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Planning Commission
Hamburg Township
10405 Merrill Rd., P.O. Box 157
Hamburg Township, Michigan 48139
August 21, 2019
7:00 p.m.

1. CALL TO ORDER:

Present: Hamlin, Koeble, Leabu, Muck, & Muir

Absent: Priebe

Also Present: Scott Pacheco, Township Planner & Brittney Stein, Zoning Coordinator

Motion by Hamlin, supported by Koeble

To appoint Jeff Muck as Acting Chairperson

Voice vote: Ayes: 5 Nays: 0 Absent: 1 MOTION CARRIED

2. PLEDGE TO THE FLAG:

3. APPROVAL OF THE AGENDA:

Motion by Koeble, supported by Muir

To approve the agenda as presented

Voice vote: Ayes: 5 Nays: 0 Absent: 1 MOTION CARRIED

4. APPROVAL OF MINUTES:

A. June 19, 2019 Planning Commission Minutes

Motion by Muir, supported by Koeble

To approve the minutes of the June 19, 2019 meeting as presented

Voice vote: Ayes: 5 Nays: 0 Absent: 1 MOTION CARRIED

5. CALL TO THE PUBLIC:

Acting Chairman Muck opened the call to the public for any item not on the agenda. Hearing no comment, the call was closed.

6. NEW BUSINESS:

A. Election of Planning Commission Chair, Vice Chair, and Secretary.

Planner Pacheco stated that every year the Commission elects a Chairperson, Vice Chair and Secretary.

Commissioner Muir nominated Joyce Priebe as Chairperson. Discussion was held on any conflict as she is Chair of the Zoning Board of Appeals. Commissioner Leabu stated that she indicated that she did not want to be Chair. Pacheco stated that he would have to look at the Planning Commission By-laws to find out if there is a conflict. He further stated that a Township Board Member cannot be Chair.

Discussion was held on appointing Jeff Muck. Commissioner Much stated that he would be comfortable with being Chair.

Motion by Hamlin, supported by Koeble

To appoint Jeff Muck as Planning Commission Chairman

Commissioner Muck stated that he appreciates the opportunity and hopes that he can bring his municipal experience to the table.

Voice vote: Ayes: 5 Nays: 0 Absent: 1 MOTION CARRIED

Chairman Muck stated that he would like to recognize Chairman Goetz for his commitment to the Planning Commission and the Township. He has a long history of sitting at this table and did a lot for the Township. Koeble stated that at the last Board meeting, the Board recognized him for his years of service and presented him with a plaque.

Discussion was held on the duties of the Vice-Chair. It was stated that the Vice-Chair would chair the meetings in the absence of the Chairperson. Pacheco stated that it is unclear if Joyce Priebe could hold the position of Vice-Chair or Secretary. We could wait to appoint her to one of the two positions until we can review the by-laws or we could make the appointment and rescind it and reappoint at the next meeting. Discussion was held on the duties of the Secretary. Pacheco stated that they use to take the minutes, however they do not do that anymore. They would be third in command if the Chair and Vic-Chair were absent.

Chairman Muck asked Commissioner Muir if he would accept Vice Chair. Commissioner Muir stated that he would accept it.

Motion by Muck, supported by Hamlin

To appoint Ron Muir as Planning Commission Vice-Chairman

Voice vote: Ayes: 5 Nays: 0 Absent: 1 MOTION CARRIED

Motion by Muck, supported by Koeble

To appoint John Hamlin as Planning Commission Secretary

Voice vote: Ayes: 5 Nays: 0 Absent: 1 MOTION CARRIED

B. Special Use Permit (SUP19-002) and Site Plan Review (SPA 19-002) applications: Public Hearing to consider a major amendment to the special use permit and site plan approved in 2001 which allowed the IXL learning Center at 10088 Professional Center Drive. The amendment will increase the square footage within the structure that will be occupied by the IXL Learning Center and will increase the number of employees and the number of children cared for on this site. This amendment proposes little to no changes to the exterior of the building or the site improvements on the lot.