



CITY OF BURTON

BURTON PLANNING COMMISSION MEETING

MARCH 15, 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	Present	
Robert Walls	Chairman	Present	
Kevin Burge	Commissioner	Present	
Mary Ann White	Commissioner	Present	
Robert Johnson	Commissioner	Present	
Tom Gorang	Commissioner	Present	
Deb Walton	Vice-Chairman	Excused	
John Benthall	Commissioner	Present	

C. STAFF PRESENT

Amber Abbey, Planning/Zoning
Racheal Boggs, Clerk's Office

D. APPROVAL OF MINUTES

1. Planning Commission - Regular Meeting - Feb 9, 2016 5:00 PM

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

E. SPECIAL USE

F. SITE PLAN REVIEW

1. SPR #16-11

By: RBF Construction, Inc.
4140 Morrish Rd.

Re: 3265 Card Dr. Burton, MI 4829
59-33-501-020 / M-1 Light Industrial

For: 40' x 16' addition to the existing building

Allen Dory with RBF Construction, Inc. stated he is here to answer any questions the Planning Board may have about the 16 foot Addition to the Atlas Outdoors building.

Mrs. Abbey stated there is a correction on the plan; the address is 3265 not 3625. There is no need to resubmit this because she has made the changes. They are eliminating some required spaces with this addition. They have five spaces in the front. They have six unstriped and we require at least three of them to be striped. She spoke with the property owner and the contractor and they are both aware that eight spaces need to be striped on the property. The administration recommends approval.

Mr. Gorang stated he likes the detail in the plans.

Mrs. Ellenburg stated she was aware of some incidents with stolen vehicles in the past with Atlas and she asked if they will be taking extra security precautions.

Mr. Dory stated he is the contractor for the building and he is unaware of the incident.

Mrs. Abbey stated security measures can be added if the board thinks they are necessary.

Mrs. Ellenburg asked Mr. Dory if he will suggest it to the property owner.

Mr. Johnson stated there is a proposed six foot fence to go around the property which will be helpful with the security of the building and equipment.

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

2. SPR #16-13

By: Dr. Rommel Aquino M.D.
6175 Lapeer Rd.
Burton, MI 48509

Re: 6175 Lapeer Rd. Burton, MI 48509
59-13-502-005 / 59-13-502-004

For: Addition to existing office

Rick Swihart of Creekwood Architecture is here to represent property owner Dr. Rommel Aquino. This is a 1,000 square foot addition to the building as well as additional parking.

Mrs. Abbey stated in 2014 Dr. Aquino came to the Planning Commission for an addition. At that time, they had sidewalks on the site plan. However, when the footing was done in December of 2015, it made it difficult to put sidewalks in so they were not done. Therefore, with this new addition the administration recommends the board place a condition on the property owner to install sidewalks prior to a building permit being issued or post a performance bond for the amount of the installation of the sidewalk with our office before the building permit can be issued. The administration recommends approval.

Rick Swihart said the property owner has agreed to put the sidewalks in on the entire parcel before occupancy not before building because there is extensive work that needs to be done.

Mrs. Abbey said the problem is occupancy has already been issued on the other portion of the property and the applicant failed to put the required sidewalk in.

Mr. Johnson stated there is no address on the property and he would like that added.

Mr. Burge asked that a numerical address be placed on the existing building before construction.

Mrs. Ellenburg restated the motion to include sidewalks being installed or a performance bond being posted and a six inch numerical address to be placed on the building before construction begins.

RESULT:	CARRIED AS AMENDED [UNANIMOUS]
MOVER:	Ellen Ellenburg, Councilwoman
SECONDER:	Tom Gorang, Commissioner
AYES:	Ellenburg, Walls, Burge, White, Johnson, Gorang
EXCUSED:	Kray, Walton

G. ADMINISTRATIVE SITE PLAN REVIEW

1. SPR #16-08

By: Repossession Management Services, LLC.
P.O. Box 141726
Grand Rapids, MI 49514

Re: 4396 S. Dort Hwy.
Burton, MI 48529

For: Vehicle Repossession

Mr. Johnson asked if City Council approved the rezoning for Repossession Management Services, LLC.

Mr. Abbey said yes.

Ms. White asked if there were any restrictions placed on them regarding hours of operation.

Mrs. Abbey said they cannot put restrictions on zoning changes. So, no.

2. SPR #16-09

By: Alpine Field Services, LLC.
28560 Van Dyke Ave.
Warren, MI 48093

Re: 4071 Saginaw St. Burton, MI 48529

For: Office

Mrs. Ellenburg asked if Alpine Field Services, LLC will need approval for residency.

Mrs. Abbey said there is a variance for the property if they choose to do it. Currently, she doesn't believe anyone intends to live there. If they decided to, they would have to notify us only for tax purposes.

3. SPR #16-10

By: Michael Bully
8034 Pepperwood Dr.
Grand Blanc, MI 48439

Re: 4235 Davison Rd. Burton, MI 48509

For: Office

4. SPR #16-12

By: William Dempsey
P.O. Box 190331
Burton, MI 48519

Re: 4101 S. Dort Hwy. Burton, MI 48529

For: Used car wholesales

H. AUDIENCE PARTICIPATION

None.

I. BOARD DISCUSSION

Mr. Walls introduced Mr. Benthall as the newest member to the Planning Board.

The Board members welcomed Mr. Benthall.

Mrs. Ellenburg expressed concern about Zeibart on Saginaw Street. She said it is beginning to look like a large car lot. Is there a restriction for the number of vehicles they can have?

Mrs. Abbey said she can look it up.

The Board discussed the memorandum received by Rowe Professional Services. They decided the following:

- Not to meet with Rowe in July or August due to lack of public interest during the summer with the understanding that this will add 2-4 months to the project.
- To schedule any necessary Special Planning meetings for the purpose of master plan discussion with Rowe on the fourth Tuesday of the month when necessary.
- Include all four of the optional public input opportunities in the project scope of the master plan. These include: Community Visioning Meeting, Social Media, Community Remarks and Youth Mini-Charette.

Mrs. Abbey stated she has been working on getting background information for the city. If anyone has history information, photos or anything else that would be helpful to be included in the background information for the master plan.

Mrs. Ellenburg suggested contacting Mona Miron.

Mrs. Abbey asked the board to think about who they would like to have as stakeholders for the City of Burton. Also, she would like to start sending board packets electronically. We will be here an hour before our next meeting to help get everyone set up.

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

Meeting was adjourned at 6:00 PM.



CITY OF BURTON
BURTON PLANNING COMMISSION MEETING
FEBRUARY 9, 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
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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	Vice-Chairman	Present	

C. STAFF PRESENT

Amber Abbey, Planning/Zoning
 Bob Slattery, DPW Director
 Rick Hayman, Chief of Staff
 Marcy Kimball, Clerk's Office

D. APPROVAL OF MINUTES

1. Planning Commission - Regular Meeting - Jan 12, 2016 5:00 PM

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

E. SITE PLAN REVIEW

1. SPR #16-06

By: Timothy Bertram
 1330 Kenneth St.
 Burton, MI 48529

Re: 59-30-578-228 and 59-30-578-307 to be combined
1330 Kenneth and 1328 Kenneth to be combined
Burton, MI 48529

For: Addition to existing assisted livening facility

No one from the audience was present to speak on SPR #16-06.

Mrs. Abbey stated as the board you have the right to table this until the applicant is present, or you can act on it. Their site plan is good and I will answer as many questions as I can for you if you choose to move forward.

Mr. Walls asked if there was anyone in the audience for or against this issue and no one spoke.

Mrs. Abbey said with both lots combined the main address will be 1330 Kenneth. Genesee County 911 will only have the address of 1330 Kenneth.

Mr. Burge stated approximately six months ago this came before the planning commission and no one spoke against it. Therefore, I think we should vote on this tonight.

Motion to approve SPR #16-06 59-30-578-228 and 59-30-578-307 to be combined, 1330 Kenneth and 1328 Kenneth to be combined.

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

2. SPR #16-07

By: Bruce Calhoun
1111 Creekwood Trl.
Burton, MI 48509

Re: 1070 Creekwood
Burton, MI 48509
59-11-551-007

For: Construction of a new office building

Bruce Calhoon from Creekwood Architecture, 1111 Creekwood Trail in Burton stated we are proposing a new 3400 sq. ft. office in the district. It is on a single lot that we would like to split into two separate lots with a shared drive and shared dumpster. I have submitted the access and water easement. They are waiting for site plan review before I have them recorded. There is an issue on the rear set back line against

where the Showcase Cinema was. That rear setback is required to be 30 ft. And we are 16 to 16 1/2 ft. All of the other buildings in that development are less than that. We have underground retention. It is submitted to the Genesee County Drain Commission for approval. It's a nice wooded lot with a lot of trees.

Mrs. Abbey stated if this is approved I recommend that you put a contingency of the variance for the required setback. The water line comes off Court Street because there is no water on Creekwood Trail therefore he does have to get an easement if he wants to split the property. As far as the shared driveway, there is no downside to this.

Mr. Goring asked if this would be for a CPA office?

Mr. Calhoun stated yes, it's a shared partnership.

Mr. Burge asked about sprinkler systems requirement ordinance.

Mrs. Abbey stated that would be a question for the building inspector. I would imagine a building of this size and use would not require a sprinkler system.

Mr. Calhoun said if the fire department requires the knox box we will put one in.

Motion to approve SPR #16-07, construction of a new office building, 1070 Creekwood, Burton MI. 59-11-551-007 with the contingency for the variance of the rear yard setback.

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

F. PROPOSAL

1. Consultant Presentation

This is the time that we ask each consultant to give a maximum 5 minute presentation about their proposal, and answer any questions the Commission may have. We ask that during this time the other consultants leave the room.

Mr. Walls stated at the last meeting we had a double vote on a single issue. I have approached the city attorney who informed me it does not have to be a positive motion. Whatever motion is made she will recognize it for what it is. One thing to keep in mind, there will not be a double vote from here on out. If you don't understand the motion on how to vote or what it is, please speak up before we vote. Whether you vote yes or no, please express your opinion on why you voted that way so that the administration and council can act upon it with good information. We will allow only one consultant in the room at a time. Each consultant will have five

minutes maximum to speak. When they are done, we will have discussion.

Consultant Presentation #1:

Doug Piggett with Rowe Engineering Co., 540 S. Saginaw Street in Flint stated the planning process is basically in three steps. You identify where you are, where you want to go and how you want to get there and when you want to get there. If you have gotten there, what's next? Our proposal emphasizes the idea that the implementation plan leads up to the review and the renewal of the plan. The plan starts with the identification of information about the community. It includes the history, population data, infrastructures, natural features, existing structures, land uses, transportation facilities, housing, target market analysis, economic information and analysis of other existing plans. In addition to that there is the opportunity to gather input from the public. In our base proposal are three different strategies which are public input, focus groups and online survey. We identify four optional elements. Once you have an idea of where the community is and why it is you then get information from the community on their vision. You would then establish a set of goal and policies. We then work with you in identifying strategies in achieving those goals and policies. We come up with strategies and go back to the public for their input. Once the plan is developed then there is the implementation plan. We will help you identify your priorities. We then develop a time frame. We recommend a Three Year Plan. We also help you with the five year review.

Mrs. Ellenburg asked if the cost will include your involvement in the Five Year Plan. You had mentioned we could have a Facebook page, would you man the comments? I think it is important to get the youth involved. Would you give us a power point presentation that we could use to explain this to others?

Mr. Piggett stated this will depend on what is involved. Sometimes the community will ask us to be involved if they are not where they need to be and then it would depend on the reason. Most of our clients handle the Five Year Review on their own. If you wanted a Facebook page we would monitor it.

Mrs. Abbey asked is it possible to have it set up to where the City staff can also monitor the page?

Mr. Piggett stated yes the city could monitor the page also and we would give you some type of presentation that you could use for the public.

Mr. Goring asked about the time frame and surveys.

Mr. Piggett stated the initial six months of the process is plan research, gathering information and public input. We would present that to you on a monthly basis. You would settle on goals and policies. We would prepare a draft for you. Once the draft plan is accepted we would prepare a proposed implementation plan. We would put together a draft plan and take it before the City Council to authorize the public hearing. The public hearing process is a 63 day period. You would then modify the plan if needed. Then it would go to the City Council for approval. We can do an internet survey for the public, a stakeholder's survey and a focus group interview.

Mr. Walls asked Mr. Piggett what he knows about Burton. What would you bring to

Burton?

Mr. Piggett stated having worked with the master plan 15 years ago, I learned a lot about the community. Burton is a mixture of working class, newer developments, extensive commercial area but one that has seen declines in the recent past, a community that has had to address the blight that has occurred, many schools with public support and interest.

Mr. Johnson asked for an explanation on what the stakeholders are, how many are there and what is their role.

Mr. Piggett said you would identify the stakeholders. They would be people and organizations such as a local business groups, neighbor associations, individual developers or people that represent interest groups in the community. In the proposal we said a limit of 10 of these individuals, however we have done more than that.

Ms. White said I think your knowledge of Burton is thorough. You work with a number of small communities that have a central downtown and Burton is very diversified. How often do you deal with our situation where we have a downtown that needs to be developed but there are many other areas that need to be looked at as well?

Mr. Piggett stated we recently worked with establishing Mt. Morris DDA. They have large corridors of large commercial land to redevelop. This is an experience that we could bring to this project.

Mr. Burge asked what Rowe's initial fee be?

Mr. Piggett said that is usually negotiated with the client. Once we complete each monthly element then we would bill for that element.

Mr. Walls said there is a price of \$49,813 at the end.

Mrs. Abbey said keep in mind the Council is very much in support of this project and any money needed in addition to shouldn't be a problem. When the council approves they will say "a bid not to exceed." So they can't exceed that amount no matter what. We will keep track of the bills that are paid.

Mr. Piggett stated there is a standard clause that allows either party to void the contract with usually 21 days' notice but there is an obligation to complete the element that we were in and be paid for that.

Consultant Presentation #2:

Heather Seyfarth with OHM, 34000 Plymouth Road in Livonia, Michigan stated we started out with an engineering firm since 1962 and have branched out into architectural planning. The mission of our company is advancing communities. We are located throughout Michigan, Ohio and Nashville. We have an office in Flint and one in Saginaw. We value relationships and help with the changes that you want to make. We approach things by looking at data. We look at the factual basis for

planning and place high value surveys and public outreach. You want to advance your downtown, parks, housing situation and infrastructure.

Mrs. Ellenburg asked how they make sure we are on the target once we get to the 5 years. Would you be able to set up a Facebook site and help management it? Would you give us a presentation that we could take to our community to show?

Ms. Seyfarth stated when we are at the end of every process we have what we call the Implementation matrix. Going through all of the strategies that you decided on in your plan, looking at funding resources, applying for grant funds and assigning a time line. When the Five Year Plan rolls around you can look back and your progress. We would include a website for the project and Facebook and Twitter. We would be able to provide you with a presentation to introduce the master plan to show the public and write a press release to get that word out to the community.

Mr. Goring said I am concerned about the time frame for completion of the master plan and how long this will take. How have you dealt with community input?

Ms. Seyforth stated we put down a year for the planning process but this is flexible depending on where we are. There may be a particular issue where we will need to time. In the City of Pontiac we did a telephone survey for their economic recovery plan and reached 300 people. We also did a texting survey. Where we left question out at coffee shops and other areas with a phone number that people could text their answer to.

Mr. Walls asked what you know about Burton and what you would bring to our master plan that you wouldn't take to another community.

Ms. Seyforth said I know that Burton has a lot of land mass that you're struggling with and that you were hit by the recession along with everyone else. You are struggling to deal with the vacant and abandoned properties as a result of that. You are very interested in moving your downtown forward. You are looking for ways for people to get around other that roadways. Burton has an urban foundation. We would find the places that are in the most need.

Mr. Johnson asked who you feel the stake holders are in the community and what you would be looking for from them and what is aim point research.

Ms. Seyfarth stated the stakeholders would be the general public, senior groups, the residents, the youth, interest groups, business groups and other entities within your government. We want to reach out to everyone the plan will effect. You want to have a plan that creates an environment that they would want to come back to. Aim point research is the sub-consultant that we use to do survey research.

Ms. White asked what type of communities do you deal with.

Ms. Seyfarth replied we have worked with both large and small communities. We have just recently worked with Downtown Auburn Hills.

2. Discussion on the Master Plan proposals submitted by the consultants

Councilman Smith of Burton spoke regarding the money that is available for the Master Plan. Mr. Smith said there is approximately \$80,000. So you have money to do this right. It can be done over two years. Our contractor will be paid in installments.

Mr. Hayman stated the money shouldn't be a big issue when you're going into the Master Plan. City Council will have opportunity to appropriate what you need. You have approximately \$80,000 that will be appropriated as we go into budget negotiations.

Mrs. Ellenburg stated one of my main concerns is getting the information out to the people and that we get their ideas and opinions. She asked Mr. Piggett what are the communication ideas, public input, like surveys set in stone? I noticed that OHM did something built into their plan.

Mr. Piggett stated no they are not. Once we get started if you feel a different approach would work better we can modify it.

Ms. Seyfarth stated we would figure out the best way for you to reach out to the community. We have proposed a telephone survey and a special outreach component. I left that kind of vague to work with you and hear who you want us to reach out to.

Mrs. Ellenburg said in the plan it says \$10,000 and 69 hours in public surveys.

Ms. Seyfarth stated we would also provide hard copies and digital copies of the plan.

Mr. Walls stated I think we have two very qualified Engineering Firms here. They both gave great presentations and I would like to thank them for being here.

Mr. Burge said it seems like OHM stressed more on public input.

Mr. Goring was impressed by Rowe because they are more local and more familiar with our city and county.

Mr. Walls said he thought Rowe Engineering knew more about Burton. They have been in the community quite some time.

Ms. White liked both presentations. I think OHM is more in tuned to our makeup and has more experience in working with downtown areas. Rowe Engineering works more with smaller communities. We need to look at the big picture and what's going to happen five to ten years down the road.

Mrs. Walton said I would like to go with Rowe Engineering. I like the fact that they are local, have been in our area and are more familiar with Burton.

Mr. Johnson stated I have strong ties with our unions and our community and would like to stay local and use Rowe Engineering.

Mr. Centilli said we have been very successful with Rowe Engineering, are local and

employ local people so I prefer Rowe Engineering.

Mrs. Abbey stated your decision will have to be brought to council for approval. We plan to do that at the next council meeting.

3. Approve and Authorize the acceptance of the Master Plan proposal by Rowe Engineering and the recommendation to City Council to enter into a contract with Rowe Engineering for consultant services in the development of the City of Burton's Master Plan.

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

G. ADMINISTRATIVE SITE PLAN REVIEW

Mr. Goring asked how many medical marijuana grow facilities do we have currently. It seems like we have quite a few.

Mrs. Abbey stated we have five dispensaries and five grow facilities that have been approved. Three Dispensary's and three grow facilities are currently open at this time. We have requirements as to where they can be that is set by our City Council. I feel that for a city of our size we have kept them down compared to some other communities.

Biggsby Coffee is set to open in the Spring.

1. SPR #16-01

By: Paula Thompson
900 E. Geneva Dr.
Dewitt, MI 48820

Re: 2458 S. Center Rd. Burton, MI 48519

For: Biggsby Coffee

2. SPR #16-02

By: Daryl Simpson
3309 Associates Dr.
Burton, MI 48529

Re: 3323 Associates Dr. Burton, MI 48529

For: Medical Marijuana Grow Facility

3. SPR #16-03

By: Auction Wholesale, LLC.
1096 N. Center Rd.
Burton, MI 48509

Re: 1096 N. Center Rd. Burton, MI 48509

For: Wholesale vehicles

4. SPR #16-04

By: Rob Bulyovsky
1096 N. Center Rd. Suite 118
Burton, MI 48509

Re: 1096 N. Center Rd. Burton, MI 48509

For: Wholesale Vehicles

5. SPR #16-05

By: Ben Ashley
3412 E. Bristol Rd.
Burton, MI 48529

Re: 4232 S. Dort Hwy. Burton, MI 48529

For: Medical Marijuana Grow Facility

H. AUDIENCE PARTICIPATION

None.

I. BOARD DISCUSSION

Mr. Burge stated I believe with both companies that we had to choose from either way would have been good. I am satisfied with the way that it went and think everything will turn out ok. In the future when scheduling meeting about the master plan please give as much notice as you can.

Mrs. White said they have cleared the isle ways at the car business on Covert Road and have maintained that isle way.

Minutes Acceptance: Minutes of Feb 9, 2016 5:00 PM (Approval of Minutes)

The next regularly scheduled meeting will be held on Tuesday, March 15, 2015 at 5:00 p.m.

Meeting was adjourned at 6:37 PM.

Minutes Acceptance: Minutes of Feb 9, 2016 5:00 PM (Approval of Minutes)



ADOPTED

AGENDA ITEM (ID # 2214)

DOC ID: 2214

SPR #16-11

By: RBF Construction, Inc.
4140 Morrish Rd.

Re: 3265 Card Dr. Burton, MI 4829
59-33-501-020 / M-1 Light Industrial

For: 40' x 16' addition to the existing building

ATTACHMENTS:

- 16-11 (PDF)

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Kevin Burge, Commissioner
SECONDER:	John Benthall, Commissioner
AYES:	Ellenburg, Walls, Burge, White, Johnson, Gorang, Benthall
EXCUSED:	Greg Kray, Deb Walton



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



APPLICATION FOR SITE PLAN REVIEW

SPR #: 16-11

DATE FILED: 3-1-16
FEE: \$200.00
RECEIPT NO: _____
CHECK NO: 6017

PLEASE PRINT

DATE OF PLANNING COMMISSION MEETING: March 15th, 2016 @ 5:00 pm

APPLICANTS NAME: RBF CONSTRUCTION, INC.

APPLICANTS ADDRESS: 4140 MORRIS H RD

APPLICANTS PHONE NO: 810-938-8498 - James Nolan

PROPOSED NAME OF BUSINESS: Atlas Outdoors

SITE ADDRESS: 3265 Cass Dr.

SUBDIVISION & LOT # OR PARCEL NUMBER: 59-33-501-020

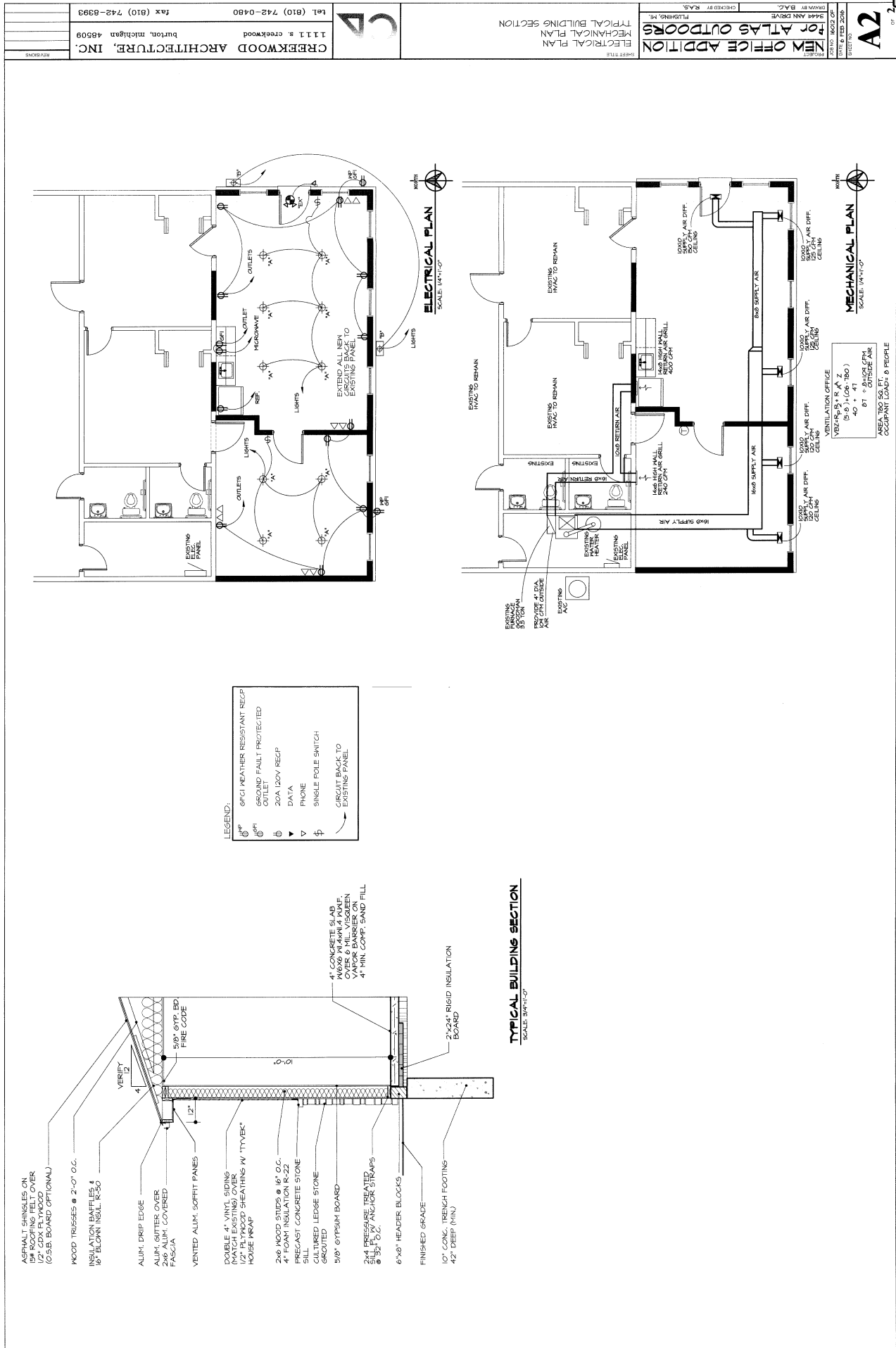
RE: Addition 40'x16' to existing Bldg.

APPLICANT: IT IS TO YOUR ADVANTAGE TO ATTEND THE ABOVE SCHEDULED MEETING. THE PLANNING COMMISSION MAY HAVE QUESTIONS THAT DIRECTLY AFFECT APPROVAL, DENIAL, OR POSTPONING UNTIL THESE QUESTIONS CAN BE ANSWERED.

APPLICANTS SIGNATURE: 

NOTE: All site plans must be filed at least two (2) weeks prior to the Planning Commission hearing and **MUST** comply with the procedures set forth in Section 157.092 of Codified Ordinance as attached. Must include **twelve (12) sets** of prints in order to process the application.

Attachment: 16-11 (2214 : SPR #16-11)





ADOPTED

AGENDA ITEM (ID # 2217)

DOC ID: 2217

SPR #16-13

By: Dr. Rommel Aquino M.D.
6175 Lapeer Rd.
Burton, MI 48509

Re: 6175 Lapeer Rd. Burton, MI 48509
59-13-502-005 / 59-13-502-004

For: Addition to existing office

ATTACHMENTS:

- 16-13 (PDF)

RESULT:	CARRIED AS AMENDED [UNANIMOUS]
MOVER:	Ellen Ellenburg, Councilwoman
SECONDER:	Tom Gorang, Commissioner
AYES:	Ellenburg, Walls, Burge, White, Johnson, Gorang
EXCUSED:	Greg Kray, Deb Walton



200.00

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



APPLICATION FOR SITE PLAN REVIEW

DATE FILED: 3-1-16
 FEE: \$200.00
 RECEIPT NO: _____
 CHECK NO: 28360

SPR #: 16-13

PLEASE PRINT

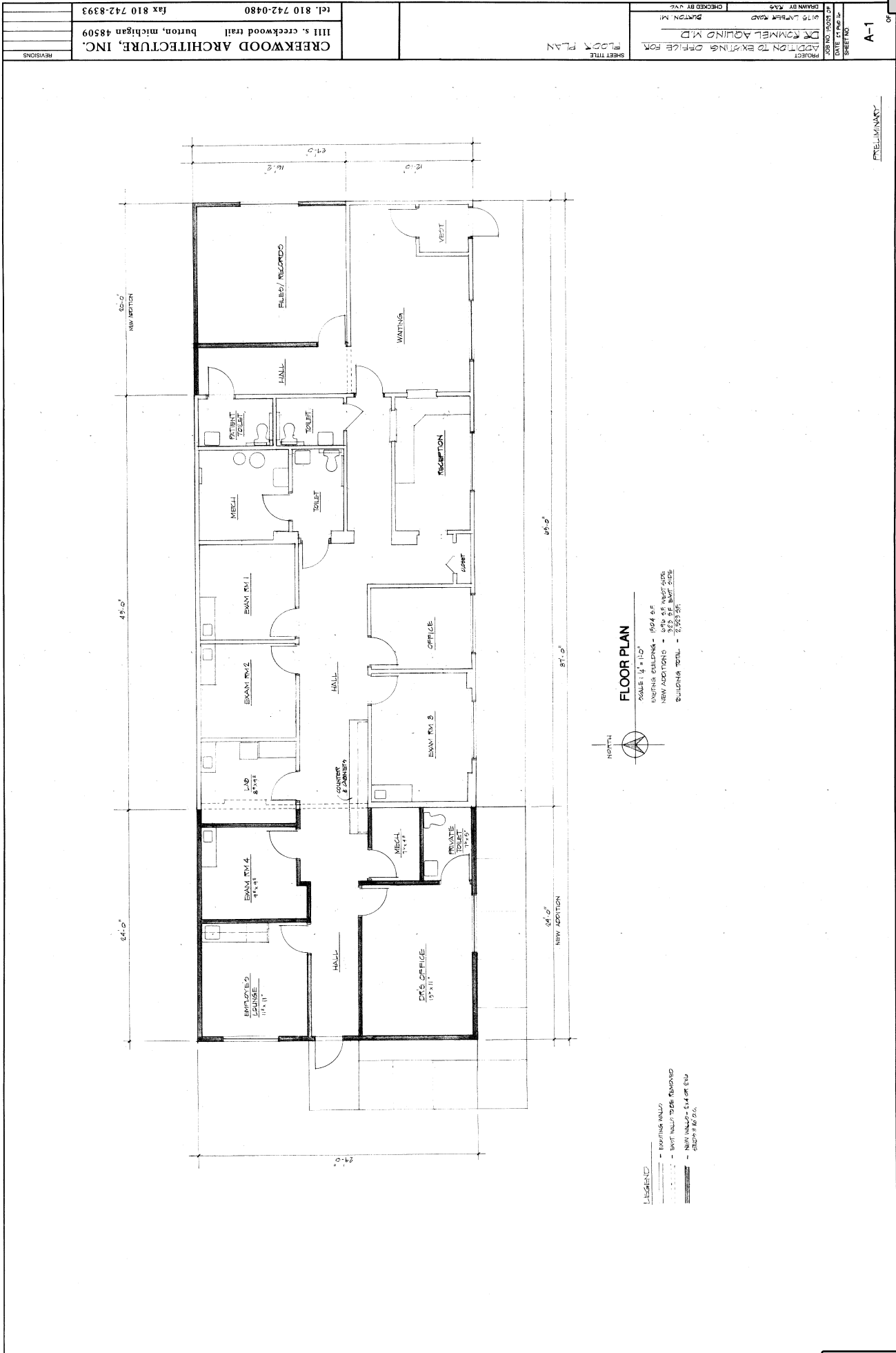
DATE OF PLANNING COMMISSION MEETING: 15 MAR. 2016
 APPLICANTS NAME: DR. ROMMEL AQUINO M.D.
 APPLICANTS ADDRESS: 6175 LAPEER RD.
 APPLICANTS PHONE NO: 810-743-1408
 PROPOSED NAME OF BUSINESS: DR. ROMMEL AQUINO M.D. OFFICE
 SITE ADDRESS: 6175 LAPEER RD.
 SUBDIVISION & LOT # OR PARCEL NUMBER: PARCEL NO. 59-13-502-005
 RE: ADDITION TO EXISTING OFFICE.

APPLICANT: IT IS TO YOUR ADVANTAGE TO ATTEND THE ABOVE SCHEDULED MEETING. THE PLANNING COMMISSION MAY HAVE QUESTIONS THAT DIRECTLY AFFECT APPROVAL DENIAL, OR POSTPONING UNTIL THESE QUESTIONS CAN BE ANSWERED.

APPLICANTS SIGNATURE: _____

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Attachment: 16-13 (2217 : SPR #16-13)





Burton Planning Commission

4303 S. Center Road
Burton, MI 48519

SCHEDULED

AGENDA ITEM (ID # 2210)

Meeting: 03/15/16 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: 2210

SPR #16-08

By: Repossession Management Services, LLC.
P.O. Box 141726
Grand Rapids, MI 49514

Re: 4396 S. Dort Hwy.
Burton, MI 48529

For: Vehicle Repossession

ATTACHMENTS:

- 16-08 (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: 2-2-16

FEE: \$75.00

RECEIPT NO: Cash

CHECK NO: _____

SPR #: 16-08

PLEASE PRINT

DATE: 2/2/2016

APPLICANTS NAME: Repossession Management Services, LLC

APPLICANTS ADDRESS: PO Box 141724 Grand Rapids MI 49514

APPLICANTS PHONE NO: (616) 475-9836

PROPOSED NAME OF BUSINESS: Repossession Management Services, LLC

SITE ADDRESS: G 4396 S. Dort Highway, Burton MI

SUBDIVISION & LOT # OR PARCEL NUMBER: _____

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

USE OF STRUCTURE: Tow Yard / Repossession

SQ FOOTAGE OF PROPERTY: 43,646 SF

SQ FOOTAGE OF STRUCTURE: 5626 SF total

NUMBER OF EMPLOYEES/SEATS: 4

APPLICANTS SIGNATURE: [Signature] CEO Repossession Management Service

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

Attachment: 16-08 (2210 : SPR #16-08)



Burton Planning Commission

4303 S. Center Road
Burton, MI 48519

SCHEDULED

AGENDA ITEM (ID # 2211)

Meeting: 03/15/16 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: 2211

SPR #16-09

By: Alpine Field Services, LLC.
28560 Van Dyke Ave.
Warren, MI 48093

Re: 4071 Saginaw St. Burton, MI 48529

For: Office

ATTACHMENTS:

- 16-09 (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: 2-11-16

FEE: \$75.00

RECEIPT NO: CGSH

CHECK NO: _____

SPR #: 1609

PLEASE PRINT

DATE: 2-11-16

APPLICANTS NAME: Alpine Field Services, LLC - J. Todd Kurz

APPLICANTS ADDRESS: 28560 VanDyke Ave, Warren, MI 48093

APPLICANTS PHONE NO: 586-558-5480

PROPOSED NAME OF BUSINESS: Alpine Field Services, LLC

SITE ADDRESS: 4071 S. Saginaw ST, Burton, MI 48529

SUBDIVISION & LOT # OR PARCEL NUMBER: 59-32-561-005

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

USE OF STRUCTURE: Clerical, Customer service, training center

SQ FOOTAGE OF PROPERTY: 1200 sq ft

SQ FOOTAGE OF STRUCTURE: 1200 sq ft

NUMBER OF EMPLOYEES/SEATS: 6

APPLICANTS SIGNATURE: [Signature]

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

Attachment: 16-09 (2211 : SPR #16-09)



Burton Planning Commission

4303 S. Center Road
Burton, MI 48519

SCHEDULED

AGENDA ITEM (ID # 2213)

Meeting: 03/15/16 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: 2213

SPR #16-10

By: Michael Bully
8034 Pepperwood Dr.
Grand Blanc, MI 48439

Re: 4235 Davison Rd. Burton, MI 48509

For: Office

ATTACHMENTS:

- 16-10 (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: 2-12-16

FEE: \$75.00

RECEIPT NO: _____

CHECK NO: 3014

SPR #: 16-10

PLEASE PRINT

DATE: 2-12-16

APPLICANTS NAME: Michael D Bully

APPLICANTS ADDRESS: 8034 PEPPERWOOD DR. GRAND BLANC

APPLICANTS PHONE NO: 810-691-2050

PROPOSED NAME OF BUSINESS: GRANDNET L.L.C.

SITE ADDRESS: 4235 DAVISON RD. BURTON, MI 48509

SUBDIVISION & LOT # OR PARCEL NUMBER: _____

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

USE OF STRUCTURE: office

SQ FOOTAGE OF PROPERTY: _____

SQ FOOTAGE OF STRUCTURE: 400 sq ft

NUMBER OF EMPLOYEES/SEATS: 1

APPLICANTS SIGNATURE: M-D Bully

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

Attachment: 16-10 (2213 : SPR #16-10)



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

SCHEDULED

AGENDA ITEM (ID # 2215)

Meeting: 03/15/16 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: 2215

SPR #16-12

By: William Dempsey
P.O. Box 190331
Burton, MI 48519

Re: 4101 S. Dort Hwy. Burton, MI 48529

For: Used car wholesales

ATTACHMENTS:

- 16-12 (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: 2-29-16

FEE: \$75.00

RECEIPT NO: _____

CHECK NO: 3649

SPR #: 16-12

PLEASE PRINT

DATE: 2-29-16

APPLICANTS NAME: William Dempsey

APPLICANTS ADDRESS: P.O. Box 190331

APPLICANTS PHONE NO: 810 691 2491

PROPOSED NAME OF BUSINESS: Blue Water Importers

SITE ADDRESS: G 4101 S. Dort Hwy

SUBDIVISION & LOT # OR PARCEL NUMBER: _____

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

USE OF STRUCTURE: Parking / Used Car Wholesale

SQ FOOTAGE OF PROPERTY: 7 Ac ~~10~~ +/-

SQ FOOTAGE OF STRUCTURE: 1200

NUMBER OF EMPLOYEES/SEATS: 6

APPLICANTS SIGNATURE: 

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

Attachment: 16-12 (2215 : SPR #16-12)