

FRENCHTOWN CHARTER TOWNSHIP  
PLANNING COMMISSION MEETING  
November 19, 2020

The meeting was held entirely via ZOOM and was called to order at 7:05 p.m.

Roll call: Kraig Yoas Dennis Staelgraeve Fred Calkins  
Ignazio Cuccia Paul Thoma Brian Dotson

Absent: Hillary Venier

Also present: Mark Mathe, Mannik & Smith Group, Township Engineer Representative  
Mario Ortega, McKenna Associates, Township Planning Consultant  
Natalie Askar, Planning Commission Recording Secretary  
Ryan McEnhill, PE, VP, Eng., Inc. – Discount Tire  
Hatem Hannawa, H & H Designs, representing Simon Z Gas Station  
Satar Zaitouna, Simon Z Gas Station – owner

9 interested citizens via Zoom

A quorum being present, Chairman Ignazio Cuccia called the meeting to order at 7:05 p.m. This meeting was held under the Open Meetings Act.

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

**Item No. 1 Agenda Approval.**

**Motion**

Moved By: Kraig Yoas

Supported By: Fred Calkins

A motion was made to approve the agenda with item No. 3 being removed and tabled until next month.  
MUC

**Item No. 2 Minutes of October 15, 2020 Meeting.**

**Motion**

Moved By: Dennis Staelgraeve

Supported By: Brian Dotson

A motion was made to approve the minutes for the October 15, 2020 Planning Commission meeting as presented.

MUC

**REMOVED FROM AGENDA – Tabled to next month.**

**Item No. 3 Public Hearing- Rezoning: to consider a request to conditionally rezone an 8.38-acre portion of Parcel #58-07-124-016-00 (1290 N. Monroe Street) from C-2, General Commercial to Conditional C-3, Highway Commercial. The 8.38-acre parcel requesting to be rezoned is located on the east side of the N. Monroe Street, south of Cole Road and more commonly known as the location of the former Kmart and Tire store.**

**Motion**

Moved By: Kraig Yoas

Supported By: Dennis Staelgraeve

A motion was made to appoint Paul Thoma as acting Secretary in the absence of Hillary Venier.

MUC

**Item No. 4 Final Site Plan Review: Parcel ID# 5807-079-021-00 Eng., Inc. request for a new Discount Tire store and service facility with six (6) service bays, a retail display area and customer lobby on a 1.43-acre portion on 1910 N. Telegraph Road, located in the LM, Light Manufacturing zoning district.**

**Motion**

Moved By: Paul Thoma

Supported By: Dennis Staelgraeve

MUC

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

- Mario Ortega, McKenna Associates, dated November 10, 2020
- Mark Mathe, Mannik & Smith Group of Michigan, November 11, 2020
- Josh Maddox, Fire Inspector, dated November 6, 2020
- Randy Kendall, Frenchtown Water Department, dated November 6, 2020
- Douglas Link, MCDC, dated March 25, October 21 and October 30, 2020
- Jenna Morse, MCDC, dated October 21 and October 30, 2020
- Barry LaRoy, City of Monroe Water and Wastewater Utilities, dated October 12, October 23 and October 26, 2020
- Submittal Documents

Ryan McEnhill, Eng., Inc., Engineer for Discount Tire approached and presented their request for a new Discount Tire store and service facility with six (6) service bays, a retail display area and customer lobby on a 1.43-acre portion on 1910 N Telegraph Rd, located in the LM, Light Manufacturing zoning district.

Mario Ortega, McKenna Associates, Township Planner, presented the Planner's report dated November 10, 2020. While the proposed use will be an attractive addition to the Township there are required changes, which must be addressed. Mr. Ortega recommends that if the Planning Commission considers the identified issues capable of being addressed administratively, final site plan approval could be granted contingent upon the following requirements:

- A. The applicant completing the lot split creation process as revised.
- B. The applicant submitting a revised final site plan that includes:
  - 1) Relocating the off-street parking area to provide a 10-foot wide buffer area that is measured 60 feet from the Telegraph Road center line
  - 2) A revised landscaping plan that provides adequate visibility in the driveway clear vision area
- C. Submittal of approvals from the required Township departments.
- D. Submittal of approvals from relevant outside agencies, including but not limited to the City of Monroe and Monroe County Drain Commissioner.
- E. The applicant addressing any site plan issues identified by the Township Engineer.

The Commission discussed sidewalks (which need to be added), parking and the storage of tires.



**Item No. 5 (Remove from Table) Final Site Plan Review: Parcel ID# 5807-071-008-00, (1790 N. Dixie Highway), for an automobile filling station which is located in the C-2, General Commercial zoning district.**

**Motion**

Moved By: Fred Calkins

Supported By: Brian Dotson

MUC

A motion was made to remove from the Table the Final Site Plan Review for Parcel ID# 5807-071-008-00, (1790 N. Dixie Highway), for an automobile filling station which is located in the C-2, General Commercial zoning district.

**Motion**

Moved By: Paul Thoma

Supported By: Dennis Staelgraeve

MUC

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

- Mario Ortega, McKenna Associates, dated November 10, 2020
- Mark Mathe, Mannik & Smith Group of Michigan, November 11, 2020
- Josh Maddox, Fire Inspector, dated November 5, 2020
- Randy Kendall, Frenchtown Water Department, dated November 6, 2020
- Douglas Link, MCDC, dated September 28, 2020
- Jenna Morse, MCDC, dated September 29, 2020
- Brian Wilhelm, MCRC, dated October 13, 2020
- Barry LaRoy, City of Monroe Water and Wastewater Utilities, dated September 10 and October 5, 2020
- Submittal Documents

Hatem Hannawa, H & H Designs, representing Simon Z Gas Station approached and presented the final site plans for the gas station and convenience mart located at 1790 N Dixie Highway. Mr. Hannawa advised that the applicant has all required agency approvals except for MDOT. He advises that MDOT will not issue a letter of approval but rather they just issue the permit.

Mario Ortega, McKenna Associates, Township Planner, presented the Planner's report dated November 10, 2020. Mr. Ortega states that the proposed gas station with convenience retail is in compliance with all planning related zoning ordinance standards. Final site plan approval may be considered by the Planning Commission provided the following items are addressed by the applicant:

- A. The applicant submitting a revised final site plan that included an elevation drawing for the canopy;
- B. Submittal of approvals from the required Township departments;
- C. Submittal of approvals from relevant outside agencies, including but not limited to the Monroe County Drain Commissioner and Monroe County Road Commission; and
- D. The applicant addressing any outstanding issues identified by the Township Engineer.



**Item No. 6 Old Business.**

The letter to Ash Township for the changes to their Master Plan was discussed.

**Item No. 7 New Business.**

Ignazio Cuccia, Planning Commission Chairperson, opened the floor for questions, comments or concerns to the Planning Commission. There were no citizens who wished to speak.

**Item No. 8 Administrative Reviews Update/Chairperson.**

Ignazio Cuccia, Planning Commission Chairperson, informed the Commission of the items proposed to be on next month’s agenda.

- Approve Minutes
- Year End PC Report
- Rezoning of K-mart property
  
- **Mini Committee:** none
- **ZBA:** Shed in side yard – approved  
                   Shed in side yard – approved  
                   Addition – 13 ft. variance - denied

On behalf of the entire Planning Commission, Ignazio Cuccia, Planning Commission Chairperson, thanked Commissioner Kraig Yoas for his years of service to the Township and the knowledge he brought to the Planning Commission.

**Item No. 9 Adjournment.**

**Motion**

Moved By: Kraig Yoas

Supported By: Brian Dotson

A motion was made to adjourn the meeting at 9:00 p.m.

MUC