

**VILLAGE OF FRANKLIN  
PLANNING COMMISSION  
Minutes of Meeting  
May 16, 2012, 7:30 PM**

**I. MEETING CALLED TO ORDER**

The regular meeting of the Village of Franklin Planning Commission was called to order by 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, Peter Halick, Mike Heisel, Mary Hepler (arrived at 7:35 P.M.), Dean Moenck (arrived at 7:35 P.M)

Absent: None.

Also Present: Planning Consultant Christopher Doozan-McKenna and Associates, Village Administrator Amy Sullivan, Village Clerk Eileen Pulker, Historic District Commissioners: Gary Roberts, Chairman; Madeline Haddad; Mary Ann Liut; Bonnie Cook; and Garrett Keais.

**III. ADOPTION OF AGENDA**

**Motion by Cupidore supported by Heisel to approve the agenda as submitted.**

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

**Nays: None**

**Absent: Moenck, Hepler**

**Motion carried.**

**IV. ADOPTION OF MINUTES**

**A. Regular Meeting of April 18, 2012**

**Motion by Cupidore supported by Heisel to approve the minutes for the regular meeting of April 18, 2012 as submitted.**

**Ayes: Beke, Couf-Cohen, Cupidore, Goldberg, Halick, Heisel**

**Nays: None**

**Abstain: Ettinger**

**Absent: Hepler, Moenck**

**Motion carried.**

**V. COUNCIL LIAISON REPORT**

Sullivan provided a brief overview of Council's May 14, 2012, meeting, noting Council appointed Peter Halick to fill the vacancy on the Planning Commission, passed a resolution extending the sunset date on the Sign Ordinance to October 30, 2012, approved the FY 12-13 budget as submitted which reflected the increase in the monthly retainer to the Planning Consultant, and appointed Det. Lt. Bill Castro to serve as the interim Police Chief. Regarding the process of recruiting a new Police Chief, Sullivan noted Council has received two resumes, decided to post the position with the Michigan Municipal League but not to engage a hiring consultant at this point in time, and assigned the Personnel Committee the task of formulating a process for vetting applicants. Discussion ensued regarding the budget as it related to the Commission and the Sign Ordinance sunset date extension as it relates to business owners seeking direction on signage. Peter Halick introduced himself to the Commission, summarized his qualifications, and noted he is hoping to contribute something positive to the Commission.

**A. Main Street Franklin Update**

None.

## **VI. BUDGET EXPENDITURE REPORT**

### **A. Budget Update**

Commissioners discussed scheduling of meetings with it being noted the hope is to only have one more meeting in this fiscal year which would likely be a special meeting dedicated to the Huda School review with Clerk Pulker providing clerical assistance for that meeting and absorbing the minute taker cost.

## **VII. PUBLIC COMMENTS**

None.

## **VIII. UNFINISHED BUSINESS**

### **A. Receive Site Plan for Site Improvements at 32220 Franklin Road (Huda School) and set Public Hearing.**

Beke introduced this item and noted this is an informational presentation (power point and hard copy) geared towards providing clarity on the Site Plan and what modifications the Village may consider making and requested Sullivan to provide a brief overview. Sullivan provided a brief historical perspective and noted she has not received written comments from the Village's Engineer and Arborist and will provide those as well as the Planning Consultant's to the Commission when all are received along with the required signoffs. Sullivan advised that Huda School and its engineering consultant, Gateway Engineering, is in attendance and upon request expanded her recap and advised as to process, noting that Historic District Commission (HDC) weighs in on matters within its purview and makes a recommendation to Council to approve, deny or approve with conditions the Site Plan and the Commission's charge is to consider the Site Plan including area impact, hold a public hearing, and make a recommendation to Council to either approve, deny, or approve with conditions the Site Plan. Council would then consider both recommendations and make a decision as to whether to approve, deny, or approve with conditions the Site Plan. Sullivan noted there is a timing factor as the School needs the summer to work on these improvements.

Joe Vaglica, Gateway Engineering, noted he has been involved in this since May, 2010, provided an overview of the School's concerns which drove the pursuit of these site improvements, and walked the Commission through a power point presentation on the site improvements, noting most issues have been resolved. Joe Vaglica also noted he had just received comments from the Planning Consultant and the comments appear to be minor and would be able to be addressed.

Commissioners considered the Site Plan for impact to the site and area touching base on the following elements: parking (number, identifying spacing; ADA parking requirements; no parking on Romany Way except 3 handicapped spaces; how to facilitate no parking), typo on Plan (existing not a proposed building), entryway (one eliminated; North entrance configuration), ADA ramp, sidewalk, hardscape (less asphalt sq. footage; pavers), fire suppression cistern and pump system, grading, drainage (catch basins; re routing flow; Village storm sewer system on Franklin Road; emergency spillway), landscaping (trees – species, location, quantity, size; irrigation, not all in favor of saving Elm tree), lighting (potential to minimize when school is not in session; fixture specifications; photometrics; motion sensor potential), traffic flow (vehicular and pedestrian; stacking; ingress and egress; mountable curbs; Village to monitor if no left turn is needed; School to educate parents on flow; car pooling potential), dumpster (base, enclosure, and gate), courtyard (pedestrian area), timeline (prior to the beginning of the next school year for project completion with landscaping completed before fall; always seems to be rushed through).

Principal, Azra Ali, advised as to the number of cars that are using the front (180 cars currently) and back (90 cars currently) lots for pick up and drop off of students and noted there is a commitment to reduce the number of cars going to the back lot by 30%, however, a firm number can't be committed to at this time. Principal Ali also advised the school serves preschool through 8th grade with 330 enrolled students currently, has a 44 member staff, the school year ends June 12th, and funding has been made available for these improvements.

Sullivan provided a brief overview of the Planning Consultant's comments as they related to the dumpster screening gate (concrete apron lengthened, gate to be wood – Doozan will provide specs), barrier free parking signage (ADA requirement), Huda School sign (location is marked but approval of the sign is not part of the site plan and review will be a separate process), lighting (still need specifications), landscaping (specification by species for Village review), 2 landscaping items on the Plan that are not on the inventory, increase height of Spruces on the North side of the Romany Way parking lot to 8 feet.

Gary Roberts, HDC Chairman, advised he is only addressing the Commission as an individual and not in an official capacity and noted the HDC's primary focus is one of aesthetics; how the improvements would visually impact the district, and opined at a high level, conceptually, he is on the same page. Roberts provided a brief historical perspective and opined the Site Plan appears to have finally molded into something that is doable. Roberts touched base on the following elements of the Site Plan:

- Amount of impervious surface
- Trees (retain existing trees outside of parking area regardless of condition if possible for visual impact)
- Handrail (not clear on Plan where it starts and where it stops (Gateway provided clarification and Sullivan noted additions to the Plan will be hand marked on the Plan prior to HDC review)
- Mechanical screening should be noted on plan
- Dumpster (concrete base; provide specifications on gate similar to Market Basket's and add to Plan)
- Lighting (specifications for fixtures to be provided; siting of fixtures to be clarified; mitigate lighting impact to the best extent possible)
- Coniferous parking lot screen note (remove from Plan)
- Note on Plan relative to Amy Sullivan (remove)
- Note on Plan relative to the back wall (strengthen note to address repair, replace, paint as necessary; has wording he will provide)
- Staff/Consultant Comments (provide when obtained)

Bonnie Cook, HDC noted her concerns with traffic flow and parking and inquired if having the traffic enter at the South and exit at the North had been considered with it being noted that was the original concept but due to safety concerns, this was not recommended by Village staff.

Discussion ensued regarding process with Sullivan advising the next order of business would be to set the date for the Public Hearing and suggested the date be set for Tuesday, June 5<sup>th</sup> as a Special Meeting, in order to add the Commission's recommendations to Council's June meeting for consideration. Sullivan noted the Public Hearing would be held at the Church and would replace the Commission's regularly scheduled June meeting with the Site Plan being the only item of business and advised HDC would be considering its recommendation at its June 4th meeting. Discussion ensued regarding timing, cost, minutes, trees, potential to have a 3D rendering of the Plan, wall, materials, and meeting details with Doozan requested to provide an overview at the meeting of the process and roles of the HDC and the Commission.

**Motion by Ettinger supported by Heisel to set the Public Hearing on the Site Plan for Site Improvements at 32220 Franklin Road (Huda School and Montessori) for Tuesday, June 5, 2012, at Franklin Church, at 7:00 P.M. and cancel the June 20, 2012, Commission meeting.**

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

**Nays: None**

**Absent: None.**

**Motion carried.**

Hepler requested the Chair to wait just a few seconds longer before beginning the meeting.

**IX. UPCOMING MEETING DATES**

**A. Special Hearing on Site Plan for Site Plan Improvements 32220 Franklin Road (Huda School),  
Tuesday, June 5, 2012, at Franklin Church, at 7:00 P.M.**

**X. ADJOURNMENT**

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

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

**Nays: None**

**Absent: None.**

**Motion carried.**

There being no further business, the meeting adjourned at 8:56 P.M.

Respectfully submitted,

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Lori D. Rich, Recording Secretary

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Eileen H. Pulker, Clerk

**To Do List**

**1) Huda School Site Plan Review:**

- a.** Incorporate by hand noted changes to Plan;
- b.** Forward Engineer, Planner, Arborist comments with signoffs;
- c.** Forward dumpster gate specs to Gateway
- d.** Get wording for back wall notes from Gary Roberts
- e.** Post Notices for Public Hearing on June 5, 2012
- f.** Cancel June 20, 2012 Regular Planning Commission meeting
- g.** Doozan to provide overview of role of HDC and PC at meeting