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**CITY OF FRASER
PLANNING COMMISSION MEETING
AUGUST 7, 2024 @ 7:00 P.M.
33000 GARFIELD, FRASER, MI 48026
AS APPROVED OCTOBER 2, 2024**

A regular meeting of the City of Fraser Planning Commission was held Wednesday, August 7, 2024 at 7:00 p.m. in City Council Chambers, 33000 Garfield, Fraser, MI 48026.

1. CALL TO ORDER

Chair Czarnecki called the meeting to order at 7:00 p.m. Chair Czarnecki led the Pledge of Allegiance.

2. ROLL CALL

Present: Barr, Czarnecki, Farina, Keil, Meyer, Tuller, Warunek
Absent: None
Others: City Planner Sayre, City Attorney Alyssa Ericson, City Clerk Gitschlag

3. APPROVAL OF AGENDA AUGUST 7, 2024 PLANNING COMMISSION

Motion by Farina supported by Kiel to approve the agenda as presented.
AYES: Barr, Czarnecki, Farina, Keil, Meyer, Tuller, Warunek
NAYS:
Absent:

Motion Carried

4. CHAIRPERSON'S OPENING REMARKS

Chair Czarnecki read her opening remarks into the record.

**PLANNING COMMISSION MEETING
AUGUST 7, 2024 @ 7:00 P.M.**

5. APPROVAL OF MINUTES – JUNE 5, 2024

Commissioner Czarnecki had minor corrections to the minutes. Updated copies were distributed.

Motion by Keil supported by Farina to approve the minutes of the June 5, 2024 meeting as amended.

AYES: Barr, Czarnecki, Farina, Keil, Meyer, Tuller, Warunek

NAYS:

Absent:

Motion Carried

6. NEW BUSINESS

a. Public Hearings

There were no public hearings on the agenda tonight.

b. Site Plans

Site Plan 24-03 – 16000 15 Mile Rd – Exterior Façade Review

Planner Sayre reviewed the application before the Planning Commission to improve the façade and recommended the approval of the building materials. Commission was joined by Maurice Charbonneau and Alyssa Orlando of JSN Architecture who explained the project and displayed the intended building materials. Their goal is to refresh the look of the shopping center while matching the aesthetic of the surrounding structures.

Questions about the signage were addressed. Petitioner and property manager Nail Zela joined to address Commissioner questions and show building material samples. Commissioners asked about future plans for lighting and upgrades to signage. Commissioner Meyer inquired about Building Permits and kickers, which Mr. Zela addressed.

Motion by Farina, supported by Tuller to approve the exterior facade upgrade materials and the roof mounted screening for Site Plan 24-03 16000 15 Mile Rd as submitted with the conditions that the signage will be within ordinance.

AYES: Barr, Czarnecki, Farina, Keil, Meyer, Tuller, Warunek

NAYS: None

Absent:

Motion Carried

7. UNFINISHED BUSINESS

a. Sign Ordinance Discussion

Planner Sayre thanks the Commission for their feedback and ideas for the updated sign ordinance. Commissioner Farina discussed window sign percentages of

**PLANNING COMMISSION MEETING
AUGUST 7, 2024 @ 7:00 P.M.**

neighboring communities and the presence of string lights in store windows and how can it be regulated, permitted and enforced. The Commission asked for a recommendation from administration on what a string lighting ordinance would look like as part of the sign ordinance.

Chair Czarnecki opened the floor for additional comments from those in the room, none was received.

Chair Czarnecki took an informal hand raise poll to move forward with a public hearing on the draft sign ordinance as is. The Commission requested one more draft including updates to string lighting and percentages on window signage in September, with Public Hearing in October.

8. PUBLIC COMMUNICATIONS ON NON-AGENDA ITEMS

Chair Czarnecki read into the record a letter from Clinton Twp regarding a public hearing on their proposed Master Plan.

9. MONTHLY REPORT JULY 2024

No changes for Hockeyland this month, still meeting their list of requirements.

32660 Utica has their building permits.

Sheetz will likely be before City Council in September.

Sunbelt Rentals will be seeking a variance for the greenbelt planning strip on the August ZBA agenda.

Meijer on Utica Rd will have a request for variance in parking on the August ZBA agenda.

Driveway expansion is a current topic of discussion with legal and planning, more will be brought to the September meeting.

10. ZONING BOARD OF APPEALS MEMBER LIAISON REPORT

July meeting was cancelled, August 15th meeting will have Meijer parking reduction for a carwash building, and the expected variance on the Sunbelt Rentals greenbelt reduction request. Meijer will not be considered for action, though the Public Hearing will remain.

11. COMMISSIONERS' COMMENTS AND ITEMS OF INTEREST/CONCERN

Commissioner Farina congratulated the Clerk on a successfully run election & promoted the St Malachy horse racing fundraiser.

Commissioner Warunek commented that it's proper that Planning Commissions get façade upgrade approvals from applicants, not just a building permit.

**PLANNING COMMISSION MEETING
AUGUST 7, 2024 @ 7:00 P.M.**

12. ADJOURNMENT

Motion by Keil supported by Meyer to adjourn the meeting at 8:09 p.m.

AYES: AYES: Barr, Czarnecki, Farina, Keil, Meyer, Tuller, Warunek

NAYS: None

Absent:

Motion Carried

Respectfully Submitted:

August Gitschlag, Clerk
City of Fraser