



MINUTES
PLANNING COMMISSION
Tuesday, June 15, 2021 @ 7:00 PM
Zoom Meeting

I CALL TO ORDER (Reminder: turn off cell phones)

Chair G Strander called the Planning Commission to order at 7:00 p.m.

II ROLL CALL of the Commission

PRESENT: Mayor Victoria Snyder (Albion, MI); Mark Lelle (Albion, MI); Tom Pitt (Albion, MI); Scott Kipp (Albion, MI); Lenn Reid (Albion, MI); George Strander (Albion, MI) and Sharon Ponds (Albion, MI)

ABSENT: Albert Amos and Joseph Verbeke

ADMINISTRATION: Haley Snyder, City Manager, Jill Domingo, City Clerk and Ian Arnold, Planning & Building Director

III APPROVAL OF Prior Meeting MINUTES

A. MAY 18, 2021 MINUTES

Moved by Commissioner Pitt, seconded by Mayor Snyder

To approve minutes as presented

Carried

IV CORRESPONDENCE - None

V Order of Business

A. APPROVE ADULT USE PROCESSOR PERMIT FOR 1009 INDUSTRIAL BLVD

Comments were received from Commissioners L Reid; V Snyder and Chair G Strander; Director of Planning & Building Arnold and City Manager Snyder

ITEMS A -E WERE VOTED ON AS ONE UNIT

Moved by Commissioner Pitt, seconded by Commissioner Lelle

Approve Three Grower and Two Processor Adult Use Permits for 1007 Industrial, 1009 Industrial and 929 Elliott

	For	Against	Abstained	Absent
Ponds Commissioner	x			
Lelle Commissioner	x			
Pitt Commissioner	x			
Kipp Chief Public Safety/Commissioner	x			
Reid (2)		x		
Verbeke Commissioner				x
Snyder Mayor	x			
Strander Chairman	x			
Amos Commissioner				x
	6	1	0	2

Carried

B. APPROVE ADULT USE GROWER PERMIT FOR 1007 INDUSTRIAL BLVD

ITEMS A-E WERE VOTED ON AS ONE UNIT

C. APPROVE ADULT USER GROWER PERMIT FOR 1009 INDUSTRIAL BLVD

ITEMS A -E WERE VOTED ON AS ONE UNIT

D. APPROVE ADULT USE GROWER PERMIT FOR 929 ELLIOTT

ITEMS A -E WERE VOTED ON AS ONE UNIT

E. APPROVE ADULT USE PROCESSOR PERMIT FOR 929 ELLIOTT

ITEMS A -E WERE VOTED ON AS ONE UNIT

F. DISCUSSION MOBILE FOOD ORDINANCE

Director of Planning & Building Arnold stated he is still in the drafting stage of the ordinance. The City Attorney has reviewed and is changing some existing verbiage. The City Clerk has created an application form that may need to have items added based on changes made to the ordinance language. Comments are encouraged and welcome from the Planning Commission.

Commissioner L Reid asked about the fee.

Director of Planning & Building Arnold stated Council would set the fee but he would suggest it be very moderate

G. DISCUSSION UPDATING THE STRATEGIC PLAN

Director of Planning & Building Arnold stated members of the Council and Planning Commission participated in a joint Study Session on Saturday, June 12, 2021 and did a SWOT analysis which is a structured planning method used to evaluate the strengths, weaknesses, opportunities, and threats involved in a project. The main comments he received were as follows:

- Finding & keeping jobs
- Transportation
- Fresh food options

The Comprehensive Master Plan must include the following best practices:

- The master plan reflects the community's desired direction for the future
- The master plan identifies strategies for priority redevelopment areas
- The master plan addresses land use and infrastructure, including complete streets
- The master plan includes a zoning plan
- The master plan establishes goals, implementation actions, timelines and responsible parties
- The master plan is accessible online
- Progress on the master plan implementation is assessed annually

The Comprehensive Master Plan must be complete by February, 2022. Director Arnold and City Manager Snyder's goal is to have it complete by mid November-early December of this year

Director Arnold and City Manager Snyder met with Julia Turnbull from the MEDC who is the coordinator for the Redevelopment Ready Community (RRC) program. The City will need to renew the RRC status in 2023. There are two classifications for RRC:

1. Essentials-those cities just starting the process from scratch
2. Certifications-those cities that meet requirements and just need to be updated.

The City of Albion is in the certifications classification. There is a fund program with a match available through the RRC program which can be used for hiring a consultant to help with the Comprehensive Plan. City Manager Snyder stated we should receive an answer if we will receive the funding on Monday and will be working on an RFP for the consultant. The RFP will be sent to the Board prior to the release

Commissioner V Snyder asked if a survey for community input could be done. Council Members are beginning to have in-person precinct meetings and this would be a good time to gain public input on the Comprehensive Plan

Commissioner M Lelle offered his services to help with the community input survey

Chair G Strander asked if a calendar could be put in place to help get things done for the Comprehensive Plan update

Commissioner Reid asked for a list of what has been accomplished under the current Comprehensive Plan and if all members of the Planning Commission and Albion City Council could get a hard copy of the current plan

Commissioner S Kipp stated the current Comprehensive Plan is available on the City's website

H. EXCUSE ABSENT BOARD MEMBER

Reid moved, Snyder supported, **FAILED**, to Excuse Commissioners A Amos and J Verbeke (3-3, rcv) (T Pitt, S Kipp and G Strander dissenting)

T Pitt moved, no support, **FAILED**, to make a friendly amendment to above motion to excuse only Commissioner A Amos

Moved by Commissioner Pitt, seconded by Commissioner Lelle

Excuse Commissioner A Amos

Carried

VI PUBLIC COMMENTS

Comments were received from Teatrice Williams and Commissioner L Reid

VII ADJOURNMENT

Moved by (2) Reid, seconded by Commissioner Lelle

Adjourn Planning Commission meeting

Chair G Strander adjourned the Planning Commission meeting at 7:45 p.m.

Carried

Jill A. Domingo, City Clerk