



Sheldon Neeley
Mayor

CITY OF FLINT

FLINT PLANNING COMMISSION

Meeting Minutes
October 25th, 2022

Commissioners Present

Robert Wesley, Chair
Carol-Anne Blower, Vice-Chair
Harry Ryan
Leora Campbell
Robert Jewell

Staff Present

William Vandercook, Zoning Coordinator
Joanne Gurley, Assistant City Attorney
Jonathon Mateen, Planner I
Max Lester, Planner I

Absent:

Lynn Sorenson, Secretary
April Cook-Hawkins

ROLL CALL:

Chairperson Wesley called the meeting to order at 5:36 p.m. Roll was taken, and a quorum was present.

The meeting was held both in-person in the Council Chambers and via Zoom and phone conferencing as approved.

Roll Call:

Commissioner Ryan: appearing in-person
Commissioner Campbell: appearing virtually
from Flint, MI
Commissioner Blower: appearing in-person

Commissioner Jewell: appearing in-person
Commissioner Cook-Hawkins: absent
Commissioner Sorenson: absent
Chairperson Wesley: appearing in-person

ADDITIONS/CHANGES TO THE AGENDA:

ADOPTION OF THE AGENDA:

Commissioner Wesley asked for a motion to approve the agenda. Commissioner Jewell motioned to accept the agenda as presented. Commissioner Blower seconded the motion.

M/S – Jewell/Blower

Unanimously carried by voice vote

MINUTES OF PREVIOUS MEETINGS:

Minutes of October 11, 2022

Commissioner Jewell noted on Page 1 a commissioner is marked under Commissioners Present when they should be under Absent. Commissioner Jewell made a suggestion for phrasing on Page 2 to



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ensure a speaker in the public forum had their inquiry stated in the minutes. Spelling errors on Pages 2, 7, 8 and 9 were noted.

Commissioner Ryan made a motion to approve the minutes of April 26, 2022 as corrected. Commissioner Campbell supported this motion.

M/S – Ryan/Campbell

Roll Call:

Commissioner Ryan: yes

Commissioner Campbell: yes

Commissioner Blower: yes

Commissioner Jewell: yes

Commissioner Cook-Hawkins: absent

Commissioner Sorenson: absent

Chairman Wesley: yes

5 yes – 0 no – 2 absent

The motion carried

PUBLIC FORUM:

No one spoke.

PUBLIC HEARINGS:

n/a

SITE PLAN REVIEW:

n/a

CASE REVIEW:

Applicant Case Review

Operation Grow, dba butter – 1110 Tower St.

Mr. Vandercook stated the documents requested by Zoning staff and the Legal Department were received and are being reviewed. Once these documents have completed review the four additional medical grow licenses can be administratively approved.

Green Buddha III, LLC – 408 S. Center Rd.

Mr. Vandercook stated the Planning Commission made a recommendation for the Legal Department to review and comment on the facility. Mr. Vandercook said the Legal Department requested a comprehensive review and that he was working with them to complete the review. Mr. Vandercook said the review may be available within the next couple meetings.

Attorney Gurley stated the comprehensive information from Zoning was received the day prior and was being reviewed so that Legal can give a proper legal opinion on this matter. Chairperson Wesley



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asked if there was a date that Attorney Gurley would be comfortable to come back to the Commission regarding this review. Attorney Gurley answered the second meeting in November.

City Council Action on Planning Commission Recommendations, Jonathon Mateen, Planner I

Mr. Mateen mentioned a memo in the packets for PC 22-14: ORP, LLC requests a Group F – Class A Special Regulated Use permit for a medical marihuana grow facility at 2905 Davison Rd. Mr. Mateen stated this meeting date was on October 11th where a motion was made to approve the SRU permit. Mr. Matten said there has not been any action by City Council as of today. Updates will be given once it goes to first reading.

Commissioner Jewell asked if it was basically pending. Mr. Mateen confirmed.

Zoning Board of Appeals Meeting Update, Jonathon Mateen, Planner I

Mr. Mateen stated there were no Planning Commission relevant cases heard at the ZBA meeting, there was one case that would be heard at the next meeting regarding a variance, but this has been put on hold to be reviewed under the future zoning code which would remove the need for a variance.

REPORTS:

Status of draft Zoning Ordinance & Status of Permanent Marihuana Ordinance, Joanne Gurley, Assistant City Attorney

Attorney Gurley stated that notices for both the zoning code and marijuana ordinance have been posted, with the latter being published October 20th, 2022. Both the zoning code and marihuana ordinance are set to go into effect on October 29th, 2022.

Commissioner Jewell drew attention to the forms and documents that were included in the packages, asking which report they would be discussed under. Mr. Vandercook answered that a memo was supplied for 11 draft applications to be used under the approved zoning code. These applications have been reviewed by staff and provided to the Planning Commission for review. Chairperson Wesley asked if it was possible for the Commission to review these documents one by one. Mr. Vandercook noted the form inventory sheet that lists all the forms.

Commissioner Jewell noted that there are more than 11 forms on the inventory list and asked if the forms that the Commission received were new forms or revised forms. Mr. Vandercook stated that these are new forms that have been updated from the old zoning code to the new zoning code.

Commissioner Jewell asked if the forms on the list that were not presented were unchanged. Mr. Vandercook confirmed, stating the marihuana forms would not change. Commissioner Jewell asked if the current marihuana application and application process are the same. Mr. Vandercook answered that they will be aside from numbering changes from the old zoning code to the new zoning code. Commissioner Jewell asked if multi-business facilities have been added to the marihuana application Mr. Vandercook confirmed and retracted an earlier comment that they had not been updated.



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Commissioner Blower asked if there would be any expected unique circumstances or hiccups in the application process between applicants who applied before and after the new zoning code goes into effect. Mr. Vandercook stated that those who applied under the old ordinance with an application and fee paid will use the requirements of the old ordinance. Commissioner Blower asked how many applications are in the queue that were applied for under the old ordinance. Mr. Vandercook answered there are approximately an additional eight applications applied for under the old ordinance.

Commissioner Jewell asked that a copy of the new marihuana ordinance be provided at the next meeting and that as applications come to the Commission, they are denoted on the staff report if they are under the old marihuana ordinance and that they meet the requirements of the old marihuana ordinance.

American Rescue Plan/Capital Improvement Plans

Mr. Vandercook stated that Suzanne Wilcox discussed with Mr. Widigan about speaking before the Planning Commission and that he stated he did not have time but would prepare a memo about how American Rescue Plan funding ties into Capital Improvement Plans and the Master Plan.

Planning Commission Vacancies and Expired Terms, Bill Vandercook, Zoning Coordinator

Mr. Vandercook stated a meeting was set with the Clerk's office to discuss writing a memo to send to councilmembers, however, the elections are a priority for the time being. Commissioner Jewell noted that Council does not make appointments. Mr. Vandercook agreed and restated "make appointments" to "recommend appointments." Commissioner Jewell suggested the memo may need to be sent to City Council as well as the administration. Commissioner Campbell asked if procedures have changed from when she was appointed. Commissioner Jewell replied that his understanding is that the Mayor makes appointments to commissions and the Council approves or denies, and that separately councilmembers can make recommendations for appointments. Commissioner Jewell said that he believes any correspondence from Planning and Development needs to make reference to the present status of the Commission and clarifying their respective roles and responsibilities.

Website Update, Bill Vandercook, Zoning Coordinator

Mr. Vandercook stated the website was still being discussed with the website designer. Commissioner Jewell asked if the website meets the standards for the Open Meetings Act. Mr. Vandercook stated notices, agendas, and minutes are posted in a timely manner. Chairperson Wesley asked if that means it is meeting the criteria of the Open Meetings Act. Commissioner Jewell restated the question. Mr. Vandercook said it may be worthwhile to comprehensively review the Open Meetings Act to ensure all points are being met and to come back with an answer. Commissioner Jewell said he appreciated the response, but it only takes one phone call. Mr. Mateen said we are meeting the criteria. Mr. Vandercook added that public hearings are published, and notices are posted around the building as part of the Open Meetings Act as well. Commissioner Campbell asked if someone expressed concern to Commissioner Jewell or if he had seen an issue regarding this topic. Commissioner Jewell stated he is only asking an open-ended question. Commissioner Blower said that the website is a more



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overwhelming and that she had received calls that the meetings were not being posted online, but she has personally checked to ensure meetings have been posted and they have been.

Redevelopment Ready Communities (RRC), Bill Vandercook, Zoning Coordinator

Mr. Vandercook stated there was a memo attached regarding RRC and that Suzanne Wilcox knows much of the background information on the RRC effort. Mr. Vandercook stated that he was told Jason Ball would be at the November 10th meeting. Mr. Vandercook said that the Planning Commission has the authority to approve documents as they come through such as the conceptual meeting checklist and training strategies. This would involve a motion and vote. Mr. Vandercook added that a motion does not need to be made until November 10th when the Commission has more time to review materials and ask questions to Mr. Ball. Mr. Vandercook drew attention to the item checklist and the remaining documents that will need approval. Some items that are in-progress include the Capital Improvement Plan, procedural manual, and recruitment process.

Commissioner Jewell expressed appreciation of the memo and walkthrough. Commissioner Jewell said that he will review the documents more and have questions ready for Mr. Ball. Commissioner Jewell asked for additional information on the procedural manual at the meeting on November 10th, such as what the expected completed manual will entail. Commissioner Jewell added that it may be helpful for the Commission to receive copies of the documents and items being accepted. Mr. Vandercook asked Chairperson Wesley if it would be appropriate for staff to put together binders with the requested information. Chairperson Wesley said it is fine to receive another notebook. Commissioner Jewell added that updated copies of the zoning code and marijuana ordinance may also be helpful receive. Mr. Vandercook acknowledged Mr. Mateen for his work in putting the memo together and gathering information.

Commissioner Campbell asked if there would be new trainings for the Commissioners to go through or if they would continue to go through ROWE for training as they have been. Chairperson Wesley said that recently ROWE held a free training session with open registration, adding that Commissioner Campbell's question would be a good question to ask Mr. Ball at the November 10th meeting.

RESOLUTIONS:

OLD BUSINESS:

NEW BUSINESS:

First November Meeting

Chairperson Wesley said the next meeting date of November 8th falls on an election day and November 10th may be set as an alternative date as all City facilities will be in use on the 8th.

Commissioner Ryan asked if he could receive a copy of the Planning Commission by-laws.

Commissioner Blower said they may be in the red binder given to the Commissioners. Commissioner Ryan added that he asked because in the ROWE training by-laws were discussed and that it is



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important to review them. Commissioner Campbell said she does not have a copy of the updated by-laws in her red book.

Commissioner Jewell asked about language on the RRC training strategy document that gives an adoption date. Mr. Vandercook said this is an error and will be corrected.

ADJOURNMENT:

M/S – Ryan/Campbell

Unanimously carried by voice vote.

Meeting adjourned at 6:36 PM.