



10405 Merrill Road
P.O. Box 157
Hamburg, MI 48139
(810) 231-1000
www.hamburg.mi.us

TO: Zoning Department, Planning Commission & Township Board of Trustees

FROM: Deby Henneman, Township Coordinator

DATE: September 11, 2025

AGENDA ITEM TOPIC: Zoning Map Amendment Request for Manly Bennett Parklands from RA to PPRF

Number of Supporting Documents: 6

Requested Action

To approve Zoning Map Amendment for both Manly Bennett Parkland parcels, 15-26-100-028 (East Park) and 15-26-100-023 (West Park), from its current zoning of RA to PPRF - Public & Private Recreational Facility District, as grants secured through the MDNR Trust Fund, and pursuant to the written Agreement(s) signed by the Township, require that the parcels remain parkland in perpetuity.

Background

In the 1980s, Hamburg Township was the recipient of some grant funding through the MDNR and as part of the process agreed to retain the land as parkland in perpetuity. At the time, the parcel was used as a whole for the agreement. In 1986 the Township Hall and Senior Center was built, and then in 2001 the Police Station and Library. When a later grant was applied for, it was realized that these buildings were built on parcels which the Township had agreed to retain as parkland, and a mitigation process was started.

In late 2008, the Township Board agreed to purchase property which the MDNR agreed would be of the same value, and in early 2011 that mitigation process was completed. That parcel was developed into the Village Trailhead and was also awarded funds in 2013 under the MDNR Trust Fund grant process and should also be labeled as parkland.

In early 2022 when preparing for the West Park Trust Fund grant #TF22-0107, I needed to secure documents confirming the boundaries for both East and West Park. It was at that time that I uncovered that the lot splits intended for the municipal buildings were drawn up but never completed. It was discussed that it would be in the best interest of the Township to have the parcels clearly defined for future grants. In late 2023, the boundaries for West Park needed to be clarified, and the attached map was added to the funding agreement. In early 2024 Alpine Land Surveying was hired to complete a survey. That survey has now been completed, so the final step is to have the parkland re-categorized into a Zoning type that preserves the future parkland as intended, and allows the municipal buildings more flexibility with use of their specific parcels.

Because parklands have different needs for signage, rules & regulations, and use, having a PPRF designation makes sense for our Township and the growing need for municipal parkland. MDNR has reviewed and approved this request.

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



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

HAMBURG TOWNSHIP BOARD OF TRUSTEES
SPECIAL MEETING
HAMBURG TOWNSHIP HALL BOARD ROOM
MONDAY, NOVEMBER 17, 2008
6:00 P.M.

1. Call to Order

Supervisor Pine called the meeting to order at 6:02 p.m.

2. Pledge to the Flag

3. Roll Call of the Board

Present: Hohl, Menzies, Hardesty, Pine, Balon-Vaughn, Bitondo

Absent: Majoros

Also Present: John Drury, Township Attorney, Angela Rabb, Director of Accounting

4. CALL TO THE PUBLIC

Call was made with no response.

5. Approval of the Agenda

Motion by Balon-Vaughn, supported by Menzies to approve the Agenda as presented.

Voice Vote: AYES: 6 NAYS: 0 ABSENT: 1 (Majoros) MOTION CARRIED.

6. Old Business

03042.017C Parkland Conversion / MDNR

Balon-Vaughn presented the Board with a proposal from Livingston Community Bank for the loan necessary for the Township to purchase property from Joe Vallerdita as negotiated. The proposal from Livingston Community Bank quotes an interest rate of 4.65%, fixed rate for 5 years, and an amortization table for 10 years with a balloon payment at the end of 5 years.

John Drury reported that Jim Keifer, Bond Counsel, has reviewed and given his approval for this type of loan and provided the Township with the Resolution for the Installment Purchase Agreement.

Hardesty moved the Resolution, supported by Bitondo to authorize the Installment Purchase Agreement as submitted by Jim Keifer, Bond Counsel.

MOTION & SUPPORT WITHDRAWN.

Hohl confirmed with John Drury that, statutorily, a budget amendment must be approved before the Resolution to spend money can be approved.

Motion by Hardesty, supported by Bitondo to approve a budget amendment in the amount of \$24,704.21 from the General Fund 101 to the Capital Projects Fund 401.

Voice Vote: AYES: 6 NAYS: 0 ABSENT: 1 (Majoros) MOTION CARRIED.

Motion by Hardesty, supported by Bitondo to allow Balon-Vaughn to abstain from voting on the Resolution to approve the Installment Purchase Agreement by virtue of her position on the Board of Directors of Livingston Community Bank.

Voice Vote: AYES: 6 NAYS: 0 ABSENT: 1 (Majoros) MOTION CARRIED.

Hardesty moved the Resolution, supported by Bitondo to approve the Installment Purchase Agreement as prepared by Jim Keifer, Bond Counsel.

Roll Call Vote: Hohl – Y, Menzies – Y, Hardesty – Y, Pine – Y, Balon-Vaughn – ABSTAIN,
Bitondo – Y, Majoros – Absent RESOLUTION PASSED.

Attorney John Drury explained the reason for this land purchase. He stated that when Township Hall Complex was constructed, the Township inadvertently built on an area designated as parkland by the MDNR. Sometime later, when the Township was submitting applications for MDNR grant funds, we were notified that there was a problem. In order to rectify this, the MDNR mandated that the Township purchase land at another location in the Township comparable in acreage and value.

Since that time, the Township has been working to find the solution but until this point, could not find property that matched the criteria set by the MDNR. Finally, the opportunity arose to purchase Mr. Vallerdita's property, and while we're still waiting for final approval from MDNR, Mr. Drury is confident that this purchase will meet the criteria and allow the Township to close the books on this issue.

11082.004 Employee Salary Rates 2008-2009 FY

Pine began the discussion by stating for the record, the following:

"I don't think that we can measure performance objectively without having performance objectives in place and none have been established for our employees. The proposal that came out from the Personnel Committee was based on subjective criteria."

"I feel there's no great urgency to provide pay increases at this time with all the recent layoffs that have been announced in the private sector and the impending bankruptcy of GM before year-end, I don't think there's a lot of upward pressure on competitive pay however it's the next board that needs to balance the budget in the next four years and I think they should have the chance to weigh in on compensation. I value our workforce very highly, we have some hard workers, we have some extremely talented individuals in our workforce and they deserve compensation for what they're doing. However, with this being the very end of this Board and the next Board having financial issues and financial challenges, I'm of the opinion that the next Board ought to get into this quickly."

Hardesty's responded stating that 3 years ago, time and money were spent to complete a compensation study, which this Board approved, with a three-year roll out plan. Year one of the three year plan was adopted, but subsequent years have not followed the plan.

Further, she stated that her proposal incorporated the recommendations made by the Personnel Committee and that there is money in the General Fund to move forward with these recommendations as the health insurance premiums increased by 4%, but 15% was budgeted in each department.



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF NATURAL RESOURCES & ENVIRONMENT
LANSING



January 26, 2011

Nelson ✓
Haymon
CRS
Elected

Mr. Bob Anderson
U.S. Department of the Interior
National Park Service – Midwest Region
601 Riverfront Drive
Omaha, NE 68102-2571

Dear Mr. Anderson:

SUBJECT: Formal Conversion Proposal for Hamburg Township (Livingston
County)
Manly W. Bennett Memorial Park (Merrill Field)
Land and Water Conservation Fund Grants 26-01104B and 26-01274

The Department of Natural Resources and Environment (DNRE), Grants Management requests the National Park Service's review and approval of the formal conversion proposal for Hamburg Township, Livingston County. Hamburg Township has worked diligently to complete the conversion proposal for Manly W. Bennett Memorial Park.

In 1980, Hamburg Township received a development grant (26-01104B) in the amount of \$25,044.83 for a concession/restroom building with water, sewage disposal and electricity, site restoration and landscaping, parking area and a LWCF sign. In 1983, the township received another development grant (26-01274) in the amount of \$29,133 for landscaping, entrance signs, road and parking lot improvements, play structure asphalt walkway, litter barrels, bleachers, service gate and a LWCF sign.


In 1986, the township hall and senior center was constructed, and in 2001 the police station and library was constructed within the 6(f)3 boundaries of the above-referenced LWCF grants. The proposed conversion proposal would delete these four municipal buildings (12.01 acres) from the project boundaries and the proposed mitigation parcel, railroad corridor (7.41 acres), would replace the land lost due to the conversion. Appraisals were conducted on both parcels of land, and it was determined that the mitigation parcel's fair market value exceeded the value of the converted property.

Mr. Bob Anderson
Page 2
January 26, 2011

The DNRE supports the proposed mitigation parcel of land which connects two segments of the existing Lakeland Recreation Trail. It is the DNRE's belief that this mitigation parcel would be a great benefit for the public in southeast Michigan.

If you have any questions regarding this formal conversion proposal, please contact Ms. Shamika Askew-Storay at 517-241-3128 or askews2@michigan.gov. If you wish to contact us in writing, our address is: **Grants Management, Department of Natural Resources and Environment, P.O. Box 30425, Lansing, MI 48909-7925.**

Sincerely,



Steven J. DeBrabander, Manager
Grants Management
517-241-3687
debrabanders@michigan.gov

SD:lh

cc: Mr. Jim Krejci, National Park Service
[REDACTED]
Mr. Walter Bolt, Mannik & Smith Group, Inc.
Mr. John Drury, Kizer Law Firm, P.C.
Mr. John Cherry, DNRE
Ms. Shamika T. Askew-Storay, DNRE

RESOLUTION

AMENDMENTS – MITIGATION of LOST PARKLANDS

LAND and WATER CONSERVATION FUND PROJECT AGREEMENT 26-01104B and 26-01274, AMENDMENT No. 1 RECREATION BOND FUND PROGRAM PROJECT AGREEMENT BF89-092, AMENDMENT No. 5

At a regular meeting of the Board of Trustees of the Township of Hamburg, Livingston County, State of Michigan, held at the Hamburg Township Hall on March 22, 2011, beginning at 10:00 a.m., there were:

PRESENT: Carlson, Hahn, Hohl, Menzies, Neilson, Semprevivo

ABSENT: Dolan

and the following preamble and resolution were moved for adoption by Carlson supported by Neilson:

WHEREAS, all requirements for the mitigation of Lost Parklands associated with Project 26-01104B, 26-01274, and BF89-092 have been fully resolved to the satisfaction of the Michigan Department of Natural Resources and Environment, and

WHEREAS, amendments to the original Project Agreements are necessary to properly amend the legal description and boundary maps that have resulted from this conversion.

NOW THEREFORE BE IT RESOLVED, that the Hamburg Township board of Trustees hereby directs Hamburg Township Supervisor, Patrick Hohl, to sign copies of amendments to Projects, 26-01101B, 26-01274, and BF89-092 as provided on March 4, 2011 by The Michigan Department of Natural Resources and Environment.

Upon a roll call vote of the Board, the following voted:

AYES: Carlson, Hahn, Hohl, Menzies, Neilson, Semprevivo


NAYS: None

ABSENT: Dolan

Resolution Declared: Adopted

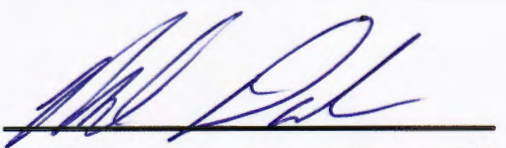
CERTIFICATION

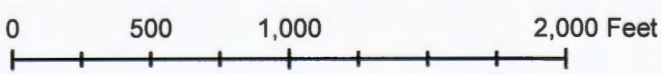
I, James A Neilson, being the duly elected Clerk of the Township of Hamburg, Livingston County, Michigan, hereby certify that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board, and the vote taken thereon, at the meeting described in the introductory paragraph, at which time a quorum was present and remained throughout; (2) the original of such resolution is on file in the Clerk's office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended) and (4) minutes of such meeting were kept and have been or will be made available as required thereby.



James A. Neilson
Hamburg Township Clerk

HAMBURG TOWNSHIP WEST PARK


Mike Dolan, Hamburg Township Clerk-10/3/23



PROJECT BOUNDARY MAP
TF22-0107
BENNETT PARK RENOVATIONS & WATER TRAIL ACCESS IMPROVEMENTS

[Signature] 9/24/23
Mike Dolan, Hamburg Township Clerk Date





Alpine Land Surveying
Your Flood Zone Expert

376 Beech Farm Circle, Suite 1293, Highland, MI 48357
Phone: 810-207-8050

April 24, 2024

Patrick Hohl
Township Supervisor
10405 Merrill Road
Hamburg, MI 48139

Re: Parcel Split for 6 Parcels / PA 132

Mr. Hohl:

We are sending this letter to confirm the costs associated with completing a Parcel Split resulting in 6 parcels for the property's located at 10405 Merrill Road, Hamburg, MI (Current Parcel #'s 4715-26-100-017, 4715-26-100-016, and 4715-26-100-15).

PROJECT DESCRIPTION / SCOPE OF SERVICES:

STEP 1: We will complete a Preliminary Drawing which will illustrate the 6 newly proposed parcels, together with existing structures. = \$5000

STEP 2: Once the Preliminary Drawing is approved, we will move forward with your final PA132 Parcel Split Drawing. This will include setting irons and writing new legal descriptions for the 6 new parcels = \$5280

Total cost to complete project - \$10,280

FEES / PAYMENT / TIMEFRAME:

The Preliminary Drawing should take approximately 6 – 8 weeks to complete, provided there are no unforeseen problems. If you would like me to proceed with scheduling, please sign and date a copy of this letter and return it to our office, along with a check in the amount of \$5000 (cost of STEP 1). The balance will be due when the final drawing is complete and ready for delivery.

Please feel free to contact me if you have any additional questions or concerns.

Sincerely,

Karol L. Grove
Professional Land Surveyor #39075

I hereby accept the terms as described above and would like you to proceed with the work as described.

Name

5-10-24

Date

From: [Campbell, Erin \(DNR\)](#)
To: [Deby Henneman](#)
Cc: [Dietz, Kelsey \(DNR\)](#); [Dennison, Charles \(DNR\)](#); [Hegdal, Sage \(DNR\)](#)
Subject: RE: Zoning Map Amendment & Historical Mitigation - Manly Bennett Park - Hamburg Township - Request for Review and Support
Date: Friday, September 5, 2025 9:31:36 AM

Hello Deby,

Your email made its way to us (Kelsey and I) in the DNR recreation grants section. Thank you for your patience while we sorted through the historical files to be sure of the history (conversion) and current encumbrances at Manly Bennet Park (and West Park).

We appreciate you checking with us on the zoning changes proposed for the encumbered parkland as part the effort to split off the previously converted parcels. We don't typically provide formal approval or comment on local zoning issues. In this case, you could use this email as documentation that we are in support of the proposed zoning changes. Property that is grant-assisted and encumbered in perpetuity should be zoned as some type of public parkland as a best practice. We are in support of the zooming changing from RA (Residential) to PPRF (Public & Private Recreational Facility District).

Please let us know if you have any additional questions or comments regarding the encumbrances, we value the open communication.

Thank you,

Erin Campbell
Compliance and Stewardship Specialist
Grants Management Section
Michigan Department of Natural Resources
Call/text: 269.300.9698 - CampbellE6@Michigan.gov

From: Deby Henneman <dhenneman@hamburg.mi.us>
Sent: Tuesday, August 5, 2025 12:50 PM
To: Dennison, Charles (DNR) <DennisonC@michigan.gov>; Hegdal, Sage (DNR) <HegdalS@michigan.gov>
Subject: Zoning Map Amendment & Historical Mitigation - Manly Bennett Park - Hamburg Township - Request for Review and Support
Importance: High

CAUTION: This is an External email. Please send suspicious emails to abuse@michigan.gov

Hi Chuck & Sage:

Hope this message finds you both well! I wasn't sure who this would go to, so thought I would start with you both and figured you could let me know who should get included.

We had received some funding in the 1980s for the parks and in the 1990s we built the Municipal buildings on those parcels. When we applied for another grant in the 2000s is when the error was realized. We went through the Mitigation process to “replace” the park property used for the Municipal complex and purchased the Village Trailhead parcel in 2011. It has since been developed with a Trust Fund grant. When I started pursuing grants for Manly Bennett, it was realized that the work was done to split the parcels and was approved by the DNR when property values were compared, but had never been finalized. That work has been completed and I am attaching the survey with the new parcels giving each of the 4 buildings their own ID.

I am now working with the Zoning Department to get the park parcels rezoned from RA (Residential) to PPRF (Public & Private Recreational Facility District) to further secure these parcels as parkland in perpetuity, and to allow us a little more flexibility with the zoning requirements as relates signage, use, etc. I just wanted to pass this information along to the MDNR to receive their blessing on this Map Amendment request, and to provide the updated Survey information for what is known as Manly Bennett Park East. My next request for a Map Amendment will be the Village Trailhead parcel, as well as the parcel known as Manly Bennett Park West, which should also be PPRF moving forward.

I am attaching my memo and supporting docs, as well as the Zoning Administrator’s memo to the Planning Commissioners and a copy of the Survey. If you could please forward a letter in support of these requested changes for my file, I would appreciate it. If you need further information, or have any questions, please don’t hesitate to reach out.

Thank you so much!

Best,

Deby Henneman, ADAC
Hamburg Township Coordinator
Parks, ADA, Grants, Ordinances
(810) 222-1124
dhenneman@hamburg.mi.us

Please note: The Hamburg Township Offices are closed on Fridays