

**CITY OF WILLIAMSTON
PLANNING COMMISSION
AUGUST 6, 2018
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 Jeffrey Roland and the Pledge of Allegiance was recited.

3. Roll Call:

Chairman Jeffrey Roland, Vice Chair Jeff Markstrom, Commissioners John Bisard and Peter Schall. Absent: Brandon Gilroy.

Also present: City Manager Corey Schmidt, City Deputy Clerk Barbara Burke, City Engineer/DPW Director Scott DeVries, Community Planners Mario Ortega and Erin Schlutow, City Attorney Timothy Perrone, City Attorney Courtney Gabbara, NIESA Director Mike Yanz, John Miller of CRD & Associates, citizens Noah Belanger, Tim Baise, Tracie Baise, Jed Dingsens, and other members of the public.

4. Approval of Agenda:

Motion by **Schall**, second by **Bisard**, to approve the agenda as presented. **Motion passed by voice vote.**

5. Audience Participation:

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

6. Planning Commission Minutes of July 18, 2018:

Motion by **Markstrom**, second by **Schall**, to approve the July 18, 2018 regular meeting minutes as presented. **Motion passed by voice vote.**

7. Action Items

7a. The Commons- Final Site Plan Review:

Motion by **Bisard**, second by **Schall**, to approve the final site plan for The Commons, 201 School Street contingent on issues addressed in the letter dated July 27, 2018 from City Engineer DeVries, the letter dated July 25, 2018 from McKenna, and the letter dated August 6, 2018 from NIESA Director Michael Yanz, with those issues to be reviewed and approved administratively. Yes: Bisard, Schall, Markstrom, Roland. No: None. **Motion passed.**

7b. Department of Agriculture Cold Storage- Site Plan Review:

Motion by **Markstrom**, second by **Schall**, to approve the preliminary and final site plan for the Department of Agriculture Cold Storage, 940 Venture Lane, contingent on issues addressed in the letter dated July 25, 2018 from McKenna, deleting item 10 (landscaping) and changing item 4 to the applicant submitting a cut sheet, with those issues to be reviewed and approved administratively. Yes: Roland, Schall, Bisard, Markstrom. No: None. **Motion passed.**

10. Staff Reports:

10a. Community Development & Planning:

None.

11. Audience Participation:

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

12. Planning Commissioner Comments:

Commissioner Markstrom will not be in attendance at the September 4, 2018, meeting.

Commissioner Bisard said to reach out to people to serve on the Planning Commission.

13. Adjourn to the Call of the Chair:

Chairman Roland adjourned the meeting at 8:01 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: _____