

**CITY OF WILLIAMSTON
PLANNING COMMISSION
MARCH 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, Commissioners Matthew McHale, Brandon Gilroy, John Bisard, and Peter Schall. Absent: Jeff Markstrom.

Also present: Interim City Manager Rachel Piner, City Deputy Clerk Barbara Burke, Zoning Administrator Mario Ortega, City Attorney Timothy Perrone, citizens Tammy Gilroy, Noah Belanger, and Courtney Gabbara.

Motion by **Bisard**, second by **Gilroy**, to excuse Jeff Markstrom. **Motion passed by voice vote.**

4. Approval of Agenda:

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

5. Audience Participation:

Attorney Perrone introduced Courtney Gabbara of his office, Cohl, Stoker & Toskey, P.C.

6. Planning Commission Minutes of December 5, 2017:

Motion by **McHale**, second by **Gilroy**, to approve the December 5, 2017 regular meeting minutes as presented. **Motion passed by voice vote.**

7. Action Items

7a. Set Public Hearing to Reduce the Zoning Board of Appeals Membership:

Motion by **Gilroy**, second by **Bisard**, to direct staff to schedule a public hearing to reduce the Zoning Board of Appeals Membership. Yes: Roland, Gilroy, McHale, Schall, Bisard. No: None. **Motion passed.**

8. Discussion Items

8a. New Interchange Mixed Use District – Text First Draft/Density and Bonus Discussion:

Zoning Administrator Ortega reviewed the next step in the zoning district creation process for the I-96 interchange area by discussing proposed revisions to the principal

permitted and special land uses. He went over the dimensional standards that regulate development density. This addresses the relationship that a piece of property has to the buildings located on the site and how the project relates to the residents, employees, and visitors that come to the site. The incorporation of density bonuses can also be a very important tool in creating a high-quality development.

The Lansing Economic Area Partnership (LEAP) recently held a workshop in Williamston and this would be a great benefit for the City. Staff will check to see if LEAP is available to attend the next Planning Commission meeting.

Administrator Ortega will prepare revised ordinance language for next month's meeting.

10. Staff Reports:

10a. Community Development & Planning:

Zoning Administrator Ortega gave an update on The Commons. The food bank building is proceeding. There are outstanding engineering issues on the expansion of The Commons building. He is setting up a meeting with City Engineer DeVries, The Commons' architect and himself. Ortega stated that the industrial park needs to be recertified every three years and he has started that process – MEDA (Michigan Economic Developers Association) will be visiting the industrial park soon.

11. Audience Participation:

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

12. Planning Commissioner Comments:

Commissioner Bisard thinks LEAP (Lansing Economic Area Partnership) would be a great partnership with the City and the City should really look into it.

13. Adjourn to the Call of the Chair:

Chairman Roland adjourned the meeting at 8:15 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: _____