



Sheldon Neeley
Mayor

CITY OF FLINT

FLINT PLANNING COMMISSION

Meeting Minutes
July 11th, 2023

Commissioners Present

Robert Wesley, Chair
Carol-Anne Blower, Vice-Chair
Lynn Sorenson, Secretary
Harry Ryan
Leora Campbell
Robert Jewell
Mona Munroe-Younis

Staff Present

Joanne Gurley, Assistant City Attorney
William Vandercook, Zoning Coordinator
Max Lester, Int. Zoning Coordinator
Montel Menifee, Marihuana Facilities Licensing Coordinator

Absent:

April Cook-Hawkins

ROLL CALL:

Chairperson Wesley called the meeting to order at 5:39 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: appearing in-person
Commissioner Campbell: appearing online
from Flint, MI
Commissioner Blower: appearing in-person
Commissioner Jewell: appearing in-person

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

ADDITIONS/CHANGES TO THE AGENDA:

None.

ADOPTION OF THE AGENDA:

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

M/S – Munroe-Younis/Blower

Unanimously carried by voice vote



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MINUTES OF PREVIOUS MEETINGS:

Minutes of June 27, 2023

Corrections noted by Commissioners:

Page 2 – Spell out Michigan Economic Development Corporation (MEDC)

Page 3 – Correct spelling of “more”, “the”, and “administratively”

Page 3 – Correct missing language “are met” at end of sentence

Page 3 – Correct sentence to say “he was not aware”

Page 4 – Correct spellings of “heard” and “Administrative”

Page 7 – Remove period after “Interim”

Page 7 – Correct spelling of “were” and “city”

Page 6, 7, and 8 – Correct capitalization for “Mr. Ball”

Page 9 – Correct spelling of “organizational”

Page 9 – Add additional language regarding the binder process at the end of the first paragraph

Commissioner Jewell made a motion to approve the minutes of June 27, 2023 as corrected.

Commissioner Blower supported this motion.

Roll Call:

Commissioner Ryan: yes

Commissioner Campbell: yes

Commissioner Blower: yes

Commissioner Jewell: yes

Commissioner Cook-Hawkins: absent

Commissioner Sorenson: abstain

Commissioner Munroe-Younis: yes

Chairman Wesley: yes

M/S – Jewell/Blower

6 yes – 0 no – 1 abstain

The motion carried by voice vote

PUBLIC FORUM:

No one spoke.

PUBLIC HEARINGS:

PC 23-8: The Food Bank of Eastern Michigan/Signs by Crannie requests review from the Planning Commission for a Planned Sign Program at 2211 Lapeer Rd. Flint, MI 48503 (PID # 41-17-327-020).

Max Lester read the staff report and review standards checklist for PC 23-8.



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Comm. Jewell asked what limited size of signage would be appropriate if considered by the Planning Commission (PC). Max answered the standards for CE – Commerce and Employment would be most appropriate at 200 square feet per sign face, per sign. Comm. Jewell asked if there are concerns about illumination. Max responded that they believe the applicants have materials for a demonstration.

Comm. Munroe-Younis asked if the dimensions of the current sign are known. Max answered there are no previous records of the signs, general dimensions indicated for current signs by the applicant are 23 feet wide for the North facing sign and 30 feet wide for the West facing sign.

Chair. Wesley asked if the new signs would fit under the previous ordinance. Max stated they did not know. Mr. Vandercook stated his recollection was no more than 10 percent of the area of the wall.

Paul Swatzell - Signs by Crannie, spoke on behalf of the Food Bank of Eastern Michigan. Mr. Swatzell stated the square footage of the current and proposed signs are similar, proposed signs may be larger by a few square feet. Mr. Swatzell gave a presentation on the cabinet technology with a light box and material samples, explaining light illuminates the face of the cabinet without casting strong light outward. Perforated vinyl material will be used to prevent glare.

Comm. Jewell asked if staff reviewed the materials prior to that evening. Mr. Swatzell stated staff did not review the materials prior to that evening as staff suggested the previous Friday that samples to be brought to the meeting.

Comm. Sorenson asked how the sign would be attached and how far it will stick out. Mr. Swatzell stated they would be flush mounted letters sticking out around six inches. Comm. Sorenson asked about the LED light placement. Mr. Swatzell replied that the LEDS will be mounted around and shining into the cabinet.

Chair. Wesley opened the floor to public comment.

No one spoke.

Chair. Wesley closed the floor to public comment.

Comm. Jewell asked staff if there were any received communications. Max stated no other communications were received.

Comm. Jewell asked Max is the information provided was helpful. Max stated the illumination information was helpful and there were no further concerns.

Comm Blower made a motion to approve the requested Planned Sign Program for the removal of three wall signs and addition of two wall signs at 2211 Lapeer Rd. Flint, MI 48503 (PID # 41-17-327-020) based on the applicant meeting all standards in Section 50-178:



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- Complies with Standard 1 because a deviation from the specific sign requirements of the TN-2 – Traditional Neighborhood Zoned District is needed.
- Complies with Standard 2 because the applicant's property is unique when compared to other parcels in the same Zone District and in the same vicinity.
- Complies with Standard 3 because the proposed plan is consistent with the purposes and intent of Section 50-178 and Article 15;
- Complies with Standard 4 because the proposed plan will not create a danger to public safety.
- Complies with Standard 5 because the approval of the Planned Sign Program will not have an adverse impact on property in the vicinity.
- Complies with Standard 6 because the proposed signs are compatible with surrounding buildings as well as the building on site.
- Complies with Standard 7 because the proposed signs will be constructed out of high-quality material.

Comm. Ryan supported the motion.

Roll Call:

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

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

M/S – Blower/Ryan

7 yes, 0 no, 0 abstain

The motion carried.

SITE PLAN REVIEW:

None.

CASE REVIEW:

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

Atty. Gurley stated Green Skies Healing Tree still needs to respond with the requested information following a request for update. Chair. Wesley asked if any action should be taken if the documents are not sent. Atty. Gurley stated it should stay on the agenda as there has to be a conclusion to this item.

PC 23-5: BGL 2, INC d.b.a. Club Medz – 2838 E. Court St.

Max stated this was signed by the Chair following receipt of the updated agreement at the previous PC meeting. Chair. Wesley noted this can come off the agenda and is complete.



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PC 23-7: Alpine Development Group, LLC – 2502 S. Dort Hwy.

Max stated they were still waiting on receiving materials from the applicant before moving on to an administrative review with the Chair.

City Council Action on Planning Commission Recommendations.

None.

Zoning Board of Appeals Update

Max stated three variances will be heard at the July 18th, 2023 ZBA meeting and an update will be provided at the next PC meeting on July 25th, 2023.

REPORTS:

American Recue Plan (ARP)/Capital Improvement Plan (CIP)

Max gave a copy of a report shown by Director Doerr at the previous meeting regarding ARP funds.

Max noted the City's ARP webpage does not note this as a draft document, though DRAFT is written on the actual document.

Redevelopment Ready Communities (RRC)

Max stated all binders were previously returned to Commissioners. Max completed a walkthrough of the PC binder, explaining the materials in each section. Max noted the Table of Contents and City Council members roster can be updated by staff.

Max added that the updated copies of the CIP, Public Participation Plan, and Guide to Development are not yet ready. The joint meeting will still need to be held.

Planning Commission Vacancies and Expired Terms

Max said they requested resumes or professional summaries from Comm. Blower and Comm.

Campbell to push their reappointments forward. Max also noted they believe an appointment for Ward 2 will be moving forward soon as well.

10-Year City of Flint Comprehensive Plan Review

Director Doerr is working on moving this item forward. Max stated they believe she will be at the next meeting to discuss this item. Comm. Munroe-Younis added that Faith Groesbeck worked with community groups to submit a government to government [Environmental Protection Agency] EPA grant proposal which has passed the first round of EPA review. This may be one source of funding relief. Max requested this information be sent to staff.

Staffing Update

Max noted several Planning and Development Department positions were posted, not specific to the Planning and Zoning Division. Zoning positions are still being worked on for posting. Comm. Jewell asked if the two Planner I positions are open. Max stated they are open, but not currently posted on the website.



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Current Articles

Max gave an overview of provided articles from the recently released issue of MI Planner regarding complete streets, transportation studies, and an item on the Open Meetings Act and subcommittees.

Educational Topics

Mr. Vandercook read the staff report on the Zoning Code text amendment process, as well as an overview of issues resulting from changes of use resulting in the need for a full site plan being required under Zoning Coordinator Review.

Chair. Wesley asked if the Commissions should set this for a Public Hearing at a future date. Mr. Vandercook confirmed.

Atty. Gurley added that a 15-day notice prior to a meeting and the findings must be transcribed and sent to Council for final approval.

Mr. Vandercook asked that the issue of changes of use be handled first to lessen the burden on staff before moving forward with other amendments.

Commissioners discussed August 8th as the meeting to handle these items. Comm. Jewell noted a need to understand the process and how items are posted. Max stated they have discussed the posting language with Jason Ball with ROWE, and the specific sections to be reviewed will be noted. Specific recommendations for changes will be presented at the noticed hearing. The traditional public hearing process will occur, though Max stated hesitation at calling staff the “applicant”. Staff reports and recommendations will be provided. Per the Zoning Code the text amendment procedure is initiated by the Planning Commission, City Council, or a resident. Comm. Jewell asked if a staff report with the information given tonight will be given to the Commissioners prior to the public hearing on this issue. Comm. Munroe-Younis requested an analysis of the increase in application requests be provided.

Atty. Gurley added that the Zoning Coordinator should make recommendations to the Commission.

Chair. Wesley asked for confirmation that a report will be given at the July 25th meeting. Max confirmed.

Comm. Campbell asked if specific businesses would have an opportunity to come and speak. Max stated the meeting will be publicly noticed, but specific businesses will not be selected for individual notices. Staff can discuss previous examples of hardships that were faced for staff and businesses.

RESOLUTIONS:

None.

OLD BUSINESS:

None.



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NEW BUSINESS:

Chair. Wesley announced that Mr. Vandercook will be moving onto a new position outside of the City by the time of the next PC meeting. Commissioners expressed their gratitude to Mr. Vandercook and his time with the City as Zoning Coordinator. Mr. Vandercook spoke about his time with the City and the new opportunity he is following, and thanked the Commissioners, noting he believes Max is up to the task of keeping business running.

ADJOURNMENT:

M/S – Blower/Campbell

Meeting adjourned at 7:40 PM.