

**FLINT PLANNING COMMISSION**  
**Meeting Minutes**  
**June 23, 2020**

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**Commissioners Present**

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

**Staff Present**

Suzanne Wilcox, Director – Department of  
Planning and Development  
Bill Vandercook, Planner I  
Keizzy Anpalagan, GIS Technician  
Kelly Thompson, Assistant City Attorney

**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.

**ADDITIONS/CHANGES TO THE AGENDA:**

Add under Minutes of the Previous Meeting – Minutes of May 26, 2020

**ADOPTION OF THE AGENDA:**

*M/S – Jewell/ Campbell*

Motion to adopt the meeting agenda with the addition

*Unanimously carried by voice vote*

**MINUTES OF PREVIOUS MEETING:**

*May 26, 2020*

*Motion to accept the minutes from May 26, 2020, with corrections emailed to Commissioners on June 23, 2020*

*M/S –Jewell /Blower*

*Unanimously carried.*

**MINUTES:**

**June 9, 2020**

*Motion to approve the minutes of June 9, 2020, with any necessary corrections.*

*M/S – Jordan/Campbell*

*Unanimously carried.*

**PUBLIC FORUM:**

None

## SITE PLAN REVIEWS:

SPR 20-933 – Lindzy’s Med Supply at 1960 West Hemphill Road (PID#40-25-153-026)

Pierre Najjar presented his site plan to the Planning Commission.

Commissioner Jewell asked for clarification of the application. He noted on the agenda and application it's listed as Lidzy’s Med Supply Station but on the Site plan received it says the Head Shop Plus Tobacco. Commissioner Jewell asked the applicant for clarification about this.

Mr. Najjar said it's one building that has, Hatch Tobacco Store on one side and the dispensary on the other side which are joined together. Commissioner Jewell requested that before the applicant goes into the explanation he explain why the application and agenda say Lindzy’s Med Supply and the Site plan says the Head Shop Plus Tobacco. Commissioner Jewell asked Mr. Najjar if this was correct or incorrect. Mr. Najjar said it was a mistake from the architect, he probably put a corporation name. Mr. Najjar said he had never paid attention to this. Commissioner Jewell asked Mr. Najjar if he had a copy of the site plan. Mr. Najjar said he had it on his computer which he had just seen.

Mr. Vandercook presented the site plan so that Mr. Najjar and the Commission could visualize that the print on the site plan clearly shows The Head Shop Plus Tobacco. Commissioner Jewell noted that the site plan is an official document and the cover sheet mentions something different than what is in the rest of the document as well as on the application.

Commissioner Wesley said it appears the address and parcel identification number is correct, but it has the Head Shop Plus Tobacco on the Site Plan. Commissioner Jewell said if the Commission makes a motion the front page of the site plan and remainder of the document needs to be corrected.

Commissioner Wesley noted though the Head Shop Plus Tobacco may be connected to Lindzy’s Med Supply it’s not the applicant.

Commissioner Campbell noted the front page of the site plan shows the parcel ID. as 10-25-153-026, but the agenda shows 40-25-153-026. Commissioner Campbell asked which is correct. Ms. Wilcox said it should be 40-25-153-026. Commissioner Wesley said this needs to be corrected.

Commissioner Campbell asked which spelling was correct the one on the site plan spelled Lindsey or the one on the application spelled Lindzy’s. Mr. Najjar said it’s spelled Lindzy’s. Mrs. Campbell asked if this needed correcting on the blueprint. Commissioner Wesley said yes.

Commissioner Wesley asked Mr. Najjar to give the Commission an overview of what he was planning on doing at the site. Mr. Najjar said “last time when we had an inspection done, Mike the building inspector wanted to get a bathroom in for the other place, like next door so we can have shared bathroom or have two different bathrooms and then we were going to be doing a new building and things got delayed, so we will not be renovating the whole building. So we need to set up a bathroom. So we ended up agreeing to do a common bathroom in the foyer that would accommodate both places. So basically on the blueprint, you will see that the old bathroom is coming out and we're going to be putting a new bathroom in So everyone can everybody can use it and that was the best way about it for right now to go and do because we were not going to be building for probably another year or so. So we ended up doing that and then we're doing this right now just going for the approval. So we can pull permits and make that happen. Also in the center of the building. We're used to be just a small

dispensary with just a small counter and we have like a waiting room. We ended up just making it all one that's open, which there was a wall in between that needed to come down so you can make it all one sales area because it was very tight space. And so basically that wall is coming down to make the areas a little bit bigger. And one of the doors that was there it be a window instead of a door. To make it work for what the state requires for, you know to be in and out and you know make sure that there is coverage that nobody can get in the other room without going through that door so in we'll be doing a window instead of a door as a check-in window. So we just followed what the state asked us to do to make it work for them or the license. And then we checked with Mike the inspector and he we figured out a way that's the best way to do it and that would be approved with everybody on that's what the building inspector needed to get done. To get the bathroom to get that worked up and pull the permits for the building the mechanical to do then you know the fan in the bathroom and electricians or get up and up Plumber to do and new bathroom. So we're that's what we're signing up for the application and now blueprints for to get that approval. We've been in business and operations, and we were there last year or the year before. So everything has been going, but we need to expand a little bit and we thought that was the best way to do it. So we expanded on the sales area because things were just a little too tight from the old”.

Commissioner Jewell noted the site plan checklist had several items checked off as not included. Mr. Vandercook addressed the items on the checklist and said he felt numbers 20 and 29 did not apply. Number 28 regarding the sidewalk was checked off as not being included because they were not noted on the plan. Commissioner Wesley asked about item number 35. Mr. Vandercook replied there was no landscaping plan provided and no landscaping plan shown on the old plans.

Commissioner Wesley asked Commissioner Jewell if this addressed his questions. Commissioner Jewell said if any of the items were needed to be included on the final site plans they should be added or corrected. Commissioner Wesley asked if landscaping was necessary. Mr. Vandercook said the lot is currently paved with the sidewalk.

Commissioner Sorenson asked if the building was going to be divided for two separate businesses or is Lindzy’s Med Supply Station occupying the whole building. Commissioner Sorenson asked will you still be continuing with the Head Shop. Mr. Najjar said yes, “it's always been the same way from the last few years. And that's, there's just like separated with doors in the foyer because we had to follow what the state was required to do to keep things separated”.

Commissioner Sorenson asked if the Head Shop Plus Tobacco is the corporate name. Mr. Najjar said yes, basically that’s the DBAs name and corporate name at the same time. Commissioner Sorenson asked Mr. Najjar if the Head Shop Plus Tobacco is doing business as Lindzy’s Med Supply Station. Mr. Najjar said no. Mr. Najjar said they have to be separate businesses because of liability and everything else.

Commissioner Blower asked Mr. Najjar about the storage container on-site. Mr. Najjar said “yes, that's a temporary container. I think they said allows for a few months to use it. What happened is during COVID then we had to be we were essential business, they wanted to stay open. So we everything that comes in, we were just putting it inside the container at the time being because a worsening, but if you leave things for four or five days, six days, then the virus might not stick to it. I mean, because we don't want to just clean it and make sure you know products from out of town or from FedEx for you know, delivery. We want it to just store things and for a few days to make sure that you know there is

no virus or anything like that on it. So we will be using all this temporarily. So this COVID is over and we'll be taking that out too”.

Commissioner Blower asked Mr. Najjar if he had a time frame to remove the storage container. Mr. Najjar said “it would be like maybe three, four months, just to help everybody until the virus is over then we won't be needing it. Because then everything just for right now we're just trying to be careful when deliveries come in. And that was one of the best ways to do it. To just leave everything outside Let it be for a few days after cleaning it and just to make sure that we didn't miss anything because there are boxes there are things that come from out of town and we just trying to be very, very careful. And it was recommended to do stuff like this to make sure nothing gets contaminated or you know, we don't want to get the virus in”.

Commissioner Sorenson asked if this was strictly for retail. Mr. Najjar said yes, medical use retail. Mr. Najjar said it has remained the same for the last three years.

***M/S – Campbell/Sorenson***

Motion to approve SPR 20-933 Lindzy’s Med Supply at 1960 West Hemphill Road (PID#40-25-153-026) with correction of PID to 40-25-153-026, correct spelling from Lindsay’s to Lindzy’s and Lindzy’s Med Supply Station instead of The Head Shop Plus Tobacco Station, LLC all being corrected on the final site plan.

***Unanimously carried.***

**CASE REVIEW:**

Status of PC 20-930 - Northstar Development (Landscape plan)

Ms. Wilcox said the landscape plan was submitted to the Planning and Zoning Division. Ms. Wilcox said she would make arrangements with Chairman Wesley to review the plans.

**PUBLIC HEARING:**

PC 20-375: Bocco Farms, LLC – Regina Momgaudas request a Group E Special Regulated Use Permit for an adult-use (recreational) marihuana retail facility at 6200 North Dort Hwy. (PID # 47-29-102-044).

Regina Momgaudas present her application. Mrs. Momgaudas said she is applying for an adult-use recreational and said she submitted all of the documents necessary. Mrs. Momgaudas said she hoped ever thing was in order and would take questions from the commissioners.

Commissioner Jordan said she was aware this is a grandfathered in location, but given the facility is within 300 feet of residential what kind of buffers, barriers, or other types of protection would address residences within 30 feet. Mrs. Momgaudas said currently there is a six-foot fence around the property and there are three acres between her property and nearest neighbor. Mrs. Momgaudas said she had talked with all of her neighbors and they were in full approval of the facility.

Commissioner Jewell noted that the parcel is within 300 feet of a residentially zoned district, not the building and as it stands does not meet the locational standards for a Group E facility. Commissioner Jewell asked Mrs. Mongaudas if the residents who were in favor of the marihuana business would be speaking at the meeting or does she have any documentation they were in favor of the business. Mrs.

Momgaudas said no she had gone to their homes and knocked on their doors to let them know about her intent.

Commissioner Jewell asked Mrs. Momgaudas to give them a walkthrough of the building. Mr. Momgaudas said you will enter the building and asked if you are medical or adult-use and asked for ID. Medical clients will be taken to medical and recreational to recreation. The budtenders will help you select items based on your needs you pay and are escorted out the door. Commissioner Jewell asked about security services. Mrs. Momgaudas said she has EM Burst security services night and day, rolled up door and guardian alarm with cameras required by the state of Michigan.

Commissioner Campbell Asked about past plans for the same building of Adam Long. Mrs. Momgaudas said this application has nothing to do with his application and not what she is applying for at this moment. Mrs. Momgaudas said she is applying for adult-use recreational and Mr. Long cannot even apply until the City of Flint has an ordinance for adult use/social equity programs. Commissioner Campbell asked if Mr. Long is still eligible. Mrs. Momgaudas said once the city of Flint adopts the new marihuana ordinance Mr. Long would come back for a cultivation license. Commissioner Campbell said so there are three phases 1) medical provisioning 2) adult use and 3) you will be coming back with Mr. Long for cultivation in 2000 feet of the building. Mrs. Momgaudas said yes.

Commissioner Jewell noted the items that Commissioner Campbell raised, which are very excellent ones. If our colleagues look at the staff reports submitted for this particular item, they'll note that the second and part of the third page of the document gives the background information related to this site as well as to the items that Commissioner Campbell just raised.

Commissioner Sorenson asked who Nigal Campbell was listed in your application. Mrs. Momgaudas said he is one of her budtenders who is a City of Flint resident. Mrs. Momgaudas said it was her policy to hire Flint City residents.

Commissioner Wesley asked if anyone wished to speak in favor of PC 20-375: Bocco Farms, LLC – Regina Momgaudas request a Group E Special Regulated Use Permit for adult use (recreational) marihuana retail facility at 6200 North Dort Hwy. (PID # 47-29-102-044).  
None

Commissioner Wesley asked if anyone wished to oppose PC 20-375: Bocco Farms, LLC – Regina Momgaudas request a Group E Special Regulated Use Permit for adult use (recreational) marihuana retail facility at 6200 North Dort Hwy. (PID # 47-29-102-044).  
None

Commissioner Jewell asked if there were any other correspondences, email phone calls or communications regarding this public hearing. Mr. Vandercook said there has been no other correspondence.

Commissioner Sorenson asked if the property to the east is residential. Commissioner Sorenson asked what type of residential was to the east of the property and what kind of space was between the homes. Commissioner Wesley said it was a long way between the facility and residential property to the east. Commissioner Jewell noted the property to the east is a planned residential area.

Commissioner Jewell noted within the staff report the parcel does not meet the locational standards because the facility is located within 300 feet of a residential zoning district. Commissioner Jewell noted another applicant who already had an existing medical marijuana facility that we had approved previously and we're in a process of submitting an adult recreational retail operation, but never submitted formally. Commissioner Jewell noted the residents in the area both presented to us during Public Forum as well as to City Council concerns and issues related to moving to a recreational retail operation next to a residential area in which that particular parcel was adjacent to a residential area. Commissioner Jewell said his particular concern was that approving a recreational retail operation, within the residential zoning requirement parameters, may leave the Planning Commission open to similar concerns down the road. Commissioner Jewell said he would have difficulty in supporting this application due to its location doesn't meet required locational standards.

Commissioner Campbell asked when the medical provisioning center was originally approved what was the standard. Mr. Momgaudas said it was 300 feet then and 300 feet currently. Commissioner Campbell said original she did not approve the medical provisioning center but now that is approved and the applicant is coming back again for cultivation within the remaining 2000 square foot area the Commission is going to have to come up with a decision as to how to handle this.

Ms. Wilcox said because it was a grandfathered location and not approved under the current ordinance she didn't believe the locational standards of 300 feet were put in place at that time. Ms. Wilcox said she believed you're looking at different standards that were put in place with both MMFLA and then the new proposed ordinance. Commissioner Jordan said her recollection was the same as Ms. Wilcox which was the first medical marijuana ordinance that did not have a residential distance. This was a case that was approved under that original ordinance. Commissioner Jordan said subsequently the updated ordinance that was passed did have the 300-foot locational standard.

Commissioner Jordan said in terms of the questions of the grandfathered location, we have had, to my understanding some guidance from legal regarding the factors that we can consider. Commissioner Jordan said it was her understanding that being within 300 feet of residential grandfathered location isn't necessarily on its own a deal-breaker, but consistent with how we've looked at some other cases. Different contextual features might be specific to location that might make that compatibility with adjacent land uses a concern or not. And we certainly have had cases where we've looked at that particular grandfather location and said, in this situation isn't compatible with the nearby uses. But, I do think that it is important for us to take into account what the adjacent land use patterns are, and how this site interacts with those around it to determine whether there's likely to be a detrimental effect on the neighboring area.

Commissioner Jewell said he concurs with Commissioner Jordan and also with Suzanne. There was a whole different set of criteria and standards. The other item is that in those days when we were looking at medical marijuana facilities, we're looking at it from a medical perspective as a public health-related issue, not necessarily as a recreational retail operation.

Bill Vandercook informed the Planning Commission of an error on the staff report that was proved to the Planning Commissioners regarding zoning. Mr. Vandercook noted the properties to the north, south, and west are currently zoned D-6 commercial, not F. Mr. Vandercook noted the subject property is currently zoned D-6.

Commissioner Jordan said she recollected that the applicant had previously come before the board for rezoning from D-6 to E so it would be potentially eligible for growing at a future point. Commissioner Jordan said she believed the Planning Commission approved the request. Mr. Vandercook said that was correct and believed the request needed to go before City Council and did not know about the status of the rezoning request. Commissioner Wesley concurred it did come before the Planning Commission and they made a recommendation to the City Council for the subject property to be changed to E.

Commissioner Wesley said looking at compatibility to adjacent land uses which are industrial and heavy industrial and did not know if granting the request would make a dilatory effect on the area. Commissioner Wesley said this was different than the Miller Road and Corunna road properties which previously came before the Planning Commission. Those neighborhoods abutted the property and were within 300 feet of the facility. Mr. Vandercook explained Consumer's energy owned or hold an easement on the property to the east of the subject property which is a big area that separates the marihuana facility from the residentially zoned property.

***M/S – Campbell/Sorenson***

Commissioner Campbell made a motion to approve PC 20-375: Bocco Farms, LLC – Regina Momgaudas request a Group E Special Regulated Use Permit for adult use (recreational) marihuana retail facility at 6200 North Dort Hwy. (PID # 47-29-102-044) with the findings, the adjacent uses on Dort Hwy are compatible with the land use plan, there is a significant buffer with the Consumers between the marihuana facility and residential uses as noted through the Consumers energy easement. ***Unanimously carried.***

PC 20-376: D9 AG, LLC requests a Group F Special Regulated Use Permit for a (Growing) marihuana facility at 3711 Gorey Ave. (PID # 41-09-426-043).

Michael Klingler presented the application. Mr. Klingler said they are looking to open a class C Grow to support local people with jobs and supply local dispensaries with products. Commissioner Jewell asked Mr. Kligler what his role is with D9 AG, LLC. Mr. Klingler said he is an equity holder and managing member of the facility. Commissioner Jewell asked Mr. Klingler to give an overview of the organization and administrative structure. Mr. Klingler said there is himself Kathy Bozek is the investment partner and Eden Landow is the attorney.

Commissioner Jewell asked Mr. Klinger to walk him through the facility and provide to give an overview of operations. Mr. Klingler said when you first walk into the facility you enter an office where administration and metric are located. Then you enter through a doorway into a hallway that accesses four different rooms for drying, supplies, and trimming. Then next to those are six rooms where plants will be flowered, vegetative, break room, and bathroom.

Commissioner Jewell asked Mr. Kligler to explain their security. Mr. Klingler said they will have numerous security cameras throughout the interior and exterior of the building required by the State Police. Mr. Klingler said they already have a fence around the property and they will be contacting professionals for an overview of the security.

Commissioner Jewell asked Mr. Klingler if he was located within an industrial area. Mr. Klingler said yes.

Commissioner Jordan asked Mr. Klingler if he would elaborate on contracting with a security professional to develop a security plan. Mr. Klingler explained just because of a few changes to the building layout based on state requirements it will be best to have a full security plan made once the changes are made. Commissioner Jordan asked if they would have full-time security on site and when. Mr. Klingler said yes we will have security on hand at night.

Commissioner Jewell asked the applicant to verify that he understood and acknowledged that if the application is approved when your annual license comes due you will be asked to report back about community benefits you've achieved. Mr. Klingler said he understood this.

Commissioner Wesley asked Mr. Klingler how many employees he was planning on employing. Mr. Klingler said he believed about 30 employees. Commissioner Wesley asked how many of the employees of what percentage would be local or Flint residence. Mr. Klingler said 80 percent minimum, local employees. Commissioner Blower asked the applicant if he was stating that 80% or above would be local being Flint and or Genesee County. Then she asked the applicant to verify what he was stating.

Mr. Klingler said mostly Flint but saying Genesee County. Mr. Klingler said he currently owns a hydroponics store in Burton so a lot of the people I know are from there. Mr. Klingler has to find qualified people and would do his best to find them in Flint if that was the concern, but Genesee County was what he was saying or not even Genesee County but the greater Flint area.

Commissioner Jewell noted first he heard Flint then he heard Genesee County area then Greater Flint area. Commissioner Jewell asked the applicant to clarify. Mr. Klingler said he guessed Flint and Flint Township was what he meant. Commissioner Jewell said to Mr. Klingler he sounded unsure.

Commissioner Jewell said being unsure of where you'll be hiring when your one of the major partners and we are trying to understand where you are coming from raises some real questions. This is similar to when Commissioner Jordan asked about the security plan that you were going to develop and you said you would be doing what the other people were doing. Commissioner Jewell said he didn't hear a clear, organized directed approach of how you would be operating.

Mr. Klingler said, addressing the security plan he meant the space is very rigid and it will supersede your standards.

Commissioner Jewell said to the applicant if you are going to talk about hiring local people what are you planning on. We need a better sense of what your projected goal is going to be. Mr. Klingler said we plan to have 80 % plus local people. Commissioner Jewell asked Mr. Klingler as a major partner in this operation to define local. Mr. Kingler said a large part of his team lived in Flint for their whole life. Commissioner Jewell asked Mr. Klingler if 80 % of the team he was planning on bringing in is Flint residents. Mr. Klingler said yes.

Commissioner Wesley noted when Mr. Klingler returned he would have to include the type of security and camera location which should be detailed along with the business plan which will outline his employees.



Commissioner April Cook Hawkins asked Mr. Klingler for clarification if he would be transferring employees from the business he said he owned outside of Flint or hiring new employees from Flint. Mr. Klingler said he will be hiring new employees from Flint.

Commissioner April Cook Hawkins asked if the applicant would be having cameras outside of the facility. Mr. Klingler said yes.

Commissioner Blower asked Mr. Klingler to explain what his community benefits endeavors are and elaborate. Mr. Klienger said yes he could but first wanted to recognize some people he had with him including Attorney Brenda Williams, Phill Bosek, and Attorney Steven Lando. Mr. Klingler said if you don't mind I'' refer that question to Phil Bosek. Mr. Bosek explained their community benefits and said the want to clean up trash in the area and repair and replace light on Corey Avenue and within the City of Flint. Commissioner Blower said including food drives and other community benefits noted within your application. Mr. Bosik said absolutely.

Mr. Williams said she had discussed the importance of community benefits with her client which included employment and employee education. Mrs. Williams said her client is committed to doing continuous training and improvement in their operations. Mrs. Williams said regarding security the applicant will be implementing CATT EYE and using a security expert who understands Flint and the surrounding area.

Commissioner Wesley asked if there was anyone from the public who wished to speak in favor of PC 20-376: D9 AG, LLC requests a Group F Special Regulated Use Permit for a (Growing) marihuana facility at 3711 Gorey Ave. (PID # 41-09-426-043).

Regina Momgoudas spoke in favor of the application.

Commissioner Wesley asked if there was anyone from the public who wished to oppose PC 20-376: D9 AG, LLC requests a Group F Special Regulated Use Permit for a (Growing) marihuana facility at 3711 Gorey Ave. (PID # 41-09-426-043).

None

Commissioner Jewell asked if there had been any other communication, correspondence calls or emails regarding this public hearing. Mr. Vandercook said there had been no other correspondence regarding this hearing.

### ***M/S – Blower/Campbell***

Commissioner Blower made a motion to approve PC 20-376: D9 AG, LLC requests a Group F Special Regulated Use Permit for a (Growing) marihuana facility at 3711 Gorey Ave. (PID # 41-09-426-043) with the findings 1) being compatible with the adjacent uses of land 2) addition of jobs to Flint 3) and the intent of the master plan and future land use plan makes for an excellent location.

***Unanimously carried.***

## **REPORTS:**

*Status of Permanent Marihuana Ordinance*

Mrs. Thompson said the proposed permanent ordinance is before City Council and should be considered soon and the social equity provisions are included within the proposed ordinance.

Commissioner Jewell asked about additions or changes other than what had been recommended by the Planning Commission. Mrs. Thompson said she had a meeting with Kristen Owens of ward eight to discuss proposed changes that she would bring before the Commission at the next meeting.

Mrs. Wilcox said Mrs. Owens provided some language for consideration dealing with marihuana businesses being located close to residences which are similar to what other communities have done. Mrs. Wilcox said Mrs. Owens has asked that her recommendations be looked over so this was only a discussion. Commissioner Jordan said it's appropriate that the Planning Commission be kept informed. Commissioner Jordan wanted to clarify that when Mr. Thompson said you would be bringing it back before the Planning Commission that was to update the Commission as opposed to seeking action on something.

Mrs. Thompson said correct. I think that some of the proposals that Mrs. Owens has might become part of a policy that is not necessarily written into the ordinance, but something that can be implemented as part of the review process for all marijuana licenses.

Commissioner Jewell said when you referred to policy in a review process, I think that might be something that there is a need for additional conversation regarding who establishes policy. It's the legislative body's responsibility. For the city of Flint to determine those parameters and those policies, there are other groups and bodies of staff is ourselves as the Planning Commission in making recommendations for as well as actually establishing policy. Commissioner Wesley, he was concerned about how that term policy and review and how that was going to occur.

Mrs. Thompson said to clarify by policy, she meant process for reviewing applications so the city council is going to pass the legislation and the ordinance. That will be the law that governs marijuana licensing but just as far as the day to day process of making an application, presenting it, presenting them to the Planning Commission, and the review process.

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

Mrs. Wilcox said she had some conversations with administration and one Councilperson about the timing of the ordinance. They are trying to determine if it makes sense to wait until the adoption of the permanent recreational ordinance which is our goal given staffing issues. There has been some discussion about bringing the zoning ordinance to the city council at the same time, so they are discussing this. Ms. Wilcox said there is an opportunity to bring the zoning code before the city council before the adoption of the permanent marihuana ordinance, but she is not advocating for this.

Ms. Wilcox said regarding the capital improvement plan she received some additional information from our DPW department about some improvements that were not in the document, so she is incorporating them into the document. Ms. Wilcox said hopefully, she will have something before the next meeting for the Commissions review and approval.

Commissioner Jewell asked about staffing and the use of a firm to assist with zoning issues. Ms. Wilcox said the zoning firm has been selected and she is working with the purchasing department. This will probably not happen before the first of the year. M Wilcox said there still is a hiring freeze, but the

zoning coordinator position has been lifted from the freeze. Ms. Wilcox said we have not received any qualified applicants for the position as of yet.

*Status of the Planning Commissioner Roster*

Mr. Vandercook said he was still in the process of updating the roster and should be able to present the updated information at the next meeting. Ms. Wilcox said we will be working with the City Clerk to ensure we have the correct expiration dates. Ms. Wilcox said she was also in the process of working on updating the website to reflect all new commissioners and rosters.

**RESOLUTIONS:**

None

**OLD BUSINESS:**

*Marihuana Relicensing Policy Routing Sheet*

Mrs. Thompson said she was still trying to connect with the City Police Department to confirm their portion of the process. Mrs. Thompson said we have approvals from all other Departments regarding the routing sheet. Commissioner Wesley asked is there a time frame on when final approval would come from the Police Department. Mrs. Thompson said she didn't know but hopefully would have a finalized version to bring before the next Planning Commission meeting.

Commissioner Jewell asked about renaming the form as discussed in the previous meeting to Marihuana Re-Licensure Facility Review. Commissioner Jewell asked for Mrs. Thompson's advice as to what the form name should be called. Mrs. Thompson said as long as we highlight it's the annual review for marihuana facility. Commissioner Jewell asked Mrs. Thompson if it was appropriate to add on the bottom of the form a date to confirm the appropriateness of the form. Mrs. Thompson concurred.

**NEW BUSINESS:**

*Bylaws Committee*

Commissioner Wesley said he received bylaw information sent from Mrs. Thompson. Commissioner Wesley asked if anyone wished to be placed on a by-law committee. Commissioner Blower and Commissioner Jordan volunteered to be a part of the committee with Commissioner Wesley. Commissioner Wesley asked Mrs. Thompsons to support the committee. Commissioner Jewell said he felt it was appropriate that officers of the Planning Commission review the by-laws. Commissioners concurred. Commissioner Jewell asked that the Commissioner receive a copy of the City of Flints Bi-laws with the task of reviewing existing by-laws to provide any recommendations to the By-law committee. Commissioners'' concurred.

**ADJOURNMENT:**

*M/S – Campbell/Jewell*

*Unanimously carried.*

Meeting adjourned at 7:53 pm.