

## **ZONING PERMIT POLICIES, FEE SCHEDULE and PENALTIES**

A Zoning Permit is required for all construction. This includes any structure that can be measured from the ground up, including but not limited to houses, additions, garages, carports, gazebos, sheds, commercial buildings, storage buildings, "temporary" structures, decks, balconies, and porches. The moving of a building shall be considered the same as new construction.

### **POLICIES**

1. No permit application will be accepted unless complete, with all required information. Incomplete applications will be returned to the applicant for completion.
2. A recent survey is required. This requirement may be waived at the discretion of the Zoning Administrator. In any case, all property corners shall be clearly marked and the building location shall be staked. It is the responsibility of the applicant to inform the Zoning Administrator when staking is complete so that an initial site evaluation may be done prior to the issuance of a Zoning Permit and prior to any activity on the site.
3. Categories 2, 3, and 4 below require a second inspection after excavation and after foundation footings have been formed but prior to concrete being poured.
4. Categories 2, 3, and 4 below require a third inspection by the Zoning Administrator after the completion of the project. Note: in all cases, it is the responsibility of the applicant to contact the Zoning Administrator for the three required site evaluations.

### **FEE SCHEDULE**

#### **Category**

- |   |          |
|---|----------|
| 1. Unwalled and/or unroofed construction.                         |          |
| Walled and/or roofed construction up to 200 sq ft                 | \$25.00  |
| 2. Walled and/or roofed construction up to 500 sq ft              | \$50.00  |
| 3. Walled and/or roofed construction over 500 sq ft               | \$75.00  |
| 4. Critical Dune Applications                                     | \$300.00 |
| 5. Application for Special Use Permit                             | \$250.00 |
| 6. Application for Appeal to the Zoning Board of Appeals          | \$200.00 |
| 7. Application for Rezoning                                       | \$250.00 |
| 8. SIGNS shall be 25 cents per square foot, with a minimum fee of | \$10.00  |

**PENALTIES:** Fee for Zoning Permit obtained AFTER excavation, construction, or related activity has begun shall be \$100.00 plus the ordinary required fee.

Fees for violations shall be \$50.00 for each day of violation, commencing on the date of issuance of a Notice of Violation or Municipal Civil Infraction Citation.

Contact Information: Mail: Rick Speck, Zoning Administrator  
Box 29  
Beaver Island, MI 49782

Email: [rickspeck@tds.net](mailto:rickspeck@tds.net)

Ph: ZA Office (231) 448-2000  
FAX ZA Office (231) 448-2200

# APPLICATION FOR ZONING PERMIT

(Expires 1 year from date of issuance.)

## Township

Charlevoix County, Michigan

(Please print clearly or type  
all information.)

FEE AMOUNT: \$ \_\_\_\_\_ (See Attached Schedule)

Check # \_\_\_\_\_

(Make check payable to appropriate township.)

### I. Identification - Complete the following:

- A. Property Owner(s) Ronald Gallagher  
Address 2008 711 Humboldt Ave  
Zip Code 49729 Phone (918) 273-0147
- B. Applicant, if other than property owner SEAN GALLAGHER  
Address 37715 Gull Harbor Dr. B.E. ME.  
Zip Code 49782 Phone (850) 218-1718
- C. Legal description of property for which Zoning Permit is being requested, (attach separate sheet, if necessary):  
Street address of property (required) 37715 Gull Harbor Dr.  
Property tax ID no. 15-013-226-015-00.  
Zoning District in which property is located Harbor. (Ex: R-1, R-2, A, H, etc.)  
Are there any dedicated rights-of-way or easements which abut or traverse part or all of the subject property? \_\_\_\_\_  
(If yes, illustrate locations on sketch plan.)

### D. Furnish evidence of the following:

- Driveway/Road Permit, obtained from the Charlevoix County Road Commission.
- Property address, obtained from the Charlevoix Co. Equalization Dept.
- Proof of ownership of the property on which use will occur.
- Health Dept. approval/permit for on-site septic system or hook-up to sewer system.
- Soil and Erosion permit, (if the site is within 500 feet of a lake or stream.)
- Other information with respect to the proposed structure, use, lot, and adjoining property as may be required by the Zoning Administrator.

### II. General information - Complete the following:

- A. Lot dimensions 87' X 132 ; Total square feet or acres 1/4 Acre
- B. Exterior dimensions of proposed structure 30 X 40 ; Height 18 ft.

#### C. Proposed use:

##### Residential

- ☒ One Family  
☐ Two or more family  
Number of units \_\_\_\_\_  
☐ Transient hotel or motel  
Number of units \_\_\_\_\_  
☐ Mobile Home  
☐ Accessory building  
specify \_\_\_\_\_  
☐ Other (Specify) \_\_\_\_\_

##### Non-Residential

- ☐ Commercial  
specify \_\_\_\_\_  
☐ Industrial  
specify \_\_\_\_\_  
☐ Other  
specify \_\_\_\_\_

General Information (continued)

F. Type of improvement: (check as many as appropriate)

- |   |   |
|---|---|
| <input type="checkbox"/> New Building   | <input checked="" type="checkbox"/> Repair, replacement |
| <input type="checkbox"/> Addition   | <input type="checkbox"/> Wrecking                       |
| <input checked="" type="checkbox"/> Alteration  | <input type="checkbox"/> Moving, relocation             |
| <input type="checkbox"/> Earth change involving land within 500 feet of a lake or stream; |   |

Number of feet to the water \_\_\_\_\_

Body of water involved \_\_\_\_\_

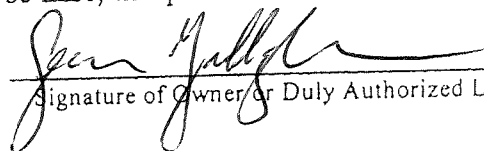
G. Names of Contractors involved in the project: \_\_\_\_\_

I Am Performing the work  
Interior + Exterior remodel

III. Complete a sketch (see page 3) or separate site plan, which MUST include:

- A. Any existing structure(s) including location and exterior dimensions.
- B. Proposed structure(s) including location and exterior dimensions.
- C. Location of existing or proposed well and septic system.
- D. Location of any public roads or rights-of-way and/or any easements which abut or traverse all or any part of this property.
- E. Location of shore line if this site is within 500 feet of a lake or stream.
- F. Location of structures on abutting lots that are within 10 feet of the property lines.
- G. Depths of all yards; front, back, and side yards (distances from the building lines, including decks, porches, etc., to property boundaries.)
- H. Other details as may be required by the Zoning Administrator.

I hereby depose and say, under the penalties of perjury, that all the statements and information contained herein or submitted with this application are true. If any statements or information are found at a later date to be false, this permit shall become null and void.

  
Signature of Owner or Duly Authorized Legal Agent

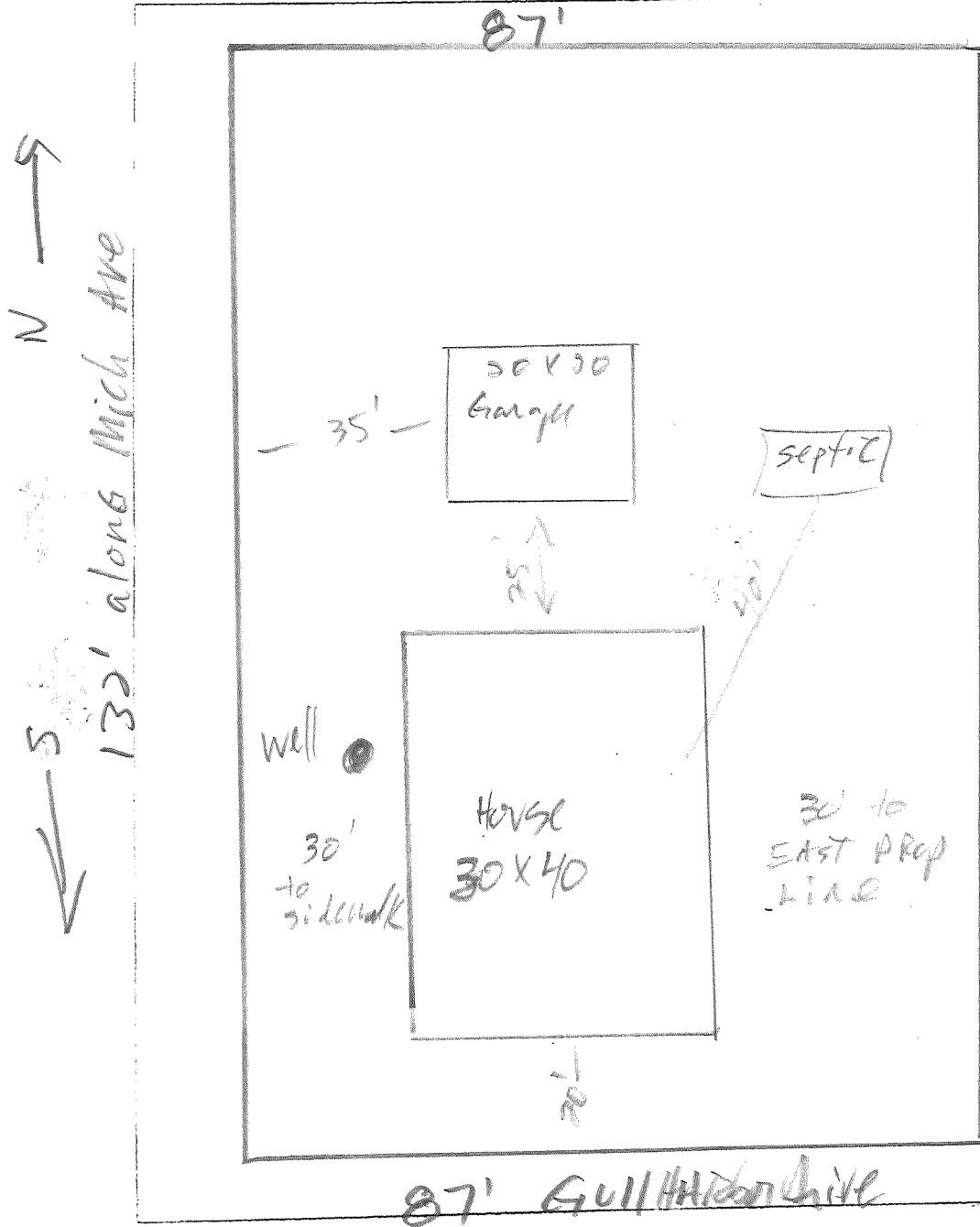
SEITH GALLAGHER / Ronald Gallagher

- 3 -

SHOW THE FOLLOWING ON YOUR SITE PLAN:

- a) An arrow indicating NORTH.
- b) All items listed in Section III of page 2.

SITE PLAN



# Letter of Authorization

I Ronald Gallagher hereby authorize Sean Gallagher to act as representative on my behalf in relation to:

Saint James Township Planning & Zoning

And

Charlevoix County Building Department

We are remodeling the interior and exterior of the family home at  
37715 Gull Harbor Dr, Beaver Island MI 49782

Sincerely,

*Ronald J Gallagher*

Ronald J. Gallagher

Date: 11-2-2023

## Viewing Parcel Number: 013-226-015-00

### Parcel Details

**Assessing City/Township:** St. James Township

**Property Address:** 37715 GULL HARBOR DR  
BEAVER ISLAND, MI 49782

**Owner Information:** GALLAGHER RONALD J  
PO BOX 711  
HUMBOLDT, AZ 86329

**Property Class:** 401 - Residential - Improved

**Taxable Status:** TAXABLE

**School District:** 15010 - Beaver Island

**P.R.E. Percentage:** 0%

**Current SEV:** \$58,600

**Current Taxable Value:** \$31,465

**Prior Year SEV:** \$56,600

**Prior Year Taxable Value:** \$29,967

### Sales Information

Date	Document Type	Liber/Page	Sales Price
05/09/2017	QC	1163/187	\$0
05/03/2017	WD	1163/190	\$0

### Tax Description

BEG AT INTER OF NLY LI OF LAKE ST WI SELY LI OF MICHIGAN AVE TH ELY AL NLY LI SD LAKE ST 96 FT TH NELY PARA WI SELY LISD MICH AVE 125 FT TH WLY PARA WI NLY LILAKE ST 96 FT TH SWLY AL SWLY LI SD MICHAVE 125 FT TO POB BEING PT OF GOV LOT 2 SEC 26 T39N R10W.

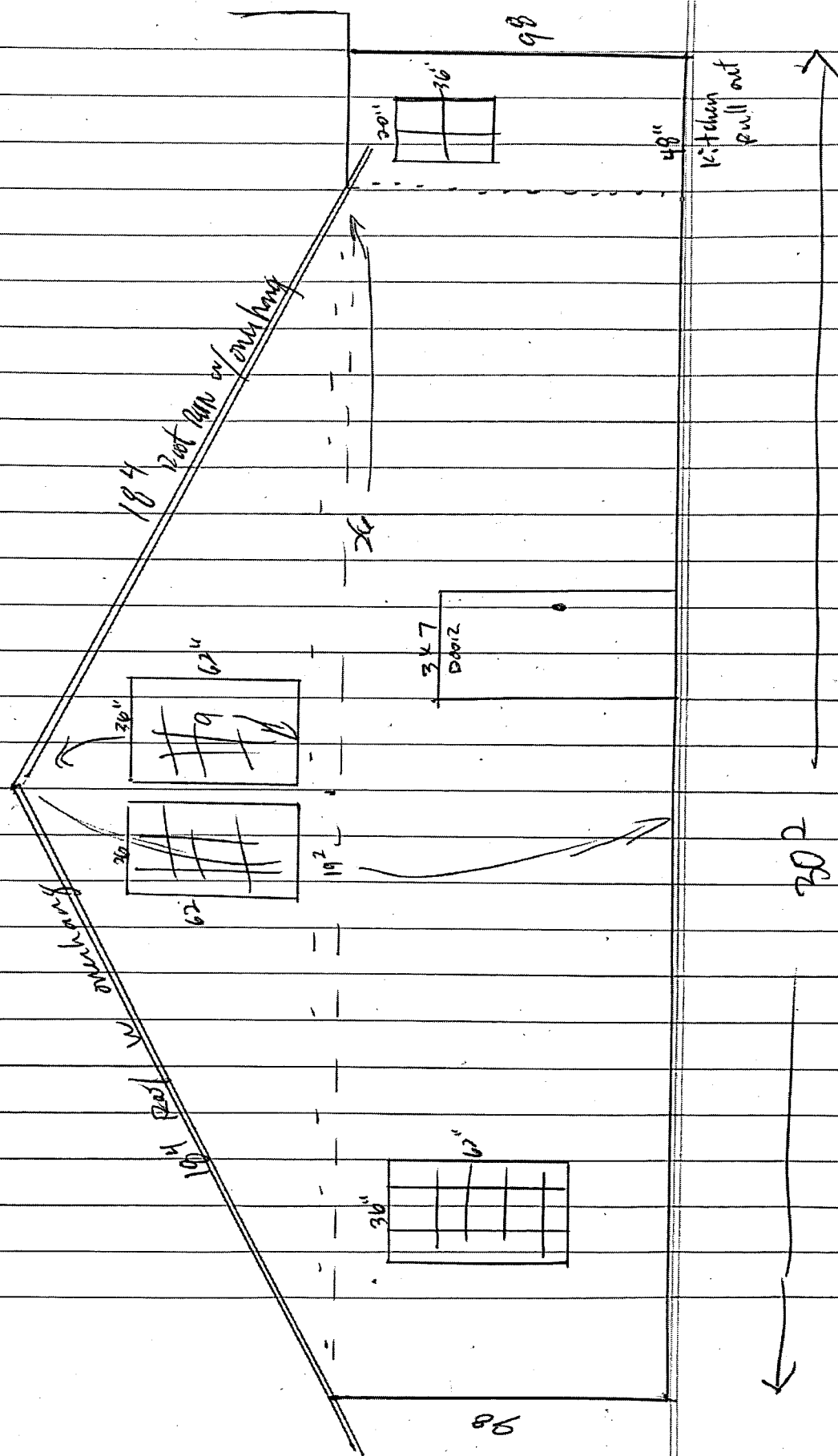


Red 2 window 36x62"

Don't 3'w x 7'H

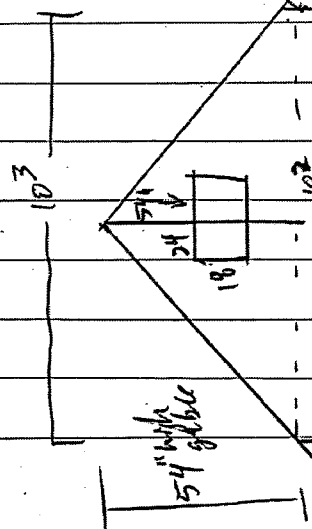
20' x 36' under

Attic Bed 3 @ 30 x 62 windows

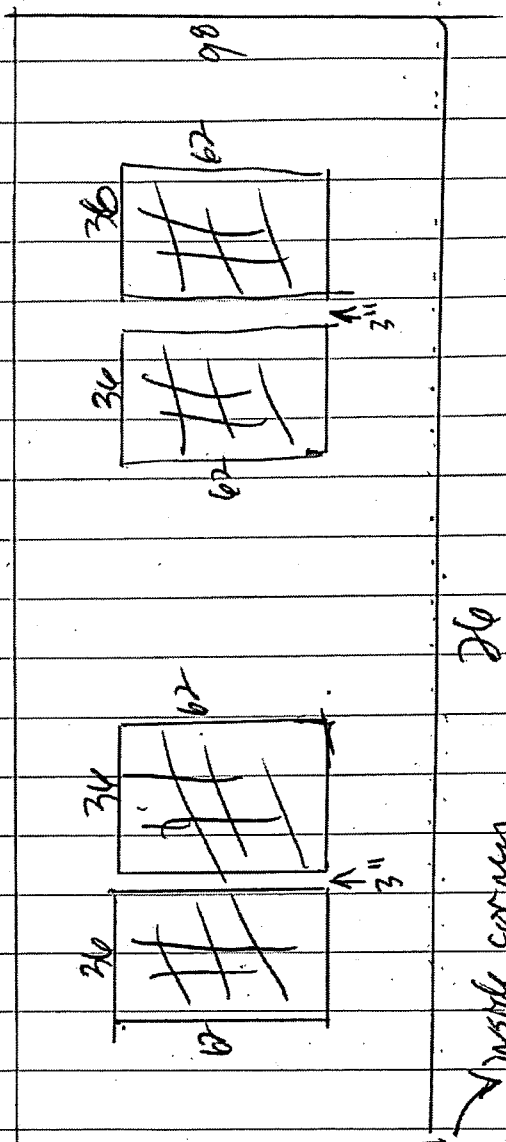
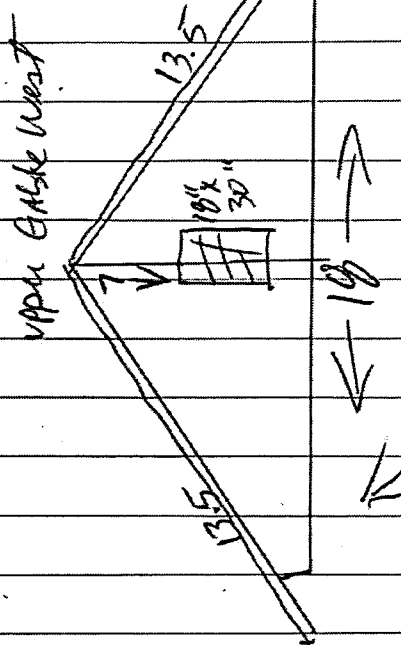




Kitchen West 24x18  
 48x30  
 Kitchen South 20x30  
 Living West 48x62  
 Upper Gable West 18x30  
 8 total



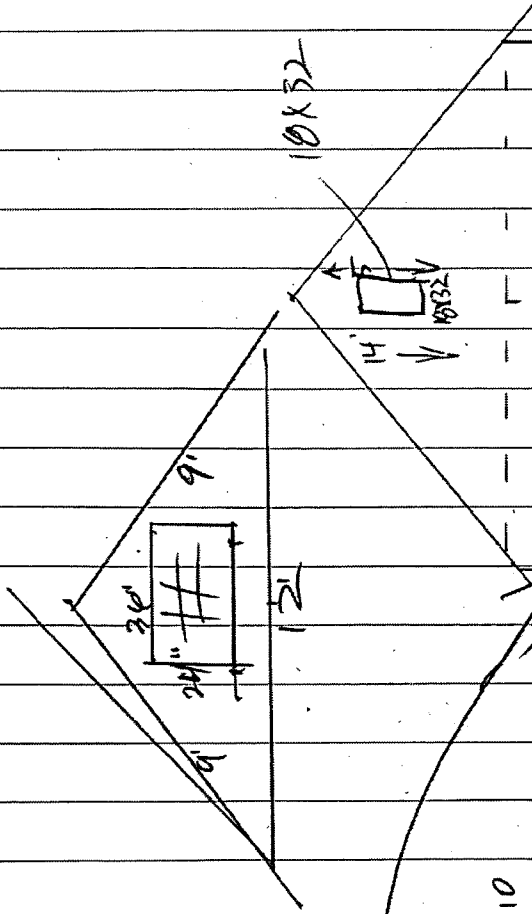
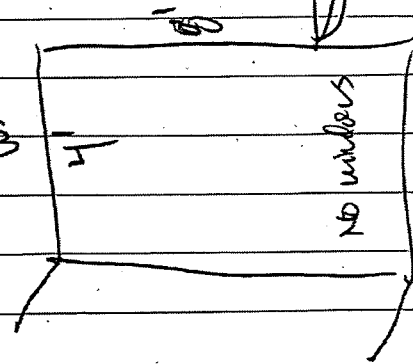
West



outside corner  
 inside corner

South

side wall porch  
west facing



Living Room

Door 3 x 7

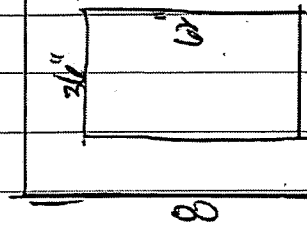
2 windows 32 x 62

Bed #1 south

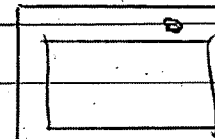
Bed 1 Gable 18 x 32

Bed #1 - 2 @ 36 x 62

13'10"

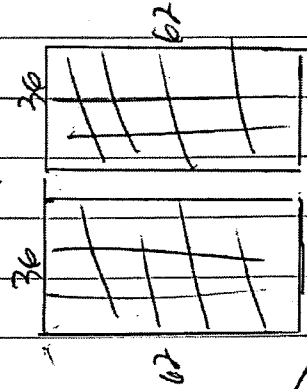


8



36"

62"



36"

62"

outside corner

inside corner  
outside corner

12'3"

outside corner

EAST

Bed 1 36" x 36 window  
 Bed 1 48" x 24 window  
 Bed 2 48" x 24 window  
 Bed 2 36" x 36 window

