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**Hamburg Township  
Planning Commission  
Wednesday, December 15, 2021  
7:00 P.M.**

**1. CALL TO ORDER:**

The meeting was called to order by Chairman Muck at 7:00 p.m.

Present: Bohn, Hamlin, Hughes, Leabu, Muck, Muir & Priebe

Absent: None

Also Present: Chris Madigan, Planning & Zoning Administrator & Lisa Perschke, Planning & Zoning Coordinator

**2. PLEDGE TO THE FLAG:** Chairman Muck led those present in the pledge to the flag.

**3. APPROVAL OF THE AGENDA:**

Motion by Muir, supported by Priebe

To approve the agenda as presented

VOTE:

MOTION CARRIED UNANIMOUSLY

**4. APPROVAL OF MINUTES:**

**a) November 17, 2021 Planning Commission Meeting Minutes**

Chris Madigan, Planning & Zoning Administrator reminded the commissioners that if a member is absent from a meeting, they are still required to vote on the minutes when they are presented for approval. The only reason for abstention would be a conflict of interest.

Motion by Hughes, supported by Hamlin

To approve the minutes of November 17, 2021 as presented

VOTE:

MOTION CARRIED UNANIMOUSLY

**5. CALL TO THE PUBLIC:**

Chairman Muck opened the call to the public. Hearing no public comment, the call was closed.

**6. OLD BUSINESS:** None

**7. NEW BUSINESS:**

- a) FSPA21-006: Final Site Plan review for a 5,244 square foot new standalone building that will be used as a convenience store for a new sixteen pump gas station. The new convenience store will include a restaurant area that will have prepared foods, large coolers for cold beverages and foods, shelving for other goods and restrooms. This store will also sell alcoholic beverages. The special use permit application for the gas station was approved contingent on the final site plan approval of the gas station plans.

Chris Madigan, Planning & Zoning Administrator reviewed the Site Plan Review by Planner Pacheco. The project was initially submitted in April and the Commission reviewed it in May with the Township Board reviewing it in June. We received the request for final site plan last month. This also includes a Special Land Use which has been approved. There were ten conditions attached to the preliminary approval, and we do believe that most of them have been satisfied with just a few remaining outstanding. There are several conditions for final approval being suggested based on the resubmission of the plan and the applicant's work to receive the necessary permits from State and County officials. Madigan reviewed the suggested conditions.

Discussion was held on the lighting on photocell as this a 24-hour operation. Further discussion was held on lighting of the site.

Discussion was held on the signage. Madigan explained the difficulty for a gas station to meet our signage required under typical conditions. Staff is requesting that a condition of approval be that the applicant bring back a complete sign plan for Planning Commission review prior to a land use permit being issued. If a sign plan was submitted as part of the final site plan, it would have been reviewed as part of the plan reviewed by the Board. Signs can be reviewed administratively, but signage can be part of a cohesive development and is appropriate for the Planning Commission to comment on them.

Madigan explained that although the applicant has received approval from the Livingston County Road Commission, they have not yet received MDOT approval. They will have to provide that approval or the plan will need to come back for further review.

Discussion was held on the architecture and the renderings supplied by the applicant. Discussion was held on the non-motorized connections from the project to neighboring communities and Lakeland Trails for which the Livingston County Road Commission has given approval. As a condition, staff is asking that the applicant attempt to work with the owner of 9244 Pettysville Road, across the street from the subject site, to relocate the non-motorized connection and utilize the existing walkway on the northwest side of the parking area. If an agreement cannot be reached, the applicant has agreed to keep the connection as approved by LCRC.

Madigan noted that the Special Land Use continues to be in affect so long as the site is built with this site plan application. Discussion was held on requiring that there be no amplified music or other noise at the service islands except for an attendant PA system.

Madigan stated that staff finds that the plan is generally in compliance with the Zoning Ordinance and the required information has been provided. He reviewed the landscape plan and stated that it meets and exceeds the standards in the landscaping section of the Zoning Ordinance. He reviewed the proposed materials and design of the building. Staff recommends approval of the final site plan and recommendation for final approval with conditions to the Township Board.

Chairman Muck commended the applicant for working with the conditions and staff.

Discussion was held on MDOT approval and traffic study. Discussion was held on the design of the building with the added windows. Discussion was held on the use of gravel or crushed stone in the dog park area versus wood chips. The applicant stated that they do plan on having the waste bags available as well. He further discussed using wood chips. Further discussion was held on the use of gravel for sanitary reasons.



Discussion was held on the existing trees and those that will be removed. Discussion was held on the addition of a left turn lane on Pettysville Road. The applicant indicated that was a requirement of the Road Commission. Further discussion was held on the traffic on both M-36 and Pettysville Road.

Discussion was held on the non-motorized connection to the Lakeland Trail. Further discussion was held on access to the parking lot area on M-36 to the trail. It was stated that there will be a marked crosswalk across Pettysville.

Discussion was held on the removal of the tanks at the old station with approval of the Health Department and State of Michigan.

Motion by Priebe, supported by Bohn

To recommend approval of the Final Site Plan (FSPA21-001) for the 16 pump gas station that includes a 5,244 square foot convenience store structure at 9191 Pettysville Road (parcel number 15-20-201-022) to the Township Board because the project with the five conditions below complies with the conditions of approval from the preliminary site plan review for the project created by the Township Board at the June 1, 2021 meeting. It meets the Final Site Plan review standards A through L in Chapter 4 Section 4.5.7 of the Zoning Ordinance as discussed at tonight's meeting and as presented in the Staff Report.

Conditions of Approval:

1. Prior to issuance of a land use permit for any signage on the subject site, a sign plan that includes all signage proposed for the site will be submitted to Township for Planning Commission review. The sign plan will need to meet the site plan review standards under section 4.5.7 (D and L,7) and shall meet the zoning code regulations under Article 18 Signs. If a waiver from the regulations in Article 18 is needed, the Planning Commission will review the waivers under section 18.11 - Sign Regulations Waivers.
2. Prior to issuance of a land use permit, the applicant shall receive all required approvals from all appropriate local, county, state and federal agencies including, but not limited to, Hamburg Township Fire, Assessor, and Public Works Departments, the Livingston County Road Commission, Drain Commissioner, and Health Department; and the Michigan Department of Environment, Great Lakes and Energy.
3. Prior to issuance of the final land use permit inspection of the project, the project owner shall attempt to work with the property owner at 9244 Pettysville Road to relocate the proposed concrete, non-motorized connection to utilize the existing walkway on the northwest side of the parking area on this site to reduce conflicts on the non-motorized connection with automobiles. If an agreement cannot be reached with this property owner, the current configuration in the LCRC right-of-way will be allowed.
4. The Special Use Permit approval for the gas station shall only be valid if the project is built as approved under the Final Site Plan Application 21-001.
5. That the dog run will have stone or gravel in place of the woodchips.

VOTE:

MOTION CARRIED UNANIMOUSLY

b) 2022 Planning Commission Meeting Schedule

Planning & Zoning Administrator Madigan stated that unless there are any concerns, these dates will be set by the Township Board. Discussion was held on the joint meeting with the Township Board. It was stated that this is typically scheduled for a February meeting. Madigan stated that he will get this information to the Commission.

**8. ZONING ADMINISTRATOR'S REPORT:**

Planning & Zoning Administrator Madigan introduced Lisa Perschke our new Planning & Zoning Coordinator.

Madigan discussed the Township Board's action to engage in the Redevelopment Ready Community Program through the MEDC which will evaluate our planning processes, plans, economic development and marketing. He further discussed the program and the process and how it will involve the Planning Commission and staff.

Madigan stated that we have received an application for a 33-housing unit development in the Village Center behind the Mobile gas station. He would expect that this will be brought to the Commission in February.

Discussion was held on architectural review and requesting samples of the proposed materials be presented to the Commission during site plan review. Discussion was held on current materials standards.

Discussion was held on where sidewalks are required during new development.

## 9. ADJOURNMENT

Motion by Priebe, supported by Bohn

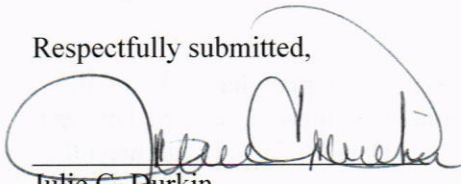
To adjourn the meeting

VOTE:

MOTION CARRIED UNANIMOUSLY


The Regular Meeting of the Planning Commission was adjourned at 7:49 p.m.

Respectfully submitted,



Julie C. Durkin  
Recording Secretary

The minutes were approved as presented/Corrected: \_\_\_\_\_



Jeff Muck, Chairperson