



CITY OF BURTON
BURTON PLANNING COMMISSION MEETING
OCTOBER 13, 2020
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. MEETING INFORMATION

Planning Commission

Hosted by Racheal Boggs

Tuesday, Oct 13, 2020 5:00 pm | 2 hours | (UTC-04:00) Eastern Time (US & Canada)

Meeting number: 126 006 2618

Password: burton1013 (28786610 from phones and video systems)

<https://cityofburton.my.webex.com/cityofburton.my/j.php?MTID=m2eeda506c9f78e7d4379fed165892e1a>

Join by video system

Dial [1260062618@webex.com](https://cityofburton.my.webex.com/cityofburton.my/j.php?MTID=m2eeda506c9f78e7d4379fed165892e1a) <<mailto:1260062618@webex.com>>

You can also dial 173.243.2.68 and enter your meeting number.

Join by phone

+1-415-655-0001 US Toll

Access code: 126 006 2618

B. PLEDGE OF ALLEGIANCE

C. 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	

D. STAFF PRESENT

Amber Abbey, Deputy DPW Director

Katie Malin, Election Clerk

E. APPROVAL OF MINUTES

1. Planning Commission - Regular Meeting - Aug 11, 2020 5:00 PM

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

F. SPECIAL USE

1. SPR #20-34

By: Holly Boven
2289 Harmony Dr.
Burton, MI 48509

Re: 2289 Harmony Burton, MI 48509
59-03-528-032 / R-1A Zone

For: Requesting to expand a licensed family home daycare (capacity of 6 children) to a group childcare license (capacity of 7-12 children)

Holly Boven
2289 Harmony Dr.
Burton, MI 48509

Mrs. Boven stated she has been providing childcare at this location for five years. She is requesting an expansion due to the pandemic. A few of her families need care for their school age children and one family is expecting another child.

Mr. Gorang stated this is an excellent proposal.

Mr. Martz asked if the parking expansion meets city requirements.

Mrs. Abbey stated no, but her and the applicant have a meeting scheduled tomorrow to go over the parking requirement with the Road Superintendent due to a communication error.

Mr. Burge asked if there is enough outside play space.

Mrs. Boven said, yes.

Mr. Burge suggested putting up a sign indicating children at play.

Mr. Martz stated the city could possibly put up a road sign indicating children at play.

Mr. Burge asked Mrs. Abbey for the administration's recommendation.

Mrs. Abbey stated that Mrs. Boven has been operating for several years with no complaints. The city would recommend approval.

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

G. SITE PLAN REVIEW

1. SPR #20-39

By: Genesee County Drain Commission – Division of Water & Waste Services
G-4610 Beecher Rd.
Flint, MI 48532

Re: 3362 Hemphill Burton, MI 48529
Parent Parcel A – 59-28-576-056 (split and approved)

For: Lift Station #3

Aaron Davenport
Jones and Henry Engineers, Ltd.
4791 Campus Dr.
Kalamazoo, MI 49008

Mr. Davenport stated they will be responsible for the construction engineering of this project. The project is a submersible pump station which is a replacement for the existing pump station #3. The new lift station would include, the following a 20-foot, one-story, split face block building, storm detention, site lighting, site fencing, access driveway and a berm tree cover. The need for replacement is because it has exceeded its useful life and has already been rehabilitated multiple times. It is no longer beneficial to use the Genesee County Drain Commission, so the new pump station is proposed to take over the flows from that pump station. Matthew Raysin from Genesee County Drain Commission is also joining and we can answer any questions you may have.

Mr. Jones asked if the new station is the same design as the current station.

Mr. Davenport stated it is different, but similar. The differences in the new station are being done to make maintenance and operability of the pump station easier and safer for the county.

Mr. Jones asked, what part of the building will be enclosed and what portion is not enclosed?

Mr. Davenport stated it will be completely enclosed.

Mr. Jones asked about odors.

Mr. Raysin stated the current pump station does not have screenings or washing

capabilities for the screenings. The screenings we are doing with this pump station will reduce odors.

Mr. Jones asked this if there is a full-time employee on site?

Mr. Raysin stated, no.

Mr. Burge asked, how long is the warranty on the trees you are planting?

Mr. Raysin stated typically if a tree dies, we replace it.

Mr. Burge asked Mrs. Abbey for the administration's recommendation.

Mrs. Abbey stated upgrading the pump station is great for the city and its residents. We would recommend approval.

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

H. ADMINISTRATIVE SITE PLAN REVIEW

1. SPR #20-32

By: Ohunwa Andrea Cathan
6205 Lismore Circle
Grand Blanc, MI 48439

Re: 4349 Davison Rd. Burton, MI 48509

For: Office Space – Caribo Services

2. SPR #20-33

By: Genesee Community Health Center
725 Mason St.
Flint, MI 48503

Re: 2298 S. Center Rd. Burton, MI 48519

For: Health Center

3. SPR #20-35

By: Affordable Accounting & Tax
3280 S. Grand Traverse
Burton, MI 48529

Re: 3280 S. Grand Traverse Burton, MI 48529

For: Office for Tax

4. SPR #20-36

By: Eric Lott
2161 Wicklow Ct.
Davison, MI 48423

Re: 5516 Atherton Rd. Burton, MI 48519

For: Office Space and storage

Mr. Burge asked if this address was the old Hardware store.

Mrs. Abbey said, yes.

Mr. Martz asked if it was just storage inside.

Mrs. Abbey stated yes, just storage inside not outside.

5. SPR #20-37

By: Michelle Patton
413 E. Hemphill Rd.
Flint, MI 48507

Re: 4159 Fenton Rd. Burton, MI 48529

For: 810 Styling Co.

6. SPR #20-38

By: General Motors, LLC.
4420 Davison Rd.
Burton, MI 48509

Re: 4420 Davison Rd. Burton, MI 48509

For: Parking Lot Addition to the North parking lot

Mr. Jones asked Mrs. Abbey about the parking for General Motors.

Mrs. Abbey stated parking would be on the west end of the front parking lot.

Mr. Jones asked they are adding entrances.

Mrs. Abbey stated no, they are not adding an entrance just extra parking spaces.

I. AUDIENCE PARTICIPATION

None.

J. BOARD DISCUSSION

Mr. Burge asked if there are any updates on the Retail Coach.

Mrs. Abbey stated nothing new to report. I have a standing meeting with him once a month. I meet with him this Thursday.

Mr. Burge asked for an update on the census.

Mr. Smith stated we were at 76.4% self response for the Census. We are up about 2.2% from 2010. Using the internet worked really well for the census. We wont know more until the middle of next year.

Mrs. Abbey stated two years ago we put on a training. I wanted to see if that would be something you all would be interested in with having a few new board members.

The Planning Commission members all agreed.

Mrs. Abbey stated she had another concern that was brought to her by a council member in regards to the charity boxes that are in front of businesses and their parking lots. He wanted to see if the Planning Commission would be willing to look into setting an ordinance for them. If it is something you guys are interested in, I could present some drafts. I'd love to get your thoughts.

Discussion ensued in regards to charity boxes.

The next regular scheduled Planning Meeting will be held on November 10, 2020 @ 5:00 PM.

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

Meeting was adjourned at 6:05 PM.
