

**VILLAGE OF FRANKLIN  
PLANNING COMMISSION  
REGULAR MEETING  
WEDNESDAY, JANUARY 18, 2017, 7:00 PM  
FRANKLIN VILLAGE HALL  
32325 FRANKLIN ROAD, FRANKLIN, MICHIGAN**

**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, Michigan at 7:00 P.M.

**II. ROLL CALL**

Present: Rajaei Abbass, Calvin Cupidore, Connie Ettinger, David Goldberg, Peter Halick, Dean Moenck

Absent: Bob Wilke

Also Present: Planning Consultant, Sarah Traxler, McKenna & Associates; Village Clerk, Eileen Pulker; Village Administrator, Jim Creech

**III. ADOPTION OF THE AGENDA**

**Motion by Moenck, seconded by Cupidore to adopt the agenda, as presented.**

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

**Nays: None**

**Absent: Wilke**

**Motion carried.**

**IV. ADOPTION OF MINUTES**

**A. Regular Meeting of December 14,2016**

**Motion by Goldberg, seconded by Abbass to approve the Minutes for the Regular Meeting of December 14, 2016, as presented.**

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

**Nays: None**

**Absent: Wilke**

**Motion carried.**

**V. COUNCIL LIAISON REPORT**

Creech reported that at the January 9, 2016 Village Council meeting the Village attorney distributed some informational material and explained the Open Meeting Act, which Council discussed. The Auditor presented the 2015/2016 year-end Financial Report. Council had a discussion about banking and FDIC insurance and decided to look into this issue more deeply. The first reading of the Zoning Ordinance took place. He noted that he has spoken with the engineers about the Road project. There will be public meetings in February or March for the preliminary drawings and general information regarding the project.

There was a general discussion about the Open Meetings Act with Goldberg pointing out the excellent memo from Bill Schuette, Michigan Attorney General, synapsing emails and communications in general. It was suggested that a notation be placed at the bottom of emails stating, "Do Not Respond to this Email".

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

Ettinger stated that the report was for informational purposes.

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

Ettinger acknowledged Mira Stakhiv, Village Council member, and noted that she was the Council Liaison to the Planning Commission. No public comments were made at this time.

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

##### **A. Consider Existing Parking Lot Paving at 32716-32744 Franklin Road.**

Before the discussion Ettinger explained that this project involved the paving of an existing gravel parking lot. Gary Roberts, architect, representing the owner of Franklin Village Plaza, LLC, answered Ettinger inquiry of whether it was customary to have an architect drafting a site plan for a parking lot. He answered that typically a parking lot was part of a building project. He explained that his and Bill Finnicum's involvement and advising of the project began with a conversation he had had with the owner of the building. Roberts explained the process to the owner, suggested she retain Finnicum's office to do the drawings, including the survey and grading concept; all of which he provided to the Planning Commission.

Ettinger stated that the Site Plan Application appeared to be complete with the exception that on the bottom of page 3 it stated that an engineer's report may be required. Ettinger also referred to McKenna's report, page 3, where it referenced Section 1268.30 (c) of the Zoning Ordinance, and pointed out the Village Engineer had not provided a report regarding the storm water management. Roberts explained that the parking lot was one of such a simple design that there would not be a need to consult a civil engineer about storm water drainage.

There was a discussion regarding this particular parking lot and the approval of an engineer as required by the Ordinance. Cross-Access with the property to the north was also discussed, as was the landscaping plans.

There were questions about handicap parking spots, loading area, and the dumpster screening.

**Motion by Ettinger, seconded by Moenck to approve the Site Plan Application for the existing parking lot paving at 32716-32744 Franklin Road, and to recommend approval by Village Council, subject to receipt of a Field Engineer's sealed letter/report pursuant to Chapter 1262.02 (b).**

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

**Nays: None**

**Absent: Wilke**

**Motion carried.**

**IX. UNFINISHED BUSINESS**

**A. Review goals/objectives for 2016-17 Relating to the 2015 Master Plan, from Chapters 5 (The Village Center), 6 (The Village Center: Commercial), 7 (Community Facilities & Open Space) and 9 (Traffic & Circulation).**

Traxler provided a color chart titled, Planning Commission for Implementation of 2015 Master Plan, dated January 13, 2017: Yellow – Implemented 2016, Green – Requires \$, Blue – Requires Action.

Goldberg referred to the minutes of the December 14, 2016 meeting and stated that it had been requested that the issues be divided into several different categories of projects and then prioritized within those specific categories.

There was a discussion about how the Commission wanted to prioritize the issues. Ettinger suggested addressing those which require “action”. It was proposed that PC review the Study on the Commercial Corridor Improvements which eventually led to the creation of Main Street Franklin and the Parking Study which were done years ago. These will be discussed at the next meeting. Education of the entire Planning Commission and collaboration with the other Franklin entities are most important and conducive to the success of the Village commercial center. For the first step, Cupidore will meet with Traxler and Pulker to share information and put together an informational package for the Planning Commission. Traxler will gather all the information McKenna has from that era for a presentation. HDC and other pertinent groups would be invited to the “Informational” session.

Goldberg suggested that all PC members prioritize his/her goals within the “Requires Action” category and make several suggestions for sub-categories.

Traxler will generate an online survey and send it to the Planning Commissioners.

Moenck clarified with Creech that the job of the Code Enforcer was complaint driven.

Ettinger re-iterated that Traxler would send out a “Survey Monkey” to the PC members and summarized that the PC was looking for different ways to revitalize the business corridor in the Village Center.

**X. GENERAL COMMUNICATION**

**A. Upcoming Meeting Dates: Next Regularly Scheduled Meeting, February 15, 2017, 7:00PM.**

**XI. ADJOURNMENT**

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

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

**Nays: None**

**Absent: Wilke**

**Motion carried.**

There being no further business, the meeting adjourned at 8:15 P.M.

Respectfully submitted,

Gail Beke, Recording Secretary

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Eileen H. Pulker, Clerk