

# **CITY OF PORTAGE ZONING BOARD OF APPEALS**

## **AGENDA**

**Monday, May 12, 2025  
7:00 PM**

**Portage City Hall  
Council Chambers**

### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE**

### **ROLL CALL**

### **APPROVAL OF MINUTES:**

1. October 14, 2024 Minutes

### **OLD BUSINESS:**

### **NEW BUSINESS:**

- \* 1. ZBA #24-06; 3630 E Shore Dr

### **OTHER BUSINESS:**

### **STATEMENT OF CITIZENS:**

### **ADJOURNMENT:**

Star (\*) indicates printed material within the agenda packet.

# CITY OF PORTAGE ZONING BOARD OF APPEALS

Minutes of Meeting – October 14, 2024

The City of Portage Zoning Board of Appeals meeting was called to order by Chair Eichstaedt at 7:00 p.m. two people were in the audience.

**MEMBERS PRESENT:** Jay Eichstaedt, Linda Fry, John Sloan, Michael Stempihar, David Bergher.

**MEMBERS ABSENT:** Lena Jomaa

**MEMBERS EXCUSED:** A motion was made by Stempihar, and seconded by Sloan, to excuse Ken Seybold, Michael Reedy, and Aimee Potts. Upon voice vote, the motion passed 5-0.

**IN ATTENDANCE:** Jeff Mais, Zoning & Codes Administrator.

## **APPROVAL OF THE MINUTES:**

A motion was made by Sloan, and seconded by Fry, to approve the September 9, 2024 minutes as submitted. Upon voice vote, motion passed 5-0.

## **NEW BUSINESS:**

**ZBA #24-05; 9230 Shaver Road:** Mais summarized the request for: a) a variance to place accessory buildings within 30 feet from the (north and east) property line where minimum 75 foot front yard setbacks are required; and b) a variance from the parking lot landscaping requirements along the east front property line. Engineer, Thom Carpenter, and owner, Lawrence Shirk, explained they intended to run the location as an unmanned display area showing various accessory buildings available for order. Eichstaedt noted nine sheds were shown on the plan and wondered if this was the specific number that would be on site. Mr. Carpenter responded it was not intended to depict specific buildings, but rather, show the general area where buildings would be located. Mr. Shirk stated there would likely be 12 to 15 sheds on display in the area indicated. Sloan noted Meyer Wood Products has a similar setup at 7518 South Westnedge Avenue but only operates for half the year and wondered if the applicant intended to keep sheds on display year round. Mais clarified that Meyer Wood Products was different as they were permitted in a B-3 zone by the Board as a Temporary Use that's now annually reviewed by staff and one of the Board's conditions was that they may only operate for six months of the year, whereas the subject property is zoned I-1 and is a principal permitted use. Mr. Shirk stated they intend to have sheds displayed on site year round. Eichstaedt inquired if they intend to increase the improved surface area, as the drawing showed a couple buildings partly off the improved surface. Mr. Carpenter said possibly. Mais added that would be something likely addressed during their site plan review.

A public hearing was opened. No one spoke for or against the request. The public hearing was closed.

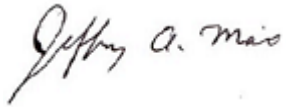
After additional discussion by the Board, a motion was made by Stempihar, seconded by Fry to grant: a) a variance to place accessory buildings within 30 feet from the (north and east) front property line where minimum 75 foot front yard setbacks are required; and b) a variance from the parking lot landscaping requirements along the east front property line for the following reasons: There are exceptional circumstances or conditions applying to the property that do not apply generally to other properties in the same zoning district, which include the expanded right-of-way width along Shaver Road, small size of the property, and angle of the intersection. The variance is necessary for the preservation and enjoyment of a substantial property right, the right to develop the property with a permitted industrial use which is similar to that possessed by other properties in the vicinity; the immediate practical difficulty causing the need for the variance request was not created by the applicant; the variance will not be detrimental to adjacent property and the surrounding neighborhood. In addition, the application and supporting materials, staff report, and all comments, discussion and materials presented at this hearing be incorporated in the record of this hearing and the findings of the Board, and that action of the Board be final and effective immediately. Upon roll call vote: Eichstaedt-Yes, Fry-Yes, Sloan-Yes, Stempihar-Yes, Bergher-Yes. The motion passed 5-0.

**OTHER BUSINESS:** None

**STATEMENT OF CITIZENS:** None.

**ADJOURNMENT:** Motion by Potts, seconded by Reedy to close the meeting The meeting was adjourned at 7:22 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jeff A. Mais".

Jeff Mais  
Zoning & Codes Administrator

T:\COMMDEV\2024-2025 Department Files\Board Files\ZBA\Minutes\2024 10 14 ZBA minutes.docx

**TO:** Zoning Board of Appeals**DATE:** May 12, 2025**FROM:** Peter Dame, Chief Development Officer**SUBJECT:** ZBA #24-06; Timothy Wenzel, 3630 E Shore Dr; R-1A, One Family Residential**CODE SECTION:** 42-350, Schedule of Regulations; 42-124.A.2, Projections into required yards**APPEAL:** Requesting a variance to construct a covered deck 5.3 feet from the side property line where an 8 feet setback is required**STAFF****RECOMMENDATION:** The applicant is requesting the variance per the enclosed application and plot plan. The property is improved with a nonconforming 3,004-square-foot 2-story dwelling constructed in 1951 and a 644-square-foot attached garage. The dwelling is legal nonconforming because it was constructed 5.3 feet from the west property line where a minimum eight-foot side yard is required. The property is 73 feet wide by 156 feet deep, is zoned R-1A, one-family residential, and is located on Austin Lake, and is in a residential neighborhood.

The applicant proposes to construct a 13-foot by 13-foot, 169-square-foot covered deck at the rear of the dwelling. The dwelling is currently 5.3 feet from the (west) side property line, the applicant proposes constructing a covered deck in line with the existing dwelling. The applicant received a building permit for the construction of a new covered deck and patio in February of this year. The original building permit application was for the covered deck to be constructed in line with the rest of the dwelling. However, when it was learned the permit could not be approved by city staff, as a portion of the covered deck would be 5.3 feet from the (west) side property line where an eight-foot side yard setback is required, the applicant modified the building permit application to leave the portion of the deck within the required setback uncovered. The applicant, however, has reconsidered and now requests a variance for the original plans.

Conforming alternatives are available. The applicant can construct the deck per the building permit that has already been approved with a portion of the deck within the required setback uncovered. Another conforming alternative would be to move the post 2.7 feet in, with the roof projecting 16-inches into the required setback. As additional background for the Board, a previous owner was granted front and side setback variances (ZBA #69-10(a) & (b)) to construct a garage in 1969. The current owner has received two variances; one (ZBA #96-01) for a reduced side setback in 1996, and one (ZBA #11-24) to expand a nonconforming building in 2011 (see attached minutes). There are mitigating circumstances that would minimize the effect of the proposed covered deck felt by neighbors. The covered deck would sit behind



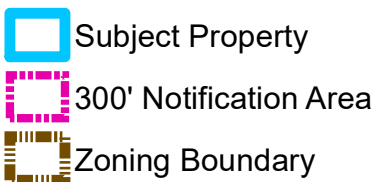
a small row of trees from the neighbor's perspective, and the proposed covered deck does not have walls and the view of the lake would not be obstructed apart from two posts that support the roof. Given that the Board has twice already made a finding that the existing location of the dwelling on the lot with respect to the (west) side property line is a practical difficulty, the Board would be hard pressed to make a finding inconsistent with its previous actions. It is therefore recommended the Board make a finding that the location of the existing dwelling on the lot is an exceptional circumstance that does not apply generally to other properties in the same zoning district, b) the variance is necessary for the preservation of a substantial property right, similar to that possessed by neighboring properties, the right to have a covered deck; the variance will not be detrimental to the adjacent property, d) the variance will not materially impair the intent of the Code, and e) the immediate practical difficulty was not caused by the applicant.

**PRACTICAL  
DIFFICULTY:**

Location of dwelling on the lot

**Attachments:**

1. 300' Notification Map
2. Color Aerial Map
3. Application
4. Plans from Applicant
5. Site Plan With New Measurements - Conforming
6. Letter From Applicant Omitting Covered Deck to Comply
7. Past Minutes for this property determining a hardship
8. Back of Property Photo
9. Covered Deck Area Photo
10. View From Neighbors Property Photo
11. Motion Form



1 inch = 125 feet  
(6)







### ZONING BOARD OF APPEALS APPLICATION

#### FOR COMPLETION BY APPLICANT

Application Date 4/10/25

Name of Applicant Timothy W WENZEL Timothy W Wenzel  
Print Signature

Applicant's Address 3630 E. Shore DR, Portage 49002 Phone No. 912-704-8200

Name of Property Owner (if different from Applicant) \_\_\_\_\_

Address SAME Phone No. \_\_\_\_\_

Address of the Property that is the subject of this Application:

Street Address SAME

For Platted Property: Lot \_\_\_\_\_ of \_\_\_\_\_ Plat \_\_\_\_\_

[If The Property Is Unplatted, the Legal Description is needed. Please attach on a separate sheet.]

Applicant's interest in Property that is the subject of this Application: Fee Simple - owner

Application Fee \_\_\_\_\_ (Residential Uses) \_\_\_\_\_ (All Other Uses)

Type of Appeal (Please check one of the following **bold choices** and provide the requested information):

☒ **Variance from Zoning Ordinance:** Article 42 Section 350 Paragraph \_\_\_\_\_

Regarding: Use \_\_\_\_\_ Area \_\_\_\_\_ Yards \_\_\_\_\_

Setbacks ☒ Parking \_\_\_\_\_ Other \_\_\_\_\_

Reason for Request (Also complete page 2 of application): CONSTRUCTION OF TRELLIS AREA IS AT 5.32 FEET SET BACK VS 8 FOOT SETBACK REQUIREMENT

☐ **Appeal of Administrative Decision:** Article \_\_\_\_\_ Section \_\_\_\_\_ Paragraph \_\_\_\_\_

Reason for Request: \_\_\_\_\_

☐ **Interpretation of the Zoning Ordinance:** Article \_\_\_\_\_ Section \_\_\_\_\_ Paragraph \_\_\_\_\_

Reason for Request: \_\_\_\_\_

☐ **A Temporary Permit for:** Building \_\_\_\_\_ Use \_\_\_\_\_ Other Approval \_\_\_\_\_

Article \_\_\_\_\_ Section \_\_\_\_\_ Paragraph \_\_\_\_\_

Reason for Request: \_\_\_\_\_

#### FOR STAFF USE

Application Number:	Filing Date:	Tentative Hearing Date:
Previous Application Filed Regarding This Property:		

### Reason For Variance

1. Please explain how the property has characteristics such as narrowness, shallowness, irregular shape, topography, or natural features that prevent compliance with the Zoning Ordinance. (Attach additional sheets if needed.)

new construction of a trellis on  
a concrete deck

2. Are the physical characteristics you explained above unique and not shared by neighboring properties? (Attach additional sheets if needed.)

NO - Not unique

3. Can the property be reasonably used for the uses permitted in the zoning district without granting the variance? (Attach additional sheets if needed.)

Proposed  
Deck already exists - Trellis is new.

4. Is the variance the minimum necessary to permit reasonable use of the land and buildings, or would a lesser variance be fair and equitable to the applicant as well as logical and just to other property owners in the area? (Attach additional sheets if needed.)

Minimum necessary.

5. Explain how the variance would not result in adverse affects on adjacent properties or alter the character of the area. (Attach additional sheets if needed.)

NO ADVERSE AFFECT FROM A TRELLIS  
REGARDING SIGHT RESTRICTIONS - DECK ALREADY IN PLACE

6. Explain how the variance would not result in increased traffic congestion, noise, or other potential concerns, or in dangers from fire, flood or other hazards, that would be detrimental to the property or to the area. (Attach additional sheets if needed.)

NOT APPLICABLE FOR TRAFFIC, NOISE

7. Is the reason for the request, the practical difficulty or the hardship created, due to an act of the applicant or due to an act by the previous property owner? (Attach additional sheets if needed.)

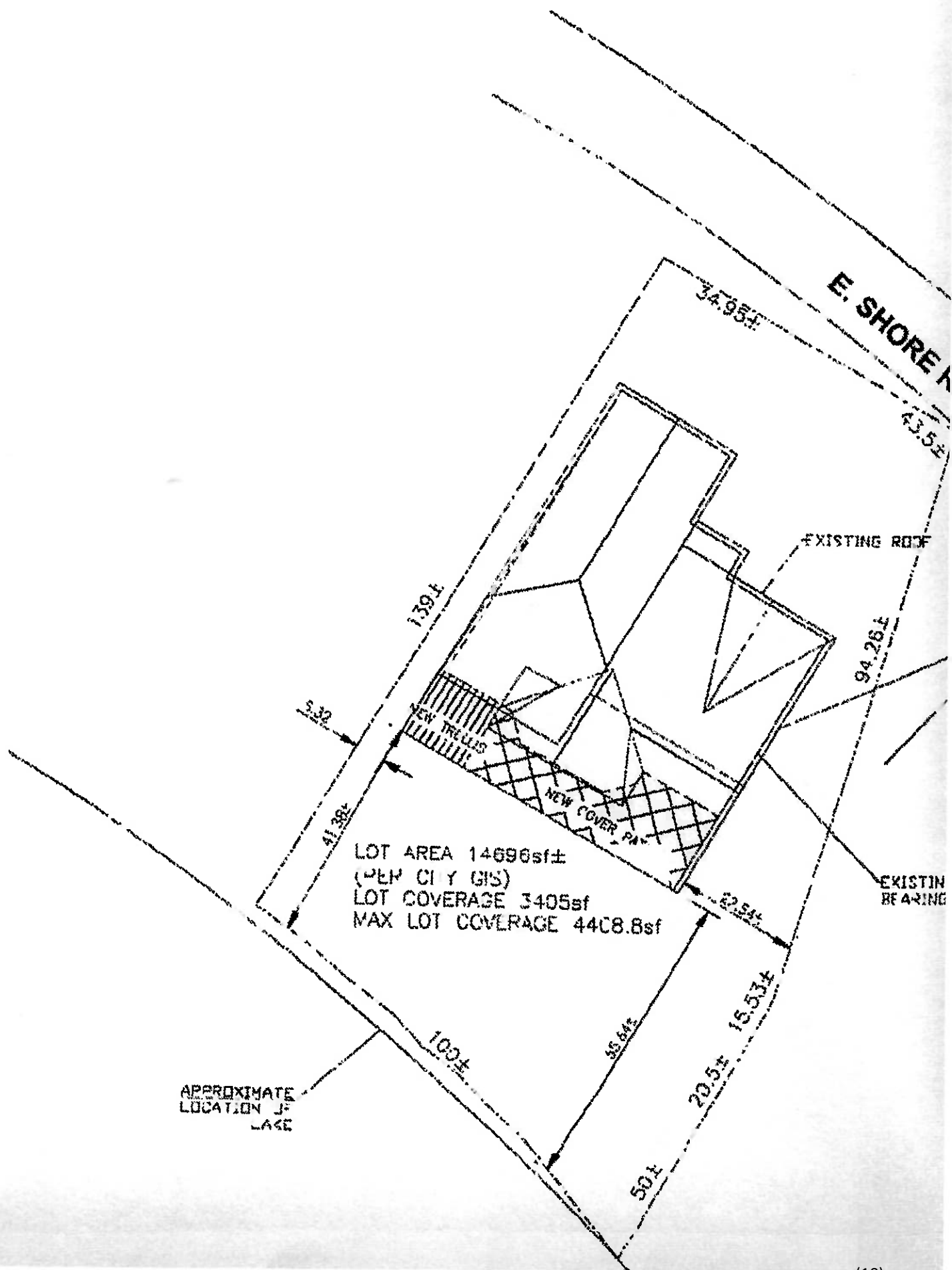
PRACTICAL DIFFICULTY DUE TO SETBACK  
CHANGES OVER THE YEARS.

8. Explain how the variance would fulfill the spirit and intent of the Zoning Ordinance. (Attach additional sheets if needed.)

NO CHANGE IN SIGHT RESTRICTION FOR NEIGHBORS.

Timothy W. Wengel  
Signature of Applicant

4/10/25  
Date





# Wenzel Residence

3630 East Shore Dr, Portage, MI 48002

08/01/2022

## DRAWING INDEX

	COVER SHEET
C100	SITE PLAN
i000	GENERAL NOTES
D101	MAIN LEVEL DEMOLITION PLAN
A101	MAIN LEVEL PLAN
A200	EXTERIOR ELEVATIONS
A201	EXTERIOR ELEVATIONS
A211	BUILDING SECTIONS
S100	FOUNDATION AND FOOTING PLAN
S102	ROOF FRAMING PLAN



**SCHULTZ ARCHITECTURE**

813 W South Street, Ste 1d  
Kalamazoo, MI 49007  
(269) 350-6589  
[www.schultzarchitect.com](http://www.schultzarchitect.com)  
[contact@schultzarchitect.com](mailto:contact@schultzarchitect.com)

© copyright 2021 all rights reserved

Wenzel Residence, Portage, MI



ABBREVIATIONS

ACOUS.	ACOUSTICAL	INSUL.	INSULATION
ADJ.	ADJUSTABLE	LAM.	LAMINANT
A.F.F.	ABOVE FINISHED FLOOR	LAV.	LAVATORY
A.F.G.	ABOVE FINISHED GRADE	MAX.	MAXIMUM
ALUM.	ALUMINUM	MECH.	MECHANICAL
BD.	BOARD	MIN.	MINIMUM
BM.	BEAM	M.L.	METAL LATH
B.O.	BY OTHERS OR BY OWNERS	M.O.	MASONRY OPENING
C.B.	CHALKBOARD OR CATCH BASIN	MTL.	METAL
C.J.	CONSTRUCTION JOINT	MULL.	MULLION
CLS.	CEILING	NAT.	NATURAL
C.M.U.	CONCRETE MASONRY UNIT	N.I.C.	NOT IN CONTRACT
COL.	COLUMN	NO.	NUMBER
CONC.	CONCRETE	N.T.S.	NOT TO SCALE
CONT.	CONTINUOUS	O.C.	ON CENTER
DET.	DETAIL	O.H.	OPPOSITE HAND OR OVERHEAD DOOR
D.S.	EACH	OZ.	OUNCE
E.A.	EXPANSION JOINT	PLAS.	PLASTER OR PLASTIC
E.J.	ELECTRICAL	PL.	PLASTIC
ELEC.	ELEVATION OR ELEVATOR	RE.	REFER
ELEV.	EQUAL	REF.	REFRIGERATOR
EQ.	EXISTING TO REMAIN	REINF.	REINFORCING
E.T.R.	ELECTRICAL WATER COOLER	REQ'D.	REQUIRED
E.W.C.	EXPANSION	SH'T.	SHEET
EXP.	EXTERIOR	SIM.	SIMILAR
EXT.	FIRE EXTINGUISHER	SPECS.	SPECIFICATION
F.E.	FIRE EXTINGUISHER IN CABINET	SO.	SQUARE
F.E.C.	FINISHED FLOOR	STL.	STEEL
F.F.	FLOOR	STRUCT.	STRUCTURAL
FL.	FACE OF STUD	SUSP.	SUSPENDED
F.O.S.	FIRE RETARDANT	T.P.H.	TOILET PAPER HOLDER
F.R.	GALVANIZED	UR.	URINAL
GALV.	GALVANIZED IRON	VEND.	VENDING
G.I.	GYPSPUM	V.I.F.	VERIFY IN FIELD
GYP.	HOLLOW METAL	V.W.C.	VINYL WALL COVERING
H.M.	HORIZONTAL	W.C.	WATER CLOSET
HORIZ.	HOUR	W.I.C.	WALK IN CLOSET

PLEASE NOTE:

SCHULTZ ARCHITECTURE ASSUMES NO LIABILITY FOR ANY HOME CONSTRUCTED FROM THIS PLAN. IT IS THE RESPONSIBILITY OF THE PURCHASER OF THIS PLAN TO PERFORM THE FOLLOWING BEFORE BEGINNING ACTUAL CONSTRUCTION.

1. BUILDER OR CONTRACTOR MUST VERIFY ALL DIMENSIONS PRIOR TO PROCEEDING WITH CONSTRUCTION. AND/OR ORDERING.
2. CONTRACTOR MUST VERIFY COMPLIANCE WITH ALL LOCAL CODES IN THE AREA WHERE THE HOME IS TO BE CONSTRUCTED.
3. PLANS INDICATE LOCATIONS ONLY: ENGINEERING ASPECTS SHOULD INCORPORATE ACTUAL SITE CONDITIONS.
4. PURCHASER OF THIS PLAN ASSUMES LIABILITY FOR ANY MODIFICATIONS MADE TO THE LAYOUT OF THIS PLAN.
5. SCHULTZ ARCHITECTURE WAS NOT CONTRACTED TO PROVIDE ANY MECHANICAL, ELECTRICAL OR HVAC PLANS AND ASSUMES NO LIABILITY FOR ANY WORK IN THESE AREAS.

NOTE:  
COORDINATE ALL FINISH MATERIALS WITH OWNER IN ALL ROOMS ON ALL LEVELS.

FINISH FLOORING: TYPE, STYLE, FINISH, COLOR, TEXTURE AND PATTERN

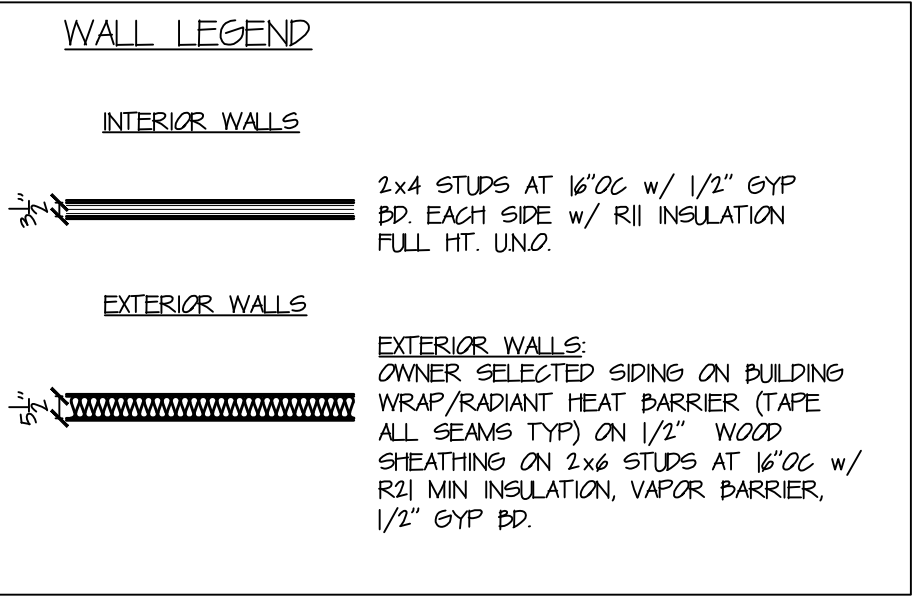
WALLS: PAINT COLOR, FINISH

CEILINGS: PAINT COLOR, FINISH AND TEXTURE

KITCHEN CABINETS: STYLE, MATERIAL, COLOR, FINISH, PATTERN AND SPECIALTIES

COUNTERTOPS: MATERIAL, COLOR, PATTERN AND TEXTURE/FINISH

TRIM: STYLE, COLOR, FINISH, MATERIAL TO BE SELECTED BY OWNER



GENERAL NOTES:

1. DO NOT SCALE DRAWINGS. USE WRITTEN DIMENSIONS ONLY. NOTIFY ARCHITECT OF ANY DISCREPANCIES FOR CLARIFICATION.
2. ALL WORK IS TO BE ACCOMPLISHED TO MEET ALL CURRENT LOCAL, STATE AND FEDERAL CODES AND ALL AUTHORITIES HAVING JURISDICTION.
3. THE CONTRACTOR SHALL VERIFY EXISTING CONDITIONS AND NOTIFY THE ARCHITECT OF ANY DISCREPANCIES PRIOR TO CONSTRUCTION.
4. THE CONTRACTOR IS RESPONSIBLE FOR THE LOCATION AND COORDINATION OF ALL WIRING, SWITCHES, PIPING AND DUCTWORK WITH THE VARIOUS TRADES.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR BUILDING THIS PROJECT IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS UNLESS HE RECEIVES A WRITTEN NOTIFICATION FROM THE ARCHITECT.
6. THE CONTRACTOR SHALL OBTAIN AND PAY FOR ALL NECESSARY PERMITS.
7. INSULATION AND INSULATION ASSEMBLIES SHALL MEET THE REQUIREMENTS OF SECTION R316, MICHIGAN RESIDENTIAL BUILDING CODE, 2015 EDITION OR MOST CURRENT AT TIME OF PERMITTING.
8. CONTRACTOR SHALL PROVIDE SAFETY GLAZING IN HAZARDOUS LOCATIONS AS DEFINED BY THE MICHIGAN RESIDENTIAL BUILDING CODE 2015 OR MOST CURRENT AT TIME OF PERMITTING.
9. INSTALL SMOKE DETECTORS AND CARBON MONOXIDE DETECTORS IN ACCORDANCE TO SECTION R319 OF THE MICHIGAN RESIDENTIAL BUILDING CODE 2015 OR MOST CURRENT AT TIME OF PERMITTING.

SMOKE DETECTORS SHALL BE INSTALLED IN THE FOLLOWING LOCATIONS:

  1. IN EACH SLEEPING ROOM.
  2. OUTSIDE EACH SEPARATE SLEEPING AREA IN THE IMMEDIATE VICINITY OF THE BEDROOM.
  3. ON EACH ADDITIONAL STORY OF THE DWELLING, INCLUDING BASEMENTS BUT NOT INCLUDING CRAWL SPACES AND UNINHABITABLE ATTICS, IN DWELLINGS OR DWELLING UNITS WITH SPLIT LEVELS AND WITHOUT AN INTERVENING DOOR BETWEEN THE ADJACENT LEVELS, A SMOKE ALARM INSTALLED ON THE UPPER LEVEL SHALL SUFFICE FOR THE ADJACENT LOWER LEVEL PROVIDED THAT THE LOWER LEVEL IS LESS THAN ON FULL STORY BELOW THE UPPER LEVEL.WHERE MORE THAN ONE SMOKE ALARM IS REQUIRED TO BE INSTALLED WITHIN AN INDIVIDUAL DWELLING UNIT ALARM DEVICES SHALL BE INTERCONNECTED IN SUCH A MANNER THAT THE ACTUATION OF ONE ALARM WILL ACTIVATE ALL OF THE ALARMS IN THE INDIVIDUAL UNIT.
10. GENERAL CONTRACTOR SHALL VERIFY FINISH FLOORING - STYLE AND COLOR PRIOR TO ORDERING.
11. GENERAL CONTRACTOR SHALL VERIFY WALL COVERING AND BASE STYLE AND COLOR PRIOR TO ORDERING WITH OWNER.
12. DOORS AND FRAMES SHALL BE PROVIDED BY THE GENERAL CONTRACTOR AND FINISHED AND INSTALLED BY THE GENERAL CONTRACTOR UNO. ALL DOORS TO BE INSTALLED WITH MIN 6" ON HINGE AND/OR STRIKE SIDE OF DOOR SEE PLANS.
13. THE CONTRACTOR SHALL VERIFY LOCATION OF ALL TRENCHING & EXCAVATION WITH ARCHITECT AND/OR RESPECTIVE ENGINEER PRIOR TO WORK. CONTRACTOR TO CALL MISS DIG AT 841 PRIOR TO SITE WORK.
14. UNLESS NOTED OTHERWISE, ALL EXTERIOR DIMENSIONS TAKE FROM FACE OF STUDS TO FACE OF STUDS.
15. VERIFY ALL EASEMENTS AND SETBACK RESTRICTION WITH WITH LOCAL GOVERNING AUTHORITY PRIOR TO LOCATING FOUNDATION.
16. ALL ROOF PENETRATIONS INCLUDING SACKS, VENTS, ETC. SHALL BE OBTAIN FROM FRONT ELEVATION VIEW.
17. ALL EXTERIOR WALLS TO BE CONSTRUCTED WITH 1/2" GYPSPUM BOARD ON 2x6 STUDS @ 16" OC w/ FULL INSULATION, INTERIOR VAPOR BARRIER, 1/2" WOOD SHEATHING, BUILDING WRAP AND SIDING/VENEER AS APPROVED BY OWNER. ALL EXTERIOR WALL ASSEMBLIES TO MEET MICHIGAN UNIFORM ENERGY CODE 2015.
18. THE CONTRACTOR SHALL VERIFY ALL MILLWORK DESIGN WITH OWNER PRIOR TO CONSTRUCTION.
19. CONTRACTOR SHALL FIELD VERIFY ALL EXISTING CONDITIONS PRIOR TO CONSTRUCTION.
20. REMOVE ALL SIGNAGE FROM DOORS & WINDOWS, CLEAN
21. FINISH, COLOR AND STYLE OF EXTERIOR/INTERIOR DOORS AND FRAMES TO BE MATCH EXISTING OR AS SELECTED BY OWNER.
22. FINISH AND COLOR OF INTERIOR WINDOWS, WINDOW FRAMES AND TRIM TO BE SELECTED BY OWNER.
23. UNLESS NOTED OTHERWISE ALL INTERIOR DIMENSIONS ARE FROM FACE OF STUD TO FACE OF STUD.
24. UNLESS NOTED OTHERWISE ALL INTERIOR FINAL FINISHES TO BE SELECTED BY OWNER I.E. FLOORING COVERINGS, PAINT (COLOR), WALL COVERINGS ETC.



SCHULTZ ARCHITECTURE  
813 W South Street, Ste 1d  
Kalamazoo, MI 49007  
(269) 350-6589  
www.schultzarchitect.com  
contact@schultzarchitect.com

Wenzel Residence  
3630 East Shore Dr., Portage, MI. 48002

Revisions

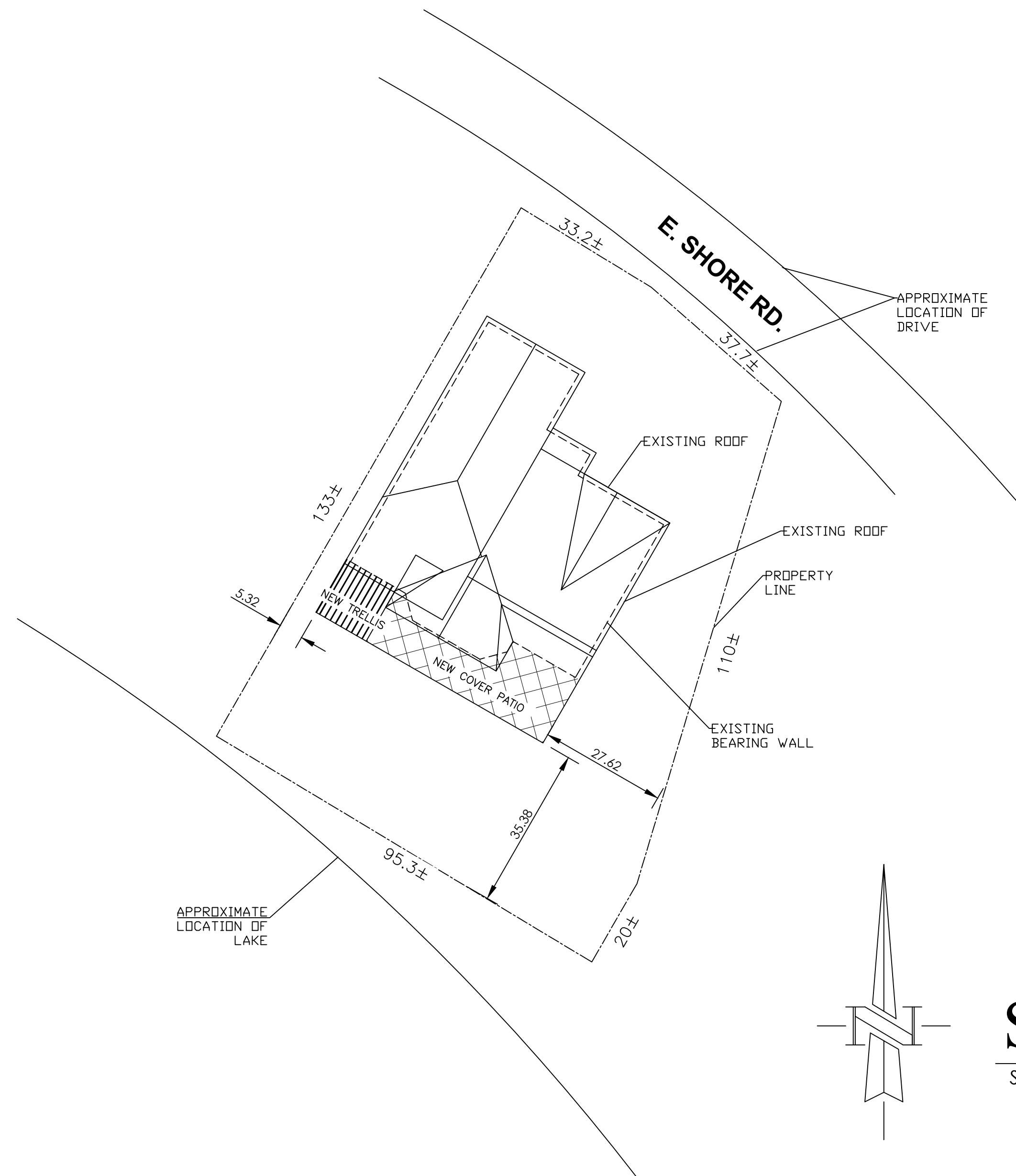
GENERAL NOTES

Date  
8/01/2022  
Scale  
1/4" = 1'-0"

Sheet Number

i000

WENZEL RESIDENCE, PORTAGE



## Site Plan

Scale: 1"=20'-0"



**SCHULTZ ARCHITECTURE**  
813 W South Street, Ste 1d  
Kalamazoo, MI 49007  
(269) 350-6589  
www.schultzarchitect.com  
contact@schultzarchitect.com

**Wenzel Residence**  
3630 East Shore Dr., Portage, MI. 48002

Revisions

SITE PLAN

Date

8/01/2021

Scale

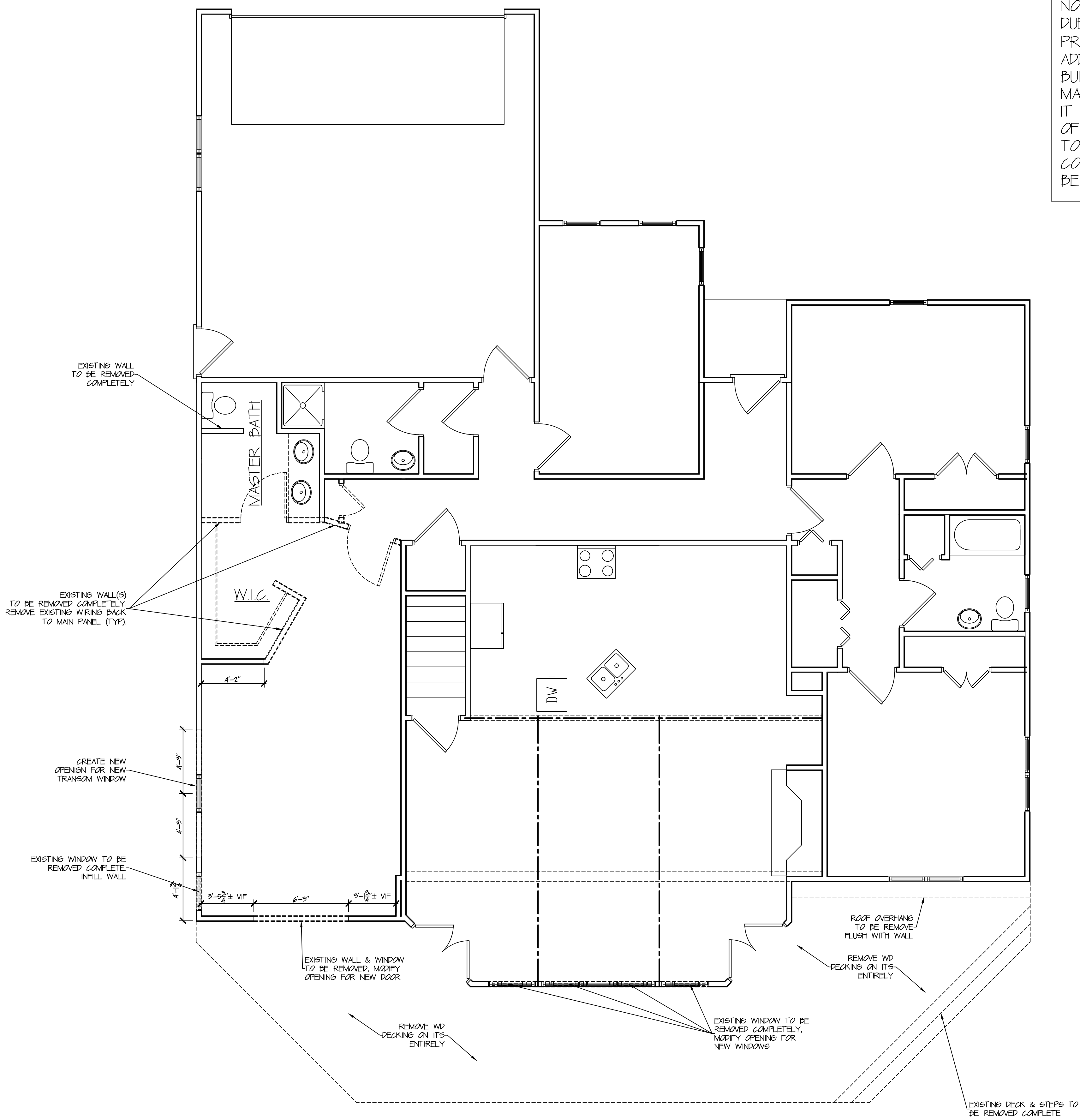
1" = 20'-0"

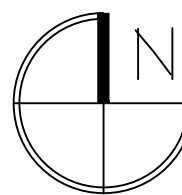
Sheet Number

**C100**

WENZEL RESIDENCE, PORTAGE

NOTE:  
DUE TO THE NATURE OF THIS  
PROJECT BEING A RENOVATION/  
ADDITION OF AN EXISTING  
BUILDING NOT ALL DIMENSIONS  
MAY BE ACCURATE AS NOTED.  
IT IS THE RESPONSIBILITY  
OF THE CONTRACTOR  
TO FIELD VERIFY ACTUAL  
CONDITIONS BEFORE WORK  
BEGINS



 N MAIN LEVEL DEMOLITION PLAN  
SCALE: 1/4" = 1'-0"



SCHULTZ ARCHITECTURE  
813 W South Street, Ste 1d  
Kalamazoo, MI 49007  
(269) 350-6589  
www.schultzarchitect.com  
contact@schultzarchitect.com

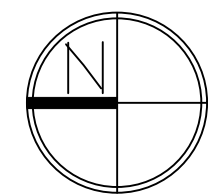
Wenzel Residence  
3630 East Shore Dr., Portage, MI. 48002

Revisions	Date
—	—
—	—
—	—
—	—

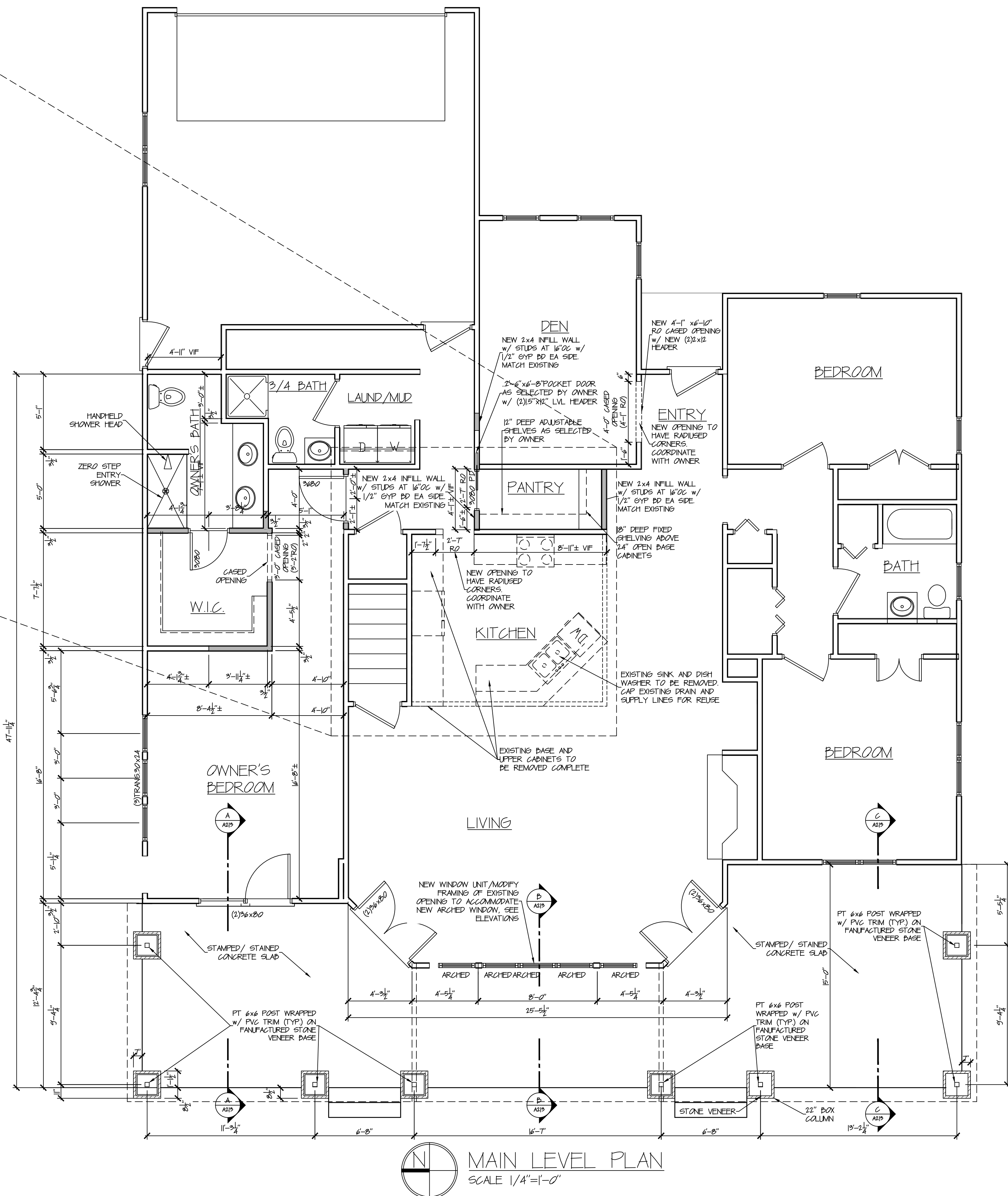
MAIN LEVEL DEMOLITION PLAN
Date
8/01/2022
Scale
1/4" = 1'-0"

Sheet Number
D101
WENZEL RESIDENCE, PORTAGE

COPYRIGHT 2019-2021 SCHULTZ ARCHITECTURE

[illegible]

NEW KITCHEN PLAN  
SCALE 1/4"=1'-0"



**SCHULTZ ARCHITECTURE**  
813 W South Street, Ste 1d  
Kalamazoo, MI 49007  
(269) 350-6589  
www.schultzarchitect.com  
contact@schultzarchitect.com

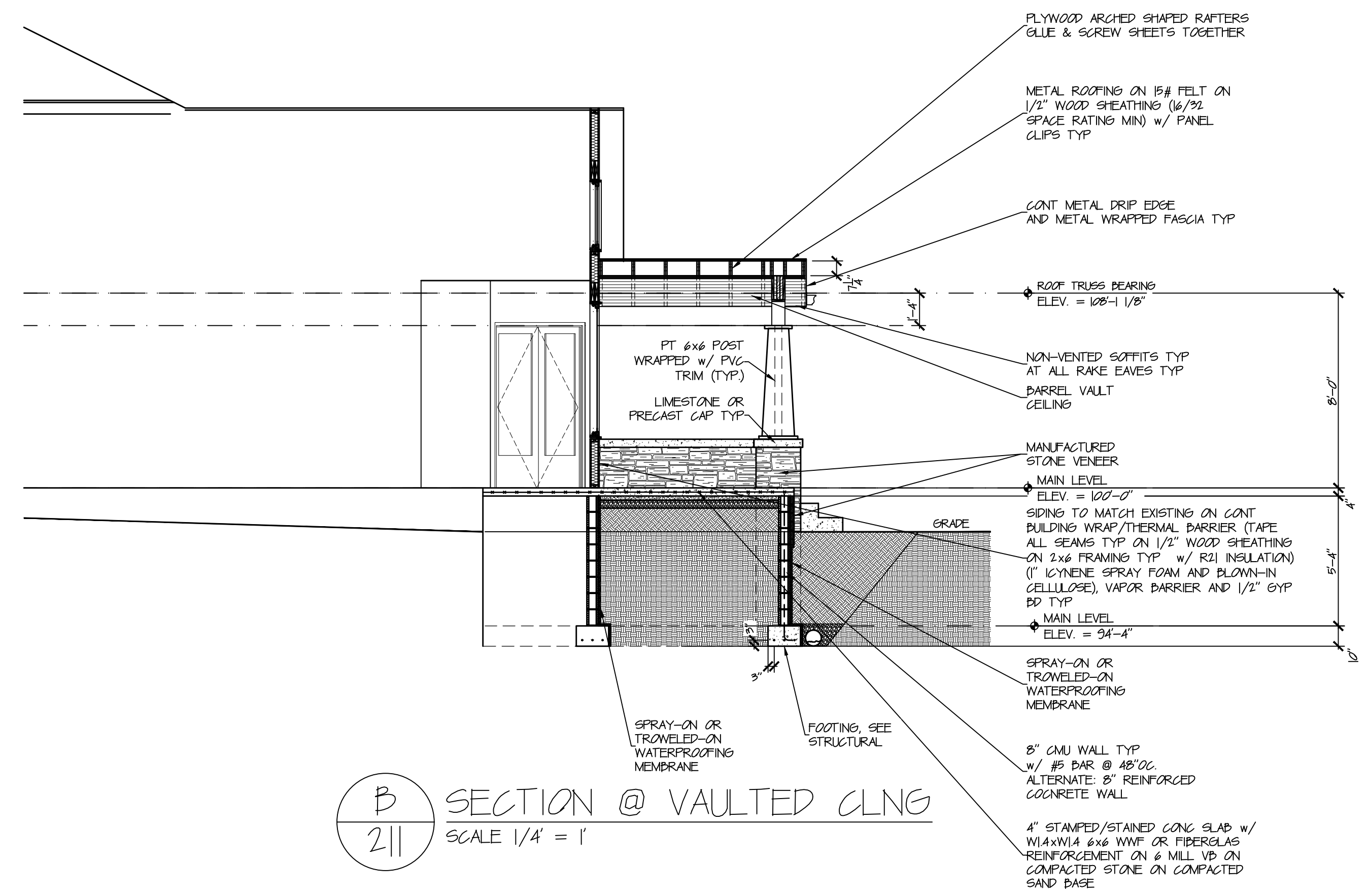
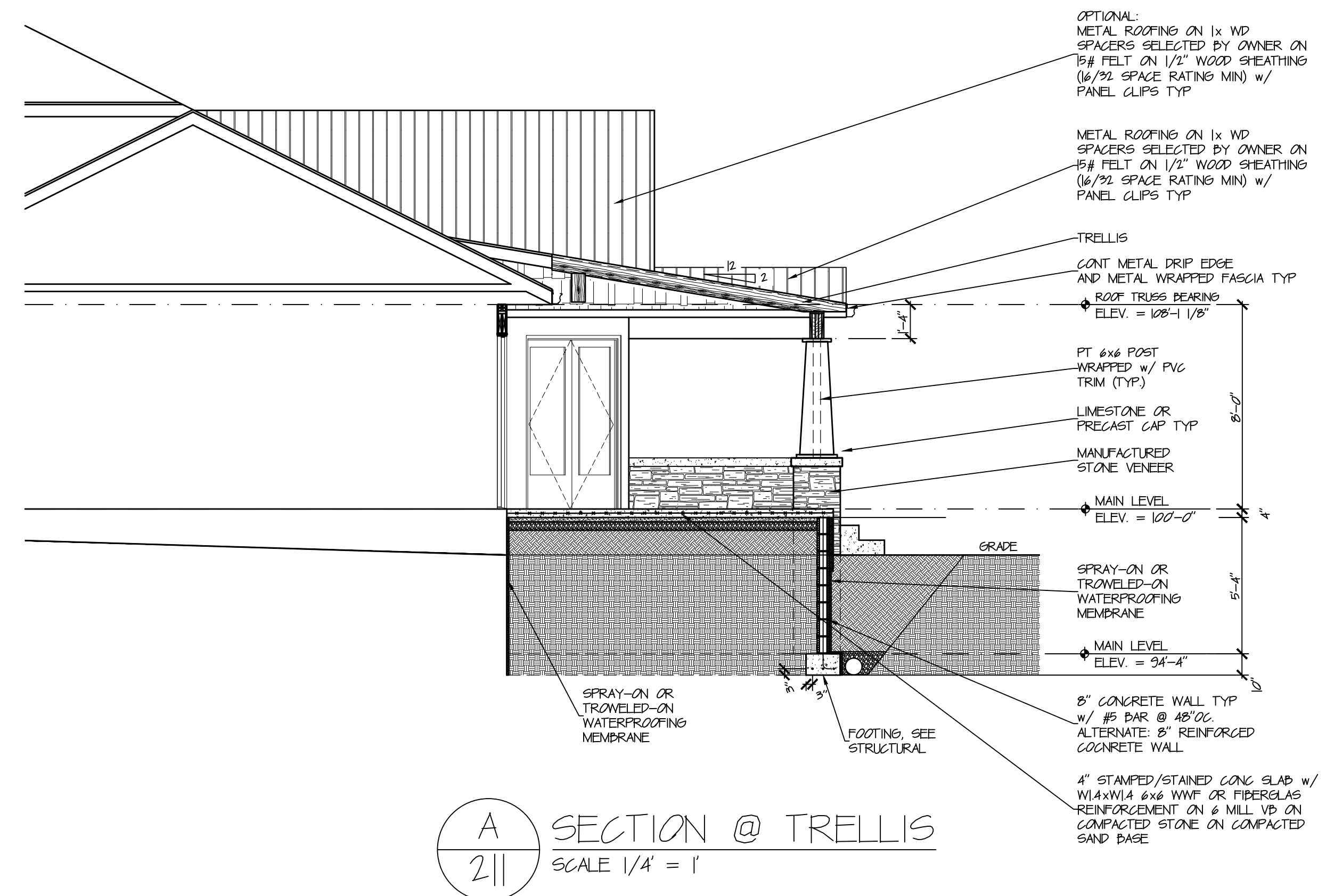
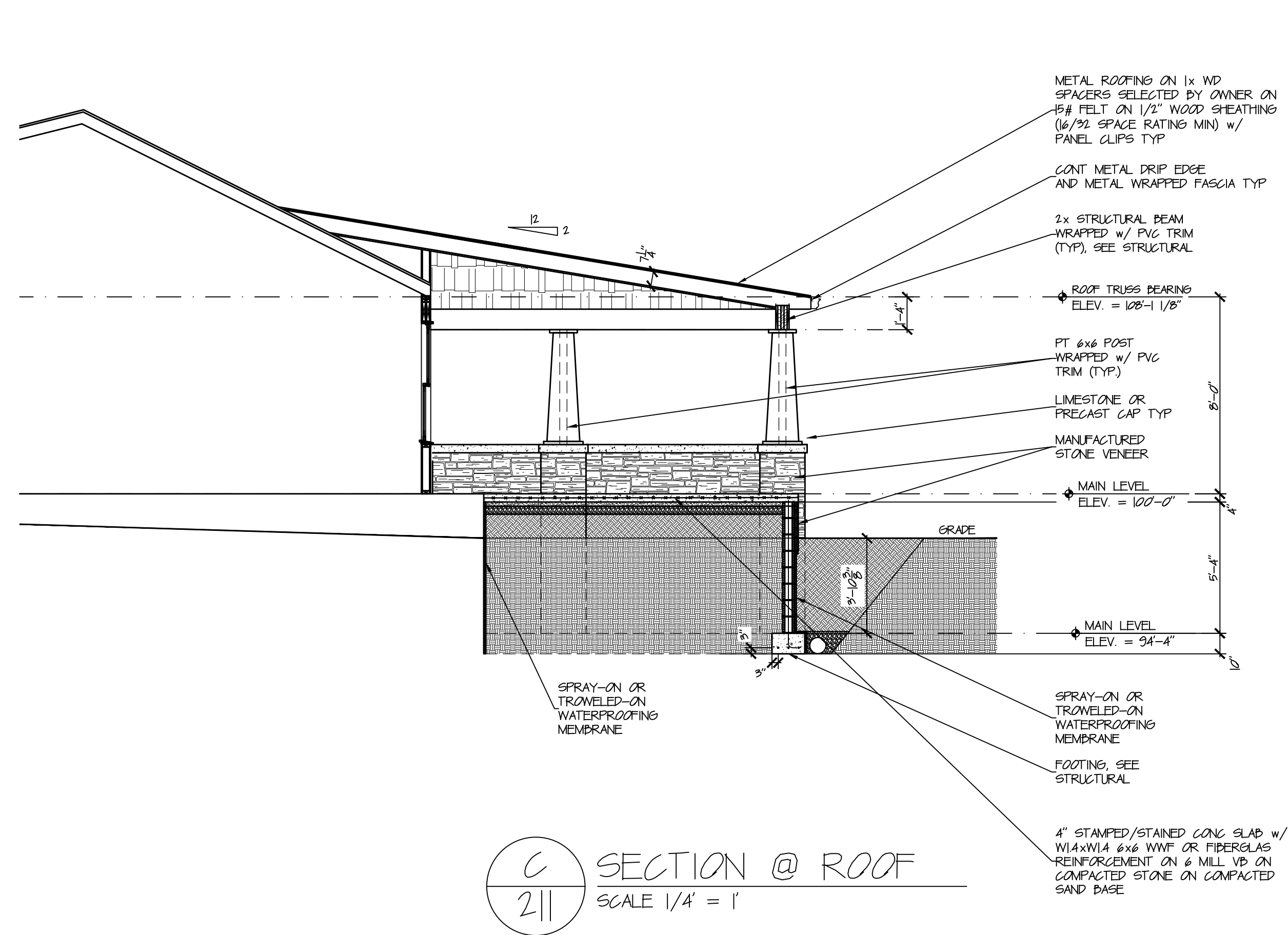
3630 East Shore Dr., Portage, MI. 48002

Revisions	
—	
—	

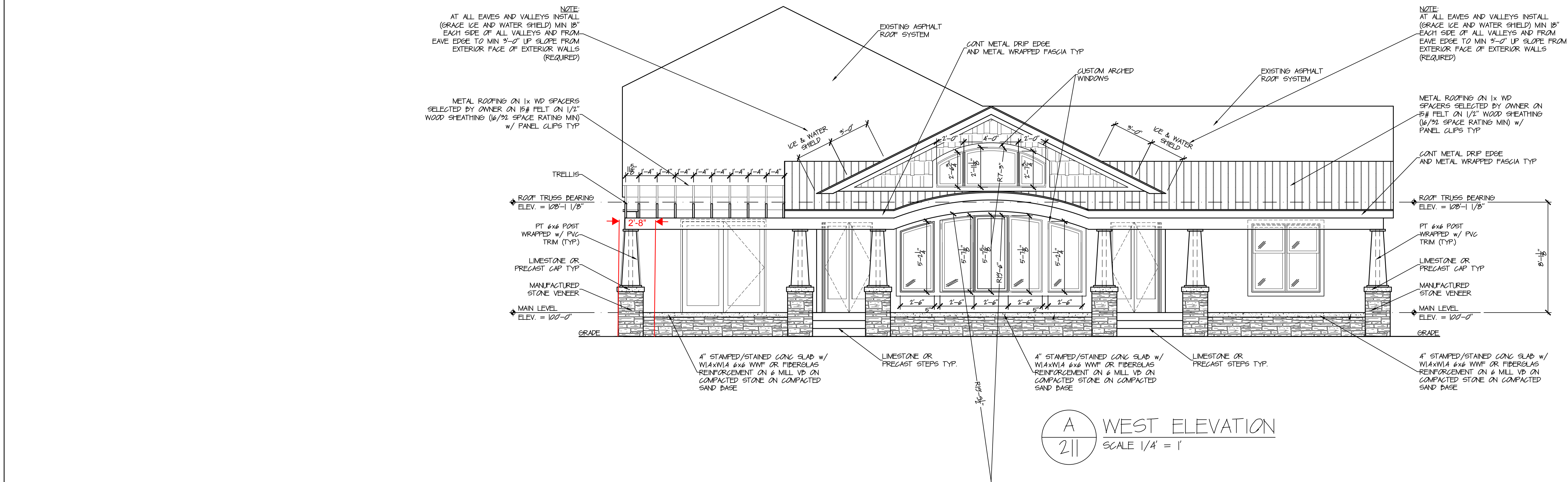
Date	4/28/2022
Scale	1/4" = 1'-0"

# A101

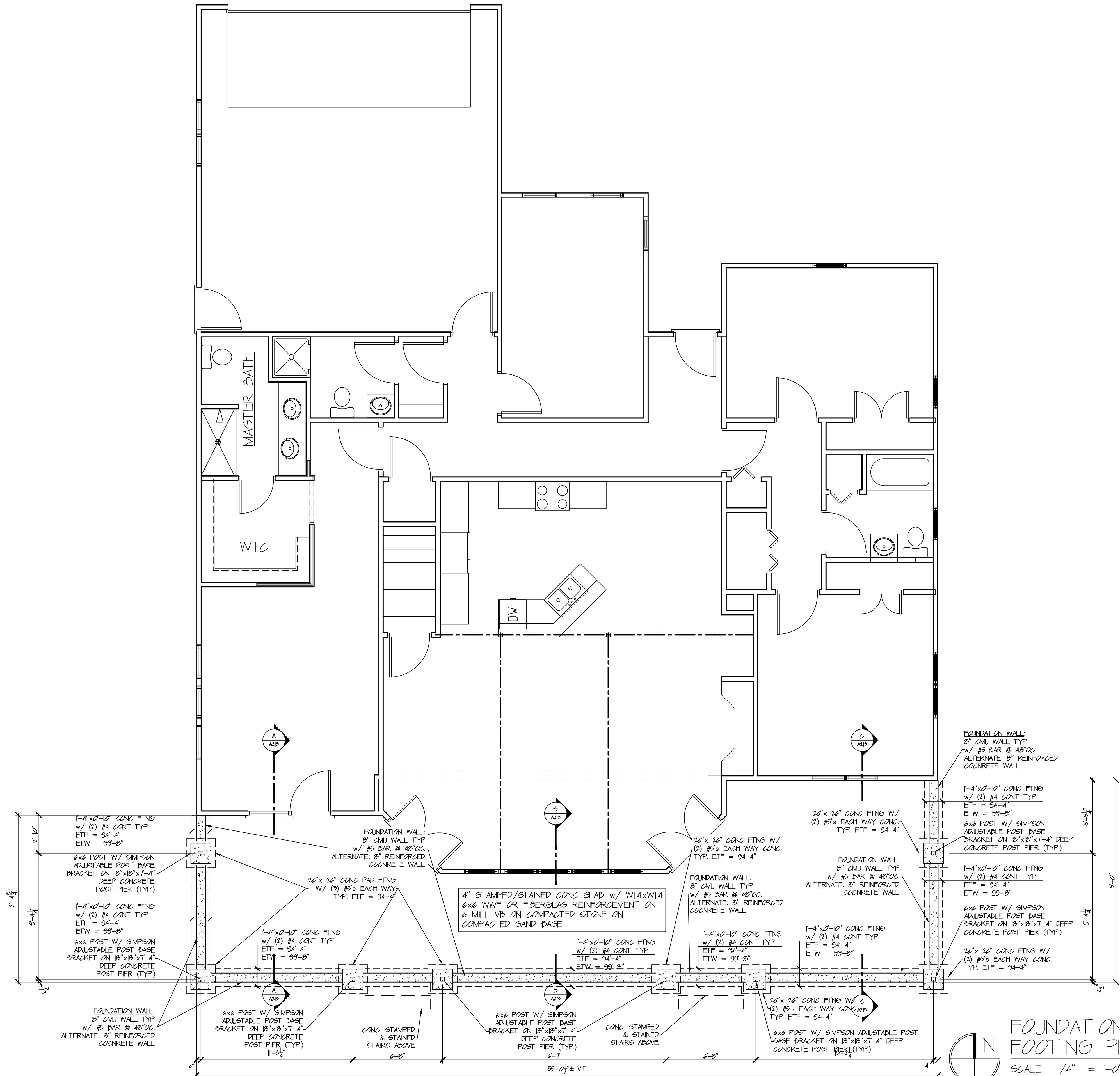
WENZEL RESIDENCE, PORTAGE







A  
2|| WEST ELEVATION  
SCALE 1/4" = 1'



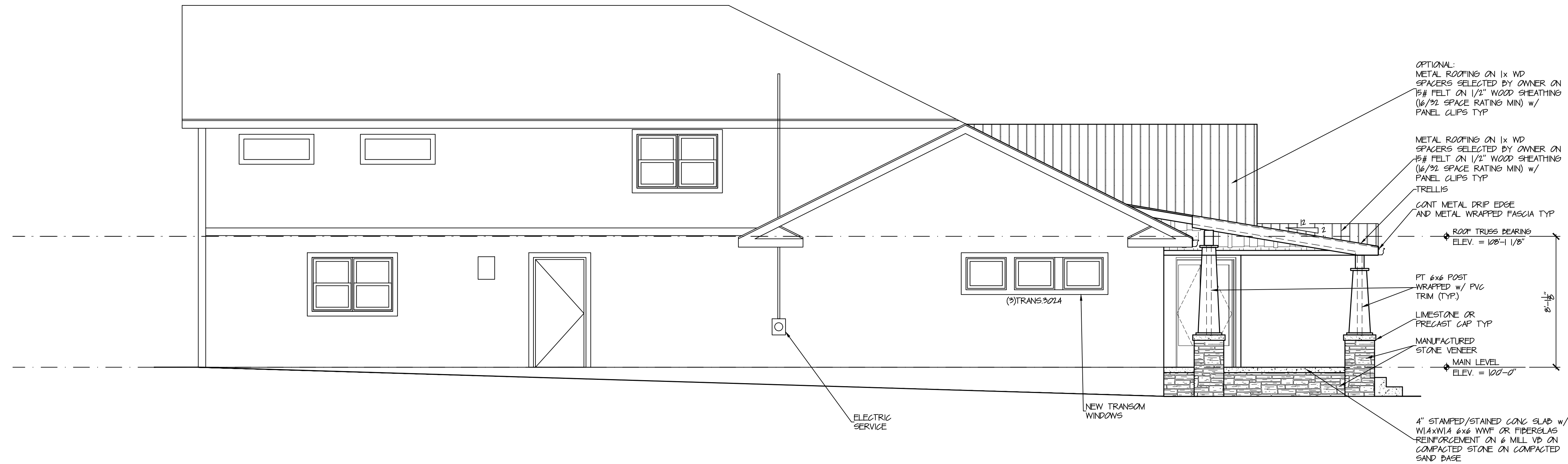
**SCHULTZ ARCHITECTURE**  
813 W South Street, Ste 101  
Kalamazoo, MI 49007  
(269) 350-6589  
www.schultzarchitect.com  
contact@schultzarchitect.com

**Wenzel Residence**  
3630 East Shore Dr., Portage, MI. 48002

Revisions	
—	
—	

FOUNDATION @ FOOTING PLAN
Date
8/01/2022
Scale
1/4" = 1'-0"

Sheet Number
A100
WENZEL RESIDENCE, PORTAGE



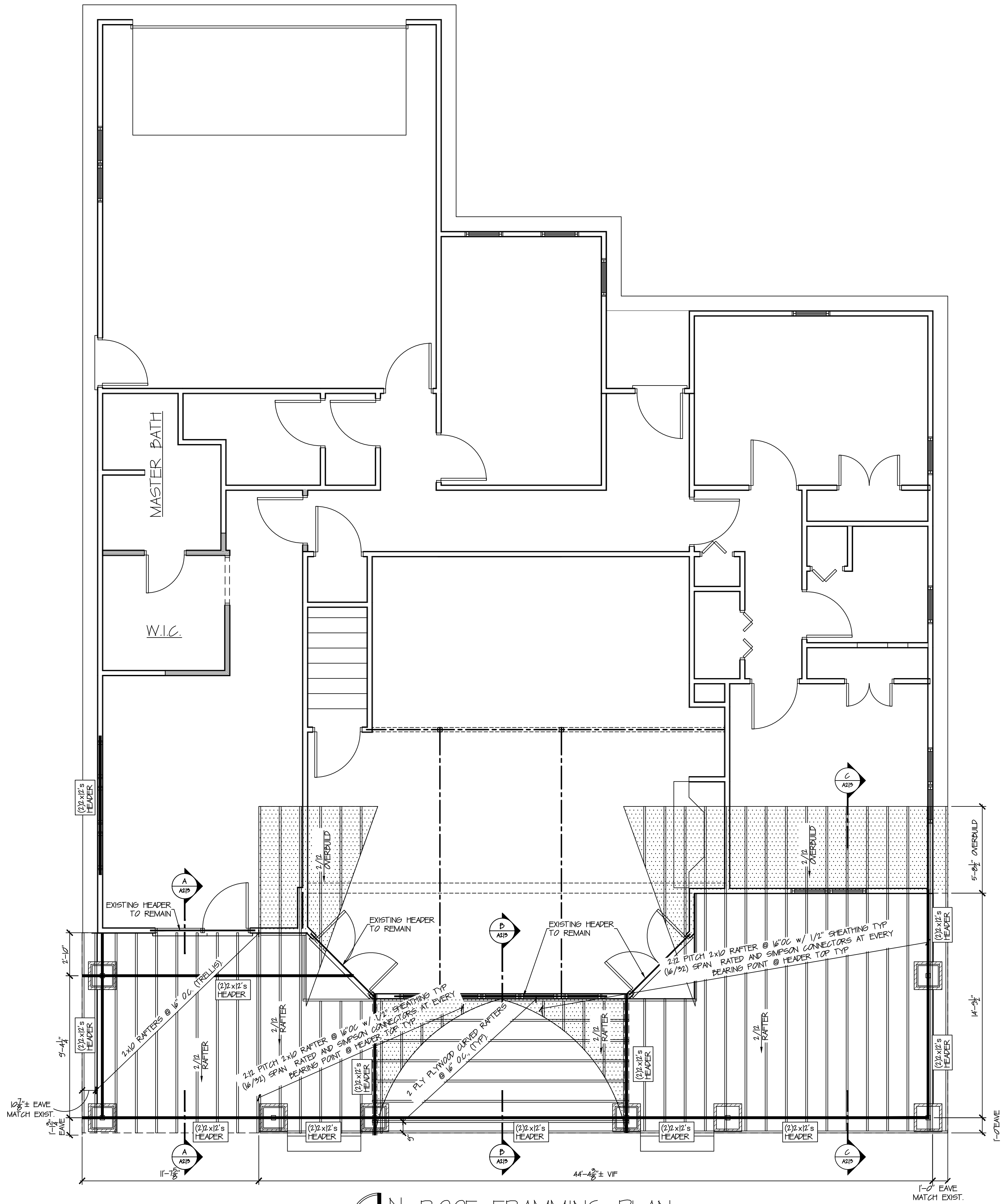
A  
2|| NORTH ELEVATION  
SCALE 1/4" = 1'



A  
2|| SOUTH ELEVATION  
SCALE 1/4" = 1'



HATCH INDICATES  
AREA OF OVERBUILD  
PROVIDE VENTING  
BETWEEN ATTIC  
SPACES TYP



N ROOF FRAMING PLAN  
SCALE: 1/4" = 1'-0"

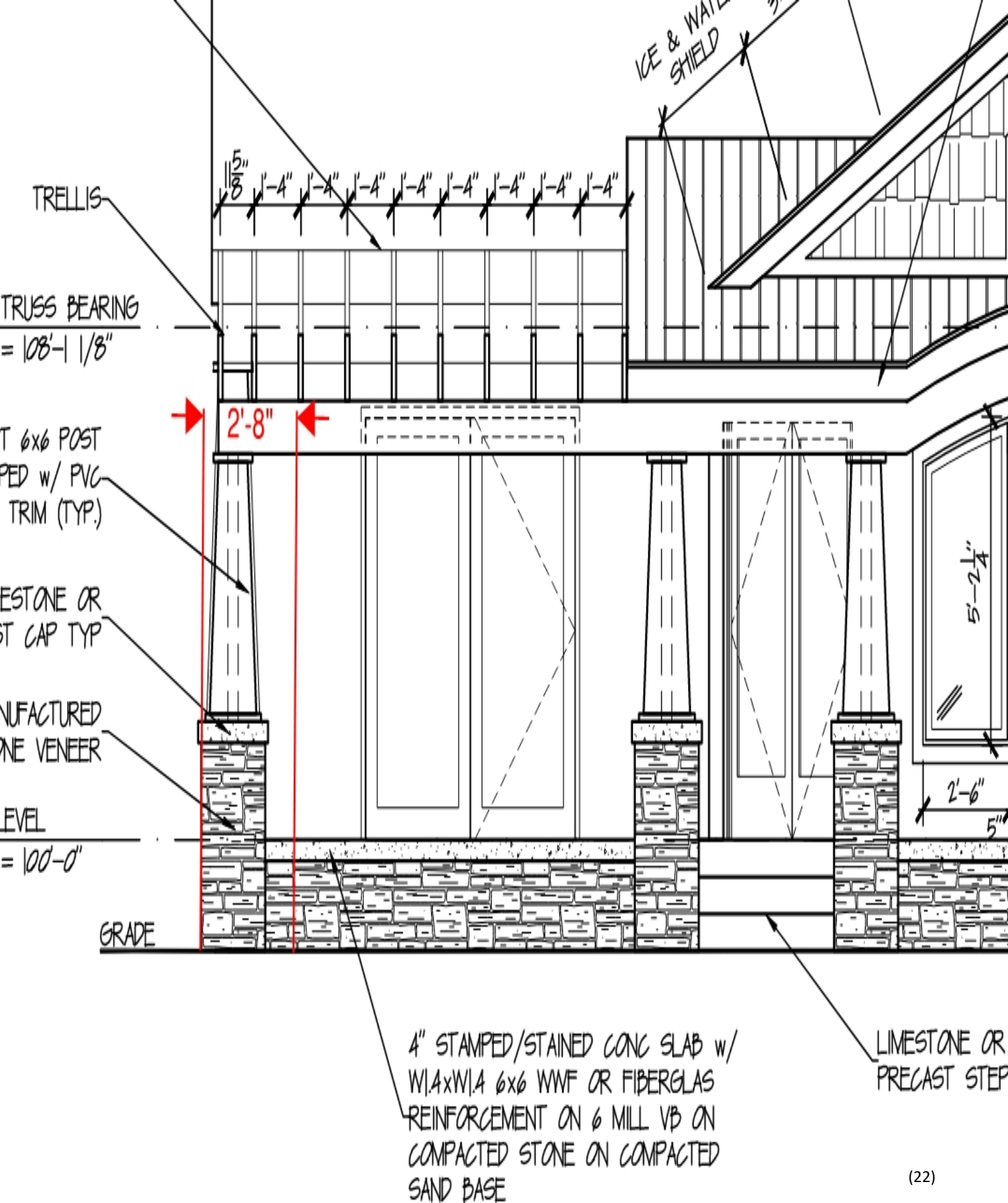


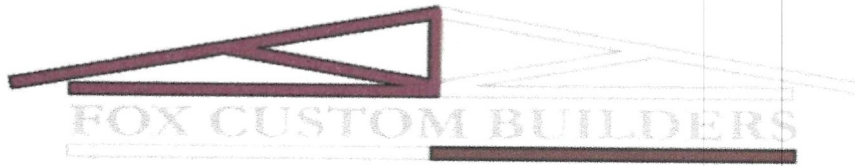
SCHULTZ ARCHITECTURE  
813 W South Street, Ste 1d  
Kalamazoo, MI 49007  
(269) 350-6589  
www.schultzarchitect.com  
contact@schultzarchitect.com

Wenzel Residence  
3630 East Shore Dr., Portage, MI. 48002

Revisions	MAIN LEVEL PLAN
—	Date 8/01/2022
—	Scale 1/4" = 1'-0"

Sheet Number
S102
WENZEL RESIDENCE, PORTAGE






Custom Home Building and Remodeling Company  
Licensed & Insured

3630 East Shore Drive  
Portage MI, 49002

Portage Building Department,

We wish to omit the trellis from our blueprints. Removing this will allow us to be compliant with our current plans and meet all setback requirements.

Thank you  
Cameron Fox



Fox Custom Builders

## CITY OF PORTAGE ZONING BOARD OF APPEALS

Minutes of Special Meeting – June 26, 1996

The City of Portage Zoning Board of Appeals special meeting of June 26, 1996, was called to order by Chairman Urban at 7:00 p.m. in Council Chambers, Portage City Hall, 7900 South Westnedge Avenue.

MEMBERS PRESENT:

Richard Yonke, Kathryn Hotchkiss, Terry Urban, Bruce Frandsen, Sally Pyne, Roxanne Seeber, Larry Lamble, Clyde Flora and Beverly Roberts.

MEMBERS ABSENT:

None.

MEMBERS EXCUSED:

None.

IN ATTENDANCE:

John Kneas, Asst. City Attorney and Tom Adams, Ordinance Administrator.

APPROVAL OF MINUTES:

None.

OLD BUSINESS:

None.

NEW BUSINESS:

1. ZBA 96-01, Tim Wenzel, 3630 East Shore. Tim Wenzel was present to explain his request for a 4 foot variance from the required 8 foot side yard setback in order to replace an existing single car garage with a new two car garage. The applicant stated that the neighbor to the northwest supported the request and that the garage and addition to his house would be a one story addition. The public hearing was opened. No one was present to speak for or against. The request. The public hearing was closed.

A motion was made by Lamble, seconded by Yonke to grant the request as stated above. The practical difficulty/unnecessary hardship being the existing location of the house on the lot. Upon a roll call vote the motion passed 7-0.

OTHER BUSINESS:

A motion was made by Pyne, seconded Yonke to nominate Urban as Chair and Hotchkiss as Secretary. A motion was made Hotchkiss, seconded by Frandsen to nominate Pyne as Vice Chair. Upon a voice vote the motions passed unanimously.

STATEMENT OF CITIZENS:

None.

ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 7:13 p.m.

Respectfully submitted,

Tom Adams  
Ordinance Administrator

Min6-26















**SUGGESTED NON-USE VARIANCE MOTION FORM**

Mr. Chairman:

I move, in regard to ZBA # \_\_\_\_\_, the application by \_\_\_\_\_  
for a variance from \_\_\_\_\_

**be:**

**a. granted** for all of the following reasons:

- 1a. There are exceptional or extraordinary circumstances or conditions applying to the property that do not apply generally to other properties in the same zoning district, which include \_\_\_\_\_;
- 2a. The variance is necessary for the preservation and enjoyment of a substantial property right, the right to \_\_\_\_\_, which is similar to that possessed by other properties in the same zoning district and in the vicinity;
- 3a. The immediate practical difficulty causing the need for the variance request was not created by the applicant;
- 4a. The variance will not be detrimental to adjacent property and the surrounding neighborhood, and;
- 5a. The variance will not materially impair the intent and purpose of the zoning ordinance.

**-OR-**

**b. denied** for one of more of the following reasons:

- 1b. There are no exceptional or extraordinary circumstances or conditions applying to the property that do not apply generally to other properties in the same zoning district;
- 2b. The variance is not necessary for the preservation and enjoyment of a substantial property right similar to that possessed by other properties in the same zoning district in the vicinity because there are conforming alternatives available such as \_\_\_\_\_;
- 3b. The immediate practical difficulty causing the need for the variance request was created by the applicant;
- 4b. The variance would be detrimental to adjacent property and the surrounding neighborhood, and;
- 5b. The variance would materially impair the intent and purpose of the zoning ordinance.

**c. In addition**, the application and supporting materials, staff report, and all comments, discussion and materials presented at this hearing be incorporated in the record of this hearing and the findings of the Board, **and that action of the Board be final and effective immediately.**