



**Sheldon Neeley**  
Mayor

# CITY OF FLINT

## FLINT PLANNING COMMISSION

**Draft Meeting Minutes**  
**May 28th, 2024**

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### **Commissioners Present**

Robert Wesley, Chair  
Carol-Anne Blower, Vice-Chair  
Lynn Sorenson, Secretary  
Robert Jewell  
Mona Munroe-Younis

### **Staff Present**

Brian Acheff, Zoning Coordinator  
Tom Sparrow, Assistant City Attorney  
Dalton Castle, Planner I  
Tyler Bailey, Deputy Director of Business Services

### ***Absent:***

Joshua Brown  
Nadia Rodriguez  
Jeffrey Curtis Horton

### **ROLL CALL:**

Chairperson Wesley called the meeting to order at 5:41 p.m. Roll was taken, and a quorum was present.

The meeting was held both in-person in the Dome Auditorium at City Hall and via Zoom.

### **Roll Call:**

Commissioner Brown: absent  
Commissioner Blower: present  
Commissioner Jewell: present  
Commissioner Rodriguez: absent

Commissioner Sorenson: present  
Commissioner Munroe-Younis: present  
Commissioner Horton: absent spectating via zoom  
Chairperson Wesley: present

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

Commissioner Jewell requested that a discussion of the department name change from 'Planning and Development' to 'Business and Community Services' be held during New Business.

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

Commissioner Wesley asked for a motion to approve the agenda. Commissioner Sorenson motioned to accept the agenda as amended. Commissioner Blower seconded the motion.

### ***M/S – Sorenson/Blower***

***Unanimously carried by voice vote***

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

The minutes of May 14th, 2024 were not prepared at this time.



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### **PUBLIC FORUM:**

Chairperson Wesley opened the floor for the public forum. No one spoke.

### **PUBLIC HEARINGS:**

**PC 24-10:** Benjamin Derby, BD Services requests approval of a Special Land Use application regarding the internal renovation of an existing duplex apartment into a three-unit multi-family apartment, located at 713 E. Court St. (PID # 41-18-207-026).

Brian read the staff report. He added that comments have been received from the Building and Safety Inspections Division, however they are only relevant towards the building permit and Certificate of Occupancy approval, not Special Land Use approval. Staff recommendation is approval of PC 24-10 with no conditions.

Commissioner Jewell asked staff for more clarity on the comments from the Building and Safety Inspections Division. Brian clarified that they are related to plumbing and mechanical work within the building which falls out of the scope of Zoning.

Benjamin Derby presented his application. He said there is evidence that the building was illegally renovated in the past and he would like to bring it into compliance. Mr. Derby said all changes will be interior.

Commissioner Jewell asked the applicant to walk him through the building. Mr. Derby said the front of the building has a larger unit and the back of the building has a smaller apartment. He explained the intent is to separate the second floor from the front unit to create a third unit.

Commissioner Jewell asked the applicant about his proposed landscaping plan. Mr. Derby explained there were very little requirements in terms of landscaping, however he decided adding landscaping in the front yard would approve curb appeal.

Commissioner Munroe-Younis asked the applicant if he had contacted the local neighborhood association. Mr. Derby explained he has made contact; however, he has not had a chance to have a formal meeting as he has been traveling a lot recently.

Mr. Derby read a letter of support he had received from one of the neighboring property owners at 703 E. Court St., Boyd Staszewski.

Commissioner Munroe-Younis asked why the applicant wanted to convert the building to a three-unit apartment. Mr. Derby said he is passionate about making small spaces that are cheap and provide a good quality of life. He further stated that the front unit having an upper floor made the space awkward to live in.



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Commissioner Sorenson asked the applicant what the square footage of each apartment would be. Mr. Derby said the rear apartment would be 492 square feet, the front apartment would be 331 square feet, and the upper floor apartment would be 550 square feet.

Commissioner Blower asked how parking would work. Mr. Derby explained they currently have a driveway and intend on adding three main spaces in the back with a gravel area for overflow parking and there is also street parking on Patrick St. and Thompson St.

Commissioner Sorenson asked the applicant for an estimate on the cost to rent each unit. Mr. Derby said the going rate is typically one dollar per square foot plus 200 dollars a month for utilities subject to market conditions.

Chairperson Wesley opened the floor for public comment on PC 24-10. Chairperson Wesley read a letter from Ingrid Paul, Robert Thomas, Kenneth Young, and Jessica and Mike Judson in opposition to rezoning 713 E. Court St.

Commissioner Jewell asked staff if there had been any additional communications regarding PC 24-10. Brian said there had not been additional communications.

Commissioner Blower asked staff if approving PC 24-10 would rezone the parcel. Brian said it would not and further clarified that the allowance of the Special Land Use would run with the land in the event of a change of ownership.

Commissioner Blower made a motion to approve PC 24-10. Commissioner Sorenson seconded the motion.

#### Roll Call:

Commissioner Brown: absent  
Commissioner Blower: yes  
Commissioner Jewell: yes  
Commissioner Rodriguez: absent

Commissioner Sorenson: yes  
Commissioner Munroe-Younis: yes  
Commissioner Horton: absent  
Chairperson Wesley: yes

#### ***M/S – Blower/Sorenson***

5 yes, 0 no, 0 abstain

***The motion carried.***

Chairperson Wesley asked Attorney Sparrow if Commissioner Horton is able to vote via Zoom as to his knowledge other boards vote via Zoom. Attorney Sparrow said the Open Meetings Act prohibits all board members from voting via Zoom. Attorney Sparrow added that there is an ongoing discussion on this matter due to an opinion from the State of Michigan saying that the Americans with Disabilities Act allows for board members with disabilities to appear and vote virtually.



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### **SITE PLAN REVIEW:**

No Site Plan Review applications were seen at this time.

### **CASE REVIEW:**

#### **Conditional Approval Updates**

Brian presented the following updates on conditional approvals given by the Planning Commission.

**SPR 23-005:** 529 ML King Blvd. – Marian Hall  
Pending Water Department, and City Engineering approval.

**SPR 23-006:** 3248 Van Slyke Rd. – General Motors Addition  
Pending City Engineering approval.

**SPR 24-02:** 3501 N. Saginaw St. – New Physical Therapy Building  
Pending City Engineering approval

**SPR 24-03:** 2112 Davison Rd. – Asbury Farms Kitchen and Produce Distribution  
Pending Water Department approval and receipt of parcel combination.

**SPR 24-01:** 1720 E. Carpenter Rd. – New Gas Station and Convenience Store  
Pending Water Department, and City Engineering approval.

**SPR 24-04:** 2926 Robert T. Longway Blvd. – CMFJ Marihuana Adult Use Retail Facility  
Pending City Council approval of Marihuana Facility Licensing application (PC 24-03).

**SPR 24-06:** 2730 S. Dort Hwy. - Crooked Ladder Inc. Marihuana Microbusiness  
Pending City Engineering approval.

**SPR 24-06:** 4221 James P. Cole Blvd. – Commercial Marihuana Growing and Processing Facility  
Pending Water Department approval and rendering / picture of the site.

**PC 24-06:** 4221 James P. Cole Blvd. - Commercial Marihuana Growing and Processing Facility  
Pending Certificate of Occupancy for final Marihuana Permit Application approval.

**PUD 24-01:** 729 E. Moore St. – Sacred Heart Veteran Village  
Pending Water Department and Fire Department approval. Pending proof of lot combination for property located at 738 E. Stewart St (47-31-301-004) with 729 E. Moore St (47-31-301-003) Pending Transmittal of Written Findings

Chairperson Wesley expressed concern over the number of pending reviews by the Water Department. Brian said he is hopeful that with the addition of the new DPW Director, Kenneth Miller, that number will be decreased in a timely manner and that Zoning staff will be meeting with him soon.



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### **Genesee County Land Bank – W. Fifth Ave Rezoning**

Brian said the ordinance was to be seen by the City Council on May 13th, 2024 for its second reading.

### **Zoning Board of Appeals (ZBA)**

Brian explained that both cases seen at the May 21<sup>st</sup>, 2024 ZBA meeting were denied.

Commissioner Blower thanked Commissioner Munroe-Younis for attending the ZBA meeting and expressing her concerns. She then noted her observation that the applicant's argument was essentially claiming that the City lost their information and that she expects future applicants are likely to use a similar argument.

Commissioner Munroe-Younis expressed that the denial seemed to be a clear decision given the significant requested relief of distance of a marijuana facility to a substance abuse rehabilitation center.

### **REPORTS:**

#### **Redevelopment Ready Communities (RRC)**

Brian explained that RRC items are still in review by RRC staff and items such as online payments are still in development.

Commissioner Jewell asked for a summary or memo outlining the steps toward RRC Certification that have been achieved or still in progress be provided to the Planning Commission at a future date.

#### **5-Year City of Flint Comprehensive Plan Update**

Brian explained that several community engagement sessions will be held in the coming months. Nine total, one in each ward, will be held throughout the month of June to introduce the update to residents and receive initial feedback. Throughout the months of July and August six more engagement sessions will be held with a focus on specialized topics for which staff will invite community partners in relevant fields to provide feedback for.

Commissioner Jewell raised the issue of roles and responsibilities of the Planning Commission and staff in regard to the engagement sessions. He additionally asked for clarity on who the community partners being invited to the event are. Dalton explained staff is still in the process of identifying the list of community partners to be invited.

Commissioner Blower asked if staff would like any assistance from the Planning Commission with the events. Tyler said anything they can do to increase community engagement would be greatly appreciated.

Chairperson Wesley asked if the individual Council people had been informed of the engagement sessions. Tyler confirmed that they have.



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### **RESOLUTIONS:**

No resolutions were discussed at this time.

### **OLD BUSINESS:**

No old business was discussed at this time.

### **NEW BUSINESS:**

Commissioner Jewell requested that staff prepare a presentation to the Planning Commission on the reasoning and intent of the Department name change from 'Planning and Development' to 'Business and Community Services'.

Tyler explained that under the leadership of Emily Doerr, Economic Development was absorbed into the Department of Planning and Development and is rebranding to the Department of Business and Community Services to better represent the two separate functions the department serves and to allow for divisions like Economic Development and Zoning to work more closely together. Tyler offered to provide an Org-chart to show how each division is connected as the department is currently in the midst of an expansion.

Commissioner Jewell noted that he would not qualify Tyler's explanation as the requested presentation.

### **ADJOURNMENT:**

*M/S – Munroe-Younis/Blower*

*Unanimously carried by voice vote.*

Meeting adjourned at 6:53 PM.