

**VILLAGE OF FRANKLIN  
PLANNING COMMISSION  
REGULAR MEETING  
WEDNESDAY, SEPTEMBER 21 7:00 PM  
at the Franklin Community Center/Kreger House**

**I. MEETING CALLED TO ORDER**

The regular meeting of the Village of Franklin Planning Commission was called to order by Chairman, Connie Ettinger at the Franklin Community Center/Kreger House, 26201 Carol Ave., Franklin, MI at 7:00 P.M.

**II. ROLL CALL**

Present: Calvin Cupidore, Connie Ettinger, David Goldberg, Peter Halick, Dean Moenck, Bob Wilke

Absent: Rajaei Abbass

Also Present: Planning Consultant, Sarah Traxler, McKenna & Associates; Village Clerk, Eileen Pulker; Village Administrator, Jim Creech, Deanna Yow, Executive Director of Main Street Franklin

**III. ADOPTION OF THE AGENDA**

Ettinger requested that **VIII. NEW BUSINESS, C. Walk through Village Center** be moved to after **III. ADOPTION OF THE AGENDA**.

**Motion by Wilke, seconded by Cupidore to adopt the agenda, as amended.**

**Ayes: Cupidore, Ettinger, Goldberg, Halick, Moenck, Wilke**

**Nays: None**

**Absent: Abbass**

**Motion carried.**

**C. Walk through Village Center**

The Planning Commissioners walked through the Village Center, for 25 minutes, returning at 7:30 PM, noting those sign issues it might be addressing at this meeting or in the near future.

**IV. ADOPTION OF MINUTES**

**A. Regular Meeting of August 17, 2016**

Cupidore, due to his absence at the previous meeting, had questions concerning the duties of the newly appointed Code Enforcer. Both Ettinger and Creech responded and emphasized that his primary objective is “code compliance” as opposed to “revenue generated”.

Goldberg identified a misspelling of his name, which will be corrected.

Moenck requested that on page 4, under “Pg. 14, **1474.08 Appeals and Variances (c2), Action of Sign Board of Appeals, Necessary Vote,**” that his comments be included in the minutes, replacing the note indicating an inability to decipher the comment, to read “He confirmed that the section did create the super majority situation.”

**Motion by Cupidore, seconded by Ettinger to approve the Minutes for the Regular Meeting of August 17, 2016, as amended.**

**Ayes: Cupidore, Ettinger, Goldberg, Halick, Moenck, Wilke**

**Nays: None**

**Absent: Abbass**

**Motion carried.**

#### **V. COUNCIL LIAISON REPORT**

Creech reported that they are finishing up the Broughton House grant and are in the process of applying for a CLG grant (\$15,000) for rehabilitation of the Broughton House windows. The floors in Council chambers are to be refinished this Friday. They are in the process of moving things back into and operating out of the main offices and are trying to get a design for the front office for the Receptionist/Building Clerk and Building Department. He noted that he has received some interest in vacant properties along Telegraph Rd. Additionally, reported that he has been working on and finalizing a Frequently Asked Question (FAQ) for the Road Millage and the attorney is working on a FAQ for the Charter Amendments which will be on the November ballot.

Creech expounded on the road millage, including Complete Streets, and the subject of sidewalks which is included in one of the charter amendments.

#### **VI. BUDGET AND EXPENSES REPORT**

There were questions concerning the August minutes of the budget. Pulker will verify the figures.

#### **VII. PUBLIC COMMENTS**

No comments were made at this time.

#### **VIII. NEW BUSINESS**

##### **A. Consider Setting a Public Hearing for the Proposed Site Plan Application for Parking Lot Paving at 32740 Franklin Road.**

Ettinger commented that no application was included in the packet. Creech confirmed that none was sent. He stated that this is conditional and if sufficient material is not received, a date for the public hearing cannot be set.

**Motion by Ettinger, seconded by Goldberg to schedule a Public Hearing for October 19, 2016 for the Proposed Site Plan for Parking Lot Paving at 32740 Franklin Road, contingent upon the receipt of a completed application by the Administrative Staff prior to the Public Hearing.**

Moenck asked for a clarification as to the reason why a Public Hearing was required for this particular parking lot. Creech explained the Planning and Zoning Code requirements for commercial properties.

**Ayes: Cupidore, Ettinger, Goldberg, Halick, Moenck, Wilke**

**Nays: None**  
**Absent: Abbass**  
**Motion carried.**

**B. Consider Proposed Lot Split Application for 27345 Ovid Ct.**

Ettinger stated that Traxler and Haw have reviewed the application and have found it complete. They recommend approval of the proposed lot split.

Based on past experience, Cupidore expressed his concern about the ownership of the property and/or potential change in ownership after the application has been approved.

Goldberg clarified that the Planning Commission was making a recommendation to Council to approve the application and that it was anticipated that the applicant or someone would be at the Council meeting to speak on this, as opposed to coming to this PC meeting and answering any questions.

**Motion by Ettinger, seconded by Wilke to recommend to the Village Council to approve the Lot Split Application for 27345 Ovid Ct.**

**Ayes: Cupidore, Ettinger, Goldberg, Moenck, Wilke**  
**Nays: Halick**  
**Absent: Abbass**  
**Motion carried.**

**Mira Sakhiv**, Crestwood Dr., inquired about the subject of Lot Splits. Discussion ensued.

**D. Individual Commissioner's 5 goals/objectives for 2016/17, due at the next Meeting on 10/19/2016.**

Ettinger stated that a similar task was done a couple of years ago and she found it prudent to do it again.

**E. Consider Strategy for Implementation of Implementation Tasks from Chapter 5 (The Village Center), 6 (The Village Center: Commercial), 7 (Community Facilities & Open Space) and 9 (Traffic & Circulation) of the 2015 Master Plan.**

Ettinger provided Commissioners with a document which compiled tasks from Chapters 3, 4, 5, 6, 7, 8, and 9 of the Master Plan (pages 126-7), noting that the Organization and Implementation of these are the next steps.

Traxler led the discussion of how to start the process, noting the following ideas: committees, leadership, volunteers, technical support. Cupidore added that a budget needed to be considered. It is imperative that there be cooperation amongst Historic District Commission (HDC), Planning Commission (PC), and Main Street Franklin (MSF), and other organizations for this project to be successful. Ettinger stated that Planning Commission needed to take ownership of the project because it is a Village entity. Traxler recommended that the first step be a meeting with HDC,

VC, MSF, PC, and others to scope things out. PC would then have a clearer vision and suggested that she be included.

Moenck stated that if the Commissioners came to the next meeting, each with five (5) important things, the list would be too long which would make it difficult to accomplish anything. Cupidore agreed. It was decided that Commissioners would identify their three (3) favorite things from the aforementioned list that they wish the PC to pursue.

## **IX. UNFINISHED BUSINESS**

### **A. Review of Zoning/Sign Ordinance**

Traxler distributed a memorandum, dated September 16, 2016, titled, “Sign Ordinance: Document Formatting & Additional Proposed Amendments for Planning Commission Review”, which she had based on the discussion and PC’S direction at the August 2016 meeting.

Traxler began the conversation with some questions: Permanent Sign Regulation: awning/canopy signs. She recommended that the signage be based on an allowable percentage of the square foot measurement of the total awning. This model is the same as that used in Grosse Pointe and she would email the specific numbers to the Commissioners before the next meeting.

Traxler questioned Section 1474.07 Nonconforming Signs (f) Fees (page 5). Creech stated that the fees should be based on a resolution, not listed in the Ordinance, in response to a question from Traxler. The process of removal of a nonconforming sign and replacement of a conforming sign was discussed. Wording of this section was reviewed.

The next was an outstanding item under Ground Signs in Section 1474.19 (c.5), page 10 which was a clarification garnered from a previous meeting. The question was on page 11, (5) Height. The decision was made to re-instate the last sentence, “A supporting structure...than ten (10) feet.”

There was a discussion and ramifications of “grandfathering in” signs vs. strict regulations of signs. Everything in the Historic District was subject to HDC review and approval. Traxler emphasized that the revisions she was proposing support the Village if faced with litigation in that they conform with the Supreme Court decisions. The subject of including “an expiration date” was discussed.

Cupidore clarified that PC would be recommending these changes to Council.

Yow, speaking as a merchant emphasized that the landowners or owners of the property were responsible for sign compliance, not the merchant.

The review process, including the entities involved, was discussed, as were several options. Creech elaborated on his opinions of signs. Special conditions of the amendments were brought up (if a store frontage was located further from Franklin Road). Creech also mentioned that the current Ordinance appears to address what the Village now has on the ground and is seeing it as

opposed to a certain standard it is trying to encourage. However, he felt it was necessary to find a balance with the non-conforming signs so that enforcement can be achieved.

Traxler suggested that she have a meeting with the Building Official, a representative from HDC, ZBA/Sign Board of Appeals, the merchants, Main Street Franklin (MSF), PC, and Creech.

The item of “(k) Murals” on page 7, Section 1474.10 Permitted Exempt Signs was excluded. A definition of “Incidental Signs” also on page 7, was included, listing examples.

Cupidore brought up the subject of construction signs on private properties and their longevity at the locations. Inclusion of the street address which involves the regulating of the sign content was discussed.

A general discussion ensued regarding Special Displays (page 8), their restrictions, and the Planning Commission’s involvement with such displays.

In general, Traxler, noted that there has been an escalation of signs in the Village.

## **X. GENERAL COMMUNICATION**

### **A. Upcoming Meeting Dates: Next Regularly Scheduled Meeting, 7:00 PM, October 19, 2016.**

The meeting will be back in the Broughton House and Ettinger will not be able to attend. Cupidore will run the meeting.

## **XI. ADJOURNMENT**

**Motion by Halick supported by Wilke to adjourn the meeting.**

**Ayes: Cupidore, Ettinger, Goldberg, Halick, Moenck, Wilke**

**Nays: None**

**Absent: Abbass**

**Motion carried.**

There being no further business, the meeting adjourned at 9:36 P.M.

Respectfully submitted,

Gail Beke, Recording Secretary

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Eileen H. Pulker, Clerk