

PLANNING COMMISSION ANNUAL REPORT – 2023

PLANNING COMMISSION  
ANNUAL REPORT

2023

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## 1. Introduction

The City of Flint Planning Commission is pleased to provide the following Annual Report of the cases heard throughout 2023. The Planning Commission is an appointed body that advises on an array of issues including but not limited to rezoning, ordinance and text amendments, developmental reviews, and other planning matters.

## 2. Purpose

The City of Flint Planning Commission is providing this report in fulfillment of Article II Section 19 of the Michigan Planning Enabling Act (Act 33 of 2008). 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.*” This report was prepared to relay information to other boards, commissions, staff and the governing body in hopes to better illustrate the work done by the Planning Commission. This report should be used as a tool to prepare for the upcoming year in terms of priorities, possible issues, and budgeting.

## 3. Membership

Planning Commission Member	Ward	Attendance	Term Expiration
Harry Ryan <sup>1</sup>	Ward 1	18/21	Expired
Joshua Brown <sup>1, 2</sup>	Ward 1	2/3	03/2025
Jeffrey Curtis Horton <sup>1</sup>	Ward 2	8/8	03/2026
Leora Campbell <sup>2</sup>	Ward 3	14/24	03/2017
Carol-Anne Blower – Vice Chair <sup>2</sup>	Ward 4	22/24	03/2024
Robert Wesley – Chair	Ward 5	24/24	03/2026
Robert V. Jewell	Ward 6	24/24	03/2026
April Cook Hawkins	Ward 7	2/24	03/2023
Lynn Sorenson – Secretary	Ward 8	15/24	03/2026
Mona Munroe-Younis <sup>1, 2</sup>	Ward 9	12/15	03/2024

1. Attendance for new members is determined from their first meeting. Attendance for members whose term received a new appointment is determined until their last meeting.
2. These Commissioners had no unexcused absences, which is not included in the attendance total.

As per the Planning Commission’s bylaws, “the term of each member shall be for three (3) years”. Pursuant to MCL 125.3815(2), members whose terms have expired shall hold over and continue to serve as Commission members until a successor has been appointed.

## 4. Meetings

The Planning Commission met 24 times in 2023. There was one Administrative Hearing held on January 12<sup>th</sup>, 2023. Additionally, the Commissioners were invited to attend a Joint Meeting of Planning and Development Boards and Commissions in which the Michigan Association of Planners and Michigan Economic Development Corporation conducted a training session around roles and responsibilities for the various bodies. The Planning Commission meets the second and fourth Tuesday of every month. The MPEA requires the Planning Commission to meet at least four times a year, the City of Flint Planning Commission is in compliance with the MPEA.

## 5. Trainings attended

Topic/description	Date
Joint Meeting – “Making Good Decisions Together”	11/9/23

The Planning Commission, along with the Zoning Board of Appeals, Historic District Commission, and the Economic Development Corporation, attending a joint meeting in which Michigan Association of Planning and Michigan Economic Development Corporation staff conducted a training session. Additionally, staff presented an educational topic regarding the different review types.

# PLANNING COMMISSION ANNUAL REPORT – 2023

## 6. Master Plan Review & Zoning Ordinance

The Planning Commission worked to implement the Imagine Flint Comprehensive Plan this year by basing their decisions on the goals and objectives outlined in the Comprehensive Plan. There were two rezoning request that were heard by the Commission, one request was withdrawn and the other received a recommendation based on the intent and goals of the Plan. The Planning Commission began the Five-Year Comprehensive Plan Review Process, as outlined in the Michigan Planning Enabling Act, and is expected to continue this process into 2024.

The Planning Commission recommended amendments to the City of Flint Zoning Ordinance on August 22<sup>nd</sup>, 2023. Additionally, the Planning Commission recommended amendments to the Zoning Map on September 12<sup>th</sup>, 2023. These amendments were sent to City Council which received final approval on December 20<sup>th</sup>, 2023.

## 7. Zoning Ordinance Amendments

### *Rezoning*

Location	Existing Zoning	Proposed Zoning	Recommendation	Meeting Date
<b>914 and 918 E. Kearsley St.</b>	MR-2	MR-1	Withdrawn	5/23/23
<b>No Address Parcels – W. Fifth Ave. 40-12-430-006 and 40-12-430-007</b>	MR-3	MR-2	Approval (In-Progress with City Council)	9/12/23

### *Text Amendments*

Description	Recommendation	Meeting Date
<b>Text Amendments to Article 11, Article 13, and Article 17 of the City Zoning Ordinance to revise language requiring nonconforming lots to come into compliance with landscaping standards, to reduce the level of review required for a change of use on nonconforming sites, to clarify existing language on administrative departures for landscaping compliance, and to add a table summarizing existing waivers located within the Ordinance.</b>	Approval	8/22/23

### *Map Amendments*

Description	Recommendation	Meeting Date
<b>Adoption of a new zoning map with a focus on rezoning parcels along commercial corridors such as Saginaw St., Dort Hwy., Davison Rd., Franklin Ave., ML King Ave., Clio Rd., and Fenton Rd.</b>	Approval	9/12/23
<b>Staff identified parcels previously zoned D-1 through D-6 (commercial zoning) in a past version of the Zoning Ordinance, that were changed to GN-1 through TN-2 (residential zoning) in the current Zoning Ordinance. Staff recommended these parcels be returned to commercial zoning classifications</b>		

# PLANNING COMMISSION ANNUAL REPORT – 2023

## 8. Development Reviews

Project Type	Location	Status	Meeting Date
Site Plan Review	3248 Van Slyke Rd.	Approved Administrative Review approved for decrease in extent of expansion.	1/10/23
Site Plan Review	931 E. Hamilton Ave.	Approved	1/10/23
Site Plan Review	2905 Davison Rd.	Approved	2/28/23
Site Plan Review	200 E. First St. (529 Harrison St.)	Conditional Approval Finalized	11/14/23
Site Plan Review	529 ML King Ave.	Conditional Approval In-Progress	11/28/23
Planned Sign Program	600 S. Saginaw St.	Approved	5/23/23
Planned Sign Program	2502 S. Dort Hwy.	Conditional Approval Finalized	6/27/23
Planned Sign Program	2211 Lapeer Rd.	Approved	7/11/23
Planned Sign Program	130 E. Second St.	Approved	12/12/23
Special Land Use	719 Harrison St.	Approved	4/11/23
Special Land Use	4901 Clio Rd.	Approved	5/23/23
Special Land Use	3525 Chicago Blvd.	Approved	8/8/23
Special Regulated Use	2838 E. Court St.	Approved	5/23/23
Special Regulated Use	3756 S. Dort Hwy.	Approved	6/13/23
Special Regulated Use	4811 Fenton Rd.	Approved	11/14/23
SRU Location Waiver	1609 W. Atherton Rd.	Moved to Administrative Approval	12/12/23
SRU Location Waiver	2730 S. Dort Hwy.	Denied and referred to the ZBA	12/12/23
SRU Location Waiver	2730 S. Dort Hwy.	Denied and referred to the ZBA	12/12/23

## 9. ZBA Variances

Variance Type	Location	Description	Status	Meeting Date
ZBA 23-1 Use Variance	1109 N. Dort Hwy. (PID 41-08-280-013)	Christopher Bowman requests a Use Variance to allow for a fitness center in the MR-2 Mixed Residential district.	Approved	1/17/23
ZBA 23-2 Use Variance	1720 E. Carpenter Rd. (PID 47-29-126-049, future PID 47-29-126-051)	Robert Brown requests a Use Variance to allow for a gas station and convenience store in the GN-1 Green Neighborhood district.	Approved	1/17/23
ZBA 23-3 Non-Use Variance	1720 E. Carpenter Rd. (PID 47-29-126-049, future PID 47-29-126-051)	Robert Brown requests a Non-Use Variance to provide an additional 1,400 sq. ft. for a convenience store.	Approved	1/17/23
ZBA 23-4 Non-Use Variance	719 Harrison St. (PID 41-18-135-023)	Brian Butkis requests a Non-Use Variance to provide 20% relief from the 70% ground-floor façade transparency requirements for commercial uses in the DE – Downtown Edge district.	Approved	3/21/23
ZBA 23-5 Use Variance	5404 Clio Rd. (PID 46-26-351-009)	Shanaya Johnson requests a Use Variance to allow for a Crematory in the CC – City Corridor district.	Approved	3/21/23
ZBA 23-6 Non-Use Variance	4901 Clio Rd. (PID 46-34-226-010)	Matthew Parrinello representing Star Hallwood, LLC requests a Non-Use Variance from Section 50-114 C.	Approved	3/21/23

# PLANNING COMMISSION ANNUAL REPORT – 2023

ZBA 23-7 Non-Use Variance	200 E. First St. (41-18-126-020).	Uptown* Reinvestment Corporation, represented by Moses Timlin requests a Non-Use Variance to allow for a 15% reduction in ground floor transparency and 14.5% reduction in above ground floor transparency requirements.	Approved	4/18/23
ZBA 23-8 Non-Use Variance	927 S. Saginaw St. (PID 41-18-180-009).	Mark Johnson requests a Non-Use Variance from Zoning Code Sections 50-155, 50-156, and 50-157.	Conditionally Approved	6/20/23
ZBA 23-9 Use Variance	729 E. Stewart Ave. (PID # 47-31-155-030)	Catholic Charities of Shiawassee and Genesee Counties/Joshua Stanton requests a Use Variance to allow for a pylon sign in a GN-1 zoned district.	Approved	5/16/23
ZBA 23-10 Use Variance	2549 Corunna Rd. (PID # 40-23-202-001).	Dantzier Designs, LLC/Sequoia Prince-Dantzier requests a Use Variance to allow for Entertainment, Live (Non-ARU) in a TN-2 zoned district.	Approved	5/16/23
ZBA 23-11 Non-Use Variance	3525 Chicago Blvd. (PID # 40-23-301-002)	Consumer's Energy requests a Non-Use Variance to provide 15-foot relief from the 25-foot required rear-yard setback in a TN-2 Traditional Neighborhood Medium Density district.	Approved	7/18/23
ZBA 23-12 Non-Use Variance	3525 Chicago Blvd. (PID # 40-23-301-002)	Consumer's Energy requests a Non-Use Variance to allow for chain-link fence material in the front yard areas in a TN-2 Traditional Neighborhood Medium Density district.	Denied	7/18/23
ZBA 23-13 Non-Use Variance	3525 Chicago Blvd. (PID # 40-23-301-002)	Consumer's Energy requests a Non-Use Variance to provide 4-foot height relief from Table 50-63 to allow for an 8-foot tall open fence in the front yard areas in a TN-2 Traditional Neighborhood Medium Density district.	Approved	7/18/23
ZBA 23-14 Non-Use Variance	3525 Chicago Blvd. (PID # 40-23-301-002).	Consumers Energy requests a Non-Use Variance from Section 50-155 Building Foundation Zone Landscaping.	Withdrawn	8/29/23
Court Remanded ZBA 21-2256 Appeal	3039 Airpark Drive North. (PID 40-34-100-031).	Native X, LLC requests an appeal of the Planning Commission's decision on June 22, 2021 to deny a Group F Special Regulated Use Permit for an Adult Use (Growing) marihuana facility.	Approved (Appealed)	8/29/23
ZBA 23-15 Use Variance	2000 Corunna Rd. (PID # 40-13-351-005).	Jeffrey Ferweda, representing Carman Hills Pointe, LLC, requests a Use Variance to allow for an Art Gallery in a TN-2 zoned district.	Approved	9/19/23
ZBA 23-16 Non-Use Variance	200 E. First St. (PID # 41-18-126-020)	Uptown Reinvestment Corporation requests a Non-Use Variance for relief from Section 50-155 Building Foundation Zone Landscaping for the southern elevation of the MSU Expansion project.	Denied	10/17/23
ZBA 23-17 Use Variance	245 E. Lorado Ave. (PID # 46-25-251-029).	Tamika Lang requests a Use Variance to allow for a 'Group Child Care Home' in a GI-1: Green Innovation Medium Intensity zoned district.	Postponed to Jan 2024	12/19/23

# PLANNING COMMISSION ANNUAL REPORT – 2023

ZBA 23-18 Non-Use Variance	Two parcels on Kent St., identified with PID # 41-16-351-023 and 41-16-351-053 (Future combined PID # 41-16-351-054)	Marathon Flint Oil Co. requests a Non-Use Variance for relief from Section 50-155 Building Foundation Zone Landscaping for the northern elevation of a proposed building.	Motion for Approval Failed	12/19/23
ZBA 23-19 Non-Use Variance	Two parcels on Kent St., identified with PID # 41-16-351-023 and 41-16-351-053 (Future combined PID # 41-16-351-054)	Marathon Flint Oil Co. requests a Non-Use Variance for relief from Section 50-68 C., the requirement to provide a sidewalk along public rights-of-way for new developments.	Motion for Approval Failed	12/19/23
ZBA 23-20 Non-Use Variance	Two parcels on Kent St., identified with PID # 41-16-351-023 and 41-16-351-053 (Future combined PID # 41-16-351-054)	Marathon Flint Oil Co. requests a Non-Use Variance for relief from Section 50-63 B. 10. to allow for barbed wire on fencing and to allow for chain-link fencing in the front yard area.	Motion for Approval Failed	12/19/23
ZBA 23-21 Non-Use Variance	A parcel along Douglas Ave. with no address, identified with PID # 41-04-153-015.	CitySwitch II, LLC., representing CSX Transportation Inc., requests a Non-Use Variance seeking relief of 355 feet from the required 500-foot setback for Wireless Communication Facilities from a residential district.	Postponed	12/19/23
ZBA 23-22 Non-Use Variance	A parcel along Douglas Ave. with no address, identified with PID # 41-04-153-015.	CitySwitch II, LLC., representing CSX Transportation Inc., requests a Non-Use Variance seeking relief of 65 feet from the southern property line, relief of 56 feet from the eastern property line, and relief of 24 feet from the western property line from the required 75-foot setback for Wireless Communication Facilities from all property lines.	Postponed	12/19/23

Variance requests heard by the ZBA should be periodically reviewed by the Planning Commission to assess which provisions of the zoning ordinance are insufficiently serving the needs of the community. The table above can be used by the Planning Commission to identify those provisions that should be reviewed and possibly amended. The ZBA may also make requests to the Planning Commission if it is felt that certain provisions are inadequate.

## 10. Actions by legislative body

<b>Request</b>	<b>Location</b>	<b>Description</b>	<b>PC Recommendation</b>	<b>Action</b>
<b>Text Amendments</b>	N/A	See Section 6 above.	Approval	Approved 12/20/23
<b>Map Amendments</b>	Over 800 parcels	See Section 6 above.	Approval	Approved 12/20/23
<b>Rezoning</b>	W. Fifth Ave.	See Section 6 above.	Approval	Not yet reviewed by City Council
<b>Group E SRU License</b>	4841 Fenton Rd.	Group E Special Regulated Use Permit for an Adult-Use Marihuana Retail Facility	Approval	Approved 12/20/23

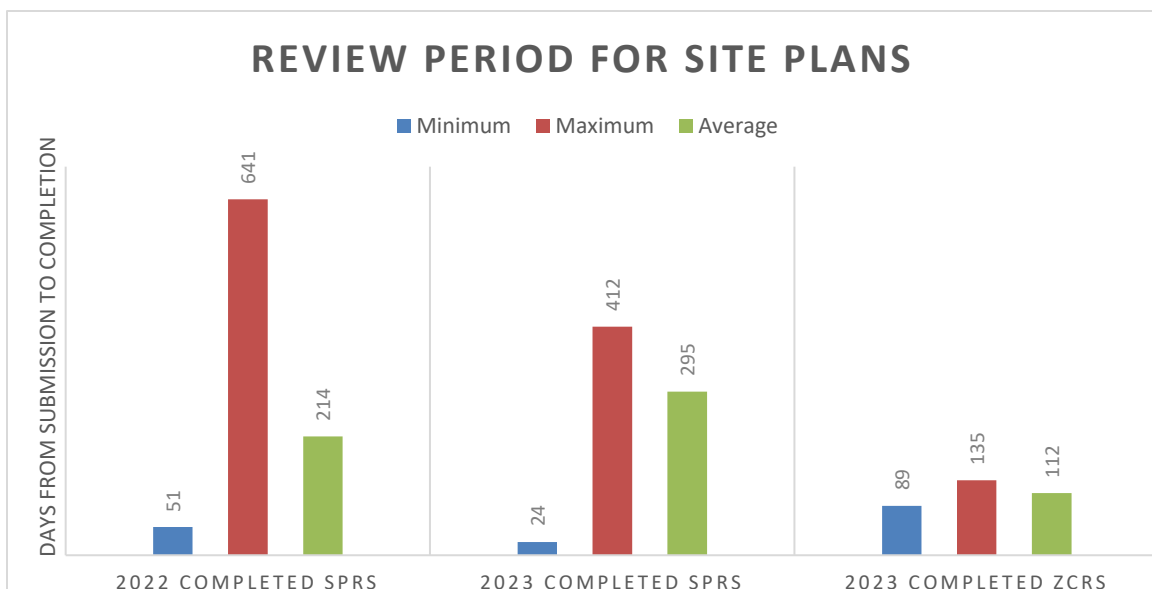
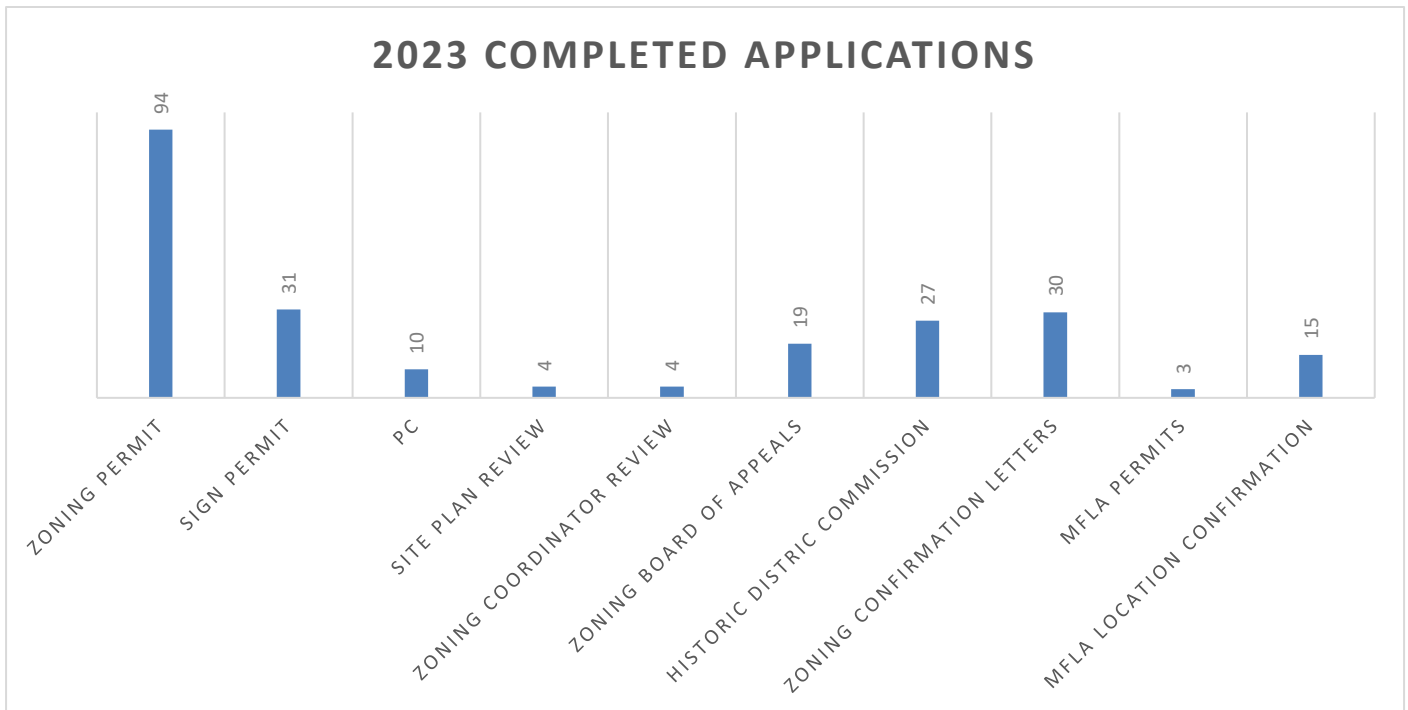
In 2023 the Flint City Council approved one marihuana license that was recommended for approval by the Planning Commission, with two being administratively approved. Additionally, the Council approved the Map and Text Amendments recommended for approval by the Planning Commission.

# PLANNING COMMISSION ANNUAL REPORT – 2023

## 11. Planning and Zoning Division: Total Applications Processed

There are a number of applications that do not require Planning Commission approval, these are processed by other Boards and Commissions or by City Staff administratively. Below is a breakdown of all applications processed by Planning and Zoning Staff and the Boards and Commissions they oversee throughout 2023.

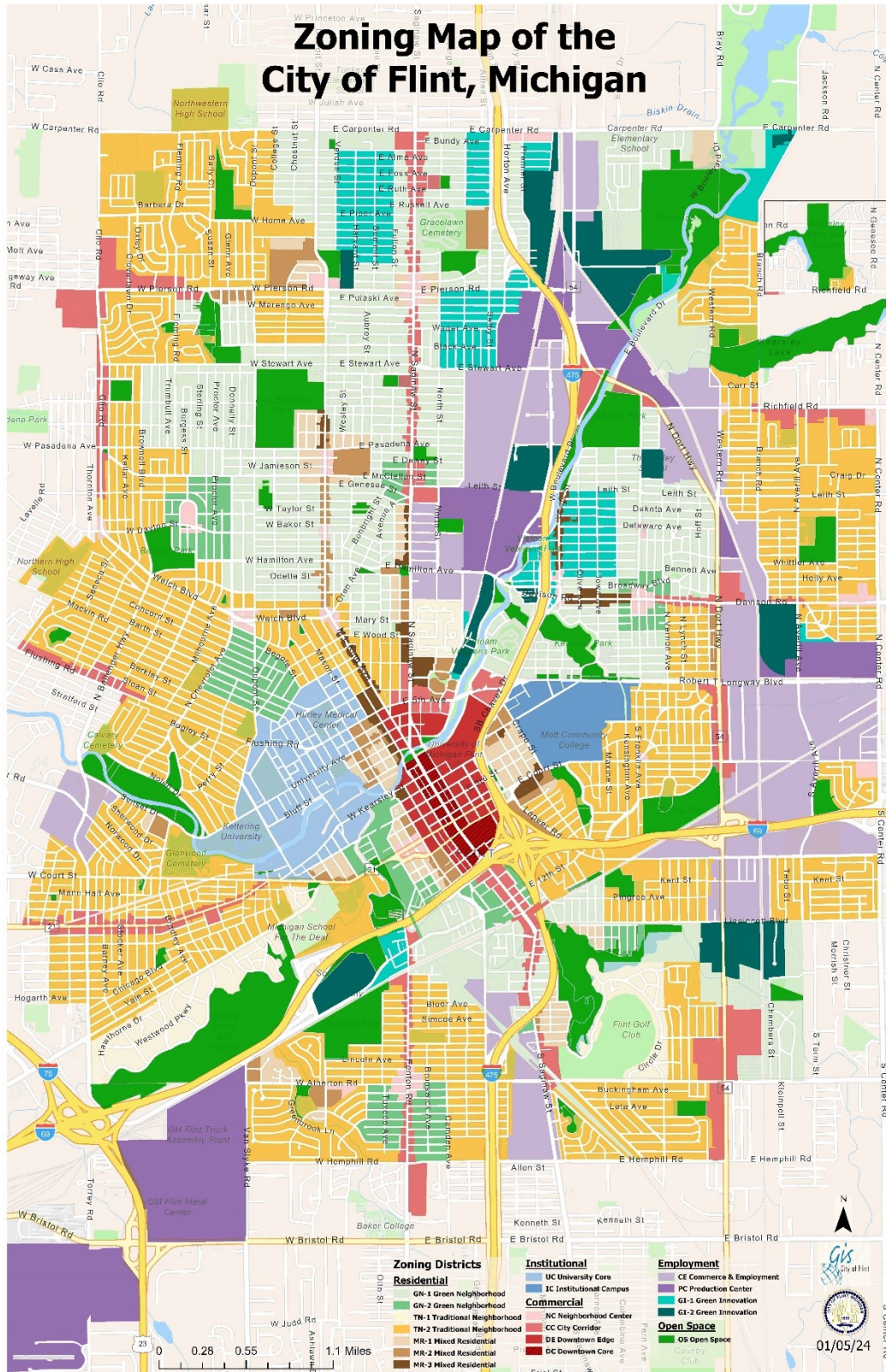
Staff conducted an analysis of the review timelines for site plans both for Site Plan Review and Zoning Coordinator Review procedures and compared the 2022 and 2023 numbers. While the maximum and minimum number of days to complete a review decreased, the average number of days to complete a review increased. The average number of days to complete a Zoning Coordinator Review was more than half that for Site Plan Reviews, however, it is still well above an ideal 90-day turnaround time. Staff and the Commission should work together to ensure average review timelines are reduced to make the City of Flint more accessible and friendly for development.





# PLANNING COMMISSION ANNUAL REPORT – 2023

## 12. Approved Zoning Map – Amended December 20<sup>th</sup>, 2023





# PLANNING COMMISSION ANNUAL REPORT – 2023

## 13. 2024 Planning Commission Meeting Schedule



Sheldon Neeley  
Mayor

**CITY OF FLINT**  
FLINT PLANNING COMMISSION  
Robert Wesley, Chair

### 2024 Meeting Schedule

Meetings will be held at Flint City Hall  
Council Chambers, 1101 South Saginaw St., Flint, MI 48502.  
Alternative Location in the Dome Auditorium as noticed.

Meetings will convene at 5:30 P.M on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of every month.

MEETING DATES	COMPLETE APPLICATION DEADLINES <sup>1</sup>
Tues. January 9, 2024	Mon. December 11, 2023 <sup>2</sup>
Tues. January 23, 2024	Tues. December 26, 2023 <sup>2</sup>
Tues. February 13, 2024	Fri. January 19, 2024
Tues. February 27, 2024	Fri. February 2, 2024
Tues. March 12, 2024	Fri. February 16, 2024
Tues. March 26, 2024	Fri. March 1, 2024
Tues. April 9, 2024	Fri. March 15, 2024
Tues. April 23, 2024	Fri. March 29, 2024
Tues. May 14, 2024	Fri. April 19, 2024
Tues. May 28, 2024	Fri. May 3, 2024
Tues. June 11, 2024	Fri. May 17, 2024
Tues. June 25, 2024	Fri. May 31, 2024
Tues. July 9, 2024	Fri. June 14, 2024
Tues. July 23, 2024	Fri. June 28, 2024
Tues. August 13, 2024	Fri. July 19, 2024
Tues. August 27, 2024	Fri. August 2, 2024
Tues. September 10, 2024	Fri. August 16, 2024
Tues. September 24, 2024	Fri. August 30, 2024
Tues. October 8, 2024	Fri. September 13, 2024
Tues. October 22, 2024	Fri. September 27, 2024
Tues. November 12, 2024	Fri. October 18, 2024
Tues. November 26, 2024	Fri. November 1, 2024
Tues. December 10, 2024	Fri. November 15, 2024
Tues. December 24, 2024	N/A <sup>3</sup>
Tues. January 14, 2025	Fri. December 13, 2024 <sup>2</sup>
Tues. January 28, 2025	Fri. January 3, 2024

1. Estimated deadlines are dependent on staff receiving a full application with supporting materials and does not guarantee placement on any specific agenda.
2. January meeting deadlines differ based on the December holiday schedule.
3. The December 24<sup>th</sup> meeting falls on a holiday and will not be held.

# PLANNING COMMISSION ANNUAL REPORT – 2023

## **14. 2024 Planning and Zoning Goals**

- Cut down average review timelines.
- Conduct a Comprehensive Plan review and update if needed.
- Review and update the Capital Improvement Plan.
- Make application processes easier to navigate and track.