



**Sheldon Neeley
Mayor**

CITY OF FLINT

FLINT PLANNING COMMISSION

**Meeting Minutes
December 13, 2022**

Commissioners Present

Robert Wesley, Chair
Carol-Anne Blower, Vice-Chair
Lynn Sorenson, Secretary
Leora Campbell
Robert Jewell

Staff Present

William Vandercook, Zoning Coordinator
Jonathon Mateen, Planner I
Max Lester, Planner I

Absent:

Harry Ryan
April Cook-Hawkins

ROLL CALL:

Chairperson Wesley called the meeting to order at 5:40 p.m. Roll was taken, and a quorum was present.

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

Roll Call:

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

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

ADDITIONS/CHANGES TO THE AGENDA:

Mr. Vandercook requested the Annual Report be added to the reports section.

ADOPTION OF THE AGENDA:

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

M/S – Jewell/Blower

Unanimously carried by voice vote



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MINUTES OF PREVIOUS MEETINGS:

Minutes of November 10, 2022

Commissioner Sorenson suggested several grammar corrections on Page 4 and Page 5.

Commissioner Campbell made a motion to approve the minutes of November 10, 2022 as corrected. Commissioner Sorenson supported this motion.

Roll Call:

Commissioner Ryan: absent

Commissioner Cook-Hawkins: absent

Commissioner Campbell: yes

Commissioner Sorenson: yes

Commissioner Blower: abstain

Chairman Wesley: yes

Commissioner Jewell: yes

M/S – Campbell/Sorenson

4 yes – 0 no – 2 absent – 1 abstention

The motion carried.

Minutes of November 22, 2022

Commissioner Jewell made a motion to approve the minutes of November 22, 2022 as corrected. Commissioner Blower supported this motion.

Roll Call:

Commissioner Ryan: absent

Commissioner Cook-Hawkins: absent

Commissioner Campbell: yes

Commissioner Sorenson: abstain

Commissioner Blower: yes

Chairman Wesley: yes

Commissioner Jewell: yes

M/S – Jewell/Blower

4 yes – 0 no – 2 absent – 1 abstention

The motion carried.

PUBLIC FORUM:

No one spoke.



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PUBLIC HEARINGS:

PC 22-16: CFMJ, LLC requests a Marihuana Facilities Location Variance from four or more Group E and Group A uses within 2,000 ft. for a Group E – Adult Use Marihuana Facility at 2926 Robert T. Longway Blvd. (PID # 41-09-303-002).

Mr. Vandercook read the staff report provided to the Commission. Mr. Vandercook passed out copies of location maps, two provided by the applicant's surveyor and one by Keizzy Anpalagan. Commissioner Blower asked about the differences between the two maps from the surveyor. Mr. Vandercook answered that the original map sent had the radius set at 2,500 ft, not 2,000 ft per the standards.

Mr. Vandercook read the variance standards. Chairperson Wesley asked for an explanation of the Jan 18, 2022 entry. Mr. Vandercook clarified that by new application he means an original new application, not a resubmittal.

Commissioner Blower asked if there was documentation of the first communication after the 90-day period. Mr. Vandercook answered around May 2021 between Mr. Leach, Keizzy, and himself. Commissioner Blower asked if Mr. Vandercook remembered who initially made contact. Mr. Vandercook said that he could not answer the question at this time. Commissioner Blower asked if conversations about missing the 90-day deadline happened before this timeline. Mr. Vandercook stated that October 22, 2022 is when Mr. Leach claimed an application was submitted in January 2021, but Zoning staff had no knowledge of this prior to that date.

Commissioner Jewell asked if there is any documentation of having received a check. Mr. Vandercook answered that Zoning staff and the Administration has asked for a receipt of check and nothing has been found. Commissioner Jewell asked if this means the City has no record of receiving the check. Mr. Vandercook confirmed.

Commissioner Blower asked about Covid-19 protocols at City Hall around the time of January 2021. Mr. Vandercook stated that there may have been a drop box set-up, but he cannot be sure when exactly this was set up. Mr. Vandercook also noted that January 18th, 2021 falls on Martin Luther King Jr. Day.

Bruch Leach spoke on behalf of CFMJ, LLC. Mr. Leach stated in December of 2020 the Planning Commission unanimously approved their Group E licenses for medical and adult-use. Mr. Leach stated that he followed up by emailing staff asking when the site plan would be put on an agenda. Mr. Leach stated there was correspondence months later in which Keizzy notified them that 90 days had passed, and the approvals had been voided. Mr. Leach said they chose to reapply as it seemed to be the simplest solution. Mr. Leach stated the binders submitted previously were updated and submitted with a second set of checks in February 2021. Mr. Leach stated that there were several times where requirements changed and needed to be resolved. Mr. Leach said the issue of the lost site plan and check from January 2021 was not an issue that needed to be addressed until Quality Roots filed an application for a location across the street from 2926 Robert T. Longway Blvd., in which there were



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discussions with Suzanne Wilcox on the issue. Mr. Leach also stated that discussions were held with Zoning staff and the City Administration once Quality Roots' application was approved, becoming the fourth SRU in the area. Mr. Leach said he checked with the architect for records of any information sent to the City of Flint relating to this project, adding that he did not claim that he personally delivered any items. Mr. Leach said he received Transmittal Receipts, one from January 18, 2022 but that it was also January 18, 2021, which stated there was a client check for \$1,002 and a site plan. Mr. Leach stated the employee of the architect that signed off as having delivered the documents no longer works there. Mr. Leach added that the missing site plans from January 2021 was not an issue until the fourth SRU opened in the area and that it is understandable for items to be lost during the initial shutdowns due to Covid-19. Mr. Leach said two binders were sent with the most currently cashed checks and that to his understanding those have gone missing. Mr. Leach said they have submitted all required materials and have built out the facility as much as they can without the Building Inspector sign-off and they just need an approval. Mr. Leach also noted that Common Citizen is no longer in business and closed their doors three months ago.

Commissioner Sorenson commented on the need for a variance if Common Citizen is no longer in business. Mr. Leach noted their license is still active so the variance would still be needed at this time.

Chairperson Wesley asked for clarification on all the deficiencies noted having been met. Mr. Leach answered that he met with Mr. Vandercook and confirmed all materials had been updated or met, adding that it is still under review by the Legal department.

Commissioner Jewell asked if there is documentation stating all materials have been sent and the application is complete, adding that so far this is just a verbal statement. Mr. Leach said Mr. Vandercook could verify all routing forms have been sent out to the departments. Commissioner Jewell shared his concern that this is a verbal perspective on conversations Mr. Leach has stated he had. Commissioner Jewell asked for more information regarding checks that were mentioned and whether he had any receipts for any checks. Mr. Leach said he has the Transmittal Form from the architect, as well as a missing check number that was never cashed and thus did not receive a receipt from the bank. Commissioner Jewell commented that it was then the architect's responsibility to verify the status of the check. Mr. Leach responded that for the January 18th, 2021 check it was the architect that dropped off the site plan with the check directly to the City. Commissioner Jewell asked if the mention of Common Citizen being closed is an argument in support of the variance. Mr. Leach said it is not as their license is still active. Commissioner Jewell asked the purpose is of stating this. Mr. Leach said he believed it is pertinent information for the location variance. Chairperson Wesley asked Mr. Vandercook if he has been in contact with the Police Department. Mr. Vandercook confirmed he has, and that the department routing forms have been signed off and sent with the application to the Legal Department for their review. Mr. Vandercook noted that this case is not yet at the stages where the Police Department or Fire Department would be making final inspections as part of a separate routing process, but this has been completed for the Group E Adult Use application.



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Commissioner Jewell asked to what extent the license for the mentioned closed business becomes null and void. Chairperson Wesley said they could continue to renew with the State, and with the City it stays under effect for the time being. Commissioner Sorenson mentioned the continual closure of a business for over thirty days as a reason for voiding a license. Mr. Vandercook confirmed that if a marihuana business in the city closes for more than thirty days their license becomes null and void. Chairperson Wesley asked if an owner has a recourse or if they can give notice to prevent a closure. Mr. Vandercook noted someone could notify the department prior to closure to retain a license.

Commissioner Blower noted her support for the original application when it came before the Commission and asked about how the materials could have been dropped off on January 18, 2021 when there are multiple reasons as to why City Hall was not open that day. Mr. Leach said he was not aware of the date the architect dropped the materials off until around October 2022. Commissioner Blower asked if he was aware that the materials had not been received once staff contacted him about the 90-day submission period lapsing and what his response was. Mr. Leach said he was aware and that he chose to reapply as Quality Roots had not been approved at that time. Commissioner Blower noted that the original approval would have had different materials from what would be submitted for a site plan review. Mr. Leach agreed and said that he sent an email to staff asking when the site plan would go to the Commission for approval and that he received a response the 90-day period had passed, that he asked what happened, and that staff said all he needed to do was to reapply. Commissioner Blower asked if that means he did not submit the site plans within 90-days then. Mr. Leach said the architect has a transmittal document that they dropped it off and that he did not personally drop it off. Mr. Vandercook stated that Mr. Leach believed the site plan submitted with the Group E Adult Use application was approved along with the SRU application, as discussed between Mr. Leach, Ms. Wilcox, Ms. Anpalagan, and himself.

Chairperson Wesley asked if there was anyone in the public wishing to speak in favor of **PC 22-16**: CFMJ, LLC requests a Marihuana Facilities Location Variance from four or more Group E and Group A uses within 2,000 ft. for a Group E – Adult Use Marihuana Facility at 2926 Robert T. Longway Blvd. (PID # 41-09-303-002).

William J. Metcalfe spoke, stating that he owns the building to the west of the subject building and that he is impressed with the renovations being done to the property.

Chairperson Wesley asked if there was anyone in the public wishing to speak in opposition of **PC 22-16**: CFMJ, LLC requests a Marihuana Facilities Location Variance from four or more Group E and Group A uses within 2,000 ft. for a Group E – Adult Use Marihuana Facility at 2926 Robert T. Longway Blvd. (PID # 41-09-303-002). No one spoke.

Commissioner Jewell asked if there were any other communications. Mr. Vandercook answered that there have not been any other communications.



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Commissioner Blower asked if the process to void the license of the closed business has been started. Mr. Mateen stated it has not. Commissioner Blower asked if staff was aware of this location being closed. Mr. Mateen said staff was just made aware tonight. Commissioner Sorenson noted wanting more information on Common Citizen before deciding on a variance.

Commissioner Campbell asked for clarification on how the architect could deliver the materials and get a receipt when the City was closed due to Covid. Commissioner Campbell also asked if Mr. Leach was requesting a fifth location requiring a variance, and not a fourth location. Commissioner Jewell answered that they were reviewing a locational variance and that currently there was the maximum number of locations within that area. Commissioner Jewell added that information regarding locations that may or may not be closing are irrelevant because the matter before them was a variance.

Chairperson Wesley asked Mr. Vandercook what happens when the City is made aware of a marihuana business that is potentially closed. Mr. Vandercook replied that the standard process is for an officer to be sent to the location as well as a building inspector and zoning staff to get pictures and attempt to document how long the facility has been closed. Commissioner Blower asked if the variance is denied tonight, would this end their site plan process, or would they be able to apply if Common Citizen is in fact closed and has their license revoked. Mr. Vandercook stated their application would not be able to proceed upon denial and recommended postponing a decision while staff follows up on the alleged closed business.

Mr. Leach asked if the business has been shown to be closed the past four months, then would the variance have not been needed. Chairperson Wesley responded that he is not sure about that because the license is still currently active. Mr. Leach asked if the variance just allows them to move forward to the application phase. Chairperson Wesley confirmed.

Commissioner Blower made a motion that **PC 22-16: CFMJ, LLC requests a Marihuana Facilities Location Variance from four or more Group E and Group A uses within 2,000 ft. for a Group E – Adult Use Marihuana Facility at 2926 Robert T. Longway Blvd. (PID # 41-09-303-002).**, be postponed pending information from staff regarding the status of the Common Citizen facility and license, to be reviewed at the second regularly scheduled meeting on January 24, 2023. Commissioner Sorenson supported the motion.

Roll Call:

Commissioner Ryan: absent
Commissioner Campbell: yes
Commissioner Blower: yes
Commissioner Jewell: yes

Commissioner Cook-Hawkins: absent
Commissioner Sorenson: yes
Chairman Wesley: yes

M/S – Blower/Sorenson

5 yes, 0 no, 2 absent

The motion carried.



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Commissioner Campbell commented that when information is gathered on the mentioned business and the matter comes back before the Commission, that it will only be regarding the location variance.

SITE PLAN REVIEW:

SPR 22-012: DCC Construction & Food Bank of Eastern MI requests a Site Plan Review at 2300 Lapeer Rd. Flint, MI 48506 (PID # 41-09-303-002).

Mr. Vandercook noted this site plan review is being reviewed under the previous zoning ordinance and read the staff report, recommending approval.

Commissioner Jewell asked for clarification of comments made by other departments. Mr. Vandercook stated the comments made by the departments have been addressed and signed off by the respective departments and they meet all requirements.

Eric Josef of DCC Construction spoke. Mr. Josef stated the Food Bank needs additional administrative space as well as additional space for loading and unloading. Mr. Josef said there are two small additions proposed which will not alter traffic flow or volume.

Commissioner Jewell commented that he found the plans to be concise, consistent, and complete.

Commissioner Blower asked if the additions would be accessible from the main building. Mr. Josef stated they would connect to the larger building.

Commissioner Campbell pointed to Page 4 of the site plan checklist and asked about language referring to bedrooms. Chairperson Wesley directed her to the correct checklist.

Commissioner Blower made a motion to approve **SPR 22-012:** DCC Construction & Food Bank of Eastern MI requests a Site Plan Review at 2300 Lapeer Rd. Flint, MI 48506 (PID # 41-09-303-002). Commissioner Sorenson supported the motion.

Roll Call:

Commissioner Ryan: absent
Commissioner Campbell: yes
Commissioner Blower: yes
Commissioner Jewell: yes

Commissioner Cook-Hawkins: absent
Commissioner Sorenson: yes
Chairman Wesley: yes

M/S – Blower/Sorenson

5 yes, 0 no, 2 absent

The motion carried.



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SPR 22-013: HWD Harrison Inc., requests a Site Plan Review at 719 Harrison St. Flint, MI 48502 (PID # 41-18-135-023).

Mr. Vandercook read the staff report, recommending approval. Mr. Vandercook noted that Mr. Timlin brought a memorandum of understanding regarding the 4th Street vacation that was not originally included. Chairperson Wesley asked if that ran out to Chavez Dr. Mr. Vandercook replied that it ran between Harrison St and Wallenberg St. The commissioners discussed the general location of the site within the city. Kevin Royston, the Civil Engineer on the project from Wade Trim, noted Sheet C-1.1 has a good aerial view of the site.

Commissioner Jewell asked for clarification on who the applicant is as the agenda lists David Lurvey & Uptown Reinvestment Corporation listed and the application lists Stephanie Fenton of HWD Harrison, Inc. Mr. Vandercook answered that the agenda shows information from an application filed in August and should have been entered as Stephanie Fenton and HWD Harrison, Inc. Mr. Vandercook added that he has documentation showing Uptown Reinvestment Corporation and the YMCA entered into an agreement to form HWD Harrison, Inc. Commissioner Jewell asked who the applicant for this application is. Mr. Vandercook answered it is Stephanie Fenton & HWD Harrison, Inc. Commissioner Jewell asked that the minutes reflect that the applying entity is HWD Harrison, Inc., not Uptown Reinvestment Corporation, and that records should be checked to ensure this is correct.

Commissioner Jewell asked if Stephanie Fenton was here to present the site plan. Mr. Vandercook said she was not, but the engineer and a representative of the owner were present. Commissioner Jewell noted the requirement for a representative to have a document permitting them to represent the applicant. Commissioner Jewell asked for the recommendation of the Zoning Coordinator on how to move forward. Mr. Vandercook recommended proceeding with the site plan review with the engineer and owner's representative. Commissioner Jewell asked why the applicant was not present for the meeting. Mr. Vandercook answered that he requested a notarized letter for the presenters, and that it was his understanding the engineer and owner would be present. Commissioner Jewell asked what Mr. Lurvey's role is. Mr. Vandercook answered that he is the builder of the project, and he was the applicant on the original application. Commissioner Jewell asked what Ms. Fenton's role in HWD Harrison, Inc is. Mr. Vandercook asked Mr. Timlin if she was an owner, Mr. Timlin confirmed, adding that she is also the CFO and COO of Uptown Reinvestment Corporation. Commissioner Jewell asked what Ms. Fenton's role is in HWD Harrison, Inc. Mr. Timlin answered that she represents the ownership as URC staff, as HWD Harrison, Inc. is a co-owned non-profit entity created by URC and the YMCA. Mr. Mateen said that it appears Ms. Fenton is a staff member or owner of HWD Harrison, Inc, which is a non-profit entity that is incorporated and was created to co-own the development. Commissioner Jewell asked if Mr. Timlin has been authorized to represent HWD Harrison, Inc. Chairperson Wesley said he was not sure if a notarized document would necessarily be needed as the non-profit entity can delegate representative tasks. Mr. Timlin clarified that he was asked if he would be coming to the Planning Commission meeting, in which he originally did not believe that he would be able to. Mr. Timlin added that the understood the notarized letter from ownership, which Mr. Timlin is a part of, to be a requirement for Mr. Royston if he appeared alone to represent the project. Mr.



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Timlin also stated that he has represented three projects previously for URC and did not know the requirement also applied to him. Chairperson Wesley said it was okay to proceed. Commissioner Jewell asked that the minutes reflect HWD Harrison, Inc. is the applicant, and that Mr. Timlin is representing the applicant.

Mr. Vandercook added that an easement agreement was made for access to the vacated 4th St. Commissioner Jewell asked for details on the vacated 4th St. Mr. Vandercook stated that to his understanding it was vacated years ago per the City Engineer.

Commissioner Jewell asked about comments left by other departments. Mr. Vandercook answered that the Sewer department requested they be contacted by the developer or builder before tapping into sewers and for the developer or builder to be responsible for removing screens from catch basins. Traffic Engineering wants all ADA plates to be steel and not a composite. All other departments are okay with the project plans as well. Commissioner Jewell asked what kinds of things the commissioners should be aware of while reviewing site plans under the new ordinance. Mr. Vandercook pointed to a supplied memorandum that provides some of the differences between requirements as well as shows some of the numbering differences between the City Council approved version and the available “easy-read” version of the zoning code. Commissioner Jewell asked if this was being reviewed under the new ordinance, Mr. Vandercook confirmed. Mr. Vandercook added that some big changes are the parking calculations in specific areas of the city have been reduced and there are new transparency and façade requirements for buildings. Commissioner Campbell noted the layout of the new site plan checklist is nice.

Mr. Timlin explained the materials that Mr. Vandercook handed out earlier are the Articles of Incorporation for HWD Harrison, Inc., documents showing the incorporation status from the state, an MoU between HWD Harrison, Inc. and the DDA about an easement being recorded should the site plans be approved, and a shared parking agreement between URC and the master lease holder for the adjacent parking lot that says URC can assign the 40 additional spaces to any URC related uses.

Commissioner Jewell asked Mr. Timlin for an overview of the project. Mr. Timlin stated the YMCA has been seeking a new place to locate for the past five years and that URC has partnered with them on this project. There will be a mix of commercial and residential uses, and the YMCA of Greater Flint as the anchor tenet on the first two floors. From the second half of the second floor up to the fifth floor there will be fifty apartments in studio, 1-bedroom, and 2-bedroom layouts. The apartments are ranged for people at 50% of the area median income to 80% of the area median income, approximately \$412 for a studio and \$912 for a 2-bedroom. Commissioner Jewell asked if the reference to commercial uses meant retail. Mr. Timlin answered that he did not mean commercial in the sense of retail, adding that there will be non-profit office space and medical services initially located in the building. Hurley Medical Center will operate a physical therapy center from the building, the first in the downtown core area. Mr. Timlin said retail could appear in the future but is not apart of the current project. Mr. Royston spoke on the project, noting there is roughly 50,000 sq. ft. of recreation area, 13,000 sq. ft. of defined office space, 2,250 sq ft. of medical services space, and approximately 3,000 sq. ft. of



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(inaudible) space. Mr. Royston spoke of meeting with the departments to address any concerns, such as adding more fire hydrants and addressing access lanes and loading areas. Mr. Royston noted there is bicycle parking in the plan and the site is located across from the MTA bus station. Chairperson Wesley asked if there would be a pool and walking tracking the Y. Mr. Timlin answered there will be a pool, splash pad, and walking track. Commissioner Jewell said he appreciated the completeness and the exterior of the proposed building and landscaping.

Commissioner Blower asked how many residential units will be available. Mr. Royston answered there will be 37 studio apartments and 13 multi-bedroom apartments. Commissioner Blower asked if the parking spaces for residents will be in a different area, covered, or otherwise designated for residents. Mr. Royston stated that he was not sure if there have been discussions on designating spaces, but that all space will be uncovered. Mr. Royston added that 137 spaces are on the same parcel with 40 additional spaces on the other side of the vacated 4th St. Mr. Timlin answered that URC will be the property manager for the project and residential parking will be marked with placards similar to the MSU building that shares a lot with the Farmer's Market. Mr. Timlin added that there would be one spot per unit, but they would not specify which unit. Commissioner Blower asked for an explanation of other parking options in the area. Mr. Royston answered that the DDA lot on the other side of the vacated 4th St. is where the additional 40 parking spaces are located, additionally there is street parking in the area that are not included in the parking calculations in the plan. Commissioner Blower asked if the additional spaces would be identified. Mr. Timlin added that the goal of the development was to provide housing that is accessible through other modes of transportation and that the final utilization and allocation of spaces is not yet fully determined. Mr. Timlin answered that the additional spaces will be marked.

Commissioner Sorenson asked what the total square footage is of the building. Mr. Timlin answered that it is close to 110,000 sq. ft. Commissioner Sorenson asked if tenancy would be open to the public. Mr. Royston said it was his understanding that these would be lease based apartments open to the general public for applications.

Commissioner Blower made a motion to approve **SPR 22-013**: HWD Harrison Inc., requests a Site Plan Review at 719 Harrison St. Flint, MI 48502 (PID # 41-18-135-023). Commissioner Jewell seconded the motion.

Roll Call:

Commissioner Ryan: absent
Commissioner Campbell: yes
Commissioner Blower: yes
Commissioner Jewell: yes

Commissioner Cook-Hawkins: absent
Commissioner Sorenson: yes
Chairman Wesley: yes

M/S – Blower/Jewell
5 yes, 0 no, 2 absent
The motion carried.



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CASE REVIEW:

Applicant Case Review

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

Mr. Vandercook said Attorney Gurley was unable to attend this meeting and that she can speak on this at the next regularly scheduled meeting.

Holistic Vibes Flint, LLC. – 2849 Miller Rd.

Mr. Vandercook stated an administrative hearing is set for December 15, 2022 at 5:30 PM regarding this matter. Chairperson Wesley noted the importance of having the Commissioners present in-person if possible or virtually if needed.

Commissioner Sorenson asked about public engagement in the public hearing and who can speak and for how long. Chairperson Wesley stated speakers in the public forum will have three minutes and can speak even if they have a letter they sent previously read at the meeting.

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

Mr. Mateen stated two applications were sent to City Council. **PC 22-4: Deda Juncevic requests a rezoning from D-3 to D-5 at 4811 Fenton Rd. (PID 41-30-302-004)**, was presented to the Legislative Committee on November 9th where it was voted to go to Council. It had originally been scheduled for the November 14th Council meeting but was moved to the December 12th meeting instead. Mr. Mateen said he is not sure if they got to this case at the meeting and is waiting for confirmation. **PC 22-14: ORP, LLC request a Group F - Class A Special Regulated Use Permit for a medical marihuana grow facility at 2905 Davison Road. (PID# 41-04-352-019)** was approved by City Council on November 28th following the recommendation by the Planning Commission. Commissioner Blower asked what the location of this application was. Mr., Mateen answered 2905 Davison Rd.

REPORTS:

American Rescue Plan/Capital Improvement Plan, Suzanne Wilcox, Director of Planning and Development

Mr. Vandercook said there was a memo that was promised at a prior meeting, however, staff still has not received the memo.

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

Mr. Vandercook stated letters went out to Council members and recommendations were made to the Mayor.

Website Update, Jonathon Mateen, Planner I

Mr. Mateen showed a new link Max added on the Planning & Zoning webpage that directs to the Public Notices section where public notices, agendas, and minutes can be found.



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

Mr. Vandercook said Jason Ball and Corey Christiansen will be at the January 10th meeting to discuss RRC.

Commissioner Sorenson asked about receiving a copy of the Marihuana Ordinance. Mr. Vandercook said one would be sent to her.

Current Articles, Bill Vandercook, Zoning Coordinator

Mr. Vandercook noted there was one article on Green Culture as mentioned by Commissioner Jewell previously. Commissioner Blower asked if they would be discussing Green Culture at some point. Mr. Vandercook said they would be monitored for now to see what the State does next, for now the State has closed the location. The violation issued by the CRA notes product was being sold that had harmful chemicals in them. Commissioner Blower asked if they are closed for more than 30 days would that fall under grounds for a license revocation. Mr. Vandercook said he would look more into this, adding that the license holder has 30 days to respond to the State.

Questions or Concerns Regarding Administrative Hearings, Bill Vandercook, Zoning Coordinator

Commissioner Jewell asked Mr. Mateen if he would be timing speakers during the public forum. Mr. Mateen said he could and that he can use a louder timer to let people know when their time is up.

Mr. Vandercook suggested explaining exactly what the meeting is regarding once it starts to help ensure public comments are on topic.

Commissioner Jewell asked if the intent is for the Commissioners to hear information from both sides and then to deliberate and make a decision. Commissioner Sorenson asked if they were making a decision the same night. Chairperson Wesley said it could be made that night. Mr. Vandercook added that he would present a staff report and the Commissioners can ask questions.

Commissioner Blower asked what the parameters of the motion would be. Chairperson Wesley directed the commissioners to review the materials in their packet, adding that Attorney Gurley will be present at the meeting for any questions that may come up.

Annual Report, Bill Vandercook, Zoning Coordinator

Mr. Vandercook discussed the draft Annual Report, noting that it does not have to be finalized at this meeting and can be addressed on January 10th. Mr. Vandercook noted there is some data still not in the report that will be added.

RESOLUTIONS:

OLD BUSINESS:



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NEW BUSINESS:

Chairperson Wesley emphasized the Administrative Hearing set for Thursday, December 15th at 5:30 PM in the Council Chambers.

Chairperson Wesley noted there will not be a meeting on December 27th, 2022.

ADJOURNMENT:

M/S – Blower/Sorenson

Unanimously carried by voice vote.

Meeting adjourned at 8:35 PM.