



CITY OF BURTON
BURTON PLANNING COMMISSION MEETING
JANUARY 12, 2016
MINUTES

Council Chambers

Regular Meeting

5:00 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Chairman Robert Walls at 5:00 PM.

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL

Attendee Name	Title	Status	Arrived
Greg Kray	Alternate Commissioner	Excused	
Ellen Ellenburg	Councilwoman	Excused	
Robert Walls	Chairman	Present	
Kevin Burge	Commissioner	Present	
Robert Centilli	Commissioner	Present	
Mary Ann White	Commissioner	Present	
Robert Johnson	Commissioner	Present	
Tom Gorang	Commissioner	Present	
Deb Walton	Vice-Chairman	Present	

C. STAFF PRESENT

D. APPROVAL OF MINUTES

1. Planning Commission - Regular Meeting - Dec 8, 2015 5:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Robert Johnson, Commissioner
SECONDER:	Tom Gorang, Commissioner
AYES:	Walls, Burge, Centilli, White, Johnson, Gorang, Walton
EXCUSED:	Kray, Ellenburg

E. PUBLIC HEARING

1. SPR #15-67 / ZC# 316

By: Gary Ashley
3413 Bristol Rd.
Burton, MI 48529

Dennis Depifanio
3822 Woodland Dr.
Metamora, MI 48455

Re: 4396 S. Dort Hwy.
Burton, MI 48529
59-32-400-029

For: Rezone from C-2 General Business to M-1 Light Industrial

Mr. Richard Hamilton of Flint stated he is here on behalf of Mr. Ashley and Mr. Depifanio. They have owned this rental property for a long time. Over the years, it has had a number of different uses. They currently have a deposit from an organization that wants to use the property for the purpose of storage of repossessed vehicles. The property has been used for the past few years by a number of different tenants for uses probably beyond the scope of the C-2 zoning classification however, looking at the adjoining properties and the property across the street, the use is intensive and consistent. For the past two tenants, they have been required to seek a variance from the Zoning Board of Appeals. This is a more permanent recognition of an appropriate use for the property. This variance would eliminate the need for repeat variances and would classify the property more consistently with the neighboring properties.

Ella Delduca of Burton owns the property next door that has a house on the property where her daughter and grandsons reside. She stated they have brought in wreckers and beat up cars. She doesn't think the rezoning is a good idea. It is noisy and a nuisance. Her grandson is in High School and has to hear this all night. Her daughter has MS and it disturbs her sleep. There is also a residence across the street. She doesn't believe Dort Highway should be heavy industrial yet; maybe when her daughter is gone or the property all around it is heavy industrial.

Mrs. Abbey stated the property owner is requesting the variance because they have had tenants attempt to come in but didn't want to deal with the variance processes so they have withdrawn leasing the building because of that. In 2009 and 2013 there was a variance approved for the towing company. Both of these uses are industrial. They are not asking for general industrial. This is for light industrial. Semi truck parking or uses of that nature still will not be allowed within the M-1 zone. This should alleviate some issues of concern. They will be repossessing vehicles from people who have failed to pay so these vehicles will be in good condition. They are not storing junk or crashed vehicles. These are the uses this specific tenant is proposing. Not every tenant that comes in will have this use. He has had a hard time getting tenants to come into this building. This is an industrial area. To the east side of the road it is all zoned M-1 industrial. There is an industrial business to the South of them as well as a residential home. The administration recommends approval.

Mr. Burge asked if there have been complaints regarding noise or trash in this area from the Police Department or code enforcement.

Mrs. Abbey stated she can't answer that without asking the police department.

Mr. Cenitlli asked if there was other M-1 uses in the area.

Mrs. Abbey said yes, on the east side of Dort Highway. The golf course is north of it. South of that is an industrial business with a residential home, Delduca Welding.

Ms. White asked how long they have owned this property.

Mr. Hamilton stated he believes since the 1980's. Mr. Ashley also owns the collision shop and the storage facility by the creek on Bristol Road in Burton.

Mr. Burge stated Mr. Hamilton has been a representative of the City of Burton for a long time. In your position, have you seen any code enforcement issues or Police action in this area?

Mr. Hamilton stated none that he can recall; not in the 35 years he was involved in that type of activity.

Mr. Burge stated if there has been no trouble in the area, he would like to recommend approval of this action.

Mr. Walls said repo businesses do a large part of their activity at night time which means they will be delivering repossessed vehicles to the business for storage at night. So, tow trucks will be dropping off vehicles and making noise at 3:00 in the morning. If we approve this for the M-1 light, can we set hours of operation?

Mrs. Abbey stated if you express your time frame concern to me I can set that through the administrative approval. If they want to dispute it, they would appeal it through the Planning Commission. There is a Police enforced noise ordinance; anytime there is a reasonable nuisance to the adjoining property owner they can call to have it enforced. You can put time restrictions for the uses on as part of your rezoning as well.

Mrs. Walton asked how long Delduca has been in business there.

Mrs. Delduca stated since 1941.

Ms. White asked if they will have to put up privacy fencing if it was rezoned.

Mrs. Abbey stated rezoning has nothing to do with a fence requirement. There is always a privacy fence requirement between residential and commercial uses. If you want to require a six foot privacy fence along the property line, it is up to you.

Ms. White stated a six foot privacy fence doesn't eliminate the noise.

Mrs. Abbey said time restrictions will help with the noise. We will have to hope the resident calls and our Police Department enforces it.

Mr. Centilli asked if the City approves of this.

Mrs. Abbey stated yes, she recommended approval.

Mr. Centilli asked if this property has been vacant for a couple years.

Mrs. Abbey stated the last variance was in 2013 and he wasn't in there for too long. She would say it has been vacant for about two years.

Mr. Gorang asked if approved tonight, does this automatically go into effect?

Mrs. Abbey said it will go to City Council for a second hearing on January 18th at 6:30 PM.

Mr. Johnson asked the Delduca's normal business hours.

Mrs. Delduca stated 9:00 AM to 5:00 PM Monday through Saturday. Closed on Sunday.

Mrs. Abbey clarified with the Board that this is only a recommendation and this will go to City Council at the Public Hearing on Monday January 18th at 6:30 PM.

Mr. Walls asked if they will know it was turned down here.

Mrs. Abbey said yes, they get a copy of your minutes.

Mr. Hamilton said a motion was made to approve and it did not carry. What you really need to do is have a motion to recommend denial and have another vote so you have taken an affirmative action. What has really happened is you haven't taken an action yet.

Mr. Walls stated he understands and as an Attorney representing Mr. Ashley and Mr. Depifanio, if that would make you happy then he would be happy to accept a motion to recommend a denial of the request. He asked Mr. Hamilton if that was correct.

Ms. Boggs stated it is unnecessary to make another motion for denial. However, it is completely up to the board.

Mr. Walls said normally he would say not to do this but considering the customer is asking for it and it doesn't change the vote, he has no problem with it. This is only for procedural reasons. He asked Mr. Burge to restate the motion as a denial.

Mr. Walls asked for the opinion of the administration.

Mrs. Abbey stated she believes if an attorney is telling us we should do it maybe it would be a good idea. It is your choice.

Mr. Slattery said he concurs. It is probably unnecessary but it wouldn't hurt. It is being recommended by the customer who is an attorney so it is probably a good idea.

Mr. Walls said the customer realizes it is still going to be turned down. Mr. Hamilton has informed us of the proper way to do this in his opinion. The result will be the same and no litigation will come of it. He is just recommending that the commission turn down the request.

Motion to approve and send to City Council to rezone from C-2 General Business to M-1 Light Industrial.

RESULT:	FAILED [3 TO 4]
MOVER:	Kevin Burge, Commissioner
SECONDER:	Robert Centilli, Commissioner
AYES:	Burge, Centilli, Gorang
NAYS:	Walls, White, Johnson, Walton
EXCUSED:	Kray, Ellenburg

2. Motion to Deny Site Plan Review # 15-67: Rezone from C-2 General Business to M-1 Light Industrial.

RESULT:	CARRIED [5 TO 2]
MOVER:	Kevin Burge, Commissioner
SECONDER:	Mary Ann White, Commissioner
AYES:	Walls, White, Johnson, Gorang, Walton
NAYS:	Burge, Centilli
EXCUSED:	Kray, Ellenburg

F. APPROVAL OF RFP

1. Master Plan RFP

Approve and authorize the Request for Proposal for the City of Burton Master Plan.

Mrs. Abbey stated at the last meeting she got some ideas about what the board was looking for. The consultants preferred a formal RFP (Request for Proposal) so she developed an RFP. She welcomes any suggestions. She hopes to send this to the consultants tomorrow if we make action tonight. We are hoping to have them back by February 2nd. It will be on the agenda for the February 9th meeting. If you would like to do interviews or have the consultants here to answer questions, we can do it at that time.

Mr. Walls stated he thinks the consultants should be here.

Mrs. Abbey asked if the board would like the consultants to do presentations or to just be available to answer questions.

Mr. Walls said he would like them here to answer questions.

Ms. White would like the consultants to give a small five minute presentaion. The RFP is very thorough but she would like a brief presentation to refresh our memories from the last meeting.

The board agreed to a five minute presentation.

Mrs. Abbey stated there is an evaluation criteria which is what you should be using to determine your choice. Cost is a consideration but you should also look at their

understanding of the project, the approach, the overall work plan, outreach and their experience. You don't necessarily just go for the lowest cost because you may get a lesser product.

Mr. Gorang said he especially likes the section that outlines activities for getting community involvement. He will be looking closely at this with each proposal.

Mrs. Abbey stated that was something that the board expressed concern with and that was the main reason for having this in the RFP.

Mr. Gorang said Mrs. Abbey did an excellent job putting the RFP together.

Mr. Walls acknowledged Councilman Smith. He asked if he would like to make a comment.

Mr. Smith thanked the Planning Board on behalf of City Council. He said the Council is very excited about this master plan. We appreciate your work on this and we will support you in any way we can. Thank you for your help.

Motion to approve and authorize the Request for Proposal for the City of Burton Master Plan.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Robert Johnson, Commissioner
SECONDER:	Deb Walton, Vice-Chairman
AYES:	Walls, Burge, Centilli, White, Johnson, Gorang, Walton
EXCUSED:	Kray, Ellenburg

G. AUDIENCE PARTICIPATION

None.

H. ADMINISTRATIVE SITE PLAN REVIEW

1. SPR #15-56

By: Dollar Express Store, LLC.
7520 E. Independence Blvd. Suite 100
Charlotte, NC 28227

Re: 1181 Bristol Rd. Burton, MI 48529

For: Retail sales

2. SPR #15-57

By: Esphen Scott
1096 N. Center Rd. Suite 120

Burton, MI 48509

Re: 1096 N. Center

For: Wholesale Automobiles

3. SPR #15-58

By: Gary Hubley
1096 N. Center Rd. Suite 119
Burton, MI 48509

Re: 1096 N. Center

For: Wholesale Automobiles

4. SPR #15-59

By: Daniel Barton
1096 N. Center Rd. Suite 110
Burton, MI 48509

Re: 1096 N. Center

For: Wholesale Automobiles

5. SPR #15-60

By: Michael Jarrett
1096 N. Center Rd. Suite 111
Burton, MI 48509

Re: 1096 N. Center

For: Wholesale Automobiles

6. SPR #15-61

By: Andrew Spencer
1096 N. Center Rd. Suite 112
Burton, MI 48509

Re: 1096 N. Center

For: Wholesale Automobiles

7. SPR #15-62

By: Raymond Powell
1096 N. Center Rd. Suite 101
Burton, MI 48509

Re: 1096 N. Center

For: Wholesale Automobiles

8. SPR #15-63

By: Jerry Drudi
4463 S. Dort Hwy.
Burton, MI 48529

Re: 4463 S. Dort Hwy.
Burton, MI 48529

For: Used Car Sales Lot

9. SPR #15-64

By: Jeffrey Mayer
3260 N. Henderson Rd.
Davison, MI 48423

Re: 3063 Kleinpell St.
Burton, MI 48529

For: Office for Trucking Company

10. SPR #15-65

By: Goodwill Industries of Mid Mi, Inc.
501 S. Averill Ave.
Flint, MI 48506

Re: 2188 S. Center Rd. Burton, MI 48519

For: Change from retail to office

11. SPR #15-66

By: KT Java
4190 E. Court St.
Burton, MI 48509

Re: 4190 E. Court St. Burton, MI 48509

For: Coffee Shop

12. SPR #15-68

By: Sean Hudson
1096 N. Center Rd. Suite 121
Burton, MI 48509

Re: 1096 N. Center

For: Wholesale Automobiles

13. SPR #15-69

By: Atanas Zelevarovski
5506 Lapeer Rd.
Burton, MI 48509

Re: 5506 Lapeer Rd. Burton, MI 48509

For: Building to be used for storage only

14. SPR #15-70

By: Lynnda Squires
5118 Hartland Dr.
Flint, MI 48506

Re: 1350 N. Belsay Rd.
Burton, MI 48509

For: Child Care

I. BOARD DISCUSSION

Mr. Burge stated items two through seven under Administrative Site Plan Review are all the same address. Are they all different owners with this project?

Mrs. Abbey said this is the old shooting range. They will have an office and each individual wholesale dealer in the office has to hold a license so they have to obtain zoning approval. These are administrative approvals so they have been approved by me. They are on the agenda for your knowledge not action.

Mr. Walls asked how many wholesale businesses we are going to have in Burton. It seems popular lately.

Mrs. Abbey stated it is very popular right now.

Mrs. White said we approved the location on Davison Road and Covert Road. The agreement was they would have a privacy fence between the residential home and the business and the cars would be parked behind the fence. They currently have no fence and the cars are stacked out to Davison Road.

Mrs. Abbey will go check it out.

Mr. Johnson said the Fire Department had a call to that address and there was close to 300 cars packed to the fences on all four walls and only one entrance/exit.

Mrs. Abbey said they are supposed to keep isle ways. She will contact them.

Mr. Johnson asked regarding the former shooting range on Center Road, is the plan for them to store vehicles in the customer lot or behind the building?

Mrs. Abbey said the intent was for them to park behind the fence for security purposes but it is their choice.

Mrs. Walton stated Elite Auto at the corner of Bristol Road and N. Grand Traverse Street has vehicles hanging over the sidewalk. They now have cars parked on the grassy area.

Mrs. Abbey will pass this information on to the Code Enforcer.

The next regularly scheduled meeting will be held on Tuesday, February 9, 2016 at 5:00 p.m.

Meeting was adjourned at 5:48 PM.



CITY OF BURTON

BURTON PLANNING COMMISSION MEETING

DECEMBER 8, 2015

MINUTES

Council Chambers**Regular Meeting****5:00 PM**

**4303 S. CENTER ROAD
BURTON, MI 48519**

This meeting was opened by Chairman Robert Walls at 5:00 PM.

A. PLEDGE OF ALLEGIANCE**B. ROLL CALL**

Attendee Name	Title	Status	Arrived
Greg Kray	Alternate Commissioner	Excused	
Ellen Ellenburg	Councilwoman	Present	
Robert Walls	Chairman	Present	
Kevin Burge	Commissioner	Present	
Robert Centilli	Commissioner	Present	
Mary Ann White	Commissioner	Present	
Robert Johnson	Commissioner	Present	
Tom Gorang	Commissioner	Present	
Deb Walton	Commissioner	Present	

C. STAFF PRESENT

Amber Abbey, Planning/Zoning
Bob Slattery, DPW Director
Racheal Boggs, Clerk's Office

D. APPROVAL OF MINUTES

1. Planning Commission - Regular Meeting - Nov 10, 2015 5:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Kevin Burge, Commissioner
SECONDER:	Deb Walton, Commissioner
AYES:	Ellenburg, Walls, Burge, Centilli, White, Johnson, Gorang, Walton
EXCUSED:	Kray

E. AUDIENCE PARTICIPATION

None.

F. BOARD DISCUSSION AND/OR ACTION

1. Approve and Authorize the 2016 Planning Commission Meeting Schedule.

Minutes Acceptance: Minutes of Dec 8, 2015 5:00 PM (Approval of Minutes)

Mrs. Abbey explained that there are some changes in the 2016 meeting schedule; March and November dates were adjusted for the 2016 Presidential election.

2. Motion to Approve and Authorize the 2016 Planning Commission Meeting Schedule.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tom Gorang, Commissioner
SECONDER:	Robert Johnson, Commissioner
AYES:	Ellenburg, Walls, Burge, Centilli, White, Johnson, Gorang, Walton
EXCUSED:	Kray

3. Approve and Authorize the adoption of the City of Burton Planning Commission bylaws and rules of procedures as amended.

Mr. Gorang stated there is a spelling error in section 7.5 of the bylaws.

Mr. Burge asked for clarification on who is the secretary for the Planning Commission.

Mrs. Abbey stated that there was a change under selection of officers, The City Clerk will choose the Board Secretary. Currently, Racheal Boggs is the Secretary for the Planning Commission.

4. Motion to Approve and Authorize the adoption of the City of Burton Planning Commission bylaws and rules of procedure.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Kevin Burge, Commissioner
SECONDER:	Tom Gorang, Commissioner
AYES:	Ellenburg, Walls, Burge, Centilli, White, Johnson, Gorang, Walton
EXCUSED:	Kray

5. Master Plan Discussion

Amber Abbey introduced the three consultants that have been invited to the meeting to discuss the City of Burton master plan. Lisa Easterwood with Flies and Vandenbrink, Doug Piggot of Rowe Engineering and Heather Syfurth from OHM.

Doug Piggot stated he was the project planner on the 2001 land use plan for the City

of Burton. He has been with Rowe Professional Services Company for 25 years. The company does planning and zoning services as well as master plans for communities throughout Genesee County and the Mid-Michigan area.

Heather Syfurth stated she is with OHM Advisors, an architecture, engineering and planning firm. They do civil engineering, water services, transportation services, planning, landscape architecture, land use planning and master plans. The company has been around since the 1960's and are well versed at master plans.

Lisa Easterwood stated Flies and Vandenbrink Engineering has been around for more than 20 years. She was a part of Gould Engineering which was around since the early 1900's. A few years back, the two companies merged. We are an all inclusive firm with architectural services, civil engineers, land surveyors, planners, landscaping, environmental engineers and structural engineers. She is site designer and planner for the company with about 25 years of experience. We completed the five year Parks and Recreation Plan and the DDA Visioning Plan for the City of Burton.

Mr. Gorang stated he looked at the sample master plans and he likes the one done by Birchler Arroyo Associates for the Township of Grand Blanc. It was smaller and more concise but still had a lot of information in it. He is looking forward to getting the public involved with this.

Mrs. Ellenburg asked if we have to have the master plan in place to get grants.

Mr. Piggot said unlike the Parks and Recreation Plan, the master plans primary purpose is not to enable you to be eligible for grant funding. It may lay out a road map for projects that you may apply for grants. A master plan shows that you have a good idea of how this fits together and you get points for that. It is not like the Parks and Recreation Plan in the fact that you have to document certain information in order to be eligible to apply for a certain grant. The primary purpose of a master plan, among other things is to provide the policy basis for your Zoning Ordinance. It is also tied to your Capital Improvements Plan.

Mrs. Ellenburg asked what the first steps would be to get the community involved in the master plan.

Mr. Piggot said there are many techniques for community involvement. It depends on the portions of the plan and what you're looking for. Online surveys are becoming popular, you can also mail surveys. There are stakeholder interviews and focus groups. These are tools you use early on in the process. A visioning session where you invite the public to a meeting and ask them to help generate a vision of what the city should look like. Planning open houses are used later in the process when you are beginning to have alternatives to look at. This provides the public a better opportunity to respond because there are already established suggestions of improvement opportunities. There are different techniques that are appropriate at different stages.

Ms. Syfurth said in addition to all of Mr. Piggots techniques, OHM has recently tried other things. It is really hard to get people to come out and get involved at meetings because they are busy or may not consider it is a priority. We have done phone surveys, texting surveys where we put cards out at popular places where people go

and ask them questions. They can text answers in to a number. They like to be creative with meetings to make them interesting and appeal to different learning techniques, visual techniques and listening techniques.

Ms. Easterwood stated in response to Mrs. Ellenburg's question regarding grant opportunities, having a master plan can certainly win points as far as funding applications. In some instances there is a question on the application whether or not you have a master plan. It may not be a requirement to apply but it almost always gives you points and helps in funding opportunities. As far as community involvement, in addition to what has been previously mentioned, I think location, being accessible to the community and advertising are all important. Your community leaders need to advocate that to get the word out. It also helps to coordinate a visioning session with another event if possible. We once did a planning open house in conjunction with a townships 175th birthday. It was a great turnout and a fun event.

Mr. Burge likes the idea of the surveys to generate community involvement. He prefers the sample plan done by Rowe for Flint Township. It seemed more comparable to the needs of City of Burton.

Mrs. Abbey stated tonight is about letting the consultants know what the Planning Board liked about the sample master plans they were given and what they would like to see in our master plan. So, they can get their proposals prepared to present to the Board at a future meeting possibly in February.

Ms. Syfurth asked what the Planning Board's key concerns are regarding the master plan and what would you like us to focus on.

Mr. Gorang stated community involvement is at the top of his list of concerns. It is important for us to do what the community wants but it is difficult to get them to come out and get involved.

Ms. White would like to find a way to get younger generations involved. They are so busy and it is difficult for them to come to meetings.

Ms. Syfurth said she specializes in youth involvement. There are different techniques to do that. One is to simply go out to the schools.

Mr. Walls would like to see a clear, concise plan across all boards, City Council, City Administration and the community.

Mr. Johnson said we need to know where we stand now as far as future projects with the DPW and administration and where our citizens want us to be in the future. He is interested in transportation issues, better bus service, opening small community colleges in the area. The auto industry is gone and we need to diversify. What is the next generation looking at? Infrastructure needs to be covered in our plan; roadways, bike trails and water.

Mr. Walls said Parks and Recreation are important. He wants to see a vision for the city to grow upon.

Mrs. Ellenburg said our plan needs to sell our city so people want to live here and invest in our city. We need to highlight our transportation. We are very close to the rails and airport. There needs to be a connection. Saginaw Street has been dedicated as our downtown area. The concern is that it will turn into a Dort Highway situation in terms of all the used car lots.

Mrs. Abbey stated currently we do not have a zoning district specific to the DDA. We need to do an overlay for that and we would want it in the master plan. That will keep Saginaw Street from getting car lots and things of that nature. The master plan will allow the ZBA to deny businesses that are inappropriate based on our master plan.

Ms. Syfurth said that part of the primary function of the master plan is to coordinate those other plans. The master plan directs the zoning.

Mrs. Abbey stated after the master plan is done, we will have to change our zoning ordinance. Chances are there will be things that come up and we are going to have to make changes as we go.

Ms. Easterwood asked if the Planning Commission will be overseeing the process or will there be liaisons from other boards or City Council.

Mr. Walls stated he would like others to come in to give some input. However, it is the Planning Commission's responsibility and then it has to meet the approval of the City Council.

Mr. Burge asked if we will be hearing the proposals in February and approving them the same night or at a different meeting.

Mrs. Abbey said if you feel comfortable making a decision that night you can. If you don't feel comfortable you can postpone it. Keep in mind we have a certain amount in the budget for this year and it has to be done by June 30, 2016.

Mr. Walls asked if it is possible to receive the presentation outlines ahead of time.

Mr. Piggot recommended a week before the meeting that the board have the proposals in hand. That way, you have had a chance to look at it and be ready with questions at the February meeting.

Mr. Walls asked the consultants if 30-45 days would be an appropriate amount of time for them to create a proposal.

Mr. Piggot stated he thinks most consultants are able to put a proposal presentation together in 30 days.

Ms. Syfurth asked if they will be receiving a formal Request for Proposal (RFP).

Mrs. Abbey said we will develop an RFP at the January meeting and send it out to the consultants.

Mr. Piggot said the RFP helps keep the proposals consistent. It tells us what format

you want. For instance, if you want pricing, sealed envelopes, a schedule, references or sample projects. Also, in previous plans, we have utilized cooperation with surrounding jurisdictions. We looked at future land use plans and zoning from surrounding jurisdictions in the extent to which they are consistent or inconsistent with you. Some communities go as far as to invite other jurisdictions to a meeting to talk about inter-jurisdictional issues so you use the planning process as a springboard to promote greater cooperation. Some communities don't want to do that. I wanted to get a feel for if this Planning Commission thinks that is a priority.

Mr. Walls stated his viewpoint is whatever it takes to get a comprehensive plan that is really going to guide this community.

Doug Piggot asked other than Saginaw Street, are there other areas or parts of the city that are a concern or opportunity that this plan could focus on.

Mr. Johnson said he would like to decide on future use for our Center Road corridor, Davison Road corridor as well as our I-475 and I-69 corridors. If you're traveling westbound on I69 from Canada, Burton would be a prime stop for people to make. We may want to look into the tourism side of that; restaurants, hotels, and other commercial businesses. In terms of residential, do we want to focus on single family residential or put more focus on seniors with more multiple structure buildings. Saginaw Street is a connection from Flint to Grand Blanc and I love the ideas for future development in the DDA's Visioning Plan.

Mr. Walls stated we have three miles of I-69 that goes through Burton from Center Road to Vassar Road. In that area, we have the old Showcase Cinema which is a prime area for businesses especially car dealerships.

Mr. Johnson stated there is a lot of opportunity along the I-69 corridor. Large chain restaurants, commercial hotels and industrial shopping centers would be wonderful for that area.

Ms. White stated with Belsay Road is a prime commercial area with the newly paved streets and sidewalks on each side. There is a lot of vacant land there. Also, For-mar Nature Preserve is there and is underused.

Ms. Syfurth asked if our intention is to grow and attract more people into the community.

The Planning Commission stated yes.

Mr. Johnson said Burton seems to be attracting a large amount of marijuana shops and dispensaries. Though he is not trying to shut them down, he is looking for businesses on a larger scale. We want to grow Burton. We don't want it to be industrial factories but we want people to want to live here, shop here, study here and to commute here. Our Parks & Recreation has some great satellite things going, we need to look at future use for recreational. There are people in our community that are interested in keeping fit and sports. If we had access to build new softball stadiums or bowling alleys for example, we should look for those.

Mrs. Ellenburg stated there is property behind the old VG's where Parks & Rec has

talked about putting in a baseball field or a small lake. I would like this included in the master plan. Also, at Saginaw and Hemphill there is a lot. Who owns it?

Mrs. Abbey stated it is the old GM property and it is owned by Racer's Trust. They are required to develop it based on something that will generate jobs.

Mrs. Ellenburg stated that could be housing for college. Are these the ideas you are looking for?

Mr. Gorang stated we need to coordinate with the City Council's ideas to make sure it will fit into the plan.

Mr. Johnson stated he agrees with Mr. Gorang. He would like to know of the upcoming projects that DPW may have in mind as well as the City administration's and City Council plans.

Mrs. Ellenburg said this is an open meeting so Council members can come.

Mrs. Abbey stated I need to know what type of plan you like from the samples you were given so I can use it as a structure.

The Planning Commission as a group decided on the format of Flint Township's master plan to use as a guideline.

Mrs. Abbey stated she will have the RFP ready for the Planning Board for the January 12, 2016 meeting. She can then send it to the consultants on January 13, 2016. The proposals will be due February 2, 2016 so the board will have time to look them over. At the planning meeting on February 9, 2016 the board can pick a consultant, if they feel comfortable doing so at that time. She asked if that is enough time for everyone.

Mrs. Ellenburg asked if it would be in violation of the open meeting act if they were to get together to discuss the master plan.

Ms. Boggs stated groups of three should be okay however, groups of four or more would be in violation of the Open Meetings Act.

Mrs. Abbey stated they could always call for a Special Planning Meeting if necessary. She thanked the consultants for coming tonight.

G. NOMINATIONS

1. Approve and Authorize_____ for Planning Commission Chairperson for January 2016 - December 2016 term.

2. Motion to Nominate Deb Walton for Planning Commission Chairperson for January 2016 - December 2016 term.

RESULT: **FAILED [2 TO 6]**
MOVER: Ellen Ellenburg, Councilwoman
SECONDER: Robert Johnson, Commissioner
AYES: Ellenburg, Johnson
NAYS: Walls, Burge, Centilli, White, Gorang, Walton
EXCUSED: Kray

3. Motion to Nominate Robert Walls for Planning Commission Chairperson for January 2016 - December 2016 term.

RESULT: **CARRIED [6 TO 2]**
MOVER: Kevin Burge, Commissioner
SECONDER: Tom Gorang, Commissioner
AYES: Walls, Burge, Centilli, White, Gorang, Walton
NAYS: Ellenburg, Johnson
EXCUSED: Kray

4. 1995 : Nominations for Planning Commission Vice Chair.

5. Motion to Nominate Kevin Burge for Planning Commission Vice Chairperson for January 2016 - December 2016 term.

RESULT: **FAILED [2 TO 6]**
MOVER: Robert Walls, Chairman
SECONDER: Tom Gorang, Commissioner
AYES: Walls, Gorang
NAYS: Ellenburg, Burge, Centilli, White, Johnson, Walton
EXCUSED: Kray

6. Motion to Nominate Deb Walton for Planning Commission Vice Chairperson for January 2016 - December 2016 term.

RESULT:	CARRIED [6 TO 2]
MOVER:	Robert Johnson, Commissioner
SECONDER:	Ellen Ellenburg, Councilwoman
AYES:	Ellenburg, Centilli, White, Johnson, Gorang, Walton
NAYS:	Walls, Burge
EXCUSED:	Kray

The next regularly scheduled meeting will be held on Tuesday, January 12, 2016 at 5:00 p.m.

Meeting was adjourned at 6:20 PM.

Minutes Acceptance: Minutes of Dec 8, 2015 5:00 PM (Approval of Minutes)



DEFEATED

AGENDA ITEM (ID # 2031)

DOC ID: 2031

SPR #15-67 / ZC# 316

By: Gary Ashley
3413 Bristol Rd.
Burton, MI 48529

Dennis Depifanio
3822 Woodland Dr.
Metamora, MI 48455

Re: 4396 S. Dort Hwy.
Burton, MI 48529
59-32-400-029

For: Rezone from C-2 General Business to M-1 Light Industrial

ATTACHMENTS:

- 15-67.ZC 316 (PDF)

RESULT:	FAILED [3 TO 4]
MOVER:	Kevin Burge, Commissioner
SECONDER:	Robert Centilli, Commissioner
AYES:	Kevin Burge, Robert Centilli, Tom Gorang
NAYS:	Robert Walls, Mary Ann White, Robert Johnson, Deb Walton
EXCUSED:	Greg Kray, Ellen Ellenburg



City of Burton

Building Department
4093 Manor Drive
Burton, MI 48519
(810) 742-9230

DATE FILED : 12-14-15
FEE PAID : \$600.00
RECEIPT NO :
CHECK NO : 480
RECEIVED BY : AA
sent notice to BV

PETITION FOR ZONING CHANGE

SPR 15-67
CASE NO. 316

12-14-15

TO: CITY OF BURTON PLANNING COMMISSION Jan 12th 2016

We the Owners, Contract Purchasers, Optionees and Leaseholders of the hereinafter described property do hereby petition your Honorable Body to rezone property described as:

N 200ft of S 1325 FT of E 328.75ft of SE 1/4
SEC 32 T7N R7E 1.52A
79-30-400-009

Located at: 4396 S. Dort Hwy Burton Mich. 48529
(address of property to be rezoned)

and change the zoning district classification from C-2 to M-1 for the purpose of Redevelopment option

and such other uses permitted by the proposed zoning district.

ALL OWNERS, CONTRACT PURCHASERS, OPTIONEES AND LESSEES OF THE LAND PROPOSED FOR REZONING SIGN HERE:

Samy H. Ashley
Name
Dennis Pieprano
Name

3413 Bristol Rd Burton Mich. 48520
Address
3822 Woodland Dr. Metamora
Address
484

Name

Address

WE, THE UNDERSIGNED PROPERTY OWNERS OR PURCHASERS LOCATED IN THE PROXIMITY OF THE ABOVE DESCRIBED LAND, DO HEREBY CONSENT TO THE ALLOWANCE OF THE ABOVE PETITION:

NAME	ADDRESS	LOT# - SUBDIVISION	DATE
<u>Samy H. Ashley</u>	<u>Same</u>		<u>12-14-2015</u>
<u>Dennis Pieprano</u>	<u>Same</u>		

Attachment: 15-67.ZC 316 (2031 : SPR #15-67 / ZC# 316)

59-33-300-014
SOROC LB LLC
3020 AIRPARK DR SOUTH BLDG
FLINT MI 48507

59-32-400-030
DSB GOLF LLC
3761 COOLIDGE HWY
TROY MI 48084

59-33-552-011
SOROC LB LLC
3020 AIRPARK DR SOUTH BLDG
FLINT MI 48507

59-32-400-029
DEPIFANIO, DENNIS
3412 E BRISTOL RD
BURTON MI 48529

59-32-400-041
DELDUCA DON L & ELLA E
4420 S DORT HWY
BURTON MI 48529

59-33-300-013
D&D SE MICHIGAN LLC
4463 S DORT HWY
BURTON MI 48529

OCCUPANT
4312 S DORT HWY
BURTON, MI 48529

OCCUPANT
4349 S DORT HWY
BURTON, MI 48529

OCCUPANT
4396 S DORT HWY
BURTON, MI 48529

Attachment: 15-67.ZC 316 (2031 : SPR #15-67 / ZC# 316)



BURTON



Attachment: 15-67.ZC 316 (2031 : SPR #15-67 / ZC# 316)

Case No. 316

TO THE RESIDENTS OF THE CITY OF BURTON

PLEASE BE NOTIFIED there will be a public hearing of the Burton City Planning commission on Tuesday January 12, 2016 at 5:00 p.m. at the Burton City Hall, 4303 S. Center Road Burton, Michigan.

The following change of zoning will be considered:

Case No. 316

Gary Ashley 3413 Bristol Rd. Burton, MI 48529 and Dennis Depifanio 3822 Woodland Dr. Metamora, MI 48455 requests a zoning change from C-2 General Business to M-1 Light Industrial on the following described parcel: being located at 4396 S. Dort Hwy. as follows:

59-32-400-029 described as:

N 200 FT OF S 1325 FT OF E 328.75 FT OF SE 1/4 SEC 32 T7N R7E 1.52 A

If you are interested you may attend the meeting and be heard.

/s/ Teresa Karsney

Prepared by:

Amber Abbey,
Deputy Planning Official

Attachment: 15-67.ZC 316 (2031 : SPR #15-67 / ZC# 316)



ADOPTED

AGENDA ITEM (ID # 2035)

DOC ID: 2035

Master Plan RFP

Approve and authorize the Request for Proposal for the City of Burton Master Plan.

ATTACHMENTS:

- RFP Burton (PDF)

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Robert Johnson, Commissioner
SECONDER:	Deb Walton, Vice-Chairman
AYES:	Walls, Burge, Centilli, White, Johnson, Gorang, Walton
EXCUSED:	Greg Kray, Ellen Ellenburg

**City of Burton
2016 Master Plan
Request for Proposals**

Date released: January 13, 2016

Funds Available: 2015-2016 Budget = \$50,000
2016-2017 Budget – TBD

Introduction:

The City of Burton is a thriving suburban community located in Genesee County and a suburb of Flint. The population was 29,999 at the 2010 Census, making Burton the second largest city in Genesee County. Burton occupies an area of approximately 23.5 square miles. There are three public school districts, Bendle, Bentley and Atherton, located entirely within the City of Burton. Four additional districts, Carman-Ainsworth, Davison, Kearsley and Grand Blanc border the City and are partially located within the City limits.

Recreational opportunities abound in Burton. The park system includes Kelly Lake Park, a 40 acre facility with a lake, nature trails, picnic pavilion, and an asphalted bike path. Settlement Park, a passive linear park along Thread Creak, boasts a relaxing opportunity to fish and picnic. For-Mar Nature Preserve and Arboretum, a 380 acre complex, features the DeWaters Education Center and the Corydon E. Foot Bird Collection. In addition to its parks, Burton is home to two 18-hole golf courses and a year-round indoor ice skating arena, Crystal Fieldhouse.

On May 26, 1997 the City of Burton Veterans Memorial was dedicated to honor those who served in our country's military forces. The memorial has become a proud addition to the city and is the focal point of the city's Memorial Day celebration. The Memorial Day celebration is held at the City of Burton complex on Manor Drive and is a daylong celebration that ends with large fireworks display.

The City of Burton has an active Downtown Development Authority that focuses on the downtown area which is defined as Saginaw Street from Maple Avenue to Hemphill Avenue and partially on Bristol Road. The Courtland Center Mall is located at the southeast corner of Center Road and Court Street which has helped to establish two prominent business districts, Center Road between Court Street to Atherton Road. The other is Court Street from Center Road to Belsay Road.

Of the 11,964 households in the City, 67.2 % of these are family households. However, the City has limited establishments for family dining and/or entertainment.

There is a range of industries, in which the residents are employed. The top employment industries within Burton are business, service occupations, sales and office, production, construction and maintenance.

The City has 13,075 housing units according to the 2010 census. Most of these units are located within the “south end” district of the City with houses being built mostly in the 1950’s. The City

has an active demolition program and is currently applying for grants to demolish dilapidated houses. There are still many houses that continue to deteriorate with age.

The City of Burton had a thriving new home market until the housing market crashed in 2007, leaving 6 subdivisions with less than 50% of the houses built. Since 2014 there have been 33 new homes built in 3 of the subdivisions. The other 3 subdivisions, are being sold by the City, and should be starting to build soon.

The City has always been a business friendly community. In recent years, the City has worked to maintain low barriers of entry for new business and redevelopment of existing buildings. Recently City Council passed a home occupation ordinance that will allow homeowners to run relatively small businesses out of their homes to encourage entrepreneurship. However, there are still many vacant commercial and industrial buildings.

Project Description:

The City will engage a firm to coordinate and develop a new Master Plan. Our goal is to have the project complete by June 2017. In addition to meeting the requirements of the Michigan Planning Enabling Act (PA33 of 2008), the Master Plan will include:

An overlay district for the DDA area to include:

- Central business district
- Zero front lot lines
- Rear parking
- The allowance of mixed uses of residential and commercial
- Signage requirements

The City of Burton does not have a Master Plan. A Land Use Plan, adopted January 8, 2002 has served as a Master Plan. The ideal master plan will focus on Burton's land use, housing, transportation, quality of life, and overall community sustainability. This plan will help Burton create opportunity for its current and future businesses and residents.

Consultant's Role:

The consultant will work closely with the Planning Commission to define the details of the process and a specific timeline for all aspects of the master planning process. Throughout the process the consultant will work closely with the Planning Department to: conduct background research, plan and facilitate various elements of the public participation process, provide updates on the process for the community using a variety of techniques including social media and other web-based media, and assist in the draft components of the Master Plan document including various maps, charts, tables, and other graphics. The consultant will be responsible for reporting to the Planning Commission and ultimately preparing the final draft of the Master Plan document to be presented to the City of Burton Planning Commission and City Council for adoption. It is expected that the consultant will continue to support the resulting Master Plan in the future as needs may arise.

City Staff Role:

City staff will assist consultants and the Planning Commission with communications, and development of the plan. The planning staff will provide reports to the Planning Commission as necessary. Also the staff will write changes to the Zoning Ordinance that may arise.

Process Components:

- Background research will, at a minimum, consist of community profile, housing types over 10 years, existing land use inventory, and existing zoning use analysis.
- Public Participation – The outreach strategy (to be proposed by the consultant) should include a variety of means for garnering participation through meetings, online, and in-person. Special attention should be paid to individuals and groups not typically represented in the planning process, including, seniors, youth, low-income individuals, those with accessibility concerns while also representing racial and ethnic diversity. The Planning Commission desires a strategy that includes formats including online, and other social media.
- Presentations – In accordance with PA 33 of 2008, the Planning Commission and the City Council are required to take action at various points in the Master Planning process. Presentations by the consultant will be made to each body as appropriate. The stage in the process and progress will determine the scope of the presentations.

Plan Components:

Community Profile

A comprehensive profile of the City including history, location, demographics, and general physical characteristics of the City.

Inventory

An inventory of existing land uses; existing policies including the current and future land use plans; community assets; elements of the built environment; natural resources; and an analysis of the implementation of past plans.

Values/Policy

This component of the plan reflects the character and values of the community, and provides the overarching approach to land use, housing, transportation, community and economic development, natural resources, long-term sustainability, and other relevant choices for this community for the next 20 years which will be dynamic in new ways. These are the guiding principles and should be the default considerations when there are future decisions including any request for modification from the plan, etc.

Land Use

Existing Land Use -This component of the plan should include an inventory of existing land use and a detailed analysis of how and why the existing land use has come to be, including historic

development patterns, past policies, and regulations such as Comprehensive Plans and the Zoning Ordinance.

Future Land Use - Previous FLU maps have not aged well; the commission is looking for means to provide an idea of future land use. However, this map/plan should reflect proposed transportation networks, housing, economic development strategies, and the relationship between various land uses. The future land use component of the plan should focus on innovative ways to encourage infill, provide for mixed-use developments, encourage adaptive reuse, provide for alternative modes of transportation, protect existing character, support the vision for the future character, and protect natural features.

Transportation Plan

The Transportation Plan must recognize commuter patterns, existing and proposed land uses, and interfaces with surrounding communities.

Housing

As alluded to above, the City has a variety of neighborhoods and housing types. The plan should include an existing housing typology and recommend opportunities for diversifying housing products, increasing density when appropriate, maintaining historic building stock, providing new mixed use opportunities that include housing, and reintegrating neighborhoods based on the availability of housing options

Consideration should also be given to alternative energy technologies and sustainable development practices for existing and future housing developments and the potential need for expanded amenities in existing neighborhoods. Identification of neighborhood market areas (not necessarily by neighborhood associations) is desired. The goal of such analysis will be recommendations by market, for infill, conversion or expansion opportunity by housing product type.

Economic Development

This section should identify existing characteristics of the City which support economic development that can be enhanced and promoted. It should also identify characteristics that must be developed in order to attract and retain businesses and the high quality workforce necessary to support them. The Commission is interested in identifying any existing clusters that may indicate a need for business attraction and retention activities. This may include potential small-scale production incubator space (reuse of existing structure) and small business attraction and expansion space. Niches such as “green” businesses should also be pursued if appropriate. Lastly, potential for creating employee-owned or cooperative business where low-skilled labor can potentially earn higher incomes through progressing through ownership should be explored to help provide opportunity to existing residents for both employment and creation of wealth.

Implementation

The creation of a well-developed set of implementation strategies designed to provide guidance and direction to be used by decision makers is a critical component of the plan. It must be pragmatic and detailed, so the City can achieve goals identified for each section of the plan. These strategies shall include specific recommendations for prioritizing projects, developing

infrastructure, funding strategies, public education, creating necessary ordinances, and direction for rewriting the existing Zoning Ordinance if/when appropriate.

Evaluation Criteria

Proposals will be weighed based on the following criteria:

1. Demonstrated understanding of the project
2. Project approach including:
 - Technical strength
 - Comprehensiveness
3. Overall work plan and schedule
4. Outreach Plan
5. Experience of the consulting team
6. Cost considerations

SUBMITTAL REQUIREMENTS

The following information shall be provided for any primary consultant submitting a proposal as well as any collaborating consultant or contractor who will be executing any tasks outlined in this RFP:

1. A company profile
2. A profile/resume for all primary employees or subcontractors who will be carrying out any part of your proposal. Please indicate past projects the team has worked on together or how they operate together whether at the same firm, or with potential subcontractors, including sample projects worked on by the proposal team.
3. Descriptions of your firm's experience working in environments you feel are similar to the City of Burton. Please do not include work more than 10 years old.
4. At least three (3) samples of work your firm has completed for communities you consider to face similar challenges and opportunities as the City of Burton or examples of innovative planning documents your firm has created regardless of the community.
5. A list of client references you have contracted with for similar projects. Include the project title, date, name, address, phone number, email address, and a contact person, as well as a brief description of the scope of work.
6. A description of your typical public participation process and any innovative techniques that your firm has found to be effective in meeting the goals of the public participation process as described in this request. Indicate how you think this may need to be adapted for work in the City.
7. Description of your understanding of this project and any challenges you foresee.
8. Description of any resources, or significant skills or talents that your firm can bring to the process that distinguishes your firm from other similar consultants.
9. A detailed work plan and schedule as well as a proposal for structuring the process.
10. A schedule of fees outlined by task, in addition to an overall not-to-exceed lump sum cost.

Applicants must submit twelve (12) paper copies and (1) digital copy in a sealed envelope.
Submittals must be made to the City Clerk's Office no later than **4:00 pm on February 2, 2016**

City of Burton Clerk's Office
Attention: Master Plan
4303 S. Center Rd.
Burton, MI 48529

The City reserves the right to accept or reject all or any part of any and all proposals. The City will award the contract based on the total quality of the proposal.

Please direct all questions to Amber Abbey, Deputy Planning Official at a.abbey@burtonmi.gov or by phone 810-742-9230 ext. 3103. Proposals will be discussed at the February 9th, 2016 Planning Commission regularly scheduled meeting at 5:00 p.m.



Burton Planning Commission

4303 S. Center Road
Burton, MI 48519

SCHEDULED

AGENDA ITEM (ID # 2020)

Meeting: 01/12/16 05:00 PM

Department: Department of Public Works

Category: Administrative Site Plan Review

Prepared By: Amber Abbey

Department Head: Rachael Boggs

H.1

DOC ID: 2020

SPR #15-56

By: Dollar Express Store, LLC.
7520 E. Independence Blvd. Suite 100
Charlotte, NC 28227

Re: 1181 Bristol Rd. Burton, MI 48529

For: Retail sales

ATTACHMENTS:

- 15-56 (PDF)



City of Burton
 Department of Public Works
 4093 Manor Drive
 Genesee County, Burton, Michigan 48519
 (810) 742-9230



APPLICATION FOR ADMINISTRATIVE SITE PLAN REVIEW

DATE FILED: 11-5-15

FEE: \$75.00

RECEIPT NO: _____

CHECK NO: 93567

SPR #: 15-56

PLEASE PRINT

DATE: 11/2/15

APPLICANTS NAME: Dollar Express Stores LLC

APPLICANTS ADDRESS: 7520 E. Independence Blvd., Suite 100, Charlotte, NC 28227

APPLICANTS PHONE NO: 980-500-9145

PROPOSED NAME OF BUSINESS: Dollar Express

SITE ADDRESS: 1181 E BRISTOL RD, BURTON, MI 48529-1128

SUBDIVISION & LOT # OR PARCEL NUMBER: _____

TYPE: ☒ CHANGE OF OWNERSHIP ☐ CONSTRUCTION LESS THAN 2%

USE OF STRUCTURE: Variety Store/Retail sales of general merchandise

SQ FOOTAGE OF PROPERTY: _____

SQ FOOTAGE OF STRUCTURE: 6470

NUMBER OF EMPLOYEES/SEATS: Approx 3 employees, no seats

APPLICANTS SIGNATURE: D. Ambler

*** ALSO ATTACH A FLOOR PLAN OF THE EXISTING AND PROPOSED BUSINESS.

Attachment: 15-56 (2020 : SPR #15-56)



Burton Planning Commission

4303 S. Center Road
Burton, MI 48519

SCHEDULED

AGENDA ITEM (ID # 2021)

Meeting: 01/12/16 05:00 PM

Department: Department of Public Works

Category: Administrative Site Plan Review

Prepared By: Amber Abbey

Department Head: Rachael Boggs

H.2

DOC ID: 2021

SPR #15-57

By: Esphen Scott
1096 N. Center Rd. Suite 120
Burton, MI 48509

Re: 1096 N. Center

For: Wholesale Automobiles

ATTACHMENTS:

- 15-57 (PDF)



City of Burton
 Department of Public Works
 4093 Manor Drive
 Genesee County, Burton, Michigan 48519
 (810) 742-9230



APPLICATION FOR ZONING REVIEW

DATE FILED: 12-7-15

FEE: \$40.00

RECEIPT NO: _____

CHECK NO: 8191

SPR #: 15-57

PLEASE PRINT

DATE: 12-4-15

APPLICANTS NAME: Esphen Timothy Scott

APPLICANTS ADDRESS: 1096 N. Center Suite 120 Burton

APPLICANTS PHONE NO: 810-577-8080

PROPOSED NAME OF BUSINESS: Humbernew Chevrolet LLC

PROPOSED TYPE OF BUSINESS: Automotive wholesale only

SITE ADDRESS: 1096 N. Center Rd

USE OF STRUCTURE: _____

SQ FOOTAGE OF PROPERTY: _____

SQ FOOTAGE OF STRUCTURE: 45,000

NUMBER OF EMPLOYEES/SEATS: 1

APPLICANTS SIGNATURE: [Signature]

*** ALSO ATTACH A FLOOR PLAN OF THE EXISTING AND PROPOSED BUSINESS.

Attachment: 15-57 (2021 : SPR #15-57)



Burton Planning Commission

4303 S. Center Road
Burton, MI 48519

SCHEDULED

AGENDA ITEM (ID # 2022)

Meeting: 01/12/16 05:00 PM

Department: Department of Public Works

Category: Administrative Site Plan Review

Prepared By: Amber Abbey

Department Head: Rachael Boggs

H.3

DOC ID: 2022

SPR #15-58

By: Gary Hubley
1096 N. Center Rd. Suite 119
Burton, MI 48509

Re: 1096 N. Center

For: Wholesale Automobiles

ATTACHMENTS:

- 15-58 (PDF)



City of Burton
 Department of Public Works
 4093 Manor Drive
 Genesee County, Burton, Michigan 48519
 (810) 742-9230



APPLICATION FOR ZONING REVIEW

DATE FILED: 12-7-15

FEE: \$40.00

RECEIPT NO: _____

CHECK NO: 8191

SPR #: 15-58

PLEASE PRINT

DATE: 12-4-2015

APPLICANTS NAME: Gary Hubley

APPLICANTS ADDRESS: 1096 N. Center Rd Suite 119

APPLICANTS PHONE NO: _____

PROPOSED NAME OF BUSINESS: MGH Holding / Thrifty LLC

PROPOSED TYPE OF BUSINESS: Automotive Wholesale

SITE ADDRESS: 1096 N. Center Rd

USE OF STRUCTURE: _____

SQ FOOTAGE OF PROPERTY: _____

SQ FOOTAGE OF STRUCTURE: 45,000

NUMBER OF EMPLOYEES/SEATS: 1

APPLICANTS SIGNATURE: [Signature]

*** ALSO ATTACH A FLOOR PLAN OF THE EXISTING AND PROPOSED BUSINESS.

Attachment: 15-58 (2022 : SPR #15-58)



Burton Planning Commission

4303 S. Center Road
Burton, MI 48519

SCHEDULED

AGENDA ITEM (ID # 2023)

Meeting: 01/12/16 05:00 PM

Department: Department of Public Works

Category: Administrative Site Plan Review

Prepared By: Amber Abbey

Department Head: Rachael Boggs

H.4

DOC ID: 2023

SPR #15-59

By: Daniel Barton
1096 N. Center Rd. Suite 110
Burton, MI 48509

Re: 1096 N. Center

For: Wholesale Automobiles

ATTACHMENTS:

- 15-59 (PDF)



City of Burton
 Department of Public Works
 4093 Manor Drive
 Genesee County, Burton, Michigan 48519
 (810) 742-9230



APPLICATION FOR ZONING REVIEW

DATE FILED: 12-7-15

FEE: \$40.00

RECEIPT NO: _____

CHECK NO: 8191

SPR #: 15-59

PLEASE PRINT

DATE: 12-4-15

APPLICANTS NAME: Daniel Mark Barton

APPLICANTS ADDRESS: 1096 N. Center Rd Suite 110 Burton

APPLICANTS PHONE NO: 416-618-4255

PROPOSED NAME OF BUSINESS: The Car Gallery LLC

PROPOSED TYPE OF BUSINESS: Automotive whole sale only

SITE ADDRESS: 1096 N. Center

USE OF STRUCTURE: _____

SQ FOOTAGE OF PROPERTY: _____

SQ FOOTAGE OF STRUCTURE: 45,000'

NUMBER OF EMPLOYEES/SEATS: 1

APPLICANTS SIGNATURE: DMB

*** ALSO ATTACH A FLOOR PLAN OF THE EXISTING AND PROPOSED BUSINESS.

Attachment: 15-59 (2023 : SPR #15-59)



Burton Planning Commission

4303 S. Center Road
Burton, MI 48519

SCHEDULED

AGENDA ITEM (ID # 2024)

Meeting: 01/12/16 05:00 PM

Department: Department of Public Works

Category: Administrative Site Plan Review

Prepared By: Amber Abbey

Department Head: Rachael Boggs

H.5

DOC ID: 2024

SPR #15-60

By: Michael Jarrett
1096 N. Center Rd. Suite 111
Burton, MI 48509

Re: 1096 N. Center

For: Wholesale Automobiles

ATTACHMENTS:

- 15-60 (PDF)



City of Burton
 Department of Public Works
 4093 Manor Drive
 Genesee County, Burton, Michigan 48519
 (810) 742-9230



APPLICATION FOR ZONING REVIEW

DATE FILED: 12-7-15

FEE: \$40.00

RECEIPT NO: _____

CHECK NO: 8191

SPR #: 15-60

PLEASE PRINT

DATE: _____

APPLICANTS NAME: Michael Jarrett

APPLICANTS ADDRESS: 1096 N. Center Suite 111 Burton

APPLICANTS PHONE NO: 416-565-7656

PROPOSED NAME OF BUSINESS: Karma Auto Sales LLC

PROPOSED TYPE OF BUSINESS: Auto motive whole sale only

SITE ADDRESS: 1096 N. Center Rd

USE OF STRUCTURE: _____

SQ FOOTAGE OF PROPERTY: _____

SQ FOOTAGE OF STRUCTURE: _____

NUMBER OF EMPLOYEES/SEATS: 1

APPLICANTS SIGNATURE: *[Signature]*

*** ALSO ATTACH A FLOOR PLAN OF THE EXISTING AND PROPOSED BUSINESS.

Attachment: 15-60 (2024 : SPR #15-60)



Burton Planning Commission

4303 S. Center Road
Burton, MI 48519

SCHEDULED

AGENDA ITEM (ID # 2025)

Meeting: 01/12/16 05:00 PM

Department: Department of Public Works

Category: Administrative Site Plan Review

Prepared By: Amber Abbey

Department Head: Rachael Boggs

H.6

DOC ID: 2025

SPR #15-61

By: Andrew Spencer
1096 N. Center Rd. Suite 112
Burton, MI 48509

Re: 1096 N. Center

For: Wholesale Automobiles

ATTACHMENTS:

- 15-61 (PDF)



City of Burton
 Department of Public Works
 4093 Manor Drive
 Genesee County, Burton, Michigan 48519
 (810) 742-9230



APPLICATION FOR ZONING REVIEW

DATE FILED: 12-7-15

FEE: \$40.00

RECEIPT NO: _____

CHECK NO: 8191

SPR #: 15-61

PLEASE PRINT

DATE: 12-4-15

APPLICANTS NAME: Andrew Spencer

APPLICANTS ADDRESS: 1096 N. Center Suite 112 Burton

APPLICANTS PHONE NO: 905-372-8773

PROPOSED NAME OF BUSINESS: Bill Spencer Chevrolet, LLC

PROPOSED TYPE OF BUSINESS: Automotive wholesale only

SITE ADDRESS: 1096 N. Center Rd

USE OF STRUCTURE: _____

SQ FOOTAGE OF PROPERTY: _____

SQ FOOTAGE OF STRUCTURE: 45,000

NUMBER OF EMPLOYEES/SEATS: 1

APPLICANTS SIGNATURE: *ASpencer*

*** ALSO ATTACH A FLOOR PLAN OF THE EXISTING AND PROPOSED BUSINESS.

Attachment: 15-61 (2025 : SPR #15-61)



Burton Planning Commission

4303 S. Center Road
Burton, MI 48519

SCHEDULED

AGENDA ITEM (ID # 2026)

Meeting: 01/12/16 05:00 PM

Department: Department of Public Works

Category: Administrative Site Plan Review

Prepared By: Amber Abbey

Department Head: Rachael Boggs

H.7

DOC ID: 2026

SPR #15-62

By: Raymond Powell
1096 N. Center Rd. Suite 101
Burton, MI 48509

Re: 1096 N. Center

For: Wholesale Automobiles

ATTACHMENTS:

- 15-62 (PDF)



City of Burton
 Department of Public Works
 4093 Manor Drive
 Genesee County, Burton, Michigan 48519
 (810) 742-9230



APPLICATION FOR ZONING REVIEW

DATE FILED: 12-8-15

FEE: \$40.00

RECEIPT NO: _____

CHECK NO: 8191

SPR #: 15-62

PLEASE PRINT

DATE: 12-4-15

APPLICANTS NAME: Raymond Powell

APPLICANTS ADDRESS: 1096 N. Center Rd Suite 101 Burton

APPLICANTS PHONE NO: 810 691 5378

PROPOSED NAME OF BUSINESS: Auction Wholesale, LLC

PROPOSED TYPE OF BUSINESS: Automotive whole sale

SITE ADDRESS: 1096 N. Center Rd

USE OF STRUCTURE: _____

SQ FOOTAGE OF PROPERTY: _____

SQ FOOTAGE OF STRUCTURE: 45,000

NUMBER OF EMPLOYEES/SEATS: 1

APPLICANTS SIGNATURE: Ry Powell

*** ALSO ATTACH A FLOOR PLAN OF THE EXISTING AND PROPOSED BUSINESS.

Attachment: 15-62 (2026 : SPR #15-62)



Burton Planning Commission

4303 S. Center Road
Burton, MI 48519

SCHEDULED

AGENDA ITEM (ID # 2027)

Meeting: 01/12/16 05:00 PM

Department: Department of Public Works

Category: Administrative Site Plan Review

Prepared By: Amber Abbey

Department Head: Rachael Boggs

H.8

DOC ID: 2027

SPR #15-63

By: Jerry Drudi
4463 S. Dort Hwy.
Burton, MI 48529

Re: 4463 S. Dort Hwy.
Burton, MI 48529

For: Used Car Sales Lot

ATTACHMENTS:

- 15-63 (PDF)



City of Burton
Department of Public Works
4093 Manor Drive
Genesee County, Burton, Michigan 48519
(810) 742-9230



APPLICATION FOR ADMINISTRATIVE SITE PLAN REVIEW

DATE FILED: 12-14-15

FEE: \$75.00

RECEIPT NO: _____

CHECK NO: 8132

SPR #: 15-63

PLEASE PRINT

DATE: 11.18.15

APPLICANTS NAME: JERRY DRUDI

APPLICANTS ADDRESS: 4463 S. Dort Hwy

APPLICANTS PHONE NO: 810.348.4674

PROPOSED NAME OF BUSINESS: Scott's used car lot

SITE ADDRESS: 4463 S. Dort Hwy

SUBDIVISION & LOT # OR PARCEL NUMBER: _____

TYPE: ☒ CHANGE OF OWNERSHIP

☒ landscaping.
CONSTRUCTION LESS THAN 2%

USE OF STRUCTURE: N/A

SQ FOOTAGE OF PROPERTY: _____

SQ FOOTAGE OF STRUCTURE: N/A

NUMBER OF EMPLOYEES/SEATS: _____

APPLICANTS SIGNATURE: [Signature]

*** ALSO ATTACH A FLOOR PLAN OF THE EXISTING AND PROPOSED BUSINESS.

Attachment: 15-63 (2027 : SPR #15-63)



Burton Planning Commission

4303 S. Center Road
Burton, MI 48519

SCHEDULED

AGENDA ITEM (ID # 2028)

Meeting: 01/12/16 05:00 PM

Department: Department of Public Works

Category: Administrative Site Plan Review

Prepared By: Amber Abbey

Department Head: Rachael Boggs

H.9

DOC ID: 2028

SPR #15-64

By: Jeffrey Mayer
3260 N. Henderson Rd.
Davison, MI 48423

Re: 3063 Kleinpell St.
Burton, MI 48529

For: Office for Trucking Company

ATTACHMENTS:

- 15-64 (PDF)



City of Burton
Department of Public Works
4093 Manor Drive
Genesee County, Burton, Michigan 48519
(810) 742-9230



APPLICATION FOR ADMINISTRATIVE SITE PLAN REVIEW

DATE FILED: 12-10-15

FEE: \$75.00

RECEIPT NO: _____

CHECK NO: 1093

SPR #: 15-64

PLEASE PRINT

DATE: _____

APPLICANTS NAME: Jeffrey S. Mayer

APPLICANTS ADDRESS: 3260 N. Henderson Rd. Davison MI 4842

APPLICANTS PHONE NO: 810-730-6600

PROPOSED NAME OF BUSINESS: Mayer Transport LLC

SITE ADDRESS: 63063 Klempell St. Burton MI 48529

SUBDIVISION & LOT # OR PARCEL NUMBER: _____

TYPE:



CHANGE OF OWNERSHIP



CONSTRUCTION LESS THAN 2%

USE OF STRUCTURE: Office for Trucking Company
-NO Overight Parking of Semi-Trucks

SQ FOOTAGE OF PROPERTY: _____

SQ FOOTAGE OF STRUCTURE: _____

NUMBER OF EMPLOYEES/SEATS: 4

APPLICANTS SIGNATURE: [Signature]

*** ALSO ATTACH A FLOOR PLAN OF THE EXISTING AND PROPOSED BUSINESS.

Attachment: 15-64 (2028 : SPR #15-64)



Burton Planning Commission

4303 S. Center Road
Burton, MI 48519

SCHEDULED

AGENDA ITEM (ID # 2029)

Meeting: 01/12/16 05:00 PM

Department: Department of Public Works

Category: Administrative Site Plan Review

Prepared By: Amber Abbey

Department Head: Rachael Boggs

H.10

DOC ID: 2029

SPR #15-65

By: Goodwill Industries of Mid Mi, Inc.
501 S. Averill Ave.
Flint, MI 48506

Re: 2188 S. Center Rd. Burton, MI 48519

For: Change from retail to office

ATTACHMENTS:

- 15-65 (PDF)



City of Burton
Department of Public Works
4093 Manor Drive
Genesee County, Burton, Michigan 48519
(810) 742-9230



APPLICATION FOR ADMINISTRATIVE SITE PLAN REVIEW

DATE FILED: 12-14-15

FEE: \$75.00

RECEIPT NO: _____

CHECK NO: Cash

SPR #: 15-65

PLEASE PRINT

DATE: 12/11/15

APPLICANTS NAME: Goodwill Industries of Mid MI, Inc

APPLICANTS ADDRESS: 501 S. Averill Ave Flint, MI 48506

APPLICANTS PHONE NO: 810-7162-9160 Jerry Bennett - 810-691-597

PROPOSED NAME OF BUSINESS: Goodwill Industries of Mid MI, Inc

SITE ADDRESS: 2188 S Center Rd Burton, MI 48519

SUBDIVISION & LOT # OR PARCEL NUMBER: _____

TYPE: ☐ CHANGE OF OWNERSHIP ☐ CONSTRUCTION LESS THAN 2%

USE OF STRUCTURE: Change from Retail to Office

SQ FOOTAGE OF PROPERTY: 4

SQ FOOTAGE OF STRUCTURE: 9204

NUMBER OF EMPLOYEES/SEATS: Currently 12 As many as

APPLICANTS SIGNATURE: Laura Wilson

*** ALSO ATTACH A FLOOR PLAN OF THE EXISTING AND PROPOSED BUSINESS.

Attachment: 15-65 (2029 : SPR #15-65)



Burton Planning Commission

4303 S. Center Road
Burton, MI 48519

SCHEDULED

AGENDA ITEM (ID # 2030)

Meeting: 01/12/16 05:00 PM

Department: Department of Public Works

Category: Administrative Site Plan Review

Prepared By: Amber Abbey

Department Head: Rachael Boggs

H.11

DOC ID: 2030

SPR #15-66

By: KT Java
4190 E. Court St.
Burton, MI 48509

Re: 4190 E. Court St. Burton, MI 48509

For: Coffee Shop

ATTACHMENTS:

- 15-66 (PDF)



City of Burton
 Department of Public Works
 4093 Manor Drive
 Genesee County, Burton, Michigan 48519
 (810) 742-9230



APPLICATION FOR ZONING REVIEW

DATE FILED: 12-14-15

FEE: \$40.00

RECEIPT NO: Cash

CHECK NO:

SPR #: 15-66

PLEASE PRINT

DATE: 12-14-15

APPLICANTS NAME: KT JAVA

APPLICANTS ADDRESS: 4190 COURT ST.

APPLICANTS PHONE NO: 810-728-5079

PROPOSED NAME OF BUSINESS: COFFEE ROASTING

PROPOSED TYPE OF BUSINESS: COFFEE SHOP

SITE ADDRESS: 4190 COURT ST.

USE OF STRUCTURE: COFFEE SHOP

SQ FOOTAGE OF PROPERTY:

SQ FOOTAGE OF STRUCTURE:

NUMBER OF EMPLOYEES/SEATS: 3

APPLICANTS SIGNATURE: [Signature]

*** ALSO ATTACH A FLOOR PLAN OF THE EXISTING AND PROPOSED BUSINESS.

Attachment: 15-66 (2030 : SPR #15-66)



Burton Planning Commission

4303 S. Center Road
Burton, MI 48519

SCHEDULED

AGENDA ITEM (ID # 2032)

Meeting: 01/12/16 05:00 PM

Department: Department of Public Works

Category: Administrative Site Plan Review

Prepared By: Amber Abbey

Department Head: Rachael Boggs

H.12

DOC ID: 2032

SPR #15-68

By: Sean Hudson
1096 N. Center Rd. Suite 121
Burton, MI 48509

Re: 1096 N. Center

For: Wholesale Automobiles

ATTACHMENTS:

- 15-68 (PDF)



City of Burton
 Department of Public Works
 4093 Manor Drive
 Genesee County, Burton, Michigan 48519
 (810) 742-9230



APPLICATION FOR ZONING REVIEW

DATE FILED: 12-14-15

FEE: \$40.00

RECEIPT NO: _____

CHECK NO: 311

SPR #: 15-68

PLEASE PRINT

DATE: Dec 8 2015

APPLICANTS NAME: Sean Hudson

APPLICANTS ADDRESS: 1096 N. Center Suite 121 Burton 48509

APPLICANTS PHONE NO: 810 691 4313

PROPOSED NAME OF BUSINESS: Hudson Wholesale Inc

PROPOSED TYPE OF BUSINESS: Automobile wholesale

SITE ADDRESS: 1096 N. Center Suite 121 Burton MI 48509

USE OF STRUCTURE: _____

SQ FOOTAGE OF PROPERTY: _____

SQ FOOTAGE OF STRUCTURE: 45,000

NUMBER OF EMPLOYEES/SEATS: 1

APPLICANTS SIGNATURE: [Signature]

*** ALSO ATTACH A FLOOR PLAN OF THE EXISTING AND PROPOSED BUSINESS.

Attachment: 15-68 (2032 : SPR #15-68)



Burton Planning Commission

4303 S. Center Road
Burton, MI 48519

SCHEDULED

AGENDA ITEM (ID # 2033)

Meeting: 01/12/16 05:00 PM

Department: Department of Public Works

Category: Administrative Site Plan Review

Prepared By: Amber Abbey

Department Head: Rachael Boggs

H.13

DOC ID: 2033

SPR #15-69

By: Atanas Zelevarouski
5506 Lapeer Rd.
Burton, MI 48509

Re: 5506 Lapeer Rd. Burton, MI 48509

For: Building to be used for storage only

ATTACHMENTS:

- 15-69 (PDF)



City of Burton
 Department of Public Works
 4093 Manor Drive
 Genesee County, Burton, Michigan 48519
 (810) 742-9230



APPLICATION FOR ZONING REVIEW

DATE FILED: 11-2-15

FEE: \$40.00

RECEIPT NO: Cash

CHECK NO: _____

SPR #: 15-⁶⁹~~55~~

PLEASE PRINT

DATE: 10-2-15

APPLICANTS NAME: Atanas Zelevanouski

APPLICANTS ADDRESS: 5506 Lapeer Rd.

APPLICANTS PHONE NO: (810) 691-7005

PROPOSED NAME OF BUSINESS: _____

PROPOSED TYPE OF BUSINESS: storage only

SITE ADDRESS: 5506

USE OF STRUCTURE: storage

SQ FOOTAGE OF PROPERTY: 1500

SQ FOOTAGE OF STRUCTURE: 1500

NUMBER OF EMPLOYEES/SEATS: _____

APPLICANTS SIGNATURE: Atanas Zelevanouski

*** ALSO ATTACH A FLOOR PLAN OF THE EXISTING AND PROPOSED BUSINESS.

Attachment: 15-69 (2033 : SPR #15-69)



Burton Planning Commission

4303 S. Center Road
Burton, MI 48519

SCHEDULED

AGENDA ITEM (ID # 2034)

Meeting: 01/12/16 05:00 PM

Department: Department of Public Works

Category: Administrative Site Plan Review

Prepared By: Amber Abbey

Department Head: Rachael Boggs

H.14

DOC ID: 2034

SPR #15-70

By: Lynnda Squires
5118 Hartland Dr.
Flint, MI 48506

Re: 1350 N. Belsay Rd.
Burton, MI 48509

For: Child Care

ATTACHMENTS:

- 15-70 (PDF)



City of Burton
Department of Public Works
4093 Manor Drive
Genesee County, Burton, Michigan 48519
(810) 742-9230



APPLICATION FOR ADMINISTRATIVE SITE PLAN REVIEW

DATE FILED: 12-15-15

FEE: \$75.00

RECEIPT NO: _____

CHECK NO: 3302

SPR #: 15-70

PLEASE PRINT

DATE: 10-28-15

APPLICANTS NAME: LYNNA SQUIRES

APPLICANTS ADDRESS: 5118 HARTLAND DR. FLINT 48506

APPLICANTS PHONE NO: 810 2801025

PROPOSED NAME OF BUSINESS: Just Laughs and Smiles childcare / J. chil

SITE ADDRESS: 1350 N. Belsay Rd. BURTON 48509

SUBDIVISION & LOT # OR PARCEL NUMBER: EASTMORELAND ACRES Lot 49

TYPE: ☒ CHANGE OF OWNERSHIP ☐ CONSTRUCTION LESS THAN 2%

USE OF STRUCTURE: DAYCARE

SQ FOOTAGE OF PROPERTY: _____

SQ FOOTAGE OF STRUCTURE: _____

NUMBER OF EMPLOYEES/SEATS: _____

APPLICANTS SIGNATURE: Lynna J. Squires

*** ALSO ATTACH A FLOOR PLAN OF THE EXISTING AND PROPOSED BUSINESS.

Attachment: 15-70 (2034 : SPR #15-70)