

**‘Charter Township of Hampton
Planning Commission
October 12, 2023**

The regular meeting of the Charter Township of Hampton Planning Commission was called to order at 7:01 p.m. by Chairperson Talaga in the Hampton Township Board Room.

PRESENT: Talaga, Mulders, Wright, Klass, Adamowski

ABSENT: Brey & Leinberger

ALSO PRESENT: Sheppard, DeWyse, Daly-Martin, Franz and 10 people in the audience

APPROVAL OF MINUTES: Motion by Mulders, seconded by Klass, to accept the minutes of the September 15, 2023 as printed, reading waived. Ayes: Mulders, Wright, Klass, Adamowski, Absent: Brey, Leinberger. Motion carried.

NEW BUSINESS: None

UNFINISHED BUSINESS

A. Site Plan Review, Hugo Real Estate Mgmt. Co. Parcel No. 070-060-200-090-00, North Knight Rd., Event Venue

Daly-Martin began by summarizing seven outstanding items from the last Planning Commission meeting that needed to be addressed.

1. Provide correspondence from Bay County Road Commission demonstrating that the proposed road is acceptable and built to minimum standards.
2. Provide correspondence from the Bay County Drain Commission demonstrating that the site drainage is acceptable.
3. Provide location, detail, and composition of fencing. A four foot high vinyl fence sitting atop a 4 foot berm is proposed.
4. Confirm with the Fire Marshall that the maximum occupancy of the venue is 350 people.
5. Confirm the minimum parking requirement is met 117, 119 is proposed.
5. Identify whether signage is proposed.
6. Identify all exterior lighting compliant. Not received a photo metric
7. Provide landscape detail. The ordinance shows for 200 ft. greenspace proposed a minimum of requirement of 3 trees and 6 shrubs are needed.

Dennis Banaszak, civil engineer representing Mr. Hugo, addressed the Planning Commission. A revised site plan has been provided. Can't get 3 trees in these islands. He will verify the measurements to ensure the correct count of tree and shrubs are met based on actual measurements. A photo metric for lighting has been prepared. He intends to submit an all-inclusive plan revision rather than piece meal each requirement.

A monument sign is proposed on the south side of the entrance drive.

Parking Islands were added to the revised plan. He didn't realize that islands were required at first review of the ordinance. He had to do some major moving to satisfy that requirement.

Drain plan has been prepared and submitted.

Proposed road plan has been prepared and submitted for approval. The Road Commission doesn't meet until the end of the month. We have received a letter of preliminary approval but the final approval will not be provided until after their meeting. It will be promptly provided once received.

Asking for approval contingent on the final approval from the drain and road commissions so we can get this started. Mr. Hugo is anxious to get started on the parking lot, initial grading before the snow flies.

Mulder asked for clarification on the landscaping. Banaszak confirmed that their arborist walked the entire site. Nothing is really salvageable, keep what you can, get rid of the Bradford pears. Preliminary approval has been provided from the road commission. Sheppard, how many unresolved issues are acceptable in order to let them start? All items must be compliant with ordinances before each step is started. We should list all items that are outstanding. We don't want to halt construction but we also don't want to get too far into construction to make corrections that are needed. The only outstanding item remaining really is the drain commission approval and that should be coming quickly now that the calculations are submitted. Discussion between Sheppard and Mulder states signage, lighting, and landscaping can all be modified easily later as needed, but if roads and drains are not approved at the end of the month, that should halt the project. Is a gravel road and parking lot permitted to allow construction? Mulder asked about the lighting and landscaping? Klass asked if they intend to open this year. Yes, base course of parking lot needs to be in place.

At this point in the meeting, Chairperson Talaga opened the meeting to the public. Steve Fletcher 578 Hampton Lake Dr. addressed the board. How much property will be covered, 4% was discussed last meeting. Was that recalculated for this revision? Daly-Martin responded that the 4% is for the building only not the total project. Fletcher also asked about the max height of the fence and berm due to light pollution. Banaszak replied the total height, following the lay of the land would be a 7 ft. minimum. Mulder and the board discussed that the fence length is only about 350 feet. Not a huge cost difference to Mr. Hugo for us to require a minimum height of 8 ft. between the fence and berm. Fletcher asked about DNR requirements for wetlands. It was determined that wasn't a planning commission issue.

Motion was made by Mulders, Seconded by Klass. Approval contingent on Road Commission approval, Drain Commission approval, signs and lights need to be reviewed and must meet the ordinance requirements and be approved by the planner. An 8 ft. height requirement on the neighbors' side (east side of parking lot). It was not specified how much needed to be berm or

fence, just the total height combined. Ayes: Talaga, Mulders, Wright, Klass, Adamowski, Absent: Brey & Leinberger. Motion carried.

B. Special Use Permit, Keith Schweinsberg, 79 East Hampton Rd, Parcel # 070-046-100-005-00C - Approximately Two (2) Acre Pond

Daly-Martin shared an overview of the site plan review for the Schweinsberg pond that was tabled from last meeting. Outstanding were the haul routes, haul hours, fencing, drainage, storm water runoff and bond to cover road resurfacing bond. Attachment has been submitted with the Road Commission 2 options of designated routes.

Hours of hauling were submitted as 6:30 a.m. to 5:30 p.m. A Right of Way permit was obtained from the Road Commission. Bonding isn't a requirement of the Road Commission. That is the trucking company's responsibility. Open to the public. Discussion between the board and Keith Schweinsberg 79 East Hampton regarding any change in elevation. There is no change in elevation proposed. Sheppard advised that any damage due to erosion would be the responsibility of Schweinsberg. Daly-Martin asked if an elevation map required. Days of operation (hauling) Monday through Friday with Saturday as a contingent rain day. Terri Close, Arms Rd, addressed the board to assist in determining local roads and county roads. Avoid bonding by only allowing hauling route option 2, which contains no local roads. DeWyse added previous pond project construction haul hours were revised due to customer complaints. Hours were revised to 7 a.m through 7 p.m. Mulders inquired on the projects expected dig time. Based on the pond size, it should be approximately 30 days. No stipulation made just asking. Talaga closed the Open To The Public section of the meeting.

Motion was made by Adamowski, seconded by Talaga to allow the special use permit contingent on no increase in elevation, a review of the final site plan by planner that includes the requirements of the Oct 12, 2023 memo which includes storm water discharge, no hauling on local roads, hauling 5 days a week, Saturday rain day, no hauling on Sundays, hours between 7 a.m. and 7 p.m. Ayes: Adamowski, Talaga, Mulders, Wright, Klass. Absent: Brey & Leinberger. Motion carried.

C. Site Plan Review, Keith Schweinsberg, 79 East Hampton Rd, Parcel # 070-046-100-005-00C - Approximately Two (2) Acre Pond

A revised site plan has not been received yet. Sheppard recommended to approve the site plan provided that a revised, conforming plan, showing the overflow drainage is provided and submitted to the planner then put in the file before permits can be drawn on the project.

Motion by Mulders seconded by Talaga to accept the site plan as stated by Sheppard. Ayes: Mulders, Talaga, Klass, Adamowski, Wright, Absent: Brey & Leinberger. Motion carried.

COMMUNICATIONS: None

OPEN TO THE PUBLIC: No one addressed the board

ANNOUNCEMENTS: None

Motion to adjourn made by Adamowski, seconded by Mulders. Ayes: Talaga, Mulders, Wright, Klass, Adamowski. Absent: Brey & Leinberger. Motion carried.

Meeting adjourned at 8:06 p.m.

Respectfully submitted:

Tara Franz, Recording Secretary

Presiding Officer, Jerry Talaga Chairperson