

**VILLAGE OF FRANKLIN  
PLANNING COMMISSION  
REGULAR MEETING  
WEDNESDAY, APRIL 18, 2018 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, David Goldberg, at the Franklin Village Hall, 32325 Franklin Road, Franklin, MI at 7:02 P.M.

**II. ROLL CALL**

Present: Raj Abbass, Connie Ettinger, David Goldberg, Peter Halick, Dean Moenck, Bob Wilke (arrived at 7:03 PM)

Absent: Calvin Cupidore (resigned)

Also Present: Planning Consultants, Sarah Traxler and Molly Redigan, McKenna & Associates; Village Clerk, Eileen Pulker; Village Administrator, Jim Creech; Pam Hansen, Village Council President; Mira Stakhiv, Village Council Member; Nena Downing, Historical Society

Goldberg announced the resignation of Calvin Cupidore.

**III. ADOPTION OF THE AGENDA**

Goldberg proposed a new section, **NEW BUSINESS, A. Election of a Vice Chairman of the Planning Commission**, be added after **PUBLIC COMMENTS**.

**Motion by Moenck, seconded by Ettinger to adopt the agenda, as amended.**

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

**Nays: None**

**Absent: Wilke**

**Motion carried.**

(Wilke arrived)

**IV. ADOPTION OF MINUTES**

**A. Regular Meeting of March 21, 2018**

Moenck requested that at the top of the page 2 in the middle of line 6 of Hansen's remarks that the word "and" be struck. Also on page 2, second paragraph, line 5, the word "this" should be struck.

On page 1, Goldberg noted that he had seconded the Motion "...to adopt the agenda, as amended." and on page 5, under **4. Cell Phone Service**, in the first paragraph, 2<sup>nd</sup> to last line, he corrected a typo. Also on page 5, Goldberg and Stakhiv concurred that the 1<sup>st</sup> sentence of Stakhiv's remarks should be rephrased to read, "...stated that personally she would not like to spend more money on the inventory portion of where..."

Stakhiv noted a typo on page 4.

**Motion by Ettinger, seconded by Wilke to approve the Minutes for the Regular Meeting of March 21, 2018, as amended.**

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

**Nays: None**

**Absent: None**

**Motion carried.**

**V. COUNCIL LIAISON REPORT**

Creech reported that at the April 9<sup>th</sup> Council meeting there was a discussion about the Burger barn and the voting procedure, after which a vote to reconsider failed. Creech explained the process, which started in June, 2016, when the Homeowners Association had been issued a violation and was given an order to repair the barn; the Association responded by applying for a demolition permit which went through the review process of the HDC and then referred back to Council which denied it; with the possibility that it could be included in the non-contiguous Historic District. Creech further reported that alternatives are now being looked into and that he had conferred with Ron Campbell, a Preservationist from Oakland County, who, after examining the barn, would give his recommendations in writing.

Creech further reported that, Trustee Tom Morrow resigned from Council due to his move to Beverly Hills and applicants for his replacement are being reviewed for a Village Council Appointment. A Fire Dispatch Service Agreement between Oakland County and the Franklin-Bingham Farms Fire Department was approved as well as several Civic Event Permit Applications. The Liquor Committee recommended the renewal of a liquor license for the Franklin Grill and the sale of the police car was also approved. A Budget Public Hearing Meeting was scheduled for May 14, 2018 and a Resolution honoring Brian Crane was read. A Resolution to issue bonds for the road project was approved and the Resolution for the Village Hall window rehabilitation was amended. Creech added that, for the window rehabilitation project, the state was now going to pay 100% of the cost of the project which would include the windows in the Council Chambers, with a mid-May target date to start.

Ettinger inquired whether the subject of “demolition by neglect” had been brought up during the discussion concerning the Burger Barn. The process of applying for a demolition permit was discussed.

**VI. BUDGET AND EXPENSES REPORT**

Goldberg informed the commission that because it had not used the entire requested budget of \$40,000 for this year, next year’s budget would probably be around \$25,000.

There were no comments about the current month’s budget.

**VII. PUBLIC COMMENTS**

None

**VIII. NEW BUSINESS**

**A. Election of a new Vice Chairman of the Planning Commission**

With no one volunteering for the position, Goldberg nominated Dean Moenck.

**Motion by Goldberg, seconded by Wilke to elect Dean Moenck for the position of Vice Chairman of the Planning Commission for the remainder of this fiscal year.**

**Motion approved unanimously.**

**IX. UNFINISHED BUSINESS**

**A. Master Plan Implementation**

**1. Parking and Cross Access**

Using the Village Center (Portion) Parking Improvements document (dated April 10, 2018) which had been distributed to the Planning members, Goldberg provided a synopsis of the plans which he, Redigan, and Traxler had discussed. He noted that the map was not done to survey scale but it was a plan that had been discussed; the concept being a pedestrian trail that traverses through the center of Comerica's property and then the added parking area in the rear that connected with Ravine Drive. The alignment of the Ravine connection with that of other driveways was an attempt to position it away from that of the Condos and their mailboxes and be more in line with engineering-type standards.

Now that Planning Commission had something to deliver to Comerica Bank, Wilke shared a proposed written Resolution. Comerica would be expecting the Resolution from the Council authorizing the Planning Commission to proceed with discussion with the bank.

Traxler introduced Molly Redigan, an assistant planner with McKenna, to the Planning Commission, who is an architect and a planner. Traxler pointed out that the plan was only conceptual, however, it responded to what the bank was requesting. Redigan updated the Commission on the new additions to the plan, including the clear distinction and separation between the bank parking and the public parking, as well as the different materials used for "drive-able" and "walkable" areas. Referring to the map, Goldberg pointed out all the new enhancements and improved features of the parking areas.

Commissioners had pertinent questions about the improvements, including the responsibility for the costs. Regarding funding, Wilke added that the banks were allowed community development funds and suggested tapping into those at either the local Franklin branch level or at the regional level. A sequence of activities and a timetable were discussed. With the resignation of Cupidore, Abbass will begin working with Wilke to begin having dialogues with the Condo Association and the Showers family (owners of the former Market Basket and Farmhouse). The advantages of the proposed improvements to the area were discussed.

**Motion by Goldberg, seconded by Ettinger to accept McKenna's draft plan for the Village Center (Portion) Parking Improvements, dated April 19, 2018 which would be passed on to the Village Council along with the Resolutions, as well as having the Parking sub-committee provide this to Comerica Bank, the Condo Association, and Steve Showers and Jan Seror, owners of the Market Basket and the Farmhouse buildings.**

Traxler suggested that a “before and after” aerial site plan of the area be included with the submitted draft plan.

**Motion by Goldberg, seconded by Ettinger to accept McKenna’s draft plan and a “before and after” aerial site plan for the Village Center (Portion) Parking Improvements, dated April 19, 2018 which would be provided to the Village Council along with a Resolution, as well as having the Parking sub-committee provide this to Comerica Bank, the Condo Association, and Steve Showers and Jan Seror, owners of the Market Basket and the Farmhouse buildings.**

Hansen questioned whether the radius of the turn in and around the “Market Basket” parking lot was enough for delivery trucks. Goldberg informed her that this issue had been discussed in the past.

**Motion approved unanimously.**

**Motion by Ettinger, seconded by Wilke to approve the request of the Planning Commission Parking Committee to enter into discussions with Comerica Bank to allow Village legal access to the Comerica rear property for purposes of constructing a new parking area and to allow for pedestrian access per the Village Center (Portion) Parking Improvements Plan prepared by McKenna, dated April 10, 2018.**

Goldberg stated that he wanted to assure Comerica Bank that the Village was not asking for access to its parking lot and that the parking lot would remain Comerica’s parking lot. The Village was asking for permission to access its “green space” area for the purposes of constructing a new parking lot.

At Downing’s inquiry Goldberg made some suggestions that there should be two (2) aerial plans: an aerial of this particular property and one (1) which showed a potential corridor through the different properties through the downtown area.

**Motion approved unanimously.**

## **2. Lighting, Base Survey by HRC**

Goldberg referred to the Hubbell, Roth & Clark’s Baseline Study of the Franklin Road Corridor Master Plan, dated April 2018, which each Commissioner received. Goldberg began to explain by utilizing the different plats, he began a discussion about the various widths of the Village Right-of-Ways along Franklin Road, as well as the varying locations of the center lines of those right-of-ways in relationship to the existing road. It was apparent that many elements of personal and business properties, i.e. trees, bushes, and buildings and parking spaces, were, in fact in the public right-of-ways.

Sidewalks were of important interest in the discussion and it became apparent that the downtown planning needed to involve residents and businesses. Several ideas and concerns were discussed.

Traxler commented that normally the next step would be for an engineer or planner to prepare a streetscape concept plan, using the survey, not construction drawings, for the whole corridor.

Goldberg requested that Hansen and the Village Council (VC) provide the Planning Commission (PC) with some supportive direction. He felt that PC should accept the plan by HRC and pass it on to the Council to discuss. Hansen responded by expressing her appreciation of and importance of Planning's involvement and it was her opinion that the VC might prefer hearing Planning's recommendations, as had been done in the past. However, she saw the possibility of a joint committee of Council and Planning doing the legwork required for this project in conjunction with the planners and the Village staff. A very important piece of this project would be communication with the community, and Council members could do that with Planning Commissioners. In addition to the three big projects which Planning had identified (sidewalk, lighting, and landscape plans) throughout the downtown, Hansen listed several issues which she would like addressed at the same time: code enforcement, encouragement of building owners to take care of their buildings through the Main Street Franklin efforts, signage, historic preservation, and whatever mechanism the Village had to create a pedestrian-friendly Village with safe, sound, and attractive properties that look like Franklin. Goldberg stated his thoughts about preliminary direction and the process the Planning Commission could take to accomplish all that.

Discussion ensued regarding retaining expert advice and renderings of conceptual landscapes was advisable. Traxler thought it would be advantageous and appropriate that McKenna partner with a landscape architect contractor to do the streetscape concepts that would be reflective of Franklin values adding that she could recommend three (3) such firms.

There was a discussion about previous sidewalk plans which the residents voted down several years ago.

The prepared HRC topography survey of Franklin Road will be distributed to the Council. In the meantime, Goldberg would create some PC sub-committees which could work with similar ones of the Village Council to vet out details and those ideas which McKenna had prepared. Hansen reminded everyone that there were different stakeholders and residents who needed to be involved in this process. She also added that Oakland County might be able to contribute to these projects.

Abbass requested that the sidewalk design plans from years ago be distributed to Commissioners.

### **3. Sign Ordinance Update Review**

Goldberg stated, and Traxler confirmed, that there were no changes to the Sign Ordinance from last month. Because there had only been four (4) Planning members at the last meeting, it was decided to postpone any action on it until this meeting. Ettinger expressed her appreciation for all the work done by Goldberg, Traxler, and the Commission. However, she did have questions regarding the column of notes on the last table, Temporary Sign Regulations, which Traxler addressed.

Ettinger noted that not included in the document were design guidelines for signs, i.e. colors and fonts, since such subjects would be addressed by the Historic District Commission (HDC).

Goldberg stressed that this proposed revision of the Ordinance would be sent to Council for its approval but it was his opinion that Council needed to address three (3) items in order to give Planning some direction as to where to go next. He provided his reasons why and at the same time stressed that Planning could give recommendations, but could not make the final decisions. For two (2) of the three (3) open areas Planning had taken a position: A-frame Sandwich Boards (Planning would recommend deletion) and Guidelines for signs (Planning would recommend working closely with HDC on this). The third (3<sup>rd</sup>) was establishing incentives to encourage compliance with the Ordinance which Council needed to address and discuss.

Traxler opined that it would be appropriate for the Village Administrator to meet with the Building Official and the Village Attorney to review the document before it was brought to Council for its consideration. The Administrator concurred and reassured everyone this has been his normal procedure.

Stakhiv and Hansen, personally, recommended that when the Ordinance is presented to Council, Goldberg list what Planning has discussed and what it recommended.

**Motion by Goldberg, seconded by Ettinger to recommend Village Council adopt revisions made to Chapter 1474: SIGNS of the Village of Franklin Sign Ordinance per the 3/21/2018 draft, as prepared by McKenna Associates.**

Abbass suggested that on the last page, Temporary Sign Regulations, SIGN TYPE Special Displays, should be broken into categories: Non-residential (commercial) and Residential.

(Wilke left at 9:25 PM)

Moenck pointed out that on page 5, under (c) – Review of Applications, (2) Historic District Commission Review, A.” If the approval...” should be swapped with B. “All signs located...” On page 6, (d) **Performance Bonds**, insert the phrase, “...executed by a reputable surety company...” between “...or surety bond...” and “...or cash bond...”. The sentence would read, “...furnish a performance or surety bond executed by a reputable surety company authorized to do business...” On page 8, Section 1464.08 Appeals and Variances, 3<sup>rd</sup> sentence should end with “Board of Appeals shall have jurisdiction,” and strike the remainder of the sentence.

**Motion by Goldberg, seconded by Ettinger to recommend Village Council adopt amendments made to Chapter 1474: SIGNS of the Village of Franklin Sign Ordinance per the 3/21/2018 draft, as prepared by McKenna Associates, subject to the following revisions: Page 5, (c) (2), A. and B. should be in reverse order, and (1) inserted before “Building Official Review”, on Page 6, in the 3<sup>rd</sup> sentence, insert after “...furnish a performance or surety bond...” the phrase, “...executed by a reputable surety company authorized to do business in the State of Michigan...” and removed from the later location in the sentence. The sentence shall read, “...furnish a performance or surety bond executed by a reputable surety company authorized to do business in the State of Michigan, or cash bond at the discretion of the Building Official, in an amount determined by the Building official to be reasonably necessary to insure compliance hereunder.” On page 8, Section 1474.08 Appeals and Variances, the 1<sup>st</sup> paragraph would end after the word, “jurisdiction.” The last**

**sentence shall read, “Board of Appeals shall have jurisdiction.” The last item was on page X, Chart, Temporary Sign Regulations, under Special Displays, Permitted Zoning Districts – Non-residential, Number – one (1), Residential, Number – to be left blank.**

**Motion approved unanimously.**

**4. Cell Phone Service**

Discussion was on-going, taking into consideration many options. It was agreed that a third party needed to be contacted for assistance, but Planning must be mindful that the recommendations can be self-serving. Goldberg, Moenck, and Halick will present a plan at the next meeting.

**X. GENERAL COMMUNICATION**

**A. Downtown Planning**

Goldberg suggested that the subject of landscape improvements be added to the list.

**B. Upcoming Meeting Dates: Next Regularly Scheduled Meeting, May 16, 2018, at 7:00 PM.**

**XI. ADJOURNMENT**

**Motion by Goldberg, seconded by Ettinger to adjourn the meeting.**

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

**Nays: None**

**Absent: Wilke**

**Motion carried.**

There being no further business, the meeting adjourned at 9:50 P.M.

Respectfully submitted,

Gail Beke, Recording Secretary

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Eileen H. Pulker, Clerk