



**Date:** February 10, 2025

**To:** Stanton City Commission

**From:** Stanton Planning Commission  
Rachael Coffey, City Manager/Zoning Administrator

**Subject:** 2024 Annual Planning Commission Activity Report and 2025 Work Plan

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The Planning Commission is pleased to offer its 2024 Annual Report to the residents and City Commission of Stanton, 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 2024 calendar year and goals for 2025.

The report is summarized as follows:

1. Meetings and Membership
2. Planning Commission Activity
3. Other Zoning Activities
4. 2025 Work Plan

# 1. Meetings and Membership

## MEMBERSHIP

In 2024, membership on the Planning Commission included: Mayor Bill Ferguson, Don Smucker, Commissioner Chuck Miel, Claire Gage, Gary Hardison, Tammy Ferguson, Scott Giddings, Jamie Petersen, and Lori Hufford. There are a total of seven (7) seats on the Planning Commission. Except for the ex-officio members, each seat has a three-year term length.

Changes to membership included Claire Gage and Gary Hardison resigning in early 2024, Jamie Petersen being appointed in March and Lori Hufford being appointed in April. At the end of 2024 seven (7) out of the seven (7) commission seats were filled.

## OFFICERS

In 2024, Don Smucker served as Chairperson, Tammy Ferguson as Vice-Chairperson, and Lori Hufford as Secretary.

## PLANNING COMMISSION MEETING ATTENDANCE

In 2024, twelve (12) Planning Commission meetings were scheduled, eleven (11) were held. Agendas and meeting minutes are posted online at [www.stantononline.com](http://www.stantononline.com).

COMMISSIONER	MEETINGS ATTENDED
Bill Ferguson	11 of 11
Tammy Ferguson	11 of 11
Claire Gage (resigned 2/2/24)	0 of 11
Scott Giddings	9 of 11
Gary Hardison (resigned 4/1/24)	3 of 11
Lori Hufford (appointed 4/9/24)	6 of 11
Chuck Miel	10 of 11
Jamie Petersen (appointed 3/26/24)	8 of 11
Don Smucker	10 of 11

## 2. Planning Commission Activity

### ZONING REQUESTS

#	TYPE OF REQUEST	APPROVED	DENIED
1	<b>Special Use</b> Request by The Lighthouse of Faith and Worship for use of 106 E Walnut St. as a church.	<b>07/02/2024</b>	
2	<b>Special Use</b> Request by Greg Alexander to construct 60'x66'x16' pole barn on property at 1037 New St.	<b>12/03/2024</b>	

### MASTER PLAN UPDATE

The City Manager/Zoning Administrator released an RFP for a Master Plan update in early 2024. The Planning Commission selected McKenna for the project at their April meeting. The Master Plan discussion kicked off at the June meeting and a public survey was conducted in September. The Planning Commission continued to work on the new Master Plan with McKenna throughout 2024.

### OTHER ACTIVITIES

The Planning Commission examined a few other topics throughout the year. They reviewed and updated their by-laws in March and reviewed the Zoning Ordinance for codification in May. In February, they discussed creating a tree ordinance, however, when brought to a vote, it failed. They also reviewed and approved the Capital Improvement plan from 2025 to 2030.

### 3. Other Zoning Activities

#### PERMITS

The City Manager/Zoning Administrator received twenty-three (23) Zoning Compliance Permit applications. Of those twenty-three (23), twenty-two (22) of them were approved. The applications were for the following:

Right-of-Way	2
Accessory Structure	3
Fence	5
Deck	6
New Home	2
Sign	3
Outdoor Dining	1
Pool	1

#### HOUSING

The City of Stanton received a MSHDA NEP grant for \$50,000 to aide in restoration and preservation of our current housing stock. Two homes received new siding, and 1 home received a new deck and accessible ramp.

One zoning permit was issued for a new home in the city on Bellevue Street. There are other vacant lots in the city that could see new homes in the near future.

#### DEVELOPMENT

In September, Stanton participated in Developer Day hosted by the Montcalm Economic Alliance. The goal of Developer Day is to attract new development to vacant parcels or redevelopment to unused parcels throughout Montcalm County. The following properties were toured in Stanton:

- Corner of Third and Day St., zoned R-M
- 207 E Main St., zoned C-1
- S State St., zoned C-R
- 650 S Sheridan St., zoned C-R
- N McPherson St., zoned R-1
- S. Grove St., zoned R-1

## 4. 2025 Work Plan

### PLANNING COMMISSION PRIORITIES FOR 2025

The Planning Commission’s work plan for 2025 includes:

- Carry out Planning Commission duties.
- Finalize the Master Plan update.
- Begin updating the Parks and Recreation Plan.
- Continue working towards RRC certification.

### 2025 MEETING SCHEDULE

<b>January 7, 2025</b>	<b>May 6, 2025</b>	<b>September 2, 2025</b>
<b>February 4, 2025</b>	<b>June 3, 2025</b>	<b>October 7, 2025</b>
<b>March 4, 2025</b>	<b>July 1, 2025</b>	<b>November 4, 2025</b>
<b>April 1, 2025</b>	<b>August 5, 2025</b>	<b>December 2, 2025</b>