

**City of Franklin**  
**Franklin Complete Streets & Connectivity Committee Meeting**  
**July 11, 2013**  
**Minutes**

Approved  
August 8, 2013

**CALL TO ORDER**

- I.** The meeting of the Franklin Complete Streets and Connectivity Committee was held on July 11, 2013 and called to order at 6:08 p.m. by Senior Planner Fuchs in the Lower Level Conference Room, Franklin City Hall, 9229 West Loomis Road, Franklin, Wisconsin.

Present were Members Haley, Kowalski, Jurowski, Reed and Smak (arrived 6:20 p.m.). Excused was Member Fowler. Also present was Alderman Wilhelm.

**MINUTES**

Minutes of meeting of March 6, 2013

- II.**  
**A.** Member Reed moved and Member Kowalski seconded approval of the minutes of the meeting of the Franklin Complete Streets and Connectivity Committee of March 6, 2012 as presented. All voted 'aye', motion carried.

April 10, 2013 meeting cancelled

- B.** No action needed, none taken on the cancelled meeting of April 10, 2013.

April 17, 2013 meeting cancelled

- C.** No action needed, none taken on the cancelled meeting of April 17, 2013.

May 8, 2013 meeting cancelled

- D.** No action needed, none taken on the cancelled meeting of May 8, 2013.

June 5, 2013 meeting cancelled

- E.** No action needed, none taken on the cancelled meeting of June 5, 2013.

**CITIZEN COMMENT PERIOD**

- III.** Citizen comment period opened at 6:12 p.m. and closed at 6:12 p.m.

**BUSINESS ITEMS**

Selection of Committee Chair and Vice-Chair.

- IV.**  
**A.** Motion by Alderman Wilhelm to nominate Member Michelle Reed as Chairman of the Franklin Complete Streets and Connectivity Committee. Member Kowalski seconded the motion. On voice vote, all voted 'aye'. Motion carried.

Member Reed moved to nominate Member Gregory Kowalski as Vice Chairman of the Franklin Complete Streets and Connectivity Committee. Seconded by Member Haley. On voice vote, all voted 'aye'. Motion carried.

Membership: Need to fill member vacancies

- B.** No action needed, none taken regarding member vacancies of the Franklin Complete Streets and Connectivity Committee.

Amendment to Article IV., Section 1 of the Administrative Rules and Procedures to modify the membership of the Franklin Complete Streets and Connectivity Committee

- C.** Motion by Member Kowalski to modify Article IV., Section 1 of the Administrative Rules and Procedures of the Franklin Complete Streets and Connectivity Committee to 10 members to consist of three non-voting advisors, six voting citizen members and one voting member to be either an Alderman or the Mayor, eliminating the Parliamentarian position. On voice vote, all voted 'aye'. Motion carried.

Amendment to Article IV., Section 2 of the Administrative Rules and Procedures to modify the quorum requirement from a "majority plus one" to a simple majority

D. Member Kowalski moved to amend Article IV., Section 2 of the Administrative Rules and Procedures of the Franklin Complete Streets and Connectivity Committee by striking "plus one" and striking "citizen", such line to read "A quorum shall be a majority of the appointed voting members and all actions shall require approval of a majority of the members, except a motion to adjourn". Seconded by Member Haley. On voice vote, all voted 'aye'. Motion carried.

Amendment to Article VIII., Section 1 of the Administrative Rules and Procedures to schedule future meetings at the "Call of the Chair" and according to member availability rather than the Wednesday following the regular Common Council meeting date of the first Tuesday of each month

E. Alderman Wilhelm made a motion to amend Article VIII., Section 1 of the Administrative Rules and Procedures of the Franklin Complete Streets and Connectivity Committee at line one to read "The regular monthly meeting of the Committee will be held on the Thursday following the regular Common Council meeting date of the first Tuesday of each month, or at the call of the Chair". Seconded by Member Haley. On voice vote, all voted 'aye'. Motion carried.

Pleasant View/Victory Creek Trail Development and location project

F. Senior Planner Fuchs presented recent changes and updates to the development and location project for the Pleasant View/Victory Creek Trail.

Member Haley moved to support the most recent Plan Commission and Common Council recommendations for the development and location of the Pleasant View/Victory Creek Trail. Motion seconded by Member Reed. All voted 'aye', motion carried.

Resolution Setting Forth the City of Franklin's Support of a Complete Streets Policy

G. No action needed, none taken regarding the Resolution Setting Forth the City of Franklin's Support of a Complete Streets Policy.

Proposed Roadway Improvements for South 68th Street/CTH A and South North Cape Road/CTH J

H. Discussion only regarding proposed roadway improvements for South 68th Street/County Trunk Highway A, and South North Cape Road/Country Trunk Highway J as outlined in the letter dated March 20, 2013 from the Milwaukee County Department of Transportation. No action needed, none taken.

Complete Streets/Connectivity Discussion  
1. Franklin High School Site Plan Amendment  
2. Review for a proposed 13-lot R-3 Suburban/Estate Single-Family Residential Subdivision Development at approximately 7120-7400 W. Puetz Road

I. No action was taken relative to Complete Streets and Connectivity regarding the Franklin High School Site Plan Amendment.

Discussion and review of the Preliminary Plat for the proposed Avian Estates Subdivision development. Justin Johnson, PE, McClure Engineering Associates Inc., spoke on behalf of the applicant and indicated the possibility of placing the 20-foot Emergency and Pedestrian Access Easement in an outlot, opposed to an easement located on Lots 6 and 7.

Member Haley made a motion in support of modifying the easement to an outlot, if desired by the developer. Seconded by Alderman Wilhelm. On voice vote, all voted 'aye'. Motion carried.

Complete Streets general principles:  
Online material

J. No action needed, none taken regarding Complete Streets general principles and online materials.

Complete Streets and Connectivity  
public outreach: Online presence

K. No action needed, none taken regarding Complete Streets and Connectivity public outreach via an online presence.

1. Facebook and/or website
2. Member responsibilities
3. General types of material to be considered

Development Review Participation  
Guide, for Common Council approval,  
to determine when and how Complete  
Streets and Connectivity principles are  
applied and/or discussed in the  
planning/development process

L. No action needed, none taken regarding current development path of a Development Review Participation Guide to determine when and how Complete Streets and Connectivity principles are applied and/or discussed in the planning/development process.

1. Discussion and Explanation: Current development path

**SCHEDULE NEXT MEETING**

V. The next scheduled meeting of the Franklin Complete Streets and Connectivity Committee will be August 8, 2013 at 5:30 p.m.

**ADJOURNMENT**

VI. Member Kowalski moved to adjourn the Franklin Complete Streets and Connectivity Committee meeting at 8:40 p.m. Seconded by Member Reed. All voted 'aye', motion carried.