

**VILLAGE OF FRANKLIN
PLANNING COMMISSION
REGULAR MEETING
WEDNESDAY, AUGUST 15, 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, Michigan at 7:00 PM.

II. ROLL CALL

Present: Raj Abbass, Nena Downing, David Goldberg, Albert Haddad, Peter Halick, Bob Wilke

Absent: Dean Moenck

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

III. ADOPTION OF THE AGENDA

Motion by Downing, seconded by Haddad to adopt the agenda, as amended.

Ayes: Abbass, Downing, Goldberg, Haddad, Halick, Wilke

Nays: None

Absent: Moenck

Motion carried.

IV. ELECTION OF OFFICERS

A. Downing nominated David Goldberg for Chairman of the Planning Commission, seconded by Haddad. There were no other nominations. Goldberg was elected Chairman by acclamation.

B. Abbass nominated Dean Moenck for Vice Chairman of the Planning Commission, seconded by Wilke. There were no other nominations. Moenck was elected by acclamation.

C. Abbass nominated Bob Wilke for Secretary of the Planning Commission, seconded by Haddad. There were no other nominations. Wilke was elected by acclamation.

V. ADOPTION OF MINUTES

A. Regular Meeting of June 20, 2018

A vote to approve the minutes of the regular meeting of June 20, 2018 was postponed until this meeting, due to the absence of those needing to approve them. The minutes in the packet reflected the corrections made at the July 18, 2018 meeting. Downing found a typo on Page 4, in which two words had run together.

Motion by Wilke, seconded by Abbass to approve the Minutes for the Regular Meeting of June 20, 2018, as amended.

Ayes: Abbass, Downing, Goldberg, Haddad, Halick, Wilke

Nays: None

Absent: Moenck

Motion carried.

B. Regular Meeting of July 18, 2018

Goldberg had a correction on Page 2, **VIII. UNFINISHED BUSINESS, A. Sign Ordinance**, 2nd paragraph, 2nd sentence should read, "...July, 2017, to Goldberg which included HDC's and MSF's directives concerning..." On page 5, under **B. Master Plan Implementation, 3. Cell Phone Service**, 2nd paragraph, 1st sentence, should read, "*Halick suggested Planning Commission...*"

Motion by Goldberg, seconded by Abbass to approve the Minutes for the Regular Meeting of July 18, 2018, as amended.

Ayes: Abbass, Downing, Goldberg, Haddad, Halick, Wilke

Nays: None

Absent: Moenck

Motion carried.

VI. COUNCIL LIAISON REPORT

Creech stated that the Village Council had held a Special Council Meeting last Wednesday, as the regular meeting had to be re-scheduled due to a lack of a quorum. Creech noted that at the August 8, 2018 meeting, after much discussion, the Ballot language for the Pedestrian Lighting question, which will be on the November 6, 2018 ballot, was approved. Creech continued reporting that there had been a lengthy discussion about municipal water and street lighting. It was determined, however, that while the Village Engineers had done a tremendous amount of work investigating the possibilities of having water as a question on the upcoming ballot, much more information was needed, including the cost variables. It was also determined that a Special Election in 2019 may be necessitated. Creech concluded noting that other items on the agenda were the approval of a Civic Event permit for the Franklin Historic Society's Scarecrow Building Workshop, September 29, 2018 and the approval of the contract with Total Asphalt for the Village Hall Parking Lot repaving.

Halick requested more details on the subject of water. Creech provided some background, including that the source of the subject being the possibility of pollution in the downtown area and the option of how it and lighting could be accomplished in conjunction with the repaving of Franklin Road. Goldberg noted that technically the Village would pay for the main infrastructure for water and the residents would pay for the connections to their homes. Creech re-iterated that the Council had agreed that with the lack of information and the amount of the unknowns the subject needed more investigation and research.

VII. BUDGET AND EXPENSES REPORT

Pulker provided the Planning Commission with its monthly Budget Report.

VIII. PUBLIC COMMENTS

No public comments were made at this time.

IX. UNFINISHED BUSINESS

A. Sign Ordinance Review

Goldberg summarized the meeting for the benefit of those Planning Commissioners who were unable to attend the last meeting, and added that there had been a good merchant turnout. Goldberg stated that the Village Council would like Planning to review and resolve the issues and come back to them with a recommendation to possibly approve the revised Ordinance. He referred to the letter from Traxler, dated August 15, 2018, in which she provided “Proposed Revisions to 6/7/18 Attorney Staran Draft Sign Code Version: 1. Sandwich Board Signs, a. Remove Sandwich Board Signs from “Prohibited Signs” section 1474.11, b. Include Design Standards, and c. Add Sandwich Board Signs to Temporary Sign Regulations Table; 2. Wall Signs, a. Reinstate Current Maximum Size; and 3. Ground Signs, a. Reinstate Current Maximum Size; 4. Projecting Signs- correction of the inconsistency between the narrative standards and the summary table”.

Discussion ensued and it was requested that Sandwich Board Signs be re-instated as temporary signs and included in the Temporary Sign Regulations Table, with some revisions, including, it being considered a 90-day “permitted sign” and a Village application would be required to display one. The Enforcement Officer would be responsible for its legality (including an expiration date) which would be a very important element to this subject. There was a question of application and renewal fees. Kessey stated how other communities have handled this: initial application fee and then subsequent application renewal at no cost. It was agreed that proposed penalties needed to be addressed.

Creech stated that he had been at a meeting last month during which the concept of individual designs of the sandwich boards was talked about, as was the application approval procedure. Planning discussed the possibility of providing suggested designs for the signs. Goldberg mentioned that at the present time the Historic District Commission (HDC) does not review such signs and because it has the Design Guidelines Booklet there might be some concerns about the unique signs, in terms of materials, designs, etc.

Length of time associated with the initial permit application including a possible rest period or not, and the issue of changing messages within the time frame of the application was discussed. Kessey stated the majority of their firm’s clients require a break of time for display, of varying degrees and that he could provide examples.

Elina Costello, Smile Builders owner, commented that she liked the idea of including the different parameters that the merchants could use to express themselves. By offering different design suggestions from which to choose and guidelines for the size and materials, the merchants would have many options to be creative.

Goldberg suggested a procedure of deciding what and when to send the different issues to Council. He asked for general consensus concerning:

1. Sandwich Board Signs – Time limit was not resolved as there was a split preference of a sign being on display for 365 days/year and/or there needed to be a break period. There was a detailed discussion about the fee schedule, the duration of days in a calendar year, and possible penalty infractions. This item would not be going to Council at this time.

Straw Vote Results:

Downing – all year, no break 365 days.

Wilke – break period, 1 week per month.

Halick – 365 days, include a permitting process

Goldberg – 365 days

Abbass – break

Haddad – break

The following issues would go to Council:

2. Design of the Signs – HDC should have some input on the Design Guidelines for all signs, including the sandwich signs. Building Official Dinnan should be reviewing and approving all signs. Downing would attend the next HDC meeting as PC’s representative to explain what PC is striving towards; i.e., recommended materials, 6 acceptable designs.

Goldberg requested that in the definition of the Sandwich Board Sign it should state that the sign itself was not permanent.

3. Wall Signs –The current maximum size of 36 sq. ft. would be reinstated. McKenna will give suggestions of ratios of sign/building frontage that other municipalities use.
4. Ground Signs – The current maximum size would remain the same: the total of both sides would be 48 sq. feet (24 sq. ft. on each side), assuming the sign is located perpendicular to the road.
5. Projecting Signs –After a discussion it was decided that the overall size should be 9 sq. ft. per side and the projection from the wall should not be more than 3.5 feet.

Corrections to the proposed Chapter 1474, Signs and Outdoor Display Structures: 1474.04 Definition Section, (z) “projecting sign”- the distance off the wall and the sign itself should not be more than 42 inches and 1474.18 Projection should be changed to 3.5 inches.

Next month McKenna will present a corrected copy of the Sign Code which would then potentially be passed on to Council.

B. Master Plan Implementation

1. Parking and Cross Access

Wilke stated that he had spoken with Havrilla of Comerica Bank who said that there were a number of people who needed to review and approve the proposed changes. During their conversation Wilke proposed that the Planning Commission would give a presentation to all those involved in Auburn Hills or, if preferred, they (Comerica Bank representatives) could attend a Planning Commission meeting during which a presentation could then be made. He also wanted to ascertain who the highest level retail officer for this region was and personally contact that person to explain the purpose of this project, outline the advantages, and ask for his or her support.

2. Lighting, Base Survey by HRC

Creech addressed this topic earlier in the meeting. The Council has approved the ballot language for the lighting and it was submitted to Oakland County for the November election. Creech stated that he has had some discussions with DTE about the cost of each light, different designs of actual lights which DTE would provide, and the maintenance of them. If the street project and lighting infrastructure project were undertaken at the same time the cost would be less. There are other sources for different designs and the consultant the Village has used in the past could make some suggestions, but the cost and other parameters needed to be considered.

3. Cell Phone Service

Goldberg referred to a letter from Sarah Traxler, dated August 15, 2018, "Draft Wireless Resolution" addressing the Planning Commission's directive for her to prepare a draft Resolution for the Council to consider in support of private carriers investigating Franklin's wireless environment. The purpose of the document was to demonstrate Council's support to the subcommittee when engaging the carriers in constructive dialogues.

Goldberg corrected a typo in the last paragraph, 1st sentence. It should read, "...Village Council of the Village of *Franklin* hereby adopts..." Also in that same paragraph, at the end of the 3rd sentence, Goldberg suggested striking the word "potential" and replacing it with the phrase, "...*what the wireless carriers consider the* Village regulatory barriers to such development."

Motion by Downing, seconded by Abbass to approve the Resolution In Support of Wireless Facility and Infrastructure Development and recommend that the Village Council adopt the Resolution, as amended, as follows:

DRAFT

**VILLAGE OF FRANKLIN, OAKLAND COUNTY, MICHIGAN
RESOLUTION OF THE VILLAGE COUNCIL
IN SUPPORT OF WIRELESS FACILITY AND INFRASTRUCTURE DEVELOPMENT**

WHEREAS, the Planning Commission adopted a Master Plan in accordance with Public Act 33 of 2008, as amended, the Michigan Planning Enabling Act, which documented the need to improve wireless voice and data transmission and communication service for residents, business, and government operations in the Village;

WHEREAS, the Planning Commission convened a Wireless Committee to study the wireless environment in the Village and to consider the character and feasibility of different wireless communications facility and infrastructure options;

WHEREAS, the Wireless Committee is unable to access proprietary information of wireless carriers to fully form recommendations on placement, character, and potential regulatory barriers to future wireless communications facilities and infrastructure within the Village;

AND WHEREAS, the Planning Commission has generally found that the future development of wireless infrastructure and facilities is consistent with the Master Plan and may protect the public health, safety, and welfare for residents needing access to emergency services.

NOW, THEREFORE, BE IT RESOLVED that the Village Council of the Village of Franklin supports the efforts of the Planning Commission to invite interested wireless service providers to investigate the feasibility of developing additional or enhanced wireless facilities and infrastructure and to recommend modifications to Village regulations that the wireless service providers consider to be regulatory barriers to such development.

AYES: _____

NAYS: _____

RESOLUTION DECLARED ADOPTED

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Village Council of the Village of Franklin, Oakland County, Michigan, at a meeting held on _____.

Eileen Pulker
Village Clerk

Date

Ayes: Abbass, Downing, Goldberg, Haddad, Halick, Wilke
Nays: None
Absent: Moenck
Motion carried.

Creech stated that he would forward the Resolution to the Village Attorney to review the language before sending it to the Council for its consideration.

Goldberg requested that this be included on the Council’s next agenda. He would attend that meeting to explain and discuss Planning Commission’s rationale.

X. GENERAL COMMUNICATION

A. Franklin Cemetery Proposal

Goldberg stated that at the last Planning meeting it was reported that the Cemetery Committee had informed Council about the Cemetery's long term sustainability. The Cemetery Board was proposing that the cemetery acquire more property for an inclusion of a cremation burial area. This would involve the Village giving away or selling Village land to the Cemetery Association for a minimum price which, in fact, was one of the ways the cemetery originally had been created. At the same PC meeting Haddad had requested that the Cemetery Board do some due diligence and provide an inventory of the different plots. In an email to the Cemetery Committee (Goldberg, Downing, and Haddad) Steve Bancroft, Cemetery Association Administrator provided such data.

The subjects of "urgency" and "timing" which had been raised at the last meeting were discussed with regards to the cemetery's economic survival: the extension/replacement of its wrought iron fence and the acquisition of more property. Goldberg questioned if PC should continue to have a dialogue with the Cemetery Association and make such a recommendation to the Council; or was it a premature idea as the PC didn't perceive it as an immediate problem. Available land was identified and discussed for possible expansion, which included the possibility of the erection of a cell tower to which the Cemetery Board would be amenable. It was clarified that Council has control over all of the Village's land.

Goldberg outlined the Village Council's directive to PC to investigate and vet out the Cemetery Board's proposition to acquire land from the Village. Planning now has the demographics, total available grave sites, how many are sold in a year, and the Cemetery's economic situation. He suggested the Cemetery Subcommittee meet with Bancroft, walk the property, and discuss possible scenarios. Downing remarked that she had spoken with some of the homeowners in the area who were concerned that the pedestrian path down to the Village center might be blocked.

B. Downtown Planning

- 1. Sidewalks**
- 2. Landscape Improvements**

Goldberg updated the Commission that Council has taken control of the situation. A consultant will be retained and proposals requested. McKenna would not be asked for a bid as Council wanted the firm to be the Village's planning consultant and construction manager. In the Commissioners' packet was a picture of a "1977 Village Center Plan – Future" by Johnson, Johnson & Roy. Goldberg commented about the similarities between it and the proposed landscaping along Franklin Rd., including a rear corridor.

C. Upcoming Meeting Dates: Next Regularly Scheduled Meeting, September 12, 2018, at 7:00 PM.

Goldberg noted that the meeting is scheduled one week early in recognition of the Yom Kippur Holiday occurring on the 3rd Wednesday of the month.

XI. ADJOURNMENT

Motion by Downing, seconded by Haddad to adjourn the meeting.

Ayes: Abbass, Downing, Goldberg, Haddad, Halick, Wilke
Nays: None
Absent: Moenck
Motion carried.

There being no further business, the meeting was adjourned at 9:47 PM.

Respectfully submitted,

Gail Beke, Recording Secretary

Eileen H. Pulker, Clerk