

**CITY OF WILLIAMSTON
PLANNING COMMISSION
JULY 13, 2021
REGULAR MEETING MINUTES**

1. Call to Order:

The meeting was called to order at 7:00 p.m. in the Williamston City Hall Council Chambers by Chairman Jeff Markstrom and the Pledge of Allegiance was recited.

3. Roll Call:

Chairman Jeff Markstrom, Vice Chair Peter Schall, Commissioners Terry Hansen, John Magee, Brandon Lanyon, and Kent Hall. Absent: Brandon Gilroy.

Also Present: City Manager Corey Schmidt, City Deputy Clerk Barbara Burke, City Attorney Timothy Perrone, citizen Mark Bartig, and Matt Gustafson with Gustafson Excavating.

Motion by **Schall**, second by **Hansen**, to excuse Gilroy. **Motion passed by voice vote.**

4. Approval of Agenda:

Amend item 6 to state “. . . Minutes of March 2, 2021”.

Motion by **Hall**, second by **Magee**, to approve the agenda as amended. **Motion passed by voice vote.**

5. Audience Participation:

Chairman Markstrom called for public comments at this time and there were none.

6. Planning Commission Regular Meeting Minutes of March 2, 2021:

Motion by **Hansen**, second by **Schall**, to approve the regular meeting minutes of March 2, 2021 as presented. **Motion passed by voice vote.**

7. Public Hearing- Special Use Permit for Outdoor Storage – 1492 E. Grand River Ave.:

7a. Open Public Hearing:

Chairman Markstrom opened the public hearing at 7:02 p.m.

7b. Chair States Purpose of Hearing and Rules of Procedure as Deemed Necessary:

Chairman Markstrom stated the purpose of the public hearing and rules of procedure.

7c. Presentation by Staff Summarizing the Item:

Manager Schmidt reviewed the proposed special use permit with the Planning Commissioners.

7d. Questions from Board to Staff:

None.

7e. Presentation by Applicant:

Matt Gustafson of Gustafson Excavating explained he wishes to use the property for equipment storage and parking on the east end and store bulk materials (sand, gravel, stone, concrete rubble) on the west end. They are currently cleaning up the rubble and junk left on the site.

7f. Questions From Board to Applicant:

There was a question on the provided ALTA survey map, which was addressed.

7g. Testimony From Public:

- i. Presentation of Written Comments – None.
- ii. Presentation of Oral Comments – Mark Bartig of 1394 East Grand River had questions and concerns. He asked about barriers to stop the bulk materials from going into his field, which abuts the property on the west end; and asked if any equipment maintenance would be done on site. He did not have a problem with equipment storage. The water basins were discussed. Mr. Gustafson said no equipment maintenance would be done on site but would be done at another site. He is willing to put up a barricade on the west end.

7h. Concluding Comments From Staff:

Manager Schmidt said the setbacks may help with some of these issues.

7i. Concluding Comments From Applicant:

He is willing to put up a barricade on the west end.

7j. Concluding Questions or Comments From Board:

None.

7k. Close Public Hearing:

Chairman Markstrom closed the public hearing at 7:22 p.m.

8. Action Items

8a. Election of Chair & Vice Chair:

Motion by **Magee**, second by **Hall**, to elect Jeff Markstrom as the Planning Commission Chair. **Motion passed by voice vote.**

Motion by **Hansen**, second by **Hall**, to elect Peter Schall as the Planning Commission Vice Chair. **Motion passed by voice vote.**

8b. Consideration of Special Use Permit for 1492 E. Grand River Ave.:

Motion by **Lanyon**, second by **Hall**, to approve the special use permit for 1492 East Grand River Avenue with the conditions 1-5 as outlined in the McKenna memorandum dated July 1, 2021. Yes: Schall, Lanyon, Magee, Hall, Markstrom, Hansen. No: None. **Motion passed.**

8c. Appointment of Parks & Recreation Commission Representative:

Motion by **Lanyon**, second by **Schall**, to appoint John Magee as the Planning Commission's Parks & Recreation Commission Representative. **Motion passed by voice vote.**

8d. Appointment of Zoning Board of Appeals Representative:

Motion by **Lanyon**, second by **Magee**, to appoint Terry Hansen as the Planning Commission's Zoning Board of Appeals Representative. **Motion passed by voice vote.**

9. Discussion Items

9a. Development Standards for Multiple Family Developments:

At the Planning Commission's work session in June, discussion was held to consider the zoning code's language regarding development standards for multiple family developments.

Motion by **Hansen**, second by **Lanyon**, to have staff move forward with a public hearing on August 3, 2021, to consider proposed text amendments to the City's Zoning Ordinance pertaining to Development Standards for Multiple Family Developments. Yes: Lanyon, Hall, Schall, Markstrom, Hansen, Magee. No: None. **Motion passed.**

11. Staff Reports:

11a. Community Development & Planning:

Manager Schmidt is currently serving as City Planner and gave a verbal update on City projects. He also said the City's zoning ordinance has a provision for pre-application meetings with applicant, staff, and some members of the Commission.

11b. City Manager:

Under Community Development & Planning.

12. Audience Participation:

Chairman Markstrom called for public comments at this time and there were none.

13. Planning Commissioner Comments:

All Commissioners said it was good to be back in person.

Commissioner Lanyon said he was happy to be back on the Planning Commission.

Chairman Markstrom said other communities with which his company works do pre-application meetings.

Manager Schmidt said he is reviewing ideas/options for the Planner position.

14. Adjourn to the Call of the Chair:

Chairman Markstrom adjourned the meeting at 7:53 p.m.

THE PRECEDING MINUTES ARE A SYNOPSIS OF A PLANNING COMMISSION MEETING AND DO NOT REPRESENT A VERBATIM RECORD.

Respectfully Submitted: _____
Barbara J. Burke, City Deputy Clerk

Date approved: _____