

FRENCHTOWN CHARTER TOWNSHIP  
PLANNING COMMISSION MEETING  
March 18, 2021

The meeting was held entirely 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  
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  
Jim Jacobs, James A Jacobs Architects, PLLC representing Acme Pool Specialists  
Robert Mathus, owner - Acme Pool Specialists  
Michael A Reed, owner – Mr. Mike’s Pools  
Jared Kime, Project Manager, Atwell, Inc. – True Storage  
Chris Lewis, Director of Architecture & Design, Brady Sullivan Properties – True Storage  
Phil Goldsmith, Attorney – Brady Sullivan Properties – True Storage

4 interested citizens

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 as presented.

MUC

**Item No. 2 Minutes of February 18, 2021 Meeting.**

**Motion**

Moved By: Chris Collins Supported By: Dennis Staelgraeve

A motion was made to approve the minutes for the February 18, 2021 Planning Commission meeting as presented.

MUC

**Item No. 3 Public Hearing - Rezoning: to hear and consider a request to rezone Parcel #5807-065-085-00, more commonly known as 2475 N. Monroe Street, from R-3-A, Multiple Family Residential to C-2, General Commercial. The property requesting to be rezoned is located on the west side of N. Monroe Street, north of Mall Road.**

**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 March 10, 2021
- Mark Mathe, Mannik & Smith Group of Michigan, March 10, 2021
- Josh Maddox, Fire Inspector, dated March 9, 2021
- Randy Kendall, Frenchtown Water Department, dated March 9, 2021
- Legal Notice – publish date March 2, 2021
- Affidavit of Mailing, dated February 18, 2021 of which **13** property owners were notified
- Submittal Documents

Mario Ortega, McKenna Associates, Township Planner, presented the Planner’s report dated March 10, 2021. Mr. Ortega states that the proposed rezoning would further the gradual transition of the N Monroe Street corridor in this area from a mix of single-family homes and vacant parcels to a high-quality commercial corridor. Mr. Ortega advises the Planning Commission to recommend approval of the rezoning of the 0.92-acre site located at 2475 N Monroe Street from R-3-A Multi-Family Residential to C-2 General Commercial based on the following findings of fact:

- 1) Consistency with the Future Land Use Map of the Township Master Plan.
- 2) Consistency with the stated high-quality commercial development goals for the N Monroe Street corridor.
- 3) The requested zoning district is the most appropriate zoning district for the site.

Mr. Mathe, Mannik & Smith Group of Michigan, Township Engineer, presented the engineer’s reports dated March 10, 2021. The comments made in Mr. Mathe’s review should be utilized by the Planning Commission as a supplemental resource when making their decision to recommend this proposed rezoning to the Township Board.

Jim Jacobs, James A Jacobs Architect, PLLC presented the property owner’s (Bob Mathus) request to rezone Parcel #5807-065-085-00, more commonly known as 2475 N. Monroe Street, from R-3-A, Multiple Family Residential to C-2, General Commercial.

The Commission further discussed such items as the current drive onto the property, intent of use and outdoor storage.

**Motion**

Moved By: Hillary Venier

Supported By: Dennis Staelgraeve

MUC

A motion was made to open the public hearing at 7:21 pm.

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

**Motion**

Moved By: Hillary Venier

Supported By: Brian Dotson

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

MUC

The Commission further discussed.

**Motion**

Moved By: Dennis Staelgraeve

Supported By: Fred Calkins

A motion was made to recommend to the Township Board approval of the request to rezone Parcel #5807-065-085-00, more commonly known as 2475 N. Monroe Street, from R-3-A, Multiple Family Residential to C-2, General Commercial. The property requesting to be rezoned is located on the west side of N. Monroe Street, north of Mall Road.

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. 4 Public Hearing – Special Use: to hear and consider an application for special use approval for an open-air outdoor storage yard for 6366 N. Telegraph Road (Parcel# 5807-017-016-40). The 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 March 10, 2021. Mr. Ortega states that if the Planning Commission finds that the establishment of an outdoor storage yard in this area will not impair the use of adjacent properties, special land use approval could be granted. He recommends that any motion granting special land use approval be contingent upon site plan approval and addressing the following outstanding items:

- 1) The applicant submitting a revised site plan drawn to scale that includes the following information which are related to the special use requirements;
  - a. Please provide the dimensions, colors, and building materials for the structure and/or yard screening which will store the pool shells.
  - b. Please provide location of parking, parking space dimensions, and drive aisle widths.
  - c. Please provide landscaping and screening.
  - d. Please provide a photometric plan.
  - e. Please provide a signage plan.
- 2) Township Fire Department and other relevant Township or County approvals

**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 March 10, 2021
- Mark Mathe, Mannik & Smith Group of Michigan, March 10, 2021
- Josh Maddox, Fire Inspector, dated March 9, 2021
- Randy Kendall, Frenchtown Water Department, dated March 9, 2021
- Legal Notice – publish date March 2, 2021
- Affidavit of Mailing, dated February 18, 2021 of which **11** property owners were notified
- Submittal Documents

Mr. Mathe, Mannik & Smith Group of Michigan, Township Engineer, presented the engineer’s reports dated March 10, 2021. The comments made in Mr. Mathe’s review stated that he has no objection to the Planning Commission granting approval of the proposed special use, subject to the comments noted in his review.

Michael Reed, owner of Mr. Mike’s Pools, presented his case for a special use approval for an open-air business to store fiberglass pool forms at 6366 N Telegraph Rd. (Parcel# 5807-017-016-40).

The Commission discussed.

**Motion**

Moved By: Hillary Venier

Supported By: Fred Calkins

A motion was made to open the public hearing at 8:03 pm.

MUC

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

**Motion**

Moved By: Hillary Venier

Supported By: Dennis Staelgraeve

A motion was made to close the public hearing at 8:04 pm.

MUC

The Commission further discussed.

**Motion**

Moved By: Hillary Venier

Supported By: Dennis Staelgraeve

A motion was made to grant special use approval for an open-air outdoor storage yard for 6366 N. Telegraph Road (Parcel# 5807-017-016-40) contingent upon the applicant receiving site plan approval from the Township Administrative Review Committee.

Roll Call:	Staelgraeve – Yes,	Collins – Yes,	Abrams – Yes,	Calkins –No,
	Dotson– Yes,	Venier – Yes,	Thoma – Yes.	

**Item No. 5 Public Hearing – Special Use: to hear and consider an application for special use approval for an indoor self-storage facility located on an 8.38-acre portion of 1290 N. Monroe Street (Parcel# 5807-124-016-100). The 8.38-acre portion of the property where the special use is being requested has been approved for rezoning with conditions to C-3, Highway Commercial zoning district.**

**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 March 10, 2021
- Mark Mathe, Mannik & Smith Group of Michigan, March 10, 2021
- Josh Maddox, Fire Inspector, dated March 9, 2021
- Randy Kendall, Frenchtown Water Department, dated March 9, 2021
- Legal Notice – publish date March 2, 2021
- Affidavit of Mailing, dated February 18, 2021 of which **37** property owners were notified
- Submittal Documents

Mario Ortega, McKenna Associates, Township Planner, presented the Planner’s report dated March 10, 2021. Mr. Ortega states that the proposed use will be compatible with the adjacent uses and result in the redevelopment of a vacant structure. The proposed use is in substantial compliance with the general special use standards. We recommend that the Planning Commission grant special land use approval contingent upon the following:

- A. The applicant receiving tentative and final site plan approval;
- B. The applicant submitting a revised site plan that includes the following information which are related to the special use requirements;
  - 1) Submittal of a landscape plan with adequate site enhancements;
- C. Submittal of approvals from the required Township departments and relevant outside agencies, if required;
- D. Submittal of a cross-access easement with the adjacent properties.

Mr. Mathe, Mannik & Smith Group of Michigan, Township Engineer, presented the engineer’s reports dated March 10, 2021. Mr. Mathe has no objection to the Planning Commission granting approval of the proposed special use, subject to the comments set forth in his review. The comments made in Mr. Mathe’s review should be utilized by the Planning Commission as a supplemental resource when making their decision to approve this proposed Special Use.

Phil Goldsmith, Legal Counsel for Brady Sullivan Properties, Chris Lewis, Brady Sullivan Properties – True Storage, and Jared Kime, Atwell - Engineer, presented their case for the special use approval for an indoor self-storage facility located on an 8.38-acre portion of 1290 N. Monroe Street (Parcel# 5807-124-016-100).

The Commission discussed.

**Motion**

Moved By: Dennis Staelgraeve

Supported By: Hillary Venier

A motion was made to open the public hearing at 8:36 pm.

MUC

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

**Motion**

Moved By: Dennis Staelgraeve

Supported By: Fred Calkins

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

MUC

The Commission further discussed.

**Motion**

Moved By: Fred Calkins

Supported By: Brian Dotson

A motion was made to grant special use approval for an indoor self-storage facility located on an 8.38-acre portion of 1290 N. Monroe Street (Parcel# 5807-124-016-100) contingent upon the following conditions made in the Planner’s recommendation:

- A. The applicant receiving and final site plan approval;
- B. The applicant submitting a revised site plan that includes the following information which are related to the special use requirements;
  - 1) Submittal of a landscape plan with adequate site enhancements;
- C. Submittal of approvals from the required Township departments and relevant outside agencies, if required;
- D. Submittal of a cross-access easement with the adjacent properties.

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

MUC

7 - Yes votes, 0 - No votes

**Item No. 6 Tentative Site Plan Review: Parcel ID# 5807-124-016-10 (1290 N Monroe St.) proposal to utilize the existing former K-mart and tire center buildings for internal, climate controlled self-storage. A 2-acre out parcel will be reserved for future C-2 development use.**

Mario Ortega, McKenna Associates, Township Planner, presented the Planner’s report dated March 10, 2021. Mr. Ortega states that the proposed use will be compatible with the adjacent uses and will result in the redevelopment of a portion of a vacant site. He recommends that the Planning Commission grant Tentative Site Plan Approval, and that the applicant submit a revised final site plan addressing the following outstanding items:

- A. The applicant receiving special use approval and meeting any conditions of said approval;
- B. Please provide a revised building elevation design including physical color samples;
- C. Please provide a revised final site plan that includes:
  - 1) Addressing the loading zone site circulations issues on a revised final site plan
  - 2) A landscape plan which includes the location, species, and quantity of proposed materials
  - 3) Dumpster enclosure details including the location, dimensions, and colors of any proposed enclosures
  - 4) A photometric plan including any proposed light fixture detail sheets
  - 5) A sign plan with dimensions, colors, location, and materials of proposed signage
- D. Submittal of approvals from the required Township departments;
- E. Submittal of approvals from relevant outside agencies, including but not limited to the Monroe County Road Commission and Monroe County Drain Commissioner if required;
- F. 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 March 10, 2021. Mr. Mathe 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.

**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 March 10, 2021
- Mark Mathe, Mannik & Smith Group of Michigan, March 10, 2021
- Josh Maddox, Fire Inspector, dated March 9, 2021
- Randy Kendall, Frenchtown Water Department, dated March 9, 2021
- Douglas A Link, Monroe Co. Drain Commission, dated February 25, 2021
- Wendy Hoevermeyer, Monroe Co. Health Department, dated February 16, 2021
- Submittal Documents

Phil Goldsmith, Legal Counsel for Brady Sullivan Properties, Chris Lewis, Brady Sullivan Properties – True Storage, and Jared Kime, Atwell - Engineer, presented their case for the tentative site plan approval for an indoor self-storage facility located on an 8.38-acre portion of 1290 N. Monroe Street (Parcel# 5807-124-016-100). Items presented and questions answered from Commissioners included such things as dumpster enclosures, garbage removal, loading zones, updating façade, updating lighting poles and fixtures so they are more energy efficient and providing a photometric plan.

The Commission further discussed.

**Motion**

Moved By: Hillary Venier

Supported By: Dennis Staelgraeve

A motion was made to grant tentative site plan approval for an indoor self-storage facility located on an 8.38-acre portion of 1290 N. Monroe Street (Parcel# 5807-124-016-100) contingent upon the concerns expressed in the Planner and Engineer’s reports and obtaining all outside approvals.

Roll Call:           Abrams – Yes,                   Calkins – Yes,                   Dotson– Yes,                   Venier – Yes,  
                          Thoma – Yes,                   Staelgraeve – Yes,           Collins – Yes.  
  
MUC  
7 - Yes votes, 0 - No votes

**Item No. 7 Old Business.**

No old business was discussed.

**Item No. 8 New Business.**

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

**Item No. 9 Administrative Reviews Update/Chairperson.**

**Township Board Report**

Chris Collins, Township Board Trustee, informed the Commission on several items the Township Board has voted on.

**ZBA Report**

Fred Calkins, Planning Commission Representative to the ZBA, informed the Commission on the three items heard at their last meeting which all were granted variances.

**Planning Commission Next Month**

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

- REZONING – PUD Text Amendment – Family Fun Center
- SPECIAL USE – TNT Fireworks – temporary sales tent in Meijer parking lot
- SPECIAL USE – Culver’s Restaurant – for drive-thru
- TENTATIVE SITE PLAN – Culver’s Restaurant
- FINAL Site Plan – Michigan Fuels

**Item No. 10 Adjournment.**

**Motion**

Moved By: Chris Collins

Supported By: Don Abrams

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

MUC