

FRENCHTOWN CHARTER TOWNSHIP  
PLANNING COMMISSION MEETING  
February 18, 2021

The meeting was held entirely via Zoom and was called to order at 7:02 p.m.

Roll call: Paul Thoma Dennis Staelgraeve Hillary Venier  
Fred Calkins Brian Dotson Don Abrams  
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  
Kris Benson, James S. Jacobs Architects, PLLC, representing McBee Properties  
Jeff McBee, Property Owner

0 interested citizens

A quorum being present, Chairman Paul Thoma called the meeting to order at 7:02 p.m. This meeting was held under the Open Meetings Act.

**Item No. 1 Agenda Approval.**

**Motion**

Moved By: Dennis Staelgraeve Supported By: Don Abrams

A motion was made to approve the agenda as presented.

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

MUC  
7 - Yes votes, 0 - No votes

**Item No. 2 Minutes of January 21, 2021 Meeting.**

**Motion**

Moved By: Dennis Staelgraeve Supported By: Hillary Venier

A motion was made to approve the minutes for the January 21, 2021 Planning Commission meeting as presented.

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

MUC  
7 - Yes votes, 0 - No votes

**Item No. 3 Public Hearing- Special Use: to hear and consider a special use permit for an open-air business on a 2.20-acre portion of 2815 N Telegraph Rd. (Parcel ID# 5807-020-015-00), which is located in the C-2, Highway Commercial zoning district.**

**Motion**

Moved By: Hillary Venier

Supported By: Brian Dotson

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

- Mario Ortega, McKenna Associates, dated February 9, 2021
- Mark Mathe, Mannik & Smith Group of Michigan, February 10, 2021
- Josh Maddox, Fire Inspector, dated February 10, 2021
- Randy Kendall, Frenchtown Water Department, dated January 15, 2021
- Legal Notice – publish date February 2, 2021
- Affidavit of Mailing, dated January 21, 2021 of which 13 property owners were notified
- Submittal Documents

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

MUC

7 - Yes votes, 0 - No votes

Mario Ortega, McKenna Associates, Township Planner, presented the Planner’s report dated February 9, 2021. Mr. Ortega states that the site appears to be an appropriate location for the proposed special use and will create an attractive shopping alternative in the Township. Mr. Ortega 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 February 10, 2021. Mr. Mathe has no objections to the Planning Commission granting approval of the proposed special use, subject to the comments noted in his review. The information in his review should be supplemental to the Planning Consultant’s report and recommendations with regard to the special use approval request.

Kris Benson, James S. Jacobs Architects, PLLC, and Mr. Jeff McBee, property owner, answered questions and clarified issues from the Planning Commission Board regarding the Special Use request for an open-air business on a 2.20-acre portion of 2815 N Telegraph Rd. (Parcel ID# 5807-020-015-00), which is located in the C-2, Highway Commercial zoning district.

The Commission further discussed.

**Motion**

Moved By: Hillary Venier

Supported By: Fred Calkins

A motion was made to open the public hearing at 7:30 pm.

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

MUC  
7 - Yes votes, 0 - No votes

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: Hillary Venier

Supported By: Brian Dotson

A motion was made to close the public hearing at 7:32 pm.

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

MUC  
7 - Yes votes, 0 - No votes

The Commission further discussed.

**Motion**

Moved By: Dennis Staelgraeve

Supported By: Brian Dotson

A motion was made to grant the Special Use for an open-air business on a 2.20-acre portion of 2815 N Telegraph Rd. (Parcel ID# 5807-020-015-00), which is located in the C-2, Highway Commercial zoning district.

With the following conditions:

- No bond required.
- Music/public address audio not audible across property lines.
- No concert venues.
- Vendors have proper licensing and/or health department permits when applicable.

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

MUC  
7 - Yes votes, 0 - No votes

**Item No. 4 Tentative Site Plan Review: Parcel ID# 5807-020-015-00 (2815 N Telegraph Rd.) request for a proposed outdoor “vintage” retail market place for independent retail tenants. The market will run mainly on weekends from April until November for the outdoor market. The indoor market may run throughout the week year-round with hours from 10:00 am to 6:00 pm varying throughout the week.**

Mario Ortega, McKenna Associates, Township Planner, presented the Planner’s report dated February 9, 2021. Mr. Ortega states that the outdoor vendor area would provide a potential attractive alternative for seasonal shopping. The site plan appears to be substantially compliant with ordinance standards,

with some outstanding revisions. Mr. Ortega recommends the Planning Commission grant tentative site plan approval contingent upon the following:

- A. The Planning Commission determination that the proposed screening meets the intent of the ordinance or submittal of a revised landscaping plan addressing the Commission’s issues;
- B. The applicant addressing the loading requirements of the vendors;
- C. The applicant indicating the signage requirements will be in compliance with ordinance standards or a waiver will be applied for;
- D. Submittal of approvals from the required Township departments;
- E. Submittal of approvals from relevant outside agencies, if required; and
- F. The applicant addressing any site plan issues identified by the Township Engineer.

**Motion**

Moved By: Hillary Venier

Supported By: Dennis Staelgraeve

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

- Mario Ortega, McKenna Associates, dated February 9, 2021
- Mark Mathe, Mannik & Smith Group of Michigan, February 10, 2021
- Josh Maddox, Fire Inspector, dated February 10, 2021
- Randy Kendall, Frenchtown Water Department, dated January 15, 2021
- Submittal Documents

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

MUC  
7 - Yes votes, 0 - No votes

Mr. Mathe, Mannik & Smith Group of Michigan, Township Engineer, presented the engineer’s report dated February 10, 2021. Mr. Mathe states that 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 Marshal,
- Approval from the Township Water Department, and
- Approval from the Township Planning Consultant.

Kris Benson, James Jacobs Architects, and Mr. Jeff McBee, property owner, answered questions and clarified issues posed to them regarding the Tentative Site Plan Review for an open-air business on a 2.20-acre portion of 2815 N Telegraph Rd. (Parcel ID# 5807-020-015-00), which is located in the C-2, Highway Commercial zoning district.

The Commission further discussed.

**Motion**

Moved By: Hillary Venier

Supported By: Brian Dotson

A motion was made to grant both Tentative and Final Site Plan Review for a proposed outdoor “vintage” retail market place on a 2.20-acre portion of 2815 N Telegraph Rd. (Parcel ID# 5807-020-015-00), for independent retail tenants contingent upon the items listed in both the Planner and Engineer’s reports.

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

MUC  
7 - Yes votes, 0 - No votes

**Item No. 5 2020 Annual Report from Planning Commission to Township Board.**

Mario Ortega, McKenna Associates, Township Planner, presented the 2020 Annual Report from the Planning Commission to Township Board.

The Commission discussed.

**Motion**

Moved By: Chris Collins

Supported By: Hillary Venier

A motion was made to accept the 2020 annual report with the proposed changes as discussed and to have it directly sent to the Township board once revisions have been applied.

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

MUC  
7 - Yes votes, 0 - No votes

**Item No. 6 Old Business.**

Discount Tire revisions to already approved site plan. Planning Commission discussed and suggested that this be sent to Mini Committee for Administrative Review.

**Item No.7 New Business.**

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

Planning Commission Bylaws & Rules, Planning Commission Ordinance and Planning Commission Handbook.

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

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

- REZONING – Acme Pool Specialist
- SPECIAL USE – Mr. Mike’s Pools
- SPECIAL USE – Brady Sullivan Properties - True Storage
- SITE PLAN – Brady Sullivan Properties – True Storage

**Mini Committee:**

- DTE Fly Ash
- Quality Collision Parts
- Denniston Building – Men In Black Comic Book Store

**ZBA Report (Fred Calkins):**

- Michigan Fuels – variance for setbacks for new building and canopy for gas station – granted
- Desrosiers – variance for setbacks for addition to home - granted

**Item No. 9 Adjournment.**

**Motion**

Moved By: Brian Dotson

Supported By: Hillary Venier

A motion was made to adjourn the meeting at 8:55 p.m.

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

MUC  
7 - Yes votes, 0 - No votes