



# CHARTER TOWNSHIP OF PORT HURON

3800 Lapeer Road  
Port Huron Twp., Michigan 48060

Phone: (810) 987-6600  
Fax: (810) 987-6712

## Planning Commission Agenda Thursday, September 14, 2023, 7:00 PM

Public Comments will be limited to 5 minutes per person.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Approval of Minutes for July 13, 2023 Planning Commission Meeting
6. General Public Comment (for non-agenda items)
7. Public Hearings
  - a. Rezoning Request: Nick Sears, Parcel Number 74-28-172-0018-000, 1915 Henry Street. The property is currently zoned RM-2, Multiple-Family Residential. The zoning classification being requested is R-2, Single-Family Residential.
8. Old Business- None
9. New Business
  - a. Rezoning Request: Nick Sears, Parcel Number 74-28-172-0018-000, 1915 Henry Street. The property is currently zoned RM-2, Multiple-Family Residential. The zoning classification being requested is R-2, Single-Family Residential.
10. Reports
  - a. Township Planner – Steve Cassin
  - b. Township Board – John Reno
  - c. Zoning Board of Appeals – Jerry Sebastian
11. Adjournment



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## Planning Commission Meeting Minutes July 13<sup>th</sup> 2023

1. Meeting Call to Order by Chairman Mark Kovach at 7:00pm
2. Pledge of Allegiance
3. Roll Call
  - a. Attended: Trustee John Reno, Chairman Mark Kovach, Jerry Sebastian and Laura Coveyeow
  - b. Also Present: Twp Planner Stephen Cassin, and Amy Hurd Recording Secretary, Jay Folske, Mark Bills, Matthew Mueller, Mark Pettee, Carol Miller, and several unnamed individuals
  - c. Absent Excused: Mike Bachelier, Steve Tetreau and Sheri Faust
4. Agenda Approval:
  - a. Motion by, Laura Coveyeow supported by Trustee John Reno to approve the agenda as presented, Chairman Mark Kovach called all in favor, motion carried
5. Approval of Minutes: **May 11<sup>th</sup> 2023**
  - a. Motion by Sheri Faust, seconded by John Reno to approve the minutes as present, Chairman Mark Kovach called all in favor, motion carried.
6. Correspondence – None
7. General Public Comment –
  - a. Carol Miller, 2340 Randolph, Port Huron Twp, spoke on the meeting minutes, master plan, and Code enforcement issues.
8. Public Hearing:
  - a. Open Public Hearing 7:08pm Motion by Reno and Support by Laura Coveyeow
    - i. Union Properties Construction LLC, Brett Dell PARCEL NUMBER 74-28-190-0094-001 (AKA 592 32<sup>nd</sup> St.) The property is currently zoned B-3 General Business District the zoning classification being considered is I-L Light Industrial
      1. Motion to close public hearing on Item i by Trustee Reno Second by Laura Coveyeow at 7:10 Chairman Mark Kovach called all in favor, motion carried
    - ii. Mark Bills, PARCEL NUMBER 74-28-020-1045-000 AKA Vacant Michigan Rd. The property is currently Zoned B-3, General Business. The Zoning classification being considered is I-L, Light Industrial

- iii. Mark Bills, PARCEL NUMBER 74-28-020-1046-000 AKA Vacant Dove Rd The property is currently Zoned B-3, General Business. The Zoning classification being considered is I-L, Light Industrial
- b. Motion to close hearing on item ii and iii by Trustee Reno supported by Laura Covyew 7:20 Chairman Mark Kovach called all in favor, motion carried

9. Old Business –

- a. Master Plan, Parks and Recreation Plan to adopt the updated Port Huron Township Master Plan, which includes the 2023-2027 Parks and Recreation Plan.

- i. Motion by John Reno to approve the Master Plan until seconded by Jerry Sebastian Roll Call vote: 4-0 motion passed by roll call vote

10. New Business –

- a. Site Plan Review for Parcel #28-019-2005-002 to construct 151 new manufactured home sites with streets and utilities by Matthew Mueller PE of Bayview Engineering Inc.
  - i. Motion by Jerry Sebastian to table until the proper documentation and questions are answered to provide supported by Trustee John Reno called in favor, Chairman Mark Kovach called all in favor, motion carried
- b. Union Properties Construction LLC, Brett Dell PARCEL NUMBER 74-28-190-0094-001 (AKA 592 32<sup>nd</sup> St.) The property is currently zoned B-3 General Business District the zoning classification being considered is I-L Light Industrial
  - i. Motion by Laura Covyew to deny the Industrial zoning request, supported by Jerry Sebastian, Chairman Mark Kovach called all in favor, motion carried
- c. Mark Bills, PARCEL NUMBER 74-28-020-1045-000 AKA Vacant Michigan Rd. The property is currently Zoned B-3, General Business. The Zoning classification being considered is I-L, Light Industrial
- d. Mark Bills, PARCEL NUMBER 74-28-020-1046-000 AKA Vacant Dove Rd The property is currently Zoned B-3, General Business. The Zoning classification being considered is I-L, Light Industrial
  - i. Two request item c and d were combined into one motion, motion by Trustee Reno to approve the rezoning from B-3 to I-L, supported by Laura Covyew, Chairman Mark Kovach called all in favor, motion carried

- e. Revised Site Plan Review Parcel ID#28-020-1019-001 to construct Storage Units Dove Rd. By Mark Pettee
  - i. Motion by Trustee John Reno to approve the revised site plan with compliance with all township engineering, building and fire department requirements, seconded by Jerry Sebastion Chairman Mark Kovach called all in favor, motion carried
- f. Revised Site Plan Review Parcel ID# 28-007-3014-001 to construct 1 up to 8 Commercial business's and or warehouse's by SSK Ground Development LLC Sandra Kammer
  - i. Motion by Trustee John Reno,
    - 1. Approve SSK Development request to be allowed to subdivide the building as needed up to 8 units total, recognizing the exterior of the building (8 entry door and 8 overhead doors) and all utilities (water, sewer, electric, and plumbing) of 8 to remain the same and constructed and inspected as previous approved site plan, some units will be allowed to be capped, all 8 units must be prepped for individual water, sewer, electrical and plumbing.
  - ii. Seconded by Jerry Sebastion, Chairman Mark Kovach called all in favor, motion carried

#### 11. Reports

- a. Township Planner – Steve Cassin – None
- b. Township Board Reports – John Reno – None
- c. Zoning Board of Appeals – None

#### 12. Adjournment

- a. Motion by Trustee John Reno, supported by Laura Covyseow to adjourn meeting at pm Chairman Mark Kovach called for all in favor, motion carried, the meeting was adjourned 8:30pm.

*Respectfully submitted Amy J. Hurd*





# CHARTER TOWNSHIP OF PORT HURON Planning Commission Application

**★ ALL INFORMATION & FEES MUST BE SUBMITTED A MINIMUM OF 28 DAYS IN ADVANCE OF THE MEETING.**  
 Planning Commission Meetings are generally held the 2nd Thursday of every Month

|   |   |
|---|---|
| <p><input type="checkbox"/> Site Plan Review (\$450.00)</p> <p><input type="checkbox"/> Special Approval Use (\$950.00)</p> <p><input checked="" type="checkbox"/> Rezoning (\$1,050.00)</p> <p><input type="checkbox"/> Special Meeting</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Paid Planning<br/>372000619000</p> <p>\$ <u>1050.00</u></p> <p><small>*Sketch Plan Review - See Separate Application</small></p> | <p><b>Escrow Deposits - Engineering</b></p> <p><input type="checkbox"/> Site Plan Review<br/>(Min. \$1,000.00 + \$80.00 acre)</p> <p><input type="checkbox"/> Engineering Review<br/>(Min. \$500.00 + per fee schedule)</p> <p><input type="checkbox"/> Engineering Inspection's<br/>(Min. \$1,000.00 + per fee schedule)</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Paid Engineering<br/>101000225000</p> <p>\$ _____</p> |
| <p>Date Submitted: <u>8-4-23</u></p> <p>Fee \$ Paid: <u>1050.00</u></p> <p>Project #: _____</p> <p>Public Hearing Date: <u>SEPT</u></p> <p>Publication Date: _____</p>  |   |

**Applicant Information** (Must have a legal interest in the property):

Representative/ Owner     Purchaser - Option or Purchase Agreement     Purchaser - Land Contract  
 Tenant / Lessee     Developer / Contractor     Engineer / Architect

Name: NICK DEARS    Bus/Org Name: DAVE ROBERTS PROPERTIES LLC

Address: 2715 Almond St    City/State/Zip: Port Huron MI 48060

Phone: (810) 650-3664 Fax: ( )    Cell Phone: (810) 650-3664

E-mail: nick@nickdears.com    Other Phone #: ( ) \_\_\_\_\_

All information contained herein is true and accurate to the best of my knowledge. I acknowledge that the Charter Township of Port Huron will not review my application unless all information required in this application has been submitted. Further I grant permission for representatives of Port Huron Township to enter the property described in this application for the purpose of gathering information related to this application and agree that they will not be held liable for claims resulting from the processing of this request. I agree that I will be responsible for any and/or all fees assessed or incurred for the review and processing of the request, including possible Engineering, Building and/or other necessary reviews if required. **Note:** The **Applicant** or a designated representative **MUST BE PRESENT** at all scheduled review meetings or the proposed action may be tabled due to lack of representation.

**Signature of Applicant:** [Signature]    Date: 08-03-23

**Property Information:**

Address / Location of Subject Property: 1915 Hwy Street Port Huron MI

Parcel # of Subject Property: 74-28-172-0018-000 Current Zoning Designation: R-2 Requested Zoning: R-2

Property Area (square ft & acres): 1.75<sup>+</sup> - Nearest Cross Streets: WATER ST / HOLLY ST.

Present Use of Property: Multiple    Proposed Use of Property: SINGLE FAMILY(3)

Legal Description (attach separate sheets if necessary):  
LOTS 15+16 PLAZA OF HOLAC6 GARAGE SUBDIVISION OF LOTS OF THE SUBDIVISION

Brief Description of Proposed Activity (attach separate sheets if necessary):  
WANTS TO BE EXISTING HOWEY THE OTHER 2 LOTS WITH HOUSE NEW



Note: The Applicant or a designated representative should be present at all scheduled review meetings or the proposed action may be tabled or denied due to lack of representation. Please attach the Following:

- Must be Submitted in Substantially Complete form NO Later than Twenty-Eight (28) Days in advance of the meeting date.
- Digital Submittal and Five (5) sealed by a registered architect, engineer, landscape architect or community planner. (Sketch Plans may be exempt from the requirement for a seal).
- A Complete Written description of the existing and proposed uses, including but not limited to: hours of operation, number of employees on largest shift, number of company vehicles, etc.... Based on the Ordinance Section Requirements.
- Planning Commission Fees and Escrow Deposit for Site Plan and Possible Engineering Review Fees
- Review comments or approvals from County, State or Federal Agencies that have jurisdiction over the project, including but not limited to:
  - St. Clair County Road Commission
  - MI Department of Natural Resources & Environmental Quality
  - St. Clair County Drain Commissioner
  - MI Department of Transportation
  - St. Clair County Health Department
  - U.S. Army Corps of Engineers
  - Engineering or Staff Review
  - Other / Bond
  - Proof of Property Ownership
  - All Taxes are paid

If any of the above items are not submitted, paid for, or missing A signature  
The Application will be considered as incomplete and will NOT be accepted.

Owner of the Property Information: (Must be completed by owner of property):

Name of Property Owner: Rose Roberts Properties LLC  
Address: 2715 Almost Dr.  
City: Port Huron State: MI Zip: 48060  
E-mail: nick.nickolas@rsps.com Phone: (810) 650-3664  
Cell Phone: (810) 650-3664 Other Phone: ( )

The undersigned hereby affirms and acknowledges that they are the owner(s) of the property described in the application and are aware of the contents of the application. Further I grant permission for representatives of Port Huron Township to enter the property described in this application for the purpose of gathering information related to this application and agree that they will not be held liable for claims resulting from the processing of this request. I understand that any and/or all fees that are not paid for may/will ultimately be assessed against the property or reflected in the form of a lien on the above property. I also hereby authorize the applicant to submit the application or if representing myself agree to sign as the Applicant also, and represent the undersigned in the matter being reviewed by the Charter Township of Port Huron.

Signature of Owner: [Signature] Date: 8-3-2023

TO BE COMPLETED BY THE TOWNSHIP OF PLANNING COMMISSION:

Findings of Fact: \_\_\_\_\_

Action Taken by: Approved: \_\_\_\_\_ Tabled: \_\_\_\_\_ Date: \_\_\_\_\_

Presiding Chairman: \_\_\_\_\_ Member: \_\_\_\_\_

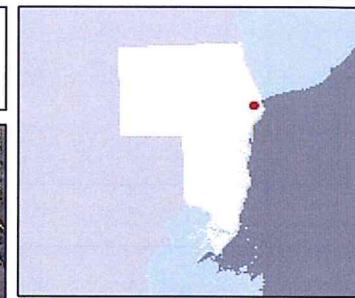
Conditions: \_\_\_\_\_





# SCC Information Technology Free Online Research Tools: Free Printed Map

...printed from the St. Clair County GeoCortex Suite of FREE Public Sites: <http://maps.stclaircounty.org>; visit <http://gis.stclaircounty.org> for details.



### Legend

- Road Labels
- Major Road Lines
  - Freeway
  - Freeway Ramp
  - Highway
  - Major Arterial
  - Minor Arterial
  - - Unnamed Roads
- Municipal Boundaries
- Best Known with Splits for 202
- Tax Parcel Labels
  - Parcels: Tax Year 2023
  - TaxID Prefix Groupings
- Michigan\_imagery\_public

### Notes

This map was automatically generated using Geocortex Essentials, maintained by SCC Information Technology, with continued support of your elected County Commissioners.

376.2 0 188.08 376.2 Feet

WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere  
© St Clair County Information Technology; Latitude Geographics Group Ltd.

1:2,257

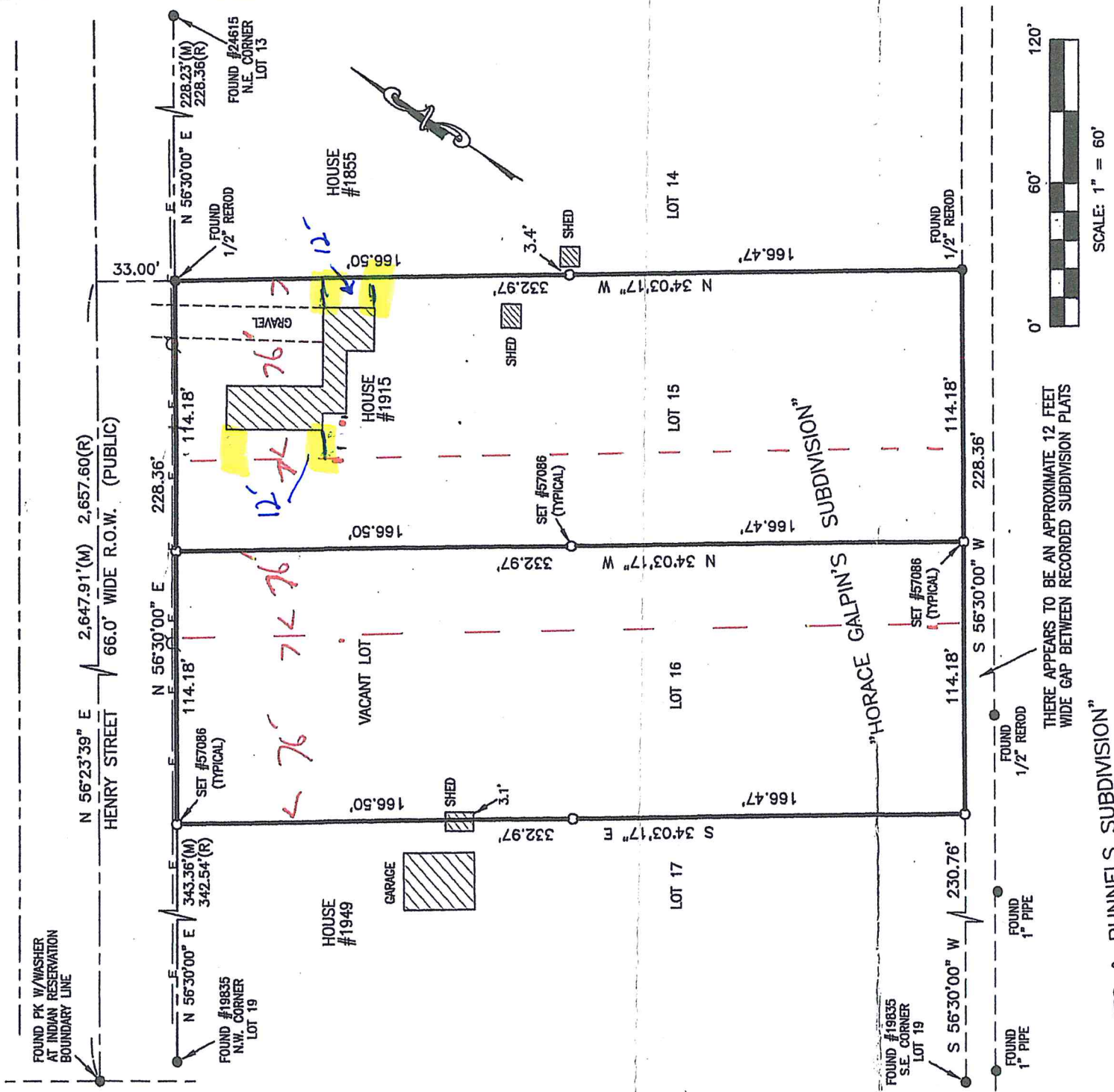


This map is a user generated static output from a free Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION



# CERTIFICATE OF SURVEY



**LEGAL DESCRIPTION:** REFERENCED MEMORANDUM OF LAND CONTRACT - LIBER 4198, PAGE 193  
 Property More Commonly known as: 1915 HENRY STREET, Tax Parcel No: 74-28-172-0018-000

A parcel of land located in Town 6 North - Range 17 East, Port Huron Township, St. Clair County, Michigan described as: Lots 15 and 16, "Horace Galpin's Subdivision of a part of Lot 8 of the Bonhomme Tract in Private Claim No. 3" according to the plat thereof as recorded in Liber 5 of Plats, page 50, St. Clair County Register of Deeds Office. The described parcel contains 1.746 acres more or less and is subject to any easements and/or restrictions of record.

The Basis of Bearing for this survey relates the South right of way line of Henry Street as being: N 56°30'00" E according to a survey by G. James, dated: June 5, 1996 and recorded in Liber 15 of Surveys, page 488.

CLIENT: EARL COLLINGWOOD, 2537 HENRY STREET, PORT HURON TOWNSHIP, MICHIGAN 48060



**ATLAS SURVEYING PLLC**  
 5816 LAKESHORE ROAD  
 FORT GRATIOT, MI 48059  
 PHONE: 810-385-2954  
 FAX: 810-385-7584  
 CELL: 810-824-1666

BOUNDARY SURVEY OF LOT 15 & 16,  
 "HORACE GALPIN'S SUBDIVISION"  
 T6N-R17E, PORT HURON TWP., ST. CLAIR COUNTY, MI

SURVEYOR'S CERTIFICATION: I HEREBY CERTIFY THAT I HAVE SURVEYED THE LAND ABOVE DESCRIBED AND MAPPED AND THAT ALL OF THE REQUIREMENTS OF SECTION 3 OF ACT 132, P.A. 1970 AS AMENDED, HAVE BEEN MET AND THAT THE ERROR OF CLOSURE IS NO GREATER THAN 1 IN 5000.

*Charles R. Koob*  
 CHARLES R. KOOB, P.S. 57086

