



Zoning Administrator Report

August 2026

Zoning Administrator work-in-progress report for July 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. The landowner is submitting a plan to reduce the size of the patio.
- Variance Application for setback from Lake Charlevoix, for 7345 Birdland Drive, was approved by the ZBA on July 1st 2026. Shoreline Subcommittee conducted a site visit. Planning Commission will review the Shoreline Landscaping plan at the August 18th 2026 Planning Commission Meeting.
- Working with EGLE regarding a 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 second notice of a violation letter to the property owner on Hemlock Ave for junk accumulation on the property.
- Received Zoning permit application for 5767 Undine Rd for new construction for a single-family dwelling. Waiting for health department permit.
- County Club Fairways Planned Unit Development amendment request submitted. Planning Commission will hold a Public Hearing on August 18, 2026.
- 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.
- Sent final letter before issuing a civil infraction to property owner on Villa Road for Violation of the Nuisance Ordinance and a non-compliance complaint.
- The information regarding the Falls Storage sign violation at their parcel on US 31 has been turned over to the Township Attorney.
- Rezone application for 10963 Boyne City Road from AG to RR. The Planning Commission held a public hearing at its July 21, 2026, Planning Commission Meeting. County Planning Commission will review the rezone request at its meeting on August 6th 2026.



- Resolved violation on Pincherry Rd for a recreational vehicle that is being lived in and connected to utilities.
- Rezone application for 10575 Burnett Road from AG to RR. The Planning Commission held a public hearing at its July 21, 2026, Planning Commission Meeting. County Planning Commission will review the rezone request at its meeting on August 6th 2026.
- 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. EGLE issued a letter to restore.
- Sent a violation notice letter to the property owner on East Susan Shore Drive for short-term rental uses not allowed in the Residential Zoning District.

26-07-01	07/20/26	007-127-006-50	7540 Burgess Rd	Craig Williams	New 12'X24' Accessory Building
26-07-02	07/22/26	007-129-009-40	7875 Eagle Nest Circle	Ryan Wilkins	New 3659 sq ft single family dwelling with 1546 sqft attached garage. Shoreline restoration plan as recommended by Shoreline Review Committee and approved by the Planning Commission on July 21st 2026.
26-07-03	07/27/26	007-102-007-25	7245 Lot 93 Upper Kelsey Dr.	Angela Schmidt	New 8'X16' Deck
26-07-04	07/29/26	007-270-036-00	6680 Bay Shore W Dr	Robert Stahl	New 24'X36' Accessory Building
26-08-01	08/03/26	007-110-024-10	8864 Major Douglas Sloan Rd	Jacob & Elizabeth Coats	New 24'X30' Accessory Structure