

## Zoning Administrator Report November 2014

Zoning Permits/Actions:				
Address	Parcel Number	Owner Name	Permit Number	Improvement
06975 Bay Shore Dr. West	270-025-10	Joni Hosler	14-10-28	Residential addition and attached garage
08040 Indian Trails	119-024-15	Donald Tuckey Trust	14-10-29	DEQ 13-15-0084 & greenbelt restoration
09909 Two Lakes Trail	118-013-10	David & Diane Fields	14-10-30	40' x 60' accessory building
09601 Maple Grove Road	115-001-10	Harold & Kay Archey	14-10-31 <b>RECIDED</b>	15' x 40' temporary storage structure
08285 Mulberry Lane	121-018-00	William & Denise Malow	14-11-32	6' x22.5' porch & 10'x15' residential addition
Lot # 3 Villa Road	102-007-25	Matt Lester Trust	14-11-33	Manufactured Home Relocation

### Short Term Rentals:

1. 09224 Boyne City Road. Inspected property-construction not complete. Building Department will call when final inspection and occupancy permit are finalized.
2. 10845 Maple Grove Road. Received application for STR. Denied permit-rental unit in unapproved detached garage. [County Health Department and County Building Department working towards compliance.](#)

### Current:

Received application for re-zoning for portion of a property located at 07196 Old US 31 N. Re-zoning request will be heard by the Planning Commission on August 19, 2014. [Applicant ask to delay application until November.](#) [Applicant has ask for additional 60 day extension.](#)

Approved an application for parcel reconfiguration and transfer on Boyne City Road.

Met with DEQ and area residents on Eastern Avenue Road End. [Continue to work with DEQ for determination.](#)

Wrote letter to Army Corp's of Engineers concerning proposed permanent dock in Oyster Bay. [Received acknowledgement and consideration from the Corp's.](#)

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.  
[Working with owners to complete application.](#)

Received and reviewed application for zoning permit at 09909 Two Lakes Trail. [Denied application. Proposed construction was outside the PUD building envelope. Owners have made application for amendment to PUD and will be presented to Planning Commission on October 14, 2014. Planning Commission Authorized Change as minor. Gave authority to approve.](#)

Sent letter of violation for blight at 08988 US 31 N.

Approved upgrade of AT&T towers on Brown Road. No expansion.

Met with property owner on Boyne City Road, Lake Charlevoix about potential parcel division.

Sent letter concerning Planning Commission Special Use Permit requirements for property located on US 31 N. Have received parcel division application for same parcel. Moblo.

Sent greenbelt violation notice to property located at 07606 Indian Trails.

Sent greenbelt violation notice to property located at 07644 Indian Trails.

Attended October 20, 2014 Planning Commission meeting.

Attended Charlevoix County Planning Commission meeting on October 2, 2014.

Attend Planners forum on October 30, 2014.

#### Previous Violations:

- 09224 Boyne City Road, alleged alteration/addition to a non-conforming structure. Owners and Planning Commission have agreed to facilitative negotiations. Have received representative authorization and I will be meeting with representative on Wednesday, August 13, 2014. [Met with representative from Moore Trust. Met with Jim Rudolph and scheduled to meet with Pat Philips on Wednesday of this week. Met with Phil Moore, Jim Rudolph and Pat Phillip for negotiations. Have written memorandum of agreement for review.](#)
- 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. Currently scheduled for Wednesday of this week.](#)
- 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 to inspect with DEQ.](#) [Met with DEQ on site.](#) [Waiting for wetlands determination.](#)

- 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.](#)
- Sent letter of violation for using property as a short term rental without license for property located at 09735 Quarterline Road on September 29, 2014. [Sent application packet.](#)
- Sent letter of violation for using property as a short term rental without license for property located at 08091 Indian Trails on August 6, 2014. [Will send second letter this week.](#) [Received application packet-scheduling inspection.](#)
- Sent letter of violation for using property as a short term rental without license for property located at 07095 Birdland Drive on August 6, 2014. [. Sent second letter.](#)
- Sent letter of violation for using property as a short term rental without license for property located at 06805 Birdland Drive on August 6, 2014. [Sent second letter.](#)
- Sent letter of violation for a deck in the greenbelt area for property located at 07225 Birdland Drive. Owner has responded to letter. No permit for deck, working with owner to rectify.