

**VILLAGE OF FRANKLIN  
PLANNING COMMISSION**

**Minutes of Meeting  
March 19, 2014**

**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 Village Hall, 32325 Franklin Road, Franklin, MI, at 7:30 P.M.

**II. ROLL CALL**

Present: Karen Couf-Cohen, Calvin Cupidore, Connie Ettinger, Peter Halick, Mike Heisel, Dean Moenck, Bill Sheppard, Bob Wilke

Absent: Rajaei Abbass

Also Present: Planning Consultant, Sarah Traxler, McKenna & Associates, Assistant Planner, Laura Haw, McKenna & Associates, Interim Village Administrator, David Murphy, Village Clerk, Eileen Pulker

**III. ADOPTION OF AGENDA**

Ettinger requested VII (B) be amended to include assigning Chapters 7 and 8 for review.

**Motion by Moenck supported by Cupidore to approve the Agenda as amended**

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

**Nays: None**

**Absent: Abbass**

**Motion carried.**

**IV. MINUTES**

**A. Regular Meeting of February 19, 2014**

**Motion by Wilke supported by Halick to approve the Minutes for the Regular Meeting of February 19, 2014, as submitted.**

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

**Nays: None**

**Abstain: Couf-Cohen, Heisel, Sheppard**

**Absent: Abbass**

**Motion carried.**

**V. COUNCIL LIAISON REPORT**

Murphy noted for lack of notice to the public Council tabled a rezoning request. Ettinger noted she advised Council the timeline for the Master Plan update will need to be modified and a ROW- rock issue was denied by Council. A status update on the Main Street Franklin ("MSF") Executive Director position was requested with Chair, Barry Silverstein, noting Katherine Kirby has come on board as the new Executive Director and provided a brief overview of her background.

**VI. PUBLIC COMMENTS**

Ettinger opened the meeting for public comments.

Frank Yanke, advised Yanke Designs Fine Jewelry is in its 25th year in Franklin, thanked all who have worked hard to keep the Village on a path of continual improvement, noted the benefits/value of Main Street Franklin for the business community, and expressed hope that the Village will continue to move forward with some of the things that have been suggested/recommended.

**VII. MASTER PLAN REVIEW**

**A. Review Chapter Six Revisions**

Ettinger referred Commissioners to the color-coded draft, provided a brief overview, and led the Commission through a point-by-point review with substantive discussion noted below.

**VISION**

- Whether "tea room" is an operating business with it being noted this is a vision of what we would like to see in the Village; and
- Use of the term "robust" in the last sentence with a consensus to keep as is.

## **CONTEXT**

- Benefit/drawbacks of including an introductory paragraph that frames what follows with a consensus to strike the paragraph;
- Terminology such as “carefully crafted templates”, over use of “carefully”, “carefully integrate” and “infill”; Traxler provided additional insight noting “informed consent” is the goal and terminology that touches on careful integration of context sensitive design including adaptive reuse might be the specificity the Commission is looking for; Consensus to authorize Traxler to draft new language based on the discussion to include thoughtful adaptive reuse, infill, careful integration, deleting the reference to templates and minimizing the use of the term “carefully”; and
- Accuracy of grayed out text with Traxler to request MSF Executive Director Kirby to research/update.

## **WEAKNESSES**

- No significance to ordering of the items;
- Source;
- Use of “a return to its economic vitality” with a consensus to change to “...experience an increase in economic vitality...”;
- Intent to recap some of the successes MSF has had; Combine the two Jones Building bullets into one;
- Timing of the Farmers’ Market with a consensus to change to simply “held in the Village Center”;
- Table 6:1
  - 2006 SWOT (Strengths/Weaknesses/Opportunities/Threats) Analysis is a memorialized historical document that should stand alone unchanged; add footnote to SAD point;
  - Potential rewording of the heading and potential to include a commentary section on the SWOT analysis; potential to include “largely reaffirmed” or delete reaffirming language;
  - Potential to update by doing another SWOT Analysis;
  - Potential to add a narrative on current relevance of items; and
  - Formatting considerations with a consensus to task Traxler to change the heading, keep SWOT in its original language, draft a bridging narrative from 2014 to the 2006 analysis noting current relevance; remove reference to reaffirming; add footnote on the SAD item, and move table to before “Recommendations”.

## **OPPORTUNITIES (Page 6-6)**

- Consensus to keep paragraph referring to MSF and continue to strike the last paragraph.
- Continue to strike the last paragraph.

## **THREATS**

- Character: Change language to “To prohibit the creation of new building ...the Village should adopt contextual design guidelines that create a consistent look”.

## **RECOMMENDATIONS**

- Numbering considerations (change);
- Opening paragraph – keep bolded language as in draft; change to bullet (1);
- Paragraph starting with “Continue to use...” – change to bullet (2);
- Paragraph starting with “Participate, through MSF...” – bold and change to bullet (3);
- Paragraph starting with “Complete and adopt...” – bold and change to bullet (4);
- Paragraph starting with “Encourage...” – add “specifically:” to the end and change to bullet (5);
- Paragraph starting with “Attempt to...” – bold and change to bullet (6); Need for way-faring signage and potential to utilize something akin to a kiosk was noted;
- Paragraph starting with “Actively encourage...” – bold and change to bullet (7);
- Paragraph starting with “Actively seek...” – bold and change to bullet (8); combine with paragraph that follows; incorporate language such as “ ...to leverage Village funds, Village

source funding, and Village Center revitalization to bring others' to the table"; create more of an economic development feel to the text; Change "see out" to "seek out"; and

- Continue to strike the last paragraph though it was noted other elements provide the framework for the value/benefit of a healthy downtown.

**B. Assign Chapter Seven and Eight for Review**

Commissioners discussed review process and provided brief initial thoughts on these chapters with Ettinger noting she will better utilize track changes and will have 7 and 8 out shortly, tree photos will be updated, and she will be seeking assistance on some upcoming items such as parking. Upon request Traxler noted the current zoning plan would have no material changes.

**VIII. BUDGET EXPENDITURE REPORT**

**A. Budget Update**

None.

**IX. UPCOMING MEETING DATES**

**A. Next Regularly Scheduled Meeting, April 16, 2014**

**X. ADJOURNMENT**

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

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

**Nays: None**

**Absent: Abbass**

**Motion carried.**

There being no further business, the meeting adjourned at 9:01 P.M.

Respectfully submitted,

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Lori D. Rich, Recording Secretary

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Eileen H. Pulker, Clerk

**To Do List – March 19, 2014**

- 1) Chapter 6: Traxler to incorporate changes as discussed**
- 2) Ettinger to use track changes on Chapters 7 and 8 and send for review**
- 3) Commissioners to review Chapters 7 and 8**
- 4) Traxler to request MSF Executive Director, Kirby, to update retail base data**