



CITY OF BURTON

CITY COUNCIL MEETING

AUGUST 17, 2026

MINUTES

Council Chambers

Special Meeting

5:45 PM

**4303 S. Center Road
Burton, MI 48519**

A. Call To Order

President Fenner called the meeting to order at 5:56 PM.

B. Roll Call

Present: Council President Gregory Fenner, Council Member Candice Miller, Council Member Steven Heffner, Council Member Ellen Ellenburg, Council Member Kris Johns, Vice President Tina Conley, Council Member John Wright

Absent: None

C. Staff Present

Racheal Boggs, City Clerk
Charles Abbey, DPW Director
Dave Martinez, Building Official

D. Open Public Hearing

President Fenner opened the Public Hearing at 5:57 PM.

1. THIS IS THE TIME FIXED FOR HEARING AND CONSIDERING ANY COMMENTS TO THE DEMOLITION UNDER CONSIDERATION, TO-WIT: 3191 E. Bristol Rd. Parcel ID # 59-28-576-072 at 5:45 p.m.

E. Audience Participation

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

Lauren Walter of 14300 Sheilds Rd in Holly stated she is acting as a consultant for the property owners of 3191 E. Bristol Road. We are here with a plan for your consideration that will address the concerns raised by the city. The intention is to complete alterations of the structure and to use it as storage and for potential office use. A commercial building permit application is ready for Wednesday morning to be submitted to the building department, with the proposed revisions and plans attached. The renovations include removing a structure, reconstructing a west wall, adding new doors, and re-siding the entire structure. We feel this will bring curb appeal to the property. There is no clear reason for demolition in terms of its ability to not be useful to the property owner. There have been delays in making repairs suggested by the city over the past couple of years. We ask the council to approve and authorize option 2 for the property for alterations made to the structure.

F. Close Public Hearing

President Fenner closed the Public Hearing at 5:59 PM.

G. DPW Presentation: The Building Official will give a presentation on the property.

Mr. Abbey stated that this is an eyesore. There has been little to nothing done to the property since our original conversations, and no effort has been made. They are an operating business, and we are glad they are there. If you choose to allow them to alter or repair the structure, it will be challenging, and we request that you keep a short leash on them. We need commitments right away and permits pulled right away.

Mrs. Ellenburg asked if we give them 60 days to complete work and nothing is done, do they go back through the process?

Mr. Martinez stated I was on site on 5/15/23, when they initially bought the property. We were not presented with an office layout or building layout at that time. I walked through the structure to make sure it was safe. We have heard nothing and received no proposals or suggestions as to what may or may not happen at the property.

Mr. Abbey stated they need to come in and make an appointment. They need an inspection and building permits. We expect significant progress and reports every 30-60 days.

Discussion continued about the inspection and building permit process.

Mr. Martizez stated the DPW does not tell the owners what to or not to do. They come to us with a business plan or a structural plan. They come and apply for a permit and pull it. It is valid for 180 days. We do extend permits if progress is being made.

Discussion about realistic timeframes for project completion.

Clerk Boggs said if it is the Council's intent to allow audience members to continue to speak, they should come to the microphone.

Lauren Walter stated we do have structural drawings and permits completed and signed. We have a demolition contractor lined up, so as soon as we have a permit approved by the city, we can move forward with our work.

Mr. Fenner asked if 10 days to pull the permit is a sufficient amount of time for the owner.

Ms. Walter said, absolutely.

H. Council Action

1. RESOLUTION: APPROVE AND AUTHORIZE the Standard Resolution for Step V of the Burton City Demolition Procedure, determining said premises at 3191 E. Bristol Rd. Parcel ID # 59-28-576-072 to be a public nuisance or hazard and to further require the owner(s) or occupant(s) to:

1. Immediate Demolition, with DPW given authorization to request sealed bids and the Structure to be razed within the thirty (30) days of Burton City Council's acceptance of the low bid and the City Attorney's approval of the

contract documents for execution of a contract with the Mayor and Clerk, or

2. *Alter by repair the structure to Burton City Code with a Building Permit within _____ days, or

3. *Abate(tear down) the structure to Burton City Code with a Demolition Permit with _____ days, or

4. Postpone any further action for _____ days, based on the following circumstances:

The Burton City Council is to select one (1) of the above orders. The Department of Public Works recommends the immediate demolition, contingent upon Burton City Council's acceptance of the low bid.

*The Department of Public Works is hereby given the authority to demolish the structure(s) upon failure to comply with the Building Permit or Demolition Permit.

RESOLUTION: APPROVE AND AUTHORIZE the Standard Resolution for Step V of the Burton City Demolition Procedure, determining said premises at 3191 E. Bristol Rd. Parcel ID # 59-28-576-072 to be a public nuisance or hazard and to further require the owner(s) or occupant(s) to:

2. Alter by repair the structure to Burton City Code with a Building Permit within 10 days.

Motion by Council Member Heffner, second by Council Member Conley, to Approve.
Voting Yes: Gregory Fenner, Candice Miller, Steven Heffner, Ellen Ellenburg, Kris Johns, Tina Conley, John Wright

Voting No: None

Motion Passed 7 - 0.

I. Meeting Adjournment

President Fenner adjourned the meeting at 6:10 PM.

[MIN_SIGNATURES]