

**VILLAGE OF FRANKLIN  
PLANNING COMMISSION  
Minutes of Meeting  
October 16, 2013**

**I. MEETING CALLED TO ORDER**

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

**II. ROLL CALL**

Present: Rajagi Abbass, Calvin Cupidore, Connie Ettinger, Peter Halick, Mike Heisel, Dean Moenck, Bill Sheppard, Bob Wilke, Karen Couf-Cohen (arrived at 7:39 P.M.)

Also Present: Planning Consultant, Sarah Traxler, McKenna & Associates; Assistant Planner, Laura Haw, McKenna & 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: Abbass, Cupidore, Ettinger, Halick, Heisel, Moenck, Sheppard, Wilke**

**Nays: None**

**Absent: Couf-Cohen**

**Motion Carried.**

**IV. MINUTES**

**A. Regular Meeting of September 18, 2013**

Ettinger requested the minutes be revised to reflect that Wilke's absence was excused.

**Motion by Moenck supported by Sheppard to approve the minutes for the regular meeting of September 18, 2013 as amended.**

**Ayes: Abbass, Cupidore, Ettinger, Halick, Heisel, Moenck, Sheppard, Wilke**

**Nays: None**

**Absent: Couf-Cohen**

**Motion Carried.**

**V. COUNCIL LIAISON REPORT**

Sullivan noted that Council at its meeting this week appointed Raj Abbass to the Planning Commission, adopted in final the revisions to the wireless and sign ordinances, and postponed consideration of the personnel policy revisions and short-term road rehab project items to its November workshop meeting. Sullivan advised that Council will be starting the November Council meeting an hour early to hear the first appeals to the Right-of-Way ("ROW") ordinance, the workshop will also include a review of the parking requirement limiting resident vehicles parked outside to three (3) as requested by a resident during the public comments section of the meeting. Discussion ensued regarding the results of the violation notices for the ROW ordinance that were sent out and appropriate forum for those who wish to provide feedback in general regarding the ROW ordinance with Sullivan noting that out of approximately 50 letters, 12 complied, 14 filed appeals, and there was no response from the remainder, this first appeals hearing would be the appropriate forum for feedback, and Village owned property such as cul-de-sacs are in compliance with the ordinance.

**VI. PUBLIC COMMENTS**

Ettinger opened the meeting for public comments with no one from the public responding.

## **VII. MASTER PLAN REVIEW**

Traxler provided an overview of what a community master plan is and referred to material that was distributed to the Commission. The overview focused on the following:

- Enabling Legislation is Public Act 33 of 2008, the “Michigan Planning Enabling Act” which requires, among other things, a community to have a Master Plan (“MP”) and to review the MP every five (5) years; new requirements are zoning plan and plan for complete streets;
- In general, MPs provide a legal basis for zoning, guide the physical development of a community, are the policy documents enabling a community to respond to changing conditions and new information; and are written by the Planning commission;
- Village’s MP is adopted by Council; (*Couf-Cohen arrived*);
- Outlined the different elements of a MP;
- Outlined the differences between a MP (policy, vision oriented, shows how land is to be used in the future) and Zoning (law, shows requirements on how land is regulated today);
- Important for future land use designation and density projections to be accurate to ensure zoning is right;
- MP can be used to create projects for capital improvement program; should be used for amending a zoning ordinance, judging zoning requests, or reviewing proposed changes to public rights-of-way;
- MPs help communities to lay out what is valued in a community, how development will impact the community, and various land use related issues; and
- Future land use categories can and will align with zoning districts.

### **A. Review Chapter Two**

Ettinger introduced this item, referred to Traxler’s correspondence dated October 11, 2013, noted that submitted comments have been addressed in the draft with changes underlined and the only item for discussion pertains to the History section. Ettinger polled Commissioners as to their thoughts on the History section, with each Commissioner providing their individual comments. Discussion ensued regarding the pros and cons associated with the volume of material included in the History section as well as additional information that is needed focused on post the “Automobile Age”. Commissioners discussed whether a synopsis could be utilized to reduce the length, a timeline to present the information solely or with text included in an appendix, cost associated with amending this section, and expressed gratitude towards those who participated in the generation of this data. Upon request, Traxler noted she has never seen a MP that goes into this kind of depth in its history section though it does say something about the community for it to have been included up to this point. The consensus of the Commission was to leave the material as is and incorporate more recent history (post 1971).

Referring to the correspondence dated October 11, 2013, Traxler noted additional information will be needed for the Vegetation section, Community Profile data will be updated after the government shutdown is done, Wireless Communication section will be kept as is for right now, and provided a brief overview of concerns she is aware of relating to the Land Use Profile.

Discussion ensued regarding Chapter Two review in general with the highlights noted below:

- Review Process in general; Provide comments to Sullivan who will send to Traxler and copy Commissioners; Ettinger and Couf-Cohen to review for accuracy edited material provided by Traxler prior to Commission meeting;
- McKenna Letter – Typo on street name;
- Demographics may drive comments;

- Pg. 2-85 numbering format to be checked; discussion on section D – consensus to exclude edits;
- Vegetation – Pg. 2-11; Discussion regarding inclusion of statement that work related to trees should be in conformity with the standards the Village has set to protect the tree canopy and such (Tree Ordinance); Traxler suggested Commissioners review Chapter One to ensure the values and objectives adequately capture the Village’s goals in this regard to ensure the implementation chapter will coincide; Sullivan noted Chapter Three includes a paragraph relative to the tree protection ordinance which would be a good place to include an update relative to the hazardous tree removal program, grants, DTE, etc.; Tree Ordinance was discussed;
- Pg. 2-13 – Paragraph 2; Discussion focused on demographics; It was noted “influx” might be better stated as “slight influx”; Traxler noted the intent is for the Village to be prepared to meet the challenge to maintain the character and quality of life if there is an influx of new people; Language was suggested as “while providing public services an increase in population would not be an issue for Franklin, maintaining the character and quality of life in the Village, may be a challenge;
- Pg. 2-13 – Paragraph 3; Commissioners discussed the best way to accomplish the intent of the paragraph; Make a firmer statement regarding the goal of maintaining the tree canopy and update to reference the tree ordinance was suggested;
- Infrastructure Profile – Pg. 2-17; clarify listing of properties;
- Table 6 – Pg. 2-17; Clarification as to undeveloped property and possibly owned by the Village; Potential to change title on the Table to note it is excluding undeveloped public ROW or update the table; utilizing map to place sidwell numbers in a different format (map) was explored with the consensus being to incorporate a map for the sidwell data in the same format as the other maps into the MP with McKenna’s costs on this item capped at \$300.00;
- Recreation – Pg. 2-17; Discussion focused on demographics/national standards and their applicability to Franklin; Special nature of the Village Green which serves as the primary community recreational point noted as beneficial to include; access to the perimeter noted as a need; large lot sizes could mitigate the need for additional community space; Village has a community culture of recreational enjoyment of Village resources (e.g. biking/walking); Village non-dedicated recreational space is often utilized as residential space (e.g. ROW is enjoyed by the community in a different way than in other communities due to the unique culture of Franklin); changing demographics may increase the demand for parks, playgrounds, etc.; pros and cons of incorporating additional recreational facilities were noted; suggestion to cite the standards and then edit to soften the noted deficit so that it doesn’t appear to be an unmet mandate, highlight the centrality of the Village Green, note impact of larger residential lots than the norm nationwide on community recreational needs, and note culture of Franklin affords the opportunity to use public space such as ROW; and
- Wireless Communication – Pg. 2-19; “necessary” is not correct – replace perhaps with “necessary at some point – or may be necessary”.

#### **B. Assign Chapter Three to Review**

Ettinger noted the review, which is due next Thursday, should focus on substantive changes, not stylistic ones, and suggested concentrating on Village accomplishments since 2007.

### **VIII. BUDGET EXPENDITURE REPORT**

#### **A. Budget Update**

Referred to submitted report.

**IX. UPCOMING MEETING DATES**

**A. Next Regularly Scheduled meeting, November 13, 2013**

**X. ADJOURNMENT**

Heisel inquired if others will be attending the MSU Small Town Design Initiative workshop as he will be out of town, with the majority of the Commissioners noting they plan on being there.

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

**Ayes: Abbass, Couf-Cohen, Cupidore, Ettinger, Halick, Heisel, Moenck, Sheppard, Wilke**

**Nays: None**

**Absent: None.**

**Motion Carried.**

There being no further business, the meeting adjourned at 8:55 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**

**October 16, 2013 Meeting**

**1. Minutes, September 18, 2013:**

- Note Wilke's absence was excused

**2. Master Plan Update**

- Commissioners to turn in comments relative to Chapter 3 by 10/24; Sullivan to email to Traxler, copying Commission members
- Traxler to revise Chapter 2 per discussion