

FRENCHTOWN CHARTER TOWNSHIP  
PLANNING COMMISSION MEETING

June 17, 2021

The meeting was called to order at 7:03 p.m.

Roll call: Paul Thoma Dennis Staelgraeve Hillary Venier  
Fred Calkins Brian Dotson Chris Collins

Absent: Don Abrams

Also present: Mark Mathe, Mannik & Smith Group, Township Engineer Representative  
Mario Ortega, McKenna Associates, Township Planning Consultant  
Natalie Askar, Planning Commission Recording Secretary  
Jason Nolff, David Arthur Consultants, Inc. – Monroe County Humane Society  
Jim Jacobs, James S Jacobs Architects, PLLC – The Sports Garden  
Dan Sinnott, The Sports Garden, **via Zoom**

5 interested citizens

2 interested citizens via Zoom

A quorum being present, Chairman Paul Thoma called the meeting to order at 7:03 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: Dennis Staelgraeve Supported By: Hillary Venier

A motion was made to approve the agenda as presented.

MUC

**Item No. 2 Minutes of May 20, 2021, Meeting.**

**Motion**

Moved By: Dennis Staelgraeve Supported By: Hillary Venier

A motion was made to approve the minutes for the May 20, 2021 Planning Commission meeting as presented.

MUC

**Item No. 3 Public Hearing- Rezoning: to hear and consider a special use permit for a Humane Society of Monroe facility including an animal shelter and dog park on a 31.75-acre vacant parcel located on the east side of N. Monroe Street, north of Nadeau Road (Parcel# 5807-016-084-11). The property**

**where the special use is being requested is located in the A, Agricultural zoning district and is the subject of a conditional zoning agreement.**

Mario Ortega, McKenna Associates, Township Planner, presented the Planner’s report dated June 8, 2021. Mr. Ortega states that the proposed development will result in the establishment of a regional asset in the Township. The care and betterment of animals provided by the Monroe County Humane Society is in keeping with the historic uses and practices of the Township. Ensuring the long-term viability and compatibility of the site with adjacent uses will require a well-designed overall site development. We recommend that the Planning Commission grant special land use approval contingent upon the applicant receiving tentative and final site plan approval that is consistent with the development objectives of the conditional rezoning agreement.

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

**Motion**

Moved By: Hillary Venier

Supported By: Dennis Staelgraeve

MUC

A motion was made to accept and place on file the following correspondence for both the Special Use Approval and Tentative & Final Site Plan Approval:

- Mario Ortega, McKenna Associates, dated June 8, 2021
- Mark Mathe, Mannik & Smith Group of Michigan, June 9, 2021
- Josh Maddox, Fire Inspector, dated June 8, 2021
- Randy Kendall, Frenchtown Water Department, dated June 9, 2021
- Legal Notice – publish date June 2, 2021
- Affidavit of Mailing, dated May 28 of which 44 properties were notified
- Jenna Morse, Monroe Co. Drain Commissioner’s Office, dated January 26, 2021
- Douglas Link, Monroe Co. Drain Commissioner’s Office, dated January 26, 2021
- George Seif, MDOT, dated May 3, 2021
- Kathryn Kirkpatrick, EGLE, dated April 28, 2021
- Jason Nolff, David Arthur Consultants, 2 letters dated June 17, 2021
- Submittal Documents

Jason Nolff, David Arthur Consultants, Inc. Project Manager approached and presented their request regarding a special use permit for a Humane Society of Monroe facility (Phase 1) including an animal shelter and dog park on a 31.75-acre vacant parcel located on the east side of N. Monroe Street, north of Nadeau Road (Parcel# 5807-016-084-11).

**Motion**

Moved By: Dennis Staelgraeve

Supported By: Hillary Venier

A motion was made to **open** the public hearing at 7:19 pm.

Paul Thoma, Planning Commission Chairperson, asked three times if there were any citizens who wished to address the Commission. There were no residents 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 7:21 pm.

The Commission further discussed.

**Motion**

Moved By: Hillary Venier

Supported By: Fred Calkins

A motion was made to grant the special use permit approval for a Humane Society of Monroe facility including an animal shelter and dog park on a 31.75-acre vacant parcel located on the east side of N. Monroe Street, north of Nadeau Road (Parcel# 5807-016-084-11). The property where the special use is being requested is located in the A, Agricultural zoning district and is the subject of a conditional zoning agreement. Contingent upon Tentative and Final Site plan approval that is consistent with development objectives of the conditional rezoning agreement, as well as addressing any comments in the Planner & Engineer reports and Fire Department comments as well regarding the lane width deficiency.

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

6 - Yes votes, 0 - No votes

**Item No. 4 Tentative & Final Site Plan Review: Parcel ID# 5807-016-084-11 for a Humane Society of Monroe facility including an animal shelter and dog park on a 31.75-acre vacant parcel located on the east side of N. Monroe Street, north of Nadeau Road (Parcel# 5807-016-084-11). The property is located in the A, Agricultural zoning district and is the subject of a conditional zoning agreement.**

Mario Ortega, McKenna Associates, Township Planner, presented the Planner’s report dated June 8, 2021. Mr. Ortega states that the proposed development will result in the establishment of a regional asset in the Township. The care and betterment of animals provided by the Monroe County Humane Society is in keeping with the historic uses and practices of the Township. Ensuring the long-term viability and compatibility of the site with adjacent uses will require a well-designed overall site development.

The site plan as proposed provides enough detail to warrant a tentative site plan approval. Several issues have been raised that the applicant would normally address on a revised site plan, and which would then be reviewed as part of a final site plan submittal. The applicant has indicated that they would like to receive tentative and final site plan approval at this time. We recommend that the Planning Commission grant tentative site plan approval. If the Planning Commission determines that the issues identified above can be adequately addressed, then final site plan approval could be granted contingent upon the applicant

providing a revised site plan that addresses the cited issues in his review to the satisfaction of the Planning Commission.

Mr. Mathe, Mannik & Smith Group of Michigan, Township Engineer, presented the engineer's reports dated June 9, 2021. Mr. Mathe has no objection to the Planning Commission granting approval of the tentative and 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 by our office.

At this time, approval has been received from the Monroe County Drain Commissioner's Office, with respect to site plan and soil erosion and sedimentation control. The Michigan Department of Transportation has issued a preliminary approval, and a permit has been issued by the Michigan Department of Environment, Great Lakes, and Energy for the minor impacts to the wetland areas. As such, tentative and final site plan approval should also be contingent upon:

- Approval from the City of Monroe, with respect to the sanitary sewer stub,
- Approval from the Township Fire Marshal,
- Approval from the Township Water Department, and
- Approval from the Township Planning Consultant.

Jason Nolff, David Arthur Consultants, Inc. Project Manager answered questions from the Commission on their request regarding tentative and final site plan approval for a Humane Society of Monroe facility (Phase 1) including an animal shelter and dog park on a 31.75-acre vacant parcel located on the east side of N. Monroe Street, north of Nadeau Road (Parcel# 5807-016-084-11).

The Commission further discussed.

**Motion**

Moved By: Hillary Venier

Supported By: Chris Collins

A motion was made to grant both Tentative and Final Site Plan approval for a Humane Society of Monroe facility including an animal shelter and dog park on a 31.75-acre vacant parcel located on the east side of N. Monroe Street, north of Nadeau Road (Parcel# 5807-016-084-11). This approval is contingent upon addressing the comments in the Planner and Engineer reports and obtaining all outside agency approvals; that the applicant will work out the path to storage building with the consultants and the Fire Department, and that the land bank both to the west and east of the dog park be labeled for future parking if needed.

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

MUC  
6 - Yes votes, 0 - No votes

**Item No. 5 Tentative Site Plan Review: Parcel ID # 5807-807-010-00 for an indoor and outdoor public commercial recreation facility, which shall include a miniature golf course and batting cages, on a**

**3.90-acre vacant parcel located at the northwest corner of N Dixie Highway and Sandy Creek Road (Parcel# 5807-807-010-00). The 3.90-acre parcel is known as Lot 10 located in the Frenchtown Business Park and the PUD, Planned Unit Development zoning district.**

Mario Ortega, McKenna Associates, Township Planner, presented the Planner's report dated June 7, 2021. Mr. Ortega states that the proposed use will provide another entertainment alternative for Township residents and visitors. The proposed site configuration is the most functional given the access requirements. Screening and the miniature golf course details will be the determining factor in how compatible this use will be with the adjacent uses. While there are extensive specifics to be reviewed, a detailed review is normally completed at the final site plan review stage. Mr. Ortega recommends that the Planning Commission grant Tentative Site Plan Approval, and that the applicant submit a revised final site plan addressing the outstanding items identified in his review.

Mr. Mathe, Mannik & Smith Group of Michigan, Township Engineer, presented the engineer's reports dated June 9, 2021. Mr. Mathe has no objection to the Planning Commission granting 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 Marshal,
- Approval from the Township Water Department, and
- Approval from the Township Planning Consultant.

Jim Jacobs, James S Jacobs Architects, representing The Sports Garden approached and presented their request regarding tentative site plan approval for an indoor and outdoor public commercial recreation facility, which shall include a 36-hole miniature golf course and 4 batting cages, on a 3.90-acre vacant parcel located at the northwest corner of N Dixie Highway and Sandy Creek Road (Parcel# 5807-807-010-00).

Dan Sinnott, The Sports Garden – via Zoom, answered questions from the Commissioners regarding sidewalks and expressed his plans for this site.

**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 June 7, 2021
- Mark Mathe, Mannik & Smith Group of Michigan, June 9, 2021
- Josh Maddox, Fire Inspector, dated June 8, 2021
- Randy Kendall, Frenchtown Water Department, dated June 9, 2021
- Submittal Documents

The Commission further discussed.

**Motion**

Moved By: Dennis Staelgraeve

Supported By: Hillary Venier

A motion was made to approve Tentative Site Plan Review for an indoor and outdoor public commercial recreation facility, which shall include a 36-hole miniature golf course and 4 batting cages, on a 3.90-

acre vacant parcel located at the northwest corner of N Dixie Highway and Sandy Creek Road (Parcel# 5807-807-010-00). This approval is contingent upon the items addressed in the Planner and Engineer's reports. The three structures along Dixie that are in the setback area need to be moved out of setback, light house placement is allowed.

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

MUC  
6 - Yes votes, 0 - No votes

**Item No. 6 Old Business.**

Commissioners asked about the status of the application for Michigan Fuels.

Mr. Ortega informed the Commissioners that he is still doing research on the Solar Farms.

**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/Chairperson.**

- **Township Board Report (Chris Collins):**

Monroe Storage Units, LLC (old Sears Building) status update.

- **ZBA Report (Fred Calkins):**

Setback issue to build a single family dwelling in the beaches - Approved

- **Planning Commission:**

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

- SIGN WAIVER – Simon Z Telegraph
- REZONING – Project Second Chance
- SPECIAL USE – Tommy's Express Car Wash
- TENTATIVE SITE PLAN – Tommy's Express Car Wash

- **Mini Committee Meetings since last Planning Commission meeting:**

- InSite Logistics Center
- Mr. Mike's Pools

**Item No. 9 Adjournment.**

**Motion**

Moved By: Dennis Staelgraeve

Supported By: Fred Calkins

A motion was made to adjourn the meeting at 9:20 p.m.

MUC