

**VILLAGE OF FRANKLIN  
PLANNING COMMISSION  
Minutes of Meeting  
April 17, 2013**

**I. MEETING CALLED TO ORDER**

The regular meeting of the Village of Franklin Planning Commission was called to order by Chair David Goldberg at the Franklin Village Hall, 32325 Franklin Road, Franklin, MI, at 7:30 P.M.

**II. ROLL CALL**

Present: Al Beke, Calvin Cupidore, Connie Ettinger, David Goldberg, Peter Halick, Mike Heisel, Mary Hepler, Dean Moenck

Absent: Karen Couf-Cohen (excused)

Also Present: Planning Consultant, Christopher Doozan, McKenna and Associates; Village Administrator, Amy Sullivan; Village Clerk, Eileen Pulker

**III. ADOPTION OF AGENDA**

**Motion by Moenck supported by Cupidore to approve the Agenda as submitted.**

**Ayes: Beke, Cupidore, Ettinger, Goldberg, Halick, Heisel, Hepler, Moenck**

**Nays: None.**

**Absent: Couf-Cohen**

**Motion carried.**

**IV. ADOPTION OF MINUTES**

**A. Regular Meeting of March 13, 2013**

**Motion by Heisel supported by Cupidore to approve the minutes for the regular meeting of March 13, 2013 as amended.**

Hepler requested page 3, Unfinished Business VIII-D, be amended to reduce references to parking agreements/arrangements.

**Ayes: Beke, Cupidore, Ettinger, Halick, Heisel, Helper, Moenck**

**Nays: None**

**Abstain: Goldberg**

**Absent: Couf-Cohen**

**Motion carried.**

**V. BUDGET EXPENDITURE REPORT**

**A. Budget Update**

Commissioners reviewed/discussed the budget focusing on the Secretarial Services line item being consumed with additional costs charged to another Department and the Master Plan line item with it being noted these funds are not likely to be utilized due to the near ending of this budget cycle. The consensus was to adjust the budget to reflect actual expenditures enabling this to be tracked within the Planning Commission's budget.

**VI. COUNCIL LIAISON REPORT**

Sullivan provided a brief summary of salient items considered by Council at its April meeting noting the three (3) ordinances referred to Council by the Commission were approved in first

reading, McKenna's rate structure was changed from a monthly retainer to hourly invoicing, and the draft budget was reviewed with a public hearing to be held at its May meeting. Sullivan suggested the Commission add an item to its next meeting agenda to review and prioritize potential upcoming projects to assist in forecasting. Discussion ensued regarding the Master Plan line item.

## **VII. PUBLIC COMMENTS**

- **Pat Burke, Franklin Court**, provided an overview of the Historic Preservation Workshop to be held at the Franklin Community Church on May 3<sup>rd</sup> noting it is a fun, creative, and interesting event. Burke encouraged all to attend and Sullivan noted the PowerPoint slides will be posted on MSF's website after the event.

## **VIII. UNFINISHED BUSINESS**

### **A. Consider Proposed Ordinance to Amend Section 1262.01, Parking Regulations, of Chapter 1262, Off-Street Parking and Loading**

Goldberg noted this is the one remaining piece which deals primarily with establishing parking space standards per use and shared parking. Goldberg suggested utilizing the e-mail sent in by Hepler as the framework for this discussion with all in agreement. Discussion ensued as follows:

- Useable floor area defined: Defined within the ordinance; relatively standard formula;
- "Employee": Potential to distinguish between full-time and part-time employees and set parking standards accordingly with the consensus being to incorporate a strategy provided by Doozan which is to set the standard based on the maximum number of employees on the largest working shift; Doozan to define "employee";
- Retail: Potential ambiguity between specified uses (clothing repair is clearer if changed to alterations); Discussion as to why different standards exist for different types of retail with it being noted the main difference for those specified within the ordinance speaks to the nature of their inventory; Commissioners considered current retail in the Village.
- Medical Offices: Discussion as to the potential to set standards similar to those set for barber shops and beauty parlors (based on chairs) with it being noted Medical offices typically have a high parking demand, medical labs (not patient driven) would be covered under this classification;
- On-premise food consumption businesses: Discussion as to the potential to establish standards based on seating or capacity as opposed to useable floor area with Doozan noting standards for these establishments are typically determined by square footage. The discussion touched on issues related to determining capacity/occupancy, patron space not being directly linked to square footage and varies by layout/design, and whether a standard for these uses based on capacity exists (Doozan advised that it does not). Incorporating clarification that use means a business' primary use was requested to be incorporated (Doozan to change the heading to Primary Use).
- Fitness Center: Sullivan provided a brief overview/historical perspective and noted the logic or basis for the number was based on standards provided by Doozan and checked against actual usage at the Pilates studio.
- Child care centers with less than 6 children: Doozan noted the Village does not have any jurisdiction over child care centers with less than 6 children per the Zoning Enabling Act.
- Schools: Discussion noted the potential to have inadequate parking if the school does not have an auditorium/assembly hall with challenges and potential strategies touched on.
- Alternate Parking Standard for a Fire Station with Volunteer Firefighters: Discussion touched on parking for meetings;

- **Mortuary Establishments:** Discussion noted this is a use that has the potential to arise in the Village;
- **Shared parking:** Discussion touched on the benefits of shared parking in general; whether recording these types of reciprocal parking agreements with the Register of Deeds is common (Doozan answered in the affirmative); existing shared parking agreements with it being noted the Franklin Community Center (Kreger House) has an agreement but it is not recorded; Site Plan process would control this moving forward; Global issue of connected parking and such is a separate issue. Beke inquired as to whether the 5<sup>th</sup> bullet point should have highest “peak” or highest “total” demand with Doozan to consider. Hepler noted a typo in the 6<sup>th</sup> bullet point.

#### **B. Medical Marihuana Update**

Goldberg noted the Village no longer has a moratorium in place regarding this issue. Discussion ensued as to how best to handle updates with the consensus being to discontinue the current monthly agenda item and add to future agendas on an as needed/requested basis.

### **IX. UPCOMING MEETING DATES**

#### **A. Next Regular Meeting Date: May 15, 2013**

Cupidore noted he will not be able to attend the May meeting.

### **X. ADJOURNMENT**

**Motion by Heisel supported by Cupidore to adjourn the meeting.**

**Ayes: Beke, Cupidore, Ettinger, Goldberg, Halick, Heisel, Hepler, Moenck**

**Nays: None.**

**Absent: Couf-Cohen**

**Motion carried.**

There being no further business, the meeting adjourned at 8:30 P.M

Respectfully submitted,

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Lori D. Rich, Recording Secretary

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Eileen H. Pulker, Clerk

### **PLANNING COMMISSION**

#### **To Do List**

**April 17, 2013 Meeting**

#### **1. March 13, 2013 Minutes:**

- Revise Unfinished Business VIII-D

#### **2. Track actual expenses on Budget Report.**

#### **3. Review and prioritize upcoming projects:**

- Add to next meeting agenda.

#### **4. Section 1262.01, Parking Regulations - Off-Street Parking and Loading:**

- Doozan to define “employee”

- Doozan to set the standard based on the maximum number of employees on the largest working shift
- 5. On-premise food consumption businesses:**
- Doozan to change the heading to Primary Use
- 6. Shared Parking:**
- Doozan to consider whether the 5<sup>th</sup> bullet point should have highest “peak” or highest “total” demand
- 7. Medical Marihuana Update:**
- Discontinue including as a standard agenda item