

FRENCHTOWN CHARTER TOWNSHIP  
PLANNING COMMISSION MEETING  
April 21, 2022

The meeting was held in person and via ZOOM and 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  
Jason Emerine, PE, CFM, Seiber Keast Lehner Engineering, Pro Shine Express Car Wash  
Chris Maragos, owner - Pro Shine Express Car Wash

0 interested citizens  
0 interested citizens per 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.

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: Dennis Staelgraeve MUC

A motion was made to approve with the change of removing ITEM NO.2 as draft minutes were not available.

**Item No. 3 Public Hearing – SPECIAL USE: to hear and consider a request for special use to construct and operate a drive through car wash on Parcel #07-079-021-01, more commonly known as 1910 N. Telegraph Road, in a C-2, General Commercial district. The 4.89-acre property is located on the east side of N. Telegraph Road, south of Mall Road.**

Mario Ortega, McKenna Associates, Township Planner, presented the Planner’s report dated April 12, 2022. Mr. Ortega stated that the rezoning has not been approved by the Board and any approval should be contingent on the rezoning and receiving any requested variances.

Mark Mathe, Mannik & Smith Group of Michigan, Township Engineer, presented the engineer’s reports dated April 14, 2022. Mr. Mathe stated that he had no objection to the Planning Commission granting approval of the proposed special use, subject to the comments in his review.



- Submittal of a photometric plan and detailed lighting cut sheets that are compliant with the ordinance.
- Submittal of a landscape plan that provides landscaping that in the option of the Planning Commission meets the intent of the ordinance.
- The applicant addressing any issues identified by the Township Engineer.

Roll Call: Thoma – Yes  
Dotson – Yes

Staelgraeve – Yes  
Calkins – Yes

Venier – Yes  
Abrams – Yes

MUC  
6- Yes votes, 0 - No votes

**Item No. 4 TENTATIVE SITE PLAN: to hear and consider a request for tentative site plan approval for a drive through car wash facility on Parcel #07-079-021-00, more commonly known as 1910 N. Telegraph Road, in a C-2, General Commercial district. The 4.89-acre property is located on the east side of N. Telegraph Road, south of Mall Road.**

Mario Ortega, McKenna Associates, Township Planner, presented the Planner’s report dated April 12, 2022. Mr. Ortega stated that any approval should be contingent upon the conditions outlined in his report.

Mark Mathe, Mannik & Smith Group of Michigan, Township Engineer, presented the engineer’s reports dated April 14, 2022. Mr. Mathe stated that he had no objection to granting tentative site plan approval at this time.

Jason Emerine, PE, CFM, Seiber Keast Lehner Engineering, representing Pro Shine Express Car Wash and Chris Maragos, owner of Pro Shine Express Car Wash answered questions and clarified issues posed to them regarding the proposed carwash facility.

The Commission discussed.

**Motion**

Moved By: Hillary Venier

Supported By: Fred Calkins

MUC

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

- Mario Ortega, McKenna Associates, dated April 12, 2022
- Mark Mathe, Mannik & Smith Group of Michigan, April 14, 2022
- Randy Kendall, Frenchtown Water Department, date March 25, 2022
- Submittal Documents

The Commission discussed.

**Motion**

Moved By: Hillary Venier

Supported By: Don Abrams

A motion was made to grant tentative site plan approval for a proposed drive through carwash facility to be located at 1910 N. Telegraph Road (Parcel ID # 07-079-021-01) in a C2 commercial zoning district with the following conditions:

- Compliance with all conditions of special use approval.
- Submittal of a final site plan that includes:
  - a) The identification of a street setback line measured 60 feet from the Telegraph Road centerline.
  - b) Sidewalks along N. Telegraph Road.
  - c) A landscape plan that in the opinion of the Planning Commission meets the intent of the ordinance.
  - d) A photometric plan and detailed lighting cut sheets that are compliant with the ordinance.
  - e) Screening of the vacuum separators.
  - f) Removal of the gravel parking lot.
  - g) Superficial improvements to the existing structure on the property to match the new structure.
- The applicant indicating the proposed signage will be in compliance with ordinance standards or submittal of a signage waiver application for consideration.
- Submittal of approvals from the required Township departments and any relevant outside agencies.
- The applicant addressing any site plan issues identified by the Township Engineer.

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

MUC

6- Yes votes, 0 - No votes

**Item No. 5 Review and Discussion: Frenchtown Zoning Ordinance Article 7, starting at Section 7.01**

Mario Ortega, McKenna Associates, Township Planner, presented the proposed changes to Article 7.

The Commission reviewed and discussed Article 7– Administration, Enforcement, and Processes. The sections reviewed are as follows:

- 7.01 - Powers and Duties of the Building Official
- 7.02 - Zoning Board of Appeals
- 7.03 - Administrative Site Plan Review Committee
- 7.04 - Site Plan Approval
- 7.05 - Special Use Approval

**Item No. 6 Old Business.**

No items were discussed.

**Item No. 7 New Business.**

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

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

Paul Thoma, Planning Commission Chairperson, informed the Commission that a new Coordinator may need to be appointed in the future. The Commission expressed appreciation to Natalie Askar for her hard work and dedication and discussed the importance of having qualified administrative support to help carry out the Commission’s duties and responsibilities both at the meetings and during regular business hours.

Paul Thoma also stated that there is a “No Mow May” movement across the country. The Commission discussed.

**Item No. 9 Adjournment.**

**Motion**

Moved By: Dennis Staelgraeve

Supported By: Don Abrams

MUC

A motion was made to adjourn the meeting at 9:18 P.M.