

To: Township Board

From: Amy Steffens, AICP

Date: June 6, 2023

RE: **Final Site Plan Review (SPA 23-0004)** for a 2,100-square foot addition to the Hamburg Township Police Department building at 10409 Merrill Road

PROJECT HISTORY:

On May 2, 2023, the applicant's agent Desine Inc. submitted a special use permit application to consider a request to allow a 2,100-square foot addition to the northwest façade of the Hamburg Township Police Department and the companion site review application. On May 31, 2023 the Commission held a public hearing, at which no public was present, for the special use permit and granted approval with two conditions:

Condition 1: The special land use permit for the proposed addition to the Hamburg Township police department building is only valid with approval of a final site plan from Hamburg Township. The site plan submitted for the project on this site shall not increase the size or significantly change the location of the proposed use on the subject site.

Condition 2: The special land use permit shall be null and void unless a land use permit for the addition on the site is granted within one year from the date of this approval.

Following the approval for the special use, the Commission subsequently recommended approval of the final site plan (23-004) to the Township Board with the following condition:

Condition 1: Prior to issuance of a land use permit the applicant shall receive approval from all required agencies including, but not limited to, Hamburg Township Fire, Engineering and Public Works Departments, Livingston County Drain Commissioner, Livingston County Road Commission, and Health Department.

As detailed in the May 31, 2023 site plan staff report to the Planning Commission (attached) the proposed expansion complies with all zoning ordinance standards for setbacks, height, and parking, as well as site maneuverability and stormwater infrastructure. The township engineer reviewed the project and offered only the following comment: *Based on the included calculation, no revisions are proposed to the existing storm water management system. As such, the storm water management system is in general conformance with the Livingston County Drain Commissioner standards. We offer no objection to the approval of the proposed plans.*

If the Township Board approves the final site plan, the agent may begin applying for necessary land use and building permits to begin construction. The fire marshal will need to review and approve the building plans prior to issuance of the township land use permit.

RECOMMENDATION:

Staff suggests that the Township Board discuss and review the May 31, 2023 Planning Commission Staff report, the recommendations by the Hamburg Township Planning Commission and the proposed project plans and application materials. The Board should make a determination on the final site plan in terms of its own judgment on particular factors related to the individual proposal. The Board should make a determination if the project meets the site plan review standards A-L in section 36-73 (7).

Example Approval Motion

The Township Board approves the **Final Site Plan Review (SPA 23-0004)** for a 2,100-square foot addition to the Hamburg Township Police Department building at 10409 Merrill Road with the conditions that prior to issuance of a land use permit the applicant shall receive approval from all required agencies including, but not limited to, Hamburg Township Fire, Engineering and Public Works Departments, Livingston County Drain Commissioner, Livingston County Road Commission, and Health Department.

The project does meet the site plan review standards A through L of Section 36-73(7) of the Zoning Ordinance as discussed at the June 6, 2023 Township Board meeting, at the May 31, 2023 Planning Commission meeting, and as presented in the staff report.

ATTACHMENTS:

Attachment A: Draft May 31, 2023 Planning Commission meeting minutes (not available as of the writing of this memo)

Attachment B: May 15, 2023 Planning Commission Staff Report and Exhibits



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



P.O. Box 157
10405 Merrill Road
Hamburg, Michigan 48139-0157

To: Planning Commission

From: Amy Steffens, AICP
Planning and Zoning Director

Date: May 31, 2023

Project address and Description: **Site Plan Review (SPA 23-0004)** for a 2,100-square foot addition to the Hamburg Township Police Department building at 10409 Merrill Road

Owner: Hamburg Township

Applicant: Hamburg Township

Agent: Desine Inc.

LOCATION:



The subject site is the Hamburg Township Police Department building at 10409 Merrill Road on the township municipal complex. The complex is currently zoned RA, medium density residential, but is planned for *Public/Quasi-public* uses in the 2020 Master Plan.

PROJECT DESCRIPTION

Site plan review application to allow a 2,100-square foot addition to the north west façade of the police department building.

The project plans and architectural rendering are attached to this report for the Planning Commissions review.

Table 1
Development Review Compliance Table

Criteria/Regulation	Required by Regulations	Proposed Project
RA SETBACKS: Front Yard: Rear Yard: Side Yard:	25 feet 30 feet 10 feet	148.5 feet 2,490 feet 59.4 feet
NUMBER OF STORIES/ HEIGHT	2.5 story/ 35 feet	1 story/ 21 feet
LOT SIZE:	1 acre	120.49 acre (subject parcel only)

Section 36-330 General Parking Requirements

1. Off-street parking for non-residential uses shall be located on the same lot or parcel or within three hundred (300) feet of the building it is intended to serve provided the provisions of Section 10.2.2., Collective Parking, are met.
2. A minimum area of 200 square feet shall be provided for each vehicle parking space and each space shall be designated and reserved for parking.
3. A suitable means of ingress and egress shall be provided and located to minimize traffic congestion and interference with pedestrian movement. The location of all entrances and exits and directional signs, shall be approved by the Planning Commission, and where required by the Livingston County Road Commission and the Michigan Department of Transportation.
4. Parking areas with a capacity of four or more vehicles shall be hard surfaced (either concrete, bituminous asphalt or other stabilized engineered surface) prior to occupancy and shall provide adequate drainage facilities to dispose of all collected surface water. The requirement for paving may be waived by the Planning Commission through paragraph 10.2.1.I.
5. Except for single-family residential lots, lighting shall be provided for use when a parking area is in operation. The installation of such lighting shall be so hooded or shielded as to reflect the light away from abutting or neighboring property.
6. When required off-street parking in a non-residential district abuts a residential district, there shall be located a landscaped buffer strip fifteen (15) feet wide and parallel to the mutual boundary. The buffer strip shall be composed of trees and/or foliage. In lieu of a buffer strip, the Planning Commission may permit or require a solid fence or wall between six (6) and eight (8) feet in height shall be located along the mutual boundary.

7. Federal and State requirements regarding handicapped parking and access shall apply.

Staff analysis: The existing parking lot provides for 44 spaces, whereas 24 would be required for a general office building (one parking space for each 400 square feet of gross floor area) with the additional 2,100 square feet as proposed. No change to ingress or egress of parking areas is proposed.

Finally, no changes to the currently conforming exterior lighting are proposed, and no building signage is proposed.

SITE PLAN REVIEW STANDARDS

In the review of all site plans, the Zoning Administrator and the Planning Commission shall endeavor to assure the following:

- A. The proposed development conforms to all provisions of the Zoning Ordinances.**
Please see the discussion on pages two and three for analysis on the project compliance and consistency with the intent and purpose of the Township's Zoning Ordinance.
- B. All required information has been provided.**
The information submitted appears to be adequate to permit the Planning Commission to review the final site plan.
- C. The movement of vehicular and pedestrian traffic within the site and in relation to access streets and sidewalks will be safe and convenient.**
The addition will not impact vehicular or pedestrian traffic within the site because it is going on a portion of manicured lawn that is not accessible by vehicles or necessary for use by pedestrians to gain access to the building or parking area.
- D. The proposed development will be harmonious with existing and future uses in the immediate area and the community.**
The existing municipal complex is primarily open space and the small addition to the police department would be harmonious to the existing use of the site as well as future adjacent uses of public uses, residential, and conserved open space per the 2020 Master Plan.
- E. The proposed development provides the necessary infrastructure improvements, such as roads, drainage, pedestrian facilities and utilities, to serve the site, and be adequately coordinated with the current and future use of adjacent properties.**
This small addition to an existing building will not require any additional infrastructure improvements and will not impact future uses of adjacent properties to develop to full potential.
- F. The applicable requirements of Township, County and State agencies are met regarding grading and surface drainage and for the design and construction of storm sewers, storm water holding facilities, water mains, and sanitary sewers.**

The site plan has been forwarded to the Township Engineer, Utilities Department and the Livingston County Water Authority. Prior to issuance of a building permit the applicant will need approvals from all the required local, state, and federal agencies.

- G. Natural resources will be preserved to the maximum extent possible in the site design by developing in a manner which will not detrimentally affect or destroy natural features such as lakes, ponds, streams, wetlands, steep slopes, and woodlands.**

The lot is relatively flat and there is an existing municipal structure on the site. There are no natural features present on the site.

- H. The proposed development shall respect the natural topography to the maximum extent possible by minimizing the amount of cutting, filling, and grading required.**

The subject property is mostly flat and minimal grading will be required as a part of this project in order to remove the existing asphalt and install a new parking area or to construct the addition.

- I. The proposed development will not cause soil erosion or sedimentation.**

The LCDC will review and issue, as necessary, a soil erosion or sedimentation control permit prior to issuance of a building permit.

- J. Landscaping, including trees, shrubs and other vegetative material is provided to maintain, improve and/or restore the aesthetic quality of the site.**

There are no landscaping standards requirements applicable to municipal uses in any zoning district per Section 36-281 Greenbelts and buffer zones. Staff finds that the existing tree line along Merrill Road will continue to adequately and attractively screen the building from Merrill Road. Additionally, the location of the addition is within a municipal complex that is primarily open space to the south and west.

- K. Conformance to the adopted Hamburg Township Engineering and Design Standards.**

The township engineer has reviewed the plans for compliance with the Engineering and Design Standard and provided the following comment *Based on the included calculation, no revisions are proposed to the existing storm water management system. As such, the storm water management system is in general conformance with the Livingston County Drain Commissioner standards. We offer no objection to the approval of the proposed plans.*

- L. All proposed commercial, office, industrial, institutional and multiple family development shall utilize quality architecture to ensure that buildings are compatible with surrounding uses, protect the investment of adjacent landowners, blend harmoniously into the streetscape and meet the objectives the Township Master Plan. New buildings, additions and renovations shall be designed to preserve or complement the design character of existing development provide visual harmony between old and new buildings, and create a positive image for the Township's various commercial shopping nodes. Commercial,**

office, industrial, institutional and multiple family architecture shall be reviewed by the Planning Commission under the following criteria:

1. Buildings shall front towards and relate to the public street. Buildings shall be located to create a define streetscape through uniform setbacks and proper relationship to adjacent structures. Proper relationship to existing structures in the area shall be maintained through building mass, proportion, scale, roof line shapes and rhythm. Buildings within the area designated on the M-36 Corridor Plan/Master Plan as the "Hamburg Village" shall be compatible with the historic character of the unincorporated place commonly referred to as the "Old Hamburg Village."
2. Building materials and colors shall relate well and be harmonious with the surrounding area. Roof shape and materials shall be architecturally compatible with adjacent buildings and enhance the predominant streetscape. For any side of a principal building facing a public or private street, at least fifty percent (50%) of the facade shall be constructed of, or covered with, the following materials:
 - a. Brick;
 - b. Fluted or scored concrete block;
 - c. Cut stone;
 - d. Vinyl siding;
 - e. Wood siding;
 - f. Glass; or,
 - g. Other materials similar to the above as determined by the Planning Commission.
3. Buildings shall possess architectural variety, but enhance the overall cohesive community character. Buildings shall provide architectural features, details and ornaments such as archways, colonnades, towers, cornices or peaked roof lines.
4. Building walls over 100 feet in length shall be broken up with a combination of the following: varying building lines, windows, architectural accents and trees.
5. Building entrances shall utilize windows, canopies and awnings; provide unity of scale, texture, and color; and provide a sense of place.
6. Where the rear facade of a building will be visible from a residential zoning district, or the rear of the site will be used for public access or parking, such rear facade shall be constructed to a finished quality comparable to the front facade.
7. Signs, landscaping, lighting and other site elements shall be coordinated and compatible with the building design, as well as harmonious with other nearby developments. Developments shall provide site features such as decorative entry signs, ornamental lighting, pedestrian plazas and/or pedestrian furniture.

Staff Analysis:

The proposed addition will match the materials and design of the existing building. The design is compatible with adjacent municipal uses in terms of materials, architectural design, height, and scale.

RECOMMENDATIONS:

Staff recommend the Planning Commission review, discuss and make a recommendation to the Township Board to either approval or denial of the Final Site Plan Application (SPA23-004) or table the application and request any additional information deemed necessary for review.

Site Plan Review 23-004 Draft Approval Motion:

The Planning Commission recommends approval of final site plan for the expansion of the Hamburg Township Police Department building at 10409 Merrill Road (SPA23-004) to the Township Board with the following conditions because as conditioned the project meets the site plan review standards A-L in section 36-73 (7) and the additional approval standards of the RA zoning district under section 36-187 as discussed at tonight's meeting and as presented in the staff report.

Condition 1: Prior to issuance of a land use permit the applicant shall receive approval from all required agencies including, but not limited to, Hamburg Township Fire, Engineering and Public Works Departments, Livingston County Drain Commissioner, Livingston County Road Commission, and Health Department.

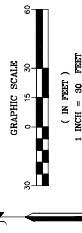
EXHIBITS:

Exhibit A: Site Plan Project Plans (hard copies dated April 24, 2022)

Exhibit B: Architectural rendering

Exhibit C: Application

Exhibit D: Township engineer review letter



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BENCHMARK
 RATED BASED ON HIS 0515 SOLUTION:
 INPUT, AUGUST 26, 2022

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REVISION #	DATE	REVISION DESCRIPTION	REVISION #	DATE	REVISION DESCRIPTION
DESIGN W/VP					
DESIGN					
DRAWING					
CHECK					
W/VP					

HAMBURG TOWNSHIP
POLICE DEPARTMENT

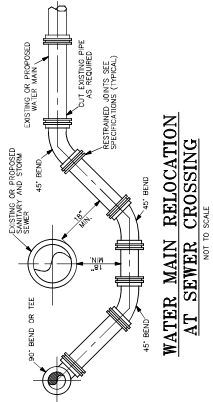
POLICE DEPARTMENT
SITE PLAN

CLIENT:
PUCCI & VOLLMA
508 E. GRAND RIVER, SU
BRIGHTON, MICHIGAN
810-276-2030

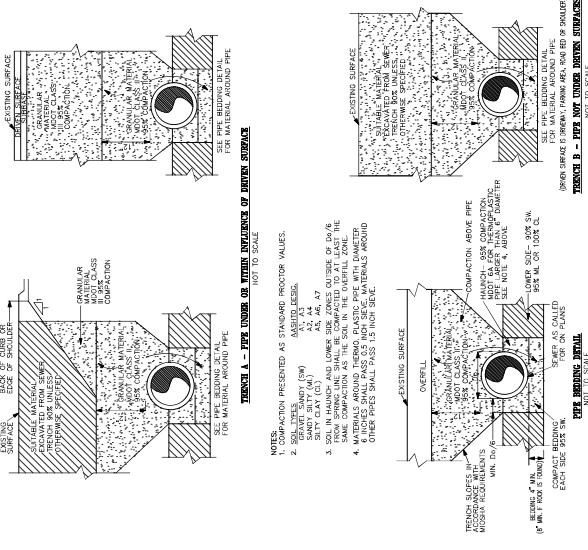
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WATER MAIN NOTES

- The water main specifications of this plan. Manholes are a part of this work. Refer to the General Notes on the project plans for additional information and requirements.
- Water main work shall include clearing of vegetation and tree stumps, digging, laying and installation of pipe, excavation of pipe trench, bedding, backfilling of pipe trench, completion of final fill, final grading, placement of culms, beams, water main, and paving of streets. All work shall be completed in accordance with the specifications of the Michigan Department of Transportation, Division of Highways, and the Michigan Department of Transportation, Division of Water.
- Topsoil shall be replaced over the project plan within the limits of the project plan. The topsoil shall be replaced over the project plan within the limits of the project plan. The topsoil shall be replaced over the project plan within the limits of the project plan.
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WATER MAIN RELOCATION
AT SEWER CROSSING



TRENCH DETAILS

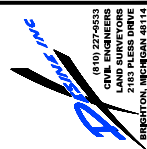
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HAMBURG TOWNSHIP
POLICE DEPARTMENT

UTILITY DETAILS

CLIENT	SCALE	AS NOTED
LOG CREDIT UNION	PROJECT NO. 22485	
2281 FARMINGTON RD.	DWG NAME 426 DT	
FARMINGTON, MICHIGAN 48306	ISSUED	DEC. 8, 2022

DT2







May 15, 2023

Ms. Amy Steffens
Planning and Zoning Director
Hamburg Township
P.O. Box 157
Hamburg, MI 48139

Re: Hamburg Township Police Department
Site Plan Review

Dear Amy,

We have reviewed the plans for the referenced project dated March 21, 2023 as prepared by Desine, Inc.

Based on the included calculation, no revisions are proposed to the existing storm water management system. As such, the storm water management system is in general conformance with the Livingston County Drain Commissioner standards.

We offer no objection to the approval of the proposed plans.

If you have any questions, please contact me at (734) 657-4925.

Sincerely,

Ted L. Erickson, P.E.
ted.l.erickson@imegcorp.com

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

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

SITE PLAN APPROVAL APPLICATION

Please note: All required information, copies, fees, and other materials as appropriate must be submitted and complete before the Township Planning Commission will set a public hearing date on the Site Plan Approval Application.

Application fees and review fees are required at the time of application.

In the case of separate applications for Preliminary and Final reviews, separate application and review fees shall be collected. Review fees shall be placed into a non-interest bearing escrow account. Upon final review, review fee balances shall be returned upon receipt of final billing. The applicant shall be responsible for all costs incurred.

Note: Acreage calculations based upon the acreage being developed or utilized for the project (parking, buildings, walks, storm water retention etc.)

The undersigned hereby makes application for a Site Plan Approval for: (Check all that apply)

1. **TYPE OF PROJECT:** ☐ Open Space ☐ Echo ☐ Residential ☐ Condominium
☐ Apartments ☒ Commercial ☐ Industrial ☐ PUD ☐ Hardship PUD
2. **TYPE OF APPLICATION:** ☐ Preliminary Site Plan ☐ Optional Conceptual Site Plan Review by Planning Commission
☐ Final Site Plan ☒ Combined – Preliminary/Final Site Plan
☐ Minor Site Plan ☒ Site Plan Amendment (less than 25% area of site being changed) ☐ Site Plan Amendment (26% or more of site being changed)

3. **PROJECT NAME:** Hamburg Township Police building expansion Submittal Date: _____

4. **PROJECT ADDRESS:** 10409 Merrill Road, Hamburg, Michigan

Tax Code Numbers: 15 - 26-100-017 15 - _____ 15 - _____

15 - _____ 15 - _____ 15 - _____

☒ Metes & Bounds Parcel ☐ Subdivision N/A Lot Numbers: N/A

Zoning District Classification: RA Floodplain Classification: _____

Number of Lots Proposed: N/A Acreage of Project: 0.40

5. **PROJECT DESCRIPTION:** Proposed 2,100 square foot addition to the existing Hamburg Township Police building.

6. **OWNER/PROPRIETOR INFORMATION:**

Name: Hamburg Township Phone Number(s): 810-231-1000
Email: _____ Address: 10405 Merrill Road
City: Hamburg State: Michigan Zip: 48139

7. **APPLICANT:**

Name: Hamburg Township Police Phone Number(s): 810-231-9391
Email: rduffany@hamburg.mi.us Address: 10409 Merrill Road
City: Hamburg State: Michigan Zip: 48139

8. **DESIGNER INFORMATION:**

Name: Wayne M. Perry, P.E., Desine Inc. Phone Number(s): 810-227-9533
Email: waynep@desineinc.com Address: 2183 Pless Drive
City: Brighton State: Michigan Zip: 48114

9. **SPECIAL USE PERMIT:**

Is a Special Use Permit required for this project? ☐ No ☒ Yes

IF YES, Attach Special Use Permit Application Form with this site plan review application form

APPLICANT CERTIFICATION:

I hereby certify that all structures and uses for which this application is made shall conform to the Ordinances of Hamburg Township, Livingston County and the State of Michigan. All information submitted as a part of the site plan application is to my knowledge accurate. If the information is determined either now or in the future to be inaccurate any permits granted for the incorrect information shall be void and any structures built or uses approved may be in violation of the required ordinances and must otherwise be brought into compliance with all regulations.

I further agree that any deviation from the plans submitted or the breach of any additional safeguards, conditions or requirements the Hamburg Township may impose in granting this application shall constitute a violation of the Ordinance and invalidate the permit granted.

PROPERTY OWNERS SIGNATURE: _____

John M. Hill

Twp Supervisor

DATE: _____

5-2-2023

*If an agent submits the project to the Township for the property owner a letter authorizing must be submitted.

PRELIMINARY & FINAL SITE PLAN
CHECKLIST

Each preliminary & Final Site Plan submitted for review shall provide the following information at the time of application.

A. General Information

- ☒ 1. Name and address of the proprietor and proof of ownership, developer, and registered engineer, registered surveyor, registered architect, registered landscape architect, or registered community planner who prepared the site plan.
- ☒ 2. Date of plan preparation, north arrow, and scale of plan, which shall not be greater than one inch equals twenty feet (1" = 20') nor less than one inch equals two hundred feet (1" = 200').
- ☒ 3. Full legal description of parcel and dimensions of all lot and property lines showing the relationship to abutting properties, and in which district the subject property and abutting properties are located.
- ☒ 4. Area map showing the relationship of the parcel to the surrounding area within one-half mile.
- ☒ 5. The location and description of all existing structures within one hundred feet (100') of the parcel.

B. Physical Information

- ☒ 1. Proposed plans for site grading, surface drainage, water supply and sewage disposal.
- ☒ 2. The location of existing and proposed landscaping, buffer areas, fences, or walls on the parcel.
- ☒ 3. Existing and proposed structure information including the following:
 - a. Footprint location, dimensions and setbacks.
 - b. Finished floor and grade line elevations.
 - c. Elevations drawings that illustrate building design, size, height, windows and doors, and describe construction materials. Elevations shall be provided for all sides visible from an existing or proposed public street or a residential zoning district.
 - d. The Planning Commission may require a color rendering of the building elevation required in paragraph c.
 - e. Proposed materials and colors shall be specified on the site plan. Color chips or samples shall also be submitted at or prior to the Planning Commission meeting to review the site plan. These elevations, colors and materials shall be considered part of the approved site plan.
- ☒ 4. The location and dimensions of all existing and proposed streets, driveways, sidewalks, service lanes and other vehicular and pedestrian circulation features within and adjacent to the parcel.
- ☒ 5. The location, dimensions, and numbers of off-street parking and loading spaces.

- ☒ 6. Location of existing and proposed service facilities above and below ground, including:
- a. Well sites.
 - b. Septic systems and other wastewater treatment systems. The location of the septic tank and drain field (soil absorption system) should be clearly distinguished.
 - c. Chemical and fuel storage tanks and containers.
 - d. Storage, loading, and disposal areas for chemicals, hazardous substances, salt and fuels.
 - e. Water mains, hydrants, pump houses, standpipes, and building services and sizes.
 - f. Sanitary sewers and pumping stations.
 - g. Stormwater control facilities and structures including storm sewers, swales, retention and detention basins, drainage ways and other facilities, including calculations for sizes.
 - h. Location of all easements.

- ☒ 7. Any other pertinent physical features.

C. Natural Features

- ☒ 1. Map of existing topography at two-foot (2') contour intervals with existing surface drainage indicated.
- ☒ 2. Soil characteristics of the parcel to at least the detail provided by the U.S. Soil Conservation Service "Soil Survey of Livingston County, Michigan."
- ☒ 3. On parcels of more than one acre, existing topography with a maximum contour interval of two feet indicated. Topography on the site and beyond the site for a distance of 100 feet in all directions should be indicated. Grading plan, showing finished contours at a maximum interval of two feet, correlated with existing contours so as to clearly indicate required cutting, filling and grading.
- ☒ 4. Location of existing drainage courses, including lakes, ponds, rivers and streams, and all elevations.
- ☒ 5. Location of existing wetlands, delineated under the requirements of section 3.6, Wetland Determination. A Michigan Department of Natural Resources (MDNR) permit shall be required for activities in a regulated wetland or an inland lake or stream. A copy of any correspondence with and applications to the MDNR shall be submitted with the site plan application. The Planning Commission shall not grant final site plan approval until all necessary permits have been obtained.
- ☒ 6. Location of natural resource features, including woodlands and areas with slopes greater than 10 percent (one foot of vertical elevation for every 10 feet of horizontal distance).
- ☒ 7. Location of the required 50 foot natural features setback.
- ☒ 8. Storm water management systems and facilities will preserve the natural drainage characteristics and enhance the aesthetics of the site to the maximum extent feasible, with the development not substantially reducing the natural retention of storage capacity of any wetland, water body, or water course, or cause alterations which could increase flooding or water pollution on or off site.

- ☒ 9. Wastewater treatment systems, including on-site septic systems will be located to minimize any potential degradation of surface water or groundwater quality.
- ☐ 10. Sites which include storage of hazardous materials or waste, fuels, salt, or chemicals will be designed to prevent spills and discharges or polluting materials to the surface of the ground, groundwater, or nearby water bodies.

_____ D. **Natural Features Impact Statement.** The purpose of a Natural Features Impact Statement (NFIS) is to provide the Township with information regarding the impact of a proposed project on the physical, natural, social, and economic environment of the community. A complete report shall be required with all site plan applications. The Zoning Administrator (ZA) has the discretion to modify this requirement based on the specific application. When required the report will be reviewed by the ZA and Hamburg Environmental Review Board (HERB). The HERB may issue an Advisory Report to the Zoning Administrator for review by the Planning Commission. Contained in the Advisory Report will be a summary of the NFIS and appropriate comments and recommendations. The Advisory Report and the required site walk will be used to assist Zoning Ordinance Hamburg Township, Livingston County, Michigan, the Township Board and Planning Commission. The written NFIS will include the following information:

- ☐ 1. Name (s) and address (es) of person(s) responsible for preparation of the impact assessment and a brief statement of any relevant qualifications. The HERB may recommend a qualified individual to prepare the NFIS if deemed appropriate.
- ☐ 2. An impact assessment checklist on a form provided by the Township shall be completed and placed at the beginning of the document.
- ☐ 3. Map (s) and a written description/analysis of the project site including all existing structures, manmade facilities, and natural features. The analysis shall also include information for areas within 50 feet of the property. An aerial photograph or drawing may be used to delineate these areas.
- ☐ 4. Description of existing natural features: A description of the environmental characteristics of the site prior to development shall be provide in the form of written documentation and a site inventory map identifying the location of natural features consistent with subparagraph C of this section. In addition, dominant tree species shall be listed and all species greater than 16 inches caliper or greater. As defined in Article 2.00, natural features include but are not limited to: topography, soils, geology, ground water, wetlands, watercourses, plants and animals (including aquatic species), habitat, and scenery.
- ☐ 5. Impact on natural features: A written description of the impact on the identified existing natural features shall be provided. The report shall also provide a natural features protection plan, which identifies on a map the natural features potentially affected. Where disturbance of natural features both during and after construction is proposed, a written analysis of alternative plans, which were considered, shall be provided to justify the proposed plan. The HERB may recommend a mitigation plan be required which will describe how disturbed natural features were relocated or replace. (See Article 2.00 for complete definition of terms)
- ☐ 6. Impact on storm water management: Description of natural drainage patterns and soil infiltration and unsaturated soil capacity. A description of changes to site drainage and storm water

management facilities to be installed in compliance with the Township Storm Water Ordinance. Description of measures to control soil erosion and sedimentation during grading and construction operations and until a permanent ground cover is established. Recommendations for such measures may be obtained from the County Soil Conservation Service.

- ☐ 7. Special Provisions: Provide a general description of any existing deed restrictions, protective covenants, master deed or association bylaws as they relate to the protection of natural features. Zoning Ordinance Hamburg Township, Livingston County, Michigan
- ☐ 8. Information Sources: A list of all sources of information contained in the NFIS, if any shall be provided.
- ☐ 9. Previous Submittals: Any impact assessment previously submitted relative to the site and proposed development, which fulfills the above requirements (and contains accurate information of the site) may be submitted as the required Impact Assessment.

