



Sheldon Neeley
Mayor

CITY OF FLINT

FLINT PLANNING COMMISSION

Draft Meeting Minutes
February 11th, 2025

Commissioners Present

Robert Wesley, Chair
Lynn Sorenson, Secretary
Robert Jewell
Nadia Rodriguez
Mona Munroe-Younis

Staff Present

Zach Huckabay Assistant City Attorney
Brian Acheff, Zoning Coordinator
Max Lester, Zoning Coordinator
Dalton Castle, Planner I

Absent:

Joshua Brown
Jeffrey Curtis Horton
Carol-Anne Blower, Vice-Chair

ROLL CALL:

Chairperson Wesley called the meeting to order at 5:41 p.m. Roll was taken, and a quorum was present.

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

Roll Call:

Commissioner Brown: Absent
Commissioner Blower: Absent
Commissioner Jewell: Present
Commissioner Rodriguez: Present

Commissioner Sorenson: Present
Commissioner Munroe-Younis: Present
Commissioner Horton: Absent
Chairperson Wesley: Present

ADDITIONS/CHANGES TO THE AGENDA:

Chairperson Wesley asked if there were any additions or changes to the agenda. No one spoke.

ADOPTION OF THE AGENDA:

Chairperson Wesley asked for a motion to approve the agenda. Commissioner Sorenson motioned to accept the agenda as amended. Commissioner Rodriguez seconded the motion.

M/S – Sorenson/Rodriguez
Unanimously carried by voice vote



Sheldon Neeley
Mayor

CITY OF FLINT

FLINT PLANNING COMMISSION

MINUTES OF PREVIOUS MEETINGS:

The minutes of January 14th were presented

Commissioner Jewell corrected a typo on page 1 of the minutes under discussion of additions and changes to the agenda in which the word “moving” was misspelled.

Commissioner Jewell made a motion to approve the minutes of January 14th as corrected.
Commissioner Munroe-Younis seconded the motion.

Roll Call:

Commissioner Brown: Absent
Commissioner Blower: Absent
Commissioner Jewell: Yes
Commissioner Rodriguez: Yes

Commissioner Sorenson: Yes
Commissioner Munroe-Younis: Yes
Commissioner Horton: Absent
Chairperson Wesley: Yes

M/S – Jewell/Munroe-Younis

5 yes – 0 no – 0 abstain

Unanimously carried by voice vote

The minutes of January 28th were presented

Commissioner Munroe-Younis asked that on page 3 it be clarified under the reading of communications which pertained to PC 24-25 from Marsha Bewersdof that Kettering University owns the neighboring property to 713 N Grand Traverse St. She further requested that it be clarified that the communication from the Ruth Mott Foundation was more received from Tryphena Clark, a Community Engagement Officer with the Ruth Mott Foundation.

Commissioner Munroe-Younis made a motion to approve the minutes of January 14th as amended.
Commissioner Rodriguez seconded the motion.

Roll Call:

Commissioner Brown: Absent
Commissioner Blower: Absent
Commissioner Jewell: Yes
Commissioner Rodriguez: Yes

Commissioner Sorenson: Yes
Commissioner Munroe-Younis: Yes
Commissioner Horton: Absent
Chairperson Wesley: Yes

M/S – Munroe-Younis/Rodriguez

5 yes – 0 no – 0 abstain

Unanimously carried by voice vote

PUBLIC FORUM:

Chairperson Wesley opened the floor for public forum. No one spoke.



Sheldon Neeley
Mayor

CITY OF FLINT

FLINT PLANNING COMMISSION

PUBLIC HEARINGS:

TXT 25-1: Zoning Ordinance Text Amendments for Housing Readiness – Articles 3, 11, & 12

Brian read a brief memo discussing the intent of the proposed text amendments to increase accessibility and expedite diverse housing development within the City. Brian then proceeded to outline the specific proposed text amendments.

Chairperson Wesley asked for clarity on the changes to Article 12 Page 16 which outline options to reduce parking requirements by including charging stations for electric vehicles. Brian clarified the intent was to allow for added flexibility for developers.

Chairperson Wesley opened the floor for public comment in favor of TXT 25-1. Joel Arnold, representing Flint Residents for Stronger Neighborhoods, spoke strongly in favor of TXT 25-1 citing the alignment with the intent of the Comprehensive Plan to develop different types of housing and promoting mixed-use development.

Cade Surface, representing Flint Residents for Stronger Neighborhoods, spoke strongly in favor of TXT 25-1, saying they are in line with how the City of Flint was created.

Chairperson Wesley opened the floor for public comment in opposition of TXT 25-1. No one spoke.

Commissioner Jewell asked if there had been any additional communications regarding TXT 25-1. Brian stated there had not been any additional communications.

Commissioner Munroe-Younis asked about Section 50-24 Site, Building Placement, and Bulk Standards which reduces the minimum smaller side yard setback from 15 feet to 5 feet as it seemed like a drastic reduction. Brian explained that the 5-foot requirement is in line with other communities and is generally necessary to allow for development of duplexes and other non-single family home housing.

Commissioner Munroe-Younis asked about the new provision regarding non-conforming lots of record which allow for a setback requirement reduction based on the square footage of the lot. Brian explained the intent of the provision is to avoid applicants having to receive variances to develop housing on small, non-conforming lots of record. Commissioner Munroe-Younis expressed concern that the provision would allow for setbacks of less than 5 feet, possibly even zero-line setbacks. Brian explained that zero-line setbacks are not necessarily uncommon in other communities. Max clarified that a zero-line setback would trigger additional requirements for fire-rated walls under Building Code which may dissuade developers from proposing a zero-line setback.

Commissioner Munroe-Younis expressed concern that the provision requiring stacking and loading zones be maintained clear of accumulated snow or standing water. Brian explained that the provision is exceedingly difficult to enforce and is much more easily addressed in the planning phase of development.



**Sheldon Neeley
Mayor**

CITY OF FLINT

FLINT PLANNING COMMISSION

Commissioner Munroe-Younis noted a typo in Article 12 Section 50-146(C) in which the word “meet” was accidentally struck.

Commissioner Munroe-Younis proposed that in Article 12 Section 50-145(I)(1)(x) which requires a 10-foot bypass lane for drive-throughs, instead of removing that provision, it state “A 10-foot bypass lane may also be provided.” in order to encourage developers to consider the option when designing their site and planning traffic flow.

Commissioner Sorenson echoed Commissioner Munroe-Younis’ concern regarding potential zero-line setbacks due to the new provision in Article 11 page 5. Brian explained that the reduction is based on a percentage which is calculated using the size of the lot, meaning that in order to have a zero-line setback the subject lot would need to be zero square feet.

Commissioner Jewell made a motion to accept the proposed Zoning Ordinance Text Amendments for Housing Readiness and submit a positive recommendation to City Council for their adoption. Commissioner Sorenson seconded this motion.

Commissioner Munroe-Younis requested that the motion be amended to include the proposed alterations correcting the typo in Article 12 Section 50-143(C) and to Article 12 Section 50-145(I)(1)(x).

Commissioner Jewell amended his motion to include alterations to Article 12 Section 50-146(C) not striking the word “meet” and rewording Article 12 Section 50-145(I)(1)(x) to state “A 10-foot bypass lane may also be provided.”. Commissioner Sorenson accepted the amendments to the motion.

Roll Call:

Commissioner Brown: Absent
Commissioner Blower: Absent
Commissioner Jewell: Yes
Commissioner Rodriguez: Yes

Commissioner Sorenson: Yes
Commissioner Munroe-Younis: Yes
Commissioner Horton: Absent
Chairperson Wesley: Yes

M/S – Jewell/Sorenson

5 yes, 0 no, 0 abstain

The motion carried.

SITE PLAN REVIEW:

No Site Plan Review cases were heard at this time.

[This space intentionally left blank]



Sheldon Neeley
Mayor

CITY OF FLINT

FLINT PLANNING COMMISSION

CASE REVIEW:

Applicant Case Review

Brian presented the following updates to the Planning Commission:

SPR 23-005: 529 ML King Blvd – Marian Hall Conditionally Approved on 11/28/2023

- Pending Water Department, and City Engineering approval.
- Six-month extension of approval granted; approval will expire on May 28, 2025.
- Site Plan Approval Expired Tuesday, January 23, 2025; no extension requested.

SPR 24-03: 2112 Davison Rd – Asbury Farms Kitchen and Produce Distribution | Conditionally Approved on 1/23/2024

- Pending Water Department approval and receipt of parcel combination.
- *Potential changes to the project may occur; the Commission will be notified if any formal action needs to be taken.*

SPR 24-01: 1720 E. Carpenter Rd – New Gas Station and Convenience Store | Conditionally Approved on 2/27/2024

- Pending City Engineering approval.
- Site Plan Approval expires Tuesday, February 25, 2025; applicant plans on requesting an extension.

PC 24-08: 1420 E. Pierson Rd – Priority Waste Planned Sign Program | Conditionally Approved on 7/9/2024

- Submittal of plans showing the specifications and method of construction, illumination, sign supports and any applicable client, manufacturing and/or installation notes.

SPR 24-08: 1420 E. Pierson Rd – Priority Waste Site Plan Review | Conditionally Approved on 7/9/2024

- The vacation of City of Flint owned right-of-way, needed for site control; the Commission made a positive recommendation with conditions to City Council for adoption by resolution.
- The applicant shall provide copies of all Environmental and Michigan Department of Transportation (MDOT) permits before final site plan approval.
- Conveyance and combination of the MDOT properties along E. Pierson Rd shall occur before final site plan approval is granted.
- Dedication of .039 acres of parcel 47-31-226-005 shall occur before issuance of the final certificate of occupancy.
- Before issuance of the final Certificate of Occupancy, the final parcel boundaries of the subject development shall be conveyed on the final submittal of revised plans that will be approved and signed by the Planning Commission President.

PC 24-06: 4221 James P Cole Blvd – Commercial Marihuana Growing and Processing Facility

- Pending receipt of Certificate of Occupancy for final Marihuana Permit Application approval.



Sheldon Neeley
Mayor

CITY OF FLINT

FLINT PLANNING COMMISSION

PC 24-14: 1227 James P Cole Blvd – Boutique Cannabis / Leaf & Bud Marihuana Facilities License Transfer

- Further information is needed from the City of Flint Law Department, and the Grantor party and Grantee party of the subject Transfer of Ownership & Marihuana Facilities License application.

City Council Action on Planning Commission Recommendations

Brian presented the following updates to the Planning Commission:

TXT 24-01 Child Care and Other Group Living Zoning Ordinance Text Amendments

- Ordinance #240459-T, Articles 3, 4, 5, 6, 9, & 16, is pending second reading by City Council; the language was to be heard at the January 13, 2025, City Council meeting though no action was taken. *(Was recommended by Planning Commission on 8/13/2024)*

PC 24-15 Roberts St Vacation – City of Flint Fire Department and Police Department Training Center Annex

- The Commission will be notified regarding City Council’s action taken on the Positive Recommendation with Condition to approve PC 24-15; proof of City site control will also be provided to the Commission if the recommended condition is regarded in Council’s decision. *(Was recommended by Planning Commission on 7/9/2024)*

PC 24-15 Thetford Rd Vacation – Priority Waste Solid Waste Transfer Station and Materials Recovery Facility

- The Commission made a positive recommendation with conditions to City Council to adopt PC 24-15 by resolution at the November 12, 2024, Planning Commission meeting; the Commission will be updated upon action taken by City Council.

PC 24-26 Baker St Vacation | Flint Commerce Center – Building #2

- The Commission made a positive recommendation to City Council to adopt PC 24-26 by resolution at the November 12, 2024, Planning Commission meeting; the Commission will be updated upon action taken by City Council.

RZ 24-01 2525 Industrial Ave Rezoning | Flint Commerce Center – Building #2

- The Commission approved and positively recommend to City Council to adopt RZ 24-01 by ordinance at the November 12, 2024, Planning Commission meeting; the Commission will be updated upon action taken by City Council.

RZ 24-02 Latinx District Parcels Rezoning

- The Commission approved and positively recommended to City Council to adopt RZ 24-02 by ordinance at the November 12, 2024, Planning Commission meeting; the Commission will be updated upon action taken by City Council.



Sheldon Neeley
Mayor

CITY OF FLINT

FLINT PLANNING COMMISSION

PC 24-18, 3420 St John St: A Marihuana Additionally Regulated Use application regarding two (2) "Group F, Class C" Commercial Marihuana Growing Center Additionally Regulated Use Permit Licenses is pending approval from City Council (Council); this resolution was on the docket for hearing before council at the January 13, 2025 City Council meeting though no action was taken and will be on the docket for the January 22, 2025 Special Meeting; the Commission will be updated when action is taken by Council.

Brian announced that City Council has approved Edquan Dantzler as the new 1st Ward Planning Commissioner and he will be eligible to participate at the February 25th, 2025, Planning Commission meeting.

Zoning Board of Appeals (ZBA)

Max announced that the February 18th, 2025, regular ZBA meeting will be held, though there are no applications for review.

REPORTS:

Redevelopment Ready Communities (RRC)

Max presented the following updates on RRC certification.

The remaining items for certification include:

- **(1.1) Master Plan** – Update In-Progress
- **(1.3) Capital Improvement Plan** – To be completed during the Comprehensive Plan update process.
- **(4.2) Expectations & Interests** – Document showing expectations for members of appointed bodies, explains what to expect, and helps candidates determine which board may best fit their skillset. Submitted to MEDC staff and confirmed.
- **(4.3) Orientation** – Materials given to new elected or appointed officials to ensure they have the information needed to perform their duties and make the development review process more predictable. Standards have been met for the Planning Commission, Zoning Board of Appeals, and Historic District Commission. Submitted to MEDC staff and confirmed.
- **(4.5) Planning Commission Annual Report** – Submitted to MEDC staff and confirmed.

[This space intentionally left blank]



Sheldon Neeley
Mayor

CITY OF FLINT

FLINT PLANNING COMMISSION

5-Year City of Flint Comprehensive Plan Review

Max presented the following updates to the Planning Commission.

Memorandum of Understanding (MOU):

- Draft language regarding the City of Flint Planning Commission – City of Flint Memorandum of Understanding (MOU):
 - o The MOU presented to City Council is still on the agenda. Minor amendments were made and provided to the Chair based on feedback from Councilmembers.
 - o The Commission will be responsible for selecting two (2) members of the Steering Committee; these two (2) members will be co-chairs that are responsible for selecting the duties and scope of the other Steering Committee members.

Text Amendment Updates (Have not been recommended to City Council)

Brian presented the following update to the Planning Commission:

Article 19 Floodplain Development and Flood Hazard Management language was presented at the August 13, 2024, Planning Commission meeting for review, a public hearing was not scheduled; this proposed ordinance amendment is on hold until further notice. *(Tabled Indefinitely)*

RESOLUTIONS:

No resolutions were discussed at this time.

OLD BUSINESS:

No old business was discussed at this time.

NEW BUSINESS:

No new business was discussed at this time.

ADJOURNMENT:

M/S – Sorenson

Unanimously carried by voice vote.

Meeting adjourned at 6:52 PM.