

**WILLIAMSTOWN TOWNSHIP  
PLANNING COMMISSION MEETING  
March 16, 2016  
Minutes**

**CALL TO ORDER**

The Williamstown Township Planning Commission convened at 7:30 pm at the Williamstown Township Hall located at 4990 Zimmer Road, Williamston, Michigan. Chair Eidt called the meeting to order and reviewed the agenda.

**PRESENT:** Chair Eidt, Secretary Brown-Timm, Commissioners Giese, Weston, Davis and Trustee Eyster.

**ABSENT:** Vice Chair LaMore, Commissioners DeShon and Korson

**ALSO PRESENT:** Planning Consultant Chris Doozan of McKenna Associates and Planning Assistant Rhea Johnson

**MINUTES APPROVAL**

Discussion: Commissioner Weston asked to add to the Minutes of January 20, 2016 that due to the large number of residents in attendance, conversations were being held that could not be addressed or recorded. Secretary Brown-Timm corrected the name of a resident from Dave Smart to Martin Wright 3737 Beeman Road.

**Commissioner Davis moved to approve the minutes of January 20, 2016  
Seconded by Secretary Brown-Timm**

Discussion: none

**Motion approved**

**PUBLIC COMMENT**

None- Closed at 7:33 pm

**UNFINISHED BUSINESS**

**BROOKSTONE ESTATES**

Ron Enger, Enger Surveying & Engineering 805 N Cedar Rd Mason MI 48854, stated he is the surveyor for Brookstone Estates and has been working on list of items provided by Chris Doozan to complete for review by the Planning Commission. Chair Eidt asked if he could provide a timeline when work will be completed. Mr Enger stated three months. Chris Doozan asked if it could be completed by next Commission meeting. Trustee Eyster suggested complete application be in no later than two weeks before next meeting.

**Commissioner Davis motioned to table Brookstone until May 18, 2016 with complete application into Township by May 4, 2016.**

**Seconded by Trustee Eyster.**

**Motion approved.**

**SUBDIVISION UPDATES**

Chair Eidt reviewed proposed schedule in which to complete Subdivision Updates.

Chris Doozan reviewed comments submitted by Commission members. Items of discussion included.

- Open spaces
- Cluster spaces
- Minimum site size

- Site condominiums
- Septic and well
- Private roads
- Tree ordinance
- Public Notice
- Basin and new drains.

Chris Doozan will draft Subdivision Updates for review by Commission for May 18, 2016 meeting with finalized updates for July 20, 2016 meeting and a Public Hearing to be held September 21, 2016.

Trustee Eyster asked that an applicant not be placed on the agenda without a complete application packet. Chris Doozan replied he will talk with Supervisor Bloomquist regarding timeline of application.

**2016-2017 MEETING DATES**

**Secretary Brown-Timm moved to approve the 2016-2017 Planning Commission dates with the correction/deletion of May 16, 2017.**

**Seconded by Commissioner Davis**

Discussion: None

**Motion approved**

**Planning and Board Reports and Review**

**Township Board**

- Trustee Eyster reported on the Board’s approval of budget and police budget.

**Planning Staff**

- Requested Commissioners volunteer to be the representative of the Planning Commission for Board Meetings. Commissioner Giese (tentatively) will represent the PC at the April 13<sup>th</sup> Board meeting.
- Annual report to be given May 18, 2016

**Planning Commission Chair**

- Nothing to report

**PUBLIC COMMENT**

No public comment

**Review**

Brookstone Estates tabled until May 18, 2016.

Sudivision Updates revisions May 18, 2016. Finalize July 20 with Public Hearing to be held September 21, 2016.

**Commissioner Weston moved to Adjourn**

**Seconded by Commissioner Giese.**

**Meeting adjourned at 9:00 pm.**

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**Rhea Johnson**  
Recording Secretary

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**Secretary Joscelyn Brown-Timm**