

**FLINT PLANNING COMMISSION**  
**Meeting Minutes**  
**January 26, 2021**

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**Commissioners Present**

Robert Wesley, Chair  
Elizabeth Jordan, Vice-Chair  
Carol-Anne Blower, Secretary  
Robert Jewell  
April Cook Hawkins  
Lynn Sorenson

**Staff Present**

Suzanne Wilcox, Director – Department of  
Planning and Development  
Bill Vandercook, Zoning Coordinator  
Keizzy Anpalagan, GIS Technician  
Kelly Thompson, Assistant City Attorney  
Corey Christensen, Zoning Consultant (ROWE)

***Absent:***

Harry Ryan  
Leora Campbell

**ROLL CALL:**

Chairperson Wesley called the meeting to order at 5:31 p.m. Roll was taken and a quorum was present.

The meeting was via Zoom and phone conferencing as approved.

Mrs. Thompson 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: absent  
Commissioner Campbell: absent  
Commissioner Blower: appearing remotely,  
City of Flint, MI  
Commissioner Jewell: appearing remotely,  
City of Flint, MI  
Commissioner Cook Hawkins: appearing  
remotely, City of Flint, MI

Commissioner Sorenson: appearing  
remotely, City of Flint, MI  
Commissioner Jordan: appearing remotely,  
City of Flint, MI  
Commissioner Wesley: appearing remotely,  
City of Flint, MI

**ADDITIONS/CHANGES TO THE AGENDA:**

Add under Case Review: SPR 20-941 status of Sylvester Broome Empowerment Village.

Add under Case Review: SPR 20-942 status of Greater Flint Mental Health facilities conditional approval

Add under Old Business: Planning Commission Orientation packets

Commissioner Jewell made a motion to adopt the Agenda with changes.

**ADOPTION OF THE AGENDA:**

*M/S – Jewell/Blower*

*Unanimously carried by voice vote*

**MINUTES OF PREVIOUS MEETINGS:**

Minutes of December 8, 2020

*Commissioner Jordan made a motion to adopt the minutes with corrections*

*M/S –Jordan/Blower*

Roll Call:

Commissioner Harry Ryan: Absent

Commissioner Campbell: Absent

Commissioner Blower: Yes

Commissioner Jewell: Yes

Commissioner Cook Hawkins: Yes

Commissioner Sorenson: Yes

Commissioner Jordan: Yes

Commissioner Wesley: Yes

The motion carried.

Minutes of December 22, 2020

*Commissioner Jordan made a motion to approve the minutes as presented.*

*M/S –Jordan/Cook Hawkins*

Roll Call:

Commissioner Harry Ryan: Absent

Commissioner Campbell: Absent

Commissioner Blower: Yes

Commissioner Jewell: Yes

Commissioner Cook Hawkins: Yes

Commissioner Sorenson: Yes

Commissioner Jordan: Yes

Commissioner Wesley: Yes

**PUBLIC FORUM:**

No one from the public spoke

**SITE PLAN REVIEW:**

SPR 21-943 A&S Properties, LLC is requesting a site plan review on 1419 North Dort Hwy., Flint MI 48503 (PID#41-08-239-001, 41-08-239-002, 41-08-239-008, and 41—08-239-009).

Attorney Robert Rollinger and Alex Orman Project Engineer presented the application. Mr. Orman explained the facility is a drive-through business and the building is approximately 2560 square feet. He discussed parking and City Engineering requirements they had adhered to.

Mr. Orman introduced Jamie Schmidt of Walgreens. Mr. Schmidt said the building they are currently operating near the site is unprofitable. Mr. Schmidt said they needed to downsize the store size and products available to mainly a pharmacy. They decided to downsize instead of abandoning the area altogether.

Commissioner Jordan asked if the retail portion will be downsized. Mr. Schmidt said that is correct.

Commissioner Jordan asked the applicant to address the parcel combination. Mr. Orman explained they had previously applied for a zoning change and alley vacation and both had been approved. Mr. Orman said they were in the process of submitting documentation to the city to enable them to combined the parcels. Mr. Vandercook said he had received a parcel combination request from the applicants which was forwarded to the Assessor's office on January 26, 2021.

Commissioner Jewell asked the applicant to discuss items on their site plans including dust, odor, ADA ramps, water lines, and sewer pipes, then asked if these were provided within the plans as requested by City Departments. Mr. Orman said yes. Mr. Vandercook and Christensen confirmed.

Commissioner Blower made a motion to approve SPR 21-943 A&S Properties, LLC requesting a site plan review on 1419 North Dort Hwy., Flint MI 48503 (PID#41-08-239-001, 41-08-239-002, 41-08-239-008 and 41—08-239-009).

Roll Call:

Commissioner Ryan, Absent

Commissioner Campbell, Absent

Commissioner Blower, Yes

Commissioner Jewell, Yes

Commissioner Cook Hawkins, Yes

Commissioner Sorensen, Yes

Commissioner Jordan, Yes

Commissioner Wesley, Yes

***M/S –Blower/Jewell***

***The motion carried.***

***5 Yes - 2 Absent***

SPR 21-944: Dale W. Pattillo is requesting a Site Plan Review at 2301 Toronto St., Flint, MI 48507 (PID# 41-19-154-019).

Dale Pattillo presented his application. Mr. Pattillo said he was requesting to build the pole barn to dismantle vehicles. Mr. Wesley asked Mr. Pattillo if that was the extent of his presentation. Mr. Pattillo said yes.

Commissioner Jordan asked Mr. Pattillo if he could provide some background and overview for the site. Commissioner Jordan informed Mr. Pattillo that a City Department had commented on renovations to another building at the same location. Then asked how the building we are reviewing relates to other buildings on site. Mr. Pattillo said the building upfront is used for sales of auto parts that come from dismantling vehicles. Mr. Pattillo said they buy metal and use a scale within the little building. Mr. Pattillo said the proposed barn will enable his employees the ability to safely dismantle vehicles inside of a building instead of outside.

Commissioner Jordan asked Mr. Pattillo to discuss renovations made to one of the buildings possibly without building permits. Mr. Pattillo said they remodeled the inside of a building and have applied for all permits required by the City of Flint Building Department. Commissioner Wesley asked Mr. Pattillo if they began work before permits were issued. Mr. Pattillo said on the front buildings, yes we did.

Commissioner Jewell asked Mr. Pattillo about the anticipated dust order smoke and fumes which was not on the Site Plan. Commissioner Jewell noted Mr. Pattillo addressed some of the concerns raised.

Commissioner Jewell said there was a concern raised from the Water Department regarding additional water connections for fire suppression. Mr. Pattillo said he was not aware of this issue. Mr. Christensen

said it does meet their concerns because they are not going to provide water to the building, but he would follow up with the Water Department to make sure.

Commissioner Jordan asked Mr. Pattillo to address: Check Plan item #29/existing and proposed utilities, walls and fences, existing and proposed lighting, and front and rear setbacks. Mr. Pattillo said the site plan was revised as to the setbacks. Then said the building is 20 feet off the property line. He addressed lighting and utilities. Mr. Christensen said he felt the Commission could waive item 29 regarding utilities due to the fact utility services were not required. Then said he did not believe the applicant was adding any lighting. Mr. Pattillo said eventually inside lighting will be installed. Commissioner Jordan noted this has taken care of items 26 and 29.

Commissioner Jordan noted the Commission may still need to consider #18 regarding setbacks and # 30 which addresses proposed walls and fences. Mr. Christensen stated the revised site plans address # 18. Commissioner Wesley noted case history states the property is well buffered from adjoining residents and the proposed new building is far enough away to not negatively impact adjacent residences. Mr. Pattillo said the property is completely fenced with eight to ten-foot-high privacy metal all the way around.

Commissioner Sorensen asked Mr. Pattillo how he would be keeping storm water on-site. Mr. Pattillo said the MDNR was requiring him to install a retention pond on site. Commissioner Sorensen asked Mr. Pattillo about ingress and egress to the site. Mr. Pattillo explained how the property will be accessed.

Commissioner Jordan moved conditional approval with checklist items #15 and #30 being added to a final site plan and final approval by Zoning Staff of SPR 21-944 requesting a site plan review at 2308 Toronto St. Flint, MI (PID# 41-19-154-019).

*M/S –Jordan/Jewell*  
*The motion carried.*  
*5 Yes - 2 Absent*

Roll Call:

Commissioner Ryan, Absent

Commissioner Campbell, Absent

Commissioner Blower, Yes with conditions

Commissioner Jewell, Yes with conditions

Commissioner Cook Hawkins, Yes, with conditions

Commissioner Sorensen, Yes, with conditions

Commissioner Jordan, Yes

Commissioner Wesley, Yes

**SPR 21-945:** Community First Glen Wilson is requesting a Site Plan Review at 2765 Flushing Rd., Flint, MI 48405 (PID# 40-11-351-001).

Kurt Neiswender, Architect, Glen Wilson, Michael Wright, and Andrea Marquez presented the application. Mr. Neiswender discussed the project with the Planning Commission. Mr. Neiswender said the property being developed adjoins Flint Township and their development project (thirty-one units) encompasses property within the City of Flint and Flint Township. Mr. Neiswender said Flint Township had recently approved their Site Plan. Mr. Neiswender said Communities First owns all of the property within the City of Flint and Flint township.

Mr. Neiswender said they did not need to apply for any variances for the project as it meets all zoning regulations as of right. Mr. Neiswender said they have enough parking within the City of Flint to meet all parking requirements for the building. Mr. Neiswender noted the building is primarily residential use with a couple of tenant amenities including a resident lounge and reading room and health room.

Mr. Neiswender discussed the list of Department Comments they received from the City of Flint Departments including:

1. The building Department Comment regarding access to the site. Mr. Neiswender said given that both parcels are owned by our client. Mr. Neiswender said they have supplied an easement agreement so they can legally share space.
2. Mr. Neiswender addressed comments received from the Water Department. Mr. Neiswender said they addressed the issues received from the Water Department as to how they were tying into water mains in the road and insuring the water and sewer lines are within their property boundary and connecting into City services.
3. Mr. Neiswender noted the Sewer Department had the same concerns as to access to sewer lines so they amended this.
4. Mr. Neiswender explained the Fire Department asked for an additional water supply source. Mr. Neiswender noted they provided access to a fire hydrant and water supply on the northeast corner of the site. Mr. Neiswender said they had an adequate amount of space to provide fire trucks with a T-shaped turnaround so they won't get stuck in the rear of the parking lot.

Mr. Vandercook said Mark Adas had discussed some items with Mr. Neiswender and had just forwarded him the list discussed to present to the Commissioners. Commissioner Wesley asked Mr. Vandercook to read the list from Mark Adas.

City Engineer's Comments for Orchard Manor Apartment 2765 Flushing Road.

- 1) Concerns with Water and Sanitary Sewer Connecting outside of the City of Flint.
- 2) Need agreement with Flint Township for service that goes outside of the City of Flint.
- 3) Normally City does not allow services to cross from one property to another property without an easement.
- 4) City of Flint Utility Service needs to know whether this is going to be private from the edge of the Right of Way or will there be a City Easement.
- 5) Additional valves on water main with manholes would be required.
- 6) Site Utility Plans should be drawing on an Engineering Scale, not on an architectural scale.
- 7) Will any of the buildings need Fire Protection FDC?
- 8) Suggest switching a vast network of 2" copper leads from an 8" Ductile Pipe to a single 6" ductile back to the rear buildings then do short leads to each unit. The cost of the long runs of the copper piping and losses would justify the switch.
- 9) The front buildings must be far enough from the Storm Sewer that is existing on the east side. The existing 48" storm would require a minimum of 15 feet from the center of the pipe to the building encase of repairs.
- 10) Water main with a new easement from Orchard Court is a possible route.
- 11) Public Water and Sanitary Sewer pipes require a ten feet separation.
- 12) Pre and Post Storm Water calculations are needed and drawing of any detention systems.

Mr. Neiswender addresses the list as follows:

- 1.-3. Mr. Neiswender explained regarding connections, we have separate connections for each project separately for the City of Flint and Flint Township. The lines themselves are within each District. Mr. Neiswender said this concern was amended and revised on the drawing.
4. Mr. Neiswender said this item will be completed with the final engineering and building permit process.
5. Mr. Neiswender noted they have picked up the additional valve.
6. Mr. Neiswender said he could revise the scale
7. Mr. Neiswender pointed out the south building may not need fire suppression because of the size. Then said the larger building especially with the amenities may require fire suppression, but this would be at the time of building code.
8. Mr. Neiswender said they fixed item number eight to reduce the connections in the copper design.
9. Mr. Neiswender explained they had not had their survey done yet so they did not have an exact location of the storm sewer. Then said we will be revising the final engineering design. Mr. Neiswender noted if the pipe is at or around the property line then our building is a least twenty feet from that because of the setbacks, so we have a twenty feet setback on the edge of the eastern edge of the site.
10. Mr. Neiswender said Communities First owns Orchard manner to the east and an easement would be a design that could be made on the final engineered Site Plan.
11. Mr. Neiswender said the same with number eleven sanitary sewer and water those items would be best practices.
12. Mr. Neiswender said the pre and post storm water calculation was added and included within the Commissioners packets.

Mr. Wilson said they are turning their application into the state this Friday and their pilot had already been approved. Then said if there is anything that needs to be addressed and stated then we would request administrative approval so we don't have to come back before the Planning Commission. Mr. Wilson said this would allow them to get point needed on their application to receive funding. Commissioner Jordan asked Mr. Neiswender if it was accurate to say that all twelve items had been addressed or in the process of being addressed in the engineering drawing stage. Mr. Neiswender said yes. Then said as a part of best practices design and engineering would be picked up for final engineering and building permit submission.

Commissioner Jewell asked Mr. Neiswender to clarify parking. Mr. Neiswender said they have double-checked the requirement and met the standard by providing 39 parking spaces. Mr. Christensen concurred the parking is sufficient.

Commissioner Jewell asked Mr. Neiswender to address the Fire Marshall commentary regarding access road for fire apparatus to enter and exit the complex including building B without the need to

reverse or back out to exit the complex. Mr. Neiswender said they have an entrance off Flushing Road and a private drive in Flint Township. Mr. Neiswender said both entrance and exists are owned by Communities First and fire trucks will not have to reverse to exit the development. Mr. Neiswender said a T-shaped turnaround was incorporated into the plan. Commissioner Jewell said the plan did not show the exit it only shows the turnaround. Commissioner Jewell said this needs to be addressed in some way.

Commissioner Jewell noted the plan is labeled not for construction. Mr. Neiswender said when we go for the building permit we remove Not for construction because at this stage we are not fully complete for a building permit. Mr. Neiswender said for final approval he could remove Not for Construction. Commissioner Wesley noted a building permit cannot be issued until an official site plan is completed and the Commission can approve the plan conditionally pending the official site plan being completed.

Commissioner Wesley asked Mr. Neiswender to point out the fire apparatus turnaround and exits on the site plan. Mr. Neiswender said you can see on the adjacent Flint Township parcel there is a driveway cutout. Then explained you wouldn't even need the T turnaround because there are two entrances and exits from this parking lot.

Commissioner Jewell asked Mr. Neiswender to describe the landscape plan. Mr. Neiswender described their plan of keeping existing trees, installing low shrubby, new lawn area, and planting trees along Flushing Rd.

Commissioner Blower asked the applicant if there are any other components of the plan that go beyond the parking such as bike racks walkability or access to the buildings. Mr. Wilson said they are planning a playground area between the building. Then noted they will be widening the sidewalks if they can. Mr. Wilson said the building was pushed closer to the streets which creates a calming mechanism and they have added bike racks adjacent to the entrances of the buildings. Mr. Wilson said the residence the benefit of walkability to stores restaurants and bank.

Commissioner Sorenson asked Mr. Neiswender how the residence would access the project. Mr. Neiswender said the primary access for vehicles and pedestrian is off of Flushing Rd.

Commissioner Jewell moved conditional approval of SPR 21-945 Communities First for the parcel at 2765 Flushing Rd. (PID# 40-11-351-001). For administrative review addressing the following issues: addressing the issues raised by department staff as noted this evening being the status of the fire truck ingress and egress and removal of the Not for Construction on the site plans under the consultation of the Planning Commissioner Chair.

Roll Call:

Commissioner Ryan, Absent

Commissioner Campbell, Absent

Commissioner Blower, Yes

Commissioner Jewell, Yes

Commissioner Cook Hawkins, Yes

Commissioner Sorensen, Yes,

Commissioner Jordan, Yes

Commissioner Wesley, Yes

***M/S –Jewell/Cook-Hawkins***

The Motion Carried

5 yes - 2 absent

**CASE REVIEW:**

***SPR 20-94: Sylvester Broome Empowerment***

Mr. Vandercook informed the Commission that Doug Scott informed him they did not close on the off-site parking lot but were planning on closing on the lot January 29, 2021. Additionally, Mr. Scott was scheduled to attend the February Zoning Board of Appeals for the building size variance.

Commissioner Jewell asked that we put the status of SPR 20-941 on the February 23, 2021, Planning Commission meeting after the Zoning Board of Appeals hearing.

SPR 20-942 Greater Flint Health Systems: Mr. Vandercook reported there was no update at this time.

Commissioner Jewell asked that SPR 20-942 Greater Flint Health Systems be placed on the February 9, 2021, Planning Commission Agenda.

**PUBLIC HEARINGS:**

None

**REPORTS:**

***Status of Permanent Marihuana Ordinance:***

Mrs. Thompson said the Permanent Marihuana ordinance passed the first reading last week. Then said the next step is a Public Hearing and second reading and adoption. Mrs. Thompson noted the proposed ordinance was on the Council Agenda last night and said they had an opportunity for a brief discussion with Council. Mrs. Thompson said the question asked by Council was positive and she was hoping to have the ordinance adopted soon. Mr. Thompson said she was glad to have the Chair and Vice-Chair of the Planning Commission join the meeting.

***Status of Draft Ordinance and Capital Improvement Plan:***

Mrs. Thompson said the draft zoning code is being broken down to six articles at a time to bring before Council and was hopeful the ordinance would be adopted by this summer (2021).

Commissioner Jordan said the Council could benefit from the introduction letter that was sent to the Council in 2017, which is a good framework to start clearing up some confusion. Commissioner Wesley asked Mrs. Thompson what she felt about refreshing the initial letter prepared in 2017 and resending it out to Council members. He also asked her if the issue Councilman Davis brought up about not being able to build on certain properties should be included in the letter. Commissioner Wesley said this concern along with others had been addressed back in 2017, so a new letter could be a refresher for the Council. Commissioners discussed items to be included within the letter Mrs. Thompson would be preparing for Council. Mrs. Thompson said she would have both draft letters done (1 for the Mayor and 1 for Council) and forward to the Planning Commission for their review on Wednesday, January 27, 2021.

Mr. Schiffman discussed the Capital Improvement Plan and said he had responses from the Engineers office, Transportation, Parks, and Economic Development. Mr. Schiffman said he was in the process of contacting other departments and updating the master list. Mr. Schiffman said the draft is due to come before the Planning Commission on February 9<sup>th</sup> for review.

**RESOLUTIONS:**

None



**OLD BUSINESS:**

*Status of Planning Commission Membership Roster:*

Commissioner Jewell said the roster had been updated and sent out in December. Commissioner Jordan said it could be removed from future Agendas

*Status of Commission Member Orientation Packets:*

Commissioner Jewell noted planning and zoning staff had discussed having packets to Commissioner by the January 26 meeting for review and planning some time during an upcoming meeting for a walkthrough of the materials. Mr. Christensen explained he has all of the documents compiled, but it was not sent out due to its size. Mr. Christensen said he could send a digital version to get feedback before printing all of the documents. Commissioner Jordan suggested checking to see who would like a digital version versus a hard copy.

Mr. Christensen said he would send out a digital version and if anyone wanted a printed copy of all of the materials to let him know. Commissioner Jewell said you may want to review with the Chair and Vice-Chair and glean the information before sending it out to the Commission. Commissioner Jewell suggested staff make a designated master copy plus a second on a file.

*Status of Staffing:*

Mr. Schiffman explained we have several resumes but no replacement as of yet.

*I-474 Update:*

Commissioner Wesley said he had not heard of any meeting. Then noted Brian Larkin left the City and Khalfani Stevens and Lattie Ferguson now the contacts for future meetings. Commissioner Jordan said she recalled Ms. Wilcox would follow up with them so that Commissioner Wesley would be added to upcoming meetings.

*Special Meeting (Feb. 3, 2021) for Marihuana Cases in cue:*

Mr. Vandercook said the remaining applicant left in the cue (16, 18, 19, and 20) had been notified but were unprepared to attend the special meeting. Mr. Vandercook said he felt it would be best to go back to review the application at future Planning Commission meetings and not try to hold another special meeting. Commissioner Wesley agreed.

**NEW BUSINESS:**

None

**ADJOURNMENT:**

*M/S – Jordan/Blower*

*Unanimously carried.*

Meeting adjourned at 7:39 P.M.