



July 2022

# HAMBURG TOWNSHIP NEWS

10405 Merrill Road, P.O. Box 157, Hamburg, MI 48139

Phone 810-231-1000 \* Fax 810-231-4295

[www.hamburg.mi.us](http://www.hamburg.mi.us)

## A NOTE FROM THE TREASURER:

I hope you're enjoying the summer weather as much as I am! Our community has so many outdoor recreation options: our parks, the Manley Bennett Airfield, the Lakeland Trail, our rivers and lakes, etc. Make sure you get out of your house or office and enjoy everything Hamburg has to offer!

Jason Negri, JD, MiCPT  
Treasurer, Hamburg Township

## TAX INFORMATION

Summer 2022 tax payments must be in our office by 5:00 pm September 14, 2022 to avoid penalties.

No exceptions (per state law).

**POSTMARKS ARE NOT ACCEPTED.** We have been made aware that mail delivery is taking longer than expected, so don't risk it.

Please verify all information is correct on your check before mailing. We **must** send incomplete checks back to the payer, which delays your payment being posted and could result in late fees. Also, include your phone number on your tax stub; we may have to call if we have any problems with your check. (Note: We do not share/sell this information. It is only used by us if necessary.)

A Drop Box is available for after-hours payments of taxes or utility bills.  
Any payments left in box will be processed **the following business day.**

**Please verify that all information such as spelling of name, principal residence exemption status, etc. is correct on your tax bill. If you see an error please notify us immediately so that we may make the corrections.**

\*\*Please note: Michigan law states that failure to receive a tax bill does not waive interest, administrative fees, or penalties. The legal responsibility of paying taxes on the correct parcel rests with the taxpayer.

## DEFERMENT OF SUMMER TAXES

You may qualify for a deferment of your summer taxes. A deferment allows you to pay summer taxes by February 14, 2023 without penalty. **Requirements are: gross income less than \$40,000 AND ONE of the following—age 62 or older, paraplegic, hemiplegic or quadriplegic, eligible service person, eligible veteran, eligible widow or widower, blind, totally and permanently disabled, or if it is agricultural property.** If you feel you qualify and would like an application, please call the Treasurer's office at 810-231-1000 x260.

**Applications for deferment of taxes MUST be received in our office by September 14, 2022 to be eligible.**



## Parks and Recreation Amenities and Beautification Committee



We are actively seeking residents interested in forming an Amenities & Beautification Committee (ABC). This sub-committee will make recommendations to the Parks and Recreation Committee, and will plan and execute projects such as:

- ◆ Planting & maintenance of Parkland/Trail gardens
- ◆ Installation of sculptures & outdoor artwork
- ◆ Beautification of Cemetery & support of historical tours
- ◆ Development of linking trails as supported by the Parks Master Plan

To get involved, or for more information on the Hamburg Committee, please contact Park Coordinator Deby Henneman at (810) 222-1124, or [dhenneman@hamburg.mi.us](mailto:dhenneman@hamburg.mi.us)

# ZONING INFO

**What documents do I need to submit to apply for a Land Use Permit?  
If your project is not listed below, assume a permit is still needed and call our office  
(810) 231-1000 EXT. 230, for additional information.**

**New construction, additions, and garages:** 3 sets of construction plans, 3 copies of a site plan showing location, setbacks from property lines, well location, septic or grinder pump location, proof of ownership.

**Deck:** 3 sets of construction plans, 3 copies of a site plan showing setbacks from the property lines, well location, septic or grinder pump location.

**Demolition of an existing structure:** Proof of Ownership (Warranty Deed), notification letters from all utilities that service has been discontinued. If the structure was on septic field service, a receipt from the septage hauler that proves the septic tank was emptied.

**Fence:** 2 copies of a site plan indicating the height of the fence and its placement on the property.

**Pool and hot tub:** 3 sets of construction plans, 3 copies of a site plan showing setbacks from the property lines, well location, septic field and tank/or grinder pump location.

**Shed (199 sq. feet or less):** 2 sets of construction plans, 2 copies of a site plan showing setbacks from the property lines, well location, septic field and tank/or grinder pump location.

**Shed (over 200 sq. feet):** 3 sets of construction plans, 3 copies of a site plan showing setbacks from the property lines, well location, septic field and tank/or grinder pump location.

**Seawalls:** A permit from the Michigan Department of Environment, Great Lake, and Energy (EGLE) is required before you will receive a Land Use Permit from Hamburg Township.

**Interior remodeling:** land use permit required for moving/adding/removing walls, finishing a basement, changing ceiling height, new roof trusses, helical piers, or crawlspace encapsulation. Floor plan showing existing and proposed alterations including wall removal/additions, wall sections, and truss plan required depending on project.

**Grading or fill of property:** A land use permit may be needed from Hamburg Township, as well as soil erosion control permits from Livingston County Drain Commission (517)-546-0040.

**Location of my well/septic tank:** You will have to contact the Livingston County Health Department or call them at (517) 546-9850 for this information.

**Junk cars/Trash:** If a property in your neighborhood has junk cars and/or trash sitting around, contact the Planning & Zoning Administrator/Code Enforcement Officer.

## FLOOD HAZARD AREAS

A large portion of the Township is located in the 100-year floodplain, the majority of which is adjacent to the Huron River and the Chain of Lakes and flooding from these water bodies and river have hit Hamburg Township in recent years. Information on whether your property might be in the 100-year floodplain or in the Huron River floodway can be obtained by contacting the Hamburg Township Planning and Zoning Department. The Township Zoning Department has Flood Insurance Rate Maps (FIRM) available as well as other flood related information, such as floodway and wetlands maps, repetitive loss area maps, elevation certificates, FEMA Letter of Map Amendments, historic FIRM information, historic flooding information for many parts of the township, and guidance documents from FEMA to assist homeowners in floodplain development.

**Contact the Township offices at (810) 231-1000 for further assistance.**

## FLOOD SAFETY

The following common sense guidelines can help keep you from the dangers of flooding:

- Do not drive through a flooded area. More people drown in cars than anywhere else. Do not drive around barriers. Turn around, don't drown!
- Do not walk through water. Currents can be deceptive. Six inches of water can knock you off your feet.
- Stay away from power lines and electrical wires. If your house is about to be flooded, turn off power at the service box. Electrical current can travel through water.
- Electrocutation is the second leading cause of death during floods.
- Be alert to gas leaks. Turn off the gas to your house before it floods. If you smell gas, report it to a Township Official or your gas company. Do not use candles, lanterns or open flames if you smell gas or are unsure if your gas has been turned off.
- Keep children away from flood waters, ditches, culverts and storm drains. Flood waters can carry unimaginable items that have dislodged themselves. Culverts may suck smaller people into them leading to an emergency situation, or worse, drowning.
- Look out for animals, especially snakes. Small animals that have been flooded out of their homes may seek shelter in yours.
- Do not use gas engines, such as generators, or charcoal fires indoors during power outages. Carbon monoxide exhaust can pose serious health hazards.

## **PROPERTY PROTECTION MEASURES**

If your property is susceptible to flooding, there are many flood damage reduction measures you can employ:

- Watertight seals can be applied to brick and block walls to protect against low-level flooding.
- Utilities such as heating and air conditioning systems, water heaters and other major appliances can be elevated to higher floors in the structure or raised platforms.
- Temporary measures such as moving furniture and other valuables to higher floors or sandbagging exterior openings will also help.

Elevating or relocating the entire structure may also be a feasible option. The Township's sandbagging plan is designed to keep critical roads, buildings and services protected, not to protect every house in the Township that might flood.

## **FLOOD PERMIT REQUIREMENTS**

All development within the 100-yr. Floodplain (not just construction of buildings but also filling, excavation, fences etc.) is required to obtain a Township Land Use Permit. Applications must be made prior to doing any work in a floodplain area. Please contact the Township Zoning Administrator to receive all the information you will need in order to properly develop in the floodplain at (810) 231-1000. You may report any illegal development activities to the above number as well.

## **SUBSTANTIAL IMPROVEMENT/DAMAGE**

The NFIP requires that if the costs of improvements to a building or the cost of repair damages (from any cause) to a building exceeds 50% of the market value of the building (excluding land value), the entire building must be brought up to current floodplain management standards. Building improvement projects include exterior and interior remodeling, rehabilitation, additions and repair and reconstruction projects. Please contact the Zoning Administrator at (810) 231-1000 for further information.

## **FLOOD INSURANCE**

If you do not have flood insurance, talk to your insurance agent. Most homeowner's insurance policies do not cover damage from floods. Flood insurance is only available to those participating communities in the National Flood Insurance Program (NFIP). Because of our floodplain management programs that attempt to protect us from the multiple flood hazards, Hamburg Township is part of the NFIP and thus, residents are able to obtain flood insurance. Additionally, because the Township participates in FEMA's CRS program, flood insurance premiums are discounted.

Be sure to check your policy to ensure you have adequate coverage. Usually these policies cover the building structure, but not the contents. Contents coverage can also be obtained by asking. There is a 30-day waiting period before flood insurance coverage becomes effective. Plan ahead; do not wait until a flood is predicted before purchasing flood insurance. If you are building inside a floodplain, the purchase of flood insurance is mandatory if using a federally regulated/insured bank for a loan.

## **NATURAL & BENEFICIAL FUNCTIONS OF FLOODPLAINS AND WETLANDS**

Floodplains play a valuable role in providing natural and beneficial functions to a broad geographic area, including Hamburg Township. Floodplains that are relatively undisturbed provide a wide range of benefits to both human and natural systems, providing aesthetic pleasure, filtering nutrients from water and soils, and providing natural flood protection. Both floodplain and wetlands areas filter farm chemical run-off to help maintain bio-diversity and ecosystem sustainability, and both floodplains and wetlands enhance and provide waterfowl, fish and wildlife habitats for feeding and breeding. And lastly, both provide natural erosion control and open space so further flooding damage does not occur.

## **DRAINAGE SYSTEM MAINTENANCE**

As simple as it may sound, simply keeping smaller ditches and streams free of debris can dramatically improve the run-off capacity of low-lying areas, as well as greatly reduce the occurrence blockage that significantly contributes to flooding. It is illegal to dump materials into a required waterway and violators may be fined. If you see someone in the act of dumping debris in one of our watercourses, please contact the Township offices at (810) 231-1000.

## **FLOOD WARNING SYSTEM**

Many times, flooding along the Huron River and Chain of Lakes within Hamburg can be predicted days in advance, giving ample warning for preparation and evacuation. However, in the event of a flash flood due to a large rain event, you may be the first to notice the oncoming situation and only have hours to execute your plan. Notify the Township Police/Fire Department. The Township's Emergency Alert System will be activated. Tune your radio to WHMI-93.5 FM for local and National Weather updates. You may also go to the Township's Website [www.hamburg.mi.us](http://www.hamburg.mi.us) for up-to-date information. You will also see regular interruption on local radio and television stations advising you of the situation.

## **ADDITIONAL INFORMATION**

If you should require further or more detailed information regarding flood-related issues in Hamburg, here are some additional sources:

- FEMA.gov website
- Hamburg Township offices (810) 231-1000  
10405 Merrill Road, P.O. Box 157, Hamburg MI 48139
- Flood plain FAQ page on the [www.hamburg.mi.us](http://www.hamburg.mi.us) website
- Hamburg Township Library

## Use of Sodium Chloride Prohibited in Water Softening Devices:

The Hamburg Township Board of Trustees adopted Ordinance No. 82, the Water Softening Appliance Regulation Ordinance, which took effect on May 11, 2010. Users of the Hamburg Township Sanitary Sewer System (HTSSS) are prohibited from using sodium chloride in their water softening systems. This means that property owners must use potassium chloride in their water softening appliance or switch to a water conditioning device that uses no salt.

The Michigan Department of Environmental Quality (MDEQ) has stated in our permit that the level of sodium in our monitoring wells at the Wastewater Treatment Plant be no higher than 230 mg/l. Failure to bring the sodium level into compliance will result in substantial fines that will have to be passed on to the sewer users. Sodium chloride from water softeners has been identified as the principal source of sodium in the collection system. Eliminating sodium chloride from water softeners will allow us to meet the requirements set by the state and avoid costly fines.

The Township has resumed taking samples within the sewer system and has provided those users who exceeded the 230 mg/l sodium limit with a letter notifying them of the infraction. Properties re-tested and still found to be in exceedance of the acceptable level will be issued a Notice of Violation. The Notice of Violation allows users 30 days to correct the violation. Those who continue to fail to comply with the Ordinance will pay an administrative fine to the Township in an amount of \$75.00 per REU per quarterly O & M billing cycle, and each subsequent O & M billing cycle until two (2) sampling tests, conducted 15-days apart, show a sodium level below the 230 mg/l limit. Fines for violations that continue for two quarterly O & M billing cycles will be increased to \$150.00 per REU for each quarterly billing period thereafter until such time as the violation has ceased.

A copy of the Ordinance as well as a brochure containing common questions and answers about the ordinance may be picked-up at the Township offices and can also be found on the Township's website at [www.hamburg.mi.us](http://www.hamburg.mi.us). If you have any questions regarding Ordinance No. 82 or the enforcement thereof, please feel free to contact the Utilities Director, Tony Randazzo, (810) 231-1000 Ext. 214 or the Utilities Coordinator, Brittany Campbell, at (810) 231-1000 Ext. 210. The Township encourages voluntary compliance with the Ordinance and appreciates your efforts to meet the State mandated sodium levels.

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## CARE AND USE OF YOUR GRINDER PUMP

The following items are the ONLY things that should be introduced into the sanitary sewer system:

Human waste	Toilet paper only (no "flushable" wipes)
Grey water from showers, sinks and tubs	Laundry washing machine discharge

All other materials introduced and/or discharged into the sanitary sewer system will result in sewer repair costs and fines to the property owner pursuant to [Hamburg Township Code of Ordinances, Chapter 14, Article III as found on our website](#).

Damage caused to Township sewer equipment will be billed to the Property Owner. If the Township DPW provides repairs or services for Owner related operation and/or maintenance services, including but not limited to, building sewer pipe blockages, shut-off power breakers, flushing of non-sanitary solids (see list above for allowable items) or Owner caused damage to the public sewer system, the Owner shall be responsible for the full and prompt reimbursement to the Township for all Township DPW staff time, costs, labor, and/or materials incident to said operation and maintenance plus a 10% administrative fee.

**PUMP FAILURE ALARM:** Your Grinder Pump will produce an alarm signal in the event of a high water level in the basin. If the red light goes on and/or the alarm sounds, proceed as follows:

- ⇒ Stop using water (turn off washing machines, dishwashers, etc.)
- ⇒ Silence buzzer by pushing the button on the bottom of the Control Panel.
- ⇒ Contact the Hamburg Township Sewer Emergency Line at **(810) 217-6085** to speak with a DPW Technician. Please have the address and a contact telephone number available when calling.

Technicians are available 24 hours a day, 7 days a week. Please report all grinder alarms immediately; you do not have to wait for regular business hours.

Save yourself some money and call us first if you have slow moving or blocked drains before paying out-of-pocket for a plumber. The Township DPW staff will evaluate the issue and if sewer related will make the necessary repairs or if it is a plumbing issue will let you know to hire a plumber to complete the work.

If you have any questions regarding your Grinder Pump during regular business hours, please call the Hamburg Township Utilities Department at (810) 231-1000 Ext. 210. For all grinder pump emergencies or operation issues please call the sewer hotline at (810) 217-6085.

# Fat-Free Sewers

Prevent Fats, Oils, and Greases from Damaging Your Home and the Environment



## Grease in your Grinder Pump and the Sewer System

As we kick off the summer season, we begin to bring out the deep fryers to cook up all sorts of delicious party foods. The problem that this cooking method creates is how to dispose of the residual grease and oil. Many homeowners may be tempted to dump the grease down the drain, which then leads into the sewer system. However, this practice is strictly prohibited under Township ordinance. Grease and oil degrade a sewer system by clogging pipes and increasing wear and tear on equipment. Grease buildup causes pump stations to malfunction and also has an adverse effect on the treatment process at the wastewater plant. Removing grease buildups from the sewer system and fixing equipment damaged by the introduction of grease is a substantial cost to the Township. If we continue to incur these grease-related costs, we will have to raise operations and maintenance fees to cover the burden. We ask for your help in eliminating grease from the system now, before we have to take additional measures, such as raising rates.

All commercial food preparation businesses, i.e. restaurants, are required by the Township to utilize an external grease trap that prevents the grease from their kitchens from entering the sewer system. For residential use the Township suggests that you find an alternative method of disposing of your grease and oil. Residents are

encouraged to contact their trash hauler to find out if they accept and recycle used cooking oil and grease. The Livingston County Solid Waste Management office also recommends mixing the used cooking oil with "kitty litter" which allows it to dry up and it can then be disposed of with your other household trash. You may reach the Solid Waste Management office at (517) 545-9609.

Grease in the Hamburg Township Sanitary Sewer System (HTSSS) is becoming an increasing problem. The Township is asking for the assistance of all homeowners to eliminate the problem by **not** dumping cooking oil and grease into the sewer system. By working together the Township and users of the sewer system can reduce the problem and ensure that the costs associated with grease pumping and removal will not increase the operation and maintenance costs for the sewer system. Thank you for your cooperation.

### Grinder Pump Replacements:

Since 2010 the Hamburg Township Department of Public Works (DPW) has been completing annual review of older 200 and 2000 series grinder pump stations currently in operation within the Township as part of a sewer rehabilitation project. Those deemed to be in poor operating condition or that are severely damaged have been replaced. The Township will continue this annual inspection of timeworn grinder pump stations and will replace approximately 15 - 20 per year with the new E-One extreme series grinder pumps.

The work will include the replacement of the grinder pump station so there will be some limited digging in the yard. There will be no out-of-pocket costs to the property owners for the upgrades and improvements to the sewer system. As part of the rehabilitation project, the Township is asking property owners to update their grinder pump easement information. The easement allows the Township to install, operate, service, and maintain the grinder pump station and all related appurtenances.

If you feel that your grinder pump station is in disrepair or damaged and should be considered for replacement please contact the DPW Foreman, Ryan Ward, at (810) 231-1000 Ext. 252 or via e-mail at [rward@hamurg.mi.us](mailto:rward@hamurg.mi.us).



AUGUST 02, 2022 - STATE PRIMARY ELECTION

NOVEMBER 08, 2022 - STATE GENERAL ELECTION

With the passage of **Proposal 18-3**, any unregistered elector (or a registered elector who has moved) who wishes to participate in an upcoming election now has the following options:

\*Register to vote in person at a Secretary of State branch office, a designated voter registration agency, the voter's county, city, or township clerk's office or by mail no later than the 15th day prior to the election.

**For the August 2, 2022 Election, that date is July 18, 2022.**

**For the November 3, 2022 Election, that date is October 24, 2022.**

- ◆ Register to vote during the 14 days prior to the election, including on Election Day, by applying in person at his or her city or township clerk's office.—**Voters who register to vote in person with their city or township clerk during the 14 days prior to the election, including on Election Day, must show proof of residency.**

**Documents that may be accepted as proof of residency** must include the applicant's name and current address:

- ◆ Current utility bill
- ◆ Bank statement
- ◆ Paycheck
- ◆ Government check
- ◆ Other government documents

**To register to vote in Michigan you must:**

- ◆ Be a resident of Michigan and the city or township where you are applying to register.
- ◆ Apply at least 30 days before Election Day.
- ◆ Be a citizen of the United States of America.
- ◆ Be at least 18 years of age (by Election Day).
- ◆ Not be serving a sentence in jail or prison.

Hamburg Township maintains a **Permanent Absent Voter List**. The Clerk's Office will mail [absent voter ballot applications](#) to all voters on their permanent absent voter list. When the application is completed and signed, return it to the township and your ballot will then be mailed.

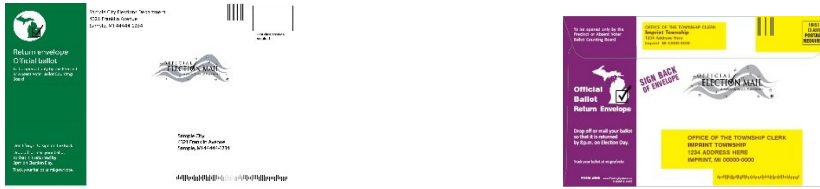
\*If you are a registered voter and want to be added to the permanent list, please contact the clerk's department or submit an [absent voter ballot application](#). Proposal 18-3 eliminated the "reason" for requesting an absentee ballot so any registered voter may now vote absentee.

For your convenience there are two **Drop Boxes** that are available to return your absent voter applications and/or ballots. One is located at the end of the sidewalk leading to the Township Hall, the other in the Township Hall lobby. For security purposes, these drop boxes are under surveillance at all times and the contents are logged and processed on a regular basis by the Clerk's Office.

Please visit the **Michigan Voter Information Center (MVIC)** at <https://mvic.sos.state.mi.us/> to find out if you are registered to vote, obtain a voter registration form, get information on your polling location, view the ballot for an upcoming election and track your ballot.

**New Voter ID Cards** were mailed out reflecting the change in districts due to the 2022 reapportionment. Please review these changes and keep your card in a safe place for future use. If you did not receive your new ID Card, please contact the Hamburg Township Clerk's Office.

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The current green and white absent voter ballot return envelopes are being phased out and are being replaced with a purple and white envelope. Hamburg Township will be using both types of envelopes during the administration of the August 2, 2022 Primary Election.

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## Interested in working on Election Day? Become a Poll Worker!



Each election, thousands of Michiganders come together to uphold democracy and serve as Election Inspectors at their neighborhood polling place. Michigan's Election Inspectors are essential to ensuring that our elections are fair and they help to create a positive experience for voters when casting a ballot. Join your family, friends, and neighbors on the front lines of democracy and exercise your civic duty by signing up to be an Election Inspector today.

## Hamburg Township Elections pay up to **\$15.00/hour** for Election Workers

If you have ever wondered how to become more active in government, there are plenty of opportunities for you that do not involve running for elected office. Michigan has 83 counties, 274 cities, and 1,242 townships. During an election, each of these units of government requires a staff of paid workers to assist voters and help process ballots.

### Who can work an election?

- \*A registered voter of the state.
- \*An election worker cannot be a challenger, candidate, member of a candidate's immediate family, or a member of the local Board of Canvassers.
- \*Anyone convicted of a felony or an election crime may not serve.
- \*You will need to attend training and submit a completed election inspector application

[Election Inspector Application](#)  
[Election Worker Paperwork](#)  
[Inspector Training Booklet](#)

# Hamburg Museum to Host 2 Rummage Sales in July

The Hamburg Township Historical Society invites you to its museum to shop at their annual rummage sales of one-of-a-kind items donated by members and volunteers. This year the sale is scheduled to run from 9 a.m. to 3 p.m. on Saturday, July 23 **AND** Saturday, July 30 on the side lawn of the museum, located at 7225 Stone Street in the old village of Hamburg. Among the merchandise available will be jewelry, decorative items, housewares, DVDs, sporting goods, tools, camping equipment, and hangable art. In the event of bad weather, the sales will be held inside the museum.

All proceeds from the rummage sales will go to a good cause: to develop exhibits, events, and educational programs that promote Hamburg Township history.

For more information, contact Patricia Majher at 810-986-0190 or [hamburgmuseummichigan@outlook.com](mailto:hamburgmuseummichigan@outlook.com).

**NOTE:** If you'd like to donate items for the rummage sales, please do so on Wednesdays or Saturdays from 11 am-3 pm when staff is at the building. Due to storage space limitations, the historical society cannot accept furniture, books, holiday items, or clothing.



Receive your quarterly sewer bill electronically when you sign up for paperless billing. It's an easy and convenient way to securely view your sewer utility bills online. You will continue to receive a paper bill until your paperless billing request takes effect, usually within one month. Activating paperless billing unsubscribes you from receiving paper bill statements through the mail. This option is available if you are connected to the Hamburg Township sewer system or are a part of the Portage-Base Lakes Area Water & Sewer Authority system.

To enroll in paperless sewer utility billing simply visit [www.hamburg.mi.us](http://www.hamburg.mi.us), select **Pay My Bill** on the homepage then click on the green box labeled **SIGN UP TO RECEIVE YOUR BILL ELECTRONICALLY VIA EMAIL**. Complete the required fields, accept the Terms and Conditions, check the *I'm not a robot* recaptcha box, then click SUBMIT. If you do not receive emails from us, check your spam or junk folders, and add [ubhamburgtwp@hamburg.mi.us](mailto:ubhamburgtwp@hamburg.mi.us) to your approved senders list. You can continue to use the same methods of payment as before.

- It's hassle-free
- It's convenient
- It's green