



CITY OF WILLIAMSTON

161 East Grand River Avenue, Williamston, MI; 517-655-2774

Regular Planning Commission Meeting Agenda

Tuesday, October 1, 2024, at 7:00 p.m.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Audience Participation – Maximum 5 minutes per presentation. Subject matter on non-agenda items only.
6. Planning Commission Regular Meeting Minutes of September 3, 2024
7. Action Items
 - a.
 - b.
 - c.
8. Discussion Items
 - a. Master Plan
 - b. Survey Results
 - c. NOLI/SOLI Design Standards
 - d. Plan Development Timeline Review
9. Correspondence Received/Information Only
 - a.
10. Staff Reports
 - a.
11. Audience Participation - Maximum 5 minutes per presentation. Subject matter on non-agenda items only.
12. Planning Commissioner Comments
13. Adjourn to the Call of the Chair

In Accordance with Public Act 267 (Open Meetings Act), individuals with disabilities requiring special assistance planning to attend the meeting should contact the City Clerk at 517-655-2774 for accommodations. This request must be made two (2) business days in advance of the meeting.

The next regular meeting of the Williamston Planning Commission will be held on Thursday, November 7, 2024 in the City Council Chambers at 7:00 p.m.

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**CITY OF WILLIAMSTON
PLANNING COMMISSION
SEPTEMBER 3, 2024
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, Steve Panganis, Brandon Lanyon, and Tim Ludwig. Absent: None.

Also Present: City Manager John Hanifan, Deputy Clerk Barbara Burke, City Attorney Timothy Perrone, City Planner Jeff Keesler with McKenna, developers Mark Jernigan, Kevin McIntyre and Todd Callaway, citizens Adam Spina, Kenny Szymusiak, Chandra Owen, and other members of the public.

4. Approval of Agenda:

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

5. Audience Participation on Non-Agenda Items:

Chandra Owen asked that some preserved green space be included in the Master Plan.

6. Planning Commission Regular Meeting Minutes of May 7, 2024:

Motion by **Lanyon**, second by **Panganis**, to approve the regular meeting minutes of May 7, 2024 as presented. **Motion passed by voice vote.**

7. Action Items

7. Public Hearing – Rezoning Request for 301 Linn Road (parcel ID: 33-18-07-11-200-014)

7a. Open Public Hearing:

Chairman Markstrom opened the public hearing at 7:04 p.m.

7b. Chair States Purpose of Hearing and Rules of Procedure as Deemed Necessary:

Chairman Markstrom stated the purpose of the public hearing and rules of procedure.

7c. Presentation by Staff Summarizing the Item:

Planner Keesler reviewed the application. The applicant, NHI Commercial, is seeking rezoning of the property located at 301 Linn Road, Williamston, MI 48895 (Parcel ID: 33-18-07-11-200-014) from RR (One-Family Rural Residential and Open Space Conservancy District) to R3 (Multiple Dwelling Residential District). The applicant wishes to develop a multi-family community, exceeding five dwelling units, with a mixture of townhome style and apartment units.

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7d. Questions from Board to Staff:

Attorney Perrone explained the rezoning process.

7e. Presentation by Applicant:

Todd Calloway reviewed their vision and the plans of what they wish to put on the parcel. They would be conscious of greenspace and respectful of neighboring properties.

7f. Questions From Board to Applicant:

Chairman Markstrom wanted the applicant to be aware of the wellhead protection zone.

7g. Testimony From Public:

- i. Presentation of Written Comments – none.
- ii. Presentation of Oral Comments –
 - a. Kenny Szymusiak does not think this is in alignment with the current Master Plan.
 - b. Adam Spina, Williamston Schools Superintendent, is strongly in favor of additional housing that is well-planned and thought out.
 - c. Chandra Owen is in support of additional residential such as townhomes and 2-story developments. She is not in favor of 4-story buildings. She is concerned about the traffic as there is no stoplight in the area, the noise, and the parking. As mentioned previously, she wants to keep green space.

7h. Concluding Comments From Staff:

Planner Keesler said the Master Plan does allow mixed-uses.

7i. Concluding Comments From Applicant:

Mr. Calloway said he is respectful of the dark skies planning and developments he has worked on, including this one, to have downward directed lights, no glaring lights, etc. These units would be available for rentals.

7j. Concluding Questions or Comments From Board:

None.

7k. Close Public Hearing:

Chairman Markstrom closed the public hearing at 7:28 p.m.

8. Public Hearing – Special Land Use for 301 Linn Road (parcel ID: 33-18-07-11-200-014)

8a. Open Public Hearing:

Chairman Markstrom opened the public hearing at 7:29 p.m.

8b. Chair States Purpose of Hearing and Rules of Procedure as Deemed Necessary:

Chairman Markstrom stated the purpose of the public hearing and rules of procedure referencing standards for approval of special land uses.

8c. Presentation by Staff Summarizing the Item:

Planner Keesler reviewed the application. The applicant, NHI Commercial, is seeking special land use to develop a multi-family housing community exceeding five (5) dwelling units on the parcel.

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8d. Questions from Board to Staff:

Chairman Markstrom asked the difference between R-3 and RR.

8e. Presentation by Applicant:

Todd Calloway reviewed their vision and the plans of what they wish to put on the parcel.

8f. Questions From Board to Applicant:

None.

8g. Testimony From Public:

- i. Presentation of Written Comments – none.
- ii. Presentation of Oral Comments –
 - a. Adam Spina, Williamston Schools Superintendent, said single family homes would be ideal, but transitory living is a good start. He sees the value and asks the Planning Commission to support it.

8h. Concluding Comments From Staff:

None.

8i. Concluding Comments From Applicant:

Applicant Kevin McIntyre said this plan provides entry level living to the community. They did studies and this is what is missing.

8j. Concluding Questions or Comments From Board:

None.

8k. Close Public Hearing:

Chairman Markstrom closed the public hearing at 7:42 p.m.

9. Action Items

9a. Rezoning Request for 301 Linn Road (parcel ID: 33-18-07-11-200-014):

Motion by **Lanyon**, second by **Belanger**, to recommend approval of the rezoning from RR One-Family Rural Residential and Open Space Conservancy District to R-3 Multiple Dwelling Residence District for 301 Linn Road (parcel ID: 33-18-07-11-200-014) to the City Council for adoption. Yes: Belanger, Ludwig, Lanyon, Markstrom, Panganis. No: None. **Motion passed.**

9b. Special Land Use for 301 Linn Road (parcel ID: 33-18-07-11-200-014):

Motion by **Lanyon**, second by **Panganis** to approve the special land use at 301 Linn Road for more than 5 dwelling units on this parcel with the following conditions:

1. The use is contingent upon the property being rezoned from RR to R-3.
2. The use must be established within one (1) year from this date.
3. The proposed building area shall be of the design and shall be located on the property as shown on an approved site plan.

Yes: Markstrom, Belanger, Ludwig, Panganis, Lanyon. No: None. **Motion passed.**

9c. Appointment of Zoning Board of Appeals Representative:

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Motion by **Lanyon**, second by **Belanger**, to appoint Steve Panganis as the Planning Commission's Zoning Board of Appeals Representative. **Motion passed by voice vote.**

9. Discussion Items

9a. Master Plan:

Planner Keesler said over 400 responses have been received to the Master Plan survey. This will be incorporated into the feedback for the public engagement portion. He reviewed the power point slides. He explained PUD stands for Planned Unit Development. PUD combines different elements and can include housing, streets, open space, recreation areas, and commercial or office uses. He said we could improve our landscape screening and zoning allowing more trees as barriers. Planner Keesler showed images of Lowell, Michigan, which is comparable to Williamston.

Tiny home zoning was briefly discussed.

Commissioner Lanyon prefers the concept for commercial to be south of Linn Road.

Chandra Owen feels the property taxes in the City are high and thinks that is why people may leave. She thanked the Commission for the opportunity and appreciates the efforts to preserve the beauty of Williamston.

Manager Hanifan said the City has no rental housing requirements in the City - private equity companies are buying homes and renting them out. He said we can discuss what the corridor could look like during the next Master Plan session. This will be an approximately 10-month process. He asked Commissioners to make staff aware if they are able/unable to attend future sessions.

12. Staff Reports:

None.

13. Audience Participation on Non-Agenda Items:

None.

14. Planning Commissioner Comments:

Chairman Markstrom said there are two vacancies on the Commission and asked Commissioners to think of individuals who may be interested in serving.

15. Adjourn to the Call of the Chair:

Chairman Markstrom adjourned the meeting at 8:36 p.m.

Meeting adjourned at 8:36 p.m.

Respectfully Submitted: _____

Barbara J. Burke, Deputy Clerk

Date approved: _____

D. Public Realm.

(1) **Sidewalks.** Sidewalks shall be required along all public street frontages, and to connect the street frontage to all front building entrances, parking areas and drives, usable open spaces, and any other destination that generates pedestrian traffic. Sidewalks shall connect to existing sidewalks on abutting tracts and other nearby pedestrian destinations.

- a) Sidewalks along a public street shall have a minimum unimpeded width of five (5) feet, where separated from the street with a planting strip.
- b) Sidewalks immediately adjacent to a street or parking area shall have a minimum unimpeded width of seven (7) feet. Where the adjacent properties exceed the minimum width required by this ordinance, the sidewalk shall match the width of the adjacent properties, but need not exceed 10 feet in width.
- c) All other pedestrian paths on a site shall have a minimum unimpeded width of five (5) feet.
- d) Sidewalks shall be constructed of concrete or other decorative techniques approved by the City. In general, sidewalk treatments shall be consistent with the material character of adjacent properties and the overall district.
- e) Pedestrian crossings on drive aisles or in parking areas shall be clearly identified using material differences or markings (e.g., inlaid thermal plastic, paint) that make them easy to view and distinguish them from the surrounding road surface. Curb ramps shall be provided at crossing locations.

(2) **Street Furnishings.** Public plazas, amenity zones, pedestrian pathways, and other public open spaces may include amenities such as water features, public art, gazebos, shade trees, shade structures, drinking fountains, trash receptacles, benches, lights, trellises, or other similar features.

(3) **Pedestrian Protection.** Bollards, street trees, planters, and/or street furniture may be used as a barrier to protect pedestrians and buildings where needed.

E. Williamston Road Gateway. In addition to the public realm standards in **Section 5.08D**, public space, in the form of a landscaped plaza or other similar design feature, shall be provided on corner lots at the intersection of Williamston Road and Linn Road. Gateway public realm features are also required on all lots within 500 feet of the intersection. Public space shall be furnished with amenities in accordance with **Section 5.08D(2)**.

F. Lighting. In addition to the standards provided in **Section 6.07**, the following design standards for lighting in the DT, T-1, and T-2 districts shall apply.

Built **before** Gateway Zoning



Built **After** Gateway Zoning



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