



Livingston County Department of Planning

November 21, 2024

Hamburg Township Board of Trustees
c/o, Mike Dolan, Township Clerk
10405 Merrill Road
P.O. Box 157
Hamburg, MI 48139

Scott Barb
AICP, PEM
Director

Robert A. Stanford
AICP, PEM
Principal Planner

Martha Haglund
AICP Candidate
Principal Planner

Re: Z-44-24 Text Amendments for Sec.36-482 Signs and Sign Enforcement

Dear Board Members:

The Livingston County Planning Commission met on Wednesday, November 20, 2024, and reviewed the above text amendment. The County Planning Commissioners made the following recommendation:

Z-44-24 APPROVAL. The proposed amendments are appropriate and will help to reinforce the existing zoning language.

Copies of the staff review and Livingston County Planning Commission meeting minutes are enclosed. Please do not hesitate to contact our office should you have any questions regarding county action.

Sincerely,

Martha Haglund

Enclosures

c: Jeff Muck, Chair, Planning Commission
David Rohr, Planning & Zoning Director

Meeting minutes and agendas are available at:
<https://milivcounty.gov/planning/commission/>

Department Information

Administration Building
304 E. Grand River Avenue
Suite 206
Howell, MI 48843-2323

(517) 546-7555
Fax (517) 552-2347

Web Site
milivcounty.com/planning

ZONING/MASTER PLAN AMENDMENT FORM

Livingston County Planning Commission, 304 East Grand River, Suite 206, Howell, MI 48843-2323

LOCAL CASE NUMBER _____ COUNTY CASE NUMBER 2-44-24

The Hamburg Township Planning Commission is submitting the following amendment for review and comment.

REZONING (MAP AMENDMENT) Property description and location (attach a map of the proposed amendment as required by law).

Size: _____ Property tax identifier: _____
Location: _____
Existing Zoning District is: _____ Proposed Zoning District: _____
Name of Petitioner: _____ Name of Property Owner: _____
Purpose of Change: _____
Existing Land Use: _____

ZONING ORDINANCE TEXT AMENDMENT The following Article(s) and Section(s) to be amended:

Article Number(s): XIII Article Name(s): Signs
Section Number(s): 36-482 Section Name(s): Sign regulation enforcement

Please attach a copy of the proposed zoning ordinance changes.

PUBLIC NOTICE AND PUBLICATION SCHEDULE

Legal notice of the public hearing was published on September 26, 2024 in the Press and Argus
(not less than 15 days before the public hearing per Michigan Zoning Enabling Act, Act 110 of 2006, MCL 125.3103)

_____ Newspaper, which has general circulation in the jurisdiction. The Hamburg Township Planning

Commission held a public hearing on October 16, 2024 to hear the views of the public on the proposed amendment.

MINUTES OF PUBLIC HEARING (Please check "a" or "b" below)

- a. The meeting minutes are attached.
- b. The minutes of the meeting will be sent later. The case information has been sent so that the Livingston County Planning Department staff can be working on the case while the minutes are being prepared. The facts brought out at the hearing are: (use additional sheets as necessary)

MASTER PLAN

Adoption of new or revised plan Amendment (Section/Chapter) _____

Note: For all master plan cases, the municipality must submit a statement signed by the Planning Commission Secretary stating that all of the necessary legislative bodies have been sent notice of the public hearing and copies of the proposed language/map, along with the name and address of each, and date of submittal.

PUBLIC NOTICE AND PUBLICATION SCHEDULE

Legal notice of the public hearing was published on _____
(not less than 15 days before the public hearing per Michigan Planning Enabling Act, Act 33 of 2008, MCL 125.3843)

in the _____ Newspaper, which has general circulation in the jurisdiction.

The Hamburg Township Planning Commission held a public hearing on _____ to hear the views of the public on the proposed amendment. (date)

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LOCAL JURISDICTION PLANNING COMMISSION ACTION

The recommendation of the Hamburg Township Planning Commission, at its meeting of October 16, 2024, was:

- Approval
- Disapproval
- Approval under the following conditions: (use additional sheets as necessary)

(Chair Signature)

LIVINGSTON COUNTY PLANNING COMMISSION ACTION

Date Received _____ Date of LCPC Meeting 11/20/24

The Commission on the above meeting date took the following action:

- Approval
- Approval with conditions stated in attachment
- Disapproval
- No action-encourage further review

(Chair Signature)

(Director Signature)

LOCAL JURISDICTION BOARD ACTION

Date of Meeting _____ The Hamburg Township Board at a legally constituted meeting held on the above date PASSED PASSED WITH AMENDED LANGUAGE DID NOT PASS NO ACTION-ENCOURAGE FURTHER REVIEW the recommended change contained herein.

Please sign and return one completed copy of this form to the Livingston County Planning Department.

(Clerk)

ZONING/MASTER PLAN AMENDMENT FORM

Livingston County Planning Commission, 304 East Grand River, Suite 206, Howell, MI 48843-2323

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- Approval under the following conditions: (use additional sheets as necessary)

(Chair Signature)

LIVINGSTON COUNTY PLANNING COMMISSION ACTION

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The Commission on the above meeting date took the following action:

- Approval
- Approval with conditions stated in attachment
- Disapproval
- No action-encourage further review

(Chair Signature)

(Director Signature)

LOCAL JURISDICTION BOARD ACTION

Date of Meeting _____ The Hamburg Township Board at a legally constituted meeting held on the above date PASSED PASSED WITH AMENDED LANGUAGE DID NOT PASS NO ACTION-ENCOURAGE FURTHER REVIEW the recommended change contained herein.

Please sign and return one completed copy of this form to the Livingston County Planning Department.

(Clerk)



Livingston County Department of Planning

MEMORANDUM

Scott Barb
AICP, PEM
Director

Robert A. Stanford
AICP
Principal Planner

Martha Haglund
AICP Candidate
Principal Planner

TO: Livingston County Planning Commission and the
Hamburg Township Board of Trustees

FROM: Martha Haglund, Principal Planner

DATE: October 25, 2024

SUBJECT: Z-44-24. Hamburg, Section 36-482 Signs and Sign
Enforcement

Hamburg Township is proposing to amend their zoning ordinance language related to signs and sign enforcement. The proposed amendments update the code enforcement article numbers. The amendments also require township approval for park/trail related signs.

Staff has reviewed the proposed amendments for accuracy and compatibility with the existing ordinance language and offers the following summary for your review. Staff comments are noted throughout with additions and changes to the Ordinance written in **red**.

Sec. 36-482. Sign regulation enforcement.

- (a) *Signs on private property.* Signs in violation of the regulations will be enforced by the zoning administrator or designee utilizing Ordinance No. 71-A the civil infraction ordinance.
- (b) *Signs within the public or private right-of-way or on public land.* Signs in violation of the regulations will be removed by the zoning administrator or designee.

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- (1) First violation: Will be removed and held for ten days at the Township offices, after which the signs will be discarded.
- (2) Second violation: The signs will be removed and will be discarded without a holding period.
- (3) Signs in continual violation of the regulations may be enforced by the **Code Enforcement Officer, zoning administrator-Zoning Administrator, or designee, utilizing Ordinance No. 71-A Chapter 1, Article II, Section 1-45 – Sanctions for violations, in the Hamburg Township civil infractions-Code of Ordinances. ordinance.**
- (4) Signs will be considered in the public right-of-way if they are within ten feet of a public street or if they are in violation of section 36-228.

- (5) For purposes of assessing fines and penalties only, a violation under this section shall be classified a Class E municipal civil infraction.
- (6) Signs for Park/Trail related events must be approved through the Park Use Application process.

TOWNSHIP PLANNING COMMISSION RECOMMENDATION: APPROVAL: The Hamburg Township Planning Commission approved the proposed text amendments at their October 16, 2024, meeting. There were no public comments.

STAFF RECOMMENDATION: APPROVAL The proposed text amendments are appropriate and will help to reinforce existing zoning language.



Livingston County Department of Planning

LIVINGSTON COUNTY PLANNING COMMISSION MEETING

Wednesday, November 20, 2024 – 6:30 p.m.

Administration Building, Board of Commissioners Chambers
304 East Grand River, Howell, MI 48843

Please note that this is a hybrid meeting with County Planning Commissioners and staff meeting in-person. Audience participants are welcome to attend in-person or via Zoom by using the meeting link at the bottom of the agenda.

Scott Barb
AICP, PEM
Director

Robert A. Stanford
AICP
Principal Planner

Martha Haglund
AICP Candidate
Principal Planner

Agenda

1. Call to Order
2. Pledge of Allegiance to the Flag
3. Roll and Introduction of Guests
4. Approval of Agenda – November 20, 2024
5. Approval of Meeting Minutes – October 16, 2024
6. Call to the Public
7. Presentation of Master Plan Photo Contest Winners
8. Zoning Reviews
 - A. Z-43-24: Hamburg Township Text Amendments, Section 36-434 Cottage Housing PUD
 - B. Z-44-24: Hamburg Township Text Amendments, Section 36-482 Signs and Sign Enforcement
 - C. PA-02-24: PA 116 Application – Conway Township - Copeland
9. Old Business:
10. New Business:
11. Reports:
 - A. Annual Meeting to Follow Adjournment
12. Commissioners Heard and Call to the Public
13. Adjournment

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Web Site
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Via Zoom (on-line meetings):

<https://zoom.us/j/3997000062?pwd=SUdLYVFFcmozWnFxbm0vcHRjWkVIZz09>

Via the Zoom app

Join a meeting, with meeting number: **399 700 0062**

Enter the password: **LCBOC** (ensure there are no spaces before or after the password)

Meeting ID: **399 700 0062**

Password: **886752**

DRAFT
LIVINGSTON COUNTY PLANNING COMMISSION
MEETING MINUTES
NOVEMBER 20, 2024
6:30 p.m.
Hybrid In-Person and Virtual Zoom Meeting

Zoom Virtual Meeting Room Meeting ID: 399-700-0062 / Password: LCBOC
<https://zoom.us/j/3997000062?pwd=SUdLYVFFcmozWnFxbm0vcHRjWkVIZz09>

PLANNING COMMISSION			
COMMISSIONERS PRESENT:	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; padding: 2px;"> Bill Anderson Matt Ikle Dennis Bowdoin Bill Call </td> <td style="width: 50%; padding: 2px;"> Margaret Burkholder Paul Funk Kevin Galbraith </td> </tr> </table>	Bill Anderson Matt Ikle Dennis Bowdoin Bill Call	Margaret Burkholder Paul Funk Kevin Galbraith
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COMMISSIONERS ABSENT:			
STAFF PRESENT:	Scott Barb Rob Stanford Martha Haglund		
OTHERS PRESENT:	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; padding: 2px;"> Bruce Powellson-Marion Twp Carolyn Wesley-Brighton James Wesley-Brighton </td> <td style="width: 50%; padding: 2px;"> Carol Peterson-Oceola Township Monica O’Connell </td> </tr> </table>	Bruce Powellson-Marion Twp Carolyn Wesley-Brighton James Wesley-Brighton	Carol Peterson-Oceola Township Monica O’Connell
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1. **CALL TO ORDER:** Meeting was called to order by Planning Commissioner Anderson at 6:30 PM.
2. **PLEDGE OF ALLEGIANCE TO THE FLAG**
3. **ROLL AND INTRODUCTION OF GUESTS:** None.
4. **APPROVAL OF AGENDA:**

Commissioner Action: IT WAS MOVED BY COMMISSIONER IKLE TO APPROVE THE AGENDA, DATED NOVEMBER 20, 2024, SECONDED BY COMMISSIONER FUNK.

All in favor, motion passed 7-0.

5. **APPROVAL OF PLANNING COMMISSION MEETING MINUTES**

Commissioner Action: IT WAS MOVED BY COMMISSIONER CALL TO APPROVE THE MINUTES, DATED OCTOBER 16, 2024, SECONDED BY COMMISSIONER BURKHOLDER.

All in favor, motion passed 7-0.

6. **CALL TO THE PUBLIC:** None.
7. **PRESENTATION OF MASTER PLAN PHOTO CONTEST WINNERS.**

8. ZONING REVIEWS:

A. **Z-43-24: HAMBURG TOWNSHIP, AMENDMENTS TO ZONING ORDINANCE ARTICLES – SECTION 36-434 COTTAGE HOUSING PUD.**

Hamburg Township is proposing to remove their Cottage Housing Planned Unit Development Ordinance. The township amended and adopted Section 36.429-433: Elderly Cottage Housing Opportunity Ordinance to a Cottage Housing Opportunity Ordinance in September 2024. To avoid duplication of ordinances the township seeks to remove Sections 36:434-436.

Township Recommendation: Approval. Hamburg Township Planning Commission recommended approval to repeal Sections 36.434-438 of the Township Zoning Ordinance at their October 16, 2024, Planning Commission Meeting. There were not any public comments.

Staff Recommendation: Approval. The proposed text amendments are appropriate and are consistent with existing zoning language. The repeal of section 36:434-438 will avoid duplication in the Township Zoning Ordinance.

Commission Discussion: Commissioner Burkholder asked if the existing ordinance still contains all the requirements for cottage housing PUD's. Commissioner Call would like to see height requirements included in the proposed language.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER IKLE TO RECOMMEND APPROVAL, SECONDED BY COMMISSIONER GALBRAITH.

Motion passed: 7-0.

B. **Z-44-24: HAMBURG TOWNSHIP, AMENDMENTS TO ZONING ORDINANCE ARTICLES – SECTION 36-482 SIGNS AND SIGNS ENFORCEMENT.**

Hamburg Township is proposing to amend their zoning ordinance language related to signs and sign enforcement. The proposed amendments update the code enforcement article numbers. The amendments also require township approval for park/trail related signs.

Township Recommendation: Approval. The Hamburg Township Planning Commission approved the proposed text amendments at their October 16, 2024, meeting. There were no public comments.

Staff Recommendation: Approval. The proposed text amendments are appropriate and will help to reinforce existing zoning language.

Commission Discussion: None

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER FUNK TO RECOMMEND APPROVAL, SECONDED BY COMMISSIONER BOWDOIN.

Motion passed: 7-0.

9. OLD BUSINESS: None.

10. NEW BUSINESS: None.

11. REPORTS:

A. Annual Meeting to Follow Adjournment.

12. COMMISSIONERS HEARD AND CALL TO THE PUBLIC: None.

13. ADJOURNMENT:

Commissioner Action: IT WAS MOVED BY COMMISSIONER BOWDOIN TO ADJOURN THE MEETING AT 6:50 PM, SECONDED BY COMMISSIONER CALL

Motion passed: 7-0.

DRAFT