



**Sheldon Neeley**  
Mayor

# CITY OF FLINT

## FLINT PLANNING COMMISSION

**Meeting Minutes**  
**November 9, 2021**

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### **Commissioners Present**

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

### **Staff Present**

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

### ***Late:***

Leora Campbell

### **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: Late  
Commissioner Blower: appearing remotely,  
City of Flint, MI  
Commissioner Jewell: appearing remotely,  
City of Flint, MI

Commissioner Cook-Hawkins: appearing  
remotely, Chicago, Illinois  
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.

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

Commissioner Jordan motioned to adopt the agenda. Commissioner Blower supported the motion.

### **M/S – Jordan/Blower**

**Unanimously carried by voice vote.**



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

Minutes of October 26th, 2021.

Commissioner Jewell made a motion to adopt the minutes of October 26<sup>th</sup>, 2021, as corrected.  
Commissioner Ryan supported the motion.

#### Roll Call:

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

***M/S – Jewell/Ryan***  
***The motion carried***

6 yes – 0 no – 1 absent – 1 abstain

### **PUBLIC FORUM:**

No one spoke for the public forum.

### **PUBLIC HEARINGS:**

No public hearings.

### **SITE PLAN REVIEW:**

No site plan review.

### **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).**

William Vandercook, Zoning Coordinator, stated that Doug Scott has dropped off three sets of revised site plans. Mr. Vandercook stated that there was to be a lighting agreement put together in conjunction with the City of Flint. Mr. Vandercook stated that Mr. Scott sent a letter from Maryum Rasool, Executive Director of the Sylvester Broome Empowerment Village, stating what they were willing to do. Mr. Vandercook asked the Commission to consider the length of time that staff will need to send ROWE the agreement and the time to extend the conditions.

Keizzy Anpalagan, GIS Technician, stated there is a draft of a street light agreement, and that it still needs to be reviewed by Suzanne Wilcox, Director of Planning and Development. Ms. Anpalagan stated the projected time for a final version is November 19<sup>th</sup>, 2021, which could be presented at the November 23<sup>rd</sup> Commission meeting.



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Chairman Wesley stated that two weeks would not be enough time and recommended that the Commission wait until the December 14<sup>th</sup>, 2021 meeting for the lighting agreement to be completed and signed. Attorney Gurley stated that the agreement should be reviewed by the City Attorney's office prior to sending the agreement to ROWE and that the deadline of December 14<sup>th</sup> would be a sufficient amount of time to complete the agreement.

Chairman Wesley stated that the Commission has extended the one-year deadline to December 14<sup>th</sup>, 2021 for the completion of the lighting agreement between the City of Flint and Sylvester Broome Empowerment Village.

### **REPORTS:**

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

Ms. Wilcox stated that staff from the Department of Planning and Development (DPD), the City Attorney's office and the City Clerk's office met to discuss the current status of the draft zoning ordinance. Ms. Wilcox stated they are waiting for a final review from the City Attorney's office. Ms. Wilcox stated that the short-term resolution may potentially let the City go back to reviewing site plans and all development applications under the old zoning ordinance while staff works toward the full long-term solution which is adoption of the draft zoning code. Ms. Wilcox stated that the Department of Planning and Development is accepting applications, however, are not accepting payment and that staff are reviewing items that do not require zoning code interpretation. Attorney Gurley stated that the City Attorney's office will have an answer by the end of the week.

Commissioner Jewell asked if the script could be forwarded to the Planning Commission members so that they can be aware of the commonality. Ms. Wilcox stated that it would be appropriate to share the script with the rest of the Commissioners and that the script has evolved and been revised. Ms. Wilcox stated that all media inquiries should be forwarded to the Communications Director Melissa Brown at the City of Flint.

Ms. Wilcox stated that the City Clerk's office has asked that before going into detailed explanations of what the Planning and Development Department does, that the departments present on their overall operations. Once those meetings take place then staff will move forward with presenting the information previously presented to City Council on October 19<sup>th</sup> to the new Council members.

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

Attorney Gurley stated that the status of the permanent marihuana ordinance was also one of the subjects covered in a meeting with DPD, the City Attorney's office, and the City Clerk's office. Attorney Gurley stated that the permanent marihuana ordinance coincides with the draft zoning ordinance and that DPD is working on updating the ordinance. Mr. Vandercook stated that there were a few criteria items that needed to be revised.



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Mr. Vandercook asked that Chairperson Wesley and staff meet next week to discuss the changes to the permanent marihuana ordinance. Commissioner Jordan stated that there are no provisions in the current ordinance for any locational standards for a religious institution. Commissioner Jewell recommended the topic of places of worship be added to the educational updates portion of the agenda. Commissioner Jewell stated from his understanding the ordinance refers to places of worship not necessarily religious institutions. Commissioner Ryan suggested a consistent identification of whether a place is identified to be a place of worship and what the factors are the determine if a place is a place of worship.

Commissioner Jewell suggested that staff prepare a summary regarding marihuana institutions and businesses for the new City Council. Commissioner Jewell itemized the topics of discussion as follows: 1) marihuana industry as an economic factor; 2) the parameters of regulations and guidelines established by the state as well as communities that have accepted i.e., the City of Flint; 3) the conscientiousness of the separation of personal view versus laws and ordinances and guidelines.

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

Ms. Wilcox stated that there are vacancies within the Department of Planning and Development. Ms. Wilcox stated the current vacancies include Lead Planner and Urban Designer/Planner I. Ms. Wilcox stated that the Human Resources department is undertaking a wage study to look at compensation. Ms. Wilcox stated that the City of Flint does not have competitive wages, which has created a struggle with filling positions. Ms. Wilcox stated that the hope from the wage study is to determine some different compensation packages.

Ms. Wilcox stated that there are two upcoming vacancies under the Choice Neighborhood Initiative which includes a CNI Project Coordinator that will be vacant November 19<sup>th</sup>, 2021 and a CNI Project Planner which will be vacant January 7<sup>th</sup>, 2022. Ms. Wilcox stated a new position of Administrative Assistant to help with Zoning administration would require a budget amendment since it was not budgeted for in the deposition for a recent development due to the sheer volume of applications. Ms. Wilcox stated in the Community and Economic Development division there is a vacancy for a Community Development Grant Coordinator. Ms. Wilcox stated in the Building and Safety Inspection division there are several vacancies that include two Building Inspectors, a Neighborhood Enforcement Official and a Development Technician.

Ms. Wilcox stated that the CNI Project Coordinator is working on a transition plan that would be the basis of a report that staff would provide to the Planning Commission and the community partners on the Choice Project. Ms. Wilcox stated that by the next meeting she should have an update to share with the Commission and the community partners.



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*Educational updates for the Planning Commission, William Vandercook, Zoning Coordinator:*

Mr. Vandercook asked the Commission to share topics they are interested in learning more about or discussing. Commissioner Jewell stated he would like a discussion on determining places of worship, marihuana is now an industry and an economic development factor, State of Michigan Regulatory updates regarding marihuana and a review on the guidelines for Commission motion making and decision-making processes.

Commissioner Blower asked staff to consider a possible delivery method for current event topics to Commissioners other than email without violating the Open Meetings Act. Commissioner Jordan suggested padlet.com that offers an online forum where someone can post article links and post questions or comments. Commissioner Jordan asked staff to research Affordable Housing Overlay Districts. Commissioner Cook-Hawkins asked the difference between the Commission's decision during the Phil Shaltz case with the Salvation Army and the Dort Hwy case with the Salvation Army. Commissioner Campbell asked staff to elaborate on a definition of a lounge. Commissioner Campbell asked if the Planning Commission was still part of the Michigan Association of Planning. Ms. Wilcox stated that the Planning Commission and the Planning Commission, Zoning Board of Appeals, and Zoning staff are a part of the Michigan Association of Planning.

#### **RESOLUTIONS:**

No resolutions.

#### **OLD BUSINESS:**

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

Ms. Wilcox stated that Khalfani Stevens, Director of Economic Development, stated he did not have any updates. Ms. Wilcox stated that Mr. Stevens mentioned at the last Commission meeting that there was a resolution being taken to City Council about a compliance firm and that has not been approved yet.

#### **NEW BUSINESS:**

Ms. Wilcox stated that staff will be bringing forward resolutions to City Council to approve marihuana licenses because of the language in the marihuana ordinance that was adopted in February of 2021. Ms. Wilcox stated there will be resolutions brought to Council on the permits that have been granted subsequent to February 2021.

#### **ADJOURNMENT:**

*M/S – Ryan/Sorenson*

*Unanimously carried by voice vote.*

Meeting adjourned at 6:50 PM.