

**CITY OF WILLIAMSTON
PLANNING COMMISSION
JANUARY 9, 2024
RESCHEDULED 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, Commissioners Noah Belanger, Brandon Lanyon, Tim Ludwig, and Lee Fisher. Absent: John Magee and Brandon Gilroy.

Also Present: City Manager John Hanifan, Deputy City Clerk Barbara Burke, City Attorney Timothy Perrone, City Planner (McKenna) Jeff Keesler, Allen Patrick with Kebs Inc, and citizen Tammy Gilroy.

Motion by **Lanyon**, second by **Belanger**, to excuse Magee and Gilroy. **Motion passed by voice vote.**

4. Approval of Agenda:

Motion by **Belanger**, second by **Lanyon**, to approve the agenda as presented. **Motion passed by voice vote.**

5. Audience Participation on Non-Agenda Items:

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

6. Planning Commission Regular Meeting Minutes of August 1, 2023:

Motion by **Lanyon**, second by **Belanger**, to approve the regular meeting minutes of August 1, 2023 as presented. **Motion passed by voice vote.**

7. Action Items

7a. Consideration of 2024 Meeting Dates and Times:

Motion by **Lanyon**, second by **Belanger**, to approve the 2024 meeting dates and times as presented. **Motion passed by voice vote.**

7b. Dollar Tree Site Plan:

Motion by **Lanyon**, second by **Belanger**, to table the Dollar Tree Site Plan (parcel ID 33-18-03-35-379-027, located at 825 W. Grand River), to the next Planning Commission meeting with the issues described in the Planner's letter dated January 4, 2024, to be addressed. Yes: Markstrom, Fisher, Lanyon, Belanger, Ludwig. No: None. **Motion passed.**

8. Discussion Items

8a. Master Plan Update Request for Proposals (RFP):

Manager Hanifan reported the request for proposals for the Master Plan update should be sent out in about a week. The Master Plan will not require a full rewrite. The Commission’s role will be to review proposal submissions and recommend to Council for final approval.

10. Staff Reports:

None.

11. Audience Participation on Non-Agenda Items:

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

12. Planning Commissioner Comments:

Chairman Markstrom said he was glad there was a quorum.

13. Adjourn to the Call of the Chair:

Chairman Markstrom adjourned the meeting at 7:19 p.m.

Meeting adjourned at 7:19 p.m.

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

Date approved: _____