

VILLAGE OF MATTAWAN

PLANNING COMMISSION

AUGUST 20, 2025

AGENDA

1. CALL TO ORDER @ 7:00 PM
2. PLEDGE OF ALLEGIANCE
3. ATTENDANCE
4. WELCOME TO THE PUBLIC
5. ANNOUNCEMENT OF MEETING BEING RECORDED
6. ADDITIONS TO THE AGENDA
7. APPROVAL OF THE AGENDA
8. LIMITED PUBLIC COMMENT ON ANY AGENDA ITEM
9. APPROVAL OF THE MINUTES OF MAY 21, 2025
10. COUNCIL LIAISON REPORT-*Liaison Stunt*
11. OLD BUSINESS
 - A. DISCUSSION AND DECISION ON SITE PLAN SUBMITTED BY ANTWERP TOWNSHIP MATTAWAN FIRE DEPARTMENT FOR PROPERTY LOCATED AT 55697 N. MAIN STREET
 - B. DISCUSSION ON MASTER PLAN
12. NEW BUSINESS
13. COMMUNICATIONS
14. COMMENTS FROM VISITORS
15. COMMENTS FROM MEMBERS
16. ADJOURN @

VILLAGE OF MATTAWAN

PLANNING COMMISSION

MAY 21, 2025

MINUTES

1. CALL TO ORDER @ 7:02 PM
2. PLEDGE OF ALLEGIANCE
3. ATTENDANCE *Daniel, Fournier, Lamb, Stuut*
ABSENT *Lamb*
OTHERS PRESENT *Manager McGrew*
Motion by Fournier, supported by Stuut to excuse Lamb. All members voted in favor.
Motion carried.
4. WELCOME TO THE PUBLIC
5. ANNOUNCEMENT OF MEETING BEING RECORDED
6. ADDITIONS TO THE AGENDA *None*
7. APPROVAL OF THE AGENDA
Motion by Daniel, supported by Stuut to approve the agenda. All members voted in favor.
Motion carried.
8. LIMITED PUBLIC COMMENT ON ANY AGENDA ITEM
Jeff Swenarton spoke about the delays they experienced with the response from the Village, and asked that the Planning Commission review and approve with conditions that could be administratively reviewed for approval.
9. APPROVAL OF THE MINUTES OF FEBRUARY 19, 2025
Motion by Daniel, supported by Stuut to approve the minutes of February 19, 2025. All members voted in favor. Motion carried.
10. COUNCIL LIAISON REPORT-*Liaison Stuut* reported on the new Village Manager, open seats on the council and planning commission, watermain project and paving updates, food truck ordinances, chicken and rooster ordinance, policy and personnel changes, police department union, and budget approval at next council meeting.
11. OLD BUSINESS *None*
12. NEW BUSINESS
 - A. DISCUSSION AND DECISION ON SITE PLAN SUBMITTED BY ANTWERP TOWNSHIP MATTAWAN FIRE DEPARTMENT FOR PROPERTY LOCATED AT 55697 N. MAIN STREET

Motion by Stuut, supported by Fournier to table item. All members voted in favor. Motion carried.

**B. DISCUSSION AND DECISION ON PUD AND SITE PLAN ADJUSTMENT
SUBMITTED BY MURRAY FLATS FOR PROPERTY LOCATED AT 24279 W.
MCGILLEN STREET**

Discussion included original PUD approval. Alex from Hurley Stewart explained the scope of the PUD adjustment. An updated plan was presented with new calculations of open space with the updated building density. Storm water runoff was examined, and reviewed of the requirements for the change in plans.

Motion by Fournier, supported by Daniel to approve the amended PUD contingent on engineering review and administrative approval, fire department review and approval, and ZBA density variance approval. Roll Call vote taken. All members voted in favor. Motion carried.

13. COMMUNICATIONS

Liason Stuut asked about the timeline of when this was sent to Attorney Graham. Discussion included additional delays with the Gas Station project.

14. COMMENTS FROM VISITORS *None*

15. COMMENTS FROM MEMBERS *None*

16. ADJOURN @ 7:21 PM

Motion by Fournier, supported by Stuut to adjourn. All members voted in favor. Motion carried.



SITE PLAN REVIEW APPLICATION

PERMIT FEE SCHEDULE: *Dependent upon nature of project - Refer to Development Review Schedule attached*

The Site Plan Review Application will be presented to the Planning Commission who will schedule a review of the application within 14 days of the receipt of the site plans and application. The Site Plan and application must be filed with the Village of Mattawan a minimum of fourteen (14) days prior to the next regular Planning Commission meeting. The Site Plan review will be based on information submitted with this application and the application of the Criteria for Review detailed in Section 15.40 of Article 15 of Ordinance no. 214, Zoning Ordinance, a copy of which is attached.

The Planning Commission may require performance bond of the owner to assure that the site plan be followed. Approval of a site plan will be valid for one (1) year. If a building permit has not been obtained and on-site development is not actually begun within one (1) year of site plan approval, that approval will become null and void at the conclusion of one (1) year.

GENERAL INFORMATION

Name of Property Owner Antwerp Township/ Mattawan Fire District

Address of Property Owner 55697 N. Main St

Day-time Phone number 269-668-3311

SPECIFIC SITE INFORMATION

Address of property for which Site Plan Review is being requested _____

55697 N. Main St

Property tax ID number 80-46-700-057-10

Current zoning of property Village General Business District

SPECIFY TYPE OF PROJECT

CLUSTER HOUSING DEVELOPMENT _____ COMMERCIAL or OFFICE DEVELOPMENT _____

INDUSTRIAL DEVELOPMENT _____ PLANNED UNIT DEVELOPMENT or MIXED USE _____

PUBLIC or SEMI-PUBLIC _____ SITE CONDO/MULTI FAMILY/MOBILE HOME PARK _____

OTHER Addition of a training prop and driveway.

WILL THIS PROPOSED USE/OPERATION ADVERSELY AFFECT ADJOINING LANDS? No

WHAT SPECIAL FEATURES ARE PROPOSED TO RELIEVE THOSE EFFECTS? _____

WILL PROPOSED USE/OPERATION DEMAND FUTURE COMMUNITY SERVICES (DESCRIBE) No

NO. OF CURRENT EMPLOYEES ON-SITE 38 NO. OF FUTURE EMPLOYEES ON SITE 38

All Village of Mattawan Site Plan review applications are reviewed by the Village Planner to insure that Village Zoning, Planning, and Engineering requirements are met.

All Village of Mattawan Site Plan review applications may be reviewed by the Village Attorney for legal implications.

I acknowledge that I have been notified that this request will be considered at a meeting of the Planning Commission to be held on August 20, 2025 at 7 o'clock, and that I will follow all requirements of Article 15 of Ordinance No. 214.

Owner's signature [Signature]

Date 7/30/2025

Received by [Signature]

Date 8/8/25

FOR OFFICE USE ONLY

Application approved? ☐ YES ☐ NO

Application approved contingent upon modification or alteration? ☐ YES ☐ NO

Detail of required modifications or alterations: _____

Further review required? ☐ YES ☐ NO

Signature _____
Planning Commission Chair

Date _____

SITE PLAN REVIEW CHECKLIST

Article 15 of Village Zoning Ordinance No. 214

The following items must be addressed on each Site Plan submittal package prior to review by the Planning Commission:

Compliance	Non-Compliance
_____ Review Fee Paid by Applicant	_____
_____ Twelve (12) copies of Site Plan Application & 1 digital copy	_____
_____ Plan Drawn to Scale – 1:20 for Site up to 3 acres - 1:100 for Site over 3 acres	_____
_____ North Arrow, Legend, Date, Scale, Name and Address of Site Plan Preparer	_____
_____ Property Lines, Dimensions, Angles and Legal Description, Easements	_____
_____ Site Topo with 2' Contours, Natural Features Shown with Topo within 100' of Parcel Boundary	_____
_____ All Man-made Features On-Site and within 100' of Site are Shown	_____
_____ Building Location, FF Grade Elevation, Size, Height, Sq. Ft., Setbacks for all Buildings Shown on Site Plan (Multi-Family show Density DU/Ac)	_____
_____ All Off-Street Parking Spaces Shown for Location, Size, Number of Spaces, Service Drives, Delivery/Loading Areas	_____
_____ Location, Use and Size of Open Spaces and Landscaping, Screening Fences, Walls, Topography Changes, Natural Feature Changes, Sign Location, Size and Wording	_____
_____ Description of Proposed Use/Operation Proposed on Site to Impact on Adjacent Lands Showing any Proposed Mitigating Features or Demands on Community Services; Number of Employees on Site	_____
_____ Earth-Change Plans for Grading and Soil, Erosion Control Shall be Included	_____
_____ On-Site Lighting, Surface Water Drainage, Sanitary Service and Public Water Shall be Shown as well as Gas, Electric, CTV and Telephone	_____
<p><i>And Any Other Information Deemed Necessary by the Village Planning Commission</i></p>	

STATE & COUNTY ENVIRONMENTAL PERMITS CHECKLIST
(FOR municipality and or county)_____

Name of Business: Mattawan Fire District
Mailing Address: 55697 N. Main St P.O Box 294
Telephone: 269-668-3311
Facility Owner or Manager: Fire Chief Scott Brooks
Date: 07/30/25
Signature:

Note: For assistance with permits and approvals from the Michigan Department of Environmental Quality, including permit coordination among MDEQ divisions, contact the Permit Coordinator, 517-335-4235

Circle (Y/N) the items that MAY pertain to your project or facility; then contact the office(s) listed to determine specific requirements. Return a copy of this checklist to the municipality as part of your site plan submittal- even if state and county approvals have not yet been obtained. An updated copy should be submitted to prior occupancy.

This list includes the most common permits and approvals related to waste, water quality, and air quality. Other permits and approvals, including local approvals, may also be needed.

1. Y ☒ Will the project involve the discharge of any type of wastewater to a storm sewer, drain, lake, stream, wetland or other surface water? *Contact: MI Dept. of Environmental Quality Surface Quality Division, Permits section: 517-373-8088* Water
2. Y ☒ Will the project involve the direct or indirect discharge of waste, waste effluent, wastewater, pollutants, and/or cooling water into the groundwater or on the ground? *Contact: MI DEQ Management Division, Groundwater Program Section: 517-373-8148* Waste
3. Y ☒ Will the project involve construction or alteration of any sewage collection or treatment facility? For facilities discharging to surface waters, contact the MI DEQ, Surface Water Quality Division, District Office. For facilities discharging to groundwater, contact the MI DEQ, Waste Management Division, District Office:
4. Y ☒ Will the project or facility store or use chemicals, petroleum products, or salt? Depending on the type of substance, secondary containment and a Pollution Incident Prevention Plan may be required. *Contact: MI DEQ Waste Management Division, District Office.* (PIPP)
5. Y ☒ Will the project involve the installation, operation, or removal of an underground or above ground tank containing a petroleum product or a hazardous substance? *Contact: MI Storage Tank Division: 517-373-8168* DEQ
6. Y ☒ Will the project involve liquefies petroleum gas storage tanks or container filling locations? *Contact: MI DEQ Storage Tank Division: 517-373-8168*
7. Y ☒ Does the project involve the installation of a compressed natural gas dispensing station with storage? *Contact: MI DEQ, Storage Tank Division: 517-373-8168*
8. Y ☒ Will the project involve the generation of hazardous waste? *Contact: MI DEQ. Waste Management Division, District Office.*
9. Y ☒ Will the project involve the on-site treatment, storage or disposal of hazardous waste? *Contact MI DEQ, Waste Manage Division, Hazardous Waste Permit Unit: 517-373-9875*

10. Y ☒ Will the project involve the transport of hazardous waste or non-hazardous liquid industrial waste? *Contact: MI DEQ, Waste Management Division, Hazardous Waste Program: 517-373-9875*
11. Y ☒ Will the project involve land filling, transferring of processing solid non-hazardous wastes on site? *Contact: MI DEQ Waste Management Division, District Office.*
12. Y ☒ Will the project involve the installation, construction, reconstruction, relocation, or alteration of any process or process equipment (including air pollution control equipment) which has the potential to emit air contaminants? *Contact: MI DEQ Air Quality Division, Permit Section: 517-373-7023*
13. Y ☒ Will the project or facility involve the storage, mixing or distribution of pesticides or fertilizers in bulk quantities. *Contact: MI Dept. of Agriculture, Pesticide and Plant Pest Management Division: 517-373-1087*
14. Y ☒ Will the project involve any man-made change in the natural cover or topography of land, including cut and fill activities which may contribute to soil erosion and sedimentation? Will the earth change disturb and area of one acre or more, or occur within 500 ft of a lake or stream? If the answer to both questions is yes, a soil erosion and sedimentation control permit is required. *Contact: County Drain Commissioner.*
15. Y ☒ Will the project involve dredging, filling or construction in, across or under (1) a river, stream, creek, ditch, drain, lake, pond or swamp? (2) wetlands? (3) floodplain (area that may have or ever had either standing or flowing water)? *Contact: MI DEQ Land and Water Management Permit consolidation Unit, 517-373-9244.*
16. Y ☒ Will the project involve any dredging proposed within 500 feet of a lake, river, stream, creek or ditch? *Contact: MI Dept. Environmental Quality Land and Water Mgmt. Permit Consolidation Unit: 517-373-9244.*
17. Y ☒ Will the project involve an earth change activity within 500 feet of a lake or stream or will the project disturb an area greater than one (1) acre in size? *Contact: MI Dept of Environmental Quality land & Water Mgmt, Division, Soil Erosion & Sedimentation 517-373-3178.*
18. Y ☒ Does the project involve any construction or land alteration within 400 feet of a designated natural river or tributary? *Contact: MI Dept. of Natural Resources, Forest Mgmt. Division, Natural Rivers Program Unit, 517-373-1275.*
19. Y ☒ Does the project involve construction of a building or septic system in a designated great lakes high risk erosion area? *Contact: MI Dept. of Environmental Quality, Land and Water Mgmt. Division Great Lakes Section, 517-373-1950.*
20. Y ☒ Does the project involve dredging, filling, grading or other alteration of the soil, vegetation or natural drainage, of placement of permanent structures in a designated environmental area? *Contact: MI Dept. Environmental Quality Land and Water Management Division, Great Lakes Section 517-373-1950*
21. Y ☒ Does the project involve development, silvicultural activities or contour alterations within a designated critical dune area? *Contact: MI Dept. of Environmental Quality, Land and Water management Division, Great Lakes Section 517-373-1950.*
22. Y ☒ Will an on-site waste water treatment system or septic system be installed? For subsurface sanitary sewage disposal in quantities of 10,000 gallons per day or less:
23. Y ☒ Will the project involve County or District Environmental Health? For any subsurface discharge of sanitary sewage in quantities equal to or greater than 10,000 gallons per day- *Contact: MI Dept of Environmental Quality, Waste Management Division, 517-373-8148.*

For subsurface disposal of sanitary sewage in quantities of 6,000 to 10,000 per day. In addition to obtaining a construction permit from the county or district environmental health department, submit a waste water discharge notification form. Flow monitoring and reporting are required. *Mi. Dept. of Environmental quality, Waste Management Division, Groundwater Permits Unit, 517-373-8148.* For industrial or commercial waste water (other than sanitary sewage) in any quantity, *Mi. Dept. of Environmental quality, Waste Management Division, Groundwater Permits Unit; 517-373-8148*

24. Y ☒ N Will the project involve the construction of a water supply well or the extension of a water supply service from an existing water system? *Contact: Mi. Dept. Environmental Quality Drinking Water program, appropriate District office, and County or District Environmental Health.*

25. Y ☒ N Are there out-of-service wells, abandoned wells, or cisterns on the site? (drinking water, irrigation, & monitoring wells) *Contact: County or District Environmental Health.*

26. Y ☒ N Will the project involve a subdivision or site condominium project utilizing individual on-site subsurface disposal systems or individual wells? *Contact: County or District Environmental Health.*

27. Y ☒ N Will the project involve the on-site storage of sanitary sewage prior to transport and disposal off-site (pump and haul)? *Contact: Mi. Dept. of Environmental Quality, Waste Management Division, Groundwater Program Section, 517-373-8148.*

28. Y ☒ N Has the property or facility ever been subject to a remedial action, limited closure, or other environmental cleanup response under Part 201, Natural Resources and Environmental Protection Act (NREPA)? Is the property currently subject to a response action? Has a Baseline Environmental Assessment (BEA) been completed for the property? *Contact: Mi. Dept. of Environmental Quality, Environmental Response Division: 517-373-9893 and /or Mi. Dept. of Environmental Quality Storage Tank Division, 517-373-8168.*

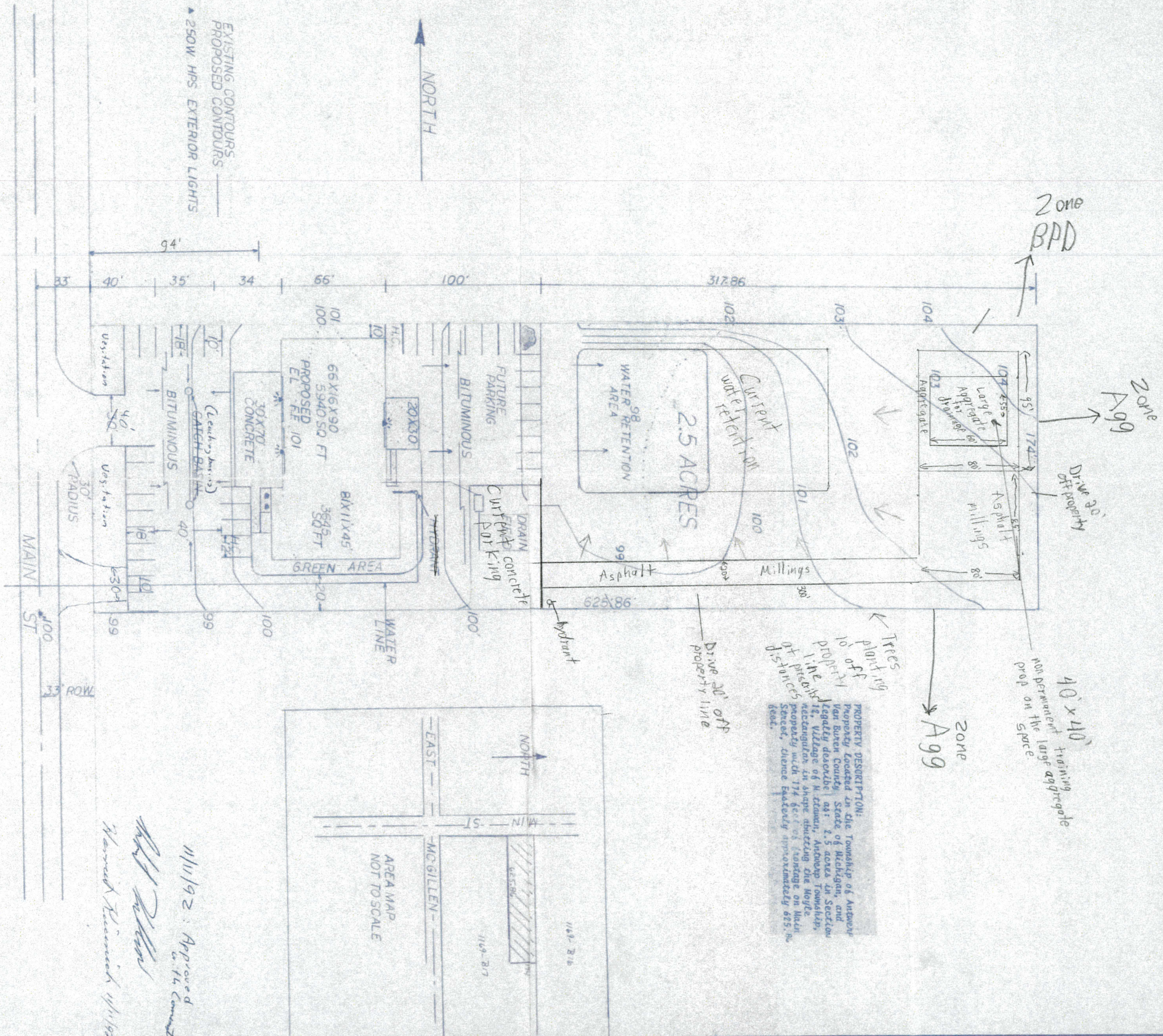
SCALE: 1" = 40'
SHEET NO.

DRAWN BY:	DLH
DATE:	10-15
CHECKED BY:	
DATE:	
REVISED DATE:	
REVISED DATE:	
REVISED DATE:	
REVISED DATE:	

MATTAMAN FIRE STATION
ANTWERP TOWNSHIP

MORTON BUILDINGS, INC.

OFFICE:
JOB NO.



Would like grade cut
and over burden pushed to
edge of property as berm
to plant trees on

Edge of Pad to
Property Line:

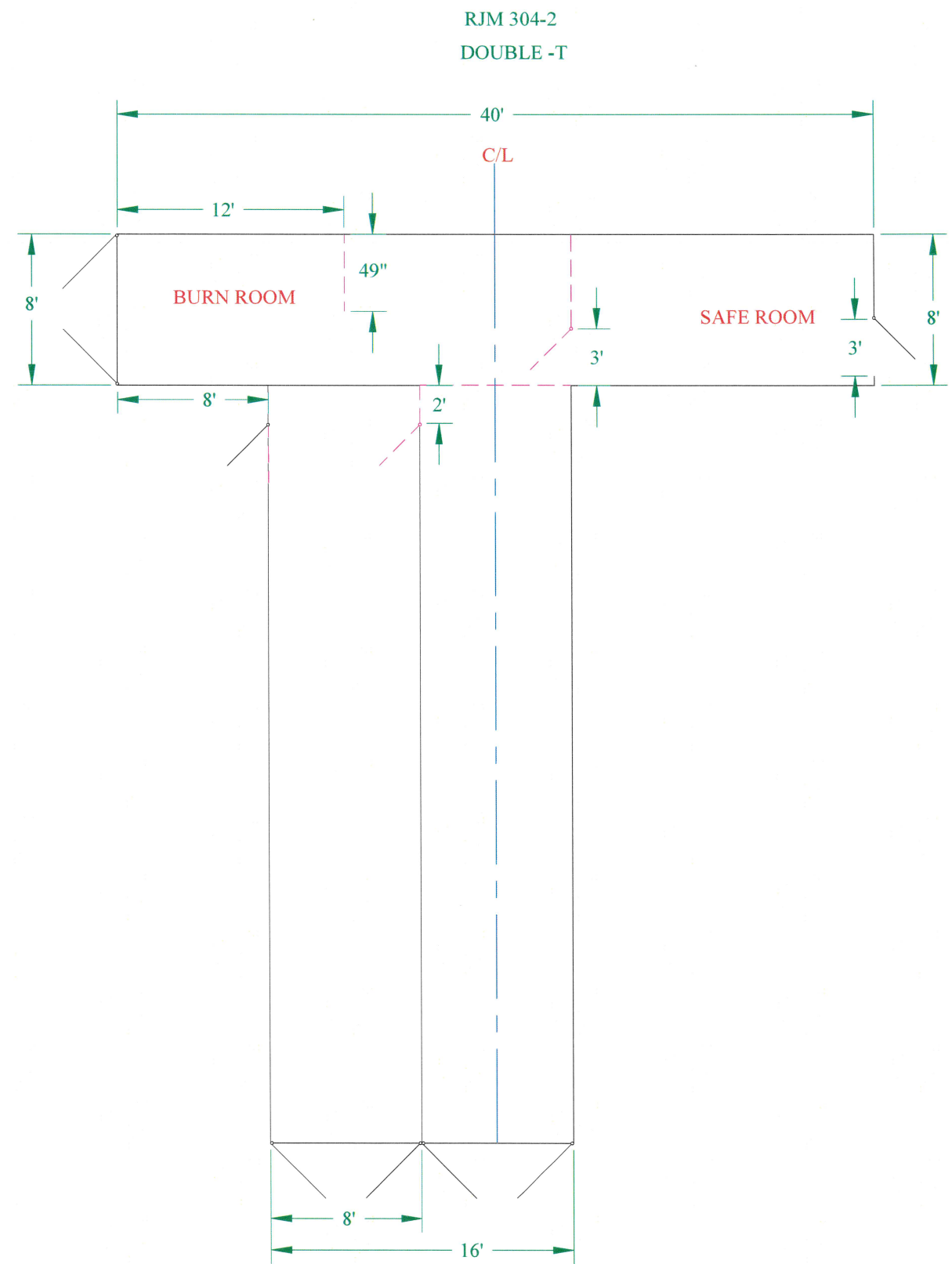
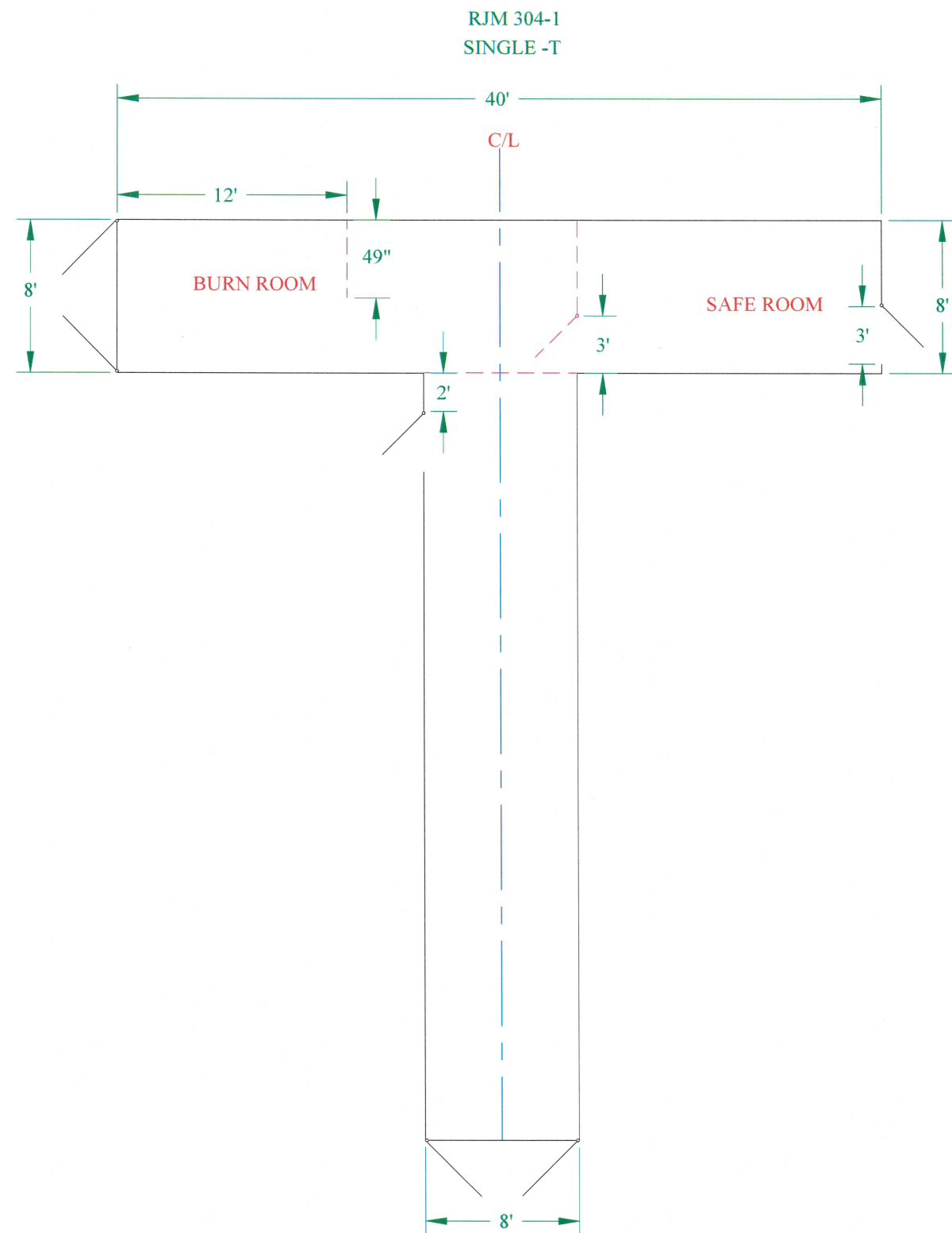
Bigger aggregate
for drainage.

54x48

Edge of P
ber
Line 7ft

Driveway
width 24ft

Asphalt millings



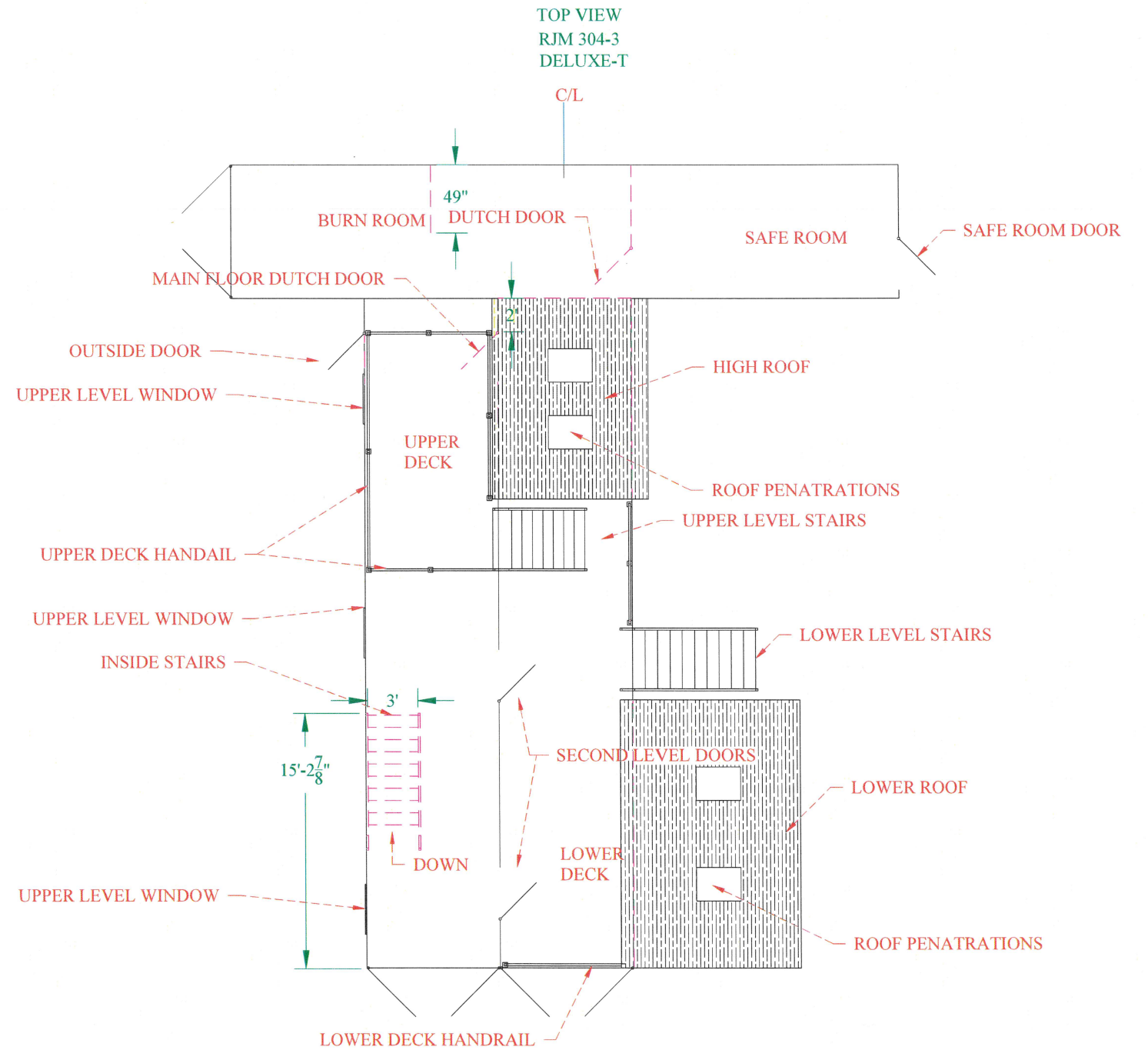
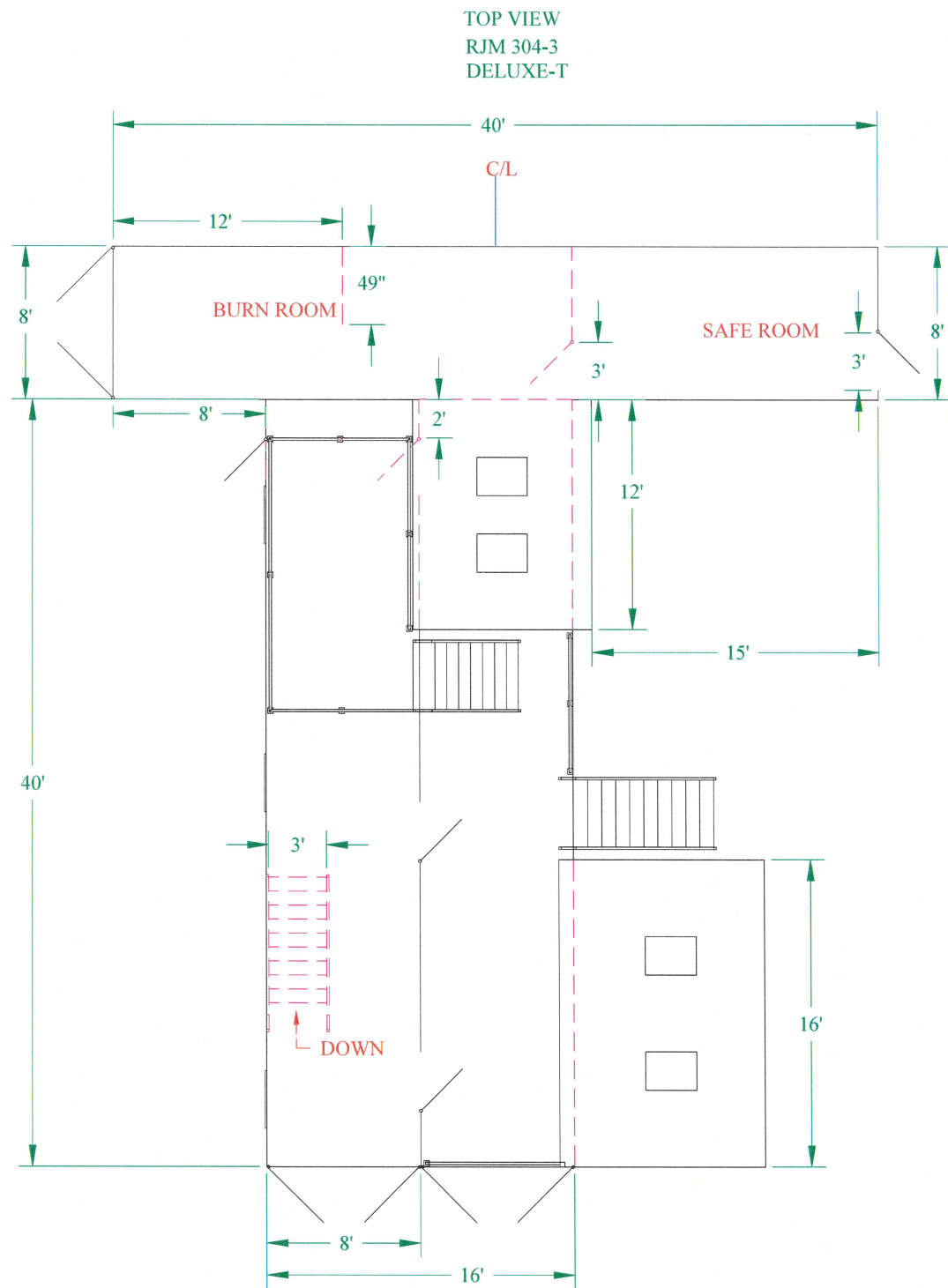
NOTES: Single-T and Double-T

Job Single-T, Double-T
July 11, 2014
W O. No. RJM 304-1&2

45872 30TH ST
PAW PAW MI 49079
(269) 657-2346



DETAIL.DWG



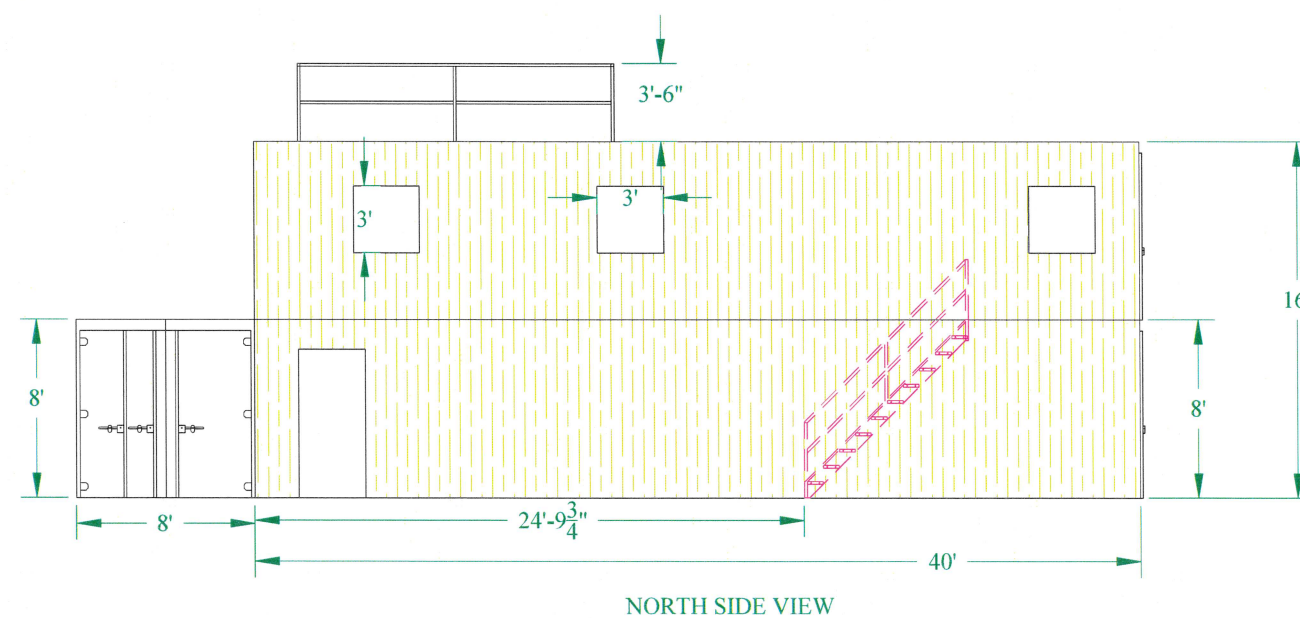
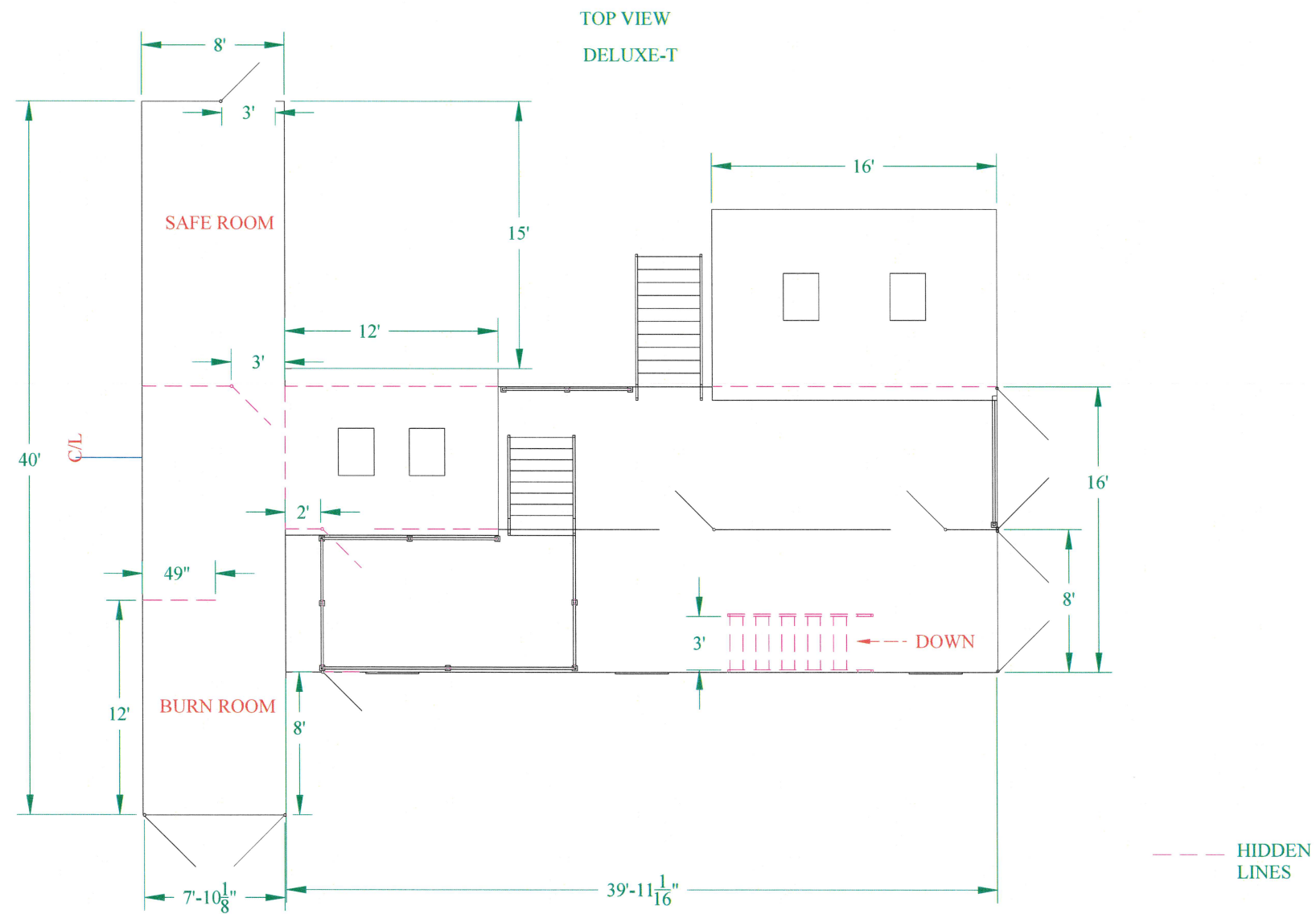
--- HIDDEN
LINES

NOTES: TOP VIEW, DOUBLE-T

Job: DOUBLE -T
July 11, 2014
W.O. No. RJM 304-3

45872 301H ST
PAW PAW MI 49079
(209)657-2340

DETAIL DWG



NOTES: North side View

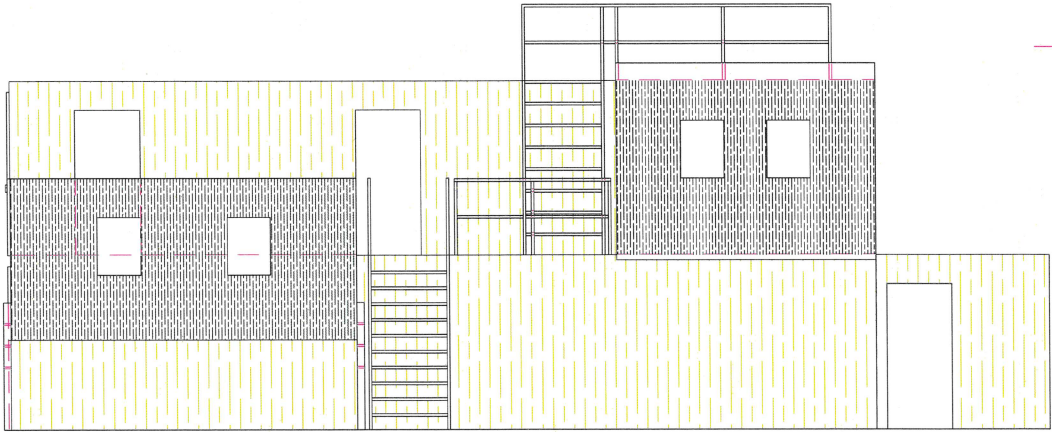
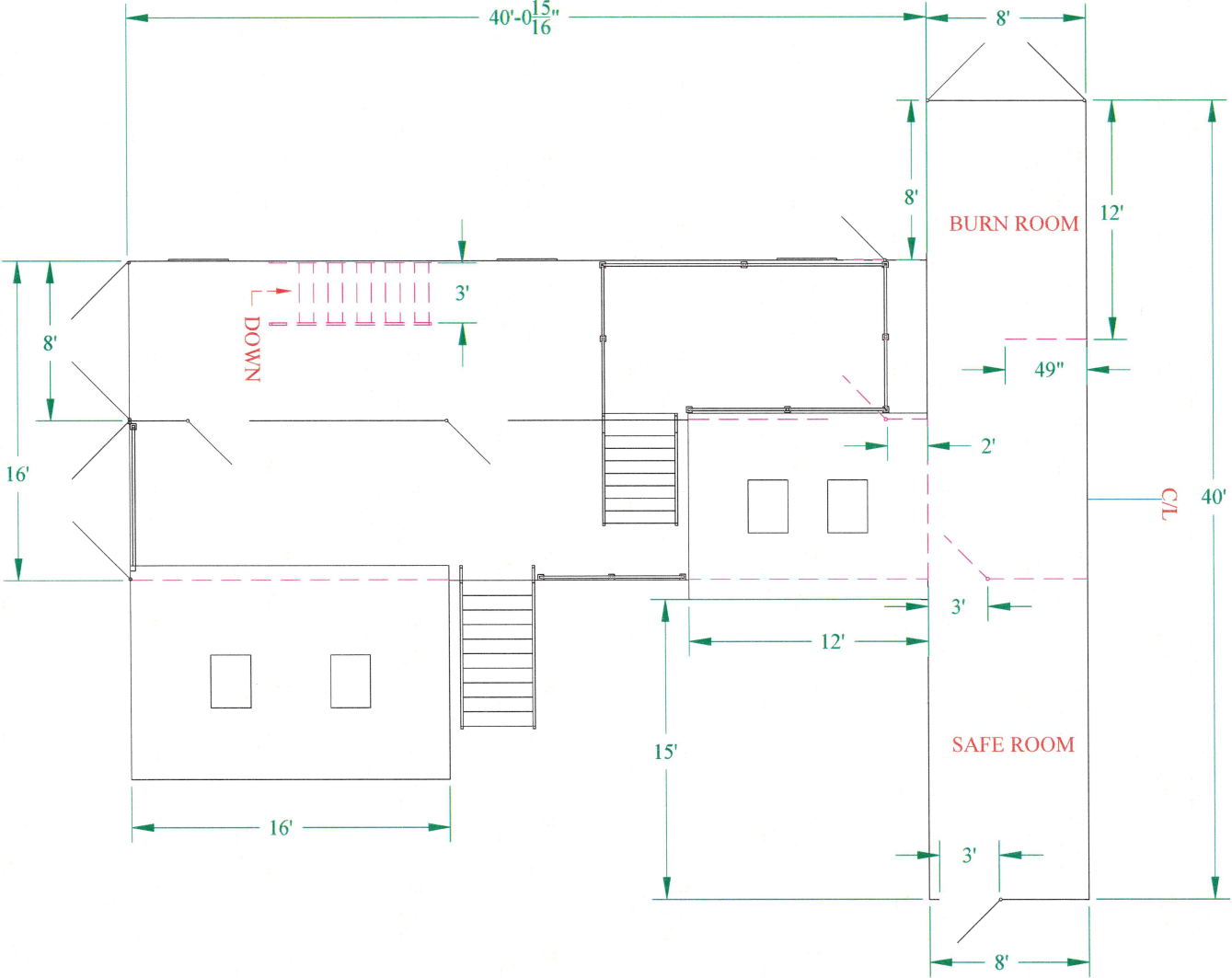
Job: Deluxe Double-T
July 11, 2014
W O No RJM 304-3

45872 30TH ST
PAW PAW MI 49079
(269) 657-2340



DETAIL DWG

TOP VIEW
DELUXE-T



--- HIDDEN
LINES

SOUTH SIDE VIEW

NOTES: South Side View

Job: Deluxe Double-T
July 11, 2014

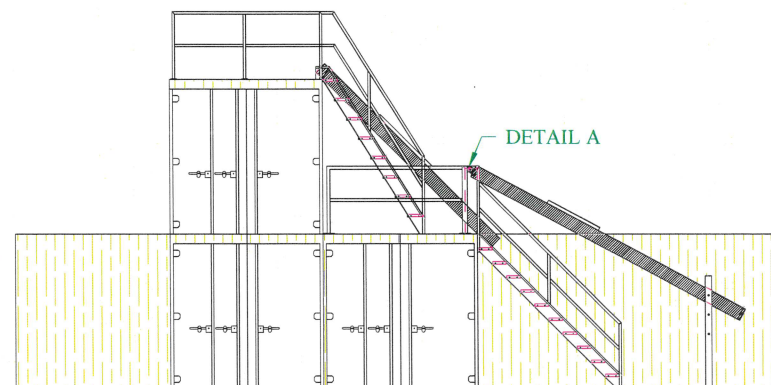
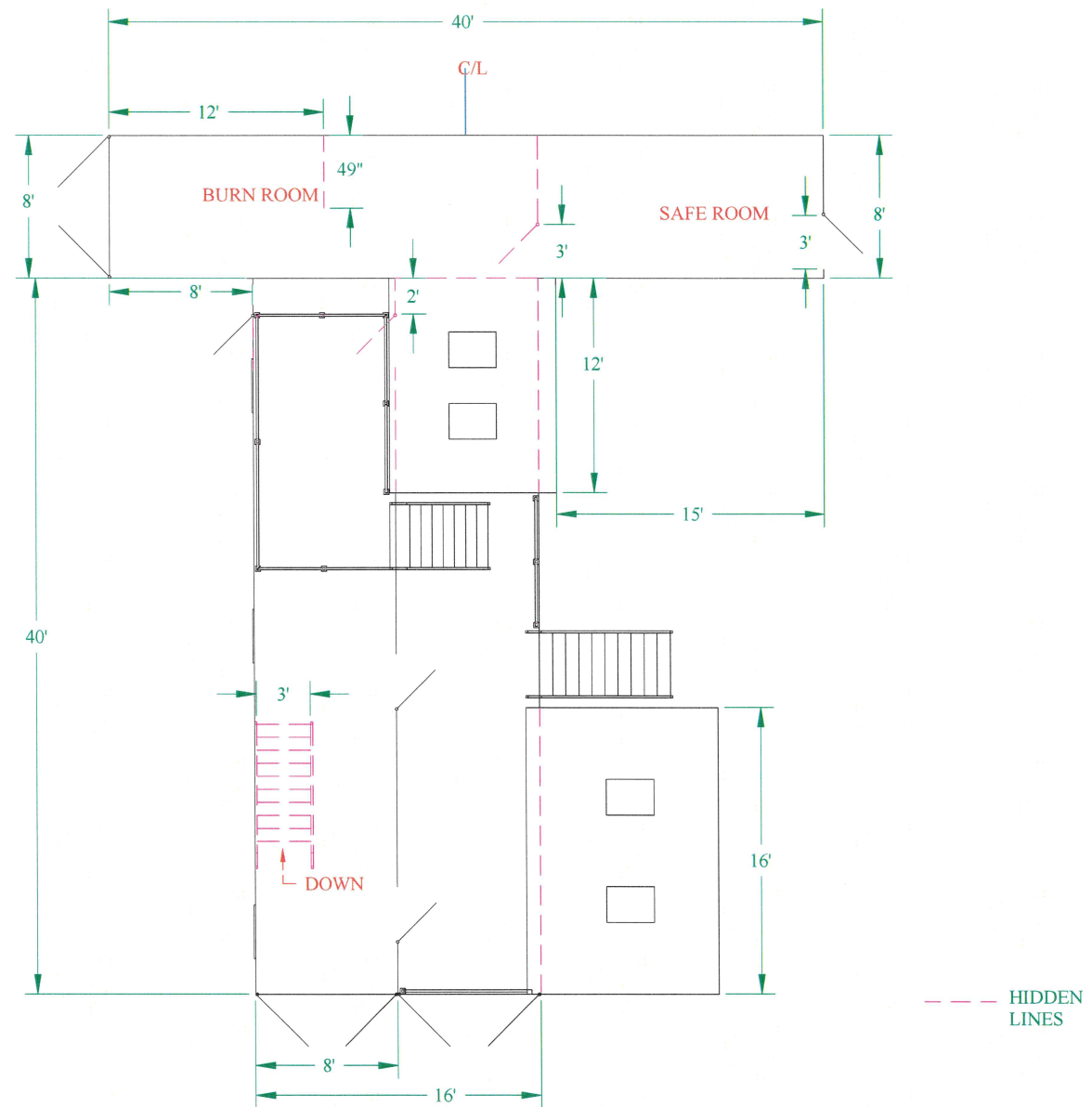
WO No. RJM 304-3

45872 3rd ST
PAW PAW MI 48079
(269) 657-2346

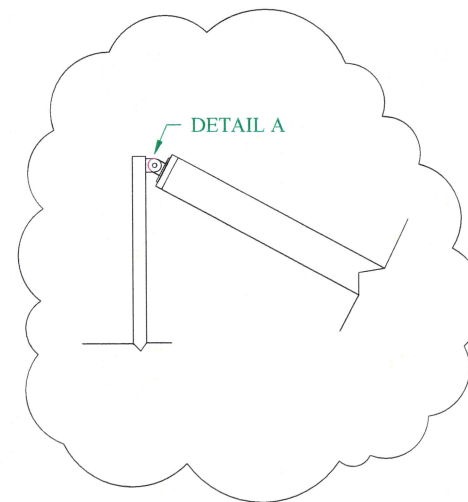


DETAIL.DWG

DELUXE-T



WEST END VIEW



NOTES: West End View

Job: Deluxe Double-T
July 11, 2014
W O. No. RJM 304-3

45872 30TH ST
PAW PAW MI 49079
(269)657-2346



DETAIL.DWG