

FLINT PLANNING COMMISSION
Meeting Minutes
November 24, 2020

Commissioners Present

Robert Wesley, Chair
Leora Campbell
Harry Ryan
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
Keizzy Anpalagan, GIS Technician
Kelly Thompson, Assistant City Attorney
Corey Christensen, Zoning Consultant (ROWE)

ROLL CALL:

Chairperson Wesley called the meeting to order at 5:34 p.m. Roll was taken and a quorum was present.

The meeting was held via Zoom and phone conferencing as approved.

ADDITIONS/CHANGES TO THE AGENDA:

Adopted as amended: Status of Master Plan compliance update added to reports, the status of I-475 project added to old business.

Commissioner Jewell made a motion to adopt the agenda as noted with revisions.

ADOPTION OF THE AGENDA:

M/S – Jewell/ Ryan
Unanimously carried by voice vote

MINUTES OF PREVIOUS MEETING:

Commissioner Jewell made a motion to approve the minutes from *Nov 4, 2020, as corrected.*

M/S –Jewell/Campbell
Abstain: April Cook Hawkins, Elizabeth Jordan, Vice-Chair
The motion carried

PUBLIC FORUM:

Martin Burnash spoke regarding PC 20-385: 976 E Wood St. He asked for clarification on the proposed street vacation and was informed that the applicant had postponed their request two times and would need to apply again if they want to proceed with vacating Wood St. Mr. Burnash stated interest in purchasing the road because it connects to his property.

SITE PLAN REVIEWS:

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

Commissioner Blower provided an overview of the ZBA's recent decisions. The ZBA granted Sylvester Broome Empowerment Village non-use variances to exceed the height standard, reduce the front setback, and reduce the rear yard setback

Doug Scott from ROWE Professional Services Company spoke on behalf of the applicant. John Asselin from Asselin McLane Architecture Group, Mary Russell, and Danielle Jones McKinney from Sylvester Broome Empowerment Village also spoke.

Commissioner Jordan spoke regarding the maximum lot coverage. The site plans as submitted propose a lot coverage of 56.4% which exceeds the 50% maximum.

Commissioner Wesley asked the applicant if students will be utilizing both buildings and if they will be walking between the two. The applicant replied that students will be crossing between the buildings and there will be a designated path but this crosswalk is not indicated on the site plans.

Commissioner Jewell asked the applicant if the parking areas will have lighting. The applicant directed the commission to the last page of the site plans which includes a lighting plan. The parking areas will be illuminated.

Susan Wilcox asked the applicant if they will assume responsibility for servicing the parking lot lights. The applicant replied that the lights will be under the purview of Sylvester Broome and will not become the responsibility of the City.

Commissioner Campbell moved to approve the site plans as submitted on the condition that the applicant receives a variance for the maximum lot coverage, that the site plans be amended to indicate the crosswalk, and that the applicant enters into an agreement with the City regarding lighting.

M/S –Campbell/Blower

The motion is unanimously carried.

CASE REVIEW:

PUBLIC HEARINGS:

PC 20-385: 976 E Wood St, LLC requests to Street Vacation

The applicant withdrew their application and will need to reapply if they wish to continue with the proposed street vacation.

PC 20-388: Green Galaxy Meds Inc., Medical Marihuana Facilities Change in Ownership Request at 408 S. Center Road.

The applicant, Lee Anne Kizy, and her attorney Steve Colossi were in attendance.

Commissioner Wesley asked the applicant if any required documents were missing from their submittal. The applicant provided several unnecessary documents and it was unclear if the required documents were all provided.

The applicant clarified that they are only requesting a change in ownership and after speaking with Mr. Vandercook before the meeting they are confident all the required documents were provided. The applicant went on to explain that Green Buddha III, LLC is purchasing the existing operation and there will be no changes to the premises.

The commission went through the checklist of required documents one by one and verified nothing was missing.

Commissioner Blower moved to approve the requested change in ownership.

M/S –Blower/Jewell

Commissioners Wesley, Campbell, Ryan, Jordan, Blower, Jewell, and Sorenson vote in favor. Commissioner Cook Hawkins could not vote due to technical issues. The motion was carried.

REPORTS:

Status of Permanent Marihuana Ordinance:

Mrs. Thompson said she's been working on this with Suzanne and the chief legal officer Angela Wheeler. She emailed council staff the previous week and requested the permanent marihuana ordinance be added back to their agenda, hopefully in December.

Status of Draft Zoning Ordinance, Capital Improvement Plan, and Master Plan Update:

Ms. Wilcox explained the draft zoning ordinance has not been brought to City Council but the staff and some Council members are interested in bringing the ordinance forward. The goal is to bring it to City Council in December or January. Planning staff are meeting weekly to review the draft zoning code and prepare a presentation for City Council. Ms. Wilcox intends to call on Commissioners Wesley and Jordan to assist with getting the draft code through City Council.

Ms. Wilcox has developed a timeline for the Capital Improvement Plan. Lead Planner Jeffrey Schiffman will be leading the CIP this year. The goal is to gather all the necessary information from the various city departments by late December with a final draft of the CIP ready for the Planning Commission in February.

Ms. Wilcox gave an update on staffing. Discussion also focused on staff contact information and requests on background profiles. Ms. Wilcox noted that contact information and background profiles will be provided.

Ms. Wilcox next spoke in regard to the five-year update of the Master Plan. The current Master Plan was adopted in 2013 and is two years overdue for an update. Suzanne asked the Planning Commission for input. Commissioner Jewell mentioned that a few years ago an informal review committee was put together to look at the Master Plan. It was decided that any update should be put on hold until the draft zoning code is adopted. Ms. Wilcox asked if this was still the desire of the Commission.

Commissioner Jewell expressed interest in moving forward and suggests going back and pulling out the requirements for five-year reviews of master plans as the first step. It was suggested to review the process of moving forward at the December 4th staff and Planning Commission leadership meeting. Additionally, it was discussed to establish a committee to work through the process to move forward. Lastly, discussion with administration and city council as to the process and is a memorandum of understanding appropriate. Commissioner Jordan emphasized the need for quality public engagement when updating the Master Plan.

RESOLUTIONS:

None

OLD BUSINESS:

Status of Planning Commission Membership Roster:

Ms. Wilcox said she reached out to the City Clerk's office and is locating the actual resolutions for each commissioner. The membership rosters are updated and Ms. Wilcox intends to provide each commissioner with a copy of their resolution in the orientation booklets scheduled to be passed out in January.

Orientation Booklet:

City Staff is working on this and expects to be finished in January.

Parks Plan

Ms. Wilcox stated that the parks planner has been drafting a revised parks plan. She expects it to be presented to the Planning Commission in January.

Status of following up on the I-475 project

Commissioner Jewell recommended scheduling a meeting with the Chief of Staff Brian Larkin for the week of November 30th.

NEW BUSINESS: ADJOURN:

ADJOURNMENT:

M/S – Jewell/Ryan

Unanimously carried.

Meeting adjourned at 7:46 pm.