



Zoning Administrator Report

May 2025

Zoning Administrator work in progress report for the month of April includes the following:

- Continuing to work with applicant at 6995 Birdland Drive. ZBA denied this variance request at the public hearing held on March 26th 2025 at 7pm.
- Zoning permit application for a Demo and rebuild of existing home on Quarterline road. Shoreline Review Committee conducted inspection and advised applicant to work with Tip of the Mitt to create shoreland restoration plan.
- Sent progress request letter to landowner for non-compliance nuisance complaint with landowner on Hyek Road.
- Sent progress request letter to Landowner on Villa Road for Violation of Nuisance Ordinance and a non-compliance complaint.
- Second Notice Letter was sent to landowner on Shrigley Road for permitted use within the Small Lot Residential District compliant have not received response, however it does not appear the violation is continueing.
- Application for a new single family dwelling at 11659 PA BA Shan Trail, Shoreland Review committee has visited the site and submitted their report as well as Tip of the Mitt representative Noah Jensen. PC will review this project at the May 20th 2025 Planning Commission meeting.
- Application for a new single family dwelling unit on Murray Road. Waiting for additional information from applicant.
- Working with property owner to resolve a lighting complaint on Maple Grove Road. Waiting to schedule Foot Candle Measurement site visit with property owner to complete compliance report.



- Application for a free standing sign on Nine Mile Point. Proposed size of the sign exceeds the allowed maximum within the Zoning Ordinance, continuing communication with applicant.
- Communicating with landowner regarding complaint of a Shoreline violation on Peaceful Valley Road.
- Sent progress request Letter to landowner on Maple Grove Road for a Nuisance Ordinance complaint, Charlevoix County Fire Department Chief is monitoring parcel for fire hazards.

25-04-03	04-21-2025	125-004-20	6412 Church Road	Vicki Riley	Install a new 6' high fence approx. 350 Linear feet.
25-04-04	4-23-2025	108-001-15	10269 US 31 N Charlevoix MI 49720	Holtec	Install a new 50" X 59.5" Sign as shown on Site Plan
25-04-05	4-23-25	270-036-00	6680 Bay Shore West Dr.	Kimberly & Charleena Crozier	New 24'X42' Single Family Dwelling with two decks as show on construction plans.
25-04-06	4-30-2025	112-030-10	10855 Pincherry rd	Pickleball Storage LLC	New 138'x81" Personal Storage Accessory Building as the principle use on the parcel as allowed in section 3.05.8 of the Hayes Township Zoning Ordinance
25-05-01	5-5-2025	301-018-10	7115 Birdland Dr.	Lake Living North	31'x69' addition to an existing non-conforming structure variance as approved by Zoning Board of Appeals with Shoreline Restoration plan approved by the Shoreland Review Committee