



MEMORANDUM

To: Zoning Board of Appeals
From: Samantha George, Assistant Zoning Administrator
Date: June 3, 2026
Re: ZBA26-12
2294 N Duck Lake Rd
11-13-401-015
Applicant: Kevin Zelenka
Owner: Camille Serre

The subject parcel is zoned LV– Lake and Village Residential. The total parcel size is approximately 0.26 acres (5,096 sqft).

The required setbacks for this parcel are as follows:
Front yard (from road right-of-way NOT edge of road): 40 ft
Ordinary Highwater mark: 57 ft
Ordinary Highwater mark Deck: 48 ft
Side yards: 5 ft / 15 ft
From septic tank and field: 10 ft
From well: 3 ft
From overhead utilities: 15 ft

A 14-foot 8-inch variance from the calculated 48-foot ordinary highwater mark setback to 33-foot 4-inch provided for the construction of an uncovered deck. This request is for a variance from Section Sec. 9.02.D Schedule of Regulations of the Zoning Ordinance.

For the variance request, the applicant has provided a scaled site plan and floor plans. Staff have supplied assessing records, a zoning map, aerial approximations of the property, and Zoning Ordinance Sec. 9.02.



ZONING BOARD OF APPEALS

APPLICATION FOR APPEAL

Hearing Date: June 17th 2026

Case Number: 26-12

Fee: \$325⁰⁰

Date Applied: 5/5/26

205 N. JOHN ST, HIGHLAND MI 48357
(248) 887-3791 ext. 2

APPLICANT NAME: Kevin Zelenka

PROPERTY OWNER NAME (if different): Camille Serre

TYPE OF APPEAL

DIMENSIONAL VARIANCE? ☒ Y N ADMINISTRATIVE REVIEW? ☐ Y ☐ N Z.O. INTERPRETATION? ☐ Y ☐ N

ORDINANCE SECTION(S) BEING APPEALED: _____

PROPERTY ADDRESS: 2294 N. Duck Lake RD ZIP: 48356

ZONING DISTRICT: LV PARCEL ID NUMBER: 11-13-401-015

DIMENSIONAL VARIANCE(S) BEING REQUESTED: Deck Structure lake side
from 65' to water edge to ~33'6" to water edge
Current failing deck is ~31' to water edge.

DESCRIBE THE NATURE OF YOUR PRACTICAL DIFFICULTY:

1. What is your practical difficulty? Do the characteristics of the property include exceptional narrowness, shallowness, smallness, irregular shape, topography, vegetation, or other similar characteristics?

Home and deck were built prior to current set backs.
Request variance to rebuild failing deck with a smaller
footprint than existing deck

2. Can the project be redesigned to meet zoning requirements without the need for a variance? Yes ☒ No

3. Is the reason for a variance request of a personal nature? (for example: financial impact, convenience, physical and/or mental characteristics of the household members, etc.) Yes ☒ No

4. Has the difficulty been self-created by the current owner? Yes ☒ No

5. Will the proposal be harmful to the health, safety, and welfare of the area/neighborhood? Yes ☒ No

6. Will the proposal alter the essential character of the area/neighborhood? Yes ☒ No

7. Will the proposed variance be the minimum necessary? ☒ Yes ☐ No

Sec. 9.02. LV—Lake and Village Residential District.

A. *Creation of new lots in the Lake and Village Residential District.*

1. No new Lake and Village Residential Districts shall be created. New parcels within the district may be created through land division and combination, subject to the following:
 - a. Where public sewer and public water service is available the minimum buildable area shall be fourteen thousand (14,000) square feet, provided the lot fronts a street, and twenty thousand (20,000) square feet where the lot fronts a major thoroughfare, and minimum frontage shall be eighty (80) feet:
 - b. Where public sewer and/or public water is not available the minimum buildable area shall be twenty thousand (20,000) square feet, provided the lot fronts a street and twenty-five thousand (25,000) square feet where the lot fronts a major thoroughfare and minimum frontage shall be one hundred and twenty (120) feet:
2. The lot must satisfy all criteria specified in the Land Division Ordinance.
3. No lot shall be divided in such a way as to create a non-conforming lot or to increase the degree of nonconformity already in existence.

B. *Setbacks.*

a. *Front yard setback.*

- a. A front yard setback shall be determined to promote consistency with established patterns within a developed neighborhood. The required setback will range from 30 feet to 40 feet based on analysis of existing houses within 200 feet of the subject parcel, located on the same side of the road as the subject parcel. If there are no homes within 200 feet of the subject parcel, the required front yard setback shall be 40 feet.
- b. In determining the setback, the following method shall be used, utilizing aerial photography and parcel models provided in the Oakland County Geographic Information System:
 - 1) Determine which existing houses shall be considered in the calculations.
 - 2) Determine the distance from each house to the front property line and record the distance.
 - 3) Subtract 30 feet from each measurement and record the difference. For measurements 30 feet or less, enter zero feet for further calculations. For measurements greater than 40 feet, enter ten feet for further calculations.
 - 4) Determine the average difference of all measurements as recorded in step 3) (e.g. add all recorded differences and divide by the number of samples). Add this calculated average to 30 feet. This is the required setback.
- c. The Zoning Administrator may refer any plot plan to the Zoning Board of Appeals for determination of the required setback.

b. *Side yard setback.*

- a. For all principal and accessory buildings and structures, the side yard setbacks are established based on lot width, as follows:

Lot Width (feet)	Least Side (feet)	Total Both Sides (feet)
120 or greater	10	30

90 to 119	10	25
70 to 89	5	20
40 to 69	5	15

c. *Rear yard setback.*

- a. A rear yard setback shall be determined to promote consistency with established patterns within a developed neighborhood. The required setback will range from 30 feet to 40 feet based on analysis of existing houses within 200 feet of the subject parcel, located on the same side of the road as the subject parcel. If there are no homes within 200 feet of the subject parcel, the required rear yard setback shall be 40 feet.
- b. In determining the setback, the following method shall be used, utilizing aerial photography and parcel models provided in the Oakland County Geographic Information System:
 - 1) Determine which existing houses shall be considered in the calculations.
 - 2) Determine the distance from each house to the rear property line and record the distance.
 - 3) Subtract 30 feet from each measurement and record the difference. For measurements 30 feet or less, enter zero feet for further calculations. For measurements greater than 40 feet, enter ten feet for further calculations.
 - 4) Determine the average difference of all measurements as recorded in step 3) (e.g. add all recorded differences and divide by the number of samples). Add this calculated average to 30 feet. This is the required setback.
- c. The Zoning Administrator may refer any plot plan to the Zoning Board of Appeals for determination of the required setback.

C. *Setback exceptions and height restrictions for accessory structures.*

- a. One (1) storage shed not greater than one hundred and fifty (150) square feet in area and not greater than ten (10) feet in height may be permitted as close as five (5) feet to side lot line or rear lot line. All sheds must comply with required front yard setback.
- b. One (1) accessory structure such as a garage, swimming pool, or play structure not greater than two hundred and forty (240) square feet in area and not greater than fifteen (15) feet in height may be permitted as close as ten (10) feet to the rear lot line provided the structure complies with the required side yard setback.

D. *Minimum Setback from the Ordinary High Water Mark.*

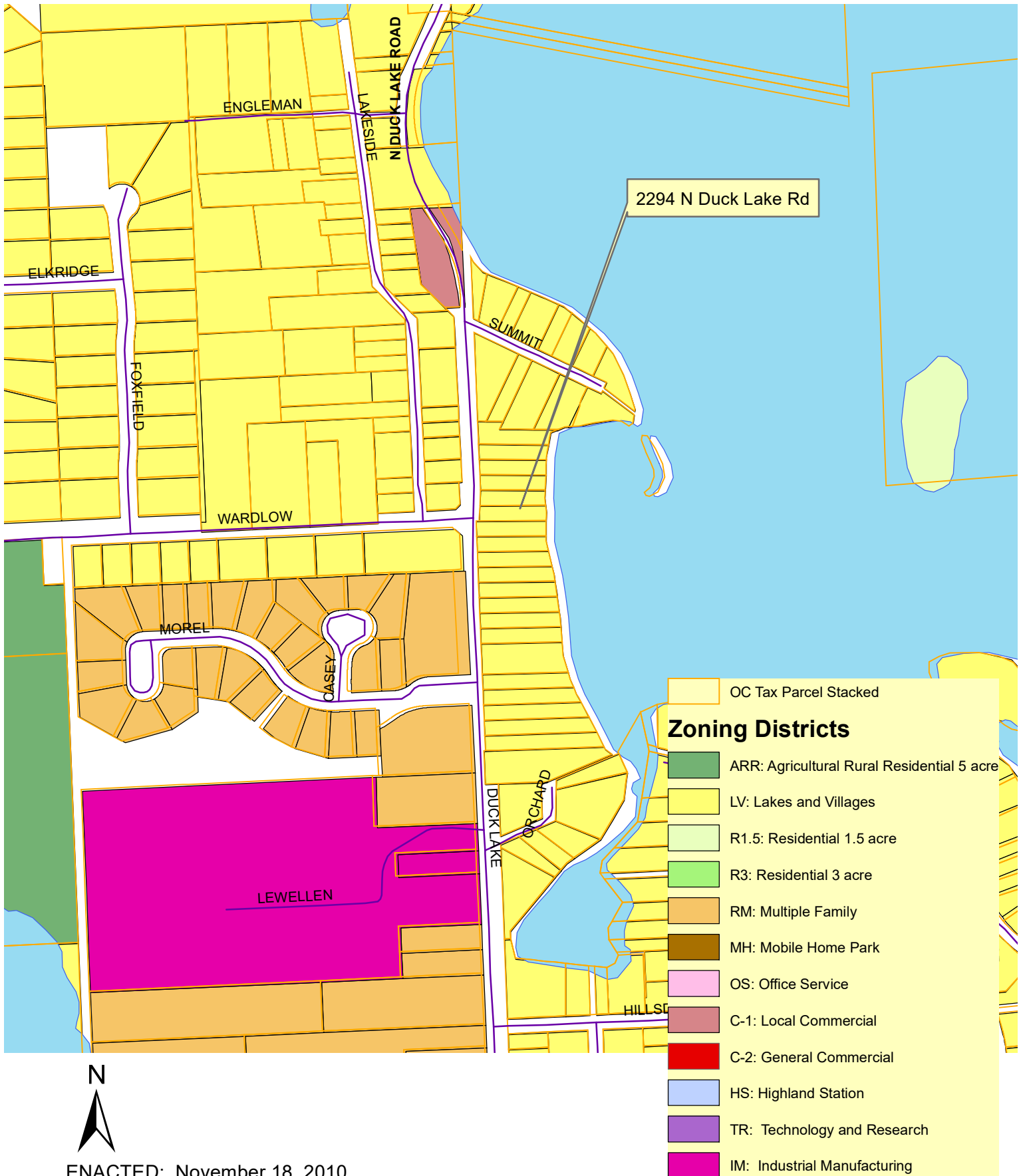
- a. The setback from the ordinary high water mark shall be determined to promote consistency with established patterns within a developed neighborhood, while protecting viewsheds of the lake for neighboring properties.
- b. Typically, the setback from the ordinary high water mark is sixty-five (65) feet. The setback may be reduced to as little as thirty (30) feet on lakefront lots, based on an analysis of like structures on parcels within two hundred (200) feet of the subject parcel, located along the lakeshore. This setback reduction may be applied to principle primary structures or to uncovered porches and decks. This setback reduction may not be applied to accessory structures such as garages and boathouses.
- c. In determining the setback reduction, the following method shall be used, utilizing aerial photography and parcel models provided in the Oakland County Geographic Information System:

-
- 1) Determine which existing primary structures or decks/uncovered porches shall be considered in the calculations. Decks and uncovered porches shall not be used in determining setback reductions for a principle structure, but principle structures may be used in determining setback reductions for decks/uncovered porches.
 - 2) Determine the distance from each structure to the presumed ordinary high water mark and record the distance.
 - 3) For parcels with no structures are closer to the presumed high water mark than sixty-five (65) feet, enter a value of zero for further calculations. For parcels with structures closer to the presumed high water mark than thirty (30) feet, enter a value of thirty-five (35) feet for further calculations. For remaining parcels with structures falling between those two (2) limiting factors, enter the difference between sixty-five (65) feet and the measured distance.
 - 4) Determine the average difference of all measurements as recorded in Step 3 (e.g. add all recorded differences and divide by the number of samples). This result represents the allowable setback reduction.
- E. *Minimum floor area per residential unit.* One thousand (1,000) square feet.
- F. *Minimum first floor area per residential unit.* Seven hundred and fifty (750) square feet.
- G. *Maximum height for principal structures.* Two stories or twenty eight (28) feet.
- H. *Maximum height for residential accessory structures.* Twenty eight (28) feet for all accessory structures which comply with the setback requirements under Section 9.02B, Setbacks. See Section 9.02C, Setback Exceptions and Height Restrictions for Accessory Structures for height restrictions for accessory structures placed under the provisions for setback exceptions.
- I. *Maximum Lot Coverage.* The maximum lot coverage for all building (principal and accessory) is as follows:
- a. For lots with net area less than fourteen thousand (14,000) square feet, the maximum lot coverage shall be forty-five (45) percent.
 - b. For lots with net area of fourteen thousand (14,000) square feet or greater, the maximum lot coverage shall be thirty-five (35) percent.

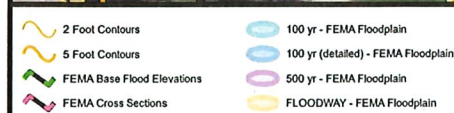
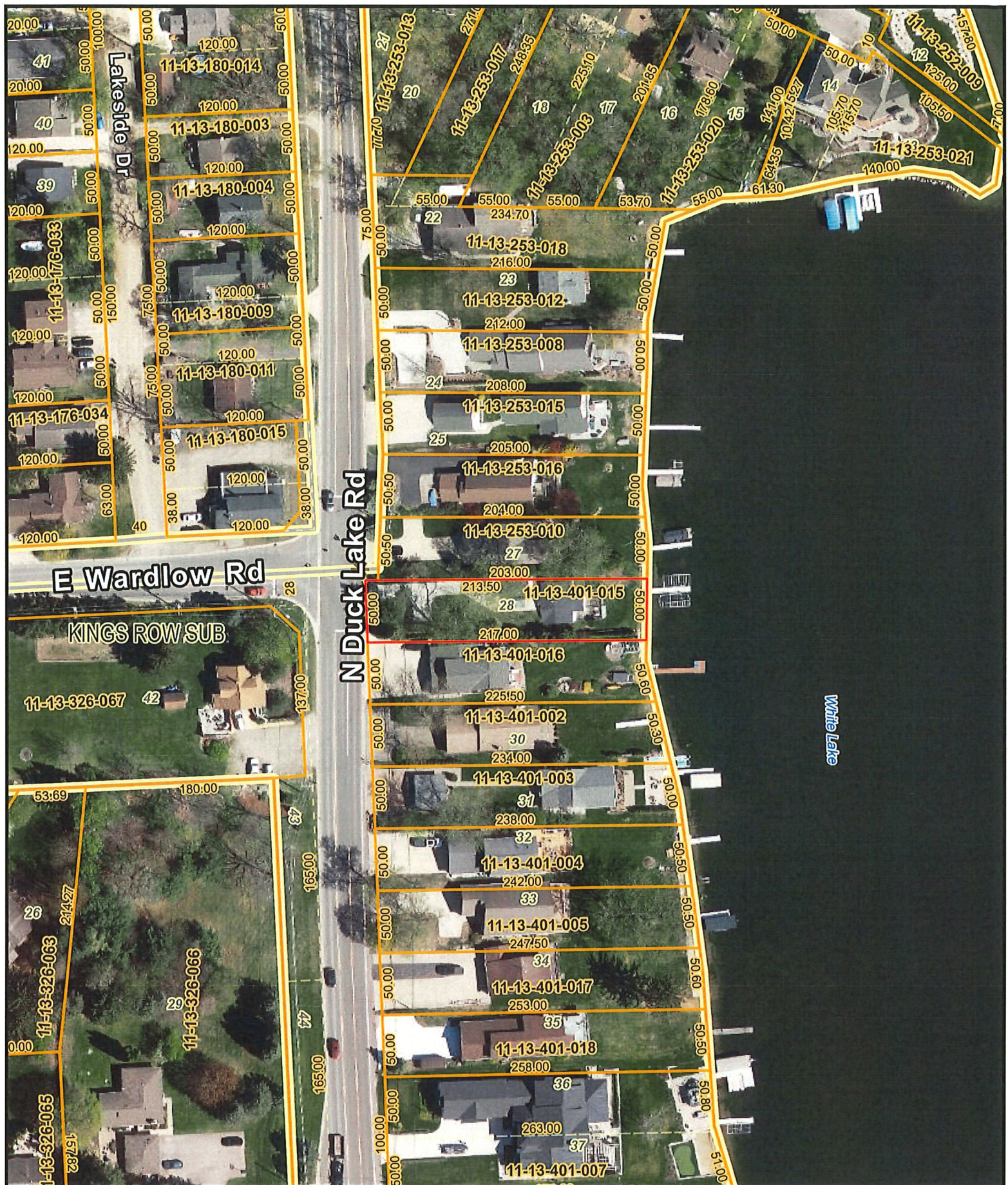
(Ord. No. Z-006, § 3, 10-14-2015)

CHARTER TOWNSHIP OF HIGHLAND

ZONING MAP



2294 N Duck lake Rd



Disclaimer: The information provided herewith has been compiled from recorded deeds, plats, tax maps, surveys and other public records. It is not a legally recorded map or survey and is not intended to be used as one. Users should consult the information sources mentioned above when questions arise. FEMA Floodplain data may not always be present on the map.



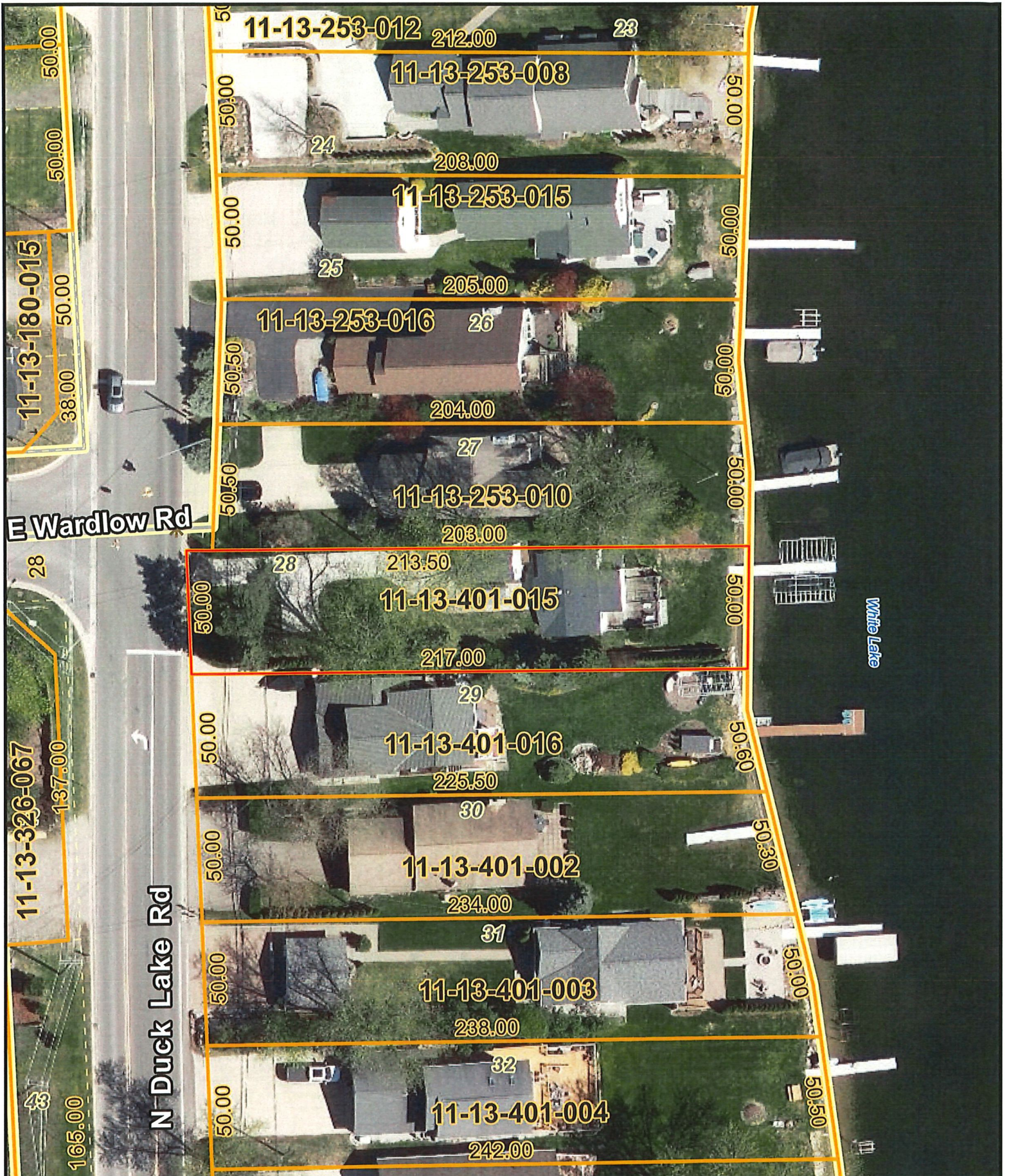
David Coulter
Oakland County Executive

Date Created: 5/12/2026



1 inch = 100 feet

2294 N Duck lake Rd



- 2 Foot Contours
- 5 Foot Contours
- FEMA Base Flood Elevations
- FEMA Cross Sections

- 100 yr - FEMA Floodplain
- 100 yr (detailed) - FEMA Floodplain
- 500 yr - FEMA Floodplain
- FLOODWAY - FEMA Floodplain

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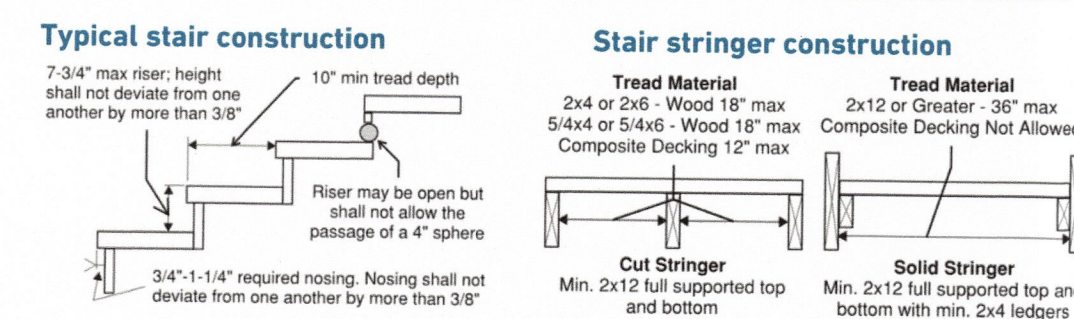
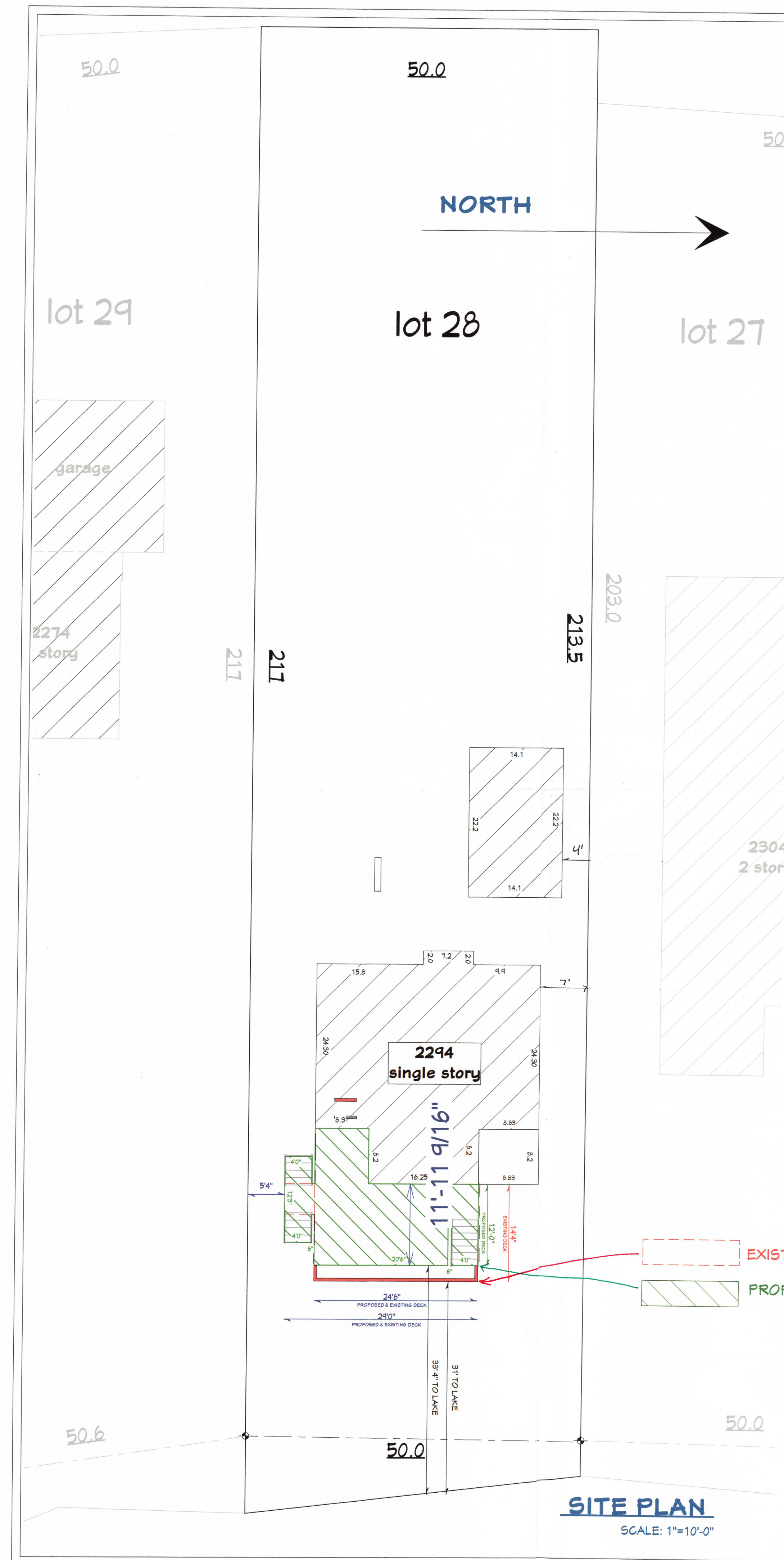


David Coulter
Oakland County Executive

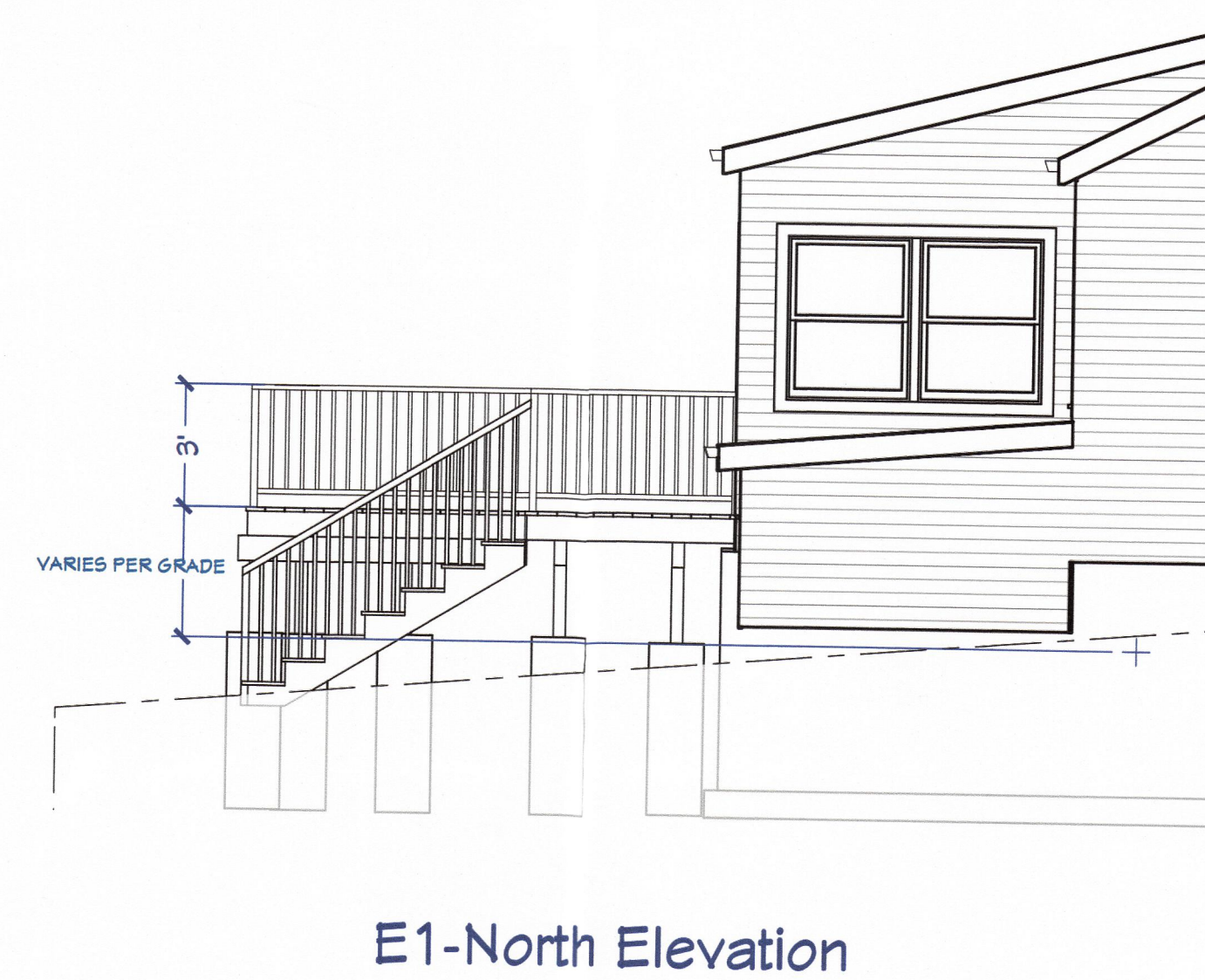
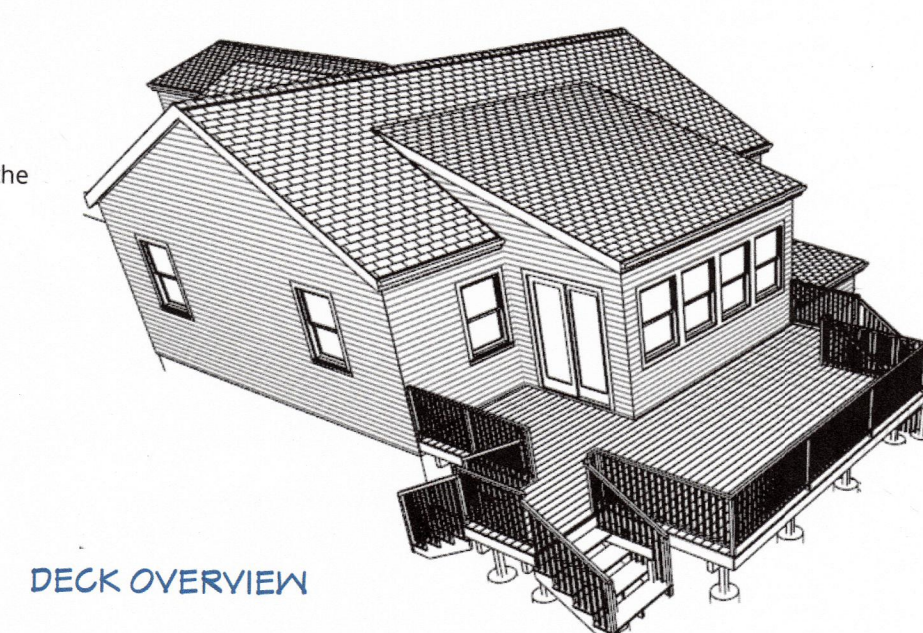
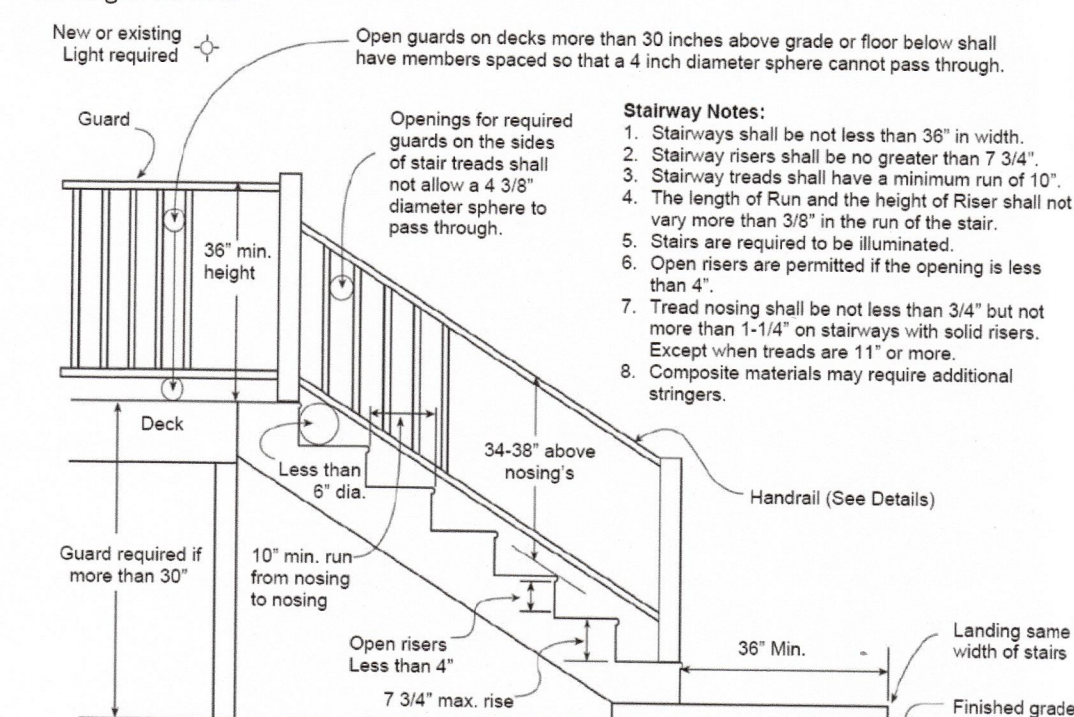
Date Created: 5/12/2026



1 inch = 50 feet



Complete stairway, handrail and landings
A flight of stairs shall not have a vertical rise larger than 12 feet 7 inches between floor levels or landings. R311.7.3



DECK CONSTRUCTION NOTES:

DECKING- 5/4 TREATED DECKING

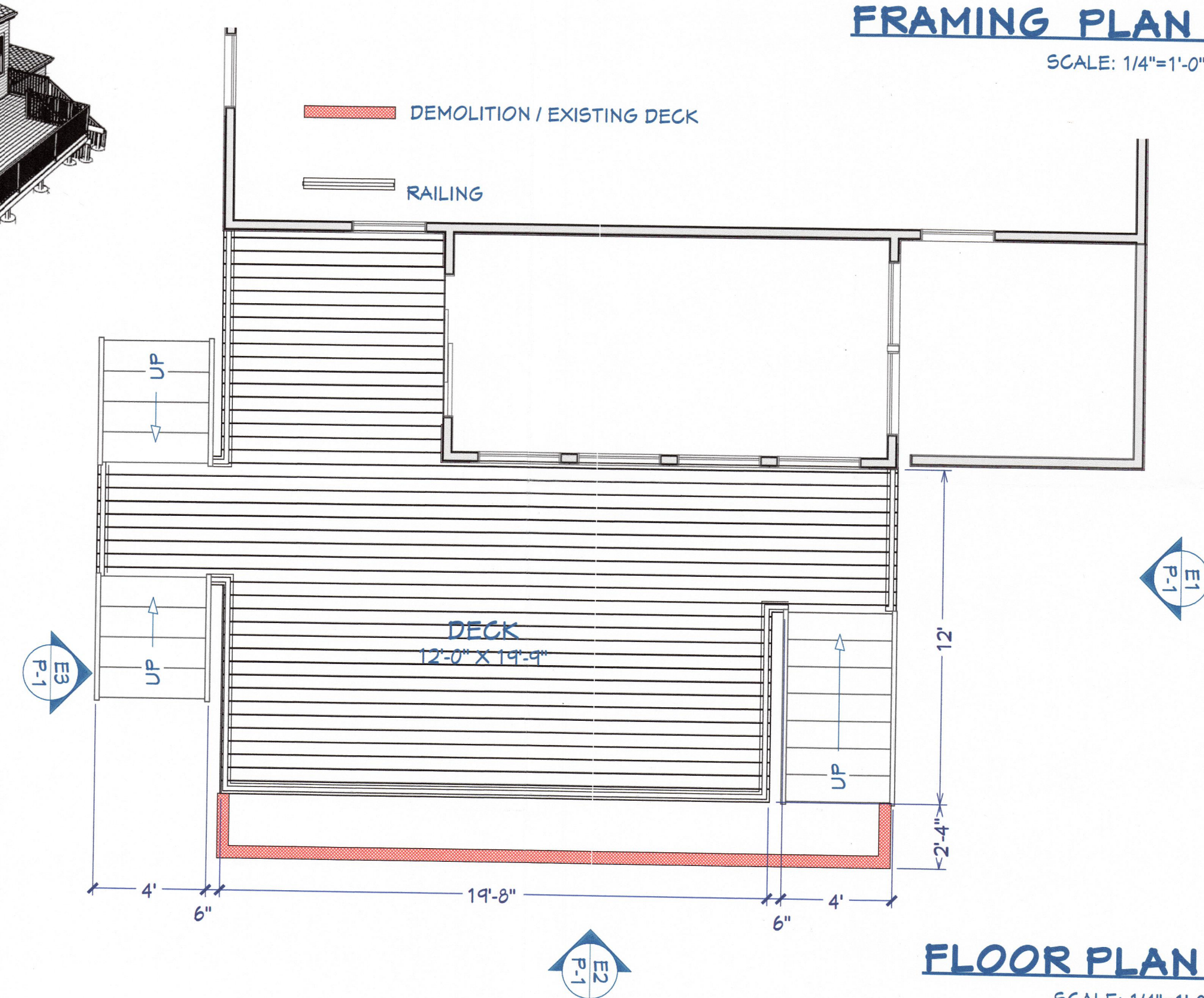
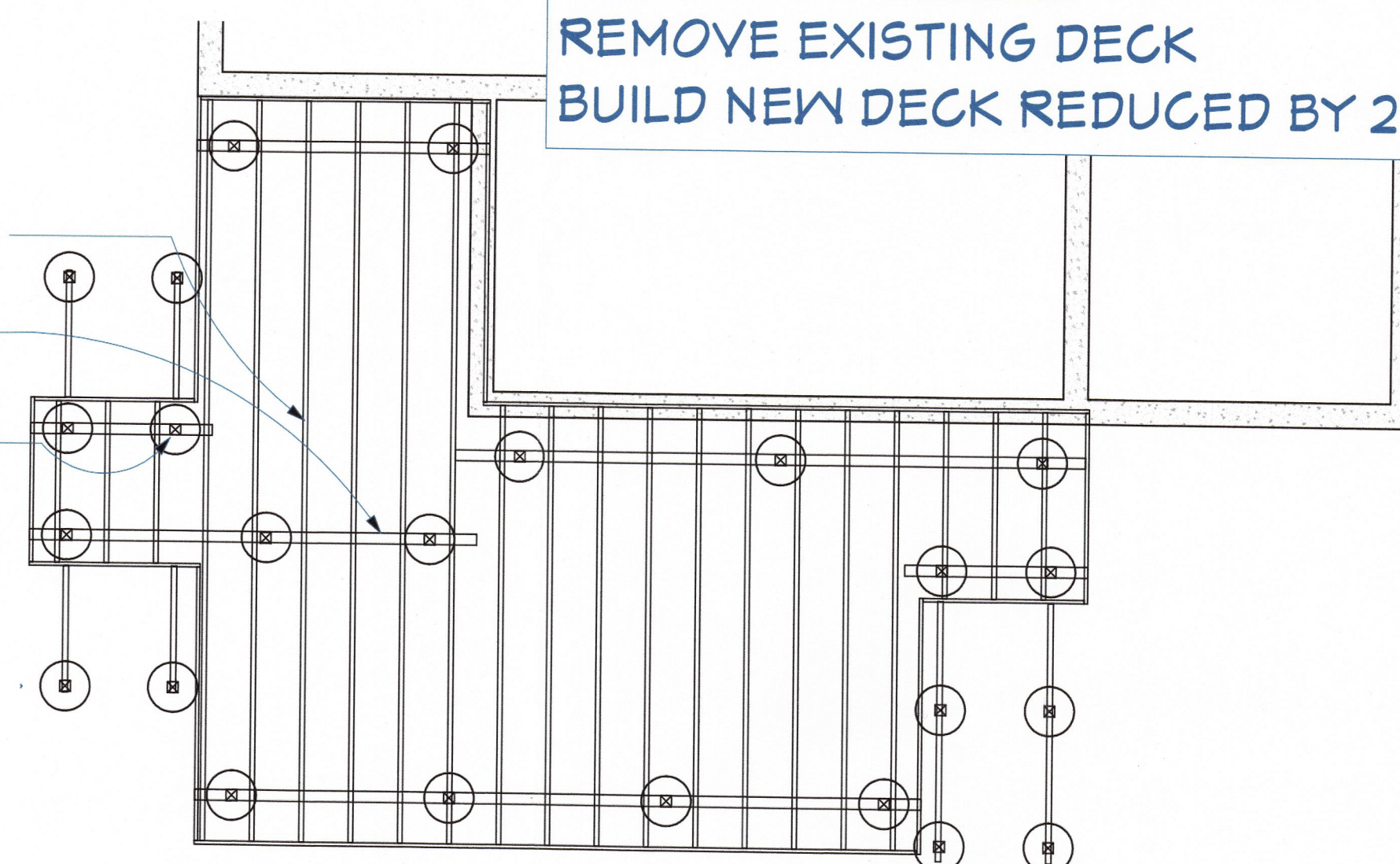
RAILING- 36" HEIGHT- TREX
SIGNATURE ALUMINUM RAIL

JOISTS - 2 X 8 @ 12" O.C, MAX SPAN 10'

BEAMS- (2) 2 X 8 MAX SPAN 70"

6 X 6 POST SET ON 12"DIA. X 412"
DEEP CONC. FOOTING (TYP)

SCOPE OF WORK:
REMOVE EXISTING DECK
BUILD NEW DECK REDUCED BY 2'4"

[illegible]

Kevin Zelinka / Camille Sere
2294 Duck Lake Rd.
Highland, Mi. 48356

DRAWINGS PROVIDED BY:

DATE:

4/16/2026

SCALE:

SHEET:

P-1

LOT# 28

Subdivision Kingsdown

Sidwell# 11-13-401-015

70296

OAKLAND COUNTY HEALTH DIVISION
1200 N. Telegraph Rd., Pontiac 48341
27725 Greenfield Rd., Southfield 48076
1010 E. West Maple Road, Walled Lake 4390

(248) 858-1312
(248) 424-7191
(248) 926-3305

APPLICATION

☐ PART A: NOTIFICATION OF WATER SUPPLY INFORMATION

☐ PART B: PERMIT TO INSTALL OR REPAIR A SEWAGE DISPOSAL SYSTEM

157866

(Township, Village, City) Highland No. 2294 Street W Duck Lake Rd.
New Home LD No. of Bedrooms 2 Repair of System Yes 06/09/99 3:52PM 001#9723 A01
Non-Residential Building Type _____ No. of Persons 3
Owner P. Bane Address 2294 W Duck Lake Rd. City Highland Zip 48357
Applicant Thornton Sophie Address 777 W. Maple Rd. City Highland Zip 48357
Signed: S. Thornton Date 6-8-99 Telephone No. (248) 857-1648

PART A

WELL INFORMATION

Will the property be serviced by a water well on-site? ☐ YES ☐ NO Casing Size _____ inches
Well Use: ☐ New ☐ Replacement ☐ Residential ☐ Public

SPECIAL CONDITIONS/DEVIATIONS: _____

PART B

SOIL INFORMATION

Make at least two borings into the soil about twenty-five (25) feet apart to at least a depth of seven and one-half feet in the area of the planned drain field. Soil borings for dry well installation must be at least twelve (12) feet deep.

(To be completed by Health Division)

Hole #1	Hole #2	Hole #3	Hole #4
<u>6</u> In. Topsoil	<u>6</u> In. Topsoil	_____ In. Topsoil	_____ In. Topsoil
<u>3.5</u> Ft. <u>SHALY LOAM</u>	<u>1.5</u> Ft. <u>SHALY LOAM</u>	_____ Ft.	_____ Ft.
<u>2.5</u> Ft. <u>COARSE SAND</u>	<u>3</u> Ft. <u>COARSE SAND</u>	_____ Ft.	_____ Ft.
_____ Ft.	_____ Ft.	_____ Ft.	_____ Ft.
Grnd. Water at _____ Ft.	Grnd. Water at _____ Ft.	Grnd. Water at _____ Ft.	Grnd. Water at _____ Ft.

BORING LOCATIONS MUST BE INDICATED ON ACCOMPANYING PLOT PLAN

REPORTED SOIL CONDITIONS CONFIRMED? ☒ YES ☐ NO Environmentalist Ty A Date 6/11/99

ON-SITE SEWAGE DISPOSAL SYSTEM PERMIT

Two compartment tank recommended

Size of Septic Tank EXISTING Gals; Lineal feet Drain Tile 175; Trench width 36 In; Spacing C. to C. 8 Ft.;
OR Drainage Bed consisting of 1000 Sq. Ft. OR _____ Drywells of _____ Gals. each with _____ Ft. of stone
totaling _____ Sq. Ft. of Absorption Area. Stipulations are listed below. The location and system design are indicated on attached
scaled drawing which is part of this permit.

1. Locate drain field: ON REAR SIDE OF LOT OVER BORING. Cut all trenches 4.5-5.5 Ft. to SAND
Cut drainage bed 50% 100% 4.5-5.5 Ft. to SAND
3. CALL FOR A CUTOFF INSPECTION PRIOR TO BACKFILLING ☒ YES ☐ NO
Date of Mid-Inspection _____ by _____
4. Backfill with Clean, Coarse Sand to Grade of Tile Field YES
5. Special Conditions/Comments: MUST INSTALL SYSTEM IN ACCORDANCE w/LOCAL SANITARY CODE ARTICLE 116 (REVISED)

☒ PREVAILING SMALL SIZED LOT, OR POOR SOIL QUALITY WILL LIMIT THE SERVICE OF THE INSTALLATION. THIS REPAIR PERMIT IS ISSUED WITH NO ASSURANCE FOR A NORMAL USE PERIOD.

Denied, Indicate Reasons: _____
PERMIT: Approved ☒ Denied ☐ Hold ☐ Environmentalist Ty A Date 6/10/99
ACT 53 - P.A. 1974 Requires the applicant to notify the public utilities prior to excavation.

THIS PERMIT IS VOID TWO (2) YEARS FROM DATE OF ISSUE

A:\EHS-3\EHS-14-2.FRM (3/97)

**POST
ON
JOB**

Highland

DATE OF ISSUE 6-25-99

PERMIT NO

0004953

INSTRUCTIONS

SCALED PLOT PLAN FOR PERMIT NO.

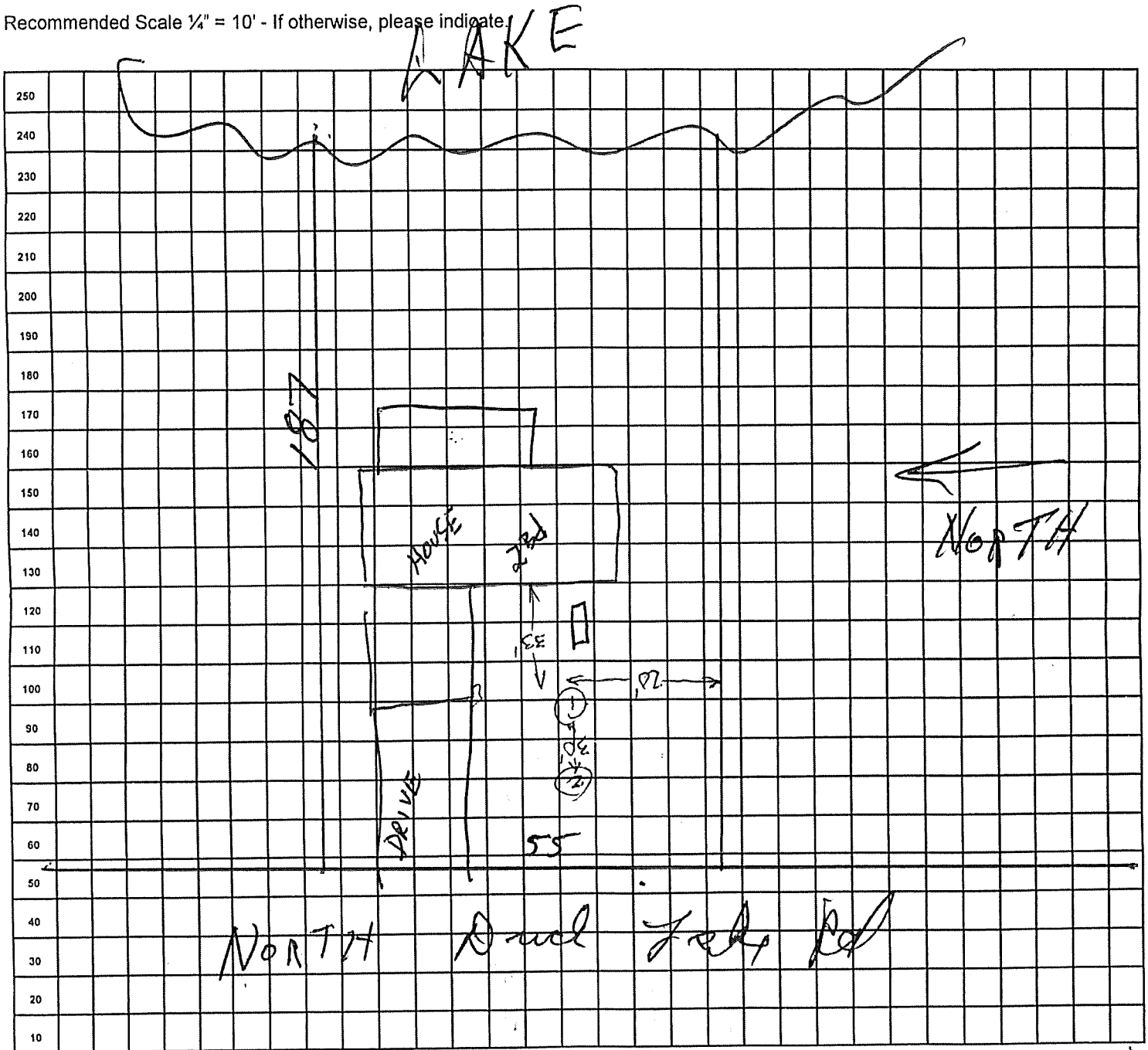
0004953

Sec. 3.2, Article III "Sanitary Code", Oakland County Health Division requires scaled plot plan providing the following information.

- (1) Lot Size _____ (2) North _____ (3) Fronting Roads _____ (4) Grade Changes _____
 (5) Any Easements _____ (6) Building Location, Size _____ (7) Water Well Location _____
 (8) Septic Tank, Drain Field _____ (9) Water and Septic Tank Systems - Adjoining Properties _____
 (10) Fronting Lake-Stream _____ (11) Driveway _____ (11) Utility Lines _____

Please Note: Subject property will be identified by boundary markers.

Recommended Scale $\frac{1}{4}" = 10'$ - If otherwise, please indicate.



2294 N Duval Rd, Rd

NAME OF ROAD (not to scale)

Sidwell # or address 11-13-401-015

Lot # 28

Signed

City, Village, Township Highland

Date 8 June 99

FINAL INSPECTION

INDICATE WHEN APPLICABLE THE FOLLOWING

- (a) Received engineer's signed affidavit regarding inspection and approval ()
 (b) Surveyor's level used to check inches of fall in tile lines (List fall on sketch or plan) ()

(A) SEPTIC TANK

- (1) Septic tank size 1000 gals. (2) Outlet "T" or "L" checked ☒ (3) Tank level ☒
 (4) Tank/cover free of cracks ☒ (5) Outlet sealed 365° ☒ (6) Isolation distances:
 (a) Well 50' (b) Foundation 10' Remarks: Existing tank utilized

(B) TILE FIELD

- (1) Header level ☒ (2) Header installed on compact sand ☒ (3) Number of drain lines 3
 (4) Drain line length 54x3=162 ft. (5) Footer 14 ft. (6) Total lineal 176 ft.
 (7) Trench width 36 in. (8) 2" stone over and 6" under tile ☒ (9) Stone clean ☒
 (10) Stone installed at least 4 ft. above water table ☒ (11) Grade of tile lines not greater than 3"/100 ft. ☒
 (12) Cutdowns to required depth ☒ Remarks: _____

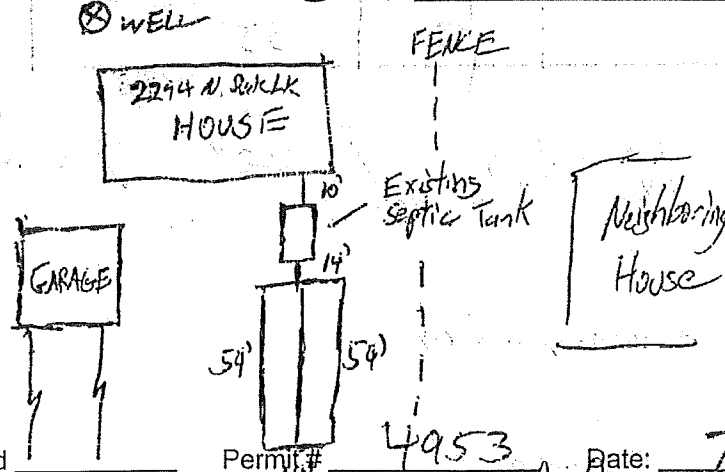
(C) DRAINAGE BED

- (1) Dimensions _____ ft. X _____ ft. (2) Total _____ sq. ft. (3) Header level _____
 (4) tile lines 5' on center 2-3 ft. from edge of bed _____ (5) 2" stone over & 6" under tile _____
 (6) Stone clean _____ (7) Cutdown depth approved _____ (8) 2 ft. sand over shelf for cutdown
 installations _____ (9) Proper sand fill _____ (10) Stone installed 4 ft. above water
 table _____ Remarks: _____

(D) DRYWELLS

- (1) To calculate the effective absorption area of one rectangular dry well, measure the two sides and the two ends of the excavated area and multiply the sum of these four sides by the water depth of the well + 6 inches.
 Side _____ ft., end _____ ft., depth _____ ft. Absorption area _____ sq.ft.
 No. of wells _____. Total absorption area _____ sq. ft. (2) 6" stone under _____
 (3) Drainage slots open _____ (4) Stone 4 ft. above water table _____
 Remarks: _____

Sketch plan of Installation showing house, street, North, water well by X, any lake, stream and A, B, C, D above. Indicate isolation distances where applicable. Well installed: ☒ Yes or No _____



Approved: ☒ Disapproved: _____ Permit # 4953 Date: 7/2/99
 Installer Thornton Environmentalist John Nelson

DUCK LAKE RD.



Charter Township of Highland (H) 11-13-401-015 Active

Print Layout: 2 per page ▼

Print Date: Date:

2294 N Duck Lake Rd
Highland MI 48356-2714

View: Front

Structure: Primary

Photo Date: 04/17/2015



2294 N Duck Lake Rd
Highland MI 48356-2714

View: Rear

Structure: Primary

Photo Date: 04/17/2015



2294 N Duck Lake Rd
Highland MI 48356-2714

View: Front

Structure: Other

Photo Date: 04/17/2015





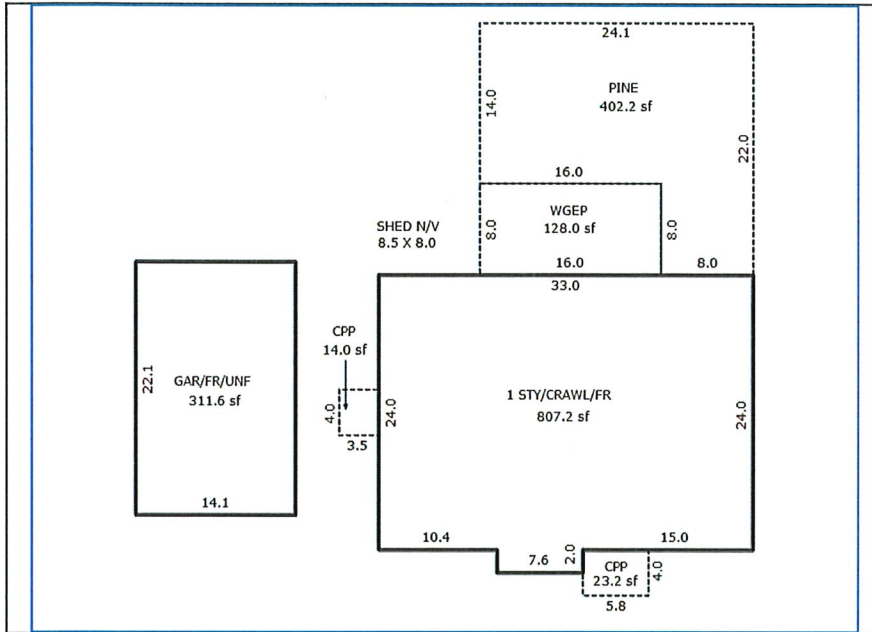
Parcel Sketch View

Charter Township of Highland (H)

Page Print Layout: 2 per page ▼

PIN: 11-13-401-015

PRINT DATE: 5/12/2026



2294 N DUCK LAKE RD HIGHLAND MI 48356-2714

2 beds / 1 full baths / 0 half baths / 807 sq ft

Residential Property Profile

11-13-401-015

Note: Please be advised the data included in Property Gateway originates from multiple local municipalities. Data, in regard to properties, may be classified and updated differently by municipalities. If you have any questions, please contact the local community where the data originated.

Owner Information

Owner(s) : CAMILLE M SERRE
Postal Address : 216 FRANCK AVE LOUISVILLE KY 40206-2545

Location Information

Site Address : 2294 N DUCK LAKE RD HIGHLAND MI 48356-2714
PIN : 11-13-401-015 Neighborhood Code : LWS
Municipality : Charter Township of Highland
School District : 63220 HURON VALLEY SCHOOLS
Class Code : 401 Residential - Improved

Property Description

T3N, R7E, SEC 13 KINGS ROW SUB LOT 28

Most Recent Sale Since 1994

Date : 06/21/2010
Amount : \$1 Liber : 42217:396
Grantor : SERRE, THOMAS Grantee : SERRE, PHILIP DENNIS
WILLIAM
SERRE, CAMILLE MARIE SERRE, CAMILLE MARIE

Tax Information

Taxable Value	: \$87,395	State Equalized Value	: \$153,960
Current Assessed Value	: \$153,960	Capped Value	: \$87,395
Effective Date For Taxes	: 12/01/2025	Principal Residence	: N/A
		Exemption Type	
Summer Principal	: 0%	Winter Principal Residence	: 0%
Residence Exemption		Exemption Percent	
Percent			
2024 Taxes		2025 Taxes	
Summer	: \$3,341.09	Summer	: \$3,415.69
Winter	: \$1,222.34	Winter	: \$1,243.32
Village	:	Village	:

Lot Information

Description : LEVEL WATERFRONT Area : 0.26 ACRES

2294 N DUCK LAKE RD HIGHLAND MI 48356-2714



2 beds / 1 full baths / 0 half baths / 807 sq ft

Residential Property Profile

11-13-401-015

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Primary Structure

Structure	: Bungalow	Living Area	: 807 SQ FT
Ground Floor	: 807 SQ FT	Year Built	: 1940
Effective Year	: 1963	Remodel Year	: 0
Stories	: 1 Story	Rooms	: 3
Bedrooms	: 2	Full Baths	: 1
Half Baths	: 0	Fireplaces	: 0
Ext Walls	: Aluminum	Basement	: NO - CRAWL SPACE
Garage	: SEPARATE - 1 car (312 SQ FT)	Heat	: Forced Air w/ Ducts
Fuel Type	: Gas	Central Air	: No

Basement Information

Finish	: UNFINISHED	Area	: 0 SQ FT
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Porch Information

Type	Area
CPP	23 SQ FT
CPP	14 SQ FT
WGEP (1 Story)	128 SQ FT
Treated Wood	402 SQ FT

HIGHLAND TOWNSHIP

ORDINANCE COMPLAINT

CASE # **EE26-0058**

04/16/26

Type

BUILDING/NO PERMIT

OFFICER STEVEN TINO/BLDG INSP

Status

Complaint Address: **2294 N DUCK LAKE RD**

H -11-13-401-015

Owner of Record:

SERRE, CAMILLE M

Complainant:

216 FRANCK AVE
LOUISVILLE

KY 40206-2545

COMPLAINT

BUILDING/NO PERMIT

Check to make sure a deck did not go up.
They came in for a variance and are having a hard time.

BUILDING/NO PERMITEnforcement | EE26-0058

Property Information

H -11-13-401-015	2294 N DUCK LAKE RD	Subdivision:	KINGS ROW SUB	
	HIGHLAND MI, 48356-2714	Lot:	28	Block:

Name Information

Owner:	SERRE, CAMILLE M	Phone:	
Occupant:		Phone:	
Filer:		Phone:	

Enforcement Information

Date Filed:	04/16/2026	Date Closed:	Status:
Complaint:	Check to make sure a deck did not go up. They came in for a variance and are having a hard time.		
Last Action Date:		Last Inspection:	
Last Action:			

ini Inspection | Steven Tino/Bldg Insp

Status:	Scheduled	Result:	
Scheduled:	06/29/2026	Completed:	