



Sheldon Neeley
Mayor

CITY OF FLINT

FLINT PLANNING COMMISSION

Meeting Minutes
February 28th, 2023

Commissioners Present

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

Staff Present

Suzanne Wilcox, Director of Planning and Development
Joanne Gurley, Assistant City Attorney
Max Lester, Planner I

Absent:

Lynn Sorenson, Secretary
April Cook-Hawkins

ROLL CALL:

Chairperson Wesley called the meeting to order at 5:42 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: present in-person
Commissioner Campbell: present in-person
Commissioner Blower: present virtually via
Zoom from Flint, MI

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

ADDITIONS/CHANGES TO THE AGENDA:

Commissioner Jewell asked for 10-Year Master Plan Review to be added under New Business.

ADOPTION OF THE AGENDA:

Commissioner Wesley asked for a motion to approve the agenda. Commissioner Campbell motioned to accept the agenda with additions. Commissioner Ryan seconded the motion.

M/S – Campbell/Ryan

Unanimously carried by voice vote



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MINUTES OF PREVIOUS MEETINGS:

February 14th, 2023

Commissioner Wesley noted the date should be 2023, not 2022.

Commissioner Ryan made a motion to approve the minutes of February 14th, 2023 as corrected. Commissioner Campbell supported this motion.

Roll Call:

Commissioner Ryan: yes

Commissioner Cook-Hawkins: absent

Commissioner Campbell: yes

Commissioner Sorenson: absent

Commissioner Blower: abstain

Chairman Wesley: yes

Commissioner Jewell: yes

M/S – Ryan/Campbell

4 yes – 0 no – 2 absent – 1 abstained

The motion carried.

PUBLIC FORUM:

Regina Momgaudas, owner of Bacco Farms at 6200 N. Dort Hwy. spoke on Marihuana Temporary Event licenses. Ms. Momgaudas spoke in favor of having TME licenses made available in the Marihuana Ordinance, noting the educational benefits of such events.

Jim Richardson spoke on the 10-Year Master Plan Review. Mr. Richardson spoke about enacting the plan in 2013 and the need to account for the events over the past 10 years. Mr. Richardson also notes the legal backing behind Master Plans and Master Plan reviews.

Pheobe Momgaudas, Bacco Farms manager, spoke in support of Regina Momgaudas, adding that plenty of their customers and patients are travelling to other cities in the state to attend marihuana events. Ms. Momgaudas said these events can draw in a large audience from in-state and out-of-state visitors.

Emily Doerr spoke about signage in the Zoning Ordinance. Ms. Doerr suggested that MR-2 – Mixed-Residential Medium-Density and MR-3 – Mixed-Residential High-Density districts be treated similarly to the NC – Neighborhood Corridor district. Additionally, there are temporary signs that are not permitted or MR-2 and MR-3 districts that could be allowed as well. Ms. Doerr passed out an info sheet showing the Ordinance requirements for signage.



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Kurt Neiswender spoke in support of Emily Doerr, adding that she has received HDC approval last May for a projecting sign while the previous Ordinance was in effect. Mr. Neiswender spoke on the character of the neighborhood and how these signs would be appropriate.

PUBLIC HEARINGS:

PC 22-16: CFMJ LLC requests a Marihuana Facilities Location Variance from 4 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 (PID 41-09-303-002).

Attorney Gurley stated she is waiting for confirmation from staff about the four other establishments within 2,000 feet, and that this question was posed to a consultant that she can follow up with. At this time, we do not have the names of the four other establishments.

Comm. Jewell clarified that the Commission is waiting to see if a variance is required after receiving information that one for the establishments within 2,000 ft of the subject property has been closed for over 30 days. Attorney Gurley confirmed, noting Legal can not make that determination until all the names of the establishments in the area are provided.

Commissioner Jewell made a motion to postpone **PC 22-16:** CFMJ LLC requests a Marihuana Facilities Location Variance from 4 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 (PID 41-09-303-002) to the March 14th, 2023 meeting pending information from Staff. Commissioner Blower supported the motion.

Roll Call:

Commissioner Ryan: yes

Commissioner Campbell: yes

Commissioner Blower: yes

Commissioner Jewell: yes

Commissioner Cook-Hawkins: absent

Commissioner Sorenson: absent

Chairman Wesley: yes

M/S – Jewell/Blower

5 yes, 0 no, 2 absent

The motion carried.

SITE PLAN REVIEW:

SPR 22-003: ORP, LLC is requesting a Site Plan Review at 2905 Davison Rd., Flint, MI 48506 (PID # 41-04-352-019)

Max Lester read the Staff Report for **SPR 22-003**. Comm. Jewell asked for clarification if the missing information was provided as mentioned in the Staff Report. Max confirmed that the revised sheet with missing setbacks were received and added to Staff's sealed copies of the Site Plans. Commissioner



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Jewell asked if the comments on the checklist had been addressed. Max confirmed all Department comments were resolved.

Jacob Best, an owner of ORP, LLC, stepped up to speak on the application. Comm. Jewell asked for a walkthrough of the facility. Mr. Best explained the layout of the building from the perspective of a walkthrough. Mr. Best described a lobby, an office with a safe, a bathroom, and a set of hallways that lead to three growing rooms, a vegetation room, and a drying/trimming/and additional unneeded space. Mr. Best noted there is a back structure that is not apart of the plans that will be used as an emergency exit. Comm. Jewell asked for details on site lighting. Mr. Best explained there will be three on the front of the building, one on the side door used for an emergency exit, one in front of the garage door, and two in the back to ensure security cameras have clear visibility.

Comm. Jewell asked for a visual perspective of the lot. Mr. Best said the property is basically a small building inside of a parking lot, adding that the only green space is at the street past the sidewalk. The building sits between a bank and an epoxy plant. The property owners have an easement agreement with the owners of the parcel with the epoxy plant.

Comm. Campbell clarified that the property is adjacent to a credit union rather than a bank and asked if there are any expected odors. Mr. Best said their intention is to eliminate any odors, so the purpose of the building is not otherwise known. Mr. Best explained they are implementing air scrubbers with no airflow coming in or out of each flora room. Comm. Campbell asked if the parking lot would be painted or left bare. Mr. Best stated the parking lot is currently painted, but there will be updates to ensure ADA spots are properly striped. Chair. Wesley noted there is a hotline for citizens to call if there are odor issues around marihuana facilities.

Comm. Ryan asked if Mr. Best if he believed charcoal filters would be adequate for the rooms based on their specifications. Mr. Best stated the charcoal filters were one of the stages in the HVAC system, there are also UV lights to kill bacteria. Air flows through the system for every room.

Comm. Blower stated her questions have already been answered regarding smell and the nearby neighborhood.

Commissioner Campbell made a motion to approve **SPR 22-003**: ORP, LLC is requesting a Site Plan Review at 2905 Davison Rd., Flint, MI 48506 (PID # 41-04-352-019). Commissioner Ryan seconded the motion.

Roll Call:

Commissioner Ryan: yes

Commissioner Campbell: yes

Commissioner Blower: yes

Commissioner Jewell: yes

Commissioner Cook-Hawkins: absent

Commissioner Sorenson: absent

Chairman Wesley: yes



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M/S – Campbell/Ryan

5 yes, 0 no, 2 absent

The motion carried.

CASE REVIEW:

Holistic Vibes Flint, LLC – 2849 Miller Rd.

Attorney Gurley stated we are still at the stage where the City has not been properly served and there has not been any returned correspondence with Holistic Vibes' attorney.

Court Ruling – Green Skies Healing Tree, LLC – 3401 Corunna Rd.

Attorney Gurley stated that staff is waiting for Green Skies to submit all of their documents and that there is constant communication between Green Skies and the City staff. Attorney Gurley believes they may have their documentation complete by the end of March for Adult-Recreational and will be approved.

Flint Commerce Center/Ashley Capital - 931 E. Hamilton Ave.

Max Lester stated staff has not yet received confirmation from the applicant that the sale was finalized and the lots were applied for combination. Comm. Jewell asked if they have received any updates from the applicant. Max stated Bill Vandercook had reached out to the applicants the previous week, but staff has not received an update as of yet. Suzanne Wilcox stated she would reach out to Ashley Capital the next day.

Request for Site Plan Review Extension for 2765 Flushing Rd.

Max gave a summary of **SPR 21-945** which was approved conditionally on January 26th, 2021 and was approved administratively October 20th, 2021. A six-month extension was granted at the September 13th, 2022 meeting. The Site Plan and extension were approved under the previous Zoning Code. Comm. Jewell asked if the memo supplied at the meeting from Communities First is from the applicant and not the architect. Max confirmed. Comm. Jewell asked for clarification on the number of extensions that are allowable. Max answered that under the previous Zoning Code there was a limit of 12 months for extensions, but there was no explicit mention of a limit to the number of exceptions.

Kurt Neiswender, architect for the project, stated the six-month extension is needed as the applicant is ready to move forward in the Building Department, but is waiting for a county-level soil erosion permit and bonds to be complete. The request is to ensure the approval does not lapse before the project is ready to break ground in a couple months.

Commissioner Jewell made a motion to grant a six-month extension for **SPR 21-945**: Communities First, Inc./Glenn Wilson is requesting a Site Plan Review at 2765 Flushing Rd., Flint, MI 48504 (PID# 40-11-351-001). Commissioner Blower supported the motion.



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Comm. Jewell clarified that the project is for Orchard Manor Apartments and the applicant is in the meeting via Zoom.

Roll Call:

Commissioner Ryan: yes

Commissioner Campbell: yes

Commissioner Blower: yes

Commissioner Jewell: yes

Commissioner Cook-Hawkins: absent

Commissioner Sorenson: absent

Chairman Wesley: yes

M/S – Campbell/Ryan

5 yes, 0 no, 2 absent

The motion carried.

City Council Action on Planning Commission Recommendations

Max stated there were no updates available.

Zoning Board of Appeals Meeting Update

Max stated the February 21st meeting was cancelled due to lack of cases. Comm. Jewell asked if site plans have been submitted related to the variances granted in the January ZBA meeting. Max answered that these have not been received.

REPORTS:

American Rescue Plan/Capital Improvement Plan

Suzanne Wilcox stated the CIP is just about finalized apart from two items needed updated information and that she would try to get the remaining items this week. Jason Ball will be available at the March 14th meeting to go over items. Ms. Wilcox said there was a letter sent to the CFO regarding the American Rescue Plan from the Commission, noting that right now they are busy with the budget preparation. Ms. Wilcox will meet with him Friday. Chair. Wesley requested that the CFO be asked if he can spare 10 minutes and that he could be laced at the top of the agenda.

Redevelopment Ready Communities

Ms. Wilcox shared that she spoke with Jason Ball and his expected timeline is to have all documentation in and to be certified as a Redevelopment Ready Community by the end of April.

Planning Commission Vacancies and Expired Terms

Ms. Wilcox stated she met with the Mayor regarding the vacancies and that he is working with Council Members to identify people to fill the 2nd and 9th Ward seats. Ms. Wilcox also offered to prepare the resolutions to reappoint the Commissioners with expired terms.

Staffing Update



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Ms. Wilcox introduced Montel Meniffee, the new Marihuana Facilities Licensing Coordinator. Ms. Wilcox shared that Mr. Meniffee's position is meant to shift marihuana tasks off the Zoning Coordinator and Planning staff. Mr. Meniffee shared his experience at the state and federal level. Comm. Jewell explained that Comm. Ryan often focuses on the technical details of marihuana growing and Comm. Campbell focuses on business operations. Comm. Ryan asked Mr. Meniffee if he will monitor the facilities and raise the standards for what is expected from the City of Flint such as cloning, transportation, filter techniques, etc. Mr. Meniffee said that he definitely wants to ensure that companies are abiding by the Ordinance and agreements made in their original licensing when they come back for renewal. Comm. Jewell asked if items like the Temporary Marihuana Event license as mentioned during the Public Forum would fall under his purview. Comm. Jewell discussed the importance of defining specific roles and responsibilities for this new position. Mr. Meniffee explained that so far his responsibilities include accepting licensing applications, reviewing and getting department reviews on the applications, and getting them to Council when the Commission approves a license. Ms. Wilcox added that while Mr. Meniffee's current focus is shifting marihuana tasks off the Zoning Coordinator, he will have the ability to review and make suggested changes to the Marihuana Ordinance such as the Temporary Marihuana Event license being an allowed license. Chair. Wesley asked if background checks are completed when an existing licensed business adds a new partner, adding that if there is a duplication of duties can this be streamlined.

Ms. Wilcox added that ROWE consultants will be in the office more regularly to help keep things moving in Zoning. Additionally, two positions have been posted for another Zoning Coordinator and Planner I to fill Jonathon Mateen's position. Ms. Wilcox said there is a lot of development activity in the city, and more is expected to come in, filing positions will help to prepare for the increased workload. There is also a planned wage increase to help retain workers.

Chair. Wesley asked what Ms. Wilcox's opinion is on the one-stop-shop that was proposed earlier in the year. Ms. Wilcox shared that she feels that this is the goal and function of the Planning and Development Department already, with the Zoning Division being the front door as this is the first step for businesses. Ms. Wilcox shared that there is an opportunity to expand on this with the restructuring of the physical layout of the building that is in progress. There are some things that can be done better but the department is already structured to fulfill this role. Ms. Wilcox said that Economic Development should be the concierge type service. Comm. Campbell stated there used to be a one-stop-shop that was the entry point to the Planning and Development process and there may be files related to this.

Comm. Ryan spoke on the need to retain workers. Ms. Wilcox spoke on the low wages making the City of Flint a good training ground but not a place that is bringing in and retaining talent. Comm. Jewell asked about the additional Zoning Coordinator position, also adding an organizational chart would be helpful with each position's focuses noted. Ms. Wilcox agreed, noting the exact division of labor has not yet been determined.



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Current Articles

No discussion.

RESOLUTIONS:

OLD BUSINESS:

Remote Meeting Discussion/Follow-Up

Comm. Jewell noted four key items pertaining to this topic inclusion the status of other governmental bodies that meet remotely such as Hurley Medical Center, other public bodies across the state and whether their members meet remotely, the status of the ADA and remote accommodations, and the legal opinion from the City Attorney. Comm. Jewell said these did not have to be addressed tonight but should remain on the agenda until the items are addressed.

NEW BUSINESS:

Master Plan 10-Year Review

Comm. Jewell recommended that staff provide a report for the March 14th meeting on the timeframes and process for the 10-year review of the Master Plan. Comm. Wesley noted the importance of community involvement in this process, so residents have a say in how the community progresses. Comm. Jewell added that a special grant was used to fund the Master Plan process and suggested determining if there will be costs and identifying potential sources for funding the review and update process. Ms. Wilcox noted staffing is an issue because community engagement needs to occur when the public is available to attend and participate. Ms. Wilcox agreed there will be some costs associated that will need to be considered, but not in the same scale as the creation of the Master Plan. Ms. Wilcox noted big changes in Flint since the Master Plan was adopted which should be considered. Ms. Wilcox agreed that community engagement, while not required by the Michigan Planning Enabling Act, is important. Comm. Campbell suggested that staff and the Commission work together to take a step back and review what has been done so far and ensure they are complete such as the Marihuana Ordinance.

ADJOURNMENT:

M/S – Campbell/Ryan

Unanimously carried by voice vote.

Meeting adjourned at 7:27 PM.