

**VILLAGE OF FRANKLIN
PLANNING COMMISSION
Minutes of Meeting
May 19, 2010**

I. CALL TO ORDER

The regular meeting of the Village of Franklin Planning Commission was called to order by Chairman Pamela Hansen at the Franklin Village Office Building, 32325 Franklin Road, Franklin, Michigan, at 7:32 P.M.

II. ROLL CALL

Present: Calvin Cupidore (arrived at 7:35), Connie Ettinger, David Goldberg, Pam Hansen, Mike Heisel, Mary Hepler (arrived at 7:35), Dean Moenck, Joe Roisman

Absent: Al Beke

Also Present: Village Planning Consultant Christopher Doozan-McKenna and Associates, Village Clerk Eileen Pulker, Building Official Bill Dinnan

III. ADOPTION OF AGENDA

Motion by Ettinger supported by Roisman to approve the agenda as submitted.

Ayes: Ettinger, Goldberg, Hansen, Heisel, Moenck, Roisman

Absent: Beke, Hepler, Cupidore

Nays: None

Motion carried.

IV. ADOPTION OF MINUTES

A. Regular Meeting of April 21, 2010

Motion by Heisel supported by Ettinger to approve the minutes for the regular meeting of April 21, 2010, as submitted.

Ayes: Ettinger, Goldberg, Hansen, Heisel, Moenck, Roisman

Absent: Beke, Cupidore, Hepler

Nays: None

Motion carried.

V. COUNCIL LIAISON REPORT

Hansen advised that Pulker would be giving the Report in Stopples' absence. Pulker advised, on Stopples' behalf, that the Budget was adopted by Council, May 17th, the Budget was difficult to develop and will be closely monitored throughout the year with adjustments incorporated as needs arise or revenues increase, Seltzer was appointed to fill the unexpired term of Harnisch whose term expires in 2011, Council adopted the Tree Ordinance and Solar and Wind Energy Ordinance as recommended by the Commission, and adopted a Resolution regarding the Kreger Farm Buildings. Discussion ensued regarding Council appointment and term with Pulker advising that Eads pulled out though he will continue to serve as Deputy Treasurer and Cable Board Representative and Seltzer will be sworn in this week.

Hansen inquired as to whether information had been received from Mike Barger, Village Arborist regarding the requested listing of desired and junk trees as referenced in the Tree Ordinance and his fees with Pulker advising that the request has been communicated a number of times but no list has been received, fees vary depending on time commitment, and she will follow up with the request.

Hansen inquired as to what the Village needs to do to ensure the recently revised Sign Ordinance is enforced and provided a brief overview of elements that drove the revisions, noting that signs are being left out all night at some locations while others are fully complying. Dinnan advised as to a potential course of action, starting with a notice letter sent those business owners who require a reminder, advising as to Ordinance requirements and consequences for non-compliance. Discussion ensued regarding consequences, ticketing, desire to have all Village parties on the same page, enforcement process, notice

provided at Public Hearing, and desire to uniformly enforce Ordinance, with the consensus of the Commission being to support immediate enforcement of Ordinance after the letter advising as to requirements and consequences for non-compliance is transmitted to the affected business owners. Dinnan advised that applying for a variance stays action.

Moenck requested an update as to the Snow House with Hansen/Pulker/Dinnan providing a brief summary of the matter. Dinnan advised the Snow House (32365 Franklin Road) has applied for a temporary use permit, noted zoning designation including of surrounding properties, advised the property/use does not meet Village Zoning Ordinance or Building Code (State Law) requirements and he has therefore denied the application, applicant can apply to Zoning Board of Appeals, and a 2/3 affirmative vote is needed to reverse the decision of the Building Official. Discussion ensued regarding permit, use, and procedure if rezoning is requested with it being noted, by Doozan, that an application for rezoning would need to be submitted for Planning Commission's consideration which would then make a recommendation to Council for its consideration.

A. Main Street Franklin (MSF) Program Update

Hansen provided an update as to the recent termination of the Director and noted that before a new director is sought the role and oversight of the position needs to be clarified. She further advised that she is a member of the Interview Committee recently established by the Main Street Executive Board and she has drafted a job description for consideration at its next meeting

Roisman suggested that Robert's Rules of Order relative to discussions be more tightly enforced noting that it is his experience that this would better control discussions and move matters along in a timelier manner. Discussion ensued with Hansen advising that treating others with courtesy and respect is how this body has always conducted itself and as Chair she will be mindful of Robert's Rules of Order while controlling discussion.

VI. BUDGET EXPENDITURE REPORT

Hansen referred to the submitted Report. Discussion ensued regarding going slightly over budget and potential for big ticket items to negatively impact budget with Pulker noting that while May and June are not reflected in the Report it is not likely that there will be any big ticket items negatively impacting the budget as Consultant and Administrative fees for items currently being considered are paid by the applicants.

Hansen noted that she attended Council's Budget Hearing, provided a brief overview of the Budget as it relates to the Commission, reminded that the budget for the Planning Commission has been cut 35% each of the last two (2) years, Commission needs to consider which initiatives it would pursue if additional funding becomes available, advised that she is considering reducing the number of Commission meetings to facilitate cost-savings, and requested feedback. Discussion ensued regarding expenses, pros and cons of canceling meetings, requirement to have minimum of four (4) meetings per year, and potential scenarios for scheduling meetings (quarterly/bi-monthly/10 per year) with Hansen advising that the Commission should tentatively plan on the July meeting being cancelled with a final decision to be made at the June meeting, with the consensus of the Commission in agreement. Pulker was advised to transmit a note to this effect, and to advise commissioners whether or not any applications had been received requiring their review.

VII. PUBLIC COMMENTS

There were no Public Comments.

VIII. CONSIDER COMPLETENESS OF SPECIAL USE PERMIT APPLICATION, KREGER FARM, 26225 CAROL AVENUE.

Motion by Goldberg supported by Moenck to accept the Special Use Permit Application for the Kreger Farm, 26225 Carol Avenue, as complete.

Discussion ensued regarding the completeness of the application with it being noted that Moenck and Hansen met with Dinnan, Stoppels and Pulker and made a determination that the Application was complete.

Ayes: Cupidore, Ettinger, Goldberg, Hansen, Heisel, Hepler, Moenck, Roisman

Absent: Beke

Nays: None

Motion carried.

IX. PUBLIC HEARING

A. Kreger Farm, 26225 Carol Ave., Special Approval Use Permit Application

Hansen introduced this item and provided a brief overview. Discussion ensued regarding previous meeting's discussion/motion and timing of consideration of completeness of application v. public hearing with Doozan advising that all of the items cited in his review letter have been addressed.

Motion by Moenck supported by Roisman to amend the agenda to insert section after public comments to review the completeness of the application for the special use permit.

Discussion ensued regarding appointed review committee and its determination and placement on agenda.

Ayes: Cupidore, Ettinger, Goldberg, Heisel, Moenck, Roisman

Absent: Beke

Abstain: Hepler

Nays: Hansen

Motion carried.

Hansen opened the Public Hearing at 8:16 P.M. and closed the Public Hearing at 8:17 P.M. with no one from the public responding.

X. UNFINISHED BUSINESS

A. Consider Special Approval Use Application, 26225 Carol Ave. (Kreger House, Barn and Shed)

Hansen referred to the supporting documentation provided in the packets, Doozan noted that he had also submitted correspondence prior to tonight's meeting, and Hansen requested Doozan to provide a brief overview.

Doozan reviewed his Memo dated April 28, 2010 and correspondence dated May 19, 2010, and noted that he had included revisions to the site plan relative to barrier free space detail in his May 19, 2010 correspondence and is recommending approval subject to the inclusion of his revised site plan, as all other concerns previously noted have been addressed.

Discussion ensued regarding parking concerns, Letter of Understanding Regarding Church Parking Lot, and use of buildings, with Dinnan briefly summarizing his Review dated May 4, 2010, in which he recommends approval subject to any conditions the Commission deems necessary as being appropriate and advising as to Ordinance requirements/parking calculations, potential for conditioning approval to ensure resource is not overloaded during Church's peak usage, and permitted v. special uses. Lamott provided an overview of a parking study done by the Kreger Team and reviewed Kreger Buildings' uses and Council's Resolution.

Discussion continued regarding governmental/community use v. private use, hours of operation/staffing/access, insurance, and revenue/accounting/responsibility to maintain structures, with Lamott noting that access could be controlled by picking up a key from Village staff, Pulker noting that insurance would be required identifying the Village as an additional insured similar to current requirements for use by others of Village property, Doozan noting that conditioning approval on clarification of use of funds is outside the purview of the Special Use Permit process, Moenck noting that Council is fully responsible for the sustainability of the property, Dinnan noting that considerations that are not related to zoning are outside the purview of the Commission for these matters and barrier-free

details will also be addressed as part of the permitting process, and Pulker advising as to notice of Hearing.

Hansen inquired relative to parking surface materials noting that the site plan shows Green surface. Discussion ensued regarding Ordinance requirements (asphalt/concrete), potential to revise Ordinance to incorporate Green surfaces (pervious) as Bingham Farms is currently doing, and process with Dinnan noting that once approved, deviations from the Site Plan would require a variance, the site plan shows Green, and a joint resolution at the appropriate time could be considered by the Commission to show its support of Green surfaces.

Motion by Ettinger supported by Roisman to recommend approval of Special Use Application, 26225 Carol Ave. (Kreger House, Barn and Shed) as submitted subject to the inclusion of the site plan as revised by Doozan and as provided on page 3 and appended to his May 19, 2010, correspondence.

Ayes: Cupidore, Ettinger, Goldberg, Hansen, Heisel, Hepler, Moenck, Roisman

Absent: Beke

Nays: None

Motion carried.

B. 2006 Master Plan Implementation Plan

Hansen requested an update on the website with Pulker advising that revisions have been made, testing is the next step, the website will go live shortly after completion of testing, and it will be further updated with the inclusion of attachments, connections, etc., after going live.

C. Green Initiatives

Hansen requested this discussion be postponed. Discussion ensued regarding community support and interest.

XI. UPCOMING MEETING DATES

A. Next Regular Meeting Date: June 16, 2010, 7:30 P.M.

Hansen reminded that the July and August meetings could be cancelled.

XII. ADJOURNMENT

Motion by Roisman supported by Moenck to adjourn the meeting.

Ayes: Cupidore, Ettinger, Goldberg, Hansen, Heisel, Hepler, Moenck, Roisman

Absent: Beke


Nays: None

Motion carried.

There being no further business, the meeting adjourned at 9:07 P.M.

Respectfully submitted,

Lori D. Rich, Recording Secretary



Eileen H. Pulker, Clerk

TO DO LIST

May 19, 2010 Planning Commission Meeting

- 1. Tree Ordinance:**
 - a. Pulker to contact Village Arborist regarding status of list of desired and junk trees.
- 2. Sign Ordinance:**
 - a. Generate and transmit letter to all business owners reviewing ordinance requirements relative to temporary signs and advising as to enforcement. Thereafter begin enforcement.
- 3. Cancellation of July Meeting:**
 - a. Pulker to transmit note.
 - b. Commission to consider at June meeting.
- 4. Green Initiatives:**
 - a. Postponed from May meeting – add to June meeting?
- 5. Special Use Permit Application, Kreger Buildings:**
 - a. Approval recommended subject to incorporation of revised site plan – forward to Council.