

PLANNING COMMISSION MINUTES
SEPTEMBER 17, 2019
CHELSEA MUNICIPAL BUILDING COUNCIL CHAMBERS
311 S. MAIN STREET, CHELSEA, MI

CALL TO ORDER

Chair Larry Ledebur called the meeting to order at 7:00pm.

Present: Larry Ledebur (Chair), Claire Robinson (Vice Chair), Sarah Haselschwardt (Secretary)
Vincent Elie, Jamie Lane, Erik Larsen

Absent: Adam Ellison, Peter Shaw

Vacant: One

Others Present: Julia Upfal (Community Development Director), Cheri Albertson (City Council Liaison)
Charles Wisely (McKinley Properties), Lisa Carolin (Chelsea Update), Rachel Kapolka (Assistant Clerk),
Marjorie Miller, Wally Ballja, Richard Galy, Mark Norder, Katie Norder, Laurie Lebouef

APPROVAL OF THE AGENDA

MOVED by Elie, SECONDED by Haselschwardt to approve the agenda. All Ayes. Motion Carried.

APPROVAL OF MEETING MINUTES

MOVED by Lane, SECONDED by Larsen to approve the regular meeting minutes from
August 20, 2019. All Ayes. Motion Carried.

PUBLIC HEARING

Norder Rezoning Request – Vice Chair Robinson read the following:

An application has been filed by Katie and Mark Norder for a zoning map amendment. The requested change would revise the Zoning Map from **AG-1 (Agricultural District)** to **RS-2 (Single-Family Residential District Moderate Density)** in the area described as tax code: (06-06-12-380-002).

Chair Ledubur opened the Public Hearing.

Laurie Lebouef (Chelsea resident) asked for clarification on the location, which she believed to be the NW corner of Bridgetown. Vice Chair Robinson described the location as NE corner of Wellington and Dale. Julia Upfal provided clarification on the location and a map was shown. The resident also verified with the Planning Commission that these were single resident homes being sold at market value.

Marjorie Miller (Chelsea resident) asked how this will impact the wetlands.

- Upfal read (2) sections of the zoning ordinance:
 - Buildable lots section
 - Sec. 3.2 – natural feature setback requirement = 25 ft.

Haselschwardt indicated that this application was for rezoning and the site plan review will follow with a separate application.

Chair Ledebur reviewed the process:

- Rezone Request made
- Administrative Review once rezone is passed
- Richard Galy (Chelsea resident) asked why the application was for a higher density than the surrounding neighborhood. Upfal stated that the parcel is contiguous with the surrounding RS-2 parcels. Mr. Galy also inquired about the involvement of the State Department of Natural Resources. Haselschwardt stated that the mitigation of the wetlands will be between the DEQ and the developer.

Laurie Lebouef (Chelsea Resident) asked the Planning Commission to clarify density. Haselshwardt stated both AG-1 and RS-2 have specific setback requirements and floor/area ratios that pertain to the density. These requirements can be found in the zoning ordinance.

Chair Ledebur thanked the residents and closed the public hearing.

UNFINISHED BUSINESS- None

NEW BUSINESS

1. Norder Rezoning Request

- Upfal stated that an application from Katie and Mark Norder to rezone parcel 06-06-12-380-002 from AG-1 Agricultural to RS-2 Single Family Residential has been filed. The request is in line with the 2008 Master Plan Future Land Use Map. This was the active Master Plan at the time the application was submitted. The applicants submitted a survey indicating that the parcel would be split into four parcels once the property is rezoned.
- Katie & Mark Norder stated that there are (7) residents on Dale Street. Density will be less with the (4) parcels on the east side. The parcel has been for sale for three years and they were advised to split the parcel up. The preservation of the wetlands is important to the Norders.
- Sarah asked if the parcel could be split further than the four parcels once it's rezoned. Upfal stated that under the Michigan Land Division Act, the parent parcel can only be split into four.

Chair Ledebur reviewed each question in Section 13.06 and Section 14.04 with the Planning Commission.

Haselschwardt noted that the space will remain a green space under the 2008 Master Plan.

MOVED by Robinson, SECONDED by Haselschwardt that the section of land in the area described in tax code 06-06-12-380-002 be rezoned from its current status of AG-1 Agricultural to RS-2 Single-Family Residential District Moderate Density.

All Ayes. Motion Carried.

2. Election of Officers (Chair, Vice Chair, and Secretary)

- Upfal stated that the bylaws require an officer review
- Chair Ledebur suggested Claire Robinson be appointed as Co-Chair
 - Upfal stated that this would require an amendment to the bylaws and a review of the process.

MOVED by Robinson, SECONDED by Larsen to table the election of officers until the October Planning Commission meeting. All Ayes. Motion Carried.

Cheri Albertson noted that amendments to the bylaws would go before council for informative purposes.

PLANNING COMMISSION REPORTS

- Transportation Work Group – None
- Zoning Board of Appeals – None
- CAPR/DART – this is a policy discussion group for regular transportation issues. Claire Robinson is unable to attend meetings. Jane Pacheco represents City Council and attends these meetings. Jamie Lane to attend moving forward.

DISCUSSION

- Next meeting agenda overview –
 - Officer Elections
 - Bylaws
 - Rezoning Application – St. Joe's RS-2 to medical center (parcel at NE Corner of Fairways & Old US 12)
 - Next work session to discuss bylaws
 - Elie stated that the Chelsea Community Forum will be discussing the new Master Plan this Saturday from 9-10 am and invited all the commissioners to attend the open session.

- Cheri Albertson noted that in order for any one commissioner to conduct a meeting, the body must approve as a whole. Commissioners are welcome to attend the forum as a member of the public.

PUBLIC PARTICIPATION -None

ADJOURNMENT

MOVED by Elie, SECONDED by Lane, to adjourn the meeting. All Ayes. Motion Carried.

Meeting adjourned at 8:07 pm.

Respectfully Submitted,

Rachel Kapolka

Assistant Clerk