

**City of Albion**

**Planning Commission Annual Report**

*Covering activity from 01/01/2022 – 12/31/2023*

## Introduction

The [Michigan Planning Enabling Act](#) (MPEA) allows for the establishment of local Planning Commissions, master plans, and other associated activities. The City of Albion's Planning Commission is established in City of Albion Code of Ordinances, Chapter 8, Sec. 8.14, and consists of nine (9) members. The Planning Commission is responsible for:

- Developing the community's Comprehensive Plan which provides a framework for orderly growth and redevelopment.
- Creating a zoning ordinance to translate master planning goals to land use regulations.
- Review and approval of development requests.
- Drafting a capital improvements plan
- Studying special topics or conducting other special projects as requested by the governing body

This report contains a record of the Planning Commission's activity over the past year. Highlights of the commission's work include:



### Site Plans

The Planning Commission Reviewed three site plans and issued approval to all three. Construction of two of the three site plans has commenced.



## Membership

Planning Commission members for this reporting period were:

Name	Meetings Attended	Term Expires	Voting Member
George Strander, Chair	8/8	2023	Yes
Mayor Victoria Garcia Snyder	8/8	NA	Yes
Albert Amos	5/8	2020	Yes
Scott Kipp	7/8	2023	Yes
Mark Lelle	6/8	2021	Yes
Tom Pitt	7/8	2024	Yes
Sharon Ponds	3/8	2019	Yes
Lenn Reid	6/8	2026	Yes
Joe Verbeke	8/8	2022	Yes

## Meetings

The MPEA requires that local Planning Commissions meet at least four times a year. The City of Albion Planning Commission meets on the third Tuesday of every month and held eight (8) meetings during the year. A summary of meeting activity is below:

Meeting Date	Summary
January 19	Discussed Comprehensive Plan Updates
February 15	Discussed Comprehensive Plan Updates
March 15	Public Hearing – Special Use Permit, Public Hearing - Marihuana Overlay District, Conditional approval on two site plans and one special use permit. Comprehensive Plan Discussion
April 19	Provided Update on Conditional Approvals from March 15, voted to request Council Distribution of Comprehensive Plan
May 17	Received Correspondence on Marihuana Overlay District, Approved Grower/Processor Licenses
June 21	Meeting Canceled – No Agenda
July 19	Received comments on Comprehensive Plan
August	Meeting Canceled – No Agenda
September 20	Comprehensive Plan Adopted, Approved Marihuana Overlay District, Approved Marihuana Grower/Processor Licenses
October	Meeting Canceled – No Agenda
November	Meeting Canceled – No Agenda
December 20	Approved Marihuana Grower/Processor License

## Master Plan Status

The Planning Commission is responsible for regularly reviewing and updating the master plan to ensure it continues to be relevant to the community’s needs. The community’s current [Comprehensive Plan](#) was adopted on 09/20/2022. The MPEA requires a formal review (and update or reaffirmation) occur at least every five years.

RRC Certified Opportunity

In addition to the MPEA-required five-year review, the community’s efforts to maintain alignment with the [Redevelopment Ready Communities](#) Best Practices includes annual progress assessments to determine if the community is on track for meeting the plan’s goals and

actions. City Administration meets regularly with MEDC representatives to ensure our compliance with Master Plan, and Redevelopment Ready Community requirements.

## Zoning Ordinance Amendments & Rezoning

Zoning is the legal mechanism which turns planning goals into reality via development regulations. It is imperative that a community maintain an up-to-date zoning ordinance which aligns with those goals and addresses emerging trends. Throughout the year, the Planning Commission discussed the following amendments:

Topic	Summary	Status
Marihuana Business	At the request of City Council, the Planning Commission determined an overlay district to recommend to City Council for adoption. This overlay district designates suitable land for Marihuana business and allows City Council greater discretionary power on Marihuana business	Recommended: Yes Adopted by Council: Yes [Chapter 100, Sec. 7, 7.24 A, 7.24B]

## City of Albion Zoning Ordinance

