

**VILLAGE OF FRANKLIN  
PLANNING COMMISSION**

**Minutes of Meeting**

**May 15, 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: Karen Couf-Cohen, Connie Ettinger, David Goldberg, Peter Halick, Mike Heisel, Dean Moenck

Absent: Al Beke, Calvin Cupidore, Mary Hepler (all excused)

Also Present: Planning Consultants, Christopher Doozan & Sarah Traxler, McKenna and Associates, Village Administrator, Amy Sullivan, Village Clerk, Eileen Pulker

**III. ADOPTION OF AGENDA**

Goldberg requested the agenda be modified to include a brief discussion relative to prioritizing future projects.

**Motion by Heisel supported by Couf-Cohen to approve the Agenda as amended.**

**Ayes: Couf-Cohen, Ettinger, Goldberg, Halick, Heisel, Moenck**

**Nays: None**

**Absent: Beke, Cupidore, Hepler**

**Motion carried.**

**IV. ADOPTION OF MINUTES**

**A. Regular Meeting of April 17, 2013**

Heisel and Goldberg pointed out items to be corrected (VIII A 5th bullet point - change "Clarification" to "clarification"; VIII B – delete "contact").

**Motion by Heisel supported by Couf-Cohen to approve the minutes for the regular meeting of April 17, 2013 as amended.**

**Ayes: Couf-Cohen, Ettinger, Goldberg, Halick, Heisel, Moenck**

**Nays: None**

**Absent: Beke, Cupidore, Hepler**

**Motion carried.**

**V. BUDGET EXPENDITURE REPORT**

**A. Budget Update**

Pulker/Sullivan noted the prudence of incorporating accounting changes starting with the commencement of the new fiscal year as opposed to backtracking numerous items for the past 10 months. Commissioners discussed the difficulties of setting a budget that encompasses all costs when the current budget does not reflect costs that have been absorbed by other budgets and the importance of having a plan to move forward with as accurate accounting as possible for forecasting purposes. Sullivan advised the budget can be amended as necessary throughout the year and reviewed changes to the consultant's rate structure (hourly v. flat).

**VI. COUNCIL LIAISON REPORT**

Sullivan provided a brief overview of items of interest to the Commission noting Council adopted a budget that goes into effect July 1, 2013, reviewed and then postponed a report from the Kreger Advisory Committee relative to operations of the facility, amended the fee schedule relative to wireless facility application fees to come into compliance with recently changed State

law, and accepted the resignation of Trustee Rosenthal. Sullivan noted as cellular towers also fall under the law that was changed the Commission will be considering updating the wireless ordinance to likewise bring that into compliance in the near future and with the resignation of Trustee Rosenthal a vacancy on Council has been created with interested candidates for that appointment requested to contact the Village Office to apply. Sullivan introduced Sarah Traxler of McKenna & Associates to the Commission as she will be replacing Chris Doozan as McKenna's representative to the Village. Sullivan noted with the rate structure change this is an excellent time to transition to a lower hourly rate McKenna associate. Doozan noted the Village will be quite satisfied with Traxler whom he opined is quite competent. Commissioners noted they will miss having Chris around and expressed their desire that he will share with Traxler his Village institutional knowledge as the Village moves forward with key pieces Chris has worked on in the past such as the Master Plan. Commissioners welcomed Traxler and noted they look forward to their relationship growing in the future.

## **VII. PUBLIC COMMENTS**

- **Sarah Traxler, McKenna & Associates**, introduced herself to the Commission, provided an overview of her qualifications/work experience, and noted she has a passion for neighborhood planning/design and is looking forward to working on the Master Plan especially as it relates to the Village Center.

## **VIII. NEW BUSINESS**

### **A. Discussion on Prioritizing Future Projects**

Goldberg referred Commissioners to Sullivan's Memorandum dated May 15, 2013, and suggested that Commissioners review the listing of potential work items, add other items they believe are important for the Commission to consider, prioritize their list in terms of Village importance, and submit it to Clerk Pulker prior to the next Commission meeting if possible. Discussion ensued with Commissioners inquiring as to how Sullivan determined what items to place on the list, how the prioritized list can be utilized to forecast McKenna hours, how the list may enable the Commission to be more proactive instead of reactionary, and other items that may be considered at the next meeting. Sullivan was requested to provide the Commissioners with the wireless ordinance in advance of the next meeting via email.

## **IX. UNFINISHED BUSINESS**

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

Goldberg provided a brief overview/recap noting the version for consideration contains revisions made by Doozan pursuant to Commission's recent discussions with Sullivan advising the major change was the incorporation of the shared parking language into the ordinance. Commissioners reviewed the proposed ordinance as follows:

- Clarification as to section "o": Sullivan advised as written it also applies to existing buildings.
- Defining "employee": Doozan noted he didn't see where the definition could fit into the ordinance.
- How existing properties such as the Franklin Grill and Van Every Building will be impacted by the parking requirement of 15 spaces per 1000 sq. ft. with Sullivan requested to review.
- Fire Station and Police Station parking considerations with the text for the Fire Station requested to be changed to reflect the intent of one space for each fire fighter or officer by changing "and" to "or".

- Definition of medical offices to be changed to include “and other medical or healthcare professionals”.
- Residential single family detached dwelling to be changed to include “detached or attached dwelling”.
- Remove items in definitions that speak to uses that in reality will never happen such as movie theaters.
- (p) Shared Parking: Minimum number of spaces for shared parking determination; peak demand concerns; special events; discretionary concerns; text considerations; controlled at site plan review with the burden on the applicant to establish how Village parking requirements as they relate to the applicant’s use/peak demand will be met under the shared parking agreement; permanency of these agreements; 500 foot limitation on shared parking: Doozan advised this is ½ of a city block and Sullivan advised this calculation is in the current joint parking language; valet parking considerations; pros and cons of establishing term limitations for these agreements with Sullivan noting the use is perpetual.
  1. The consensus on text for bullet point 5 was: “At minimum there shall be a sufficient number of spaces to accommodate the user with the highest parking requirement”.
  2. The consensus on text for bullet point 8 number 11 was: “Term and Termination of Agreement”.
- Process: Sullivan advised the public hearing has already been held.

**Motion by Heisel supported by Ettinger to recommend to Village Council adoption of the amendments to Section 1262.01, Parking Regulations, of Chapter 1262, Off-Street Parking and Loading as discussed and approved.**

**Ayes: Couf-Cohen, Ettinger, Goldberg, Halick, Heisel, Moenck**

**Nays: None**

**Absent: Beke, Cupidore, Hepler**

**Motion carried.**

## **X. UPCOMING MEETING DATES**

### **A. Next Regular Meeting Date: June 19, 2013**

Commissioners reviewed their schedules as to their availability to attend the June meeting with the consensus being to schedule the June meeting with the understanding that it may be cancelled.

## **XI. ADJOURNMENT**

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

**Ayes: Couf-Cohen, Ettinger, Goldberg, Halick, Heisel, Moenck**

**Nays: None**

**Absent: Beke, Cupidore, Hepler**

**Motion carried.**

There being no further business, the meeting adjourned at 8:45 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  
May 15, 2013 Meeting**

- 1. April 17, 2013 Minutes:**
  - **Revise VIII A 5th bullet point and VII B**
- 2. Prioritizing Future Projects:**
  - Commissioners to review provided list, add to it as they see fit, prioritize in terms of importance to Village, and submit to Pulker prior to next meeting if possible
- 3. Wireless Ordinance:**
  - Sullivan to email to Commissioners
- 4. Section 1262.01, Parking Regulations - Off-Street Parking and Loading:**
  - Sullivan to review how existing properties such as the Franklin Grill or Van Every building will be impacted by parking requirements
  - Under Fire Station change “and” to “or”
  - Medical Offices: change to read “and other medical or healthcare professionals”
  - Change Residential single family detached dwelling to include “detached or attached dwelling”
  - Ensure uses like movie theaters are removed
  - (p) Shared Parking: Amend bullet point 5 to include: “At minimum there shall be a sufficient number of spaces to accommodate the user with the highest parking requirement” and “Term and Termination of Agreement” to bullet point 8 number 11.
  - Revise and submit to Council
- 5. Determine whether to hold or cancel the June meeting**