

FRENCHTOWN CHARTER TOWNSHIP  
PLANNING COMMISSION MEETING  
July 21, 2016

The meeting was called to order at 7:00pm

Roll call: Hillary Schmitz                      Dennis Staelgraeve                      Thomas Fox  
                 Robert Thoma  
                 Hedwig Kaufman                      Ignazio Cuccia

Also present: Mark Mathe, Mannik & Smith Group, Township Engineer Representative  
Chris D. Khorey, McKenna Associates, Township Planning Consultant  
Rhonda Howard, Management, Mall of Monroe  
William Miklandric Jr., Sr. Vice President, Leasing, Cafaro, Mall of Monroe  
Paul VanAken, PT Unlimited, S & S Motorsports  
Teresa & Kenneth Whiteaker, Daycare facility, Little Owls

13 Interested persons

A quorum being present, Chairman Ignazio Cuccia called the meeting to order at 7:00 p.m. This meeting was held under the Open Meetings Act.

**Item No. 1 Agenda Approval.**

**Motion**

Moved By: Thomas Fox    Supported By: Dennis Staelgraeve

A motion was made to approve the agenda as presented.    MUC

**Item No.2 Minutes of June 21, 2016.**

**Motion**

Moved By: Hedwig Kaufman    Supported By: Hillary Schmitz

A motion was made to approve the minutes for the June 21, 2016 meeting as presented.    MUC

**Item No. 3 Public Hearing- Special Use- PT Unlimited LLC-parcel number 07-353-001-00, 2410 N. Monroe Street, Monroe for an auto repair facility in a C-3 district.**

**Motion**

Moved By: Thomas Fox    Supported By: Dennis Staelgraeve

A motion was made to accept and place on file the following correspondence:

- Chris D. Khorey, McKenna Associates, July 11, 2016.
- Mark Mathe, Mannik & Smith Group of Michigan, July 12, 2016.
- Submittal Documents
- Legal Notice, Monroe Evening News, July 5, 2016

MUC

Secretary Thomas Fox read the legal notices for all items on the agenda, which were published in the Monroe Evening News on July 5, 2016. The first item being the proposed Special Use, located at 2410 N Monroe Street, Monroe MI 48162, Parcel ID#353-001-00, for an auto repair facility in a C-3 district of which seventeen property owners were notified. The second item being the proposed Special Use-located at 3767 Algonquin Street, Monroe MI 48162, Parcel ID# 832-086-00, for a daycare in a R-1-R district of which 44 property owners were notified. The third item being the proposed zoning amendments **regarding** the entire Article 25 signage, Section 4.02 and 4.44 wireless telecommunications, and 4.43, 7.02.11, 8.02.11, 9.02.9, 10.02.15 and 37.01.124 regarding home occupations. The fourth item being consideration of the adoption of the updated Township Zoning Map developed by Mannik and Smith.

Paul VanAken approached and presented on behalf of his tenant Ken Stucki. Mr. VANAKen described the type of business that would be conducted on the site and clarified the hours of operation. Mr. VanAken gave a brief history of the buildings use prior to this tenant.

Mr. Khorey gave his review of the proposed Final Site Plan dated July 11, 2016. Mr. Khorey reviewed the use standards and the standards for Special Use approval as it pertains to this case. The location is within 500 feet of a church and necessity of a variance was discussed. Under preliminary site plan comments from his review Mr. Khorey mentioned the requirements for parking. If Special Use Approval is granted Mr. Khorey recommended that the site plan be referred to the Mini Committee.

Commission discussed his recommendations.

Mr. Mark Mathe gave the Engineer's report dated July 12, 2016. Criteria required for the Special Use approval was reviewed. The site can adequately be served by public services without diminishing or adversely affecting public services and facilities to existing land uses in the area. The southern boundary of the subject property is located in the floodplain; however the building limits are located outside the 100 year floodplain. The Township Engineer had no objections to the Special Use.

Commission discussed the review and commented on the creek and site drainage.

### **Motion**

Moved By: Hedwig Kaufman

Supported By: Dennis Staelgraeve

A motion was made to open the Public Hearing.  
Chairman Cuccia asked if there were any comments from the public.

MUC

There were no comments from the public.

**Motion**

Moved By: Hedwig Kaufamn

Supported By: Robert Thoma

A motion was made to close the public hearing.

MUC

Commission discussed.

Special Use approval for the site and what it allows was further discussed.

If the building becomes vacant the Special Use would not be valid.

Any expansion to the site might create a situation for which the applicant may be required to come back before the Planning Commission.

**Motion**

Moved By: Thomas Fox

Supported By: Robert Thoma

A motion was made to grant the Special Use approval with the conditions set forth in the Township Engineer's and the Township Planner's reports and with the condition that the applicant may go before Mini Committee review for the Final Approval for the site plan.

Roll Call: Staelgraeve-yes, Fox-yes, Thoma-yes, Schmitz-yes, Kaufman-yes, Cuccia-yes

MUC

6-Yes votes, 0 -No votes

**Item No. 4 Final Public Hearing- Special Use- Kenneth and Teresa Whiteaker-parcel number 07-832-086-00, 3767 Algonquin Street, Monroe for a daycare in a R-1-R district.**

**Motion**

Moved By: Thomas Fox

Supported By: Hillary Schmitz

A motion was made to accept and place on file the following correspondence:

- Chris D. Khorey, McKenna Associates, July 7, 2016
- Mark Mathe, Mannik & Smith Group of Michigan, July 14, 2016
- Submittal Documents

MUC

Teresa & Kenneth Whiteaker approached and presented.

Submittal documents including letters of recommendation, signatures collected in support; subdivision approval documents and the show of the support present in the audience this evening were mentioned

by the applicant. The applicant stated that it was through the financial support of the families she serves that the fees required for this meeting were paid.

Mr. Mark Mathe gave the Engineer's report dated July 14, 2016.

The criteria required for the proposed Special Use was reviewed. Mr. Mathe reviewed parking requirements. Disruption for parking in the area would be considered minimal as drop off and pick up periods differ for customers. The Township Engineer had no objections to the Special Use.

Mr. Khorey gave his review of the proposed Final Site Plan dated July 7, 2016.

Mr. Khorey reviewed the Use Standards, Standards for Special Use approval, Preliminary Site Plan Comments and Recommendations. Mr. Khorey recommended approval with the condition that the applicant obtain their Licensure by the State of Michigan and that the applicant be referred to Mini Committee for Final Site Plan approval.

Commission discussed his recommendations.

Ratio of children to square footage required was discussed.

Applicant was asked if the Daycare was also her residence which she confirmed.

A letter from Fire Inspector Josh Maddox was presented to the applicant as she stated she had not received a copy.

### **Motion**

Moved By: Thomas Fox

Supported By: Hillary Schmitz

A motion was made to open the Public Hearing.

MUC

Chairman Cuccia asked if there were any comments from the public.

Those wishing to comment did so from the audience.

Shawndra Salinas, a customer of Little Owl Daycare stood to speak on behalf of the applicant and expressed the importance of the service and dedication of both Teresa and Kenneth and the positive effect they have on the children services are provided to.

### **Motion**

Moved By: Thomas Fox

Supported By: Dennis Staelgraeve

A motion was made to close the public hearing.

MUC

No further discussion.

### **Motion**

Moved By: Thomas Fox

Supported By: Hillary Schmitz

A motion was made to grant the Special Use approval with the conditions as set forth in the Township Engineer's and the Township Planner's reports, Licensure by the State of Michigan, Conditions as mentioned in the Fire Inspector's report and Final Site Plan be referred to Mini Committee review.

Roll Call: Staelgraeve-yes, Fox-yes, Thoma-yes, Schmitz-yes, Kaufman-yes, Cuccia-yes MUC

6-Yes votes, 0 -No votes

Commission members complimented the applicant on the quality of her submittal documents and the fact that she went above and beyond getting the support of the community.

**Item No. 5 Public Hearing- Proposed zoning amendments regarding the entire Article 25 signage, Section 4.02 and 4.44 wireless telecommunications, and 4.43, 7.02.11, 8.02.11, 9.02.9, 10.02.15 and 37.01.124 regarding home occupations.**

**Motion**

Moved By: Thomas Fox

Supported By: Dennis Staelgraeve

A motion was made to accept and place on file the following correspondence:

- Submittal Documents

MUC

Mr. Khorey presented for the Zoning Amendments in order as listed in the submittal documents.

Commission discussed recommended amendments.

Sections discussed for Article 25 Signage include:

Section 25.01 Purpose and Intent

Section 25.02 Definitions

Section 25.03 Permit Process

Section 25.04 Signs Exempt from Permitting Process

Section 25.05 Prohibited Signs

Section 25.06 Temporary Signs Requiring a Permit

Section 25.07 Lighting and Electronic Messaging

Section 25.08 Clear Corner Vision

Section 25.09 Permitted Signs in Residential and Agricultural Districts

Section 25.10 Signs Permitted in the C-1, C-2, C-3, OS, R-1-0, LM and GM Districts

Section 25.11 Non-Conforming Signs

Section 25.12 Waiver Process

Commission discussed Sections 4.43, 7.02.11, 8.02.11, 9.02.9, 10.02.15 and 37.01.124 regarding home occupations as presented.

Commission discussed Section 4.02 and 4.44 wireless telecommunications as presented.

Commission discussed the amount of research, presentations provided by professionals and hours spent on reviews and amendments to the sign ordinance. A letter to the Township Board was discussed.

**Motion**

Moved By: Thomas Fox

Supported By: Dennis Staelgraeve

A motion was made to open the Public Hearing. MUC  
Chairman Cuccia asked if there were any comments from the public.

William Miklandric Jr., Sr. Vice President, Leasing, Cafaro, Mall of Monroe approached to speak. He expressed concerns regarding the impact of limitations on signs for businesses. Mr. Miklandric explained the criteria realtors look for in a site and the potential timeliness of occupation. He explained that delays including those regarding sign approvals can cause businesses to look elsewhere. Signage on Telegraph road is also very important to the businesses in the Mall of Monroe.

Planning Commission discussed the matter.

**Motion**

Moved By: Thomas Fox

Supported By: Dennis Staelgraeve

A motion was made to close the public hearing. MUC

Commission members had no further comments.

**Motion**

Moved By: Thomas Fox

Supported By: Dennis Staelgraeve

A motion was made to recommend approval of Amendments to the entire Article 25 signage, Section 4.02 and 4.44 wireless telecommunications, and 4.43, 7.02.11, 8.02.11, 9.02.9, 10.02.15 and 37.01.124 regarding home occupations to the Township Board as presented and to present a memo which would include comments regarding electronic signage and home occupation signs, architecturally consistent for businesses, removal of signs when a business closes and categorization of real estate and garage sale signage.

MC

Roll Call: Kaufman- no, Staelgraeve-yes, Fox-yes, Thoma-yes, Schmitz-yes, Cuccia-yes

5 -Yes votes, 1-No votes

**Item No. 6 Public Hearing- Updated Township Zoning Map**

**Motion**

Moved By: Thomas Fox

Supported By: Hedwig Kaufman

A motion was made to accept and place on file the following correspondence:

- Submittal Document Zoning Map, Mannik & Smith

MUC

Mark Mathe approached and presented.

Mr. Mathe discussed the differences between the current Frenchtown Township map and the updated map.

Commission discussed. Small corrections were mentioned. Mr. Mathe will look at the two properties with zoning changes to make sure they reflect the correct zoning.

**Motion**

Moved By: Thomas Fox

Supported By: Hedwig Kaufman

A motion was made to open the Public Hearing.

MUC

Chairman Cuccia asked if there were any comments from the public.

There were no comments from the public.

**Motion**

Moved By: Dennis Staelgraeve

Supported By: Hillary Schmitz

A motion was made to close the public hearing.

MUC

No further discussion.

Commission members had no further comments.

**Motion**

Moved By: Thomas Fox

Supported By: Hedwig Kaufman

A motion was made to recommend approval of the updated Zoning Map to the Township Board.

MUC

Roll Call: Kaufman- yes, Staelgraeve-yes, Fox-yes, Thoma-yes, Schmitz-yes, Cuccia-yes

6-Yes votes, 0 -No votes

**Item No. 7 Administrative Reviews Update/Chairperson.**

- ZBA:

Phoenix Theatres Monroe/Cory A. Jacobson regarding ID# 065-093-00 which is located at 2121 N Monroe Unit #700 Monroe, MI 48162. – Sign variance requested - Granted

Robert & Nancy Cox regarding ID# 07 012 007 00 which is located at 7376 Newport South Newport, MI 48166. Pole Barn variance requested - Denied

- Mini Committee:

Nothing to report

**Item No. 8 Old Business.**

Commission members discussed the large barn at 3419 Bluebush Road.  
An update on this structure is being requested for next meeting on August 18, 2016 from the Building Official.

**Item No. 9 New Business.**

The Township Board has hired McKenna and Associates to revise the Township Zoning Ordinance for the next fiscal year.  
Revision to garage/accessory buildings will be done.  
Water main break on Yax Road was discussed

**Item No. 10 Adjournment.**

**Motion**

Moved By: Thomas Fox

Supported By: Dennis Staelgraeve

A motion was made to adjourn the meeting at 8:23 p.m.

MUC