



**CITY OF BURTON**  
**PLANNING COMMISSION MEETING**  
**FEBRUARY 10, 2026**  
**AGENDA**

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**Council Chambers** **5:00 PM**  
**Regular Meeting**  
**4303 S. Center Road**  
**Burton, MI 48519**

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**A. Call To Order**

**B. Pledge of Allegiance to the Flag of the United States of America**

LED BY: Chairman Kevin Burge

**C. Roll Call**

**D. Staff Present**

**E. Approval of Minutes**

1. Planning Commission - Regular Meeting - Tuesday, January 13, 2026 at 5:00 PM

**F. Site Plan Review**

1. SPR 26-04

BY: Matthew King  
145 S. Livernois Rd., Suite 193, Rochester Hills, MI 48307

RE: 2200 S. Center Rd., Burton, MI  
Parcel ID 59-22-100-041, Zoned HRM high rise multiple family residential

FOR: Full site plan review for KW Apartments of Burton, LLC

2. SPR 26-06

BY: Metronet Infrastructure Group, LLC , 11880 College Blvd., Suite 100, Overland Park, KS 66214

RE: G S. Saginaw St., Burton MI  
Parcel ID 59-31-200-010, Zoned C-2 General Business

FOR: Full site plan for a proposed unmanned manufactured communication hut with gas back-up generator

**G. Audience Participation**

Now is the time set aside for members of the audience to address the Burton Planning Commission. I would ask each individual to give their name and address for the record, limit their comments to three (3) minutes, and speak on topics germane to City business.

**H. Board Discussion**

**I. The next regularly scheduled meeting will be held on Tuesday, March 10, 2026 @ 5:00 PM.**

## **J. Meeting Adjournment**

Agendas and minutes may be found at [www.burtonmi.gov](http://www.burtonmi.gov).



**CITY OF BURTON**  
**PLANNING COMMISSION MEETING**  
**JANUARY 13, 2026**  
**MINUTES**

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<b>Council Chambers</b>	<b>Regular Meeting</b>	<b>5:00 PM</b>
<b>4303 S. Center Road</b> <b>Burton, MI 48519</b>		

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**A. Call To Order**

Board Member Kevin Burge called the meeting to order at 5:00 PM.

**B. Pledge of Allegiance to the Flag of the United States of America**

LED BY: Chairman Kevin Burge

**C. Roll Call**

Present: Board Member Kevin Burge, Board Member Tom Gorang, Board Member Don Jones, Board Member Gregg Dunkel, Board Member Erica Edgington, Board Member Neil Martz, Council Member Steven Heffner

Absent: None

**D. Staff Present**

Leandra Swayne, Deputy Planning and Zoning Official  
Joy Roe, Deputy Clerk  
Erica Rogers, Records Tech

**E. Nominations**

1. 1. Approve and Authorize \_\_\_\_\_ for the Planning Commission Chairperson from January 2026 - December 2026.
2. Approve and Authorize \_\_\_\_\_ for the Planning Commission Vice Chairperson from January 2026 - December 2026.

Motion by Board Member Gorang, second by Board Member Martz, to Approve Mr. Burge for Chairman for January 2026 - December 2026.

Voting Yes: Kevin Burge, Tom Gorang, Don Jones, Gregg Dunkel, Erica Edgington, Neil Martz, Steven Heffner

Voting No: None

**Motion 7 - 0.**

Motion by Council Member Heffner, second by Board Member Burge, to Approve Mr. Jones for Vice Chairman for January 2026 - December 2026.

Voting Yes: Kevin Burge, Tom Gorang, Don Jones, Gregg Dunkel, Erica Edgington, Neil Martz, Steven Heffner

Voting No: None

**Motion Passed 7 - 0.**

**F. Approval of Minutes**

1. Planning Commission - Regular Meeting - Tuesday, November 11, 2025 at 5:00 PM

Motion by Board Member Gorang, second by Board Member Edgington, to Approve Minutes from November 11, 2025.

Voting Yes: Kevin Burge, Tom Gorang, Don Jones, Gregg Dunkel, Erica Edgington, Neil Martz, Steven Heffner

Voting No: None

**Motion Passed 7 - 0.**

## **G. Public Hearing**

1. Public Hearing and Consideration of Adoption: Master Plan Update – Conduct the required public hearing and consider adoption of the proposed Master Plan pursuant to MCL 125.3843.

Amy BonTempo from Rowe Professional Services stated we did receive comments from the county regarding some revisions, and we would need to make some revisions to the acknowledgment page as well.

Patrick Dargel of 6119 Hugh St. spoke about adding a new zone, a C-5 zone, which would be for businesses that could affect the environment. These would include gas stations and tire or battery shops.

The Resolution for the Master Plan Update: WHEREAS the City of Burton established a Planning Commission to prepare plans for the development of the city, and WHEREAS City of Burton Planning Commission has prepared a draft update to the City of Burton Master Plan, and WHEREAS that draft has been reviewed at a public hearing to gather public comments of the residents of City of Burton and surrounding jurisdictions following notice as required by Michigan Planning Enabling Act PA 33 of 2008, and WHEREAS the City of Burton Planning Commission has determined that the plan is appropriate for future development of the city, and THEREFORE BE IT RESOLVED that the City of Burton Planning Commission does hereby adopt the City of Burton Master Plan including all maps and documents included. Including the revision set forth from the county.

Motion by Board Member Martz, second by Board Member Dunkel, to Approve the Adoption of the Master Plan Update.

Voting Yes: Kevin Burge, Tom Gorang, Don Jones, Gregg Dunkel, Erica Edgington, Neil Martz, Steven Heffner

Voting No: None

**Motion Passed 7 - 0.**

## **H. Board Action**

1. ZC 336 SPR 25-50

Amar Shango; 8515 Highgrove Ct., Grand Blanc, MI 48439 requests a zoning change from M-2 General Industrial District to C-2, General Business on the following described parcels: being located at G3271 S. Dort Hwy., Burton MI 48529, Parcel 59-28-551-001 as follows:

G3271 S. Dort Hwy., Burton MI, 48529, Parcel 59-28-551-001 described as:  
W 150 FT OF LOTS 1 & 2 HEMPHILL DORT COMMERCIAL SITES (81)

Mrs. Swayne explained that the city council has asked for clarification from the board on their decision and that is why it is before the board again tonight.

Discussion ensued on the two different votes and Mr. Jones explained that he changed his vote because he wanted the applicant to have the chance to go before city council.

Ms. Edgington stated the administration made it clear at the last meeting how the vote was and everyone on the board agreed that is what took place. If we are saying that is not how we wanted it to be, then we need to revote.

Mr. Heffner stated the city council takes this board's recommendation very seriously. Most of the time, your recommendation is what the council goes by.

Mr. Martz stated my vote was one of the votes for the approval and I want my vote to remain the same.

Mrs. Swayne stated so it is up to the board how to proceed. You can either go down the line and state what you want or have a revote. It is up to the board to decide how you want to clarify your recommendation.

Mr. Dunkle stated I recommend there be a revote.

Mr. Martz made the motion to recommend Approval to City Council of ZC 336 SPR 25-50 to go from M-2 to C-2 based on that it is not spot zoning and also it conforms to the use of the property. He also stated that the C-2 zoning corresponds to the uses on the property presently. I don't see any issues that would negatively influence the surrounding area if it were changed to the C-2 zoning.

Mr. Heffner abstained because he was not one of the original voters on the matter.

Motion by Board Member Martz, second by Board Member Edgington, to Recommend Approval to City Council of ZC 336 SPR 25-50 to go from M-2 to C-2 based on that it is not spot zoning and also it conforms to the use of the property.

Voting Yes: Kevin Burge, Tom Gorang, Don Jones, Gregg Dunkel, Erica Edgington, Neil Martz

Voting No: None

**Motion Passed 6 - 0.**

## **I. Site Plan Review**

1. SPR 26-01  
By: Pierre Naijar  
8395 Wesly Dr., Flushing MI 48433  
Re: 5516 Davison Rd., Burton MI  
Parcel ID 59-11-200-006 Zoned C-1 Local Business  
For: Gas pumps and convenience store

Pierre Naijar of 8395 Wesly Dr. and Rade Beslac with Fenton Land Surveying and Engineering both spoke about the case.

Mr. Naijar stated we received the approval for the gas station and then completed the site plans. We are now here for the site plan approval as Rade followed what the city

needed, and they are finalized.

Mrs. Swayne gave a little background on the location of the property and the surrounding area and stated the administration recommended approval.

Mr. Martz stated all the requirements are shown on the plans. I do think there is a better way for pedestrians or employees to walk from the west up to the convenience store.

Mr. burger asked where the gas fill for the big trucks was going to be located.

Mr. Beslac stated on the North side.

Discussion on a hedgerow, the dog groomers next door, and the hours of operation.

Mr. Martz asked if the property had been cleared from the previous issues with the well.

Mr. Naijar stated yes, the state approved it, and we had everything at the last meeting.

Motion by Board Member Gorang, second by Council Member Heffner, to Approve SPR 26-01 For gas pumps and convenience store.

Voting Yes: Kevin Burge, Tom Gorang, Don Jones, Gregg Dunkel, Erica Edgington, Neil Martz, Steven Heffner

Voting No: None

**Motion Passed 7 - 0.**

## **J. Administrative Site Plan Review**

1. SPR 25-52  
By: Inga Rabinkov  
1677 Woodburne Dr., Flint MI  
Re: 3450 E Atherton Rd., Burton MI  
Parcel ID 59-28-529-046 & 59-28-529-045 Zoned RO Restricted Office  
For: Less than 2% construction, overflow parking lot
2. SPR 25-53  
By: Angela Darmetko  
305 Barclay Circle, Suite 1001, Rochester MI 48307  
Re: 1513 S. Center Rd., Burton MI  
Parcel ID 59-15-553-014 Zoned C-2 General Business  
For: Autism, Occupational, and Speech Therapy
3. SPR 25-54  
By: Chase Cross  
3702 Ivanhoe Ave., Flint MI  
Re: 5515 Davison Rd., Burton MI  
Parcel ID 59-02-577-081 Zoned C-1 Local Business  
For: New Tattoo Parlor
4. SPR 25-55  
By: Ashley Allinger  
217 High St., Grand Blanc MI

Re: 3364 S. Center Rd., Burton MI  
Parcel ID 59-28-576-055 Zoned RO Restricted Office  
For: New Business, Oddballs Antiques

5. SPR 25-56  
By: Alan Morrison  
5303 Wakefield Rd., Grand Blanc MI  
Re: 3089 E. Bristol Rd., Burton MI  
Parcel ID 59-28-300-003 Zoned M-2 General Industrial  
For: New business, Javelin Sciences
6. SPR 25-57  
By: Alfredo Garcia  
4180 Davison Rd., Burton MI  
Re: 4180 Davison Rd., Burton MI  
Parcel ID 59-49-10-501-004 Zoned C-2 General Business  
For: Construction under 2% for cooler/freezer
7. SPR 25-58  
By: Smoke Spot LLC  
1348 E. Bristol Rd., Burton MI  
Re: 1348 E. Bristol Rd., Burton MI  
Parcel ID 59-31-200-003 Zoned C-4 Planned Shopping Center  
For: New Business, Smoke Shop
8. SPR 25-59  
By: Savneet Singh  
5340 Somerset Dr., Holt MI  
Re: 4232 S. Saginaw St., Burton MI  
Parcel ID 59-32-553-002 Zoned C-2 General Business  
For: New business ownership for current use

**K. Audience Participation**

Now is the time set aside for members of the audience to address the Burton Planning Commission. I would ask each individual to give their name and address for the record, limit their comments to three (3) minutes, and speak on topics germane to City business.

None.

**L. Board Discussion**

Mr. Burge stated the Hot Fudge Race is Saturday, February 21 at Bentley Middle School on Court Street.

**M. The next regularly scheduled meeting will be held on Tuesday, February 10, 2026 @ 5:00 PM.**

**N. Meeting Adjournment**

Meeting adjourned at 5:45pm.  
[MIN\_SIGNATURES]

# MEMO

VIA EMAIL [kingsway12@gmail.com](mailto:kingsway12@gmail.com)

To: KW Apartments of Burton, LLC

From: Julie Kroll, PE, PTOE  
Fleis & VandenBrink

Date: January 5, 2026

Re: KW Apartments of Burton-Affordable Housing Development  
Burton, Michigan  
Parking Study

## 1 INTRODUCTION

This memorandum presents the results of the Parking Study prepared for the proposed residential development located adjacent to the east side of Center Road, approximately ½ mile north of the Atherton Road intersection in Burton, Michigan. The proposed project includes a multi-family residential development on property that is currently vacant. This parking analysis has been performed for this project to evaluate the project parking demand and determine if there is adequate parking supply to accommodate the proposed use.

The scope of work for this study was developed based on Fleis & VandenBrink’s (F&V) knowledge of the study area, understanding of the development program, accepted traffic engineering practices, professional experience, and information published by the City and ITE.

## 2 PARKING ANALYSIS

The proposed development plan was evaluated to determine the recommended number of parking spaces for the project in an effort to “right-size” the parking for this use. The City of Burton Zoning Ordinance was reviewed and is summarized in **Table 1**, which shows that the proposed site plan provides less parking spaces than required per ordinance. Therefore, further analysis was performed to determine if the proposed parking supply is adequate to accommodate the projected parking demand for the proposed use.

**Table 1: City of Burton Parking Ordinance**

Methodology	Land Use	Size	Independent Variable	Burton Zoning Ordinance	
				Parking Supply Requirements	Parking Supply (Spaces)
Spaces Per D.U.	Residential, multiple-family	374	D.U.	2 spaces per unit	748
Proposed Parking Supply					527
Difference					-221

A parking analysis is a two-step process. The first step in determining a development's parking needs is to calculate the projected parking *demand*. Parking demand calculations determine how much parking will be generated by the development. Step two in the parking analysis process is to determine if the parking supply is adequate to accommodate the projected parking demand. If the parking supply is not adequate, recommendations are to be provided to accommodate the projected parking demand.

### 2.1 PARKING DEMAND

The *ITE Parking Generation, 6<sup>th</sup> Edition*, was used to determine the parking demand for this site. The *ITE Parking Generation* is an informational guide used by engineers and planners to determine the parking demand

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[www.fveng.com](http://www.fveng.com)

associated with various land uses. The parking generation data included in *Parking Generation* are provided by various state and local government agencies, consulting firms, individual transportation professionals, universities, developers, associations, local sections, districts, and student chapters of ITE located throughout the United States. ITE examines the data for validity and reasonableness before being entered into the comprehensive database. Therefore, the data presented by ITE in the *Parking Generation* provides a comprehensive average of parking demand for the various land uses throughout the country and is a recommended resource for calculating parking demand.

The proposed development includes Affordable Housing (Income Limits) multi-family residential housing with the following unit breakdown:

**Table 2: Unit Breakdown**

Number of Bedrooms	Total Units
One Bedroom	206
Two Bedrooms	168
<b>Total Units</b>	<b>374</b>

The *ITE Parking Generation, 6<sup>th</sup> Edition*, includes data associated with the Affordable Housing land use specific to Income Limits in urban/suburban, dense urban, and city core locations. ITE defines an urban/suburban area as “an area of vehicle-centered access where nearly all person-trips *that enter or exit a development site are by personal passenger or commercial vehicles*”. While bus transit is expected to be accessible to this project, it was determined that this area of the City of Burton is a typical urban/suburban environment, and the parking demand calculations were based on this assumption.

The 85<sup>th</sup> percentile parking demand rates were calculated in accordance with *ITE Parking Generation, 6<sup>th</sup> Edition*. The projected Weekday and Saturday parking demand for the site was calculated using the proposed number of dwelling units as summarized in **Table 3**.

**Table 3: ITE Parking Generation Data Summary**

Land Use	ITE Land Use Code	Size	Time Period	Independent Variable	ITE Parking Generation 6 <sup>th</sup> Edition	
					Parking Demand Rate (85%)	Peak Parking Demand (Spaces)
Affordable Housing (Income Limits)	223	374	Weekday	D.U.	1.40 space/D.U.	524
		374	Saturday	D.U.	1.19 space/D.U.	445

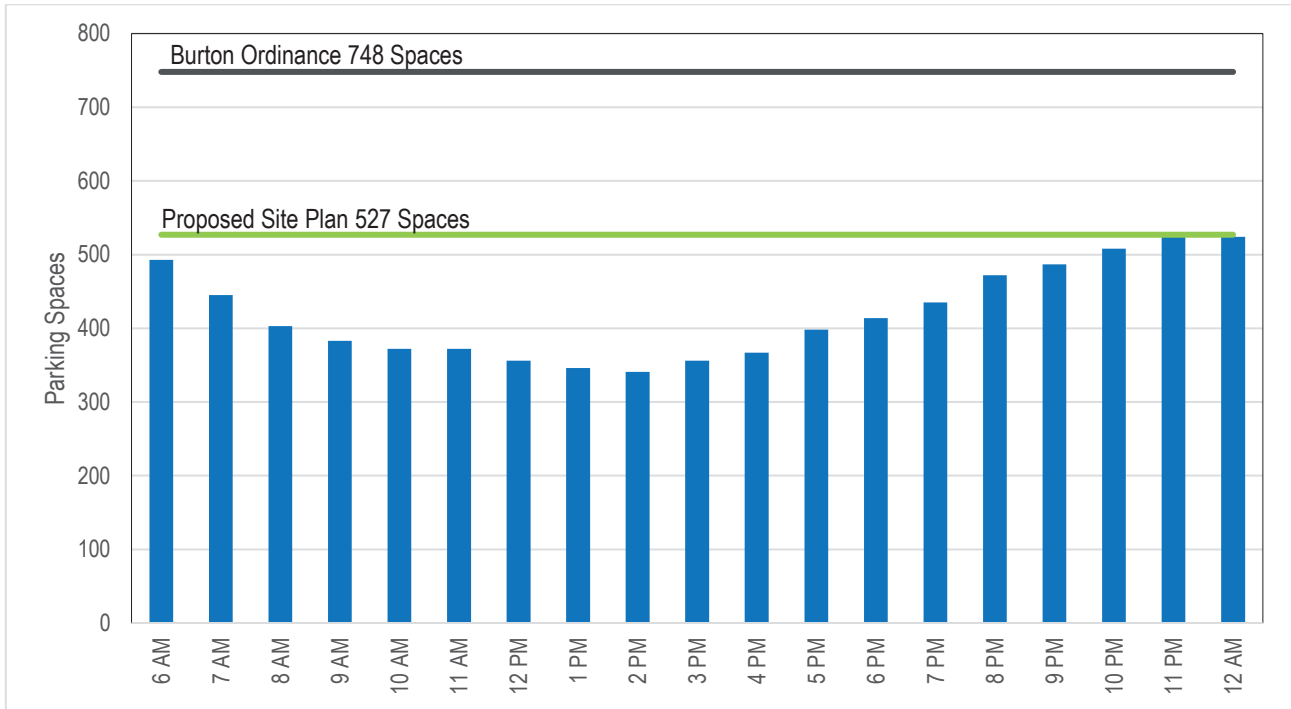
**2.2 PROPOSED PARKING SUPPLY**

The calculated parking demand was compared to the proposed parking supply for this site to determine if there is adequate parking to accommodate the proposed use. The highest daily parking demands for this development are expected to occur on weekdays. The results of this analysis are summarized in **Table 4** and shown in **Exhibit 1**. The analysis indicates that there will be adequate parking spaces for the proposed development to accommodate the proposed use.

**Table 4: Peak Hour Parking Analysis Summary**

Land Use	Size	Independent Variable	Burton Zoning Ordinance		Proposed Site Plan
			Parking Supply Requirements	Parking Supply (spaces)	Parking Supply (spaces)
Residential, multiple-family	374	D.U.	2 spaces/unit	748	527
<b>Peak Parking Demand</b>				<b>524</b>	<b>524</b>
<b>Projected Parking Surplus</b>				<b>224</b>	<b>3</b>
<i>Total Parking Percent Occupancy</i>				<i>70%</i>	<i>99%</i>

**Exhibit 1: Weekday Parking Analysis Summary**



**2.3 COMPARABLE PROPERTIES**

The ITE data referenced in this study considered projects that were 100% affordable units in addition to mixed market value and affordable units, with study sites that have at least 75% affordable dwelling units. The average parking supply ratios and average park parking occupancy are shown in **Table 5**. This data shows that there were 26 comparable sites used to evaluate this project, with an average 1.40 spaces/unit parking ratio and an average peak parking occupancy of 75%.

**Table 5: ITE Parking Supply Ratios Summary**

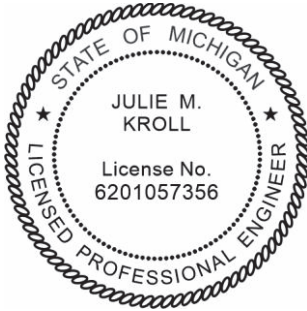
Setting	Land Use Subcategory	Parking Supply Per Dwelling Unit	Average Peak Parking Occupancy
Center City Core	Income Limits	0.32 (6 sites)	67%
	Senior	0.11 (1 site)	100%
Dense Multi-Use Urban	Income Limits	0.74 (24 sites)	75%
	Senior	0.69 (4 sites)	67%
General Urban/ Suburban	Income Limits	1.4 (26 sites)	75%
	Senior	0.43 (3 sites)	90%
	Special Needs	0.57 (2 sites)	68%

**3 CONCLUSIONS**

The conclusions of this parking study are as follows:

- The results of the parking analysis show that there will be adequate parking to accommodate the proposed use, and the proposed parking ratio of 1.40 is comparable to other similar development projects.
- It is recommended that the project maintain the 1.40 spaces/unit for each phase of the project to ensure there is adequate parking to accommodate the development as each phase of the project is constructed.

Any questions related to this memorandum, study, analysis, and results should be addressed to Fleis & VandenBrink.



I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Engineer under the laws of the State of Michigan.

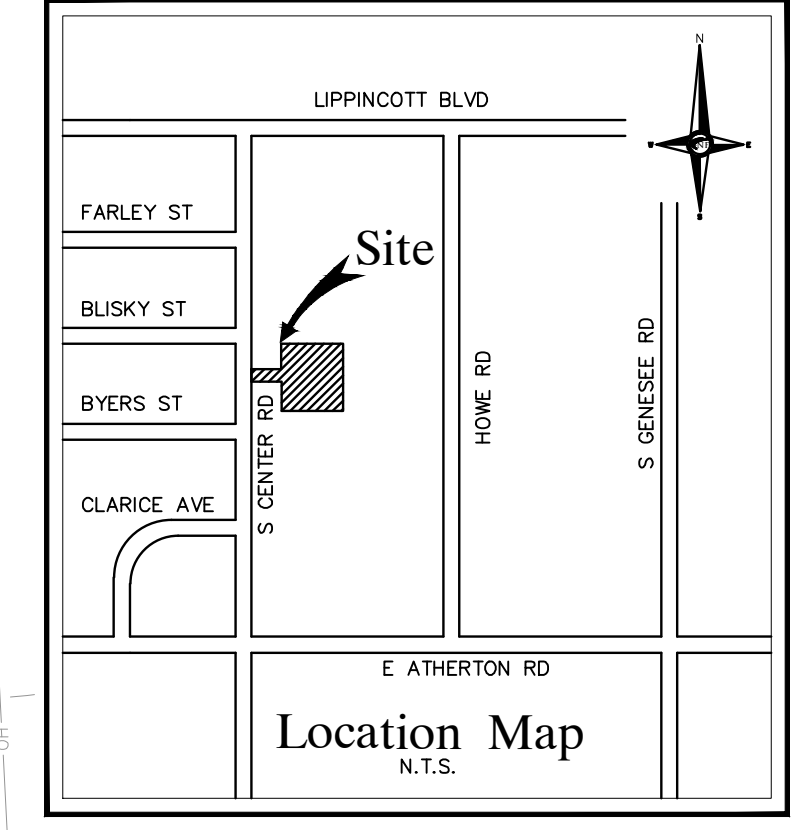
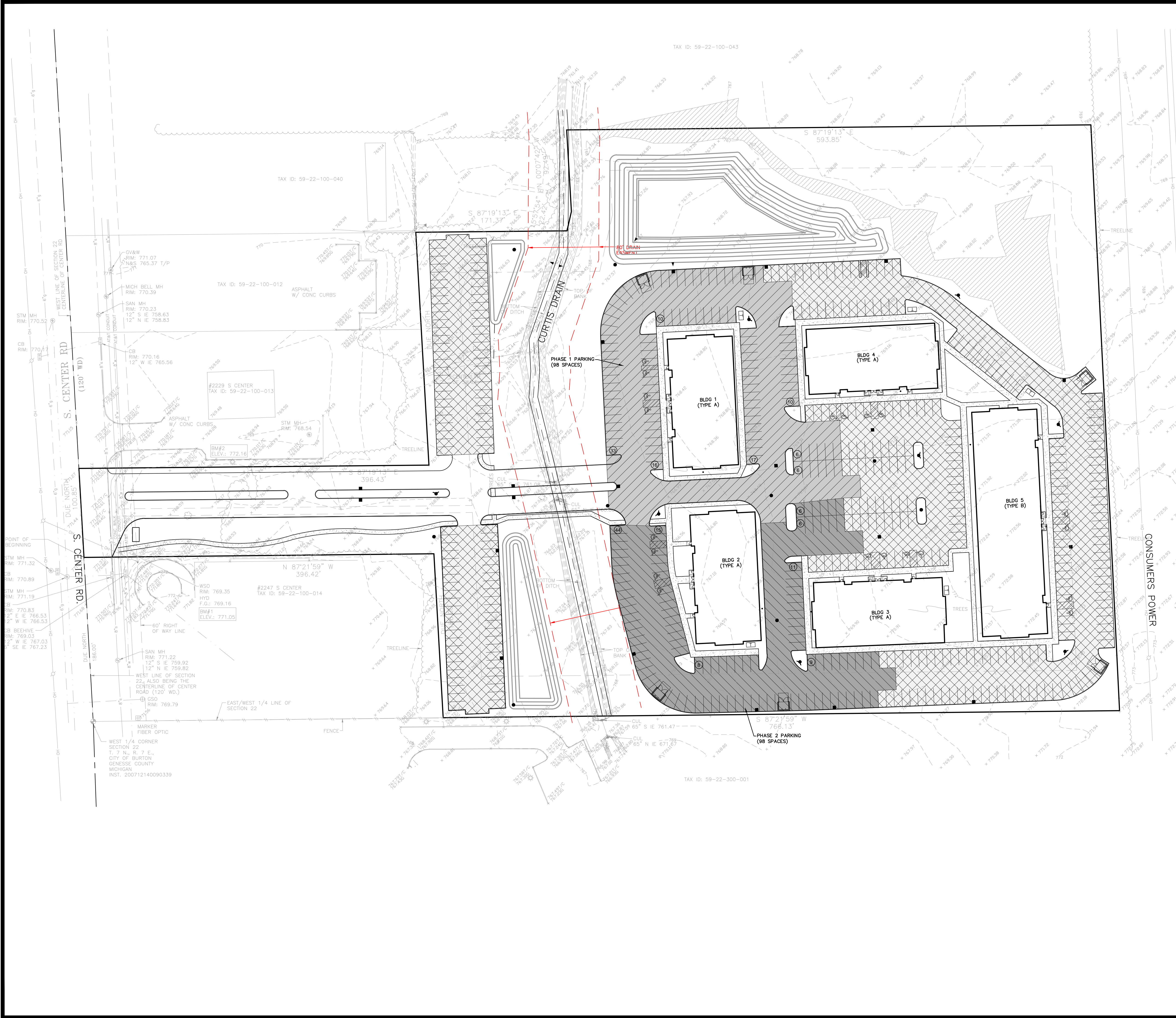
A handwritten signature in blue ink that reads "Julie M. Kroll".

**Julie M. Kroll**

**2026.01.05**

**17:13:22 -05'00'**

**Attachments:** Site Plan  
ITE Parking Generation Land Use Summary

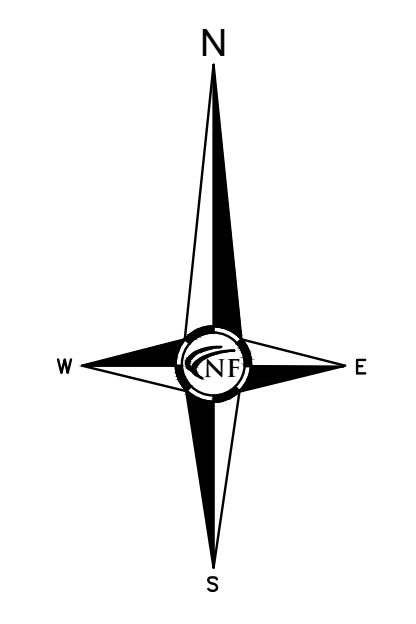


**LEGEND**

- [Hatched Box] INDICATES PHASE 1 PARKING (1.6 SPACES/UNIT)
- [Diagonal Lines Box] INDICATES PHASE 2 PARKING (1.6 SPACES/UNIT)
- [Cross-hatched Box] INDICATES FUTURE PHASE PARKING (1.4 SPACES/UNIT OVERALL SHOWN)

**LEGEND - EXISTING FEATURES**

BENCHMARK	B.M.	STORM MANHOLE	⊕
INVERT ELEVATION	I.E.	STORM CATCH BASIN	⊕
GAS MAIN	—	SANITARY MANHOLE	⊕
WATERMAIN	—	GATE VALVE & WELL	⊕
STORM SEWER	—	DET. EDISON MANHOLE	⊕
SANITARY SEWER	—	WATER/GAS SHUT OFF	⊕
OVERHEAD WIRES	—	FIRE HYDRANT	⊕
FENCE	—	UTILITY POLE	⊕
EX. SPOT ELEVATION	•	POLE OR POST	⊕
POINT OF BEGINNING	P.O.B.	SIGN	⊕
TOP OF PIPE	T/P	LIGHT	⊕
TOP OF CURB	T/C	DECIDUOUS TREE	⊕
GUTTER	g	EVERGREEN TREE	⊕
		GUYWIRE	⊕
		UTILITY PEDESTAL	⊕
		CULVERT	⊕



**NF ENGINEERS**  
 CIVIL ENGINEERS  
 LAND SURVEYORS  
 LAND PLANNERS

NOWAK & FRAUS ENGINEERS  
 46777 WOODWARD AVE.  
 PONTIAC, MI 48342-5032  
 TEL (248) 332-7931  
 FAX. (248) 332-8257

SEAL

PROJECT  
 KW Apartments of Burton

CLIENT  
 KW Apartments of Burton LLC

PROJECT LOCATION  
 Part of the NW 1/4 of Section 22  
 T.7N, R.7E  
 City of Burton,  
 Genesee County, Michigan

SHEET  
 Phasing Plan



DATE ISSUED/REVISED  
 09-29-2025 SITE PLAN SUBMITTAL  
 10-24-2025 ZBA SUBMITTAL

DRAWN BY:  
 A. Suchoski  
 DESIGNED BY:  
 A. Suchoski  
 APPROVED BY:  
 W. Spence  
 EMAIL CONTACT:

DATE:  
 08-14-2025

SCALE: 1" = 50'

NFE JOB NO. SHEET NO.  
 N571 SP-5

# Land Use: 223 Affordable Housing

## Description

Affordable housing includes all multifamily housing that is rented at below market rate to households that include at least one employed member. Eligibility to live in affordable housing can be a function of limited household income and resident age.

## Land Use Subcategory

Data are separated into three subcategories for this land use: (1) sites with income limitations for its tenants (denoted as income limits in the data plots), (2) sites with both minimum age thresholds and income limitations for its tenants (denoted as senior in the data plots), and (3) sites designed for and occupied by residents with special needs, such as persons with physical and mental impairments, recovering addicts, and others living in a group setting (denoted as special needs in the data plots).

## Time-of-Day Distribution for Parking Demand

The following table presents a Time-of-Day distribution of parking demand on a weekday in a general urban/suburban setting for the three land use subcategories: income limits (two study sites), senior (one study site), and special needs (two study sites).

Hour Beginning	Percent of Weekday Peak Parking Demand		
	Income Limits	Senior	Special Needs
12:00–4:00 a.m.	–	–	–
5:00 a.m.	100	74	86
6:00 a.m.	94	74	86
7:00 a.m.	85	70	93
8:00 a.m.	77	93	100
9:00 a.m.	73	100	93
10:00 a.m.	71	93	93
11:00 a.m.	–	70	100
12:00 p.m.	–	74	100
1:00 p.m.	–	70	93
2:00 p.m.	–	81	79
3:00 p.m.	–	81	93
4:00 p.m.	–	74	64
5:00 p.m.	–	74	86
6:00 p.m.	79	67	79
7:00 p.m.	83	67	71
8:00 p.m.	90	70	71
9:00 p.m.	93	70	79
10:00 p.m.	97	74	93
11:00 p.m.	–	74	93

## Additional Data

For the majority of study sites in this land use code, 100 percent of the dwelling units are considered affordable. For residential study sites that provide a mix of market value and affordable units, the study sites with at least 75 percent of the dwelling units designated as affordable are also included in this land use.

The average parking supply ratios for the study sites with parking supply information are shown in the table below.

Setting	Land Use Subcategory	Parking Supply Per Dwelling Unit	Average Peak Parking Occupancy
Center City Core	Income Limits	0.32 (6 sites)	67%
	Senior	0.11 (1 site)	100%
Dense Multi-Use Urban	Income Limits	0.74 (24 sites)	75%
	Senior	0.69 (4 sites)	67%
General Urban/ Suburban	Income Limits	1.4 (26 sites)	75%
	Senior	0.43 (3 sites)	90%
	Special Needs	0.57 (2 sites)	68%

The sites were surveyed in the 1990s, the 2010s, and the 2020s in Alabama, California, Connecticut, District of Columbia, Maryland, Massachusetts, New Jersey, and Oregon.

## Source Numbers

314, 514, 533, 535, 536, 537, 539, 541, 579, 582, 585, 586, 603, 611, 622