letter from property owners attorney. Waiting for Spring.

Sent greenbelt violation notice to property located at 07644 Indian Trails. Owners representative met with PC. Waiting for Spring.

Presented proposed changes/considerations to zoning ordinance at Januarys Planning Commission meeting. Continue to work with Mary Campbell on proposed changes.

Received and reviewing zoning permit for proposed new construction of single family residence and greenbelt restoration and 10114 Anglers Cove. Waiting for additional information.

Previous Violations:

- 07205 Birdland Drive, Lot 12, alleged greenbelt violation. Township Attorney sent owners a letter on June 25, 2014. Civil Infraction issued. Owner served with civil infraction and has contacted me/waiting for attorney response. Owner has contacted me several times to schedule meetings but has not shown up as scheduled. Waiting for the legal process. Owner contacted me on 12-11-14 indicating that he still would like to meet with me.
- Inspected property at 07216 Birdland. Property is under construction with prior zoning permit approval/variance granted. It appears construction is not within the requirements granted under variance. Construction is in violation of variance granted. Working with owners, Soil Erosion Department and Building Department to rectify. Waiting for wetlands determination. DEQ has indicated that the area of historic fill is not an area they would require a permit for.
- Received complaint of hot tub being located too close to property line at 06758 Boyne City Road. Discovered violation of hot tub, outdoor lighting and greenbelt. Letter of violation mailed July 9, 2014. Owners have removed lighting and are in process of removing hot tub. Sent second letter of violation. Sent third letter of violation with intent to issue civil infraction within 10 days. Certified mail received-civil infraction will be issued. HOT TUB HAS BEEN REMOVED. Will check greenbelt in spring.

Attended Planning Commission meeting on March 17, 2015.

Will be attending webinar on Urban Agriculture on April 16, 2015.

Normal number of calls concerning zoning ordinance requirements, zoning districts and parcel divisions/combinations.