

Zoning Administrator Report December 2014

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.*
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. Owner has withdrawn application and will not rent.*

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 for additional 60 day extension that was granted by the PC.*

Approved an application for parcel reconfiguration and transfer on Boyne City Road. *Transfer has been recorded.*

Met with DEQ and area residents on Eastern Avenue Road End. *Continue to work with DEQ for determination. DEQ has responded that mowing is acceptable but any other work, ie. Sand fill, pulling of plants or spraying of plants would have to be done with permit and chances of such a permit being issued are not likely.*

Wrote letter to Army Corp's of Engineers concerning proposed permanent dock in Oyster Bay. *Received acknowledgement and consideration from the Corp's. As of today, no response back from the Army Corp's of Engineers.*

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.*

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

Received application for parcel division on Boyne City Road, Peavy property but application was incorrect.

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. At Planning Commission request, sent letter*

indicating that parcel division could be approved however new applications for special use permits would be required because of the reconfiguration of property.

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

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

Attended November 18, 2014 Planning Commission meeting.

Attended Charlevoix County Planning Commission meeting on December 4, 2014.

Working on proposed changes to zoning ordinance in preparation of Januarys Planning Commission.

Drafted information packet for Zoning Board of Appeals and have forwarded to ZBA Chair for review.

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. Township attorney has reviewed and approved, owner has requested two minor changes.
- 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.
- 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.
- 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 this week.
- 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. STR approved.
- 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.