

FRENCHTOWN CHARTER TOWNSHIP
PLANNING COMMISSION MEETING
December 16, 2021

The meeting was held both in person and via Zoom and was called to order at 7:01 p.m.

Roll call: Paul Thoma Dennis Staelgraeve Hillary Venier
Fred Calkins Brian Dotson Don Abrams

Absent: Chris Collins

Also present: Mark Mathe, Mannik & Smith Group, Township Engineer Representative
Mario Ortega, McKenna Associates, Township Planning Consultant
Natalie Askar, Planning Commission Recording Secretary
Eric Williams, Stonefield Engineering and Design, LLC, Frenchtown Plaza, LLC
Douglas Boehm, Monroe Storage Units, LLC dba CUBE SMART
Phil Goldsmith, attorney for Monroe Storage Units, LLC dba CUBE SMART
Timothy Matune, Cafaro, Senior VP, Anchor Leasing Agent, Mall of Monroe
David Kubiske, David Arthur Consultants, Monroe Storage Units, LLC dba CUBE SMART
Leslie Accardo, PEA Group, Chick-Fil-A
Justin Lurk, Chick-Fil-A

6 interested citizens

3 interested citizens via ZOOM

A quorum being present, Chairman Paul Thoma called the meeting to order at 7:01 p.m. This meeting was held under the Open Meetings Act.

Item No. 1 Agenda Approval.

Motion

Moved By: Dennis Staelgraeve

Supported By: Fred Calkins

A motion was made to approve the agenda, removing item number 3 due to the applicant requesting to be removed from this agenda.

MUC

Item No. 2 Minutes of December 2, 2021, Meeting.

Motion

Moved By: Hillary Venier

Supported By: Brian Dotson

A motion was made to approve the minutes for the December 2, 2021, Planning Commission meeting as presented.

MUC

Item No. 3 Public Hearing- Rezoning: to hear and consider a request to rezone Parcel #5807-353-015-01, more commonly known as 1776 N. Monroe Street, from C-2, General Commercial to R-3-A, Multiple Family Residential. The 10.56-acre property requesting to be rezoned is located on the east side of N. Monroe Street, between Kessler Street and Washington Blvd.

Item removed from agenda per the request of the applicant.

Item No. 4 Public Hearing - Special Use: to hear and consider a special use permit for two drive-through restaurants on a 5.46-acre portion of a vacant parcel located on the west side of N. Telegraph Road, south of Mall Road (Parcel# 5807-076-002-20). The 5.46-acre portion of the property where the special use is being requested is located in the C-2, General Commercial zoning district.

Mario Ortega, McKenna Associates, Township Planner, presented the Planner’s report dated December 7, 2021. Mr. Ortega states that the proposed drive-thru restaurants may be impacting a regulated wetland and would be required to obtain the necessary permits for such action as part of the site plan review process. The site is located in one of the Township’s primary commercial areas and has been designed to exist in harmony with the adjacent uses. We recommend the Planning Commission grant special use approval contingent upon the following:

1. All parties of the conditional rezoning agreement vacating the agreement.
2. The site receiving tentative and final site plan approval.
3. The site obtaining the required permits from outside state, county, and local agencies.

Mark Mathe, Mannik & Smith Group of Michigan, Township Engineer, presented the engineer’s reports dated December 9, 2021. Mr. Mathe states that he has no objection to the Planning Commission granting approval of the proposed special use, subject to the comments noted in his review. This information should supplement the Township Planning Consultant’s report and recommendations with regard to the special use approval request.

Eric Williams, Stonefield Engineering and Design, LLC, representing Jonna Properties – Frenchtown Plaza, LLC, approached and presented their request for a special use permit for two drive-through restaurants on a 5.46-acre portion of a vacant parcel located on the west side of N. Telegraph Road, south of Mall Road (Parcel# 5807-076-002-20). The 5.46-acre portion of the property where the special use is being requested is located in the C-2, General Commercial zoning district.

Motion

Moved By: Don Abrams

Supported By: Fred Calkins

A motion was made to open the public hearing at 7:13 pm.

MUC

Paul Thoma, Planning Commission Chairperson, asked four times if there were any citizens, present or on Zoom, who wished to address the Commission regarding this Special Use Approval. There were no citizens who wished to address the Commission on this matter.

Motion

Moved By: Don Abrams

Supported By: Dennis Staelgraeve

A motion was made to close the public hearing at 7:16 pm.

MUC

Motion

Moved By: Hillary Venier

Supported By: Dennis Staelgraeve

MUC

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

- Mario Ortega, McKenna Associates, dated December 7, 2021
- Mark Mathe, Mannik & Smith Group of Michigan, December 9, 2021
- Legal Notice – publish date November 30, 2021
- Affidavit of Mailing, dated November 24 of which 22 property owners/residents were notified
- Submittal Documents

The Commission discussed.

Motion

Moved By: Hillary Venier

Supported By: Don Abrams

A motion was made to grant special use approval for two drive-through restaurants on a 5.46-acre portion of a vacant parcel located on the west side of N. Telegraph Road, south of Mall Road (Parcel# 5807-076-002-20). The 5.46-acre portion of the property where the special use is being requested is located in the C-2, General Commercial zoning district. This approval is contingent upon the applicant addressing the items outlined in the Planner, Engineer and Attorney’s reports and recommendations.

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

MUC

6 - Yes votes, 0 - No votes

Item No. 5 Tentative Site Plan Review: Parcel ID #5807-076-002-20 for two drive-through restaurants on a 5.46-acre portion of a vacant parcel located on the west side of N. Telegraph Road, south of Mall Road. The 5.46-acre portion of the property is located in the C-2, General Commercial zoning district.

Mario Ortega, McKenna Associates, Township Planner, presented the Planner’s report dated December 7, 2021. Mr. Ortega states that the proposed commercial site plan is in substantial compliance with most of the issues considered as part of the tentative site plan review process. Additional details have also been provided that are normally a part of final site plan consideration. Based on the number of outstanding issues, we recommend that the Planning Commission grant tentative site plan approval contingent upon the following:

1. All parties vacating the existing conditional rezoning agreement.
2. Compliance with all conditions of special use approval.
3. The applicant submitting a final site plan that includes the following:
 - a) Detailed building elevations with facade articulation and including type and color of all materials.
 - b) A revised photometric plan along with detailed cut sheets for all fixtures.
 - c) Confirmation that all signage standards shall be complied with.
4. Submittal of supplemental information regarding the reduction in the number of required parking spaces.
5. Submittal of approvals from the required Township departments.

6. Submittal of approvals from relevant outside agencies, including but not limited to MDOT and the Monroe County Drain Commissioner.
7. The applicant addressing any site plan issues identified by the Township Engineer.

Mark Mathe, Mannik & Smith Group of Michigan, Township Engineer, presented the engineer’s reports dated December 9, 2021. Mr. Mathe states 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 in his review 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.

Eric Williams, Stonefield Engineering and Design, LLC, representing Jonna Properties – Frenchtown Plaza, LLC, approached and addressed concerns from the Planner and Engineer. Mr. Williams also answered questions from the Commission regarding this development.

Motion

Moved By: Hillary Venier

Supported By: Dennis Staelgraeve

MUC

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

- Mario Ortega, McKenna Associates, dated December 7, 2021
- Mark Mathe, Mannik & Smith Group of Michigan, December 9, 2021
- Josh Maddox, Fire Inspector, dated December 8, 2021
- Randy Kendall, Frenchtown Water Department, dated December 9, 2021
- Submittal Documents, which includes the application, wetland delineation and traffic study.

The Commission discussed.

Motion

Moved By: Dennis Staelgraeve

Supported By: Hillary Venier

A motion was made to grant tentative site plan approval for a 14,465 square foot mixed used building including two drive-through restaurants on a 5.46-acre portion of a vacant parcel located on the west side of N. Telegraph Road, south of Mall Road (Parcel# 5807-076-002-20). The 5.46-acre portion of the property is located in the C-2, General Commercial zoning district. This approval is contingent upon the applicant addressing the items outlined in the Planner, Engineer, Fire and Water reports as well as approvals from the outside agencies.

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

MUC

6 - Yes votes, 0 - No votes

Item No. 6 Tentative Site Plan Review: Parcel ID #5807-065-093-01 proposal to utilize the existing former Sears portion (unit 300) in the Mall of Monroe located at 2121 N Monroe St. for indoor climate controlled self-storage facility with up to 582 units. This site is zoned C-2 General Commercial.

Mario Ortega, McKenna Associates, Township Planner, presented the Planner's report dated December 7, 2021. Mr. Ortega states 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. We recommend that the Planning Commission grant tentative site plan approval contingent upon the following:

1. Submittal of an executed cross access easement agreement with the owners of the access drives to Mall Road and N Monroe Street.
2. The applicant addressing all conditions from special land use review and revising the site plan accordingly.
3. The applicant submitting a final site plan that includes the following;
 - a) Detailed building elevations including type and color of all materials that the Planning Commission determines creates a sufficient retail storefront along N Monroe Street.
 - b) Detailed floor plans.
 - c) A detailed photometric plan in compliance with ordinance standards.
 - d) A detailed landscaping plan in compliance with ordinance standards.
 - e) Details for the existing dumpster enclosures.
 - f) Confirmation that all signage standards shall be complied with.
4. Submittal of approvals from the required Township departments.
5. Submittal of approvals from relevant outside agencies, if necessary.
6. The applicant addressing any site plan issues identified by the Township Engineer.

Mark Mathe, Mannik & Smith Group of Michigan, Township Engineer, presented the engineer's reports dated December 9, 2021. Mr. Mathe states that there are a few minor revisions and clarifications adjustments required to the drawings. However, he has no objection to the Planning Commission granting approval of the tentative site plan, subject to the applicant addressing all comments provided in his review 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.

Philip Goldsmith, attorney for Monroe Storage Units, LLC dba CUBE SMART, approached and addressed three issues brought up by the Planner and Engineer regarding:

- Cross access easements
- Number of trees in landscaping plan
- Design features

David Kubiske, David Arthur Consultants, Engineer for Monroe Storage Units, LLC dba CUBE SMART, approached and addressed the Planner's concern on the Photometric plan. Mr. Kubiske also informed the Commission that they will be upgrading the lights to LEDs and the stormwater easement.

Douglas Boehm, Monroe Storage Units, LLC dba CUBE SMART, approached and answered questions regarding the overhead doors.

Timothy Matune, Cafaro, Senior VP, Anchor Leasing Agent, Mall of Monroe approached and answered questions regarding ADA compliant parking spaces and landscaping.

The Commission discussed.

Motion

Moved By: Hillary Venier

Supported By: Dennis Staelgraeve

MUC

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

- Mario Ortega, McKenna Associates, dated December 7, 2021
- Mark Mathe, Mannik & Smith Group of Michigan, December 9, 2021
- Josh Maddox, Fire Inspector, dated December 8, 2021
- Landscaping plan, handed to the Commissioners at the meeting.
- Submittal Documents

Motion

Moved By: Hillary Venier

Supported By: Fred Calkins

A motion was made to grant tentative site plan approval for a 582-unit, indoor climate controlled self-storage facility in the existing former Sears portion (unit 300) in the Mall of Monroe located at 2121 N Monroe St. This approval is contingent upon the items listed in the Planner, Engineer and Fire reports as well as obtaining approvals from the outside agencies.

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

MUC

6 - Yes votes, 0 - No votes

Item No. 7 Final Site Plan Review: 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 December 7, 2021. Mr. Ortega states that 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 final site plan approval contingent upon the following:

1. The total number of curbside/delivery parking spaces shall not exceed fifteen (15).
2. Submittal of a revised site plan that includes angled pavement striping designating a pedestrian crossing leading to the west bank of curbside/delivery parking spaces.
3. Submittal of dumpster enclosure details with a final site plan.
4. Submittal a landscape plan that includes a revised Telegraph and Mall Roads buffer that is acceptable to the Planning Commission.
5. Submittal of detailed lighting cut sheets for all fixtures that are compliance with the ordinance.

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.

Mark Mathe, Mannik & Smith Group of Michigan, Township Engineer, presented the engineer's reports dated December 9, 2021. Mr. Mathe states that he has no objection to the Planning Commission granting approval of the final site plan, subject to the applicant addressing all comments provided in his review and incorporating them into revised final site plan drawings to be submitted to the Township Building Department for further review and approval Mannik & Smith Group of Michigan.

In addition, final site plan approval should be contingent upon:

- Approval from the Monroe County Drain Commissioner's Office, with respect to site plan and soil erosion and sedimentation control,
- Approval from the Monroe County Road Commission, with respect to the proposed work in the Mall Road right-of-way,
- Approval from the City of Monroe, with respect to the sanitary sewer system improvements,
- Approval from the Michigan Department of Transportation, with respect to the proposed improvements within the US-24 right-of-way,
- Approval from the Township Fire Inspector,
- Approval from the Township Water Department, and
- Approval from the Township Planning Consultant.

Justin Lurk, Chick-Fil-A, and Leslie Accardo, PEA Group, approached and presented the final site plans 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.

Motion

Moved By: Hillary Venier

Supported By: Dennis Staelgraeve

MUC

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

- Mario Ortega, McKenna Associates, dated December 7, 2021
- Mark Mathe, Mannik & Smith Group of Michigan, December 9, 2021
- Josh Maddox, Fire Inspector, dated December 8, 2021
- Randy Kendall, Frenchtown Water Department, dated December 9, 2020
- Douglas Link, Monroe County Drain Commissioner's Office, dated November 30, 2021
- Jenna Morse, Monroe County Drain Commissioner's Office, dated December 2, 2021
- Submittal Documents

The Commission discussed.

Motion

Moved By: Hillary Venier

Supported By: Fred Calkins

A motion was made grant final site plan approval 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. This approval is contingent upon the following:

1. The items in the Planner's and Engineer's reports are to be addressed.
2. To include striping for pedestrian crossing across the entrance drive to property.

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

MUC
6 - Yes votes, 0 - No votes

Item No. 8 Old Business.

- Proposed By-Laws Amendment

Motion

Moved By: Hillary Venier

Supported By: Dennis Staelgraeve

A motion was made to amend the Planning Commission By-Laws as presented with the additional change of removing the second sentence in 2B.

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

MUC
6 - Yes votes, 0 - No votes

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.

- ZBA Report from Fred Calkins, Planning Commission Liaison
- Planning Commission January Agenda and report from Paul Thoma, Planning Commission Chair
 - Final Site Plan – Tommy's Express Car Wash
 - Final Site Plan – Michigan Fuels

Item No. 11 Adjournment.

Motion

Moved By: Dennis Staelgraeve

Supported By: Fred Calkins

A motion was made to adjourn the meeting at 9:38 p.m.

MUC