

**VILLAGE OF FRANKLIN  
PLANNING COMMISSION  
Minutes of Meeting  
January 18, 2012**

**I. MEETING CALLED TO ORDER**

The regular meeting of the Village of Franklin Planning Commission was called to order by Vice-Chair Al Beke at the Franklin Village Office Building, 32325 Franklin Road, Franklin, Michigan, at 7:30 P.M.

**II. ROLL CALL**

Present: Al Beke, Karen Couf-Cohen, Calvin Cupidore, Connie Ettinger, David Goldberg, Mike Heisel, Mary Hepler, Dean Moenck

Absent: None

Also Present: Planning Consultant Christopher Doozan-McKenna and Associates, Village Administrator Amy Sullivan, Village Clerk Eileen Pulker

**III. ADOPTION OF AGENDA**

**Motion by Hepler supported by Cupidore to approve the agenda with consideration of Planning Commission Chair appointment added to New Business agenda item A.**

Beke noted that due to the resignation of Pam Hansen, the Commission will need to consider how to handle nominations/appointment for the Planning Commission Chair position. Discussion ensued with the consensus being to consider the Chair appointment under New Business A (Resignation of Pam Hansen) with the appointment effective at the next Commission meeting.

**Ayes: Beke, Couf-Cohen, Cupidore, Ettinger, Goldberg, Heisel, Hepler, Moenck**

**Nays: None**

**Motion carried.**

**IV. ADOPTION OF MINUTES**

**A. Regular Meeting of November 16, 2011**

**Motion by Hepler supported by Cupidore to approve the minutes for the regular meeting of November 16, 2011 with any agreed modifications arising during discussion included.**

Hepler requested clarification as to the timing of the Council amended budget and the reallocation of \$1k from Master Plan to Secretarial Services with Clerk Pulker providing clarification. The consensus of the Commission was that the Council amended budget and Commission's distribution/allocation of those funds is accurately noted.

**Ayes: Beke, Couf-Cohen, Cupidore, Goldberg, Heisel, Hepler, Moenck**

**Nays: None**

**Abstain: Ettinger**

**Motion carried.**

**V. COUNCIL LIAISON REPORT**

Sullivan advised that at its January meeting Council appointed Pam Hansen to the vacant Trustee position created as a result of Gettel's resignation, considered and approved budget amendments, approved a Question and Answer document regarding the upcoming election which will be going out to all Villagers in the mail shortly, considered an overage on the road construction project, reaffirmed Tom Morrow as the Village Treasurer, and adopted a resolution staying the enforcement of the requirement to have all non-conforming signs brought into compliance by December 31, 2011 for six (6) months with Planning Commission directed to continue to move forward on the sign ordinance.

**A. Main Street Franklin Update**

Carmody noted that it has been relatively quiet and advised that all committees have put together their annual work plans which are posted on the website and appointed new committee chairs as required by

the Bylaws (Design Committee Chair – Pat Burke; Organization Committee Chair – Judy Moenck; Promotions Committee Chair – Maureen Movold; Fundraising Committee Chair – Carol Fisher; Business Development Chair – Donna Higgins/Steve Showers;), new Board was voted in (Elina Costello – continuing as Chair; Charles Dunn – continuing as Vice Chair; Eileen Harryvan – new Board member replacing Pat Burke as Secretary; Jim Zack – continuing as Treasurer; Barry Silverstein – new Board member), thanked Pat Burke for her service as Secretary, Eileen Harryvan is a resident of the historic district, and the Board is anticipating a successful fundraising campaign and looking forward to a good year.

Discussion ensued regarding fundraising goals/business contributions with Carmody providing input and noting the Board is hoping to raise \$35k - 40k (\$5k in general memberships which is mostly business memberships, \$7,500 in fundraising events) and is hoping for some level of Village investment to reflect the public-private partnership and noted the ways in which businesses partner with Main Street. Inquiry was made regarding the status of the charrete information coming back to the community with Carmody/Burke advising the Committee met last night and is working with the County to get the information that was provided made just a little tighter and hopefully will have something back in a month or two. Burke also noted that Bill Finnicum is spearheading this and he also sits on the MSOC Board. Cupidore announced he tendered his resignation to Carmody for his liaison position to the Business Development Committee in October. Discussion ensued with Carmody noting the other committees with no designated PC liaison. Beke/Carmody advised the annual Main Street evaluation is one week from today with Carmody providing an overview of the evaluation/schedule.

## **VI. BUDGET EXPENDITURE REPORT**

### **A. Budget Update**

Beke noted the budget was discussed a bit under Minutes and is basically on target.

## **VII. PUBLIC COMMENTS**

Pam Hansen, Trustee, advised she was appointed to Council at its last meeting, thanked Commissioners for being a great Planning Commission, and noted she joined the Commission in 2004, has been honored to be its Chairperson for almost three (3) years, and has received a lot of support for which she is most grateful.

## **VIII. NEW BUSINESS**

### **A. Consider Planning Commission Resignation, Pamela Hansen**

Beke referred to Pam Hansen's submitted formal resignation. Sullivan provided input as to a course of action noting that a motion to accept the resignation would be in order.

### **Motion by Heisel supported by Goldberg to accept the resignation of Pam Hansen with regret.**

Discussion ensued with it being noted the years Hansen was Chair were very productive for the Commission. Commissioners thanked Hansen for her service/contributions to the Commission.

**Ayes: Beke, Couf-Cohen, Cupidore, Ettinger, Goldberg, Heisel, Hepler, Moenck**

**Nays: None**

**Absent: None**

**Motion carried.**

Beke requested nominations for the open Chair appointment. Discussion ensued regarding the Chair and Vice Chair appointments with Beke and Goldberg being discussed as appointees for the Chair appointment.

### **Motion by Moenck supported by Ettinger to nominate Al Beke for the Planning Commission Chair appointment and David Goldberg for the Planning Commission Vice Chair appointment.**

**Ayes: Beke, Couf-Cohen, Cupidore, Ettinger, Goldberg, Heisel, Hepler, Moenck**

**Nays: None**

**Motion carried.**

Inquiry was made relative to the correspondence received from Marc Shaye expressing his interest in being appointed to the Commission with it being noted this was provided for informational purposes only as an appointment to the Commission falls under the purview of the Council President with Council approval.

**Beke requested a vote on the appointment of Al Beke as Chair for the Planning Commission.**

**Ayes: Beke, Couf-Cohen, Cupidore, Ettinger, Goldberg, Heisel, Hepler, Moenck**

**Nays: None**

**Motion carried.**

**Beke requested a vote on the appointment of David Goldberg as Vice Chair for the Planning Commission.**

**Ayes: Beke, Couf-Cohen, Cupidore, Ettinger, Goldberg, Heisel, Hepler, Moenck**

**Nays: None**

**Motion carried.**

Moenck noted that Marc Shaye was in the audience and introduced a Boy Scout and his mother who were in attendance for a Communications Badge and is with the Boy Scout Troop 1699 out of the Franklin Community Church.

Marc Shaye introduced himself, referred to his submitted resume, provided a brief overview on his Village experience noting he purchased property back in 1978, built a home and moved to the Village in 1980, and is looking forward to a more active role and participating in constructive ways to help move the Village forward.

#### **A. Consider Revision to Sign Ordinance**

Sullivan referred to the submitted memorandum and provided a brief overview of the review of the ordinance as well as other problematic issues (design process, temporary signs, permitting issues, aesthetic concerns) and proposed revisions. Discussion ensued regarding timing of previous review(s) and proposed revisions with Commissioners discussing at length the pros/cons of changing the composition of the Sign Board of Appeals, importance of aesthetic input in addition to other input, distinction between Zoning Board of Appeals and Sign Board of Appeals, pros/cons of creating a standalone sign ordinance as opposed to aligning it under the zoning ordinance, importance of Historic District Commission (HDC) for aesthetic input, percentage of sign applications going before the Zoning Board of Appeals (ZBA) specific signage concerns, need for some measure of uniform standards to minimize the potential for arbitrary decisions, grandfathering concerns, timing considerations, potential for subcommittee to further consider issue, subcommittee composition, and process. The consensus of the Commission was that 1) grandfathering was not an option with, perhaps, the adoption of the revised ordinance being a triggering event to bring all non-conforming signs into compliance by a set date or seek a variance with the hopes being that the revised ordinance would bring many into compliance; and 2) Composition of the Sign Board of Appeals would be the ZBA and two (2) designees from the HDC. Commissioners noted the hard work put in by many regarding this review. Couf-Cohen advised she is willing to volunteer to be a Commission representative. Discussion continued regarding subdivision signage and process. Hansen provided an overview of the review and noted the Commission can either take this on as a committee of the whole or form a subcommittee to review and make a recommendation to the Commission; Burke also provided input. Sullivan suggested Commissioners review the ordinance, note areas of concern, and bring those comments back to the Commission's February meeting for discussion with the consensus of the Commission in agreement and further noting the discussion can be focused and short and the subcommittee issue can be revisited then and formed if needed.

## **IX. UNFINISHED BUSINESS**

### **A. Medical Marihuana Report**

Goldberg noted that from a legal standpoint, not much has changed and provided an update on a dispensary case noting the court dismissed the charges in part because the defendants believed they were complying with the law and the dispensary had the “blessing” of the community in which they were sited.

### **B. Revised By Laws Review**

Commissioners reviewed the By Laws as follows:

Article V – Commission shall hold at least four (4) regular meetings in each calendar year: Calendar v. fiscal year concerns, why minimum of four (4); ordinance revision says per year.

Article V – C 4: Conflict of interest: No changes.

Appendix A: Correct to Article V, Section E; Title concerns (applies to subcommittees and pre application type meetings);

- 1) Change committee composition to no more than four (4) members who are members of the Commission;
- 2) No changes;
- 3) A chair shall be designated for each subcommittee;
- 4) Precede 4, 5, 6 with “when a committee or subcommittee is acting as an advisory/preview committee, the committee meeting shall....”; Select better name than advisory;

Article VI - Agenda: Page 10: Move second and third paragraphs relative to Amendments to Article IX; delete “AND AMENDMENTS”;

Article VI – Agenda: Bottom of page, change “site” to “item”;

Article VI Agenda: Add language relative to deadline for items submitted that the deadline can be modified with approval of the Administrator and Commission Chair;

Article VI – Agenda: Move to Article V E; Move current Article V E – Subcommittees to F; Article VII – Public Hearings becomes Article VI;

Old Article VI – Agenda: Order of Business: Add language relative to the order of business may be amended;

- 3: change to adoption of agenda;
- 4: change to adoption of minutes;
- 7: Move to new 6 (after Council Liaison report);
- 6: (current 6): Change to Public comments;
- 8 Change to public hearing when required;
- 11: General communication - keep; remove commissioner comments;

Current Article VII - Public Hearings: Reverse conduct and order;

Current Article VII - Public Hearings – Current A – Conduct: change last sentence to Commissioners are strongly encouraged to not debate or argue with persons in the audience;

Current Article VII Public Hearing – Current B – Order for Presenting Cases: Move Public comments to above Commission questions and discussions; blend current 4 and 6 as one sentence; change current 7 to Close Public Hearing; Remove current 7 and 8.

Article VIII (new VII) – Minutes: Language that is being moved is replacing existing language; and

Article X (new IX) – Severability: Correct “ad” to “and”.

Beke requested Sullivan to incorporate the requested changes and bring back in final form to the next Commission meeting.

**C. Bed and Breakfast Ordinance Review**

Beke inquired as to whether the Commission would hold a public hearing before submitting recommendation to Council and was advised that it would. Hepler inquired as to Council’s directive with Sullivan reading the relevant portion of Council’s minutes. Beke drew Commissioners attention to the communication from Lamott which was placed on the dais as well as e-mailed. Discussion ensued relative to the Ordinance and need for more definitions with Doozan noting that what was submitted on January 6 is the draft Bed and Breakfast (B & B) ordinance. Hepler distributed a draft overlay map. Commissioners noted and discussed items that need to be further defined such as Bed and Breakfast, overlay, primary function, commercial kitchen, meals, etc. Discussion continued regarding requirements for smoke detectors with it being suggested that language could be incorporated such as “or directed by the Fire Department” and with Doozan being requested to review the code relative to smoke detectors as well as ADA requirements (parking and is B & B subject to ADA), and escape from second floor sleeping room requirements. Discussion ensued regarding signage with it being suggested that one wall sign and otherwise in compliance with the sign ordinance would be appropriate and sleeping rooms (number) with it being suggested that 8 or less including the owners would be appropriate.

Hepler referred to the overlay map she distributed and provided an overview. Commissioners discussed the map, thanked Hepler for the work she put into it, and made corrections. The Chair indicated that he would respond to Lamott, thanking him for his input and clarifying that they are considering this issue because it was a Council directive, and advising him that he should raise his objection to the Council. The Commission noted that they are not focused on the Snow House concern. The consensus of the Commission was the final draft should define the overlay district as being west of the river and north of Scenic Drive. Doozan was requested to take Hepler’s final draft and prepare a more formal map.

**X. UPCOMING MEETING DATES**

**A. Next Regular Meeting Date: February 15, 7:30 P.M. (if needed)**

**XI. ADJOURNMENT**

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

**Ayes: Beke, Couf-Cohen, Cupidore, Ettinger, Goldberg, Heisel, Hepler, Moenck**

**Nays: None**

**Motion carried.**

There being no further business, the meeting adjourned at 10:40 P.M.

Respectfully submitted,

---

Lori D. Rich, Recording Secretary

---

Eileen H. Pulker, Clerk

**Village of Franklin Planning Commission January 18, 2012 Meeting  
To Do List**

**1) Revisions to Sign Ordinance:**

- a. Commissioners review and bring comments/concerns to the February meeting for a short discussion.

**2) Bylaws Review:**

- a. Sullivan to incorporate requested changes and bring in final form to next meeting.

**3) Bed and Breakfast Ordinance:**

- a. Doozan to incorporate changes (expand definitions);
- b. Administration to respond to Lamott;
- c. Hepler finalize draft overlay map; and
- d. Doozan prepare overlay map in formal format.