



**JODIE LYNCH**  
**PLANNING AND ZONING ADMINISTRATOR**  
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Manistee County Planning Building, 395 Third Street Manistee, Michigan 49660

July 25, 2023

To: WINDFALLS LANDINGS LLC  
4927 STARIHA DRIVE SUITE C  
NORTON SHORES, MI 49441

Re: Request for Special Use Permit Amendment Application

Dear Mr. Robert Gezon,

After administrative review of the existing Special Use Permit (SUP) for the Portage Point Inn at 8567 Portage Point Dr, Onekama, MI 49675 it appears to be in violation of the current Special Use Permit. An amendment needs to be pursued to properly represent the property and Waterfront Resort as it exists today and the future plans. Materials needed along with your application:

1. Master Deed for the Condominium Association.
2. The Parcel ID Numbers to remain under the SUP.
3. Clean Marina Certificates.
4. Marina slip ownership (10% reserved for transit boaters)
5. An updated site plan that reflects any changes to the SUP you may be making.
6. A timeline been for phasing.

Please apply for an amendment to your Special Use Permit no later than Tuesday August 22, 2023. Failure to apply for an amendment within the prescribed time will result in enforcement action based on Article 86 of the Onekama Township Zoning Ordinance. If you have any questions or concerns please contact me.

Regards,

Jodie Lynch  
Planning and Zoning Administrator  
Manistee County