

Planning Commission
August 20, 2019

I. Call to Order

The August 20, 2019 Planning Commission meeting was called to order at 7:00 p.m. by Chairman Strander and a quorum declared.

II. Roll Call of the Commission

PRESENT: A Amos, D Atchison, S Kipp, M Lelle, T Pitt, S Ponds, L Reid, G Strander and R Valdes.

ABSENT: All members were present.

Staff Present: H Snyder, Interim Assistant City Manager - City Deputy Clerk/Treasurer

III. Approval of Prior Meeting Minutes

A. July 16, 2019

D Atchison moved, T Pitt supported, CARRIED, to approve the prior Planning Commission minutes as presented. (vv) (9-0)

IV. Correspondence – Letter Received August 9, 2019 ref. 313 Fitch Street.

Commission addressed/discussed during the public hearing.

V. Public Hearing – Application for Special Use Permit 313 Fitch Street

Chair Strander opened the Public Hearing at 7:03 p.m.

Scott Kipp, Interim City Manager gave the following report on the special use permit:

- **Site Location** – 313 Fitch Street P.N. 51-008-204-00
- **Site Zoned** – R1C One-Family Residence District
- **Property Owner** – Paul & Catherine Decker
- **Existing Use** – Two story single family residence
- **Applicant Request** – Request change in zone for property located at 313 Fitch Street, zoned R1C. Requesting to change the zoning classification of this parcel from one-family residence to two-family residence.
- Subject property/dwelling meets current requirements for R1C, including special use side yard setback. Rental properties abutting south side and north side of subject property.
- **Staff recommendation** – Suggest to approve provided the following conditions are met: minimum parking requirement – two 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. Submit application(s) and obtain permit(s) as required.

Comments were received from Christy Vaughn, 1003 E. Michigan Avenue and Paul Decker, 8159 Old Mill Drive Pinckey, MI.

Paul Decker provided the following information to the Commission regarding the property and special use permit:

- Works with A1 Property Management out of Jackson to oversee rental properties in Albion.
- Properties are checked minimally once a month – 309 & 311 Fitch Street are other properties. No report of issues in the past 2-3 years.
- Learned a lesson with the first property management company out of Grand Rapids.
- Noticed two (2) meters on the 313 property which sparked the interest in transforming the residence into a two family residence.
- Received loan from local bank for renovations. Interior work top priority followed by exterior renovations.
- The two (2) family residence will contain two bedrooms and one bathroom in the upper and lower units.
- Each unit will have one designated parking spot.

Chair Strander stated the Commission received a letter from Jim Whitehouse at 903 E. Michigan Ave. The letter highlighted parking issues and code enforcement.

Chair Strander closed the Public Hearing at 7:39 p.m.

T Pitt moved, D Atchison supported, to approve proposed request contingent on the recommendation made by staff.

Commissioner A Amos asked to amend the proposed motion to include all City codes to be followed.

T Pitt moved, D Atchison supported, CARRIED, to approve the proposed request contingent on the recommendation made by staff and City code requirements.

(Motion carried, vv) (9-0)

VI. Order of Business

A. Approval – 2018 Planning Commission Annual Report

Chair Strander stated the report details the 2018 Planning Commission members, meetings held, purpose of the Commission, legislative action, and zoning re-write process.

T Pitt moved, S Ponds supported, CARRIED, to accept current version of the 2018 Planning Commission Annual Report to be approved by City Council.

(Motion carried, vv) (9-0)

B. Discussion/Approval – Site Plan Review 902 Burstein Drive.

Scott Kipp, Interim City Manager gave the following report on the site plan review:

- **Site Location** – 902 Burstein Drive P.N. 51-001-716-00
- **Site Zoned** – M-2-P Heavy Industry Park
- **Property Owner:** Trident Investments Group, LLC
- **Existing Use:** Prior dwelling structure used for offices demolished, section of slab/flatwork, footing and paved parking lot remain on vacant land.
- **Project Description provided by applicant:** Trident Investment Group will construct a 3600 sq. ft. metal building with metal roof and 3,955 sq. ft. greenhouse consisting of metal walls and polycarbonate clear panel roof. Floor will consist of a 6” concrete slab and footings. Existing main parking lot to remain. Existing slab and footing from previous residence will be removed. A 3,000 sq. ft. blacktop runway will be installed to accommodate semi-trucks to back into lodging dock area. Design allows existing large Oak trees to remain as is. Perimeter of building will be enclosed by an 8” high fence with a security gate. Building perimeter and parking lot will be lighted. Security cameras will be installed on the perimeter of the building and parking lot and monitored 24/7.
- **Description of use for proposed structure:** Medical Marihuana Grow Facility. Greenwell BioMedicinals, LLC, City of Albion Medical Marihuana Grow Facility License expire/renewal October of 2019.
- **Staff Recommendation:** Proposed structure for permitted use under zoning code. City approved required license for Medical Marihuana Grow Facility at said site address, renewal/expire October 2019. Meets required setbacks, required distance from schools, churches, public parks, etc. Proposed 8” high chain-link fence around perimeter of structure. Will employ nine (9) people, ten (10) parking spaces with handicap space on existing paved parking lot. Parking lot lighting. Site plan approved by ADPS and Director of Public Services. Suggest approval of site plan.

Mark Zielinski, Woodstock, Illinois stated Trident Investment Group plans to construct a 3600 sq. ft. facility with a 3,955 sq. ft. greenhouse facility to grow and process medical marihuana. The company has been approved by the State of Michigan for a Class C License good for 1500 plants.

Questions & Comments received from Commission was as follows:

- Describe what processing of marihuana includes: *The growing, trimming, and dry-out of the marihuana plants to prep for provisioning centers.*
- Secured State license? *Yes – Class C License.*
- Describe plan for run off for water used by the facility: *Water passing through the parking area will run through the City’s drain/sewer system. Water utilized in the grow facility will also run through the City’s system. State requires disclosure of all fertilizers used.*
- How much water will be added to the City’s sewer system? *Roughly 650 gallons per day.*

Questions/Comments received by Commissioners D Atchison, M Lelle, T Pitt, G Strander, and R Valdes.

M Lelle moved, R Valdes supported, CARRIED to approve the Site Plan for 902 Burstein Drive as presented.

(MOTION carried, vv) (9-0)

C. Discussion – City of Albion Zoning Ordinance Final Draft

Commissioner Pitt stated the draft zoning plan the subcommittee has been working on is finally complete. The re-write greatly reduced the size of the zoning packet, as well as simplified the zoning process and added flexibility to all zoning areas.

Commissioner Kipp stated Denise Cline did an excellent job in guiding the subcommittee and thanked her for all of her work.

Haley Snyder, Interim Assistant City Manager/Deputy Clerk/Treasurer stated the next step in the process is to hold a public hearing and make a recommendation to City Council.

A Special Planning Commission meeting was scheduled for Wednesday, September 4th at 7:00 p.m. in the Council Chambers.

D. Excuse Absent Board Members

All members of the Commission were present.

VI. Public Comments

Comments were received by Commissioners A Amos, M Lelle, and R Valdes.

VII. Adjournment

T Pitt moved, R Valdes supported, CARRIED, to adjourn the meeting.

(Motion carried, vv) (9-0)

Meeting adjourned at 8:02 p.m.

Recorded By: Haley Snyder, City Deputy Clerk/Treasurer