



Zoning Administrator Report

July 2026

Zoning Administrator work in progress report for June includes the following:

- Variance for setback from Lake Charlevoix granted on July 1st 2026, for 6995 Birdland Drive. Waiting for Health Department permit.
- Communicating with the landowner regarding a violation for a non-permitted patio on Oyster Bay Drive.
- Variance Application for setback from Lake Charlevoix, for 7345 Birdland Drive, was approved by the ZBA on July 1st 2026. Shoreline Subcommittee will conduct a site visit.
- Working with EGLE regarding Jet Ski business testing their Jet Skis on Susan Lake.
- Working with EGLE regarding a driveway that appears to be in a wetlands area on Major Douglas Sloan Road. EGLE has determined a wetlands violation.
- Sent the first notice of a violation letter to the property owner on Hemlock Ave for junk accumulation on the property.
- County Club Fairways Planned Unit Development amendment request submitted. Planning Commission will hold a Public Hearing on July 21st 2026.
- Received Zoning Permit Application at 7875 Eagle Nest Circle for a new single-family dwelling with attached garage.
- Zoning permit application for a Demo and rebuild of the existing home on Quarter Line Road. Shoreline Review Committee conducted an inspection and advised the applicant to work with Tip of the Mitt to create a shoreland restoration plan. The shoreline plan from the applicant.
- Inspected on Villa Road for Violation of the Nuisance Ordinance and a non-compliance complaint. Trying to contact the landowner, the last communication with the landowner stated that he was not well. Reached out to the VA and Tribe for additional support.
- Spoke with Holtec Representative. The sign permitted to Holtec on 4/23/2025 was placed incorrectly. Holtec is working on making this a directional sign to meet Zoning Ordinance requirements.
- The property owner of Falls Storage is actively working to resolve the sign violation at their parcel on US 31.



- Resolved violation with the property owner on Townline Road for more than three inoperable vehicles being stored outside on the parcel.
- Received a Rezone application for 10963 Boyne City Road from AG to RR. The Planning Commission will hold a public hearing at its July 21, 2026, Planning Commission Meeting.
- Sent first violation notice letter to the property owner on Pincherry Rd for a recreational vehicle being lived in and connected to utilities.
- Received a Rezone application for 10575 Burnett Road from AG to RR. The Planning Commission will hold a public hearing at its July 21, 2026, Planning Commission Meeting.
- Received and reviewing zoning application for an accessory building on 8240 Susan Shores Dr. Waiting for additional information from applicant.
- Received and reviewing Zoning permit application for a new single-family residence on Deer Path Drive. A Stop Work Order has been issued for this project until the shoreline protection strip is restored. The property has also been cited for wetland violations by EGLE.

26-06-02	06/10/26	007-130-014-00	7720 Indian Trails	Ryan & Lauren Bergstrom	16' X 24' addtion to existing single family dwelling with variance approved by ZBA. Shoreline Restoration plan as recommend by Shoreline Review Committee and agreed upon by appccent.
26-06-03	06/15/26	007-119-007-20	11950 US 31N	Charlevoix Meadows Assisted Liv	Revised permit # 25-08-01, New 29,000 sq ft Assisted Living and Memory Care Facility as approved by the Planning Commission on March 18 th 2025.
26-06-04	06/17/26	007-002-016-10	7738 Boyne City Road	Matthew & Nicole Lester	Demo Existing Home and construct a 63'x124' new single family dwelling. Shoreline Restoration plan as recommend by Shoreline Review Committee and approved by the Planning Commission on June 16 th 2026
26-06-05	06/26/26	007-132-003-45	6579 Woods Creek Dr.	Brian Doubles	98.5' X 38' Addition to an existing single family dwelling. Shoreline Restoration plan as recommend by Shoreline Review Committee and approved by the Planning Commission on June 26 th 2026
26-06-06	06/29/26	007-113-017-25	9401 Pincherry Rd	Jason & Mary Clees	New 30'X30' Accessory Building