



CITY OF BURTON

BURTON PLANNING COMMISSION MEETING

OCTOBER 12, 2021

MINUTES

Council Chambers

Regular Meeting

5:00 PM

4303 S. CENTER ROAD
BURTON, MI 48519

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

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL

Attendee Name	Title	Status	Arrived
Duane Haskins	Mayor	Excused	
Vaughn Smith	Councilman	Present	
Kevin Burge	Chairperson	Present	
Tom Gorang	Commissioner	Present	
Neil Martz	Commissioner	Present	
Don Jones	Vice Chair	Present	
Erica Edgington	Commissioner	Present	
Kenneth Gay	Commissioner	Present	

C. STAFF PRESENT

Amber Abbey, Deputy DPW Director
Leandra Swayne, DPW Records Tech
Katie Malin, Clerk's Office

D. APPROVAL OF MINUTES

1. Planning Commission - Regular Meeting - Sep 14, 2021 5:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Vaughn Smith, Councilman
SECONDER:	Tom Gorang, Commissioner
AYES:	Smith, Burge, Gorang, Martz, Jones, Edgington, Gay
EXCUSED:	Haskins

E. SITE PLAN REVIEW

1. SPR #21-51

By: Brivar Construction Company
7258 Kensington Rd., Brighton, MI 48116

Re: 3245 Card Dr., Burton, MI
Parcel # 59-33-501-027, Zoned M-2

Parcel # 59-33-501-020, Zoned M-2

For: Site Plan Review for addition to existing facility.

Craig Stockard, 7258 Kensington Road, Brighton, Michigan stated we are seeking approval for a 28,000 square foot addition on to the existing facility at 3245 Card Dr., Burton, Michigan. Brittany Shea is here from Monument Engineering to address any questions in regards to the civil plans, Owners Robert Dodge and Amy Beauchamp are here to answer any questions in regards to operations. There were some initial questions, we responded in email and they are reflected in our updated plans.

Mr. Burge asked if the plans they received have the updated changes.

Mrs. Abbey stated they are not in the plans the Commission has in front of them. The updated changes were made after they had already been mailed out.

Mr. Burge asked for a recommendation from the administration.

Mrs. Abbey stated she went to what she believed to be the site plan because it was not listed in the table of contents. Originally they had the parking spaces at 17 feet long which does not meet the minimum requirement. I did point that out to them. They now have parking spaces at 19 feet. Parking spaces are good as far as size. Something not on the plan that was through a phone conversation was they wanted to remove the front parking spaces and block it off for mechanical equipment , so by doing so they reduced their number of required spaces. I am still only counting 36 spaces and there needs to be 38 spaces, I might be missing where the other two are.

Mr. Stockard stated to clarify there was one space added to the north and two spaces added parallel to the south east corner on the east side.

Mrs. Abbey said ok, yes they do meet the minimum requirement of 38 spaces. It was just not clear that those were parking spaces. With that being said, this business went in a couple years ago they did a great job and built two new buildings. They did buy the property next store and now want to add on which is great. This is an industrial area. One thing I did bring to the applicants attention is I don't like the mechanical equipment in front of the building. In order to keep the mechanical equipment safe, they have to put up a 6 foot high chain link fence. I don't know if there is an option for somewhere else on the property because they are pretty limited.

Mr. Burge asked why the parcels numbers were listed now and formerly.

Mrs. Abbey stated it's because it was two parcels and they combined them. Right now, until it is legally changed, they have two parcel numbers. After the first of the year it will go to one parcel number.

Mr. Martz stated looking at the sheet index on the bottom, they have a landscaping plan and landscaping details, but they are not provided. Landscaping plans are required to be supplied with the site plan. Secondly, there is not any on site lighting

details.

Brittany Shea, 7213 Timberline Drive, Flint, Michigan stated the sheet index is setup to where the dots indicate what sheets are included. For this particular zoning, landscape was not required.

Mr. Martz stated landscaping is required in the site plan checklist and there is also landscape requirement in accordance with the zoning ordinance. There are requirements for landscaping in industrial areas for specific purposes.

Ms. Shea stated she will double check the standards and the zoning. We do have a landscaping architect on hand to make a design for us. We have submitted the site plan to Gasser Bush to get the lighting plan which we will supply to you.

Mr. Martz asked if there will be site and security lighting.

Ms. Shea said, yes.

Mr. Martz asked if there were cameras on the building.

Robert Dodge, 8301 Misty Meadows, Grand Blanc, Michigan stated Our current facility is around 20,000 square feet and we have roughly 100 cameras inside and outside. The state has a requirement.

Mr. Burge asked about the mechanical equipment in the front.

Mr. Dodge stated in order for the buildings to match up there was really no option to put them somewhere else.

Mr. Burge asked if there could be any landscaping with the fence.

Mr. Dodge explained there would really be nowhere for that with the parking lot being so close.

Mr. Martz asked about ornamental screening. Something for security that would be aesthetically pleasing.

Mr. Stockard stated the intent was not just a chain link fence, but a slatted chain link fence that way it is fully screened and you don't see the units at all.

Mr. Martz asked if they could use the vertical slatting instead of the weaving.

Mr. Stockard stated another option is we could use a composite fence instead of chain link.

Mrs. Edgington stated it is all industrial back there and their building looks better than most.

Mr. Martz stated I understand that but we cannot give a variance, it is a requirement to screen in the mechanical equipment.

Mr. Jones asked if they use air handlers off the front of the building.

Mr. Stockard said, yes.

Mr. Jones asked if that helps with smells.

Mr. Dodge said yes, and as far I know we have not received any complaints about smells.

Mr. Martz asked if they had scrubber's in their stacks to clean out the air.

Mr. Dodge said, yes.

Mr. Burge asked about the room labeled chocolate, what is that used for?

Mr. Dodge stated they make edibles.

Mr. Burge asked, how many employees?

Mr. Dodge stated 50 employees.

Mrs. Abbey stated the plan says 45 employees. With 50 there is not enough parking spaces.

Mr. Dodge stated that is the total over all three shifts. There will never be 50 employees at once.

Mrs. Abbey said ok, thank you for the clarification.

Mr. Burge asked if they would use local businesses for labor.

Mr. Stockard stated we do use a lot of local businesses. At least 50 percent are from the area.

Mr. Burge asked about the one way gate. Will that be an issue in the winter if snow piles up?

Ms. Shea stated the only gates are for mechanical equipment. It is a single swing gate right now, but that can easily be changed.

Mr. Martz stated if it is the gate for the mechanical equipment, the chances of needing to get in there in the winter time would be marginal.

Mr. Dodge stated I could easily add that to my snow removal contractor.

Mr. Martz made a motion to approve the plans submitted subject to the requirement that they submit a landscaping, screening and site lighting plan to the city for approval.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Neil Martz, Commissioner
SECONDER:	Erica Edgington, Commissioner
AYES:	Smith, Burge, Gorang, Martz, Jones, Edgington, Gay
EXCUSED:	Haskins

F. ADMINISTRATIVE SITE PLAN REVIEW

1. SPR #21-49

By: Deonka Bryant
6170 Eastknoll Dr., Grand Blanc, MI

Re: 3362 S. Saginaw St., Burton, MI
Parcel #59-30-576-004, Zone C-2

For: New Business, Retail Store, Flair Boutique

2. SPR #21-50

By: 4403 Davison LLC
1985 W. Big Beaver Rd., #210, Troy, MI 48084

Re: 4403 Davison Rd., Burton, MI 48509
Parcel #59-03-400-002, Zoned C-2

For: Change of Ownership

G. AUDIENCE PARTICIPATION

None.

H. BOARD DISCUSSION

Mr. Burge invited everyone to the Trick-or-Treat Trail at Bentley High School on Saturday, October 23, 2021 from 12-3 PM.

Mr. Smith informed everyone that Project Heats On will also take place at Bentley High School on Saturday, October 23, 2021 at 7:00 AM. If you know of a family in need please have them contact me.

The next regular scheduled Planning Commission Meeting will be held on November 9, 2021 at 5:00 PM.

Agendas and minutes may be found at www.burtonmi.gov

Meeting was adjourned at 5:35 PM.
