



**Sheldon Neeley**  
Mayor

# CITY OF FLINT

## FLINT PLANNING COMMISSION

### Meeting Minutes October 26, 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

#### ***Absent:***

Leora Campbell  
Lynn Sorenson

#### **Staff Present**

Suzanne Wilcox, Director of Planning and Development  
William Vandercook, Zoning Coordinator  
Keizzy Anpalagan, GIS Technician  
Joanne Gurley, Assistant City Attorney  
Lauren Marshall, Planner I  
Jonathan Mateen, Planner I  
Corey Christensen, ROWE Consultant  
Khalfani Stevens, Director of Economic Development

#### **ROLL CALL:**

Chairman Wesley called the meeting to order at 5:35 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: absent  
Commissioner Blower: appearing remotely,  
Flushing, MI  
Commissioner Jewell: appearing remotely,  
City of Flint, MI

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

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

William Vandercook, Zoning Coordinator, requested to remove PC 21-417 Thomas Joubran requests for a Partial Ownership Change of the Provisioning Center Trippy Forest LLC at 1901 S Dort Hwy. (PID# 41-16-351-020) due to the fact that the marihuana ordinance allows for the Zoning Coordinator to approve a partial ownership change administratively. Attorney Gurley clarified that as long as the applicant and the new owner meet all the background checks and follow the requirements under the ordinance then the partial ownership change can be approved administratively.



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

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

**M/S – Jordan/Blower**  
**Unanimously carried by voice vote.**

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

Minutes of October 12th, 2021.

Commissioner Jewell made a motion to adopt the minutes of October 12<sup>th</sup>, 2021, as corrected. Commissioner Blower supported the motion.

#### Roll Call:

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

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

6 yes – 0 no – 2 absent

### **PUBLIC FORUM:**

No one spoke for the public forum.

### **PUBLIC HEARINGS:**

No public hearings.

### **SITE PLAN REVIEW:**

**SPR 21-956: AMAG/Shanaya Johnson is requesting a Site Plan Review at E COURT ST. (PID# 41-09-302-021).**

Corey Christensen, ROWE Consultant, presented a staff report for SPR 21-956 as provided to the Planning Commission.

Commissioner Jewell asked why there is no current address for the property. Mr. Christensen stated there is no address because there is no facility on the property. Keizzy Anpalagan, GIS Technician, stated the street name is E Court St. The parcel does not have a street number since the USPS does not dedicate a mailing address for the property yet. The parcel is identified by its PID number.



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Shanaya Johnson, applicant, stated she put in a request from maintenance for an address. Ms. Johnson stated that the site plan is for a startup business for human and pet cremation.

Dave McLane, AMAG Architecture, shared photos with the commission of the installed fire hydrant along with the leads from the water and sewer departments. Mr. McLane shared the applicants Letter of Intent regarding the cost for the sewer and water lines. Mr. McLane explained the different aspects of the site plan in accordance with the requirements from the City of Flint.

Commissioner Blower motioned to approve SPR 221-956 AMAG/Shanaya Johnson is requesting a Site Plan Review at E COURT ST (PID# 41-09-302-021). Commissioner Ryan supported the motion.

Roll call:

Commissioner Ryan, yes  
Commissioner Campbell, absent  
Commissioner Blower, yes  
Commissioner Jewell, yes

Commissioner Cook- Hawkins, yes  
Commissioner Sorenson, absent  
Commissioner Jordan, yes  
Commissioner Wesley, yes

M/S – Blower/Ryan  
6 yes – 0 no – 2 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).**

Mr. Vandercook stated he has been in contact with Doug Scott, ROWE consultant, and stated that Mr. Scott is working on the lighting agreement to bring back to the City. Commissioner Jordan asked if there was a date by which the materials need to be secured to satisfy all the conditions and if that date is not met, what are the implications. Mr. Christensen stated they would lose their approval and the applicant would have to start the site plan review process over again if they miss the deadline. However, the commission has the authority to issue an extension at any point.

Commissioner Wesley stated that staff should inform the applicant of their options as the deadline is approaching. Commissioner Jewell stated that according to his records the site plan was conditionally approved on November 24<sup>th</sup>, 2020. Commissioner Jewell also stated that the Commissions next two meetings are November 9<sup>th</sup> and November 23<sup>rd</sup>. Commissioner Jewell stated that the Commission should have a recommendation or input about the applicant's ability to meet the timeframe at the next Commission meeting.



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**SPR 21-945: Communities First / Glenn Wilson is requesting a Site Plan Review at 2765 Flushing Rd., Flint, MI, 48504 (PID# 40-11-351-001).**

Mr. Vandercook stated that the applicant brought in 3 finalized sets of plans that met the requirements and that Commissioner Wesley signed off on the plans. Mr. Vandercook requested that this item be removed from the agenda.

#### **REPORTS:**

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

Suzanne Wilcox, Director of Planning and Development, informed the Commission of the outcome of the meeting with Clyde Edwards, City Administrator. Ms. Wilcox stated that the decision was made to wait until after the November elections at the request of Mr. Edwards to bring forward the draft zoning ordinance. Ms. Wilcox stated she started scheduling meetings with councilpersons, however, with the upcoming elections staff is looking at holding off on those discussions until after November. Ms. Wilcox stated that it's projected that staff can bring forward the zoning code to the first Council meeting after the November Council elections. Ms. Wilcox stated she is awaiting clarification from Council staff about the possibility that the draft zoning ordinance was published in error, in which case the ordinance would not be in effect. Ms. Wilcox stated that if the first six articles of the draft zoning code were published in error, then the Planning & Development Department can review plans under the old zoning code until the draft zoning code is adopted.

Commissioner Jordan asked for an update on the idea of creating a log of all the inquiries or requests that were not able to be responded to because of the status of the zoning code. Ms. Anpalagan stated that staff are finalizing a list of applications that have come before July 21<sup>st</sup>, 2021.

Commissioner Wesley asked if there was a statement addressing the concerns and misconceptions of the Master Plan and Draft Zoning Ordinance. Commissioner Jordan stated there is a memo on the City's Imagine Flint website explaining topics that are commonly mistaken like green innovation. Ms. Wilcox stated that there is a meeting on Wednesday, October 27<sup>th</sup>, 2021 which will discuss topics on racial equity, the Master Plan and the Draft Zoning Ordinance, as well as correcting misinformation.

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

Attorney Gurley stated that the information regarding whether the first 6 articles of the Draft Zoning Ordinance was published in error will impact the Permanent Marihuana Ordinance. Attorney Gurley stated staff were updating the Permanent Marihuana Ordinance in accordance with the new Draft Zoning Ordinance. Attorney Gurley stated that once the Draft Zoning Ordinance is passed the Permanent Marihuana Ordinance can also be passed by City Council once it comes back to Planning Commission for review.

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



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Ms. Wilcox stated that staff is still trying to fill the Lead Planner position and that Khalfani Stevens is taking point on filing the position. Ms. Wilcox also stated that the possible Administrative Aide position would need a budget amendment to make additional funding available for that position.

Mr. Stephens stated he is working with the HR department to get the Lead Planner position filled. Mr. Stephens stated that there was a slate of candidates, however, some dropped out and some did not respond to requests for interviews. Mr. Stephens stated that HR is reposting that position in hopes to get a full slate of candidates. Mr. Stephens stated that staff is participating in a wage and compensation study in hopes that the results of the study will allow staff to amend the starting salary.

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

Mr. Vandercook stated that staff are discussing some components that are critical to the function and procedures of the Planning Commission. Mr. Vandercook asked for commissioners to share what topics they would like to discuss or learn more about during the next meeting.

### **RESOLUTIONS:**

No resolutions.

### **OLD BUSINESS:**

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

Ms. Wilcox stated she forwarded documents to Robert Widigan, Chief Financial Officer, and to Mr. Stephens in making sure that the Strategic Plan is included as one of the directions administration can use as they are allocating the ARPA funds.

Mr. Stephens stated that nothing has been set officially, but there are steps being taken to have a compliance firm in place to make sure that whatever the final plans are that they properly align with the federal regulations and standards. Mr. Stephens stated that staff are looking at the data collected including the Master Plan to make sure the suggestions are in line with best practices and market demand.

Commissioner Wesley asked if staff have looked at other cities or municipalities who are putting together how they use the American Rescue Plan. Mr. Stephens stated that staff have looked at multiple cities in Michigan and Ohio. Mr. Stephens stated that other cities also have conceptual areas of where to spend the ARPA funds, however, other municipalities have not committed to specific programs to be funded yet.

Commissioner Jordan asked when there will be specific projects and priorities that have been identified whether through the Master Planning process or if there's subsequent additions or adjustments. Mr.



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Stephens stated that a realistic timeframe is no sooner than 30 days. Mr. Stephens stated before staff can get into specific projects the compliance firm will be in place.

#### **NEW BUSINESS:**

No new business.

#### **ADJOURNMENT:**

*M/S – Ryan/Blower*

*Unanimously carried by voice vote.*

Meeting adjourned at 6:55 PM.