

FRENCHTOWN CHARTER TOWNSHIP  
PLANNING COMMISSION MEETING  
February 20, 2025

SIG *Fredrick Cuccia*  
**APPROVED**

The meeting was called to order at 7:02 p.m.

Roll call: Bill VanDaele Tim Stiff Ignazio Cuccia  
Fred Calkins Chris Collins Brian Dotson

Absent: Don Abrams- excused

Also present: Justin Sprague, CIB Planning, Frenchtown Charter Township Planner via zoom  
Kristen Hatfield, CIB Planning, Frenchtown Charter Township Planner  
Gary Dahl, Frenchtown Charter Township, Building Official  
James Jacobs, Jacobs Architects PLLC  
Jason VanRyan, Dollar General

4 interested citizens in person.

**Item No. 1 Call to Order.**

A quorum being present, Mr. Cuccia called the meeting to order at 7:02 PM. This meeting was held under the Open Meetings Act.

**Item No. 2 pledge of Allegiance**

Pledge of Allegiance was observed.

**Item No. 3 Roll Call.**

Roll Call Performed.  
Don Abrams- excused

**Item No. 4 Approval of Agenda.**

**Motion**

Moved By: Tim Stiff

Supported By: Bill VanDaele

A motion was made to approve the agenda as amended to include the tabling of Item No. 8 D and Item No. 9 D and add 8G resolution to the Township Board for Planning Commission meeting minute taking assistance and 8 H to set a Public Hearing for amendments to the township ordinance.

MUC

**Item No. 5 Approval of Minutes of January 16, 2025 and the February 6, 2025 Meeting.**

**Motion**

Moved By: Tim Stiff

Supported By: Brian Dotson

A motion was made to approve the minutes for the January 16, 2025 and the February 6, 2025, Planning Commission meeting.

MUC

**Item No. 6 Public Comment on Non-agenda Items Only.**

None.

**Item No. 7 Business Items**

Nothing to discuss.

**Item No. 8 Public Hearing:**

- a. To amend Article 2, Zoning Districts, Map and Table of Permitted Uses, Section 2.10 "Table of Permitted and Uses with Specific Conditions" to consider the following text to allow "Personal Indoor Self-Storage and Outdoor Self Storage as a Principal Use for storage of personal vehicles, recreational vehicles, trailers and similar items", as either a Conditional Land Use with Specific Conditions or as a Special Land Use in the C-2, C-3 and I-1 districts.
- b. To amend Article 4, Use Standards, Section 4.27 regarding indoor climate-controlled storage facilities as well as the creation of a new section regarding mini-storage warehouses and facilities.
- c. To amend Article 5, Section 5.17, regarding the location and placement of Recreational Vehicles parked on residential property within residential districts.
- d. A Uses with Specific Standards request for Polhamus, Inc located at 2754 N Monroe Street. The Parcel Number is 5807 353 017 000 and the property is zoned C-3, Highway Commercial. The applicant seeks approval for outdoor storage.

**Motion**

Moved By: Tim Stiff

Supported By: Bill VanDaele

A motion was made to table applicant's request for approval of outdoor storage, item 8D and 9D for Uses with Specific Standards request for Polhamus, Inc located at 2754 N Monroe St. Parcel Number 07 353 017 000 property is zoned C-3, Highway Commercial, until the March 20, 2025 Planning Commission meeting.

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Mr. Cuccia read aloud the Public notice on proposed amendments.



- a. Amend Article 2, Zoning Districts, Map and Table of Permitted Uses, Section 2.10 “Table of Permitted and Uses with Specific Conditions” to consider the following text to allow “Personal Indoor Self-Storage and Outdoor Self Storage as a Principal Use for storage of personal vehicles, recreational vehicles, trailers and similar items”, as either a Conditional Land Use with Specific Conditions or as a Special Land Use in the C-2, C-3 and I-1 districts.
- b. Amend Article 4, Use Standards, Section 4.27 regarding indoor climate-controlled storage facilities as well as the creation of a new section regarding mini-storage warehouses and facilities.
- c. Amend Article 5, Section 5.17, regarding the location and placement of Recreational Vehicles parked on residential property within residential districts.

**Motion**

Moved By: Chris Collins

Supported By: Tim Stiff

A motion was made to recommend approval to the Township Board, the Ordinance Amendments to:  
 Section 4.27 Indoor Storage, Climate controlled Self-Storage  
 Section 4.xx Mini Storage/ Self Storage Warehouses  
 Section 4.xx Mini Storage/ Self Storage Warehouse with Outdoor Storage  
 Section 4.35 Outdoor Storage with correction B.b.i to 16 ft.  
 Section 2.10 Table of Permitted Uses to list above Amendments as Special Use designation in C-2 Commercial, C-3 Commercial and I- Industrial districts

Roll Call:	VanDaele - Y	Tim Stiff- Y	Calkins - Y
	Collins - Y	Cuccia- Y	Dotson- Y

6- Yes votes, 0 - No votes  
MUC

- d. A Uses with Specific Standards request for Polhamus, Inc located at 2754 N Monroe Street. The Parcel Number is 5807 353 017 000 and the property is zoned C-3, Highway Commercial. The applicant seeks approval for outdoor storage.
- e. Site Plan Review: 3979 N Dixie Highway (Dollar General) parcel number: 07-056-029-01

Kristen Hatfield, CIB Planning, Frenchtown Charter Township Planner gave the planners report on the proposed development.

Jason Van Ryan representing the proposed Dollar General gave his presentation and answered questions

**Motion**

Moved By: Chris Collins

Supported By: Bill VanDaele

A motion was made to place on file submittal documents, including the Application, Site Plan, Planner's Report, Engineer's Report, Monroe County Road Commission, Water Department, Monroe County Drain Commissioner's Office and other outside agency documents.

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Commission members asked questions and discussed.

No further discussion.

**Motion**

Moved By: Chris Collins

Supported By: Bill VanDaele

A motion was made to approve the Final Site Plan for 3979 N. Dixie Hwy, Dollar General, Parcel ID# 07-056-029-0, Zoned C-1 Commercial with the following conditions:

Administrative final approval of the Site Plan

Loading Zone as submitted

Snow Storage to be approved Administratively

Steel panels on the rear elevation

Co-ordinate with Frenchtown Township and adjacent properties to establish a cross access as provided in Planner's Report.

Non-Motorized sidewalk installation along N. Dixie Hwy

Roll Call:	VanDaele - Y	Tim Stiff- Y	Calkins - Y
	Collins - Y	Cuccia- Y	Dotson- Y

6- Yes votes, 0 - No votes

MUC

**f. Site Plan Review: 2200 N Monroe Street (Wellness Center) parcel number: 07-987-003-00**

Kristen Hatfield, CIB Planning, Frenchtown Charter Township Planner gave the planners report on the proposed development.

James Jacobs, James Jacobs Architects, spoke on behalf of the proposed Wellness Center.

**Motion**

Moved By: Fred Calkins

Supported By: Brian Dotson

A motion was made to place on file submittal documents for the proposed Wellness Center, including the Application, Site Plans, Planner’s report, Engineer’s report and other outside agency documents.

Commission members asked questions of the applicant and discussed.

No further discussion.

**Motion**

Moved By: Fred Calkins

Supported By: Tim Stiff

A motion was made to grant Final Site Plan approval for 2200 N Monroe St., Wellness Center, Parcel ID# 07-978-003-00 zoned C-2 Commercial with the following conditions being met:

Administrative approval on the Site Plan

Compliance with Planner’s recommendations as listed in the submitted report

Allow loading area as proposed

Use of existing landscaping around the retention basin

Installation of non-motorized sidewalk along N. Monroe St.

Building shrubbery in lieu of greenbelt shrubs

- g. Resolution from the Planning Commission to the Township Board to provide to the Commission personnel to assist with taking of minutes during Planning Commission meetings (i.e. recording secretary).**

**Motion**

Moved By: Ignazio Cuccia

Supported By: Tim Stiff

A motion was made to present a request to the Township Board to provide a staff person to assist with taking of meeting minutes during Planning Commission meetings.

Roll Call:	VanDaele - Y	Tim Stiff- Y	Calkins - Y
	Collins - Y	Cuccia- Y	Dotson- Y

6- Yes votes, 0 - No votes  
MUC

- h. Request by the Planner to set a Public Hearing at the March 20, 2025 Planning Commission meeting for corrections and clarifications to be heard for the Frenchtown Charter Township Ordinance 300.**

**Motion**

Moved By: Brian Dotson

Supported By: Bill VanDaele

A motion was made to place the amendments to Frenchtown Charter Township Ordinance 300 on the March 20, 2025 Agenda for Public Hearing and discussion.

Roll Call:	VanDaele - Y	Tim Stiff- Y	Calkins - Y
	Collins - Y	Cuccia- Y	Dotson- Y

6- Yes votes, 0 - No votes  
MUC

**Item No. 10 Old Business.**

Nothing to discuss.

**Item No.11 Other Business/Discussion.**

Nothing to discuss.

**Item No. 12 Board Reports and Administrative Update.**

- a. Administrative Review Update-** Nothing to discuss.
- b. Township Board Report-** Mr. Collins reported on the Boards decision to remove Special Use Decision Authority from the Planning Commission and retain that authority to the Township Board.
- c. ZBA Report -** No meeting occurred.
- d. Master Plan Update-** Justin Sprague- no current updates
- e. Next Planning Commission Meeting–** March 20, 2025.

**Item No. 13 Public Comment on Non-agenda Items Only.**

Nothing for discussion.

**Item No. 14 Adjournment**

**Motion**

Moved By: Tim Stiff

Supported By: Fred Calkins

A motion was made to adjourn the meeting at 9:49 p.m.

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