



AGENDA

REGULAR MEETING OF THE BOARD OF ZONING APPEALS

Thursday, October 02, 2025

6:30 PM

Village Hall – 21 East Church Street, Lake Orion, MI 48362

(248) 693-8391 ext. 102

Each person wishing to address the BZA shall be afforded an opportunity to do so. Anyone that would like to make a public comment must first sign the "Sign In" sheet located near the main entrance door. If you wish to comment, please stand or raise a hand to indicate that you wish to speak. When recognized, give your name and address and direct your comments to the Chair. Members of the public shall be allowed a maximum of three (3) minutes for each person wishing to make a public comment.

- 1. Call to Order**
- 2. Roll Call and Determination of Quorum**
- 3. Approval of Agenda**
- 4. First Hearing of the Public** (*for items not scheduled for a public hearing*)
- 5. Approval of Minutes**
 - A.** Approval of BZA Regular Meeting Minutes of June 5, 2025
- 6. BZA Preface**
- 7. Public Hearing**
 - A.** Public Hearing: A-25-004 – 493 Algene Dr Dimensional Variance Request
- 8. Action Items**
 - A.** A-25-004 – 493 Algene Dr Dimensional Variance Request
 - B.** Election of Officers
- 9. Unfinished Business**
- 10. Second Hearing of the Public** (*for items not scheduled for a public hearing*)

11. Board Member Comments

12. Next Regular Meeting - November 6, 2025

13. Adjournment

In the spirit of compliance with the Americans with Disabilities Act, individuals with a disability should feel free to contact the Village, at least three (3) business days in advance of the meeting, if requesting accommodations. The Village of Lake Orion will provide foreign language or hearing impaired interpretation services for those individuals who contact the village to request such services at least seven (7) days prior to the meeting.

En el espíritu de la observancia de la Ley de Estadounidenses con Discapacidades, las personas con discapacidad debe sentirse libre para ponerse en contacto con el pueblo, por lo menos tres (3) días hábiles de antelación a la fecha de la reunión, si se solicitan alojamiento. El municipio de Lake Orion proporcionará idioma extranjero o personas con problemas de audición servicios de interpretación para las personas que se ponen en contacto con el pueblo de solicitar dichos servicios con no menos de siete (7) días antes de la reunión.



BOARD ACTION SUMMARY SHEET

MEETING DATE: October 2, 2025

TOPIC: Approval of BZA Regular Meeting Minutes of June 5, 2025

RECOMMENDED MOTION:

To approve the June 5, 2025, Regular Meeting Minutes of Board of Zoning Appeals, as presented.



MINUTES

REGULAR MEETING OF THE BOARD OF ZONING APPEALS

Thursday, June 5, 2025

6:30 PM

Village Hall – 21 East Church Street, Lake Orion, MI 48362

(248) 693-8391 ext. 102

1. Call to Order

The Thursday, June 5, 2025 Regular Meeting of the Lake Orion Board of Zoning Appeals was called to order by Chairperson Mathisen at 6:30 p.m.

2. Roll Call and Determination of Quorum

PRESENT

Chairperson Brad Mathisen
Vice Chairperson Raymond Putz
Secretary Brenton Bailo
Board Member Henry Lorant

ABSENT

Board Member Mary Chayka-Crawford

STAFF PRESENT

Village Planning and Zoning Coordinator Gage Belko
Recording Secretary Danielle Smith

3. Approval of Agenda

Board Member Lorant moved, Board Member Bailo seconded, to approve the June 5, 2025 regular meeting agenda of the Board of Zoning Appeals, as presented.

AYES: Mathisen, Lorant, Bailo, Putz

NAYS: None

ABSENT: Chayka-Crawford

MOTION: Carried

4. First Hearing of the Public

None.

5. Approval of Minutes

A. Approval of BZA Minutes – March 6, 2025

Board Member Bailo moved, Board Member Lorant seconded, to approve the March 6, 2025 regular meeting minutes of the Board of Zoning Appeals, as presented.

AYES: Mathisen, Lorant, Bailo, Putz

NAYS: None

ABSENT: Chayka-Crawford

MOTION: Carried

6. BZA Preface

Chairperson Mathisen reviewed the meeting procedures.

7. Public Hearing

A. Public Hearing: A-25-03 (37 E. Flint St.) Commercial Signage Variance Request

Board Member Lorant moved, Board Member Bailo seconded, to open the public hearing at 6:33 p.m.

AYES: Mathisen, Putz, Lorant, Bailo

NAYS: None

ABSENT: Chayka-Crawford

MOTION: Carried

Planner Belko gave a synopsis of the variance request, reviewed the findings of fact and was available to answer any questions of the Board.

Scott Taylor, applicant, and Tom Bailey, 3039 Dixie Highway, Waterford, MI 48328, presented the variance request and were available to answer any questions of the Board.

Board Member Bailo stated the drawings submitted show that the proposed sign is only eight feet off the ground and is concerned that pedestrians may try and touch the sign. Mr. Taylor shared that there is room to move the sign higher if needed and that the proposed sign height complies with current Village requirements.

Planner Belko shared that the applicant had discussed potentially creating a smaller sign, which would allow the sign to be positioned higher up on the building and reduce the risk of pedestrians trying to touch the sign. Mr. Taylor confirmed that he would be willing to reduce the sign's size and position it higher up on the building.

Board Member Mathisen asked whether the illumination from the lights bordering the sign would overwhelm the area. Mr. Taylor shared that the proposed lights are an “old Vegas” style and similar to the lights located at Johnny Blacks.

There being no further comment, Board Member Bailo moved, Board Member Lorant seconded, to close the public hearing at 6:51 p.m.

- AYES:** Mathisen, Putz, Lorant, Bailo
- NAYS:** None
- ABSENT:** Chayka-Crawford
- MOTION:** Carried

8. Action Items

A. A-25-03 (37 E. Flint St.) Commercial Signage Variance Request

The applicant is looking to establish a new business in Downtown Lake Orion and is proposing a large projecting sign that exceeds some standards of Chapter 155 of the Village Code of Ordinances and was unable to receive administrative approvals. As such, the applicant is requesting the following variances:

1. CHAPTER 115: SIGN REGULATIONS, SECTION 155.06(C) TABLE – DC, NONRESIDENTIAL

Maximum Projecting Sign Area:	Permitted:	9 sq ft. without special approval
	Existing:	7.29 sq ft.
	Proposed:	32 sq ft.
	Variance:	23 sq ft.

2. CHAPTER 155: SIGN REGULATION, SECTION 155.07(H) - PROJECTING SIGN REGULATIONS

Maximum Projecting Sign Height:	Permitted:	12 ft.
	Existing:	<12 ft.
	Proposed:	24 ft.
	Variance:	12 ft.

Illumination of Projecting Signs:	Permitted:	External Illumination Only
	Existing:	External Illumination
	Proposed:	Internal Illumination
	Variance:	Internal Illumination of Projecting Sign

FINDINGS OF FACT

- 1. The variance would not be contrary to the public interest or general purpose and intent of this chapter.

- The variance would not be contrary to the public interest or general purpose and intent of the Sign Ordinance. The building currently has a very large wall sign and a small projecting sign that will be removed and replaced by the proposed projecting sign.
2. The variance does not adversely affect properties in the immediate vicinity of the proposed sign.
 - There is no evidence the variances requested would adversely affect the adjacent properties within the immediate vicinity.
 3. The petitioner has a practical difficulty resulting from the unusual characteristics of the property that precludes reasonable use of the property.
 - The building is relatively large, with “signable” walls located further from the Downtown core, potentially impacting visibility of the business; the proposed sign will enhance visibility for pedestrians and motorists alike.

Board Member Mathisen moved, Board Member Lorant seconded, to approve a variance of 15 square feet from the maximum projecting sign area standard to allow a 24-square-foot projecting sign to be installed at 37 E. Flint Street, based on the findings listed in the Village Planner’s report dated May 29, 2025, with the condition that the sign be placed at a minimum of 10 feet above grade.

AYES: Mathisen, Putz, Lorant, Bailo
NAYS: None
ABSENT: Chayka- Crawford
MOTION: Carried

Board Member Bailo moved, Board Member Lorant seconded, to approve the requested variance of 12 feet from the maximum projecting sign height standard to allow a projecting sign reaching up to 24 feet above grade to be installed at 37 E. Flint Street, based on the findings listed in the Village Planner’s report dated May 29, 2025.

AYES: Mathisen, Putz, Lorant, Bailo
NAYS: None
ABSENT: Chayka- Crawford
MOTION: Carried

Board Member Lorant moved, Board Member Mathisen seconded, to approve the requested variance from the standard prohibiting internally illuminated projecting signs to allow an internally illuminated projecting sign to be installed at 37 E. Flint Street, based on the findings listed in the Village Planner’s report dated May 29, 2025.

AYES: Mathisen, Putz, Lorant, Bailo
NAYS: None
ABSENT: Chayka- Crawford
MOTION: Carried

B. Monthly Planning and Zoning Report

Planner Belko provided a report of the previous month(s) planning and zoning activities within the Village.

Board Member Mathisen moved, Board Member Lorant seconded, to receive and file the May 2025 monthly planning and zoning report.

- AYES:** Mathisen, Putz, Lorant, Bailo
- NAYS:** None
- ABSENT:** Chayka- Crawford
- MOTION:** Carried

9. Unfinished Business

None.

10. Second Hearing of the Public

None.

11. Board Member Comments

Board Member Putz shared that he appreciates the hard work from Planner Belko and Village staff members.

Board Member Lorant stated that the Village staff does a great job at keeping everyone informed.

Board Member Bailo shared that he is happy to hear there is activity at 55 West Elizabeth St.

Board Member Mathisen asked how he can receive the monthly planning and zoning reports since the board only meets as needed. Planner Belko said he could start emailing the report to the board members for informational purposes.

Board Member Mathisen shared that he would like to have the BZA bylaws amended to change the current order of the agenda. Planner Belko stated that he would present a formal amendment at their next meeting.

12. Next Regular Meeting – July 10, 2025

13. Adjournment

Board Member Bailo moved, Board Member Lorant seconded, to adjourn the meeting at 7:36 p.m.

- AYES:** Mathisen, Putz, Lorant, Bailo
- NAYS:** None
- ABSENT:** Chayka-Crawford
- MOTION:** Carried

Dr. Brenton Bailo
Secretary

Sonja Stout
Village Clerk/Treasurer

Danielle Smith
Recording Secretary

Date Approved:



BOARD ACTION SUMMARY SHEET

MEETING DATE: October 2, 2025

TOPIC Public Hearing:
A-25-004 – 493 Algene Dr Dimensional Variance Request

BACKGROUND BRIEF: Proposal to construct and addition to an existing single family residential structure.

The applicant is proposing to construct a 485 SF basement and main floor addition on the west elevation in the street/front yard and a 175 SF porch addition on the south elevation in the side yard.

As proposed, the construction of the porch addition on the south elevation in the side yard is in compliance with all zoning ordinance dimensional requirements. The proposed increased square footage from the addition would remove the existing minimum floor area legal nonconformity and make the structure legally conforming to this standard. The location of the proposed main floor addition on the west elevation in the street/front yard would require one (1) variance from the dimensional standards of the zoning ordinance. The applicant is requesting the following variance from the Zoning Ordinance

ARTICLE 12, SCHEDULE OF REGULATIONS, SECTION 12.02 TABLE – RL ZONING DISTRICT

Side Yard (North) Setback:	Required:	5.0 ft. minimum
	Existing:	2.1 ft.
	Proposed (Ex.):	2.1 ft.
	Variance:	2.9 ft.

The Board may grant dimensional variances upon finding evidence of a practical difficulty.

RECOMMENDED MOTION(s):

1. To open the public hearing for the requested dimensional variance for Item A-25-004.
2. To close the public hearing for the requested dimensional variance for Item A-25-004.



BOARD ACTION SUMMARY SHEET

MEETING DATE: October 2, 2025

TOPIC A-25-004 – 493 Algene Dr Dimensional Variance Request

BACKGROUND BRIEF: Proposal to construct and addition to an existing single family residential structure.

The applicant is proposing to construct a 485 SF basement and main floor addition on the west elevation in the street/front yard and a 175 SF porch addition on the south elevation in the side yard.

As proposed, the construction of the porch addition on the south elevation in the side yard is in compliance with all zoning ordinance dimensional requirements. The proposed increased square footage from the addition would remove the existing minimum floor area legal nonconformity and make the structure legally conforming to this standard. The location of the proposed main floor addition on the west elevation in the street/front yard would require one (1) variance from the dimensional standards of the zoning ordinance. The applicant is requesting the following variance from the Zoning Ordinance

ARTICLE 12, SCHEDULE OF REGULATIONS, SECTION 12.02 TABLE – RL ZONING DISTRICT

Side Yard (North) Setback:	Required:	5.0 ft. minimum
	Existing:	2.1 ft.
	Proposed (Ex.):	2.1 ft.
	Variance:	2.9 ft.

The Board may grant dimensional variances upon finding evidence of a practical difficulty.

RECOMMENDED MOTION(s):

To **approve** the requested variance of 2.9 feet from the north side yard setback requirement for the property located at 493 Algene Dr, Parcel 09-11-257-006.

MCKENNA

September 24, 2025

Board of Zoning Appeals
Village of Lake Orion
21 E. Church Street
Lake Orion, Michigan 48362-3274

Subject: Single Family Residence Addition – Variance Review (Plans received September 2, 2025)

Location: 493 Algene Dr – Parcel ID# 09-11-257-006 (East side of Algene Dr, north of Heights Rd.)

Zoning: RL Lake Single Family Residential

Board Members:

We have reviewed the above-referenced variance application submitted by Michael and Caroline Gillam (the “Applicant”) who are the property owners and residents of the cited residence. The applicant is proposing an addition to the existing principal structure.

LOCATION AND PROPOSED PROJECT

The lot is approximately 6,911 square feet (SF) in area and is occupied by an 878 SF one-story single family principal residence, a 465 SF attached rear deck and a 600 SF detached accessory structure (garage). The lot has a legal nonconforming lot width and area. The structure has a legal nonconforming minimum floor area and northern side yard setback. It is located on the east side of Algene Dr, north of Heights Rd. The site is zoned RL Lake Single Family Residential. An aerial photo of the subject site and the surrounding area is provided for context.

The applicant is proposing to construct a 485 SF basement and main floor addition on the west elevation in the street/front yard and a 175 SF porch addition on the south elevation in the side yard.



HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

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ZONING ORDINANCE STANDARD AND REQUESTED VARIANCE

As proposed, the construction of the porch addition on the south elevation in the side yard is in compliance with all zoning ordinance dimensional requirements. The additional square footage would remove the existing minimum floor area legal nonconformity and make the structure legally conforming to this standard. The location of the proposed main floor addition on the west elevation in the street/front yard would require one (1) variance from the dimensional standards of the zoning ordinance. The applicant is requesting the following variances from the Zoning Ordinance

ARTICLE 12, SCHEDULE OF REGULATIONS, SECTION 12.02 TABLE – RL ZONING DISTRICT

Side Yard (North) Setback:	Required:	5.0 ft. minimum
	Existing:	2.1 ft.
	Proposed (Ex.):	2.1 ft.
	Variance:	2.9 ft.

VARIANCE STANDARDS FOR APPROVAL

Per the *Michigan Zoning Enabling Act, P.A. 110 of 2006, as amended*, the Board must, prior to acting on a requested variance, consider and make findings regarding several factors. Specifically, in Section 19.04.D.1 of the Village’s Zoning Ordinance, the Board may grant a dimensional variance upon a finding that a practical difficulty exists. A finding of practical difficulty exists when the applicant has demonstrated that all of the zoning ordinance criteria exist. Each of the required standards is described below followed by an analysis of whether those conditions exist in this particular case.

A. Strict compliance with restrictions governing area, setback, frontage, height, bulk, density or other non-use matters will unreasonably prevent the owner from using the property for a permitted purpose or will render ordinance conformity unnecessarily burdensome.

The site is zoned for single-family residential use, and it is currently being used as a single family residence. Compliance with ordinance requirements has not prevented the owner from using the property for a permitted purpose. Conformity with the minimum five (5) foot side yard setback would require a reduction in the width of the proposed addition. The addition is proposed to match the existing 24.75 ft width of the existing home which is not considered large or excessive when compared to other homes along the lake. Conformance would also require a reduction in the size of the rooms in the addition. The proposed rooms in the addition are modest in nature and do not appear to be excessive in features. The addition would provide rooms that reflect modern living standards, unlike the older cottage style homes which are now considered small and inefficient. The addition also appears to provide hallways and entrances built to accessibility standards. Compliance with the minimum side yard could be construed as unnecessarily burdensome by resulting in an addition that is not built to modern standards and features.

B. The variance will provide substantial justice to the applicant as well as neighboring property owners.

Granting of the variance would give substantive relief to the owner of the property involved and be more consistent with justice to other property owners. There are other instances in the Village where a residence having less than the minimum required floor area has been allowed to be increased in size. The majority of lake front homes in the immediate area are larger than the existing home. If the addition were to be constructed as proposed the resulting residence would still be smaller than most of the other lake front homes. These homes have been built to modern standards and have features comparable to current residential trends and expectations.

C. The variance requested is the minimum variance needed to provide substantial relief to the applicant and/or be consistent with justice to other property owners.

The requested setback variance can be construed to be the minimum variance needed to provide substantial relief. The applicant is not proposing to increase the existing encroachment into the side yard. They are maintaining the same distance as the current structure. The proposed overall length of the building wall along the side lot line is consistent with the length of other existing sidewalls found on both the immediate adjacent lot to the north and other lakefront lots in the area.

D. The need for variance(s) is due to unique circumstances peculiar to the property and not generally applicable in the area or to other properties in the same zoning district.

The need for the variance is due to the width of the lot and the location of the structure on the lot. While the lot width issue is not entirely unique to this one lot, the location of the structure in relation to the side lot line is not found always found on adjacent lots. Other lots have had their homes located in compliance with the minimum five foot standard. The existing structure's location encroaching in the required side yard is not something a majority of lake front property owners must contend with.

E. The problem and resulting need for the variance has been created by strict compliance with the Zoning Ordinance, and not by the applicant or applicant's predecessors; it is not self-created.

The need for the variance is not self-created. The current property owner did not place the existing structure in its' current location.

RECOMMENDATION

The Board of Zoning Appeals shall only grant a variance from the requirements of the Zoning Ordinance upon finding the criteria described above have been met for the variance requested. In making your determinations relative to the requested variance, the BZA shall specify the grounds for the decision. Subject to any additional information presented and discussed by the applicant, Board, and/or the public during the public hearing and incorporated into the record prior to any findings being made, we find the proposed development satisfies the requirements of the ordinance criteria and recommend the BZA grant the variance as requested based on the cited findings of fact.

We look forward to reviewing these findings and recommendations with you. Please feel free to contact us with any questions.

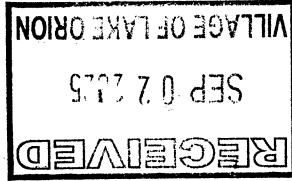
Respectfully submitted,

McKENNA



Mario A. Ortega, AICP
Senior Principal Planner

cc: Village Clerk: Sonja Stout, 21 E. Church Street, Lake Orion, MI 48362
Property Owner: Michael & Caroline Gillam, 493 Algene St, Lake Orion 48362



Village of Lake Orion

21 E. Church Street
Lake Orion, Michigan 48362
Tel 248.693.8391
Fax 248.693.5874
www.lakeorion.org

BOARD OF ZONING APPEALS – APPLICATION FOR VARIANCE OR REVIEW

PROPERTY INFORMATION

Site Address: 493 ALGENE STREET Parcel ID #: 09-11-257-006

Parcel Size (Sq.Ft.): 6,911 SF Zoning District: RL - Lake Single Family Res.

Has the property previously been approved for a variance(s)? Yes / No (If yes, indicate date: _____)

OWNER INFORMATION

Property Owner Name: Michael & Caroline Gillam Address: 493 Algene Street, Lake Orion, MI 48362

Property Owner Phone #: (248) 709-1170 [Michael] E-Mail: michaelgillam20@gmail.com
(248) 709-4043 [Caroline] cmmgillam@gmail.com

APPLICANT INFORMATION (If applicant is NOT property owner)

Applicant Name: _____ Address: _____

Applicant Phone #: _____ E-Mail: _____

Applicant is: (i.e. contractor or business owner or architect, etc.) _____

TYPE OF VARIANCE AND/OR REVIEW REQUESTED

Please check one. A request for multiple types of reviews may require a separate form.

- Appeal of Administrative Order Interpretation of Map Interpretation of Section # _____
- Dimensional Variance (required setback, height, lot coverage, lot width, lot size, etc.)
- Use Variance (specify intended use): _____
- Variance from Zoning Ordinance Requirement - Section # _____
- Other (please specify): _____

DIMENSIONAL VARIANCE – REQUESTED DEVIATION FROM REQUIREMENTS

Please complete the table below for each deviation from the dimensional requirements which you are requesting.

Section #	Type of Dimensional Requirement	Existing Distance	Required Distance	Proposed Distance	Variance (=Required – Proposed)
4.03					
<i>Example:</i> Table 12.02	Front Setback	28 Feet	25 Feet	20 Feet	5 Feet
Lot Width's & Side Yards Page 34 of the Zoning Ord.	Side Setback	2.1' or 2'-2"	5'-0"	2.1' or 2'-2"	2'-10" (NO CHANGE TO EXISTING)

Please only fill out the section for the type of variance or review you are requesting.

**DIMENSIONAL VARIANCES AND VARIANCES FROM ZONING ORDINANCE REQUIREMENTS -
EXPLANATION OF PRACTICAL DIFFICULTIES**

Dimensional Variances, which are deviations from the dimensional zoning requirements, i.e. height, bulk, setback, and variances from other zoning ordinance requirements, such as the amount of investment in a non-conforming property, may only be granted by the Board of Zoning Appeals upon finding that a practical difficulty exists. All of the following conditions must be determined to apply to your case in order to determine that a true practical difficulty exists. (*Attach additional sheets if necessary.*)

Please explain how: Strict compliance with restrictions governing area, setback, frontage, height, bulk, density, or other non-use matters will unreasonably prevent the owner from using the property for a permitted purpose or will render ordinance conformity unnecessarily burdensome.

The current home has a side setback of 2'-1" on the north side of the home. The proposed addition is making a new side setback of 1'-9" on that same side, requiring a variance of 3'-3" to achieve the required 5'-0" side setback.

Please explain how: Granting the variance will provide substantial justice to the applicant, as well as other property owners.

The current home has a setback that does not meet the required ordinance. The site itself is irregular and smaller than the required minimum square foot area. The home has small bedrooms and limited space to easily move about. The proposed addition, and granting of the variance, would allow for an expanded footprint to the home offering larger areas throughout and creating a home that would be appropriately sized for today's housing market versus the "cottage" that was built years ago as a second home.

Please explain how: The variance requested is the minimum variance needed to provide substantial relief to the applicant and/or be consistent with justice to other property owners.

The variance being requested is the same condition as currently exists, we are not asking for anything new for the property in order to expand the home appropriately per the enclosed floor plan (sheet A102).

Please explain how: The need for the variance is due to unique circumstances peculiar to the property and not generally applicable in the area or to other properties in the same zoning district.

As noted above, the property itself is smaller than the current ordinance requires. It's an older home that was originally built as a second residence / cottage. The home is at the corner of Algene & Heights and a majority of the surrounding properties do not meet the current ordinance standard of 7,200 sf.

Please explain how: The problem and resulting need for the variance has been created by strict compliance with the Zoning Ordinance, and not by the applicant or applicant's predecessors; it is not self-created.

As noted above, the current setback does not meet the ordinance standard of 5'-0". The home was not built by the applicants and they are simply trying to maximize the ability to add onto their home, by requesting that the existing variance be maintained and this non-conforming condition remains.

ADDITIONAL INFORMATION AND REQUIREMENTS

Section 19.04(F) identifies all information required for a complete application.

Please place your initials below next to all items included in your application.

If you believe the information is not relevant please place 'N/A' for not applicable next to the item.

- MG 1) A completed application signed by the property owner.
- MG 2) Proof of ownership.
- N/A 3) Property owner authorization for an applicant to act on their behalf.
- MG 4) Project Narrative – *A letter to the BZA explaining the variance or review request.*
- MG 5) Land Survey – *A survey prepared by a professional surveyor.*
- MG 6) Site Plan – *A set of plans to scale which include all property lines with dimensions, setbacks, existing and proposed structures.*
- MG 7) Architectural plans and elevations – *A set of drawings illustrating the details of any proposed structures.*
- MG 8) PDF files - *A digital PDF version of all documents must be provided either via media source (CD, DVD, USB drive) or email to the Zoning Coordinator.*
- MG 9) Payment of fees.

By signing below you acknowledge all of the following:

- The undersigned acknowledges that they have read Section 19.04 of the Village of Lake Orion Zoning Ordinance, has received and read the instructions and understands the application process.
- The undersigned acknowledges that in their opinion they believe the additional information included with this application meets the submittal requirements for a variance or review application and accept all responsibility for any lack of required information.
- The undersigned acknowledges that any lack of information which may result in a delay of the review process is the sole responsibility of the applicant.
- The undersigned deposes that the forgoing statements and answers and accompanying information are true and correct.
- The undersigned hereby authorizes Village representatives to enter the subject property in connection with this application.

Signature of Property Owner: *Michael J. Hill, Caroli Sillan* Date: *9-2-25*
Signature of Applicant: *Michael J. Hill, Caroli Sillan* Date: *9-2-25*

Dear BZA,

We are asking for a 2'10" side variance for a home addition. The addition will follow the current home footprint. We are not asking for more than the current setback. The current setback is 2'1". We are planning to add a small addition to make the rooms more accessible due to aging and health conditions. The current home was built as a cottage with small rooms. The addition will make the house more appropriately sized.

Thank you in advance for your consideration.

Sincerely,

Michael & Caroline Gillam



CONSTRUCTION BY DESIGN, LLC
 tim@constructionbydesign.org | 248.930.5260

PROJECT NAME: GILLAM RESIDENCE - PROPOSED ADDITION
493 ALGENE STREET, LAKE ORION, MI 48362
SHEET NAME: ARCHITECTURAL SITE PLAN - PROPOSED ADDITIONS FOR VILLAGE OF LAKE ORION BZA PROCESS

DATE:
 07.16.2025

ISSUED FOR:
 PERMIT
 CONSTRUCTION
 REVISION
 AS-BUILT

REVISIONS:

SCALE:
 AS NOTED

DRAWN BY:
 TB

SHEET No.:

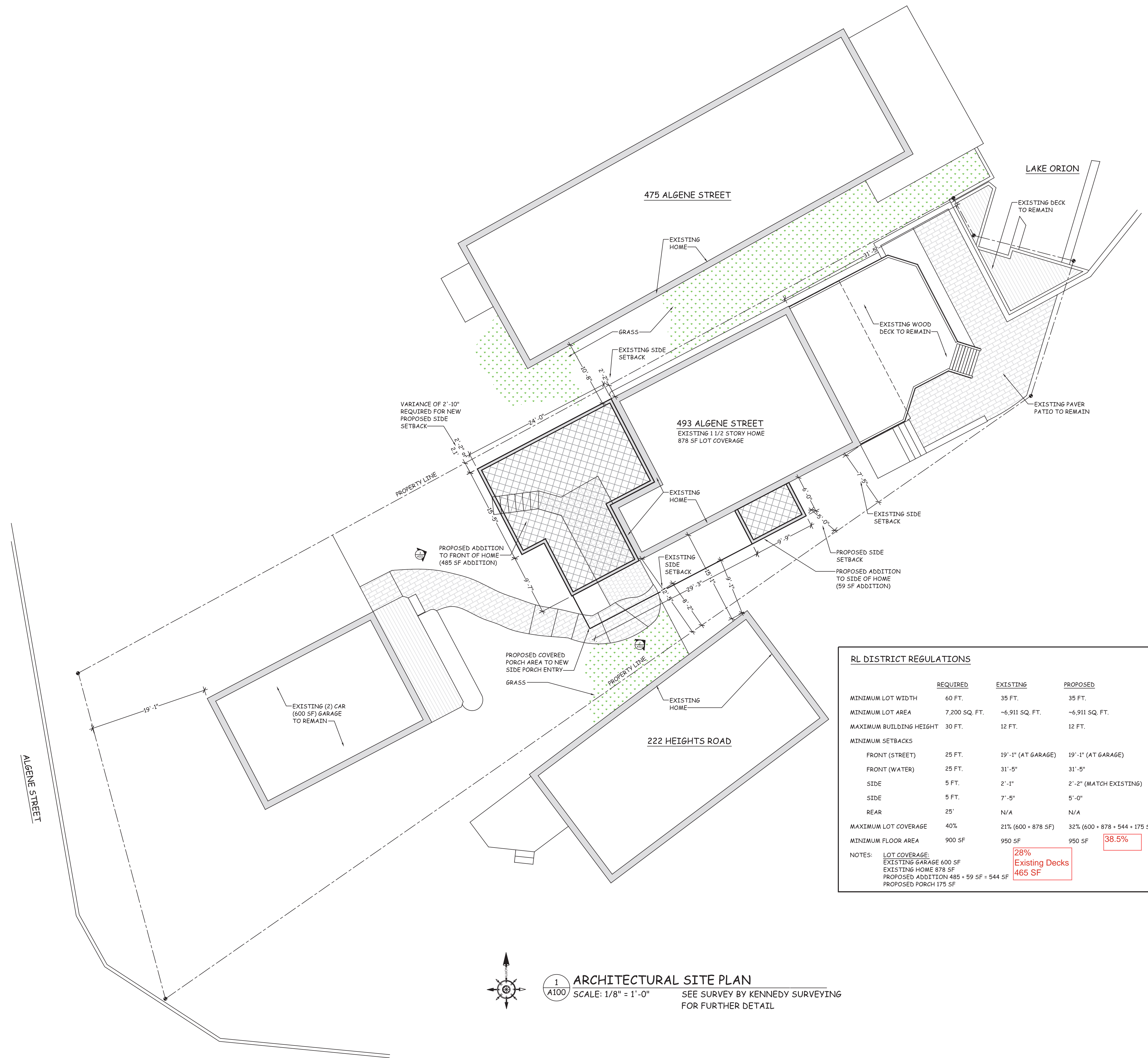
A100



3 FRONT YARD PHOTO
 A100 SCALE: NONE



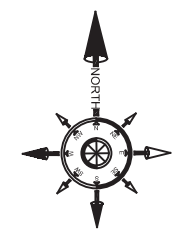
2 SIDE YARD PHOTO
 A100 SCALE: NONE



RL DISTRICT REGULATIONS			
	REQUIRED	EXISTING	PROPOSED
MINIMUM LOT WIDTH	60 FT.	35 FT.	35 FT.
MINIMUM LOT AREA	7,200 SQ. FT.	~6,911 SQ. FT.	~6,911 SQ. FT.
MAXIMUM BUILDING HEIGHT	30 FT.	12 FT.	12 FT.
MINIMUM SETBACKS			
FRONT (STREET)	25 FT.	19'-1" (AT GARAGE)	19'-1" (AT GARAGE)
FRONT (WATER)	25 FT.	31'-5"	31'-5"
SIDE	5 FT.	2'-1"	2'-2" (MATCH EXISTING)
SIDE	5 FT.	7'-5"	5'-0"
REAR	25'	N/A	N/A
MAXIMUM LOT COVERAGE	40%	21% (600 + 878 SF)	32% (600 + 878 + 544 + 175 SF)
MINIMUM FLOOR AREA	900 SF	950 SF	950 SF 38.5%

NOTES: LOT COVERAGE:
 EXISTING GARAGE 600 SF
 EXISTING HOME 878 SF
 PROPOSED ADDITION 485 + 59 SF = 544 SF
 PROPOSED PORCH 175 SF

28% Existing Decks
465 SF



1 ARCHITECTURAL SITE PLAN
 A100 SCALE: 1/8" = 1'-0"
 SEE SURVEY BY KENNEDY SURVEYING FOR FURTHER DETAIL



CONSTRUCTION BY DESIGN, LLC
tim@constructionbydesign.org | 248.930.5260

PROJECT NAME: **GILLAM RESIDENCE - PROPOSED ADDITION**
493 ALGENE STREET, LAKE ORION, MI 48362

SHEET NAME: **EXISTING / DEMOLITION FLOOR PLAN FOR VILLAGE OF LAKE ORION BZA VARIANCE PROCESS**

DATE: **08.06.2025**

ISSUED FOR:
 PERMIT
 CONSTRUCTION
 REVISION
 AS-BUILT

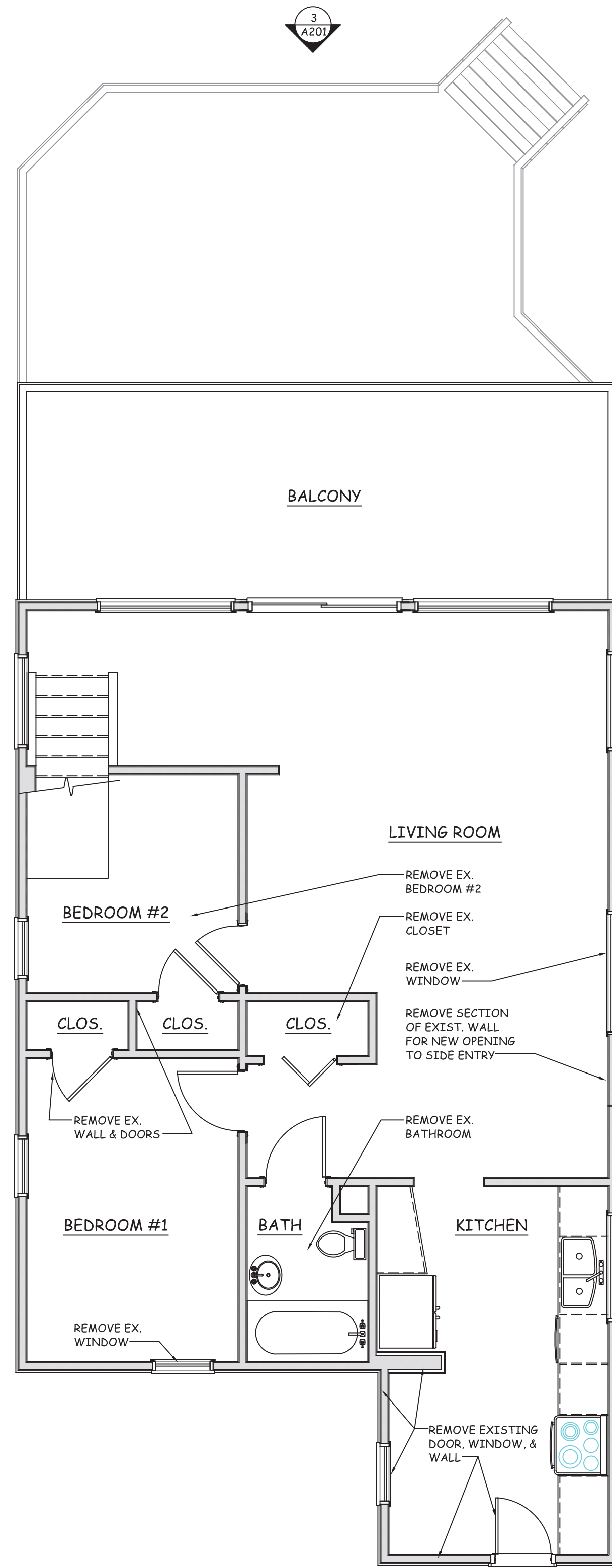
REVISIONS:

SCALE: **AS NOTED**

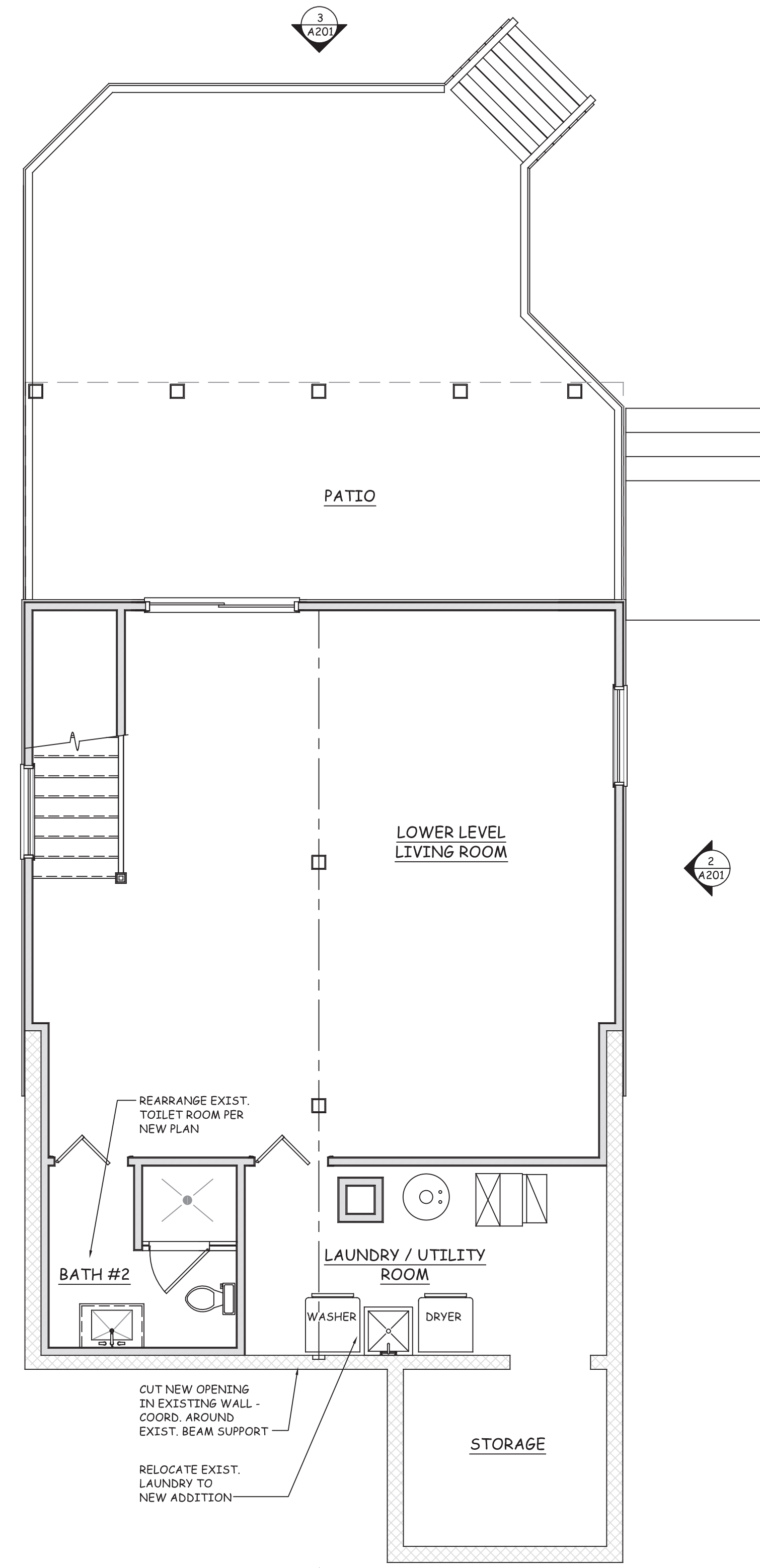
DRAWN BY: **TB**

SHEET No.:

A101



2 EXISTING MAIN LEVEL PLAN
SCALE: 1/4" = 1'-0"



1 EXISTING LOWER LEVEL PLAN
SCALE: 1/4" = 1'-0"



CONSTRUCTION BY DESIGN, LLC
tim@constructionbydesign.org | 248.930.5260

PROJECT NAME: GILLAM RESIDENCE - PROPOSED ADDITION
493 ALGENE STREET, LAKE ORION, MI 48362
SHEET NAME: PROPOSED MAIN LEVEL & LOWER LEVEL FLOOR PLAN FOR VILLAGE OF LAKE ORION BZA VARIANCE PROCESS

DATE: 08.06.2025

ISSUED FOR:
 PERMIT
 CONSTRUCTION
 REVISION
 AS-BUILT

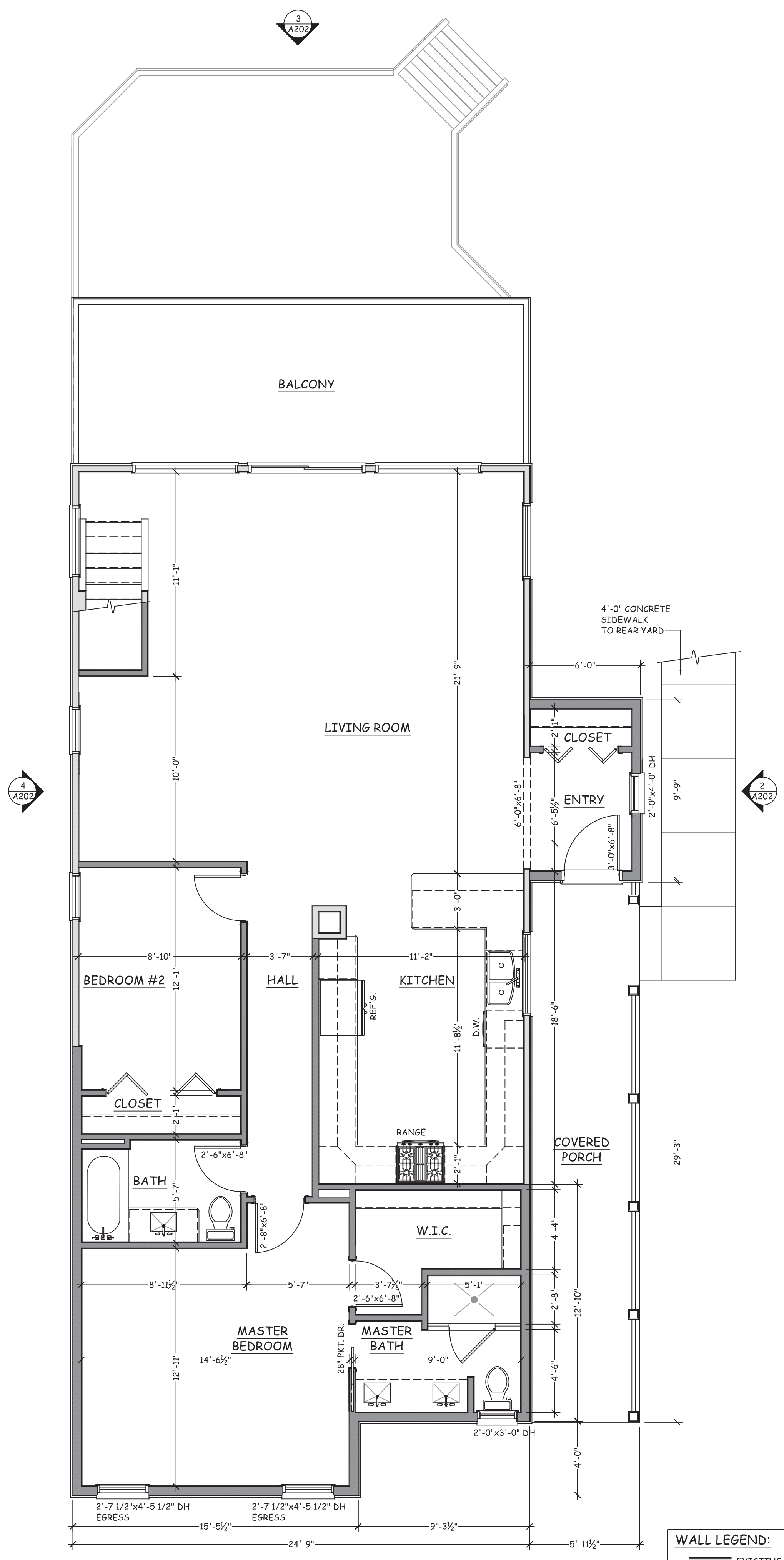
REVISIONS:

SCALE: AS NOTED

DRAWN BY: TB

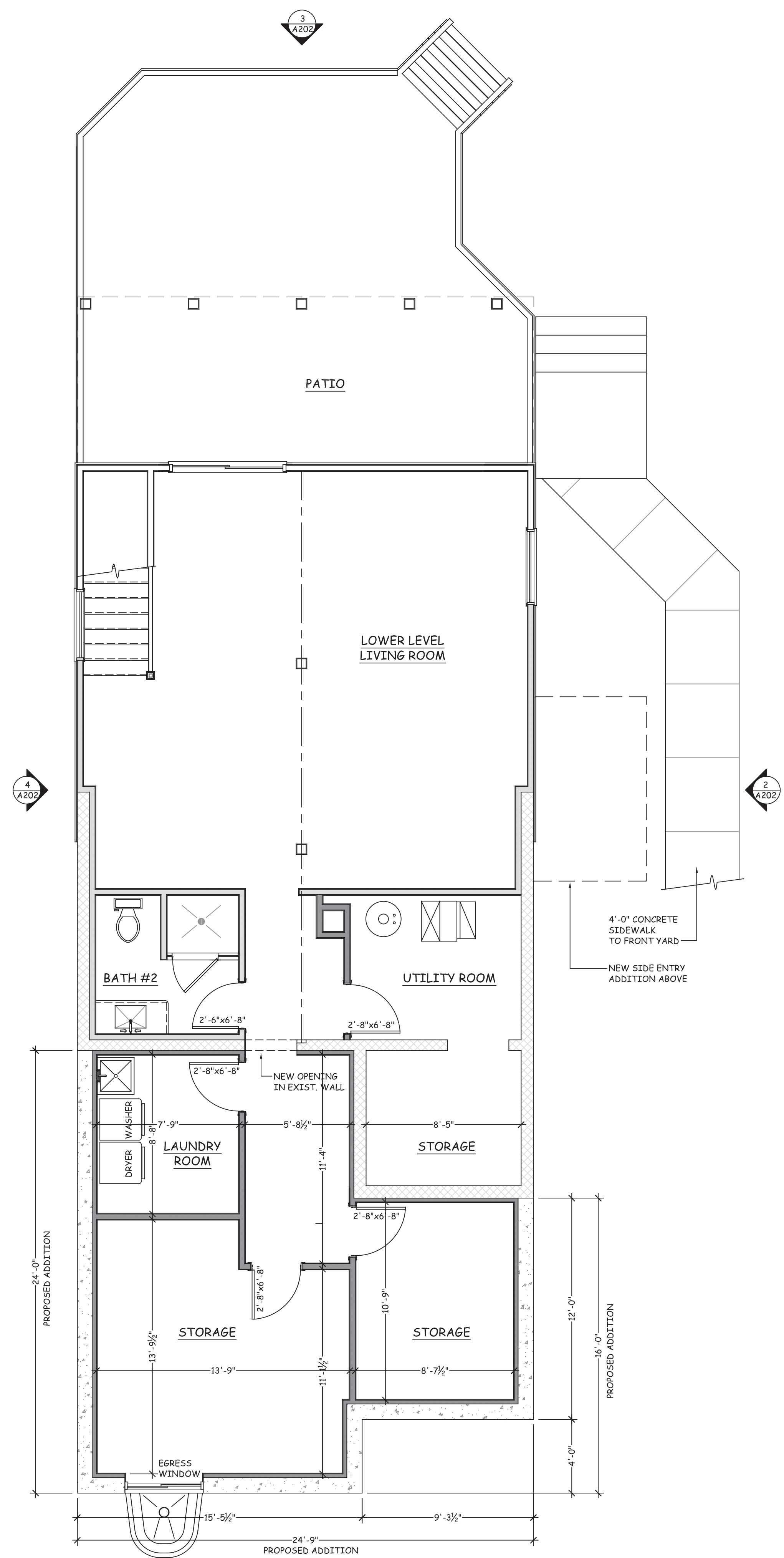
SHEET No.:

A102



2 PROPOSED MAIN LEVEL PLAN
SCALE: 1/4" = 1'-0"

WALL LEGEND:
— EXISTING WALL TO REMAIN
— NEW WALL (2x4 INTERIOR, 2x6 EXTERIOR)



1 PROPOSED LOWER LEVEL PLAN
SCALE: 1/4" = 1'-0"



CONSTRUCTION BY DESIGN, LLC
tim@constructionbydesign.org | 248.930.5260

PROJECT NAME: GILLAM RESIDENCE - PROPOSED ADDITION
493 ALGENE STREET, LAKE ORION, MI 48362
SHEET NAME: EXISTING EXTERIOR ELEVATIONS
FOR VILLAGE OF LAKE ORION BZA VARIANCE PROCESS

DATE:
08.06.2025

ISSUED FOR:
 PERMIT
 CONSTRUCTION
 REVISION
 AS-BUILT

REVISIONS:

SCALE:
AS NOTED

DRAWN BY:
TB

SHEET No.:

A201



3 EXISTING REAR (LAKE SIDE) ELEVATION
SCALE: 1/4" = 1'-0"



1 EXISTING FRONT (STREET SIDE) ELEVATION
SCALE: 1/4" = 1'-0"



2 EXISTING SIDE ELEVATION
SCALE: 1/4" = 1'-0"



4 EXISTING SIDE ELEVATION
SCALE: 1/4" = 1'-0"



CONSTRUCTION BY DESIGN, LLC
firm@constructionbydesign.org | 248.930.5260

PROJECT NAME: GILLAM RESIDENCE - PROPOSED ADDITION
493 ALGENE STREET, LAKE ORION, MI 48362
SHEET NAME: PROPOSED EXTERIOR ELEVATIONS
FOR VILLAGE OF LAKE ORION BZA VARIANCE PROCESS

DATE:
08.06.2025

ISSUED FOR:
 PERMIT
 CONSTRUCTION
 REVISION
 AS-BUILT

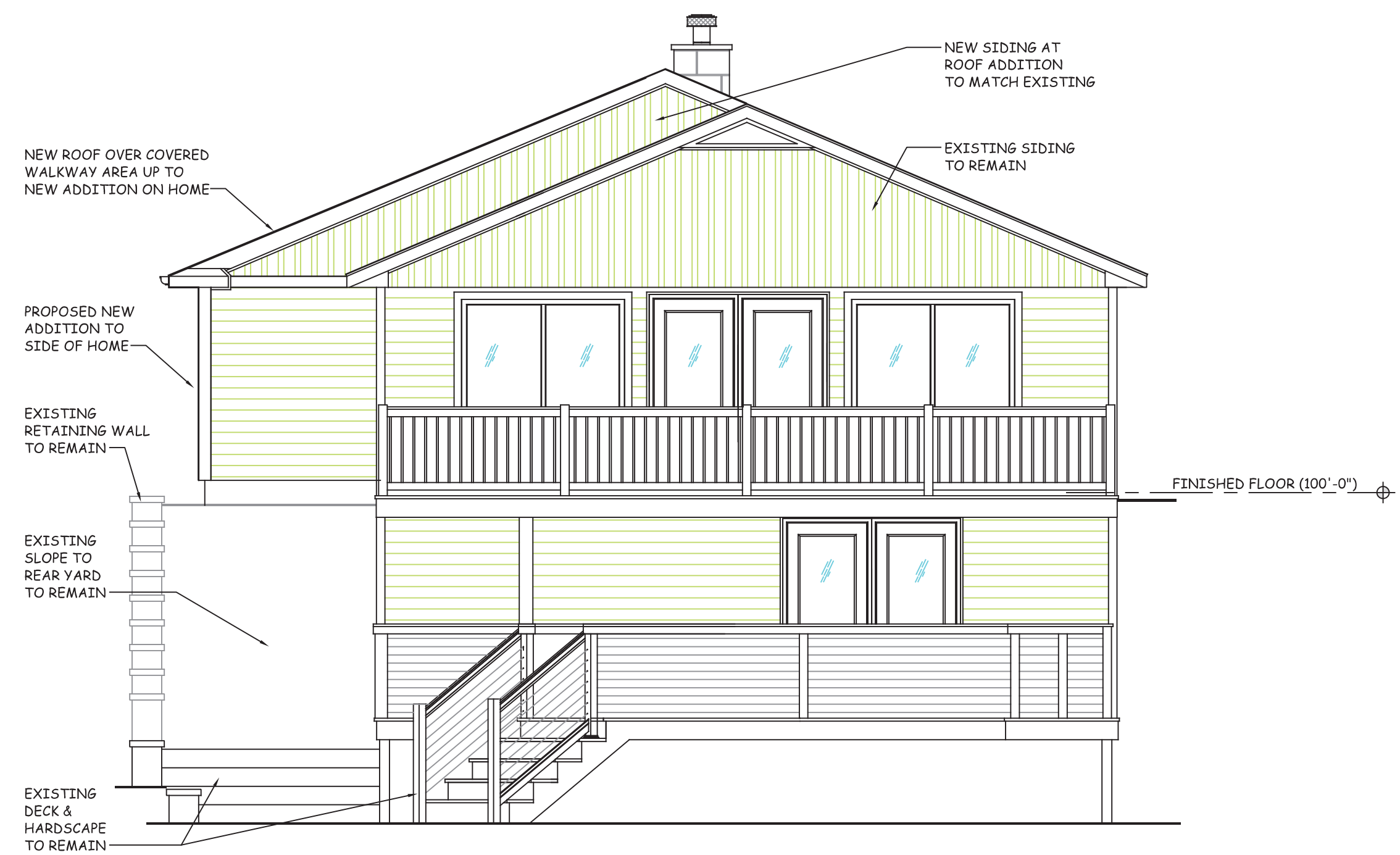
REVISIONS:

SCALE:
AS NOTED

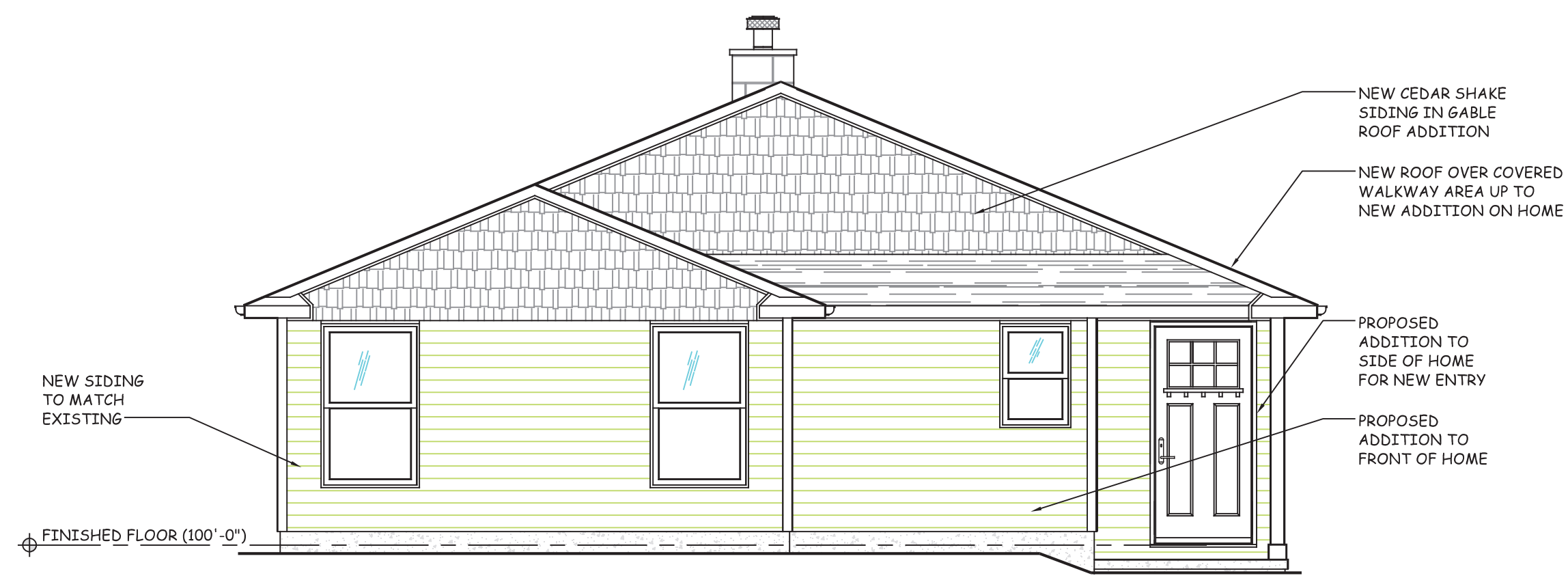
DRAWN BY:
TB

SHEET No.:

A202



3 PROPOSED REAR (LAKE SIDE) ELEVATION
A202 SCALE: 1/4" = 1'-0"



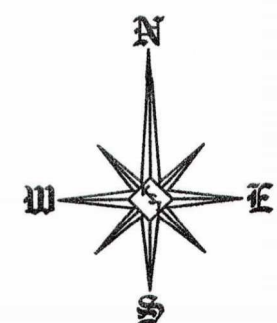
1 PROPOSED FRONT (STREET SIDE) ELEVATION
A202 SCALE: 1/4" = 1'-0"



2 PROPOSED SIDE ELEVATION
A202 SCALE: 1/4" = 1'-0"



4 PROPOSED SIDE ELEVATION
A202 SCALE: 1/4" = 1'-0"



LAKE ORION

Water Elevation 984.0
09/28/2016



PROPERTY DESCRIPTION PARCEL Parcel #09-11-257-006
Lot 40, of "RECREATIONAL HEIGHTS ADDITION", being a Subdivision of part of the North 1/2 of Section 11, Town 4 North, Range 10 East, Village of Lake Orion, Oakland County, Michigan. As recorded in Liber 10 of Plats, page 47 of Oakland County Records.

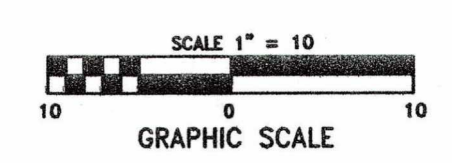
NOTES:
A Current Title Insurance Policy was not provided at the time of this survey to determine if Parcel 09-11-257-006 has ownership of accreted land or if Parcel 09-11-257-034 has access to the water's of Lake Orion across accreted land.

Monumentation that was recovered is either second or third generation, not original.

With the information that is provide on the above mentioned plat regarding the angular relationship between the platted street right of way lines and the lot lines. It is almost impossible to recreate this plat. Therefore, when I am doing a retracement survey in this plat, I hold the found monumentation, occupation lines and conservations with adjoining property owner's to help determine a "best fit". Occupation lines would include, but not limited to, fence lines, shrub or planting lines, retaining walls, hard surface lines and seawall joints.

LEGEND:

- 990.7 x = EXISTING ELEVATION
- BM = BENCH MARK
- = FND. 1/2" IRON ROD UNLESS NOTED
- △ = FND. MAG NAIL
- = SET 1/2" IRON ROD W/ ID CAP
- ▲ = SET MAG NAIL
- P.P. ○ = EX. POWER POLE
- = EX. UTILITY RISER
- = CLEAN OUT
- ⊙ = EX. SANITARY SEWER MANHOLE
- ⊕ = GATE VALVE & WELL
- MB = EXISTING MAIL BOX
- F.F. = FINISHED FLOOR
- W.O. = WALKOUT
- O.H. = OVERHEAD LINES
- UG = UNDER GROUND LINES
- GM = GAS METER
- EM = ELECTRIC METER
- TW = TOP OF WALL
- BW = BOTTOM OF WALL
- R = RECORDED DISTANCE
- M = MEASURED DISTANCE
- C = CALCULATED DISTANCE
- ED = ENTRY DOOR
- DD = DOUBLE DOOR
- GD = GARAGE DOOR
- SF = SILT FABRIC FENCE
- = DIRECTION OF FLOW
- [Stippled] = EX. BITUMINOUS SURFACE
- [Dotted] = EX. CONCRETE SURFACE
- [Cross-hatched] = EX. BRICK PAVER SURFACE
- [Diagonal lines] = EX. GRAVEL SURFACE
- [Horizontal lines] = EX. WOODEN SURFACE



No.	By	Chk	Description	DATE
REVISIONS				

BOUNDARY & TOPOGRAPHICAL SURVEY For:
CAROLINE GILLAM
 493 Algne
 Lake Orion, Michigan 48362
 Phone: (248) 709-4043

KENNEDY SURVEYING, INC.
 105 N. Washington St.
 Oxford, Michigan 48371
 Fax: (248) 628-7191 Phone: (248) 628-4241

Drawn By: SST	Date: 06/22/18	Scale: 1" = 10'	Sheet No. 1
Chk'd: HKK	Drawing No. 18-79361	Job No. 18-7936	

BENCH MARK (BM)
 BM #1=Mag nail in south face Power Pole at northwest corner of lot Elev. = 1002.92



BOARD ACTION SUMMARY SHEET

MEETING DATE: October 2, 2025

TOPIC: Election of Officers

BACKGROUND BRIEF: According to the Board of Zoning Appeals Bylaws that were adopted on December 7, 2023, Article III-Officers, Section 1. Nomination; at the first regular meeting of each fiscal year (on or after July 1st), the BZA shall select from its membership a Chairperson, Vice-Chairperson, and Secretary. A candidate receiving a majority vote of the entire membership of the BZA shall be declared elected. A member may accept a nomination in absentia if they have advised the BZA in writing (e-mail is accepted) prior to the meeting.

The Chairperson, Vice-Chairperson, and Secretary shall take office the following month after their selection and shall hold office for a term of one-year or until their successors are selected and assume office.

The current officers are:

Chairperson	Brad Mathisen
Vice Chairperson	Raymond Putz
Secretary	Dr. Brenton Bailo

The election process is as follows:

- Open nominations for one of the officer positions (nominations do not need to be seconded)
- Accept nominations for that office
- Close nominations
- Vote on the nominees

However, if only one person is nominated for a position, then a motion may be made and seconded to close nominations and cast a unanimous ballot for the nominated person for the position. You can also create a slate of officers (if only one person is nominated for an office) and vote on the entire slate of officers with one motion.