



Sheldon Neeley
Mayor

CITY OF FLINT

FLINT PLANNING COMMISSION

Meeting Minutes
August 13th, 2024

Commissioners Present

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

Staff Present

Zach Huckabay Assistant City Attorney
Brian Acheff, Zoning Coordinator
Max Lester, Zoning Coordinator
Dalton Castle, Planner I
Tyler Bailey, Deputy Director of Business Services

Absent:

Joshua Brown
Jeffrey Curtis Horton

ROLL CALL:

Chairperson Wesley called the meeting to order at 5:42 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 conferencing as approved.

Roll Call:

Commissioner Brown: Absent
Commissioner Blower: Present
Commissioner Jewell: Present
Commissioner Rodriguez: Present

Commissioner Sorenson: Present
Commissioner Munroe-Younis: Present
Commissioner Horton: Absent
Chairperson Wesley: Present

ADDITIONS/CHANGES TO THE AGENDA:

Commissioner Jewell requested that the New Business and Old Business sections of the agenda be moved to be directly after reports, per the standard Planning Commission agenda structure. He also requested that the section on text amendment updates be consolidated into the reports section of the agenda. Brian explained that in the meeting between staff and Planning Commission leadership, it was requested that a section be added to the agenda on text amendment updates. Commissioner Blower explained that the intent was to have text amendment updates become a permanent portion of the Planning Commission agenda for the foreseeable future.

Commissioner Jewell reiterated his other request of moving the New Business and Old Business sections of the agenda to be in line with the standard agenda format as described in the Planning Commission's bylaws. Brian explained the format listed in said bylaws is a suggestion and can be altered to meet the needs of the Planning Commission.



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ADOPTION OF THE AGENDA:

Commissioner Wesley asked for a motion to approve the agenda. Commissioner Munroe-Younis motioned to accept the agenda as presented. Commissioner Blower seconded the motion.

M/S – Munroe-Younis/Blower
Unanimously carried by voice vote

MINUTES OF PREVIOUS MEETINGS:

Commissioner Jewell requested that staff create meeting minutes for the June 25th Planning Commission meeting which state “A meeting was not held due to a lack of quorum.”

The minutes of the July 9, 2024, Planning Commission meeting were presented.

Commissioner Sorenson corrected a typo in Commissioner Blower’s motion to conditionally approve PC 24-08 in which the case number was stated twice in a row.

Commissioner Jewell corrected a typo at the bottom section of page 6 in which “to his” was stated twice in a row.

Commissioner Munroe-Younis corrected the hours of operation listed at the bottom of page two from “7 AM to 12 PM” to “7 AM to 12 AM”.

Commissioner Munroe-Younis made a motion to approve the minutes of July 9, 2024 as corrected. Commissioner Sorenson supported this motion.

Roll Call:

Commissioner Brown: Absent
Commissioner Blower: Yes
Commissioner Jewell: Yes
Commissioner Rodriguez: Abstain

Commissioner Sorenson: Yes
Commissioner Munroe-Younis: Yes
Commissioner Horton: Absent
Chairperson Wesley: Yes

M/S – Munroe-Younis/Sorenson
6 yes – 0 no – 0 abstain
Unanimously carried by voice vote

The minutes of the July 23, 2024, Planning Commission meeting were presented.

Commissioner Jewell asked that a line be added at the end of the discussion on childcare text amendments stating, “Discussion and Planning Commission action would be continued at the August 13th, 2024, Planning Commission meeting.” to formally indicate that action and discussion was postponed.



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Commissioner Jewell made a motion to approve the minutes of July 9, 2024 as corrected. Commissioner Blower supported this motion.

Roll Call:

Commissioner Brown: Absent
Commissioner Blower: Yes
Commissioner Jewell: Yes
Commissioner Rodriguez: Yes

Commissioner Sorenson: Yes
Commissioner Munroe-Younis: Yes
Commissioner Horton: Absent
Chairperson Wesley: Yes

M/S – Jewell/Blower

6 yes – 0 no – 0 abstain

Unanimously carried by voice vote

PUBLIC FORUM:

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

PUBLIC HEARINGS:

No public hearings were held at this time.

SITE PLAN REVIEW:

No Site Plan Review applications were heard at this time.

OLD BUSINESS:

City of Flint Zoning Ordinance Articles 3, 4, 5, 6, and 16 Text Amendments – Revised Language regarding Group Living and Child Care regulation in the City of Flint.

Max presented the proposed text amendments. Commissioner Jewell commended Max for following up on the updates requested by the Planning Commission, then asked Commissioners Munroe-Younis, Sorenson, and Rodriguez if they were satisfied with the updated buffer requirements. They unanimously agreed that they were satisfied with the updated buffer requirements.

Commissioner Jewell made a motion to recommend the proposed City of Flint Zoning Ordinance Articles 3, 4, 5, 6, and 16 Text Amendments – Revised Language regarding Group Living and Child Care regulation in the City of Flint for approval to be forwarded to Flint City Council. Commissioner Blower seconded the motion.

Roll Call:

Commissioner Brown: Absent
Commissioner Blower: Yes
Commissioner Jewell: Yes
Commissioner Rodriguez: Yes

Commissioner Sorenson: Yes
Commissioner Munroe-Younis: Yes
Commissioner Horton: Absent
Chairperson Wesley: Yes



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M/S – Jewell/Blower

6 yes – 0 no – 0 abstain

Unanimously carried by voice vote

NEW BUSINESS:

Introduction of language to amend the City of Flint Zoning Ordinance regarding Floodplain Development & Flood Hazard Management.

Brian presented the proposed language to amend the City of Flint Zoning Ordinance regarding Floodplain Development & Flood Hazard Management. He further explained that the City of Flint does not currently have an active floodplain ordinance making us out of compliance with the FEMA Flood Insurance Program. Brian elaborated that the proposed language is that which existed under the previous zoning ordinance, and that the intent is to do an additional update in the future to bring it in line with all State and Federal laws as well as more clearly define the designated enforcement officials.

Commissioner Blower asked for clarification on the intent of the update being to bring the city closer to compliance. Brian confirmed that was correct. Commissioner Blower asked if it would be possible to go forward with a public hearing for the proposed text amendments and address the deficiencies noted by staff throughout the public hearing process. Brian said the process would be similar to that of the Childcare text amendments. Commissioner Jewell said that during the public hearing the Planning Commission would have the opportunity to ask staff to make changes and address issues within the proposed text amendments.

Commissioner Munroe-Younis expressed she would rather wait to have staff address the deficiencies they have identified before a public hearing is set. Brian added that the scope of addressing the deficiencies would take quite some time given current capacity and clarified that the purpose of the current proposed version of the floodplain ordinance is to bring the city more into compliance as a temporary measure while staff works to address the deficiencies. Brian said that he does not want to set an unrealistic expectation as to the scope of possible edits to be made throughout the public hearing process.

Chairperson Wesley said that it seems the opinion of the Planning Commission is that staff address the deficiencies they have identified before a public hearing is set. Commissioner Munroe-Younis asked that staff look into EGLE guidance in relation to the proposed floodplain text amendments and river pollution.



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Draft language regarding the City of Flint Planning Commission – City of Flint Memorandum of Understanding (MOU) will be presented before the Commission for review and potential decision.

Max presented the draft City of Flint Memorandum of Understanding (MOU). Chairperson Wesley asked what initiated the name change of the “Planning and Development” department to “Business and Community Services”. Max explained that it was meant to more accurately represent the scope of work performed by the department as it takes on more responsibilities, including but not limited to the Business Licensing division being folded into the department.

Commissioner Jewell expressed his support for the draft MOU. Commissioner Munroe-Younis expressed that she would like to see the percentage of steering committee members that are required to be living within the City of Flint increased from 75%. She said she believes it should be 100% while allowing input from those not living in the city through other channels. Commissioner Rodriguez agreed. Chairperson Wesley agreed with the sentiment, but said he believes 100% may be too extreme while 85% would be more appropriate. Commissioner Rodriguez said that 90% may be more appropriate as it allows for two non-resident members.

Commissioner Blower made a motion to approve the MOU for the City of Flint Comprehensive Plan with the amendment that the minimum percentage of Flint residents on the Steering Committee be increased from 75% to 90% and forward to Flint City Council. Commissioner Munroe-Younis seconded the motion.

Roll Call:

Commissioner Brown: Absent
Commissioner Blower: Yes
Commissioner Jewell: Yes
Commissioner Rodriguez: Yes

Commissioner Sorenson: Yes
Commissioner Munroe-Younis: Yes
Commissioner Horton: Absent
Chairperson Wesley: Yes

M/S –Blower/Munroe-Younis

6 yes – 0 no – 0 abstain

Unanimously carried by voice vote

CASE REVIEW:

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 Water Department approval.



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SPR 24-02: 3501 N. Saginaw – 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 City Engineering approval.

SPR 24-04: 2926 Robert T. Longway Blvd – CMFJ Marihuana Adult Use Retail Facility

- City Council approval of Marihuana Facility Licensing application (PC 24-03) occurred at the July 17, 2024, City Council Government Operations Committee meeting.

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 Fire Department approval and 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).

PC 24-14: 1227 James P Cole Blvd – Boutique Cannabis / Leaf & Bud Marihuana Facilities License Transfer

- Further information is needed from the City of Flint Law Department, and the Grantor party and Grantee party of the subject Transfer of Ownership & Marihuana Facilities License application.

PC 24-15: Roberts St Vacation – City of Flint Fire Department and Police Department Training Center Annex

- The Commission will be notified regarding City Council's action taken on the Positive Recommendation with Condition to approve PC 24-15; proof of City site control will also be provided to the Commission if the recommended condition is regarded in Council's decision.

PC 24-08: 1420 E. Pierson Rd – Priority Waste Planned Sign Program

- The applicant shall receive approval of a non-use variance from the Zoning Board of Appeals providing relief from **Article 9, §50-103(E)** of the Zoning Ordinance before issuance of final approval of the subject Planned Sign Program.



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- Submittal of plans showing the specifications and method of construction, illumination, sign supports and any applicable client, manufacturing and/or installation notes.
- Conditional Site Plan approval received for SPR 24-08, regarding redevelopment of the subject properties into the new Priority Waste - Solid Waste Transfer Station & Materials Recovery Facility.

SPR 24-08: 1420 E. Pierson Rd – Priority Waste Site Plan Review

- The applicant shall receive approval of a non-use variance from the Zoning Board of Appeals providing relief from Article 9, §50-103(E) of the Zoning Ordinance before issuance of final site plan approval.
- The vacation of the two sections of City of Flint owned right-of-way, needed for site control, if necessary, shall occur before disposition of said sections of City of Flint owned right-of-way.
- The combination of the two sections of City of Flint owner right-of-way with the respective adjacent parcels shall occur before the issuance of the final Certificate of Occupancy.
- Before issuance of the final Certificate of Occupancy, the final parcel boundaries of the subject development shall be conveyed on the final submittal of revised plans that will be approved and signed by the Planning Commission President denied the applicant shall install all required Parking Lot Interior Zone Landscaping.
- If necessary, a survey and legal instrument regarding the perpetual Utility Easement regarding any City of Flint owned utilities under the vacated Thetford Rd shall be provided to the City of Flint Zoning Division before issuance of the final certificate of occupancy.
- The applicant shall receive City Engineering approval before final site plan approval.
- The applicant shall provide copies of all Environmental and Michigan Department of Transportation (MDOT) permits before issuance of the final Certificate of Occupancy
- The Planning Commission approved the requested waiver of the applicant seeking relief from Article 13, §50-156(C).
- The applicant has submitted revised plans that convey the reconfigured access limitations for Gate #2 along E. Pierson Rd, satisfying the requested change from Traffic Engineering.
- A Haul Route Map delineating the haul route for the proposed operation has been submitted to the Zoning Coordinator.

Commissioner Jewell asked for a follow up on PC 24-14: 1227 James P Cole Blvd. Brian said that the formal update is still in progress as staff awaits confirmation on City Council action.

Zoning Board of Appeals (ZBA)

Max presented the following updates on ZBA action:

There are currently two applications to be heard at the August 20, 2024, Zoning Board of Appeals meeting; the applications are as follows:



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ZBA 24-11: 1420 E Pierson Rd, Priority Waste is requesting relief from **Article 9, §50-103(E)** of the City of Flint Zoning Ordinance regarding the proposed Solid Waste Transfer Station and Materials Recovery Facility being within 500 linear feet or less of a residence.

ZBA 24-12: Flint Development Center is seeking a Use-Variance in order to add the multifamily dwelling use component to the exiting mixed-use development.

REPORTS:

Redevelopment Ready Communities (RRC)

Brian presented the following updates on RRC Certification:

No update at this time; any milestones or pertinent information regarding RRC Certification that the Commission should be aware of, which is realized before the August 13, 2024, Planning Commission meeting will be transmitted to the Commission via email; RRC Certification will not be completed until the update to the Comprehensive Plan is completed.

5-Year City of Flint Comprehensive Plan Review

Max presented the following updates on the 5-Year City of Flint Comprehensive Plan Review:

Staff have begun meeting with community partners to determine which areas of the Comprehensive Plan can be completed in cooperation with the City, and which areas still need to be determined.

The City Website has a page dedicated to the 5-year Comprehensive Plan Update:

- <https://www.cityofflint.com/comprehensive-plan/>

~~All community engagement meetings held in all nine (9) wards throughout the month of June have been completed; an additional Community Engagement meeting was held for the 2nd Ward on July 16, 2024, at 4535 ML King Ave (City of Flint Mini Police Station).~~

Public / stakeholder engagement meetings targeted towards community partners will be held in July and August at the Flint Public Library, see the following list of topics and meeting dates.

- ~~○ Economic Development - July 11, 2024~~
- ~~○ Parks & Environment - July 18, 2024~~
- ~~○ Infrastructure & Transportation - July 25, 2024~~
- ~~○ Public Health & Safety - August 1, 2024~~
- ~~○ Housing - August 8, 2024~~
- Land Use - August 15, 2024



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A second round of public / stakeholder engagement meeting will be held September through October at Hasselbring Senior Center, meetings will be held at 5:30pm; the Commission will be given more details at the August 27, 2024, Planning Commission meeting.

Two Draft Memorandums of Understanding (MOU) are in progress:

- Draft language regarding the City of Flint Planning Commission – City of Flint Memorandum of Understanding (MOU) will be presented before the Commission for review and potential decision.
- Communities First – City of Flint Memorandum of Understanding (MOU) has been completed and signed.
- The Crim Fitness Foundation – City of Flint Memorandum of Understanding (MOU) is being drafted and revised for completion and signing.

Commissioner Jewell suggested staff provide a summary of the results of the community engagement meetings associated with the Comprehensive Plan update to the Planning Commission.

TEXT AMENDMENT UPDATES:

Brian presented the following updates regarding proposed text amendments to the City of Flint Zoning Ordinance:

Article 18 Administration and Enforcement – Ordinance #240264 will be heard before City Council and subsequently publicly noticed confirming approval and effect next week (tentatively).

Articles 3, 4, 5, 6, 9, & 16 Child Care and Adult Foster Care Facilities are currently in continuation of the noticed public heard and pending Planning Commission decision and recommendation to City Council.

Article 19 Floodplain Development and Flood Hazard Management language will be presented at the August 13, 2024, Planning Commission meeting for review and potentially to set a public hearing for approval of the language.

RESOLUTIONS:

No resolutions were discussed at this time.

ADJOURNMENT:

M/S – Blower/Rodriguez

Unanimously carried by voice vote.

Meeting adjourned at 7:26 PM.