



CITY OF BURTON

BURTON PLANNING COMMISSION MEETING

JULY 12, 2016

MINUTES

Council Chambers

Regular Meeting

5:00 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Chairman Deb Walton at 5:00 PM.

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL

Attendee Name	Title	Status	Arrived
Ellen Ellenburg	Councilwoman	Present	
Kevin Burge	Vice Chairman	Present	
Mary Ann White	Commissioner	Present	
Robert Johnson	Commissioner	Present	
Tom Gorang	Commissioner	Present	
Deb Walton	Chairman	Present	
John Benthall	Commissioner	Present	
Kris Johns	Commissioner	Present	

C. STAFF PRESENT

Amber Abbey, Planning/Zoning

Racheal Boggs, Clerk's Office

D. APPROVAL OF MINUTES

1. Planning Commission - Regular Meeting - Jun 14, 2016 5:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	John Benthall, Commissioner
SECONDER:	Ellen Ellenburg, Councilwoman
AYES:	Ellenburg, Burge, White, Johnson, Gorang, Walton, Benthall, Johns

E. SITE PLAN REVIEW

Mr. Meiswender from Good Shepard Lutheran Church of Burton stated he is the architect for this project. He is proposing a small addition to the classroom portion of the building. It is 50-60 years old and has been in need of new bathroom facilities for a while. The existing bathrooms were not designed for barrier free/ADA access. He decided to integrate the bathrooms in with a more formal entry way for the church.

Mrs. Abbey stated the administration recommends approval with the contingency that the ZBA approves the delayed installation of sidewalks on July 21, 2016.

1. SPR #16-39

By: Kurt Meiswender / Good Shepard Lutheran Church
5496 Lippincott Blvd.
Burton, MI 48519

Re: 5496 Lippincott Burton, MI 48509
59-23-200-031

For: Addition to Building

Mr. Burge stated there are currently sidewalks from Belsay Road and Lapeer Road going south to Roberta. He would like to see a performance bond.

Mrs. Abbey stated the Zoning Board of Appeals would make this determination. She can let them know that the Planning Commission is interested in a bond. Typically what they have done in the past is allow the applicant to delay the sidewalks until the adjoining property owners install one.

Mr. Burge would like to wait until after the Zoning Board meeting.

Mrs. Ellenburg stated she agrees with Mr. Burge because other businesses in the past have been required to put sidewalks in and she would like to stay consistent.

Mrs. Abbey stated he would have to install sidewalks on both frontages on Lippincott and Belsay and this will be a significant cost. Also, if the ZBA turns him down, he will need to put the sidewalk in. So, waiting for them to take action doesn't make a difference with the site plan.

Mrs. Ellenburg stated maybe a bike path would serve the same purpose and be more economical.

Mrs. Abbey stated that is something City Council would have to change.

Mr. Johns stated he travels that way frequently and feels requiring a sidewalk at this time would cause an undue burden to the church. He doesn't see people walking on the south side of Lippincott or the west side of Belsay Road.

Mr. Johnson would like to make a motion to table this site plan until next month after the ZBA makes their ruling on it.

RESULT:	TABLED [7 TO 1]	Next: 8/9/2016 5:00 PM
MOVER:	Robert Johnson, Commissioner	
SECONDER:	Kevin Burge, Vice Chairman	
AYES:	Ellenburg, Burge, White, Johnson, Gorang, Walton, Benthall	
NAYS:	Johns	

F. MASTER PLAN

1. Master Plan

Doug Piggott - ROWE Professional Services Company

Doug Piggott stated there was a mistake in the memo at the May 10, 2016 meeting. The round table meeting with Sharon Woods from Land Use, USA will be on Tuesday, August 23, 2016 not August 22, 2016 as previously stated. We are also proposing to extend the online data collection so we can continue that tool through to the end of the public hearing process. We added some items to the original scope of this project so rather than a 15 month process, we are extending to a 17 month process. We are hoping we can gather more and better input with this extension.

Doug Piggott updated the board on the following:

- Master Plan schedule
- Downtown Development Authority Visioning Plan goals, objectives and implementation
- Parks and Recreation Plan Inventory goals, objectives and general statements

Caitlyn McGoldrick discussed the following:

- Natural Features
- Major identified wetland areas
- Potential wetland areas
- Floodplain areas
- Gilkey Creek watershed management plan goals, objectives and suggested policies

Scott Kree presented the following:

- City of Burton, Genesee County Facebook page
- Social media plan
- Community remarks and Survey Monkey
- Potential survey questions
- Stakeholder and focus group update

Mr. Burge would like to see a city slogan developed as part of the Master Plan process.

Mr. Johnson likes the idea and suggested having a contest.

Mr. Piggott suggested incorporating that into our youth charette.

Mr. Gorang suggested contacting the student council members.

G. ADMINISTRATIVE SITE PLAN REVIEW

1. SPR #16-32

By: Kenneth Boutillier
3255 S. Dort Hwy.
Burton, MI 484529

Re: 3255 S. Dort Hwy. Burton, MI 48529

For: Used Auto Dealer

2. SPR #16-33

By: Martin Woods III
3462 Bilsky
Burton, MI 48519

Re: 2217 S. Center Rd. Ste 2 Burton, MI 48519

For: Auto Repair

3. SPR #16-34

By: Khalil Isaac
1244 E. Reid Rd.
Grand Blanc, MI 48439

Re: 5515 Davison Rd. Ste 13 Burton, MI 48509

For: Retail- Star Wireless

4. SPR #16-35

By: Approved Cash
1865 Executive Park Dr.
Cleveland, TN 37312

Re: 1067 Bristol Rd. Burton, MI 48529

For: Payday Loan / Check Cashing

5. SPR #16-36

By: Jennifer Tinker
1226 Arrowhead Dr.
Burton, MI 48509

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

For: Retail

6. SPR #16-37

By: Burton Management LLC.
6045 W. Pierson Rd. Ste D5
Flushing, MI 48433

Re: 1145 N. Belsay Rd. Burton, MI 48509

For: Dollar Tree

7. SPR #16-38

By: Andrew Johnson
5069 Old Barn Lane

Re: 5053 E. Court St. Burton, MI 48509

For: Auto Dealer

H. AUDIENCE PARTICIPATION

None.

I. BOARD DISCUSSION

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

Meeting was adjourned at 6:10 PM.



CITY OF BURTON

BURTON PLANNING COMMISSION MEETING

JUNE 14, 2016

MINUTES

Council Chambers

Regular Meeting

5:00 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Vice Chairman Kevin Burge at 5:00 PM.

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL

Attendee Name	Title	Status	Arrived
Ellen Ellenburg	Councilwoman	Present	
Kevin Burge	Vice Chairman	Present	
Mary Ann White	Commissioner	Excused	
Robert Johnson	Commissioner	Present	
Tom Gorang	Commissioner	Excused	
Deb Walton	Chairman	Excused	
John Benthall	Commissioner	Present	
Kris Johns	Commissioner	Late	

C. STAFF PRESENT

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

D. APPROVAL OF MINUTES

1. Planning Commission - Regular Meeting - May 10, 2016 5:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Robert Johnson, Commissioner
SECONDER:	Ellen Ellenburg, Councilwoman
AYES:	Ellenburg, Burge, Johnson, Benthall, Johns
EXCUSED:	White, Gorang, Walton

E. SPECIAL USE

F. SITE PLAN REVIEW

1. SPR #16-29

By: Siwek Construction
5020 Pilgrim Rd.
Flint, MI 48507

Minutes Acceptance: Minutes of Jun 14, 2016 5:00 PM (Approval of Minutes)

Re: 2333 S. Center Rd. Burton, MI 48519
59-22-300-025 C-2 zoned

For: Relocation of the gas station

John Heidt, Senior Project Manager of SSOE of Troy stated he is proposing to build a new Meijer gas station on the adjacent site of the existing gas station on Center Road. The plan is to build the new station first and once it is operational, demolish the old station. This will be an entirely new facility including utilities and underground tanks.

Mr. Johnson asked if all necessary permits will be taken care of.

Mr. Heidt said yes.

Mrs. Ellenburg asked if he is aware of the timeline on the store remodel.

Mr. Heidt stated not at this time.

Mrs. Abbey stated they will be submitting building plans for the interior of the store very soon. She recommends approval.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Robert Johnson, Commissioner
SECONDER:	John Benthall, Commissioner
AYES:	Ellenburg, Burge, Johnson, Benthall, Johns
EXCUSED:	White, Gorang, Walton

G. ADMINISTRATIVE SITE PLAN REVIEW

1. SPR #16-27

By: Antigoni Margaris
1418 Norton St.
Burton, MI 48529

Re: 3271 S. Dort Hwy. Burton, MI 48529

For: Nail Salon

2. SPR #16-28

By: Ricky Bennett
2512 E. Bristol Rd.
Burton, MI 48529

Re: 2512 E. Bristol Rd. Burton, MI 48529

For: Change of Ownership – Medical Marijuana Grow Facility

Mr. Johnson asked if we were given a reason why the change of ownership. Is this in good standing?

Mrs. Abbey said yes. The City Attorney signed off on this plan.

3. SPR #16-30

By: Stacey Cole
6097 Lapeer Rd.
Burton, MI 48509

Re: 6097 Lapeer Rd. Burton, MI 48509

For: Nail Salon for Home Occupation

Mr. Burge asked if the nail salon as a home occupation can be done and is it zoned as commercial.

Mrs. Abbey stated we approved the home occupation ordinance last year. This is the first one we have received. It is one lady with no employees doing nails out of her home.

Mr. Johnson said it is a great idea and brings commerce to our city.

Mrs. Ellenburg asked if there are homes nearby and will there be a filtering system?

Mrs. Abbey said they will still need a building inspection and have to comply with all building requirements. The inspector was there and gave her a list of things that needed to be done.

Mrs. Ellenburg asked in the future if there are complaints from neighbors of excess odor, is that grounds for removing the business?

Mrs. Abbey said absolutely. Home occupations are on a yearly renewal. If there is a complaint, the code enforcement officer will go out there and we will have record of it.

4. SPR #16-31

By: Robert Cormack
3471 Atlas Rd.
Davison, MI 48423

Re: 4178 Saginaw St. Burton, MI 48529

For: Auto Detail

Mrs. Ellenburg asked if this is only for auto detail. She does not want to see a car lot here.

Mrs. Abbey said this is only for auto detail.

Mrs. Ellenburg asked if the DDA is made aware of these.

Mrs. Abbey said she sends notices to everyone within 300 feet of the property which many times includes members of the DDA.

H. AUDIENCE PARTICIPATION

None.

I. BOARD DISCUSSION

Mrs. Abbey provided an update on the master plan progress from Doug Piggot. Please review the information and we will be discussing this at our next meeting. Also, Sharon Woods of Land USA would like to schedule an informal meeting to discuss the market study with you on Tuesday, August 23, 2016 at 5:00 PM.

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

Meeting was adjourned at 5:26 PM.

Minutes Acceptance: Minutes of Jun 14, 2016 5:00 PM (Approval of Minutes)



Burton Planning Commission
4303 S. Center Road
Burton, MI 48519

Meeting: 07/12/16 05:00 PM
Department: Department of Public Works
Category: Site Plan Review
Prepared By: Amber Abbey
Department Head: Robert Slattery

E.1

TABLED

AGENDA ITEM (ID # 2555)

DOC ID: 2555

SPR #16-39

By: Kurt Meiswender / Good Shepard Lutheran Church
5496 Lippincott Blvd.
Burton, MI 48519

Re: 5496 Lippincott Burton, MI 48509
59-23-200-031

For: Addition to Building

ATTACHMENTS:

- 16-39 (PDF)

RESULT:	TABLED [7 TO 1]	Next: 8/9/2016 5:00 PM
MOVER:	Robert Johnson, Commissioner	
SECONDER:	Kevin Burge, Vice Chairman	
AYES:	Ellenburg, Burge, White, Johnson, Gorang, Walton, Benthall	
NAYS:	Kris Johns	

PROJECT INFORMATION AND CONTACT SCHEDULE

ARCHITECT:
Kurt Neiswender, AIA
MI LIC# 1301056647

207 Northbank Center
432 N Saginaw St.
Flint, MI 48502

PH: 810.288.4991
EMAIL: kurt@projectfora.org
WEB: www.projectfora.org

OWNER:
GOOD SHEPHERD LUTHERAN CHURCH
5496 LIPPENCOTT
BURTON, MI 48519

PROPERTY INFORMATION

PARCEL ID
#59-23-200-031

PARCEL ADDRESS
5496 LIPPENCOTT
BURTON, MI

PARCEL ZONING
R1C - SINGLE FAMILY

PARCEL SIZE
4.07 ACRES GROSS

MINIMUM SETBACKS

FRONT	≈35 FEET
SIDE	≈15 FEET
SIDE COMBINED	≈30 FEET
REAR	≈35 FEET

GOVERNING CODES
2012 Michigan Building Code
2012 Michigan Rehabilitation Code

BUILDING INFORMATION
USE GROUP
A-3 ASSEMBLY PLACE OF WORSHIP

CONSTRUCTION TYPE
TYPE 3 FOR SCHOOL UNPROTECTED

DESIGN LOADS
SNOW LOAD: 30 PSF
DEAD LOAD: 12.5 PSF
WIND LOAD: 90 MPH 3 SECOND GUST EXPOSURE B

ROOF FRAMING:
PRE ENGINEERED TRUSS ROOF BY OTHERS @ 2'-0" ON CENTER. TRUSS DETAILS DEFERRED SUBMITTAL

PARCEL DESCRIPTION (PARCEL A):

A PARCEL OF LAND LOCATED IN THE NORTHEAST 1/4 OF SECTION 23, T7N - R7E, CITY OF BURTON, COUNTY OF GENESEE, STATE OF MICHIGAN MORE PARTICULARLY DESCRIBED AS:

THE WEST 100 FEET OF A PARCEL OF LAND DESCRIBED AS BEGINNING AT THE NORTHEAST CORNER OF SECTION 23, T7N-R7E, THENCE WEST 463.25 FEET; THENCE SOUTH453.2 FEET; THENCE EAST 262.75 FEET; THENCE NORTH 107 FEET; THENCE EAST 200 FEET TO THE CENTERLINE OF BELSAY ROAD, SO CALLED; THENCE NORTH 350 FEET TO THE POINT OF BEGINNING.

ALSO ALL EXCEPT THE WEST 100 FEET OF A PARCEL OF LAND DESCRIBED AS BEGINNING AT THE NORTHEAST CORNER OF SECTION 23, T7N-R7E, THENCE WEST 463.25 FEET; THENCE SOUTH453.2 FEET; THENCE EAST 262.75 FEET; THENCE NORTH 107 FEET; THENCE EAST 200 FEET TO THE CENTERLINE OF BELSAY ROAD, SO CALLED; THENCE NORTH 350 FEET TO THE POINT OF BEGINNING. EXCEPT A PARCEL OF LAND SITUATED IN THE NORTHEAST 1/4 OF SECTION 23, T7N-R7E, DESCRIBED AS: COMMENCING AT A POINT WHICH IS S87°48'30"W, 463.25 FEET AND S00°05'E, 50 FEET FROM THE NE CORNER OF SECTION 23, T7N-R7E FOR THE POINT OF BEGINNING; THENCE S00°05'E, 175 FEET; THENCE N87°48'30"E, 100 FEET; THENCE N00°05'W, 175 FEET; THENCE S8748'30"W TO THE PLACE OF BEGINNING.

ALSO A PARCEL OF LAND DESCRIBED AS BEGINNING ON THE WEST LINE OF BELSAY ROAD 56 ROADS AND 1 FOOT NORTH OF THE SOUTH LINE OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 23, T7N-R7E; THENCE WEST 150 FEET; THENCE NORTH 57 FEET; THENCE EAST 150 FEET TO THE WEST LINE OF BELSAY ROAD; THENCE SOUTH 57 FEET TO THE POINT OF BEGINNING.

PROJECT NARATIVE

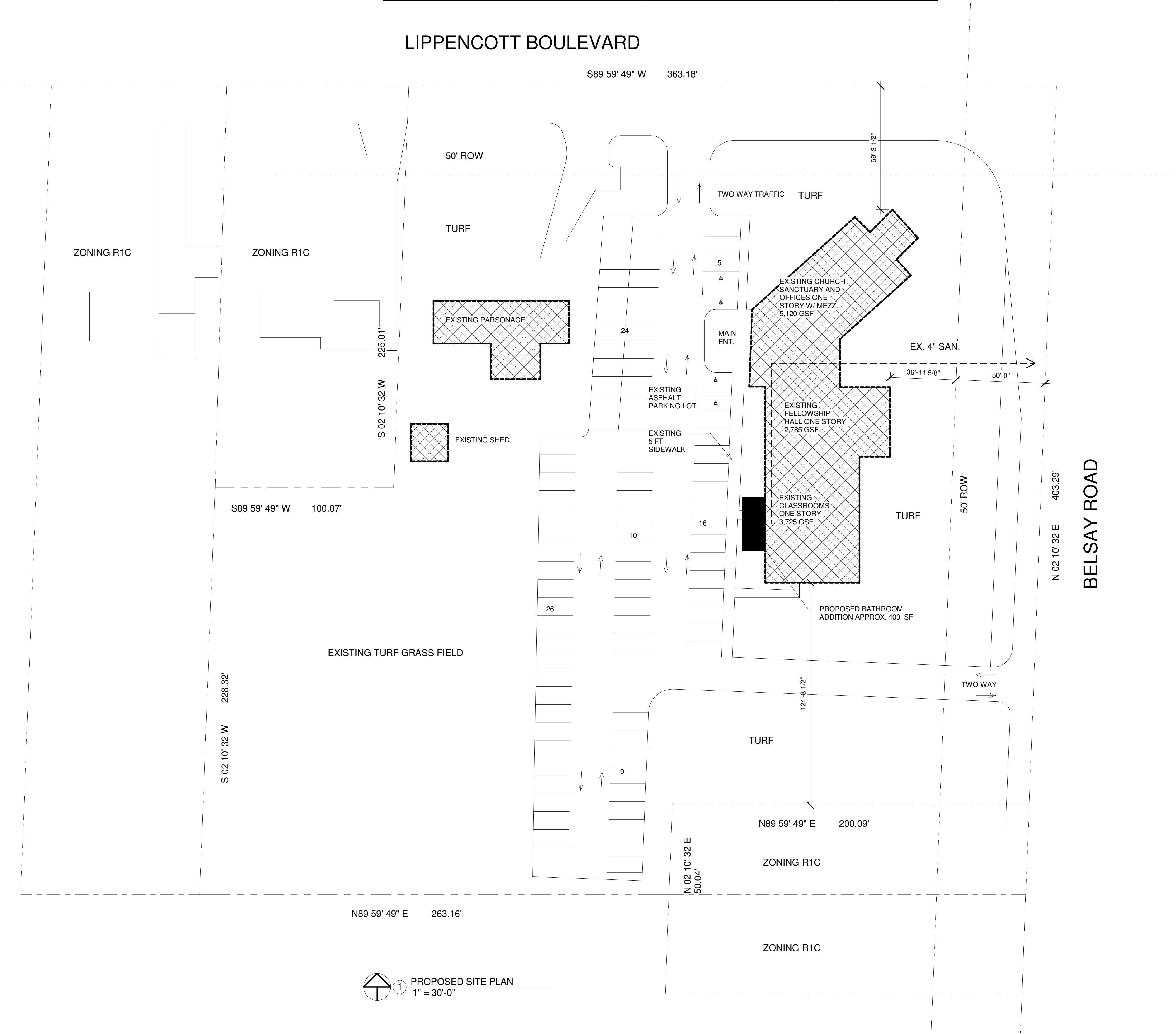
THE INTENT OF THIS PROJECT IS TO RENOVATE THE EXISTING BATHROOMS AT THE GOOD SHEPHERD LUTHERAN CHURCH - LUTHERAN EDUCATION SCHOOL (LES). THE EXISTING BATHROOM FACILITIES ARE IN POOR CONDITION AND ARE IN NEED OF REPLACEMENT. THE PROPOSED BATHROOM DESIGN WILL INCLUDE A 400 SQUARE FOOT ADDITION TO THE WESTERN PORTION OF THE LES. THE EXISTING BOYS AND GIRLS BATHROOMS WILL BE DEMOLISHED TO MAKE ROOM FOR THE NEW FACILITIES THAT WILL BE COMPLETELY BARRIER FREE. THE PROPOSED ADDITION WILL ALSO INCLUDE A REVISED ENTRY TO THE LES THAT INCORPORATES AN INDOOR WATING AREA FOR STUDENT PICK UP. A NEW PRE ENGINEERED TRUSS ROOF WILL BE BUILT AND TIED INTO THE EXISTING ROOF MATCHING THE PITCH AND CHARACTER OF THE EXISTING LES BUILDING. EXTERIOR MATERIALS WILL INCORPORATE SIMILAR CONCRETE BLOCK CONSTRUCTION METHODS WITH A PAINTED FINISH. ADDED BRICK VENEER IS PLANNED FOR ACCENT MATERIAL AROUND THE NEW ADDITION WITH SIMILAR COLOR TO THE EXISTING SANCTUARY. A NEW SIGN IDENTIFYING THE LES ENTRANCE IS PROPOSED TO BE INSTALLED ON THE WEST ELEVATION OF THE ADDITION.

IN CONJUNCTION WITH THIS SITE PLAN SUBMISSION, A VARIANCE IS BEING APPLIED FOR TO NOT CONSTRUCT PUBLIC SIDEWALKS ON LIPPENCOTT AND BELSAY FRONTAGE. SINCE THE CHURCH IS THE ONLY NON-RESIDENTIAL PROPERTY WITHIN THE R1C ZONED RESIDENTIAL COMMUNITY, WE ARE ASKING THAT THE CHURCH NOT BE SUBJECT TO THIS ADDED EXPENSE FOR THIS SMALL RENOVATION PROJECT.

THE PROPOSED RENOVATION PROJECT DOES NOT EXPECT AN INCREASE IN OCCUPANCY OR PARKING.

GOOD SHEPHERD LUTHERAN CHURCH
LUTHERAN EDUCATION SCHOOL
BATHROOM RENOVATIONS / ADDITION

Sheet List				
Sheet Number	Sheet Name	Current Revision	Current Revision Description	Current Revision Date
SPA-01	SITE PLAN TITLE PAGE	1	SITE PLAN APPROVAL	6/28/2016
SPA-02	BUILDING PLANS & ELEVATIONS	1	SITE PLAN APPROVAL	6/28/2016



1 PROPOSED SITE PLAN
1" = 30'-0"

Urban colAB Architecture
L.L.C. Kurt Neiswender, AIA
207 Northbank Center
432 N. Saginaw Street
Flint, MI 48502
810.288.4991

ARCHITECT

CONTRACTOR

CLIENT

DATE	DRAWN	CHECKED
6/28/2016		

REVIEW
1 SITE PLAN APPROVAL

OWNER
GOOD SHEPHERD LUTHERAN CHURCH

PROJECT
GOOD SHEPHERD BATHROOM RENOVATION
5496 LIPPENCOTT
BURTON, MI 48519

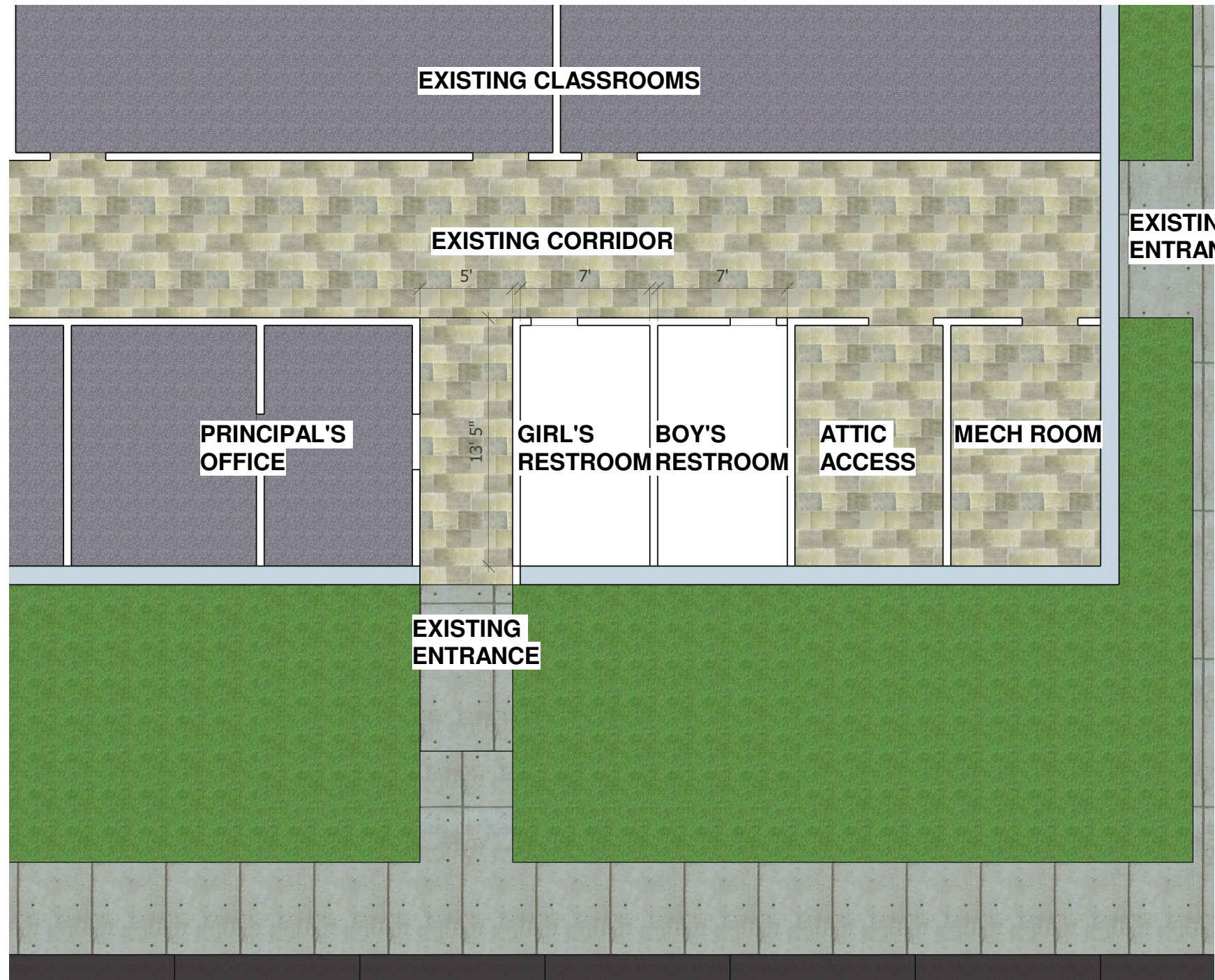
SHEET TITLE
SITE PLAN TITLE PAGE

STAMPS

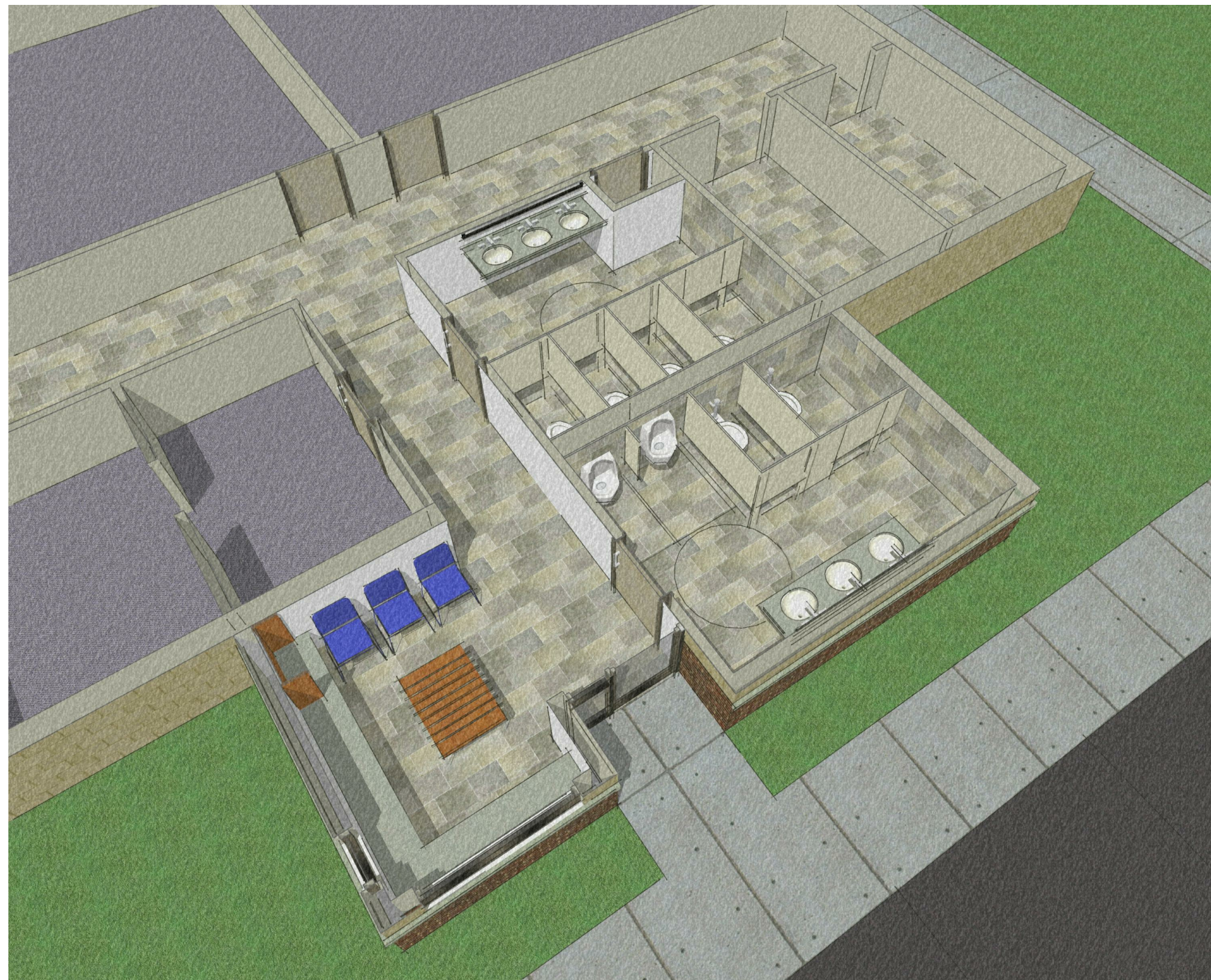
PROJECT # 16-015
SHEET NO. SPA-01
E.L.A.



PROPOSED FLOOR PLAN OF BATHROOM RENOVATION AND ADDITION



EXISTING FLOOR PLAN



AERIAL VIEW OF PROPOSED BATHROOM RENOVATION AND ADDITION

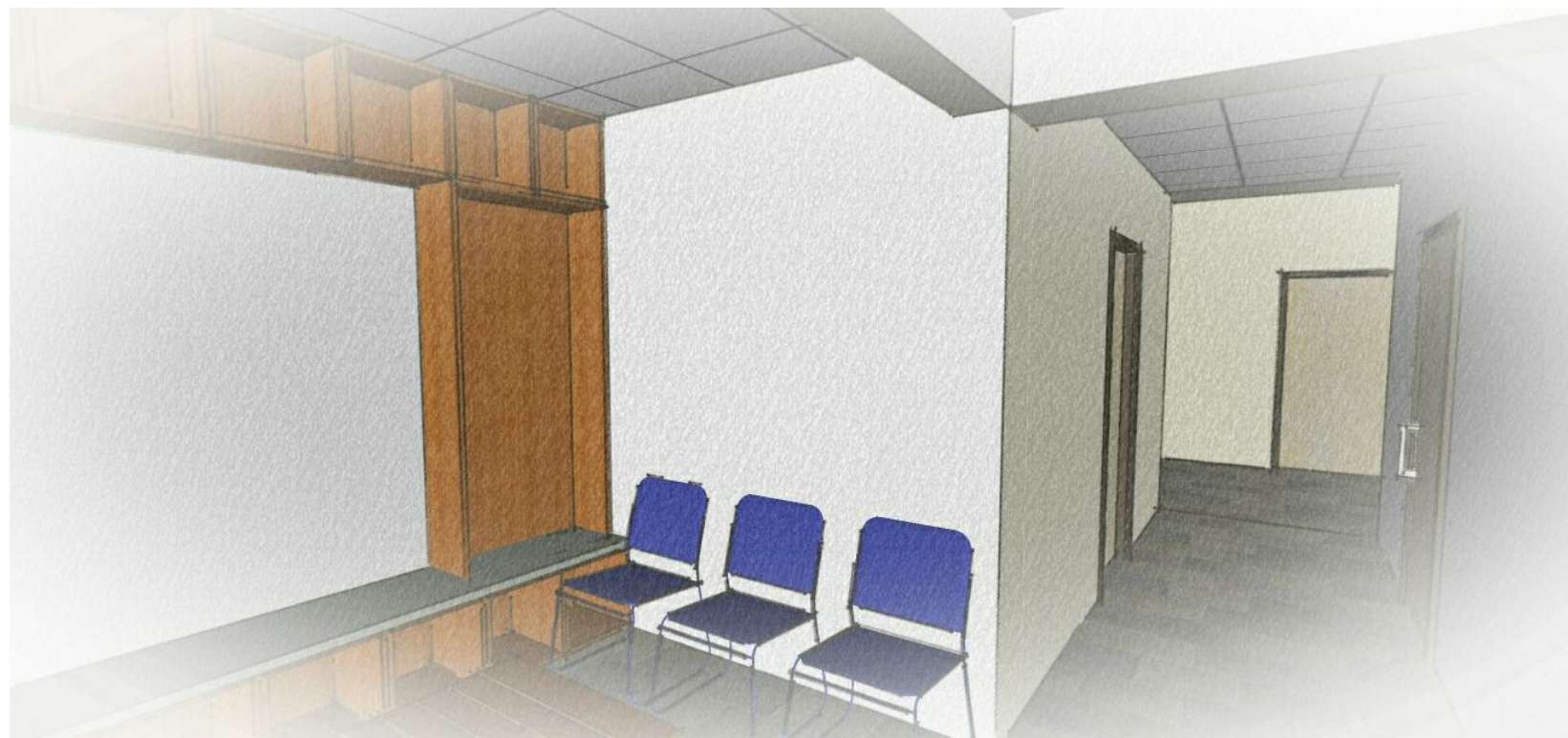
Attachment: 16-39 (2555 : SPR #16-39)

- EXISTING CORRIDOR
- PRINCIPAL'S OFFICE
- PROPOSED WOMEN'S RESTROOM
- PROPOSED WAITING AREA
- COVERED ENTRANCE
- PROPOSED MEN'S RESTROOM

- PAINTED TRIM TO MATCH EXISTING FASCIA
- EARTHTONE HORIZONTAL SIDING
- NEW BACKLIT METAL SIGN
- CONCRETE BLOCK EXTERIOR WALL CONSTRUCTION PAINTED TO MATCH EXISTING LES BUILDING
- NEW ALUMINUM STOREFRONT ENTRY
- BRICK ACCENT WITH PRECAST SILL TO MATCH EXISTING SANCTUARY



EXTERIOR RENDERING OF PROPOSED ADDITION



WAITING AREA LOOKING TOWARD PRINCIPAL'S OFFICE



WAITING AREA LOOKING TOWARD PARKING LOT



Burton Planning Commission
4303 S. Center Road
Burton, MI 48519

Meeting: 07/12/16 05:00 PM
Department: Department of Public Works
Category: Presentation
Prepared By: Amber Abbey
Department Head: Robert Slattery

F.1

SCHEDULED

AGENDA ITEM (ID # 2556)

DOC ID: 2556

Master Plan

Doug Piggott - ROWE Professional Services Company

ATTACHMENTS:

- July Planning Meeting Back Up (PDF)



MEMORANDUM

TO: City of Burton Planning Commission Members
Amber Abbey, Deputy Planning Official

FROM: Doug Piggott, AICP
Senior Planner

SUBJECT: City of Burton Master Plan – Third Meeting

DATE: June 28, 2016

Since the last Planning Commission meeting on June 8, 2016, there has been development on many different items with regards to the community engagement portions of the Master Plan progress that are explained and listed below.

- Identification of other changes to the Existing Land Use Map is still ongoing.
- The publishing and activation of the Community Remarks for the City of Burton as of May 26, 2016. (<http://communityremarks.com/Burton/>) There is no known activity since its creation, so we will discuss strategies to drive the public to the site detailed in the social media plan.
- The development of the City of Burton, Genesee County Facebook page. The Facebook page is now live. Items that were resolved from the last memo are listed below:
 - The city's representative to help monitor the Facebook page is Zoning Administer Amber Abbey, she has been made a co-administrator of the City of Burton Facebook Page.
 - Have received photos for the cover photos to be used in the City of Burton Facebook page.
- Items that will be presented at the July 12th Planning Commission meeting, include the following items handed out at the June meeting and discussed in the last memo include:
 - Social Media Plan: This document outlines information on the Facebook page, items to be posted on the Facebook page, and list of a few other Facebook pages related to the City of Burton that could be used to also promote our efforts such as fire, police, etc. The goal of the Facebook page is to keep in touch with residents, business owners, and other members of the community.
 - A collection of potential survey monkey questions for the community input has been developed and divided into nine sections. The sections are survey participant demographic information, agricultural related questions, residential area related questions, commercial and industrial related questions, environment related questions, blight related questions, transportation related questions, attitude toward city, and (duplicated from Social Media Plan) social media questions on Facebook.

- Natural Features Section of Master Plan: This information includes include wetlands, potential wetland restoration areas, floodplain areas, and summary of Flint River Watershed Coalition Gilkey Creek Watershed Plan.
- A summary of the DDA and Parks and Recreation Plans to be put into the Master Plan.
- The list of stakeholders and focus groups was given to ROWE on June 7, 2016.
 - Stakeholders and focus group contacts have all been contacted to see if they are interested in being part of the Master Plan process between June 20 and June 21, 2016.
 - There is one stakeholder, RACER Trust, that is interested in being part of the stakeholder discussion; all others have not replied. Will be recalling applicants between June 29 and July 1.
 - There are nine focus groups interested in being part of the stakeholder discussion, all others have not replied. The nine are Burton DDA, Burton Parks and Recreation, Burton Senior Activity Center, Burton Chamber of Commerce, Burton Area Historic Society, Burton Rotary, Burton Friends of the Library, Flint River Wastershed Coalition, and Mass Transit Authority.
 - We are waiting to confirm days and times ROWE can meet with individuals and groups. Amber Abbey is looking into the days and times available. After days and times are known, we will reconnect with interested parties and schedule discussion times.
- Lou Fleury is beginning work on the transportation and infrastructure study.
 - A preliminary study has been drafted, but we will need to meet with Department of Public Works Director Robert Slattery, to get more information to finish the report.
- Sharon Woods from Land Use/USA has begun her Target Market Analysis (TMA) and Economic Gap Model studies. She has proposed presenting the TMA at an informal round table discussion on August 22nd with the Planning Commission.
- We will begin work on the Youth Charrette prior to the beginning of the fall school year.

If you have any questions, please contact me at (810) 341-7500.

R:\Projects\16C0040\Docs\Master Plan\Meetings\City of Burton- Progress Update July Memo.docx



Burton Planning Commission

4303 S. Center Road
Burton, MI 48519

SCHEDULED

AGENDA ITEM (ID # 2548)

Meeting: 07/12/16 05:00 PM

Department: Department of Public Works

Category: Administrative Site Plan Review

Prepared By: Amber Abbey

Department Head: Robert Slattery

G.1

DOC ID: 2548

SPR #16-32

By: Kenneth Boutillier
3255 S. Dort Hwy.
Burton, MI 484529

Re: 3255 S. Dort Hwy. Burton, MI 48529

For: Used Auto Dealer

ATTACHMENTS:

- 16-32 (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: 6-8-16

FEE: \$75.00

RECEIPT NO: Cash

CHECK NO: _____

SPR #: 116-32

PLEASE PRINT

DATE: 6-4-16

APPLICANTS NAME: Kenneth Boutilier

APPLICANTS ADDRESS: 6-3255 ~~Santa~~ Dort Hwy, Burton

APPLICANTS PHONE NO: 248 820 1760

PROPOSED NAME OF BUSINESS: Top Line Auto Limited Partnership

SITE ADDRESS: 6-3255 S. Dort Hwy, Burton

SUBDIVISION & LOT # OR PARCEL NUMBER: 59-28-501-168 &

59-28-501-169

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

USE OF STRUCTURE: Used Auto dealership

SQ FOOTAGE OF PROPERTY: 0.6 acres. = 25,000 sqft

SQ FOOTAGE OF STRUCTURE: 1200 sq. ft.

NUMBER OF EMPLOYEES/SEATS: 1

APPLICANTS SIGNATURE: [Signature]

*** ALSO ATTACH A FLOOR PLAN OF THE PROPOSED BUSINESS

Attachment: 16-32 (2548 : SPR #16-32)



Burton Planning Commission

4303 S. Center Road
Burton, MI 48519

SCHEDULED

AGENDA ITEM (ID # 2549)

Meeting: 07/12/16 05:00 PM

Department: Department of Public Works

Category: Administrative Site Plan Review

Prepared By: Amber Abbey

Department Head: Robert Slattery

G.2

DOC ID: 2549

SPR #16-33

By: Martin Woods III
3462 Bilsky
Burton, MI 48519

Re: 2217 S. Center Rd. Ste 2 Burton, MI 48519

For: Auto Repair

ATTACHMENTS:

- 16-33 (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: 6-8-16

FEE: \$75.00

RECEIPT NO: _____

CHECK NO: 18610

SPR #: 16-33

PLEASE PRINT

DATE: 06/05/16

APPLICANTS NAME: MARTIN D. WOODS III

APPLICANTS ADDRESS: 3462 BIRSKY ST, BURTON MI 48519

APPLICANTS PHONE NO: 810-210-8765

PROPOSED NAME OF BUSINESS: MARTIN'S TIRE & SERVICE

SITE ADDRESS: 2217 S. CENTER RD SUITE 2 BURTON MI 48519

SUBDIVISION & LOT # OR PARCEL NUMBER: 59-22-100-012

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

USE OF STRUCTURE: AUTO REPAIR / TIRE SALES

SQ FOOTAGE OF PROPERTY: 43,560 SQ FT.

SQ FOOTAGE OF STRUCTURE: 2600 SQ FT (1/2 OF BUILDING) 5150 TOT STRUCTURE

NUMBER OF EMPLOYEES/SEATS: 3-4

APPLICANTS SIGNATURE: [Signature]

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

Attachment: 16-33 (2549 : SPR #16-33)



Burton Planning Commission

4303 S. Center Road
Burton, MI 48519

SCHEDULED

AGENDA ITEM (ID # 2550)

Meeting: 07/12/16 05:00 PM

Department: Department of Public Works

Category: Administrative Site Plan Review

Prepared By: Amber Abbey

Department Head: Robert Slattery

G.3

DOC ID: 2550

SPR #16-34

By: Khalil Isaac
1244 E. Reid Rd.
Grand Blanc, MI 48439

Re: 5515 Davison Rd. Ste 13 Burton, MI 48509

For: Retail- Star Wireless

ATTACHMENTS:

- 16-34 (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: 6-9-16

FEE: \$40.00

RECEIPT NO: [Signature]

CHECK NO: [Signature]

SPR #: 16-34

PLEASE PRINT

DATE: 6-9-16

APPLICANTS NAME: Khalil Isaac

APPLICANTS ADDRESS: 1244 E Reid Rd Grand Blanc MI 48439

APPLICANTS PHONE NO: 810-922-1268

PROPOSED NAME OF BUSINESS: Star wireless

PROPOSED TYPE OF BUSINESS: Cell-Phone Store

SITE ADDRESS: 5515 Davison Rd Suite 13 Burton MI 48509

USE OF STRUCTURE: Retail

SQ FOOTAGE OF PROPERTY: _____

SQ FOOTAGE OF STRUCTURE: 1000 sq ft

NUMBER OF EMPLOYEES/SEATS: 1

APPLICANTS SIGNATURE: [Signature]

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

Attachment: 16-34 (2550 : SPR #16-34)



Burton Planning Commission

4303 S. Center Road
Burton, MI 48519

SCHEDULED

AGENDA ITEM (ID # 2551)

Meeting: 07/12/16 05:00 PM

Department: Department of Public Works

Category: Administrative Site Plan Review

Prepared By: Amber Abbey

Department Head: Robert Slattery

G.4

DOC ID: 2551

SPR #16-35

By: Approved Cash
1865 Executive Park Dr.
Cleveland, TN 37312

Re: 1067 Bristol Rd. Burton, MI 48529

For: Payday Loan / Check Cashing

ATTACHMENTS:

- 16-35 (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: 6-13-16

FEE: \$40.00

RECEIPT NO: _____

CHECK NO: 099421

SPR #: 16-35

PLEASE PRINT

DATE: June 9, 2016

APPLICANTS NAME: Approved Cash (ACAC, Inc)

APPLICANTS ADDRESS: 1865 Executive Park Dr Cleveland TN 37312

APPLICANTS PHONE NO: 423 614 2326

PROPOSED NAME OF BUSINESS: Approved Cash

PROPOSED TYPE OF BUSINESS: PayDay Loan / Check Cashing

SITE ADDRESS: 1067 Bristol Road Burton MI 48529

USE OF STRUCTURE: Retail

SQ FOOTAGE OF PROPERTY: 2,400

SQ FOOTAGE OF STRUCTURE: 2,400

NUMBER OF EMPLOYEES/SEATS: 2

APPLICANTS SIGNATURE: R. Lee Preston

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

Attachment: 16-35 (2551 : SPR #16-35)



Burton Planning Commission

4303 S. Center Road
Burton, MI 48519

SCHEDULED

AGENDA ITEM (ID # 2552)

Meeting: 07/12/16 05:00 PM

Department: Department of Public Works

Category: Administrative Site Plan Review

Prepared By: Amber Abbey

Department Head: Robert Slattery

G.5

DOC ID: 2552

SPR #16-36

By: Jennifer Tinker
1226 Arrowhead Dr.
Burton, MI 48509

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

For: Retail

ATTACHMENTS:

- 16-36 (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: 6-14-16

FEE: \$40.00

RECEIPT NO: _____

CHECK NO: 1014

SPR #: 16-36

PLEASE PRINT

DATE: _____

APPLICANTS NAME: Jennifer Tinker

APPLICANTS ADDRESS: 1226 Arrowhead Dr Burton, MI 48509

APPLICANTS PHONE NO: 810-265-5064

PROPOSED NAME OF BUSINESS: Cakery Supplies LLC

PROPOSED TYPE OF BUSINESS: _____

SITE ADDRESS: 4190 E Court St Burton, MI 48509 Ste 873

USE OF STRUCTURE: _____

SQ FOOTAGE OF PROPERTY: _____

SQ FOOTAGE OF STRUCTURE: 2215

NUMBER OF EMPLOYEES/SEATS: 1

APPLICANTS SIGNATURE: Jennifer Tinker

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

Attachment: 16-36 (2552 : SPR #16-36)



Burton Planning Commission

4303 S. Center Road
Burton, MI 48519

SCHEDULED

AGENDA ITEM (ID # 2553)

Meeting: 07/12/16 05:00 PM

Department: Department of Public Works

Category: Administrative Site Plan Review

Prepared By: Amber Abbey

Department Head: Robert Slattery

G.6

DOC ID: 2553

SPR #16-37

By: Burton Management LLC.
6045 W. Pierson Rd. Ste D5
Flushing, MI 48433

Re: 1145 N. Belsay Rd. Burton, MI 48509

For: Dollar Tree

ATTACHMENTS:

- 16-37 (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: 10-14-16

FEE: \$40.00

RECEIPT NO: pd v/bldg

CHECK NO: Permt

SPR #: 16-37

PLEASE PRINT

DATE: _____

APPLICANTS NAME: BURTON MANAGEMENT LLC

APPLICANTS ADDRESS: 6045 W. PIERSON RD, STE D5, FLUSHING, MI 48433

APPLICANTS PHONE NO: 810 230 7433

PROPOSED NAME OF BUSINESS: Dollar Tree

PROPOSED TYPE OF BUSINESS: Mercantile

SITE ADDRESS: 1145 N. Belsay Rd, Burton, MI

USE OF STRUCTURE: Mercantile

SQ FOOTAGE OF PROPERTY: 9957 SF

SQ FOOTAGE OF STRUCTURE: 110,000 SF

NUMBER OF EMPLOYEES/SEATS: 4

APPLICANTS SIGNATURE: Kenneth M. Galazin

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

Attachment: 16-37 (2553 : SPR #16-37)



Burton Planning Commission

4303 S. Center Road
Burton, MI 48519

SCHEDULED

AGENDA ITEM (ID # 2554)

Meeting: 07/12/16 05:00 PM

Department: Department of Public Works

Category: Administrative Site Plan Review

Prepared By: Amber Abbey

Department Head: Robert Slattery

G.7

DOC ID: 2554

SPR #16-38

By: Andrew Johnson
5069 Old Barn Lane

Re: 5053 E. Court St. Burton, MI 48509

For: Auto Dealer

ATTACHMENTS:

- 16-38 (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: 6-15-16

FEE: \$75.00

RECEIPT NO: Cash

CHECK NO: _____

SPR #: 16-38

PLEASE PRINT

DATE: 5-31-16

APPLICANTS NAME: Andrew Johnson

APPLICANTS ADDRESS: 5069 Old Barn Lane

APPLICANTS PHONE NO: (810) 656-3702

PROPOSED NAME OF BUSINESS: AJ Motors / AJ Importing

SITE ADDRESS: 5053 E Court St

SUBDIVISION & LOT # OR PARCEL NUMBER: _____

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

USE OF STRUCTURE: Auto Dealer / Importer

SQ FOOTAGE OF PROPERTY: 20 Acres

SQ FOOTAGE OF STRUCTURE: 1,000

NUMBER OF EMPLOYEES/SEATS: 2

APPLICANTS SIGNATURE: [Signature]

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

Attachment: 16-38 (2554 : SPR #16-38)