

FRENCHTOWN CHARTER TOWNSHIP
PLANNING COMMISSION MEETING
October 21, 2021

The meeting was held in person as to all Commission Members and was also available via Zoom and was called to order at 7:00 p.m.

Roll call: Paul Thoma Chris Collins Hillary Venier
Fred Calkins Brian Dotson Don Abrams

Absent: Dennis Staelgraeve

Also present: Mark Mathe, Mannik & Smith Group, Township Engineer Representative
Mario Ortega, McKenna Associates, Township Planning Consultant
Natalie Askar, Planning Commission Recording Secretary
Douglas Boehm, Monroe Storage Units, LLC
Phil Goldsmith, Attorney – Monroe Storage Units, LLC
Jim Jacobs, James A Jacobs Architects, PLLC - Project Second Chance - **via ZOOM**
Marji McIntyre, Executive Director, Project Second Chance
Justin Lurk, Chick-Fil-A – **via ZOOM**
Leslie Accardo, PMP, LEED AP, Project Manager, PEA Group – Chick-Fil-A

14 interested citizens

5 interested citizens via Zoom

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

All those present were requested by Chairperson Thoma to rise and recite the Pledge of Allegiance.

Item No. 1 Agenda Approval.

Motion

Moved By: Hillary Venier

Supported By: Brian Dotson

A motion was made to approve the agenda as presented.

MUC

Item No. 2 Minutes of October 7, 2021, Meeting.

Motion

Moved By: Chris Collins

Supported By: Brian Dotson

A motion was made to approve the minutes for the October 7, 2021, Planning Commission meeting as amended.

MUC

Item No. 3 Public Hearing: Special Use Parcel ID # 5807- 065-093-01 (2121 N. Monroe St.) to establish an indoor climate controlled self-storage facility with up to 582 units. The site is a 7.104-acre portion of the property where the special use is being requested is a segment of the Mall of Monroe (unit 300), located on the west side of N. Monroe Street, south of Mall Road and was previously occupied by a Sears retail store. The site is zoned C-2 General Commercial.

Mario Ortega, McKenna Associates, Township Planner, presented the Planner’s report dated October 13, 2021. Mr. Ortega provided the Commission with a brief history of this application and as to how we got to this point. Mr. Ortega states in his report that the proposed use may be compatible with the adjacent retail and service commercial uses if the floor plan and elevations were revised to emphasize the retail component of the use similar to how the operator has done in other communities. He recommends that the applicant provide a revised site plan, floor plan and elevations that address the compatibility issues prior to the Planning Commission considering special land use approval. The recommendation of approval should be contingent upon the applicant receiving site plan approval where the development is specifically designed to reflect the site’s location within the Township.

Mr. Mathe, Mannik & Smith Group of Michigan, Township Engineer, presented the engineer’s reports dated October 13, 2021. Mr. Mathe has no objection to the Planning Commission granting approval of the proposed special use from an engineering perspective, subject to the comments made in his review. This information should supplement the Township Planning Consultant’s report and recommendations with regard to the proposed special use approval request.

Douglas Boehm, developer, Monroe Storage Units, LLC, (Cubsmart) presented his request for special use approval for a 582-unit climate controlled indoor storage facility at the Mall of Monroe (unit 300 – former site of Sears), located at 2121 N Monroe St.

Motion

Moved By: Hillary Venier

Supported By: Don Abrams

MUC

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

- Mario Ortega, McKenna Associates, dated October 13 , 2021
- Mark Mathe, Mannik & Smith Group of Michigan, October 13, 2021
- Josh Maddox, Fire Inspector, dated October 8, 2021
- Randy Kendall, Frenchtown Water Department, dated October 7, 2021
- Legal Notice – publication date October 4, 2021
- Affidavit of Mailing, dated September 27, 2021 of which 39 property owners were notified
- ZBA (Zoning Board of Appeals) approval letter
- Submittal Documents

Motion

Moved By: Don Abrams

Supported By: Hillary Venier

A motion was made to open the public hearing at 7:23 pm.

MUC

Paul Thoma, Planning Commission Chairperson, asked three times if there were any citizens who wished to address the Commission. There were no comments from the public.

Motion

Moved By: Brian Dotson

Supported By: Chris Collins

A motion was made to close the public hearing at 7:25 pm.

MUC

Fred Calkins, ZBA liaison, gave report from ZBA regarding this applicant, and advised that the setback variance was granted by the ZBA earlier this month.

Mr. Boehm answered questions from the Commission.

Motion

Moved By: Chris Collins

Supported By: Brian Dotson

A motion was made to grant special use approval to establish an indoor climate controlled self-storage facility with up to 582 units (Parcel ID # 5807- 065-093-01 known as 2121 N. Monroe St.). The site which is a 7.104-acre portion of the property where the special use is being requested, is a segment of the Mall of Monroe (unit 300), located on the west side of N. Monroe Street, south of Mall Road and was previously occupied by a Sears retail store. The site is zoned C-2 General Commercial.

This approval is contingent upon the applicant addressing:

- all items listed in the reports from the Planner, Engineer, Fire Inspector and Water Department.
- Cross access easement being entered into and submitted to Township for approval.
- Determining hours of operation.
- Dedicating the North entrance to be accessible 24/7, with all other doors to facility only to be open during normal business hours.
- Revising exterior elevations along the N Monroe Street entrance.
- Tentative & Final Site Plan approvals.

Roll Call:	Thoma – Yes,	Collins – Yes,	Abrams – Yes,
	Calkins – Yes,	Dotson– Yes,	Venier – Yes.

MUC

6 - Yes votes, 0 - No votes

Item No. 4 Public Hearing: Special Use Parcel ID # 5807-057-001-10 (2400 N. Dixie Hwy) to establish an educational/counseling center and dog day care facility. The site where the special use is being requested is located on the south side of N. Dixie Hwy, west of Grand Blvd. and was previously occupied as the Jefferson School District administrative offices. The site is zoned Conditional C-3 Highway Commercial.

Mario Ortega, McKenna Associates, Township Planner, presented the Planner’s report dated October 13, 2021. Mr. Ortega states in his report that the site appears to be an appropriate location for the proposed special use and will provide a needed service that is not currently available in the Township. He recommends the Planning Commission grant special use approval contingent upon the applicant receiving tentative and final site plan approval.

Mr. Mathe, Mannik & Smith Group of Michigan, Township Engineer, presented the engineer's reports dated October 13, 2021. Mr. Mathe has no objection to the Planning Commission granting approval of the proposed special use, subject to the comments noted in his report. This information should supplement the Township Planning Consultant's report and recommendations with regard to the special use approval request.

Jim Jacobs, James A Jacobs Architects PLLC representing Project Second Chance, via Zoom presented the request for Special Use Approval for Project Second Chance at the proposed location at 2400 N Dixie Hwy (Parcel # 5807-057-001-10) to establish an educational/counseling center and dog day care facility. The site where the special use is being requested is located on the south side of N. Dixie Hwy, west of Grand Blvd. and was previously occupied as the Jefferson School District administrative offices. The site is zoned Conditional C-3 Highway Commercial.

Motion

Moved By: Hillary Venier

Supported By: Brian Dotson

MUC

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

- Mario Ortega, McKenna Associates, dated October 13 , 2021
- Mark Mathe, Mannik & Smith Group of Michigan, October 13, 2021
- Josh Maddox, Fire Inspector, dated October 8, 2021
- Randy Kendall, Frenchtown Water Department, dated September 24, 2021
- Legal Notice – publication date October 4, 2021
- Affidavit of Mailing, dated September 27, 2021 of which 22 property owners were notified
- Submittal Documents

Motion

Moved By: Fred Calkins

Supported By: Don Abrams

A motion was made to open the public hearing at 8:12 pm.

MUC

Paul Thoma, Planning Commission Chairperson, asked three times if there were any citizens who wished to address the Commission. There were no comments from the public.

Motion

Moved By: Don Abrams

Supported By: Fred Calkins

A motion was made to close the public hearing at 8:13 pm.

MUC

The Commission discussed.

Motion

Moved By: Don Abrams

Supported By: Chris Collins

A motion was made to grant special use approval to establish an educational/counseling center and dog day care facility. The site where the special use is being requested is located on the south side of N. Dixie Hwy, west of Grand Blvd. (2400 N Dixie Hwy) and was previously occupied as the Jefferson School District administrative offices. The site is zoned Conditional C-3 Highway Commercial. This approval is contingent upon the applicant addressing all items listed in the reports from the Planner, Engineer, Fire Inspector and Water Department.

Roll Call: Collins – Yes, Abrams – Yes, Calkins – Yes,
Dotson– Yes, Venier – Yes, Thoma – Yes.

MUC
6 - Yes votes, 0 - No votes

Item No. 5 Public Hearing: Special Use Parcel ID # 5807-076-003-50 (2071 N. Telegraph Rd.) to hear and consider a special use permit for a drive-through restaurant on a 2.06-acre site which is located at the southwest corner of N. Telegraph Rd and Mall Rd and was previously occupied as a Ruby Tuesday's restaurant. The site is zoned C-2 General Commercial.

Mario Ortega, McKenna Associates, Township Planner, presented the Planner's report dated October 13, 2021. Mr. Ortega states that the site appears to be an appropriate location for the proposed special use and will result in the redevelopment of a currently vacant property. We recommend the Planning Commission grant special use approval contingent upon the applicant receiving tentative and final site plan approval.

Mr. Mathe, Mannik & Smith Group of Michigan, Township Engineer, presented the engineer's reports dated October 13, 2021. Mr. Mathe has no objection to the Planning Commission granting approval of the proposed special use, subject to the comments made in his review. This information should supplement the Township Planning Consultant's report and recommendations with regard to the proposed special use approval request.

Justin Lurk, Chick-Fil-A via Zoom and Leslie Accardo, PMP, LEED AP, Project Manager, PEA Group in-person representing Chick-Fil-A, presented their request for Special Use Approval at the proposed location at 2071 N. Telegraph Rd. (Parcel # 5807-076-00-50) for a drive-through restaurant on a 2.06-acre site which is located at the southwest corner of N. Telegraph Rd and Mall Rd and was previously occupied as a Ruby Tuesday's restaurant. The site is zoned C-2 General Commercial.

Motion

Moved By: Hillary Venier

Supported By: Chris Collins

MUC

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

- Mario Ortega, McKenna Associates, dated October 13, 2021
- Mark Mathe, Mannik & Smith Group of Michigan, October 13, 2021
- Josh Maddox, Fire Inspector, dated October 8, 2021
- Randy Kendall, Frenchtown Water Department, dated September 24, 2021
- Legal Notice – publication date October 4, 2021
- Affidavit of Mailing, dated September 27, 2021, of which 19 property owners were notified
- Submittal Documents

Motion

Moved By: Don Abrams

Supported By: Fred Calkins

A motion was made to open the public hearing at 8:37 pm.

MUC

Paul Thoma, Planning Commission Chairperson, asked if there were any citizens who wished to address the Commission.

3 citizens in-person and 2 citizens via Zoom spoke in opposition to the proposed special use citing traffic concerns and other reasons not directly related to the proposed special land use.

Paul Thoma, Planning Commission Chairperson, asked three times if there were any citizens who wished to address the Commission. There were no further comments from the public.

Motion

Moved By: Chris Collins

Supported By: Fred Calkins

A motion was made to close the public hearing at 8:49 pm.

MUC

The Commission discussed.

Motion

Moved By: Don Abrams

Supported By: Brian Dotson

A motion was made to grant special use approval for a drive-through restaurant on a 2.06-acre site Parcel ID # 5807-076-003-50 (2071 N. Telegraph Rd.) which is located at the southwest corner of N. Telegraph Rd and Mall Rd and was previously occupied as a Ruby Tuesday’s restaurant. The site is zoned C-2 General Commercial. This approval is contingent upon the applicant addressing all items listed in the reports from the Planner, Engineer, Fire Inspector and Water Department and providing a traffic contingency plan.

Roll Call: Abrams – Yes, Calkins – Yes, Dotson– Yes,
 Venier – Yes, Thoma – Yes, Collins – Yes.

MUC

6 - Yes votes, 0 - No votes

Item No. 6 Tentative Site Plan: Parcel ID # 5807-057-001-10 (2400 N. Dixie Hwy) to establish an educational/counseling center and dog day care facility. The site is located on the south side of N. Dixie Hwy, west of Grand Blvd. and was previously occupied as the Jefferson School District administrative offices. The site is zoned Conditional C-3 Highway Commercial.

Mario Ortega, McKenna Associates, Township Planner, presented the Planner’s report dated October 13, 2021. Mr. Ortega states that the proposed use will provide a necessary service that is not currently offered within the Township. The site plan appears to be generally compliant with ordinance standards,

with some outstanding revisions. We recommend the Planning Commission grant tentative site plan approval contingent upon the following:

1. Compliance with all conditions of special use approval.
2. Submittal of a final site plan that includes the following:
 - a. Building elevations only if any changes are proposed to the existing facade.
 - b. A floor plan that indicates the maximum capacity within the classroom area and revises the parking calculations accordingly.
 - c. Sidewalks along N Dixie Hwy with a connection to the existing building.
3. Submittal of a landscape plan that addresses any additional landscaping screening requirements that may be proposed by the Planning Commission.
4. Submittal of a photometric plan and detailed lighting cut sheets that are compliance with the ordinance.
5. The applicant indicating the proposed signage will be in compliance with ordinance standards or submittal of a signage waiver application.
6. Submittal of approvals from the required Township departments and relevant outside agencies.
7. The applicant addressing any site plan issues identified by the Township Engineer.

Mr. Mathe, Mannik & Smith Group of Michigan, Township Engineer, presented the engineer's reports dated October 13, 2021. Mr. Mathe states in his report that there are a few minor revisions and additions required to the drawings in order to address Township standards and ordinances. However, he has no objection to the Planning Commission granting approval of the tentative site plan, subject to the applicant addressing all comments provided and incorporating them into the final site plan drawings.

In addition, tentative site plan approval should also be contingent upon:

- Approval from the Township Fire Inspector,
- Approval from the Township Water Department, and
- Approval from the Township Planning Consultant.

Jim Jacobs, James A Jacobs Architects PLLC representing Project Second Chance, via Zoom presented their request for Tentative Site Plan Approval for Project Second Chance at the proposed location at 2400 N Dixie Hwy (Parcel # 5807-057-001-10) to establish an educational/counseling center and dog day care facility. The site is located on the south side of N. Dixie Hwy, west of Grand Blvd. and was previously occupied as the Jefferson School District administrative offices. The site is zoned Conditional C-3 Highway Commercial.

Motion

Moved By: Hillary Venier

Supported By: Chris Collins

MUC

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

- Mario Ortega, McKenna Associates, dated October 13, 2021
- Mark Mathe, Mannik & Smith Group of Michigan, October 13, 2021
- Josh Maddox, Fire Inspector, dated October 8, 2021
- Randy Kendall, Frenchtown Water Department, dated September 24, 2021
- Submittal Documents

- Additional Submittal Documents provided at time of meeting

The Commission discussed.

Motion

Moved By: Don Abrams

Supported By: Chris Collins

A motion was made to grant tentative site plan approval to establish an educational/counseling center and dog day care facility. The site where the special use is being requested is located on the south side of N. Dixie Hwy, west of Grand Blvd. (2400 N Dixie Hwy) and was previously occupied as the Jefferson School District administrative offices. The site is zoned Conditional C-3 Highway Commercial. This approval is contingent upon:

- The Final Site Plan to be handled and approved administratively thru Mini Committee.
- A phased plan to install sidewalks within 4 years.

Roll Call: Calkins – Yes, Dotson– Yes, Venier – Yes,
 Thoma – Yes, Collins – Yes, Abrams – Yes.

MUC
6 - Yes votes, 0 - No votes

Item No. 7 Tentative Site Plan: Parcel ID #5807-076-003-50 (2071 N. Telegraph Rd.) for a drive-through restaurant on a 2.06-acre site which is located at the southwest corner of N. Telegraph Rd and Mall Rd and was previously occupied as a Ruby Tuesday’s restaurant. The site is zoned C-2 General Commercial.

Mario Ortega, McKenna Associates, Township Planner, presented the Planner’s report dated October 13, 2021. Mr. Ortega states that the proposed restaurant with drive-thru window has been recommended for Planning Commission approval in our special use review letter. The proposed use will result in the redevelopment of a currently vacant commercial property. The site plan appears to be generally compliant with ordinance standards, with some outstanding revisions. We recommend the Planning Commission grant tentative site plan approval contingent upon the following:

1. Compliance with all conditions of special use approval.
2. Submittal of a final site plan that includes the following:
 - a. Any proposed lighting or signage details for the drive-thru canopies.
 - b. The location of any designated curbside service spaces if the service is provided.
3. Submittal of a landscape plan that includes the quantity, species type, material size, location and planting details which area in compliance with ordinance standards.
4. Submittal of a photometric plan and detailed lighting cut sheets that are in compliance with the ordinance.
5. The applicant indicating the proposed signage will be in compliance with ordinance standards or submittal of a signage waiver application.
6. Submittal of approvals from the required Township departments and relevant outside agencies.
7. The applicant addressing any site plan issues identified by the Township Engineer.

We would also ask the applicant to consider the use of a concrete surface in the location of the proposed barrier-free parking spaces.

Mr. Mathe, Mannik & Smith Group of Michigan, Township Engineer, presented the engineer's reports dated October 13, 2021. Mr. Mathe states in his report that there are a number of revisions and adjustments required to the drawings in order to address Township standards and ordinances. However, he has no objection to the Planning Commission granting approval of the tentative site plan, subject to the applicant addressing all comments provided and incorporating them into the final site plan drawings.

In addition, tentative site plan approval should also be contingent upon:

- Approval from the Township Fire Inspector,
- Approval from the Township Water Department, and
- Approval from the Township Planning Consultant.

Justin Lurk, Chick-Fil-A via Zoom and Leslie Accardo, PMP, LEED AP, Project Manager, PEA Group in-person representing Chick-Fil-A, presented their request for Tentative Site Plan Approval at the proposed location at 2071 N. Telegraph Rd. (Parcel # 5807-076-00-50) for a drive-through restaurant on a 2.06-acre site which is located at the southwest corner of N. Telegraph Rd and Mall Rd and was previously occupied as a Ruby Tuesday's restaurant. The site is zoned C-2 General Commercial.

Paul Thoma, Planning Commission Chairperson, asked the two remaining citizens if they would like to address the Commission on this issue. There were no comments from the public.

Motion

Moved By: Hillary Venier

Supported By: Don Abrams

MUC

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

- Mario Ortega, McKenna Associates, dated October 13, 2021
- Mark Mathe, Mannik & Smith Group of Michigan, October 13, 2021
- Josh Maddox, Fire Inspector, dated October 8, 2021
- Randy Kendall, Frenchtown Water Department, dated September 24, 2021
- Submittal Documents

The Commission discussed.

Motion

Moved By: Don Abrams

Supported By: Brian Dotson

A motion was made to grant tentative site plan approval for a drive-through restaurant on a 2.06-acre site which is located at 2071 N. Telegraph Rd. (Parcel ID #5807-076-003-50) the southwest corner of N. Telegraph Rd and Mall Rd and was previously occupied as a Ruby Tuesday's restaurant. The site is zoned C-2 General Commercial. This approval is contingent upon the applicant addressing all items listed in the reports from the Planner, Engineer, Fire Inspector and Water Department.

Roll Call: Dotson– Yes, Venier – Yes, Thoma – Yes,
 Collins – Yes, Abrams – Yes, Calkins – Yes.

Item No. 8 Old Business.

Proposed By-Laws Amendment

Motion

Moved By: Hillary Venier

Supported By: Don Abrams

A motion was made to Table this item and create a committee to work on the By-Laws, make changes and bring back to the Commission for discussion and approval.

MUC

Item No. 9 New Business.

There were no citizens remaining to open the floor for questions, comments, or concerns to the Planning Commission.

Item No. 10 Administrative Reviews Update/Chairperson.

- Township Board Report from Chris Collins, Township Trustee.
- ZBA Report from Fred Calkins, Planning Commission Liaison.
- Planning Commission November Agenda and report from Paul Thoma, Planning Commission Chair
 - 1. Monroe Frenchtown Auto Wash – Tentative Site Plan
 - 2. Zoning Ordinance Discussion & Review continued
- **Mini Committee:**
 - Meijer's Renovation

Next Special Planning Commission Workshop meeting will be November 11, 2021.

Item No. 11 Adjournment.

Motion

Moved By: Hillary Venier

Supported By: Fred Calkins

A motion was made to adjourn the meeting at 10:15 p.m.

MUC