

Planning Commission Annual Report 2019

City of Albion
112. W. Cass Street
Albion, MI 49225

2019 Planning Commissioners

Membership: Nine voting members, including the Mayor and one Councilmember (appointed annually) and one staff member. One member may be a non-resident, with the consent of Council, who possess an interest in planning in the City of Albion. Appointed by Mayor with confirmation by City Council.

Residency: Except for one member as indicated above, all must be City residents.

Term: Three (3) years

Compensation: None

Planning commission member	Term expiration
Albert Amos	12/31/2020
**Dave Atchison	Ex-Officio
Scott Kipp	Ex-Officio
Tom Pitt	12/31/2021
Sharon Ponds	12/31/2019
**Lenn Reid	Ex-Officio
Mark Lelle	12/31/2021
George Strander	12/31/2020
Frances Valdes	12/31/2019
**Appointed Council Member Representative serves until the end of his/her elected term of office.	

2019 Meetings (*MPEA requires four (4) meetings annually*)

The City of Albion Planning Commission met nine (9) times. This meets the requirements of the MPEA. Meetings are held on the 3rd Tuesday of each month at 7pm in the Council Chambers

February 20, 2019

March 19, 2019

May 21, 2019

July 16, 2019

August 20, 2019

September 25, 2019

October 15, 2019

November 19, 2019

December 17, 2019

Purpose of the Planning Commission – The purposes of the Planning Commission include:

- Preparing a plan to guide the physical development of the City of Albion, and to continually keep it up to date thereafter.
- Promoting the adoption and execution of such plans by the City, school, county, and other governments and agencies responsible for making public or other improvements in the City Municipality.
- Effecting economics in the City through the recommendation of a wise expenditure of funds to provide sound development.
- Encouraging and assisting public and private agencies in improving the attractiveness of the City Municipality.
- Working toward a “planned community” for the City by officially adopting a plan to guide the physical development of the community.
- Furthering cooperation between governmental and private agencies toward these ends.

Actions by Legislative Body in 2019

March 19, 2019 – CARRIED, to approve American Colloid Site Plan Review #2019-006. (Voice Vote)

May 21, 2019 – CARRIED, to approve the Grower Medical Marihuana License for Greenhouse Farms, LLC. (Voice Vote)

July 16, 2019 - CARRIED, to approve the Albion College Dow Center Site Plan Review #2019-043. (Voice Vote)

August 20, 2019 – CARRIED, to approve a Special Use Permit for 313 Fitch Street contingent on recommendation made by City Staff – two (2) family unit requires two (2) parking spaces. Each space shall have an area of not less than 180 sq. ft., with minimum width of 9 ft.; front yard parking on improved driveway only; and proposed conversion of two family unit meet building, electrical, mechanical, and plumbing codes as required. (Voice Vote)

- CARRIED, to approve the 2018 Planning Commission Annual Report. (Voice Vote)



- CARRIED, to approve 902 Burstein Drive Site Plan Review – Medical Marihuana Grow Facility. (Voice Vote)

September 25, 2019– CARRIED, to approve the proposed Zoning Ordinance with the Director of Planning, Building & Code Enforcement’s recommended additions and changes to Article 4 District Regulations – Page 4-12 Purpose, Page 4-13 Residential Uses, Page 4-39 Campus Development District; addition of Medical Provisioning Facilities – Page 4-34, Page 4-37, Page 4-30; remove three (3) parcels near Haven Road from the Campus Development District and re-zone as R-1; and exclude part of the Methodist Church not owned by the College from the College Development District and re-zone as Mixed Use. (Roll Call Vote)

October 15, 2019 – CARRIED, to approve one (1) Medical Marihuana Grower Renewal License and one (1) Medical Marihuana Processor Renewal License for Greenhouse Farms, LLC. (Voice Vote)

November 19, 2019 – CARRIED, to approve one (1) Medical Marihuana Grower Renewal License for Greenwell BioMedicinals. (Voice Vote)

- CARRIED, to approve 2020 meeting dates. (Voice Vote)

December 17, 2019 – CARRIED, to approve #2019-84 Special Use Permit – change of existing use of an owner-occupied residence in a R2 multiple family district to all for (include) a group childcare home with a capacity of 7 to 12 children. (Roll Call Vote)

- CARRIED, to approve one (1) Medical Marihuana Grower Renewal License and one (1) Medical Marihuana Processor Renewal License for Michael Moore. (Voice Vote)
- CARRIED, to approve Medical Marihuana Provisioning Center Renewal License for Pincanna RX Albion. (Voice Vote)
- CARRIED, to approve Medical Marihuana Provisioning Center Renewal License for Greenhouse Farms. (Voice Vote)

Zoning

The City of Albion continues to take all necessary steps to have Albion certified by the Michigan Economic Corporation as a Redevelopment Ready Community. Zoning is a significant mechanism for achieving desired land use patterns and quality development. Clarity of ordinance rules, requirements, definitions, and processes is critical to entice investment in a community. A zoning re-write subcommittee consisting of four (4) Planning Commissioners, with the assistance of Denise Kline, Deputy Director/Chief Planner with Northeast Michigan Council of Governments, met throughout the year to review and update Albion’s current zoning ordinance.

The Planning Commission Zoning Rewrite Subcommittee with the aid of Denise Cline worked on and drafted the following articles in 2019:

- Article 5 – Plot Plan & Site Plan Review
- Article 6 – Special Land Uses
- Article 7 – Supplemental Regulations
- Future Zoning Map



Currently, there are nineteen (19) zoning districts in Albion. The proposed zoning ordinance consist of eight (8) zoning districts. The zoning re-write has simplified the zoning process and has added flexibility to all zoning areas within the city. The City of Albion Zoning Rewrite was adopted by the Albion City Council on October 7, 2019.

