

Zoning Administrator Report May 2014

| Zoning Permits: | | | | |
|-----------------------|---------------|-----------------------|---------------|--|
| Address | Parcel Number | Owner Name | Permit Number | Improvement |
| 11165 Summerhill Way | 570-003-00 | Diane Arnold Trust | 4-14-002 | New 2 story single family residence with attached garage |
| 07441 Nine Mile Point | 400-006-00 | David & Jan Kemme | 4-14-003 | Residential additions as granted by variance 6-12-13 |
| 06530 Michigan Shores | 400-068-00 | Paul & Chris Schwenke | 4-14-004 | 20'x29' detached garage |
| 08222 Burgess Road | 122-009-00 | Laura Nachazel | 4-14-005 | Home Business/Healing Touch Clinical Massage |
| 08222 Burgess | 122-009-00 | Laura Nachazel | 5-14-006 | Sign |
| 06432 US 31 N | 112-005-00 | FLOH Subaru | 5-14-007 | Showroom/service |

Received and reviewed zoning permit application for an accessory building at 09980 Anglers Cove. Waiting for additional site plan information.

Received and reviewed zoning permit application for an accessory building at 07643 Old US 31 N. Waiting for ownership verification.

Received and reviewed zoning permit application for new basement for a non-conforming structure at 09330 Boyne City Road. Waiting for unit number and site plan clarification.

Received and reviewed information on a sign replacement at 06889 US 31 N. Waiting for zoning permit application.

Responded in writing to a letter from adjacent property owner to a newly issued short term rental licensed property at 06675 Woods Creek.

Ongoing applications for short term rentals:

1. 11535 US 31 N, had inspection scheduled on 4-10-14, contact person could not get access-trying to reschedule.
2. 11505 US 31 N, had inspection scheduled on 4-10-14, contact person could not get access-trying to reschedule.

3. 09224 Boyne City Road, had inspection scheduled on 4-10-14, contact person could not get access-trying to reschedule.

Received, reviewed DEQ request for comments on proposed pond located at 07889 Boyne City Road. Responded to DEQ that proposed relocation of dredge materials off site violates the township zoning ordinance.

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. Still waiting for documentation as of 5-12-2014.

Attended May 7, 2014 Planning Commission meeting for Subaru By The Bay Special Use Permit application. Site plan and special use permit granted with conditions.

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. Site visit is scheduled for 5-19-14.
- 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. Making some progress as of 5-12-14.
- 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. Owner to apply for presentation at May 20, 2014 PC meeting so that it can be heard at June PC meeting.