

**CITY OF LINDEN
SPECIAL MEETING MINUTES
PLANNING COMMISSION**

Monday, December 11, 2025

7:00 P.M.

CALL TO ORDER

The special meeting of the Linden Planning Commission was called to order at 7:00 p.m. by Chairperson Daniel Cusson. The meeting was held at The Loose Senior Citizen Center located at 707 North Bridge Street, Linden, Michigan 48451.

ROLL CALL

Present: James Hurst, Aaron Wiens, Matt Mlinarich, John Hartranft, Cody Roblyer, Phillip Steele, Brad Dick, Daniel Cusson

Absent: Ben Cox

Others Present: Ellen Glass, City Manager; Adam Young, City Planner/Zoning Administrator; Nicole Weissenborn, Deputy Clerk

a. Excuse Absent Member(s)

MINUTES APPROVAL

Motion by Steele, second by Weins to approve the minutes from the October 6, 2025 Planning Commission meeting. Motion carried 8-0.

PUBLIC HEARING/SPECIAL PRESENTATION

(A) PC-11-25, 14479 Ripley Road Group Child Care Site Plan & Special Land Use Review

Young provided an overview of the request for a Group Child Care Site Plan & Special Land Use, reviewed public hearing process, newspaper publication, letters sent to property owners within 300 feet surrounding area, and Public Hearing process.

Cusson opened public comment at 7:04 p.m.

Weissenborn confirmed no written correspondences received.

Cusson closed public comment at 7:05 p.m.

CITIZENS' COMMENTS - NON-AGENDA ITEMS ONLY

None.

COMMUNICATIONS

(A) 2026 Meeting Schedule

Cusson reviewed the correspondence with commissioners.

UNFINISHED BUSINESS

(A) PC-10-25, Home Occupations Online Sales Discussion

Young reviewed his staff report: Responding to an inquiry from a resident, City Administration discovered a possible contradiction within the City of Linden Zoning Ordinance pertaining to home occupations involving online retail sales (e-commerce). At the October meeting, the Planning Commission agreed that this should be added to a future agenda for consideration of a possible zoning ordinance amendment. Home occupations are regulated by Section 154.064 of the City of Linden Zoning Ordinance. Section 154.064,(A) lists six specifically permitted home occupations. One of the six

permitted home occupations is “home offices for such professionals as... salespersons.” However, Section 154.064,(B) lists seven specifically prohibited home occupations. One of the prohibited home occupations is “retail sales of merchandise.” The broad definition of “retail sales” includes all forms of the sale of goods and services, including both in-person transactions and online (e-commerce) transactions. Even though Section 154.064,(A) allows the home office of a salesperson, the prohibition of retail sales indicates that a salesperson could not sell any products at retail, even if the exchange is exclusively online. In today’s economy, citizens are increasingly finding opportunities to engage in online sales as a primary or secondary income source.

Commissioners discussed with Young regarding enforcement options, frequency of transactions allowed, commercial shopping, warehouse and storage percentage, locations of allowed storage items, nuisance language, traffic, business versus hobby, and language definition clarification.

Commissioners requested to move forward with a public hearing. Motion carried 8-0.

Commissioners expressed additional consideration regarding non-profit business meetings, free food pantries, and pop-up pantries.

NEW BUSINESS

(A) PC-11-25, 14479 Ripley Road Group Child Care Site Plan & Special Land Use Review
Young discussed his review letter with commissioners.

Cusson asked commissioners to discuss the request for the Special Land Use and applicant, Riveria, was also present to answer any questions.

Commissioners discussed with applicant and Young hours of operation, time frame on fence install, number of employees, reason for location change, zoning in R2, state inspections.

Motion by Weins, second by Steele to move to approve this special land use request for the group day care home at 14479 Ripley Road contingent on the fence being installed within 6 months of tonight’s approval date of December 11, 2025. Roll Call. Motion Carried 8-0.

AYES: Hartranft, Hurst, Steele, Cusson, Wiens, Dick, Roblyer, Mlinarich,

NAYS: None

ABSENT: Cox

Motion by Weins, second by Roblyer to move to approve the preliminary site plan of the group day care home at 14479 Ripley Road contingent on the fence being installed within 6 months of tonight’s approval date of December 11, 2025. Roll Call. Motion Carried 8-0.

AYES: Roblyer, Hartranft, Cusson, Hurst, Dick, Mlinarich, Wiens, Steele

NAYS: None

ABSENT: Cox

Cusson confirmed with applicant approval and best wishes. Young clarified with applicant next steps.

(B) PC-12-25, 2025 Annual Report

Young reviewed his staff report: Responding to an inquiry from a resident, City Administration discovered a possible contradiction Section 19 of the Planning Enabling Act, Public Act 33 of 2008, as amended, states that: *A planning commission shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body related to planning and development.* To comply with the Act, we have prepared a draft 2025 Annual Report for your review and comment. In addition to a summary of the Planning Commission's 2025 activities, the annual report also outlines work plan ideas for 2026.

Motion by Cusson, second by Dick to *move to approve the 2025 Annual Report and send to the City Council for their information and files.*

AYES: Mlinarich, Steele, Dick, Roblyer, Hurst, Cusson, Hartranft, Weins,
NAYS: None
ABSENT: Cox

(C) PC-13-25, Appointment to Sign Review Committee

Young reviewed his staff report: Section 154.162.(B),(6) of the City Zoning Ordinance establishes a Sign Review Committee to review and approve requests for various types of permanent signage within the City. The 3-member Sign Review Committee consists of the City Manager, Zoning Administrator and "one member of the Planning Commission, as approved by a majority vote of the Planning Commission." In anticipation of the start of 2026, it is appropriate to nominate and vote on one member of the Planning Commission to serve on the Sign Review Committee.

Cusson nominated Dick as the Planning Commission representative to the Sign Review Committee. Dick accepted the nomination.

Motion by Cusson, second by Steele to nominate Dick as the Planning Commission representative to the Sign Review Committee for 2026. Roll Call. Motion carried 8-0.

AYES: Hurst, Steele, Mlinarich, Hartranft, Roblyer, Wiens, Dick, Cusson
NAYS: None
ABSENT: Cox

COMMISSIONER/COMMITTEE REPORTS

Hartranft requested for the City to provide and update on the Mill Renovation. Glass addressed.

Weins requested potential for recording meetings and for a non-voting student member on the commission for discussions. Glass responded.

Young explained to Commissioners that there will be a meeting on January 5th, 2026 for a rezoning application and the zoning amendments are being discussed in the City Council February work session.

Dick reviewed that ourfuturegenesee.org. has the new master plan proposed draft for Genesee County for 50 year plan and public hearing is in January.

Cusson advised that it is his last meeting addressing that it was an honor and pleasure to serve the city. Commissioners and staff thanked Cusson for his service.

ADJOURNMENT

The meeting was adjourned by Chairperson Cusson at 7:54 p.m.

Respectfully Submitted,

Nicole Weissenborn, Deputy Clerk

Approved: _____