

Zoning Administrator Report April 2014

Zoning Permits:				
Address	Parcel Number	Owner Name	Permit Number	Improvement
10492 BC Road	550-164-10	David Olach	4-14-001	31.5x37.5 residential addition

Received zoning permit application for 06432 Old US 31, Subaru By the Bay.

Attended and presented comments to the April 15, 2014 Planning Commission for Subaru By The Bay Special Use Permit Application. Planning Commission approved SUP and directed appellant to Zoning Board of Appeals to review sign placement and buffering requirements.

Reviewed short term rental applications submitted in 2013.

Inspected and approved application for 06675 Woods Creek. Mailing notices to property owners this week.

Will be inspecting 06069 Nine Mile Point in May when owners return.

Owner of 11356 Boyne City Road has responded to letter and will schedule inspection when they are up here for the first weekend in May.

Received four new applications for short term rentals:

1. 11535 US 31 N, had inspection scheduled on 4-10-14, contact person could not get access.
2. 11505 US 31 N, had inspection scheduled on 4-10-14, contact person could not get access.
3. 08050 Susan Shores Drive, property ID # does not match address on application/not in township .
4. 09224 Boyne City Road, had inspection scheduled on 4-10-14, contact person could not get access.

Received, reviewed and approved a parcel division application for property located Maple Grove Road 15-007-134-001-00. Forwarded approval to county register of deeds, township clerk and township assessor.

Received, reviewed application for zoning permit for a new residence at 11165 Summerhill Way, 15-007-570-003-00. Required new site plan showing proposed construction within building envelope and waiting for health department approval prior to issuing zoning permit.

Received, reviewed application for zoning permit for alterations in the shoreland protection strip at 08040 Indian Trails. Denied application in writing, contractor has made necessary

changes to plans to conform with zoning ordinance but am waiting for documentation from owner confirming “no mowing” in a portion of the existing strip adjacent to proposed alterations.

Attended March 18, 2014 Planning Commission meeting and distributed packets for Subaru By The Bay Special Use Permit application.

Attended the April 1, 2014 special Planning Commission meeting where Special Use Permit application was approved for Subaru By The Bay for the construction of a new showroom building. Owners however will be seeking a variance from the ZBA for the zoning ordinance requirements for sign setback and buffer strip.

Violations:

- 09224 Boyne City Road, alleged alteration/addition to a non-conforming structure. Have communicated several times with Mr. Moore and have outlined options. Involved building department and health department and will be meeting with owner in about two weeks. He has been ill.
- 07205 Birdland Drive, Lot 12, alleged greenbelt violation. Sent violation letter to owner and informed him I would be visiting the site to take pictures as soon as weather permits.
- US 31 N, Manthei property, contacted owners concerning removal of sand from site. Excavation from a basement being dug on the north side of Charlevoix was hauled to this site last summer. Contractor was using the site on US 31 N as a staging area. Have received written confirmation from owners that site will be restored back to original condition as soon as weight limits are off and material can be hauled back to original site.
- Inspected property on US 31 N owned by Charlevoix Club Park, LLC. where fill from DeVos was being hauled. Owner of Hilltop Nursery had arranged for this fill. Stopped work. Owners thought approval was given as part of SUP. Owner of Hilltop will submit application for SUP.