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To: Planning Commission
From: Rachael Coffey, City Manager/Zoning Administrator
Date: August 21, 2023
Subject: 2022 Annual Planning Commission Report

The Planning Commission is pleased to offer its 2022 Annual Report to the residents and City Commission of Stanton, Michigan pursuant to the requirements of the Michigan Planning Enabling Act.

The Michigan Planning Enabling Act states:

A planning commission shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body related to planning and development. MCL 125.3819 Sec. 19 (2)

The following information is presented as a summary of the Planning Commission's actions for the 2022 calendar year.

MEMBERSHIP

In 2022, membership on the Planning Commission included: Mayor Bill Ferguson, former Mayor Lori Williams, , Don Smucker, Kris Thwaites, Chuck Miel, Jacky McGill, Judy Guevara, Claire Gage and Gary Hardison. There are a total of seven (7) seats on the Planning Commission. With the exception of the mayor, each seat has a three-year term length.

In the fall of 2022 many changes took place, such as Judy Guevara's resignation from the Planning Commission; Bill Ferguson was elected Mayor, which resulted in him replacing former Mayor Lori Williams; Jacky McGill resigned due to being elected to serve on the Stanton City Commission; Claire Gage and Gary Hardison were appointed.

At the end of 2022 six (6) out of the seven (7) commission seats were filled. In 2023 the commission should look to fill the vacant seat.

PLANNING / ZONING STAFF

Jacob VanBoxel was the appointed City Manager/Zoning Administrator for the City of Stanton. Police Chief Matt Pumford and staff serve as the code enforcement officials for the City.

PLANNING COMMISSION MEETING ATTENDANCE

In 2022, thirteen (13) Planning Commission meetings were scheduled, but only nine (9) were actually held. Agendas and meeting minutes are posted online at www.stantononline.com.

COMMISSIONER	MEETINGS ATTENDED
Chuck Miel	7 of 9
Don Smucker	8 of 9
Kris Thwaites	9 of 9
Jacky McGill	7 of 9
Judy Guevara	5 of 9
Claire Gage	1 of 9
Gary Hardison	1 of 9
Lori Williams	6 of 9
Bill Ferguson	1 of 9

#	TYPE OF REQUEST	RECOMMEND APPROVAL	RECOMMEND DENIAL
1	Rezoning Request by Pam Butler to rezone 714 E Main St. 053-540-012-00 from R-1 to C-R.	04/06/2022	
2	Special Use Request by CHO to operate a marihuana dispensary at 100 E Main St.	05/04/2022	
3	Rezoning Request by Warren Wells to rezone 710 E Main St. 053-540-005-01 from R-1 to C-2.	06/29/2022	
4	Special Use Request by Lake Life Farms to operate a marihuana dispensary at 207 E Main St.	06/29/2022	

Master Plan

The Planning Commission began review of the Master Plan adopted in 2016 for its 5 year review. They also began preparing for a Master Plan Survey for the community.

2023 MEETING SCHEDULE

January 4, 2023	May 3, 2023	September 6, 2023
February 1, 2023	June 7, 2023	October 4, 2023
March 1, 2023	July 5, 2023	November 1, 2023
April 5, 2023	August 2, 2023	December 6, 2023

RENTAL HOUSING ACTIVITY

The City of Stanton Rental Housing Program was enacted to provide safe, sanitary and maintained rental dwellings throughout the city. Over the past year the Clerk's office has registered over fifty (50) rental properties and collected \$4,035 in registration fees. Public Works staff has also effectively inspected each registered rental dwelling for compliance with basic property maintenance measures.

Our hope is that through rigid, yet flexible enforcement the number of neglected rental properties will steadily reduce from prior years. So far one property was demolished and another property owner is receiving a re-occurring fine due to intentional non-compliance. Observance with rental housing codes protects the health, safety, and welfare of the tenants/occupants as well as the owner's investment in the Stanton community.

CODE ENFORCEMENT

Stanton like many other communities struggles with vacant buildings, trash, tall grass/weeds, and inoperable vehicles, which lead to unsightly properties. Code enforcement for the City of Stanton is a team effort, but the responsibility primarily rests with the City Manager/Zoning Administrator and Stanton Police Department. The City takes a proactive approach to minimize code violations.

PLANNING COMMISSION PRIORITIES

The Planning Commission has a short list of priorities:

- **Carry out Planning Commission duties.**
- **Update the Master plan.**
- **Membership recruitment.**