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Supervisor Pat Hohl Clerk Mike Dolan Treasurer Jason Negri Trustees Bill Hahn, Patricia Hughes, Chuck Menzies, Cindy Michniewicz

PLANNING COMMISSION MEETING

Wednesday, August 20, 2025t at 7:00 PM
Hamburg Township Hall Board Room

MINUTES

CALL TO ORDER

Commissioner Muck called the meeting to order at 7:00 pm.

PLEDGE TO THE FLAG

ROLL CALL OF THE BOARD:

1) **PRESENT:**

Patricia Hughes
Victor Leabu Jr
Ron Muir
Jeff Muck, Chair
Joyce Priebe

2) **ABSENT:**

John Hamlin
Deborah Mariani

APPROVAL OF MEETING AGENDA for tonight.

Approval Motion made by Commissioner Priebe, seconded by Trustee Hughes, to approve the agenda as presented.

Vote: Ayes (5); Absent (2) Commissioners Hamlin and Mariani

VOTE: MOTION CARRIED

APPROVAL OF THE MEETING MINUTES

Approval Motion made by Trustee Hughes, seconded by Commissioner Priebe, to approve July 16, 2025, Planning Commission Meeting Minutes with corrections noted at the board table.

Vote: Ayes (5); Absent (2) Commissioners Hamlin and Mariani

VOTE: MOTION CARRIED

CALL TO THE PUBLIC- No public response

OLD BUSINESS

None

NEW BUSINESS

1. **Election of the Planning Commission Chair and Vice Chair-**Chair Muck turned the meeting over to David Rohr. David said that this is usually done in July, as Chair Muck reminded him. This is an annual election that is done through a motion. David asked the Planning Commission board members if they wanted to keep Chair Muck and Vice Chair Muir in their current positions.

Approval motion made by Commissioner Priebe, seconded by Trustee Hughes to continue to keep Chair Muck and Vice Chair Muir in their positions on the PC. Both Muck and Muir stated they would be honored to continue in these two positions.

Vote: Ayes (5); Absent (2) Commissioners Hamlin and Mariani

VOTE: MOTION CARRIED

2. **Zander Flex Space (SPA 23-0001) Minor façade alterations.** Nick Zander was attending online via Zoom since he was out of state. Chair Muck turned the meeting over to David. David stated that the awnings as approved will cause structural damage to the building, so Mr. Zander has some minor changes to keep each awning over each door but adding some structural footings that will be wrapped in stone, to support each awning. He is proposing to make the garage doors a darker color, potentially black, to overset the white walls of the building.

Chair Muck opened the meeting to Nick Zander. Zander explained that the awnings would make the building beautiful but if they attached sheet metal awnings to a sheet metal building, the wind could make this a safety issue since it wouldn't hold up. Wind could dislodge the awnings from the building and pull them out. Support brackets and a fab shop would be needed. The new support for the awnings would make the building look like a concession stand. He explained that by having an attractive front porch he wants to carry this same style to the side of the building over each door. Zander stated that this change would add 140 sq ft to the building. He said that David could administratively approve of these minor changes, but David asked Mr. Zander to come before the PC and get approval.

Chair Muck stated that the PC wanted Mr. Zander to come back to the PC to present these modifications to his approved plans. He then opened the meeting to the PC board members for their questions and comments. Commissioner Leabu started by saying that he liked the front porch. Leabu explained that many planners have been a part of this project design, and have come and gone (Scott, then Amy

Steffens, and now David). Leabu stated that he liked the stone covered posts and the lighting rendered in the drawings. Leabu mentioned that the pole lights are high and extremely bright for individuals driving into the township. Zander explained that David and he had been communicating about the lights. Zander's engineer and the Township engineer have reviewed the onsite lighting and did photo metrics of the parking lot lighting, and it passed. Zander stated if they lowered the lights then they wouldn't cover the parking lot. The edge of the parcel is completely black, or zero on the metric lighting plan. Zander mentioned that he reviewed the factory nearby. He said it had very bright lighting when driving into the township. The dentist's office and the gas station have blinding lighting too. The new lighting LED technology are all bright and white. Leabu said that the older businesses are non-conforming to the light ordinance, because they were approved many years ago. Zander said many businesses need security and lighting to make tenants feel safe. After Zander gets tenants in the building, he will look at turning the lights off at night if no one is there. Leabu asked what time the PC had approved this site to have their parking lot lights go off. David said it was approved to be at 11pm.

Pat Hughes asked Mr. Zander if the new building's renderings showed black roll-up doors for the garages. Zander stated that Victor and Amy asked that the door color be anything except white. He said that they had ordered antique white. Chair Muck asked if his intent was to turn these doors black. He said he would rather not paint them black because it would become a maintenance thing. Pat stated that if the building doesn't look like the proposed drawings, then she will be disappointed. Hughes said that the black awnings and the black doors make the building interesting. Her second question was when a tenant moves into the building suite, where will their signage go? Zander said that they didn't want a marquee sign by the road, where tenants would want their name on it. He said the business uniform signage would go above the brick or the awning; the size would be determined by the zoning ordinance. He would like to keep the building neat and clean. She said her last statement would involve available lighting for the tenants and their customers' safety. Commissioner Muir said that if Zander added a few perimeter pole lights to the edges, then he could reduce the lighting on the building. Zander said he felt that the parking lot is lit enough, and he doesn't want to increase it at all. Zander said they have met the township criteria for the lighting, and he has no intention of increasing it at this time since it would be very expensive to add anything more.

Commissioner Priebe said she would like to see the awnings and doors be black so it would jazz up the building. She added that Zander could add ground lighting to make the building look good, which isn't too expensive. Chair Muck asked David if Zander has met all the lighting requirements of our ordinance. Muck clarified that any lighting direction given by the PC members tonight is strictly suggestions and not required. David confirmed that this was correct. Muck also said that he liked the new awnings with the stone covered pillars, and that this was an improvement from the past design. Muck asked David another clarifying question regarding the signage. All the signage comments made by the PC members would be just suggestions, not mandated in any way. Mr. Zander would have to follow the signage ordinance requirements. All Zander is doing tonight is seeking the PC's approval of the doors and awnings. David confirmed that this was the case. Muir asked if the PC could require the signage review to come back to them. David said a sign package would need to go before the PC board, but he would have to investigate to see what a PUD would require. If not, then the signage could be approved administratively. Leabu said that they should limit that area of signage for the whole building which Mr. Zander would support. Chair Muck stated that he needed a motion by the PC members to approve the garage door colors and updated the awnings for Mr. Zander's renderings.

Approval motion made by Commissioner Muir, seconded by Chair Muck to approve the Zander Flex Space new rendering plans submitted tonight (SBA 23-0001) that include the back awnings with black stone covered poles, as well as the black garage doors. (Zander asked if the garage doors must be black or could they be anything except

white. All the PC members agreed in unison that the garage doors need to be black now that the awnings have changed color.)

Roll Call Vote: Ayes (5); Absent (2) Commissioners Hamlin and Mariani

VOTE: MOTION CARRIED

3. **Establishing a working group to review Village Center Master Plan.** Chair Muck summarized that at the last meeting the PC members decided that they needed to go back to the table and review the Village Center Master Plan as a whole, no matter if a new master plan was needed or not. They needed to see if the VCMP could be folded into the township overall master plan. John Hamlin started this conversation to review the VC plan through this working group. So, Chair Muck, David, and Victor met with the new township supervisor Jason Negi who liked this idea. Negri will be sitting on this working group, as well as another appointed trustee member of his choosing. He said that they were looking for two members from the Planning Commission to be on this working group as well. Commissioners Muir and Priebe said they would recommend John Hamlin to be on this group. Leabu stated he would like to be in the group as well, with his historical knowledge of the VCMP. Chair Muck said he would be in favor of having Hamlin and Leabu on the group.

Approval motion made by Commissioner Priebe, seconded by Commissioner Muir to have Victor and Hamlin on the Village Center Master Plan Committee.

Vote: Ayes (5); Absent (2) Commissioners Hamlin and Mariani

VOTE: MOTION CARRIED

Zoning Administrator's Report:

1. The Apartments are finally moving forward through the development agreement stage. They set up a preconstruction meeting. They are looking to break ground this upcoming spring. If there are any hiccups, then they would need to come before the PC by October 2025 to request an extension on their approved site plan to avoid having to go through the process again. Commissioner Leabu asked if such an extension meeting would need to be noticed as a public meeting. David said no.
2. David said that there is a potential Rezoning on the agenda for next month, but that he is waiting on the parks department to get approval from the MDNR to confirm there are no grant or historical issues with these township parcels. Trustee Hughes asked which parcel were involved in this rezoning. See the map below. Once the MDNR responds, then this item will go on next month's available agenda. These township parcels are zoned as RA residential and will change to PPFR (Public and Private Recreational Facilities District). It was supposed to have happened 20 years ago. Trustee Hughes said the expansion of the senior center and getting a grant to do that would involve this rezoning and boundary adjustment.
3. Commissioner Muir asked David if the builder is moving forward with the development next to CVS or the De Maria (160 units). David said he has not heard anything back yet.



ADJOURNMENT

Approval motion made by Commissioner Priebe, seconded by Trustee Hughes, to adjourn at 7-42 pm.

Roll Call Vote: Ayes (5); Absent (2) Commissioners Hamlin and Mariani

VOTE: MOTION CARRIED

Respectfully submitted,

Lisa Perschke

Planning/Zoning Coordinator & Recording Secretary

David Rohr

Planning & Zoning Director

The minutes were approved as presented/corrected: 9/18/2025



Commissioner Jeff Muck, Chairperson

