



FAX 810-231-4295  
PHONE 810-231-1000

P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139

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Planning Commission  
Hamburg Township  
10405 Merrill Rd., P.O. Box 157  
Hamburg Township, Michigan 48139  
January 17, 2018  
7:00p.m.

**1. CALL TO ORDER:**

Present: Cyphert, Goetz, Leabu, Menzies, Muir and Priebe,

Absent: Vlcko

Also Present: Amy Steffens, Zoning and Planning Administrator and Scott Pacheco, Township Planner

**2. PLEDGE TO THE FLAG:**

**3. APPROVAL OF THE AGENDA:**

Motion by Menzies, supported by Priebe

To approve the agenda as presented

Voice vote: Ayes: 6                      Nays: 0                      Absent: 1                      MOTION CARRIED

**4. APPROVAL OF MINUTES:**

a. October 18, 2017 Planning Commission Minutes

Chairman Goetz stated these minutes were tabled at the last meeting because they did not include the contingencies. They have now been included.

Motion by Priebe, supported by Cyphert

To approve the October 18, 2017 minutes as presented

Voice vote: Ayes: 6                      Nays: 0                      Absent: 1                      MOTION CARRIED

b. December 20, 2017 Planning Commission Minutes

Motion by Priebe, supported by Menzies

To approve the December 20, 2017 minutes as presented

Voice vote: Ayes: 4                      Nays: 0                      Absent: 1                      Abstain: 2                      MOTION CARRIED

**5. CALL TO THE PUBLIC:**

Chairman Goetz opened the call to the public. Hearing no public comment, the call was closed.

**6. OLD BUSINESS: None**

**7. NEW BUSINESS:**

Public Hearing for the Zoning Text Amendment (ZTA) 17-006 to streamline the Site Plan Review requirements for Minor Projects (Article 4), streamline the review regulations regarding Temporary Buildings, Structures and Uses (Section 8.9) and Seasonal Sales Permits (Section 8.21), and revise the enforcement section of the zoning ordinance (Article 5) to comply with the new Civil Infractions Ordinance 71A. This amendment also includes new definitions in Article 2.

Pacheco stated that we reviewed this Zoning Text Amendment at our December meeting. This amendment makes the Preliminary Review optional and streamlines the minor site plan review process. Article 5 changes the enforcement from a misdemeanor to a civil infraction to match with the Civil Infraction Ordinance which was recently adopted. The third thing is that it cleans up the temporary structures and uses section as well as seasonal sales sections of the ordinance. At the last meeting we went into detail and he has made the changes that were suggested at that time as well as some minor clean-up items. Another change that has been made was the creation of ponds as a site plan review. This was done because ponds are looked at by the State and we do have some specific requirements in Article 9. He reviewed the text changes to Article 4 and 9 as it relates to ponds. It will be brought back to the Commission at the next meeting. He stated that after the Commission makes their recommendation on tonight's amendments, it will have to go to the County and then to the Township Board for their final approval. This is the public hearing for those amendments that have been noticed. Article 9 will be noticed for the next meeting so that will be handled separate.

Chairman Goetz opened the public hearing. Hearing no public comment, the public hearing was closed.

It was stated that at the December meeting, the Commission went through the detail.

Motion by Priebe, supported by Menzies

To recommend approval to the Township Board the Text Amendment (ZTA) 17-006 to streamline the Site Plan Review requirements for Minor Projects (Article 4), streamline the review regulations regarding Temporary Buildings, Structures and Uses (Section 8.9) and Seasonal Sales Permits (Section 8.21), and revise the enforcement section of the zoning ordinance (Article 5) to comply with the new Civil Infractions Ordinance 71A. This amendment also includes new definitions in Article 2. The Commission requests that the amendments be forwarded to the County for their review

Voice vote: Ayes: 6                      Nays: 0                      Absent: 1                      MOTION CARRIED

**8. ZONING ADMINISTRATOR'S REPORT:**

Pacheco reviewed the proposed revisions to Article 9. He stated that this changes the review body from the Planning Commission to the Zoning Administrator. Currently, the creation of a pond would have to go through site plan review, therefore come before the Planning Commission. We are proposing that it be changed to the Zoning Administrator and the State of Michigan. This would be done as a Land Use Permit. He reviewed the specific language changes.

Leabu asked if we have to mention the Drain Commission requirements. This often comes before MDEQ review. Steffans stated that once the Land Use Permit is issued, they still have to go to the Drain Commission for permission. They will look at it after we issue the permit. They want to see that we have done the review first. Pacheco stated that we can reference it. Steffans stated that we also stipulate on the permit that they have to go to the Livingston County Drain Commission. We also give the Drain Commission notice that a project is coming through. Pacheco stated that he will bring this back as a public hearing at the next meeting with these revisions.

Reminder of the Joint meeting with Township Board, Zoning Board of Appeals, Planning Commission, and Parks and Recreation Board that will be held on February 28, 2018 at 7:00 pm.

The question was asked if the Commission will be meeting separate from the joint meeting. Steffens stated that it will be separate because the Livingston County Planning would like to come in to update the Township on the Livingston County Master Plan. We are also going to be talking about our own Master Plan update. We want a lot of participation from the Commissions and Board Members as well as the public. The Parks and Recreation is going to be updating us on their ADA transition plan. If there is anything specific the Commission would like to talk about, please let her know and she can put it on the agenda.

Steffens stated that Transportation Bonanza is being held on February 8<sup>th</sup> in Lansing. If anyone would like to attend she can make those arrangements. Also, there is training being offered through the MSU Extension January 25<sup>th</sup> regarding Tourism and Short-term rentals.

Leabu discussed solar and wind farms. Pacheco stated that this is a hot topic. He discussed the cost of solar panels and sun exposure and the ability to make money on them now. It might be something we want to get ahead of the topic. We can talk about that with our future text amendments discussion. We have not had any inquiries in this Township yet, however they have in other surrounding townships. Further discussion was held on these uses.

Discussion was held on possible joint meetings with surrounding townships. It was stated that we have had them before with not much turn-out. Steffens stated that this year would be a good year to do that. We have to notify them about our Master Plan update anyway. Further discussion was held on the opportunity to share ideas and the possibility of the County orchestrating everything.

## 9. ADJOURNMENT:

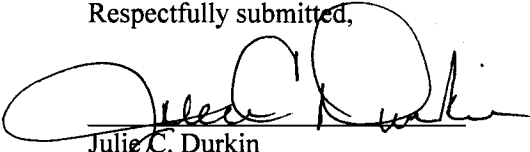
Motion by Menzies, supported by Priebe

To adjourn the meeting

Voice vote: Ayes: 6                      Nays: 0                      Absent: 1                      MOTION CARRIED

The Regular Meeting of the Planning Commission was adjourned at 7:34 p.m.

Respectfully submitted,



Julie C. Durkin  
Recording Secretary

The minutes were approved

As presented/Corrected: 2-21-18



Fred Goetz, Chairperson