

**FLINT PLANNING COMMISSION**  
**Meeting Minutes**  
**December 8, 2020**

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**Commissioners Present**

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

**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)

**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: 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; remotely,  
City of Flint, MI

Commissioner Sorenson; 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:**

None

Commissioner Jordan made a motion to adopt the agenda.

**ADOPTION OF THE AGENDA:**

*M/S – Jordan/Blower*

*Unanimously carried by voice vote*

**MINUTES OF PREVIOUS MEETINGS:**

*Minutes of November 10, 2020*

Commissioner Jordan made a motion to approve the minutes *from November 10, 2020.*

*Minutes of November 24, 2020*

Commissioner Jewell made a motion to approve the minutes *from November 24, 2020, as corrected.*

***M/S –Jewell/Campbell***

Roll Call:

Commissioner Harry Ryan: Yes

Commissioner Campbell: Yes

Commissioner Blower: Secretary: Yes

Commissioner Jewell: Yes

Commissioner Cook Hawkins: Yes

Commissioner Sorenson: Yes

Commissioner Jordan: Vice-Chair: Yes

Commissioner Wesley: Chair: Yes

***The minutes of November 24, 2020, were approved***

**PUBLIC FORUM:**

None

**SITE PLAN REVIEWS:**

None

**CASE REVIEW:**

*SPR 20-941 Sylvester Broome Empowerment Village*

Commissioner Wesley explained it was brought to his attention that the offsite parking that was presented for the project was not owned by Sylvester Broome Empowerment Village, but the Land Bank. Commissioner Wesley said it was his understanding they were in negotiations with the Land Bank to acquire the property, but this was not brought up at the previous Planning Commission meeting. Commissioner Wesley said he had contacted staff to determine if this could be added to conditions of approval that they provide an agreement with the Land Bank. Mr. Vandercook said he had been in contact with Doug Scott from Rowe Professional Service regarding the issue and had not received a copy of an agreement between the two parties.

Mrs. Thompson informed the Commission about Roberts Rules and making a motion to reconsider. She said it was an option to reconsider the original vote on the site plans.

Commissioner Jordan noted Sylvester Broome could not move forward without owing the property and this detail was completed on the site plan. Commissioner Jordan felt staff should reach out to Sylvester Broome again to get proof of an agreement and/or purchase of the property, so the site plan can move forward. Commissioner Jordan noted the applicant had not satisfied other conditions needed for approval of the site plan which included variance for lot coverage and revising the pedestrian crosswalk diagram.

Commissioner Blower asked if the applicant would be going before the Zoning Board of Appeals for the variances prior to having final approval from the Planning Commission. Mr Christensen explained the meeting would be simultaneously due to Public Notices already being sent out. Mr Vandercook said the next Zoning Board of Appeals meeting is scheduled for December 15, 2020. Commissioner Blower asked if they go before the Zoning Board and receive approval for their variance request ha-

ven't they met the conditions of the Planning Commission motion, which would essentially be approval of their site plan prior to them coming back to us in January. Commissioner Wesley said no, they would have to come back before the Planning Commission to get their final approval of the site plan. Commissioner Jordan explained there were two contingencies listed 1) receiving a lot coverage variance and 2) having a signed memorandum of understanding with the City of Flint regarding who was going to be paying the light bill for the auxiliary parking lot. Mr. Christensen said additionally the plans needed amended to include a cross walk.

Commissioner Campbell made a motion to move SPR 20-941 to the January 12, 2020 Planning Commission meeting. Then said by this time they should be able to explain what has transpired with the project.

*M/S –Campbell/Blower*

*The motion is unanimously carried.*

### **PUBLIC HEARINGS:**

**PC 20-390:** First Dort Enterprise LLC, request a Group E Special Regulated Use Permit for an adult-use (recreational) marijuana retail facility at 3549 South Dort Hwy. (PID# 41-21-351-034).

Greg Baker presented and introduced Ben Horner who would be assisting with the presentation. Mr. Baker said currently they are an operating medical dispensary and would like permission to operate as an Adult Use Recreational dispensary. Mr. Baker said they have been operating the medical dispensary for about one year now. Mr. Baker said he purchased the business from Ben Horner.

Commissioner Jordan ask Mr. Baker to explain what kind of fencing or buffer was between the facility and Cranberry Estates which would minimize impacts of the business on the adjoining mobile home park. Mr. Baker said there is a large fence running across the back of the property. Mr. Horner said the fence was chain link and about eight feet tall. Mr. Horner said there is no traffic going to the back of the trailer park and no gates to pass through the fence.

Commissioner Jewell asked Mr. Baker to walk him through the facility. Mr. Baker said in order to enter into the facility you have to be buzzed into a waiting room. Mr. Horner said when a facility becomes recreational they use the same store front and entrance to the facility. Within the store the computer system allows for two separate menus for medical and adult use recreational sales. The system tracks all sales and taxes separately. Mr. Horner said moving forward they would not be making changes to the existing store front or entrance. Mr. Horner explained once you come through security you will see display counters where if you are 21 years old you will be able to purchase Adult Use marijuana and / or medical where you need to have applied to the state medical marijuana program to make purchases.

Commissioner Jewell asked Mr. Horner to explain their internal and external security systems. Mr. Horner said their surveillance system is on a cloud which the City of Flint Police Department has access as well as the State Police. The system backs up all footage for 30 days. The system covers every square inch of places marijuana is transferred, brought in or leaving the building.

Commissioner Campbell said she was concerned about the adjoin residence. Commissioner Wesley said the adjoining property is zoned D-6 and the location was deemed eligible. Commissioner Campbell said staff put this into their report and asked was there not a need for us to know this. Mr Christensen said he put this information in the staff report for the Commissioner knowledge it's not required.

Then said the 300' residential buffer doesn't count when it's a mobile home park in a D-6 zone. Mr Thompson stated the 300' buffer was for residentially zoned parcels according to the ordinance and not for residence living in mobile homes within a nonresidential zoned district. Commissioner Jewell said the mobile home park is a business where they are providing living quarters.

Commissioner Wesley asked if anyone from the public wished to speak in favor of PC 20-390 (None).

Commissioner Wesley asked if anyone from the public wished to oppose PC 20 -390 (None).

Commissioner Jewell asked if there had been any other kinds of communications regarding PC 20-390. Mr. Vandercook said there has not been any communications regarding PC 20-390.

Commissioner Jordan moved approval of **PC 20-390**: First Dort Enterprise LLC, request a Group E Special Regulated Use Permit for an adult-use (recreational) marihuana retail facility at 3549 South Dort Hwy. (PID# 41-21-351-034). For the findings 1) they have been operating a medical marihuana retail provisioning facility the last several years without incident and 2) noting that while the residential use is in place it does meet the zoning requirement being 300 feet away from a residentially zoned parcels.

*M/S –Jordan/Ryan*

*The motion is unanimously carried.*

## **REPORTS:**

### *Status of Permanent Marihuana Ordinance:*

Mrs. Thompson said the Chief Legal Officer, Angela Wheeler requested the City put the permanent marihuana ordinance back on the agenda for the second reading and vote. Mrs. Thompson noted the Emergency Marihuana Ordinance expires on December 25, 2020 and if the permanent ordinance was not adopted it may be extended again.

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

Ms. Wilcox said staff had an internal meeting to discuss the zoning code to prepare to bring before City Council by January 2021. Ms. Wilcox asked the Commissioner to reach out to their Council Representatives.

Ms. Wilcox said she has been reaching out to Eric Scorsone for last year's Capital Improvement Plan for purposes of updating the plan and will continue trying to make contact with him. Ms. Wilcox said she had provided Mr. Schiffman with last year's plan that was approved by the Planning Commission to begin working on as a high priority project. Ms. Wilcox they expect to have a Capital Improvement Plan prepared this year to present to the Planning Commission. MS Wilcox noted the Cities Master Plan is out of compliance and is supposed to be updated every five years. Then said in 2018 there should have been an update. Ms. Wilcox said she would like to see the Master Plan as an agenda item for future Planning Commission meetings.

### *Status of Staffing:*

Ms. Wilcox noted Jeff Schiffman was hired as the City of Flint new Lead Planner. Ms. Wilcox informed the board that Bill Vandercook was promoted to the City of Flint's Zoning Coordinator. Ms. Wilcox said she is currently working with HR to fill Mr. Vandercook former position as Planner I and

hoped to have the position filled soon. Ms. Wilcox noted she is working with HR to fill the CD Grants Coordinator position which is vacant do to the past Grant Coordinator moving to fill the vacated Parks Planner Position. MS Wilcox explained HR is also posting for positions within the Building and Safety Division.

Mr. Schiffman gave a brief summary of his background, and the Commissioners' welcomed him aboard.

Commissioner Jewell asked if it was possible to provide one or two small paragraphs regarding Mr. Schiffman's and Mr. Vander cook's background. Ms. Wilcox said she would provide this information to the Commissioners.

## **RESOLUTIONS:**

Adoption of Revised City of Flint Planning Commission Bylaws:

Commissioner Wesley turned the meeting over to MS Thompson. Mr. Thompson said the Bylaws Planning Committee is proposing a wholesale amendment to the Planning Commission bylaws as we have discussed with the Planning Commission at previous meetings. Mrs. Thompson said we added a significant amount of provisions to clarify when conflicts of interest arise and how to handle them. Including having contact with other members and staff during meeting and when that's appropriate. Mrs. Thompson said some provisions pertaining to voting and a revision to the order of business on the agendas was also added. Mrs. Thompson said the revised bylaw was full of helpful information for members and staff. Then said whenever questions come up everyone should refer to the bylaws first. Mrs. Thompson said the revised bylaws were being presented to the Planning Commission tonight for possible adoption.

Commissioner Jewell said the revised bylaws provide a great outline for process and procedures for the Commissioners and staff for roles and responsibilities. Commissioner Wesley commended the work and efforts Commissioners and staff put into revising the bylaws.

Commissioner Jewell made a motion to approve a resolution to adopt the revised City of Flint Planning Commission bylaws as presented.

***M/S – Jewell/Campbell***

***Roll call:***

Commissioner Harry Ryan: Yes

Commissioner Cook Hawkins: Yes

Commissioner Campbell: Yes

Commissioner Sorenson: Yes

Commissioner Blower: Secretary: Yes

Commissioner Jordan: Vice-Chair: Yes

Commissioner Jewell: Yes

Commissioner Wesley: Chair: Yes

***Unanimously carried***

Mrs. Thompson said she would update the draft to a final version, date and send to the Planning Commission members.

**OLD BUSINESS:**

*Bylaws Committee:*

Status of Planning Commission Membership Roster:

Ms. Wilcox said she was working on agendas and minutes of Planning Commission meeting to update the roster. She has a draft roster and has scheduled a meeting with the City Clerk's office on Friday 13, 2020 to receive pertinent information to update. Commissioner Wesley noted the Commission should have the information by November 24.

Planning Commission Membership Orientation Packet:

Ms. Wilcox noted at this time staff was working to clear a backlog of zoning items and organizational deficiencies, but the binder is a priority. Ms. Wilcox said staff is working to provide the commission with a binder by January. Commissioner Jordan said she appreciated the update and efforts and offered additional assistance with the binders if needed. Commissioner Jewell said he concurred with Commissioner Jordan and was also available for support and assistance with the Orientation Packets.

*I-475 Update:*

Commissioner Wesley asked Ms. Wilcox to schedule a meeting with Brian Larkin. Ms. Wilcox said she would schedule the meeting.

**NEW BUSINESS:**

Commissioner Ryan asked about Planning Commissioners receiving City of Flint Cards. Commissioners discussed business cards previously received and information provided on the card identifying Commissioner role and function. Commissioners asked staff to add this to the list and pursue on behalf of Commissioners. Ms. Wilcox said we would do some research and determine the protocol for all City of Flint multiple member bodies and report back to the Commission.

**ADJOURNMENT:**

*M/S – Ryan/Campbell  
Unanimously carried.*

Meeting adjourned at 7:18 pm.