

**WILLIAMSTOWN TOWNSHIP  
PLANNING COMMISSION MEETING  
MINUTES – 3/27/19**

**CALL TO ORDER**

The Williamstown Township Planning Commission convened at 7:00pm at the Township Hall, 4990 Zimmer Road, Williamston, MI. Chair Eidt called the meeting to order and reviewed the agenda.

**PRESENT:** Chair Eidt, Secretary Brown-Timm, Vice Chair Stanford, commissioners Giese, Weston, Flore and Davis.

**ABSENT:** Trustee Eyster, Commissioner LaMore. Quorum established.

**ALSO PRESENT:** Planning Consultant Susan Cronander of Mckenna and Jim Howard.

**APPROVAL OF MINUTES**

**Motion by Stanford, second by Weston to approve the minutes of January 23, 2019.**

**Motion approved 7 – 0.**

**PUBLIC COMMENT**

None.

**PUBLIC HEARING**

Chair Eidt continued the public hearing for Jackson Metal Cleaning’s special use permit & site plan review.

Consultant Cronander initiated the discussion by going through her review letter for the SUP and then the site plan for the project.

Tyler Lang from JMC also provided information to commissioners and explained the process they use. He also mentioned that there would be monthly testing for phosphorous in the near term.

Cronander added that one stipulation for any motion would be that any approval is only for Williamstown Township.

Discussion ensued about location of the dumpster and screening. Mr. Lang indicated that the dumpster is owned by Granger. Also discussed was the number of employees; Mr. Lang explained that an increase in employees would mean an additional shift.

Chair Eidt then called for public comment: (none – no public in attendance).

**Motion by Davis, second by Flore to close the public hearing. Motion approved 7 – 0.**

## **UNFINISHED BUSINESS**

- *Jackson Metal Cleaning SUP/SPR*

**Motion by Weston, second by Davis to recommend approval of the Jackson Metal Cleaning Special Use Permit to the Township Board per McKenna's review letter, but only for property in Williamstown Township, that the trash receptacle meets ordinance standards for screening and placement, with the need to reapply if outdoor storage is added.**

**Motion approved 7 – 0.**

**Motion by Weston, second by Brown-Timm to recommend approval of the site plan for Jackson Metal Cleaning to the Township Board per McKenna's review letter but only for property in Williamstown Township, with demonstration of ample parking, and proper location of the dumpster.**

**Motion approved 7 – 0.**

It was noted that the Township Board's next meeting is April 17.

- *Use of Automatic Pool Covers*

**Motion by Stanford, second by Brown-Timm to remove the item from the table.**

**Motion approved 7 – 0.**

After much discussion it was suggested that Howard come up with revised language that incorporates a distance of 100 feet from the property line along with meeting state and international codes/ASTM standards/UL approval.

- *Events Centers/Barns*

Cronander reviewed her correspondence which was initiated under the AG Preservation concept, and included 11 issues that would need to be addressed, with draft language provided.

Much discussion ensued including the suggestion that the 11:00pm time limit be pushed back to 2:00am., and whether the signage would advertise the site or the event.

It was suggested that input be solicited from business owners who operate similar facilities.

## **NEW BUSINESS**

- *Meeting schedule for 2019 – 2020:*

Brief discussion.

**Motion by Davis, second by Weston to adopt the schedule provided in the packet which reflects the continuation of meetings on the fourth Wednesday of every other month.**

**Motion approved 7 – 0.**

- *PC Bylaws:*

**Motion by Stanford, second by Davis to eliminate items 6.2.1, e and f (calling for public comment in favor of the proposal and then public comment opposed to the project) and instead just call for public comment about the proposal.**

**Motion approved 7 – 0.**

- *Continuing Education:*

Much discussion ensued, including whether there should be a requirement for 1 session per year or per term, the complications with commissioners having to get time off to attend a program, the travel involved, the Citizen Planner Online option, and having a program at the Township is most convenient.

Consensus was to continue the discussion at the next meeting.

- *Special Meeting in April:*

After brief discussion the consensus was to hold a special meeting on April 24.

## **PLANNING AND BOARD REPORTS AND REVIEW**

Since Trustee Eyster was not present there was no report from the Township Board.

Howard mentioned a couple of projects looming on the horizon, such as the Red Cedar Renaissance Compensating Cut, and a proposal from Carl McIntosh for “Cottage Zoning.” There was discussion about the format for providing/ updating the zoning ordinance, and that Supervisor Bloomquist had suggested the use of “Kindles” or similar devices as opposed to hard copies. It was also mentioned that we were very close to getting a new/updated zoning map.

## **CORRESPONDENCE**

Brief discussion ensued about the letter from Bath Township, which is initiating the process to review/update its Comprehensive Plan.

**Motion by Stanford, second by Brown-Timm to accept the letter from Bath Township and place it on file.**

**Motion approved 7 – 0.**

**CITIZEN COMMENT**

None.

**REVIEW**

Chair Eidt reviewed the PC's actions from the night:

- They completed the public hearing for JMC and recommended approval of the SUP and site plan;
- They asked Howard to come up with revised language for automatic pool covers;
- They initiated review of draft language for events centers/barns;
- They adopted the meeting schedule for 2019 – 2020 with meetings continuing on the fourth Wednesday;
- They revised the bylaws calling for public comment;
- Had further discussion on Continuing Education opportunities;
- Agreed to hold a special meeting in April, on 4/24/19;
- Accepted the letter from Bath Township and placed it on file.

**ADJOURNMENT**

**Motion by Davis, second by Weston to adjourn.**

Meeting adjourned at 9:30pm.

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James Howard, Recording Secretary

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Joscelyn Brown-Timm, Secretary