

**CITY OF WILLIAMSTON
PLANNING COMMISSION
JUNE 6, 2017
REGULAR MEETING MINUTES**

1. Call to Order:

The meeting was called to order at 7:05 p.m. in the Williamston City Hall Council Chambers by Chairman Jeffrey Roland and the Pledge of Allegiance was recited.

3. Roll Call:

Chairman Jeffrey Roland, Commissioners John Bisard, Jeff Markstrom, Brandon Gilroy, and Chad Munce. Absent: Matthew McHale and Peter Schall.

Also present: City Deputy Clerk Barbara Burke, Zoning Administrator Mario Ortega (arrived 7:20 pm), City Attorney Timothy Perrone, citizens Noah Belanger, Tammy Gilroy, David Zalma, and other members of the public.

Motion by **Munce**, second by **Gilroy**, to excuse Jeffrey Roland from the May 2, 2017, Planning Commission Meeting. **Motion passed by voice vote.**

4. Approval of Agenda:

Motion by **Bisard**, second by **Gilroy**, to add Update on The Commons under Discussion Items. **Motion passed by voice vote.**

Motion by **Markstrom**, second by **Munce**, to approve the agenda as amended. Yes: Bisard, Gilroy, Markstrom, Munce, Roland. No: None. **Motion passed.**

5. Audience Participation:

David Zalma introduced himself as a City resident. He and his wife own a business in The Commons.

6. Planning Commission Minutes of May 2, 2017:

Motion by **Bisard**, second by **Markstrom**, to approve the May 2, 2017 regular meeting minutes as presented. **Motion passed by voice vote.**

7. Public Hearing- Zoning Ordinance Amendment- Garage Setback for R-1C Single Family Homes

7a. Open Public Hearing:

Chairman Roland opened the public hearing at 7:34 p.m.

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

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

7c. Presentation by Staff Summarizing the Item:

Zoning Administrator Mario Ortega submitted a written report regarding the amendment and discussed it with the Planning Commission.

7d. Questions from Board to Staff:

None.

7e. Presentation by Applicant:

None.

7f. Questions from Board to Applicant:

None.

7g. Testimony from Public:

None.

7h. Concluding Comments From Staff:

None.

7i. Concluding Comments From Applicant:

None.

7j. Concluding Questions or Comments From Board:

None.

7k. Close Public Hearing:

Chairman Roland closed the public hearing at 7:39 p.m.

8. Action Items

8a. Garage Setback for R-1C Single Family Homes Ordinance Amendment:

Motion by **Munce**, second by **Gilroy**, to approve the amendment to the Zoning Ordinance for Garage Setback for R-1C Single Family Homes and recommend it to City Council for final approval. Yes: Munce, Markstrom, Gilroy, Bisard, Roland. No: None.

Motion passed.

9. Discussion Items

9a. Update on The Commons:

Zoning Administrator Ortega gave an update on The Commons site plan review. Attorney Perrone updated commissioners on the zoning status of the School Street parking lot.

11. Staff Reports

11a. Community Development & Planning:

Director Ortega – nothing additional.

12. Audience Participation:

Jed Dingens, architect for The Commons, stated that Tim Baise wondered if the site plan review could be done prior to the July 5 meeting. Administrator Ortega stated he and the City Engineer needed to review the plans.

13. Planning Commissioner Comments:

Commissioner Bisard said he is not doing the donut competition this year during Jubilee.

Commissioner Markstrom said he will not be in attendance at the next meeting, July 5.

Chairman Roland thanked the commissioners for their vote of confidence in electing him Chairman.

Commissioner Munce will relay to staff to add Reduction of Number of Planning Commission Seats from 9 to 7 as a Discussion Item to the next Council Agenda.

Attorney Perrone stated that he will not be in attendance at the July 5, 2017, meeting, but would send an associate.

14. Adjourn to the Call of the Chair:

Chairman Roland adjourned the meeting at 8:02 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: _____