



**Sheldon Neeley**  
Mayor

# CITY OF FLINT

## FLINT PLANNING COMMISSION

**Meeting Minutes**  
**December 14, 2021**

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### **Commissioners Present**

Robert Wesley, Chair  
Elizabeth Jordan, Vice-Chair  
Carol-Anne Blower, Secretary  
Leora Campbell  
Robert Jewell  
Lynn Sorenson  
Harry Ryan

### **Staff Present**

Bill Vandercook, Zoning Coordinator  
Keizy Anpalagan, GIS Specialist  
Jonathon Mateen, Planner I  
Joanne Gurley, Assistant City Attorney  
Lauren Marshall, Planner I  
Suzanne Wilcox, Director of Planning & Development

### ***Absent:***

April Cook-Hawkins

### **ROLL CALL:**

Chairman Wesley called the meeting to order at 5:30 p.m. Roll was taken and a quorum was present.

The meeting was via Zoom and phone conferencing as approved.

Assistant City Attorney Joanne Gurley read the Amendment to the Open Meeting Act adopted in Senate House Bill 1108 as passed on October 13, 2020, and signed into law on October 16, 2020.

### **Roll Call:**

Commissioner Ryan: appearing remotely,  
City of Flint, MI  
Commissioner Campbell: appearing  
remotely, City of Flint, MI  
Commissioner Blower: appearing remotely,  
City of Flint, MI  
Commissioner Jewell: appearing remotely,  
City of Flint, MI

Commissioner Cook-Hawkins: Absent  
Commissioner Sorenson: appearing  
remotely, City of Flint, MI  
Commissioner Jordan: appearing remotely,  
City of Flint, MI  
Chairman Wesley: appearing remotely, City  
of Flint, MI

### **ADDITIONS/CHANGES TO THE AGENDA:**

No additions/changes to the Agenda.

### **ADOPTION OF THE AGENDA:**

Commissioner Wesley asked for a motion to approve the agenda. Commissioner Jordan motioned to accept the agenda. Commissioner Blower supported the motion.

***M/S – Jordan/Blower***



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*Unanimously carried by voice vote*

### **MINUTES OF PREVIOUS MEETINGS:**

Minutes of November 23<sup>rd</sup>, 2021.

Commissioner Jewell asked for clarification regarding the emergency declaration for virtual meetings. Attorney Gurley stated that virtual meetings per the Open Meetings Act will no longer be allowed and will revert back to what the state law was previously.

Commissioner Campbell motioned to approve the Minutes of November 23<sup>rd</sup>, 2021. 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, yes

Commissioner Jordan, yes

Chairman Wesley, yes

*M/S – Campbell/Blower*

*The motion carried*

7 yes – 0 no – 1 absent

### **PUBLIC FORUM:**

Chairman Wesley opened the public forum.

Councilperson Mays addressed the Commission regarding the proposed rezoning by the industrial area where Buick Credit Union once operated. Councilperson Mays stated he has seen the progress slow down for these types of businesses and expressed his support for the rezoning.

Councilperson Pfiefer stated that any rezonings should have consideration on the impacts of the nearby residential areas.

Commissioner Wesley closed the public forum.

### **PUBLIC HEARINGS:**

**PC 21-418:** First Dort Enterprises LLC requests a rezoning from D-6 to E to allow for a Marihuana Processing Facility at 3549 S. Dort Hwy. (PID# 41-21-351-034).

William Vandercook, Zoning Coordinator, provided a report to the Planning Commission as noted in the staff report for PC 21-418.



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Greg Baker, First Dort Enterprises LLC, stated they currently operate a Medical and Recreational dispensary out of a corner of the property. Mr. Baker stated that the property was purchased from Benjamin Horner in 2019. Mr. Baker stated they would like to add a processing center to what use to be the bingo hall. Mr. Baker stated that the processing center is a large commercial kitchen and that other cities allow processing within commercial zones. Mr. Baker stated there would be no change to the outside of the building and that there would be about 50 to 75 employees at the site. Mr. Baker stated that there would be no disruption to the neighbors and that they have letters of support from the housing community to the east of the property. Mr. Baker stated that there are other E zoned properties along Dort Highway. Mr. Baker introduced his team: George Ananich, Architect; Jim Terbrueggen, Civil Engineer; Benjamin Horner, Consultant; and Derek Walton, Facility Manager.

Commissioner Campbell asked for clarity regarding the letters of support from the housing community. Mr. Baker stated there are 11 homes that border the property and they were all in support of the proposed rezoning. Commissioner Campbell asked how many feet would be used in the front of the building. Mr. Baker stated the processing center would occupy 9,000 square feet in the back of the building.

Commissioner Sorenson asked if there were other tenants within the building. Mr. Baker confirmed there are two tenants in the office section in the front of the building along with the dispensary. Mr. Horner stated the tenants include a counselor and a computer repair company. Mr. Horner stated both tenants are in support of the project. Mr. Horner discussed the staff report given to Commissioners by staff. Mr. Horner stated there is a mistake within the Flint ordinance that processing centers are not allowed under commercially zoned districts but according to state guidelines processing centers are allowed in commercially zoned districts. Mr. Horner also stated that the master plan was adopted prior to legalization in the state.

Mr. Terbrueggen stated there are light industrial uses near the property and stated that moving this property to light industrial would not be a major change. Mr. Terbrueggen stated that it is not spot zoning since there are already commercial and industrial areas near the property.

Commissioner Ryan asked if the applicant had checked with the residential area behind the property. Mr. Horner stated they have ten letters of support from the residence. Mr. Horner stated the property behind them is zoned commercial and not residential.

Commissioner Sorenson asked the applicant for the difference between the term light industrial that the applicant had used during their presentation and the term heavy commercial used in their application. Mr. Terbrueggen stated currently the parcel is zoned commercial and they would like to move to an industrial usage. Mr. Horner stated that the applicant wishes to go from D-6 General and Highway Commercial Service District to E Heavy Commercial/Limited Manufacturing District. Commissioner Sorenson asked if there were other industrial activities going on in the corridor currently. Mr. Horner stated there is a packaging plant and a water bottling plant on Dort Highway.



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Commissioner Jewell stated that the focus of the application is on rezoning and not the type of business that is occurring. Commissioner Jewell emphasized that the zoning stays with the parcel and not with the applicant. Mr. Baker stated that since the City does not allow for processing under a commercial zone the only alternative was to rezone the property to a district that processing would be allowed under.

Commissioner Wesley opened the public hearing to those who oppose the rezoning.

Councilperson Pfiefer stated this is spot zoning and asked the Commission to take into account that this is currently a light commercial with residential quadrants on Dort Highway. Councilperson Pfiefer stated while they have ten letters of support from the mobile home park, there are still over 150 residents in the area that have not been heard. Councilperson Pfiefer stated that allowing the rezoning to E would open up a vast majority of issues for the residential community.

Commissioner Wesley opened the public hearing to those who support the application.

Mr. Horner shared his support for the application and stated that within the property's neighborhood there are many D and E zoned districts. Mr. Horner stated that because there is already existing mixtures of E and D-6 zones the application should be approved. Mr. Horner also stated he believed the application was not spot zoning because the rezoning would help improve the vision of the Master Plan.

Rade Beslac, Fenton Land Surveying & Engineering, stated that the property in question touches another parcel that is already zoned E.

Mr. Walton, Michigan Organic Solutions, shared his support noting the need for jobs in the Flint area. Mr. Walton stated he would be the production manager for the processing center if it is approved. Mr. Walton said the goal is to hire 50 to 100 people to run the facility.

Commissioner Campbell asked for clarification on whether trailer parks are considered neighborhoods. Commissioner Jordan stated that the trailer park is zoned D-6 and according to the City of Flint Zoning Ordinance it is not treated as a residential property in terms of zoning.

Commissioner Ryan asked for clarification on whether or not this is spot zoning. Mr. Vandercook stated that the E zoning district would be out of character for this area thus it is considered spot zoning.

Commissioner Jordan made a motion to recommend denial to City Council for PC 21-418 First Dort Enterprises LLC requests a rezoning from D-6 to E to allow for a Marihuana Processing Facility at 3549 S. Dort Hwy. (PID# 41-21-351-034) with the following findings: 1) the site is surrounded by D-6 districts and can be considered spot zoning; 2) it is incompatible with the future land use plan, the future land use for this area is to remain commercial and not light industrial further noting that



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rezoning does stay with the property, also noting even though it is a residential use adjoining the property it is not residentially zoned and so there are several potential incompatible uses, if the rezoning were to be approved it could potentially impact that trailer park community. For example, uses that would be permissible under the E zoning district either by this property owner or future property owners boundaries, welding shops, various other light manufacturing such as sheet metal production, appliance production, etc. Also noting two items 1) the appreciation to reaching out to neighbors, again this is not a question of this particular business but whether to allow any and all businesses permitted under an E designation and 2) it may be that other cities allow processing within commercial areas, however, the City of Flint does not currently and that is something that if it were to be changed that would have to be changed with the ordinance in terms of getting the Draft Zoning Code adopted then taking amendments to the Marihuana code. If that's something the applicant believes ought to be changed then that would have to be addressed in the local ordinance and not something that the Planning Commission is in a position to act on. Commissioner Blower supported the motion.

Commissioner Wesley stated that even if City Council were to change the decision made by the Commission, spot zoning is a state issue and this would be considered spot zoning. Commissioner Wesley also stated that zoning stays with the property and not the individual.

**Roll Call:**

Commissioner Ryan, yes for denial	Commissioner Cook-Hawkins, absent
Commissioner Campbell, yes for denial	Commissioner Sorenson, yes for denial
Commissioner Blower, yes	Commissioner Jordan, yes for denial
Commissioner Jewell, yes for denial	Chairman Wesley, yes for denial

***M/S – Jordan/Blower  
The motion carried.  
7 yes – 0 no – 1 absent***

**PC 21-419:** Darren Dado requests a rezoning from D-6 to E to allow for a Marihuana Facility at 3801 W. Boulevard Drive (PID# 47-32-311-018).

Mr. Vandercook provided a report to the Planning Commission as noted in the staff report for PC 21-419.

Commissioner Jewell asked noted the map provided to Commissioners and asked if this request would be considered spot zoning. Mr. Vandercooked stated the property to the west would be contiguous to the property across I-475 that is zoned G. Commissioner Jewell questioned that if recommending and changing that parcel to an E since it is surrounded by D districts, would that create a spot zone. Mr. Vandercook confirmed that is correct. Commissioner Wesley stated that the triangular parcel is contiguous to an E district.



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Darren Dado, property owner, introduced his lawyer Brenda Williams. Mr. Dado stated that a majority of the parcels surrounding the area are zoned industrial with the closest property being zoned industrial. Mr. Dado stated the property is 9 acres and the building is 29,000 square feet. Mr. Dado stated he did not believe it would impact the City or residents in a negative way. Mr. Dado stated the properties zoned A-2 near this property do not currently have residents.

Attorney Williams stated that this proposal would not be considered spot zoning due to the fact that the surrounding zoning districts are B, D-2, D-3, G, E, and F. Attorney Williams noted that the current zoning ordinance is still in effect, which is the law. Additionally, Attorney Williams stated that the Master Plan is not a legally binding document. Attorney Williams stated that the Master Plan was introduced in 2013 and has not been updated since. According to the State of Michigan, the Master Plan should be updated every five years. Attorney Williams stated that the Marihuana Ordinance was introduced after the Master Plan was adopted in 2013.

Attorney Williams stated that what is requested does not fall outside of what is already in existence. Attorney Williams stated that Mr. Dado will agree to continuing maintenance of the area and the trail across the street as the former tenants did. Attorney Williams stated from the staff report that the rezoning would not be disruptive or inconsistent with the character of the area.

Commissioner Jordan asked for clarification on the zoning of the parcel across the street from the property in question. Attorney Williams confirmed the property is zoned A-2. Commissioner Jordan referenced the Marihuana Ordinance stating there is a prohibition on grow facilities within 300 feet of a residential property or residentially zoned district. Mr. Dado stated even though the properties are zoned residential, no one has ever built on those parcels. Commissioner Jordan stated that those parcels currently zoned A-2 are zoned Community Open Space in the Draft Zoning Code.

Commissioner Jewell stated that the intent for the parcel to be changed to E would leave two other parcels in the middle. Commissioner Jewell stated that this area would create a spot for a particular use. Commissioner Jewell stated that if the request were to be approved that would allow any other businesses permitted in the E district to operate in that area whether Mr. Dado owns the property or not.

Commissioner Wesley opened the public hearing to those in favor of the rezoning.

Mr. Beslac shared his support and stated that if the applicant buys all the parcels owned by Security Federal, then it would tie into what McDonald's is currently zoned, which is an E zoning district. Attorney Williams stated the applicant intends to buy all of the parcels owned by Security Federal.

Commissioner Wesley opened the public hearing to those in opposition.

No one from the public spoke in opposition.





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Commissioner Wesley asked if there was any written correspondence received from the public. Mr. Vandercook stated that no written communication was received for support or opposition.

Commissioner Jordan stated that even though they intend to purchase the surrounding parcels, the rezoning application is just for the one parcel. Commissioner Jordan also stated that since the surrounding parcels are D-6, rezoning the proposed parcel would result in spot zoning. Commissioner Jordan stated that this area is a commercial corridor under the Master Plan. Commissioner Jordan stated that this use wasn't contemplated at the time of the Master Plan for this area, given the surrounding characteristics.

Commissioner Wesley stated this location is relatively secluded and there is no residence around unlike Dort Highway where it's a busy corridor. Commissioner Wesley stated that there are buffers all around the proposed location. Commissioner Wesley stated that although it could be considered spot zoning that it wouldn't have a dilatory effect on the area but a grave improvement with improving the trail.

Commissioner Campbell made the motion to postpone PC 21-419 located at 3801 W Boulevard Drive (PID# 47-32-311-018) until the Commission receives further information from staff concerning if the A-2 zoning at the nearby parcels are still enforced. Ms. Anpalagan stated that during the GIS analysis, staff verified the existing parcels for the Iron Belle Trail, noting the A-2 parcel was part of the Iron Belle Trail. Commissioner Wesley asked what the findings of the GIS analysis were, asking why the parcels are zoned A-2 and if those A-2 zoned parcels would be used residentially since currently they are vacant. Ms. Anpalagan stated that the area would be considered open space. Commissioner Jordan stated that looking at the Flint Property Portal that parcel is owned by the City of Flint. Commissioner Jordan stated that in the current zoning code there is no zoning district for open space, so the parcel was zoned A-2 since it was the least intensity the parcel could be zoned.

Commissioner Wesley stated Commissioner Campbell's motion to postpone has died due to lack of support. Commissioner Ryan stated his support for the motion to postpone. Commissioner Wesley stated that postponement may not aid any additional information than what is already presented to the Commission.

Commissioner Campbell made a motion to deny PC 21-419: Darren Dado requests a rezoning from D-6 to E to allow for a Marihuana Facility at 3801 W. Boulevard Drive (PID# 47-32-311-018) with the findings of 1) spot zoning and 2) that it does not comply with the Master Plan. Commissioner Wesley restated a the motion. Commissioner Jewell supported the motion.

### Roll Call:

Commissioner Ryan, yes for denial

Commissioner Campbell, no for denial

Commissioner Blower, yes

Commissioner Jewell, yes for denial

Commissioner Cook-Hawkins, absent

Commissioner Sorenson, supported the motion

Commissioner Jordan, no

Chairman Wesley, no for denial



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*M/S – Campbell/Jewell*  
*The motion carried.*

*4 yes – 3 no – 1 absent*

#### **SITE PLAN REVIEW:**

**SPR 21-957:** Henndogs Holdings LLC is requesting a Site Plan Review at 3756 S. Dort Hwy. (PID# 41-20-476-048).

Mr. Vandercook provided a report to the Planning Commission as noted in the staff report for SPR 21-957.

Commissioner Jewell asked about the exterior of the building since no renderings or elevations were submitted with the site plans. Mr. Vandercook stated that the applicant isn't proposing changes to the exterior of the building which allows for the Commission to wave the exterior rendering requirements. Mr. Vandercook stated that the applicant can also share photos of the building if needed.

Anthony Marougi, applicant, stated that the exterior of the building would stay the same besides for cleaning up the outside and painting the exterior. Mr. Marougi stated that they intend to fix the parking lot as well.

Daniel Saroki, property owner, shared photos of the existing building. Mr. Vandercook referenced the City of Flint Zoning Ordinance §50-8.3 Site Plan Review and Zoning Certificates (d) *Information required on plans* "The Planning Commission may waive any of the following requirements of information to be included on the site plan provided that sufficient clarity and detail is shown on the drawings to indicate the nature and character of the development or use".

Mike Bahoura, Attorney, stated the parking lot will be completely improved with asphalt, the exterior will be painted, and the interior will be completely remodeled. Commissioner Jordan asked if it was feasible to provide staff with a picture or drawing and a written description of any exterior changes that are planned as part of the site plan review. Attorney Bahoura stated that they could provide staff with the color scheme and things of that nature for the exterior changes.

Mr. Bahoura stated that this location will be used for an adult-use and medical marijuana facility. Mr. Vandercook stated that the applicant is approved for a medical use and the site plan is for their medical use and if there are no major changes then the adult use application can be administratively approved.

Mr. Beslac stated that there will be increased landscaping while updating the exterior such as painting, new lighting, and security. Mr. Beslac stated there are a few windows and doorways that will be closed due to the interior renovations and security.





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Commissioner Jordan stated after the motion and vote on the Site Plan Review of Henndogs Holding LLC she will leave the meeting.

Commissioner Jordan made a motion to conditionally approve SPR 21-957 Henndogs Holdings LLC is requesting a Site Plan Review at 3756 S. Dort Hwy. (PID# 41-20-476-048) conditioned on providing staff with a diagram with what the exterior is going to look like. Commissioner Campbell supported the motion.

**Roll Call:**

Commissioner Ryan, yes with conditions	Commissioner Cook-Hawkins, absent
Commissioner Campbell, yes with conditions	Commissioner Sorenson, yes as presented
Commissioner Blower, yes	Commissioner Jordan, yes
Commissioner Jewell, yes with conditions	Chairman Wesley, yes

***M/S – Jordan/Campbell  
The motion carried.***

***7 yes – 0 no – 1 absent***

**CASE REVIEW:**

**SPR 20-941: Sylvester Broome Empowerment Village is requesting a Site Plan Review at 4119 N Saginaw St. (PID# 46-36-428-059)**

Ms. Anpalagan stated she spoke with Doug Scott, ROWE, and the applicant for Sylvester Broome and they are finalizing the Memorandum of Understanding. Ms. Anpalagan stated that the letter will mention the maintenance of the lights and the parking lot. Ms. Anpalagan stated that the City will be provided the invoice from Consumers Energy. Ms. Anpalagan stated that once that is finalized then the Law Department at the City needs to review it. Commissioner Wesley stated that the case review will stay on the agenda until the first meeting of January.

Commissioner Jewell asked for a time of completion. Ms. Anpalagan stated the final letter with a detailed map of the street lights and the specs of the lights in the parking lot should be completed by December 17<sup>th</sup>, 2021. Ms. Anpalagan stated that the Law Department should have a few days the following week to review the items. Ms. Anpalagan stated that by December 27<sup>th</sup> or December 28<sup>th</sup>, 2021 staff will receive the finalized letter. Commissioner Wesley stated that January 11<sup>th</sup>, 2021 is the control date. Suzanne Wilcox, Director of Planning and Development, stated the date is still an estimate since the completion of the agreement is outside of Planning and Development’s control.

**SPR 21-947: SOZO Health is requesting a Site Plan Review at 1101 Robert T. Longway (PID# 41-09-251-001).**



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Mr. Vandercook stated that on April 13, 2021 the Planning Commission reviewed the site plan for SOZO Health. Commissioner Jordan stated that in the original motion when the case was first heard, it mentioned that if the landscape plan were to change in the future that it would come back to the Planning Commission. Mr. Vandercook stated some of the proposed landscaping goes out into the adjoining lot to the north. Commissioner Wesley stated that if the applicant can change the northeast corner than it can be approved administratively.

Commissioner Jewell made a motion, based on the staff report, that SPR 21-947 SOZO Health requesting a Site Plan Review at 1101 Robert T Longway (PID# 41-09-251-001) be administratively approved with oversight provided by the Chair. Commissioner Ryan supported the motion.

**Roll Call:**

Commissioner Ryan, yes	Commissioner Cook-Hawkins, absent
Commissioner Campbell, yes	Commissioner Sorenson, yes
Commissioner Blower, yes	Commissioner Jordan, absent
Commissioner Jewell, yes	Chairman Wesley, yes

***M/S – Jordan/Blower  
The motion carried.***

***6 yes – 0 no – 2 absent***

**REPORTS:**

*Status of Draft Zoning Ordinance, Suzanne Wilcox, Director of Planning and Development:*

Ms. Wilcox stated that staff still plans to bring forth the Draft Zoning Ordinance to City Council in January. Ms. Wilcox stated that one of the items that the City Clerk wanted to happen was to have an overarching meeting with all of the council members before staff had two-on-two meetings with council. Ms. Wilcox stated she has a call with the City Clerk to see if staff can move forward without the overarching meeting. Ms. Wilcox stated that staff are still planning to bring the draft zoning ordinance to council in a special meeting in January.

*Status of Permanent Marihuana Ordinance, JoAnne Gurley, Assistant City Attorney:*

Attorney Gurley stated there is no update. Attorney Gurley stated that the Permanent Marihuana Ordinance hinges upon when this item can be brought to City Council during the two-on-two meetings and when the Permanent Marihuana Ordinance can be heard at the City Council Special Meeting scheduled for January.

*Staffing Update, Suzanne Wilcox, Director of Planning and Development:*



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Ms. Wilcox stated that the Community Development Grant Coordinator position has been filled. Ms. Wilcox stated that 2 out of 4 vacant positions in the Building and Safety Inspections Division have been filled. Ms. Wilcox stated that an Administrative Assistant position for Planning and Development will be budgeted in next years budget. Ms. Wilcox stated that staff has been unsuccessful in filling the neighborhood planning position. Ms. Wilcox stated there has not been any qualified applicants for the Lead Planner position. Ms. Wilcox stated that City Council approved the contract for the ROWE consultant.

*Choice Neighborhoods Initiative Update, Suzanne Wilcox, Director of Planning and Development.*

Ms. Wilcox stated there is still a vacancy in the Choice Neighborhood Coordinator position. Ms. Wilcox stated that City Council approved two resolutions for funding. Ms. Wilcox stated that the phase one funding is complete and phase two construction is expected to begin in the spring. Ms. Wilcox stated there are regular meetings with Flint Housing Commission and Mott Community College. Ms. Wilcox stated she is in contact with Flint Housing Commission and the steering group to have a more formal meeting about the transition plan which would happen in January.

*Michigan Association of Planning Memberships, Suzanne Wilcox, Director of Planning and Development*

Ms. Wilcox stated that since the last meeting Commissioner Blower, Commissioner Wesley and Commissioner Jordan all have MAP memberships. Ms. Wilcox stated that all the other Commissioners have expressed interest in having a membership as well. Staff will be reaching out to the Historic District Commission and Zoning Board of Appeals to determine how many Commissioners in total will need to be registered.

*Educational Updates for the Planning Commission, William Vandercook, Zoning Coordinator*

Mr. Vandercook stated all the educational update topics the Commissioners expressed interest in. Mr. Vandercook stated the word lounge appears in the City of Flint Zoning Code once under “cocktail lounge”. Mr. Vandercook stated that Merriam- Webster defines a lounge as a place for lounging such as a room in private hom or public building for leisure activities, a room often combining lounging, smoking and toilet facilities.

*Status of Zoning Board of Appeals Meetings, Commissioner Blower*

Commissioner Blower stated that the Zoning Board of Appeals has not met since the previous report given. Commissioner Blower stated that Chairman Telliga has formally requested a legal review of Commissioner Blower’s ability to discuss and vote in appeal cases. Commissioner Blower stated that within the Zoning Board of Appeals bylaws there is to be a Planning Commission representative. Commissioner Blower stated that the next Zoning Board of Appeals meeting on December 21<sup>st</sup>, 2021 has been cancelled.



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### **RESOLUTIONS:**

No resolutions.

### **OLD BUSINESS:**

*American Rescue Plan, Suzanne Wilcox, Director of Planning and Development*

Ms. Wilcox stated she spoke with Khalfani Stephens and there is no further update. Ms. Wilcox stated administration is waiting for City Council to approve the compliance firm contract with Ernst & Young, which was postponed indefinitely. Ms. Wilcox stated there will be community sessions occurring in January.

### **NEW BUSINESS:**

*Flint Planning Commission 2022 Meeting Schedule and Deadlines*

Mr. Vandercook stated that the Draft 2022 Meeting Schedule and Deadline has been updated for the 2022 calendar year. Mr. Vandercook stated that schedule includes application deadlines to further inform applicants of deadlines for complete applications and which Planning Commission meeting they would be projected to be on.

*Planning Commission Annual Report, Suzanne Wilcox, Director of Planning and Development*

Ms. Wilcox stated the Planning Commission Annual Report will be presented to the Planning Commission at the next meeting on January 11<sup>th</sup>, 2022. Ms. Wilcox stated there is an annual report that the Planning Department is required to provide the Planning Commission. Ms. Wilcox proposed emailing the report to Commissioners so it can be discussed in the January meeting. To be in compliance with the Michigan Planning Enabling Act staff would like to provide the report before the end of the calendar year.

### **ADJOURNMENT:**

*M/S – Blower/Sorenson*

*Unanimously carried by voice vote.*

Meeting adjourned at 9:07 PM.