



## LETTER OF INFORMATION

May 3, 2021

**E200033**

Rotary Camps & Service of TC  
202 E Front St. Ste 200  
Traverse City MI 49684

GOREC  
4754 Scout Camp Road  
Traverse City MI 49696

**RE: Zoning Ordinance Violation  
Parcel Number 28-03-111-022-00/4754 Scout Camp Road**

Dear: Rotary Camps and Services of TC:

This letter is to inform you that the Zoning Department has found a violation of the East Bay Township Ordinance on your parcel referenced above. Although there are some uses that are "Grand-fathered in" or legal non-conforming, there are many that are not, or there is insufficient evidence presented thus far showing that such uses are nonconforming but lawful." Staff has noticed that you offer half-day workshops, one-day clinics, weekend adventure classes, multi-session courses, or extended trainings. Please know that the daytime activities are not deemed legal non-conforming. These daytime activities must be curtailed until and if you are approved per the Planning Commission. Please complete and submit your site plan review application and other applications and permits, that will be required by the Planning Commission, as soon as possible, then if approved you will be able to resume your daytime teaching and other activities.

Often individuals are unaware of the regulations in the township pertaining to non-conforming uses, and that is why I am informing you of this rather than issuing a violation notice. We would rather help you understand the ordinances at first and gain your cooperation while providing ample time to resolve the issue. Please contact me at (231)947-8681 within seven (7) days to discuss the issue. Failure to respond or take corrective action by May 12, 2021, will result in the issuance of a Letter of Violation and potentially a municipal civil infraction ticket.

Thank you for your understanding and cooperation in this matter. I encourage you to contact me if you have upon receipt of this letter.

Sincerely,

Leslie Couturier, MiCZA

East Bay Township  
Zoning Department

Cc: Office of Planning & Zoning  
Township Attorney  
GOREC