



**CITY OF CHELSEA
PLANNING COMMISSION AGENDA
DECEMBER 21, 2010
7:00 P.M.**

**WASHINGTON STREET EDUCATION CENTER, BOARD ROOM
500 WASHINGTON ST., CHELSEA, MI**

CALL TO ORDER

APPROVAL OF MEETING MINUTES

Approval of the Minutes for the December 7, 2010 Special Meeting

PUBLIC PARTICIPATION

PUBLIC HEARING

- **Test Amendment I-1 and I-2** - Notice is hereby given that the Chelsea Planning Commission will conduct a public hearing, as the statute in such case provides, for amendment of the Chelsea City Zoning Ordinance (Ordinance No. 166). The requested change would revise the Zoning Text with the following change:

Article 4, Section 4.22 C – Delete C3, 4 and 5.

Article 4, Section 4.23 C – Delete C3, 4 and 5.

Amend Article 4, Section 4.32 D2 - By Adding The Following: The maximum lot coverage (LC) may not exceed twenty (20) percent.

- **Rezoning Wilkinson Street Property** – Notice is hereby given that the Chelsea Planning Commission will conduct a public hearing, as the statute in such case provides, for amendment of the Chelsea City Zoning Ordinance (Ordinance No. 166). **The requested change would revise the Zoning Map from AG-1 to RS-2 in the area described as: TAX CODE# 06-06-12-360-022. A 1.77 acre vacant parcel on the west side of Wilkinson Street opposite Wellington St. Chelsea, MI.**

NEW BUSINESS

- **Heritage Pointe Phase IIB Extension** - Steve Tracy is requesting a final site plan extension.
- **Police Station (Action needed)** - Table to the January 18, 2011 Meeting.

- **CVS Amended Final Site Plan** – Remove from table and take action.
- **CVS Special Use Permit** – Remove from table and take action.
- **Set Dates for the 2011 Meetings.**

REPORTS

ADJOURNMENT

**PLANNING COMMISSION MINUTES
DECEMBER 21, 2010, 7:00 P.M.
WASHINGTON STREET EDUCATION CENTER, BOARD ROOM
500 WASHINGTON ST., CHELSEA, MI**

Members Present: Chairman-George Kinzer, Sarah Haselschwardt, Robert Stephens, Casey Blair, Darlene Stanley, Ann Valle, Peter Feeney

Members Absent:, Jack Garland, Mary Schroer,

Others Present: Council Trustee Cheri Albertson, City Planner Carl Schmult, Planning and Zoning Administrator Jim Drolett

Others Absent: City Engineer Christine Linfield (Not necessary for her attendance).

CALL TO ORDER

Chairman Kinzer called the meeting to order at 7:00 p.m.

APPROVAL OF MEETING MINUTES

Approval of the Minutes for the December 7, 2010 Special Meeting.

A motion was made by Ann Valle, supported by Darlene Stanley to approve the meeting minutes of the December 7, 2010 Special Planning Commission Minutes as written. 6 ayes, 3 absent, 0 no. Motion passed.

PUBLIC PARTICIPATION

George Kinzer opened and closed public participation. No comments were made.

PUBLIC HEARING

- **Text Amendment I-1 and I-2** - Notice is hereby given that the Chelsea Planning Commission will conduct a public hearing, as the statute in such case provides, for amendment of the Chelsea City Zoning Ordinance (Ordinance No. 166). The requested change would revise the Zoning Text with the following change:

Article 4, Section 4.22 C – Delete C3, 4 and 5.

Article 4, Section 4.23 C – Delete C3, 4 and 5.

Amend Article 4, Section 4.32 D2 - By Adding The Following: The maximum lot coverage (LC) shall not exceed twenty (20) percent.

The Chairman opened and closed the Public Hearing. No comments were made. Chairman Kinzer explained that these text amendments are an effort to correct some issues and deficiencies in our new ordinance and that these issues were discussed in detail at the last work session (Peter Feeney arrives at 7:04).

A motion was made by Casey Blair, supported by Sarah Haselschwardt to approve the adoption of the resolution with one correction. (Application for a special use permit for a second drive - add this in the resolution). 7 ayes, 0 No, 2 Absents. Motion approved.

NEW BUSINESS

- **Heritage Pointe Phase IIB Extension** - Steve Tracy is requesting a final site plan extension.

A motion was made by Ann Valle that we extend the Heritage Point Phase IIB Final Site Plan for 6 months, supported by Peter Feeney. 7 ayes, 2 absent, 0 no. Motion passed.

- **Police Station (Action needed)** - Table to the January 18, 2011 Meeting.

The responsible city authorities preparing this proposal have decided there are changes needed to the layout and utilities plan; and this requires postponement of any consideration of the proposal until the January meeting of the Planning Commission, when these changes will have been completed for submission.

Darlene Stanley asked why the City is requesting a combined preliminary and final site plan. Jim Drolett said that it's really up to the petitioner, and the weight of that falls on them, but that the Planning Commission then decides if they want to accept that combination. We can ask that question in January. Much discussion about the reasoning for petitioners to request site plans be combined. Carl Schmult added the petitioner most of the time wants to separate the preliminary and final site plan to have the layout approved before spending a lot of money on the utility layout.

A motion was made by Sara Haselschwardt, supported by Peter Feeney to table the Police Station to the January 18th, 2011 Planning Commission Meeting. 7 ayes, 2 absent 0 no. Motion carried.

- **Set Dates for the 2011 Meetings.**

A motion was made by Robert Stephens, supported by Darlene Stanley to set the regular Planning Commission Meetings on the third Tuesday of each month at 7:00 p.m. during 2011. The Planning Commission Work Sessions will meet the 1st Tuesday of each month as needed at 7:00 p.m. in 2011. 7 ayes, 0 no, 2 absent. Motion passed.

REPORTS

Jim has gotten a copy of a proposed revised Master Plan from Dexter Township. The Planning Commission has asked that Karon email it to members. It was noted that Dexter Township does not abut the City.

ADJOURNMENT

A motion was made Casey Blair supported by Darlene Stanley to adjourn the meeting at 7:47 p.m.



CITY OF CHELSEA

NOTICE OF PUBLIC HEARING ON PROPOSED AMENDMENT TO CITY OF CHELSEA ZONING ORDINANCE

Notice is hereby given that the Chelsea Planning Commission will conduct a public hearing, as the statute in such case provides, for amendment of the Chelsea City Zoning Ordinance (Ordinance No. 166). The requested change would revise the Zoning Text with the following change:

- **ARTICLE 4, SECTION 4.22 C – DELETE C3, 4 and 5.**
- **ARTICLE 4, SECTION 4.23 C – DELETE C3, 4 and 5.**
- **AMEND ARTICLE 4, SECTION 4.32 D2 BY ADDING THE FOLLOWING: The MAXIMUM LOT COVERAGE (LC) MAY NOT EXCEED TWENTY (20) PERCENT.**

The aforesaid hearing will be held in the Board Room, Washington Street Education Center, 500 Washington St., Chelsea, Michigan on **Tuesday, December 21, 2010 at 7:00 p.m.**

The petition, as filed by the **City of Chelsea** is on file in the office of the Planning and Zoning Department, 305 S. Main St., Suite 100, Chelsea and may be examined prior to the date of the hearing.

Persons requiring reasonable accommodations to disabilities in order that the hearing be accessible to them, are requested to notify the Chelsea Planning Commission Chairman no later than five (5) business days prior to the date of the hearing of such disability.

**CHELSEA CITY PLANNING COMMISSION
George Kinzer, Chair**

CITY OF CHELSEA
CHELSEA, MI 48118

CITY OF CHELSEA, WASHTENAW COUNTY, MICHIGAN APPLICATION NO. _____

APPLICATION FOR ZONING ORDINANCE AMENDMENT

PLEASE TYPE OR PRINT (if additional space is needed, use back side)

A. MAP CHANGE

1. Application is hereby made by: Name (s) CITY OF CHELSEA
Address: 305 S. MAIN, STE 100, CHELSEA Telephone: 734.475.1771
2. The applicant (s) is/are: () the owner (s) of the property involved. acting on behalf of the owner (s) of the property involved.
3. Address of property involved: WILKINSON ST., CHELSEA, MI
4. Name and address of property owner: SCOTT OTTO 1095 N. FLETCHER, CHELSEA
TODD OTTO 6005 TORY LN, CHELSEA + TROY OTTO 507 WELLINGTON, CHELSEA
5. Petitioners interest in property: NONE
6. Legal description & Tax ID# SEE ATTACHED LEGAL -
06-06-12-360-022
7. Zoning Change from AG-1 to RS-2

NOTE: ATTACH AN ACCURATE SURVEY DRAWING OF SAID PROPERTY showing existing and proposed building and structures, types thereof and their uses.

B. TEXT CHANGE

1. Application is hereby made by: Name (s): _____
Address: _____ Telephone: _____
2. Proposed text change including Article and Section No. _____

I/we _____ do hereby swear that the above information is true and correct to the best of my/our knowledge.

Date: 11-3-10

Applicant (s) [Signature]
signature

signature

Fee Received: \$ - 0 -

City Clerk _____
signature

Date Received: _____

Date forwarded to Planning Commission: 12-21-10

Over



CITY OF CHELSEA

NOTICE OF PUBLIC HEARING ON PROPOSED AMENDMENT TO CITY OF CHELSEA ZONING ORDINANCE

Notice is hereby given that the Chelsea Planning Commission will conduct a public hearing, as the statute in such case provides, for amendment of the Chelsea City Zoning Ordinance (Ordinance No. 166). **The requested change would revise the Zoning Map from AG-1 to RS-2 in the area described as:**

TAX CODE# 06-06-12-360-022

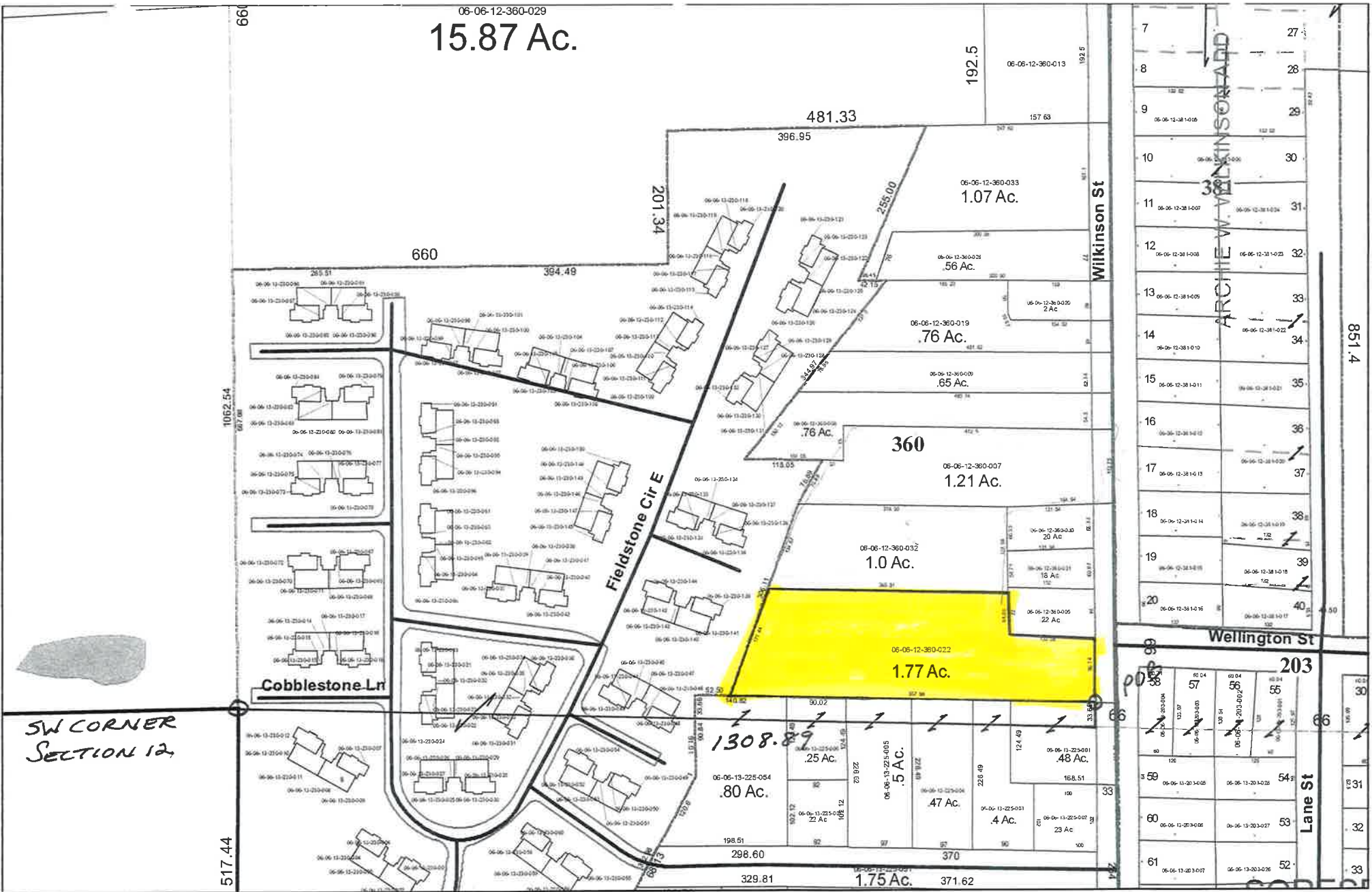
A 1.77 acre vacant parcel on the west side of Wilkinson Street opposite Wellington St. Chelsea, MI.

The aforesaid hearing will be held in the Board Room, Washington Street Education Center, 500 Washington St., Chelsea, Michigan on **Tuesday, December 21, 2010 at 7:00 p.m.**

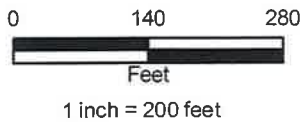
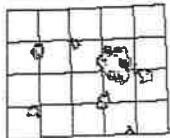
The petition, as filed by the **City of Chelsea** is on file in the office of the Planning and Zoning Department, 305 S. Main St., Suite 100, Chelsea and may be examined prior to the date of the hearing.

Persons requiring reasonable accommodations to disabilities in order that the hearing be accessible to them, are requested to notify the Chelsea Planning Commission Chairman no later than five (5) business days prior to the date of the hearing of such disability.

**CHELSEA CITY PLANNING COMMISSION
George Kinzer, Chair**



Location Map



THIS MAP REPRESENTS PARCELS AT THE TIME OF PRINTING. THE OFFICIAL PARCEL TAX MAPS ARE MAINTAINED SOLELY BY THE WASHTENAW COUNTY EQUALIZATION DEPARTMENT AND CAN BE OBTAINED BY CONTACTING THAT OFFICE AT 734-222-6662.

The information contained in this cadastral map is used to locate, identify and inventory parcels of land in Washtenaw County for appraisal and taxing purposes only and is not to be construed as a "survey description". The information is provided with the understanding that the conclusions drawn from such information are solely the responsibility of the user. Any assumption of legal status of this data is hereby disclaimed.

NOTE: PARCELS MAY NOT BE TO SCALE

GIS Map Print

Parcel Number:
06-06-12-360-022

OWNERS ADDRESS:
OTTO SCOTT TODD & TROY

6005 TORY LANE
CHELSEA, MI 48118

PROPERTY ADDRESS:
WILKINSON ST
CHELSEA, MI 48118

DATE PRINTED: 11/08/2010

2010 LEGAL DESCRIPTION:

REWRITE PER BNDRY ADJST QCD L4377 P690 01/31/04 CV 1-68F-1A (004,003PT) 8-88
COM AT SW COR SEC 12, TH S 88-48-50 E 1308.89 FT, TH N 00-46-30 W 33.66 FT
TO POB, TH CONT N 00-46-30 W 96.74 FT, TH N 87-58-30 W 132.08 FT, TH N 00-
46-30 W 64.06 FT, TH N 88-48-50 W 365.81 FT, TH S 19-45-30 W 171.44 FT, TH
S 88-48-50 E 557.98 FT TO THE POB. PT OF SW 1/4 SEC 12, T2S-R3E. 1.77 AC

Steve Tracy
1765 Cypress Pointe Ct.
Ann Arbor, MI 48108

December 2, 2010

City Of Chelsea Planning Commission
305 S. Main
Chelsea, MI 48118

Dear Planning Commission Members:

Unfortunately, due to the holidays I will be out of town for your December meeting and unable to attend. Since little has changed in the past six months we are faced with the prospect of carrying Heritage Pointe until an economic turn around occurs in the state. Due to these circumstances I would once again respectfully request an extension of the final site plan approval for Heritage Pointe phase 2B. Thank you for your assistance and consideration.

Sincerely,

Steve Tracy



CITY OF CHELSEA

NOTICE OF REQUEST

for

COMBINED PRELIMINARY AND FINAL SITE PLAN APPROVAL

An application has been filed by **SCOTT BETZOLDT** of **MIDWESTERN CONSULTING** for Preliminary and Final Site Plan approval of a proposed **POLICE STATION** on the following described parcel of land:

TAX CODE: #06-06-12-410-003
Next to 305 S. Main St., CHELSEA

The application for Preliminary and Final Site Plan Approval will be considered by the Chelsea Planning Commission on **Tuesday, DEC 21, 2010 at 7:00p.m.** in the **Board Room, Washington Street Education Center, 500 Washington Street, Chelsea, MI.**

The petition is on file in the office of the Planning and Zoning Department, 305 S. Main St., Suite 100, Chelsea and may be examined prior to the date of the hearing.

Signed, written comments, concerning the application will be accepted prior to the Planning Commission meeting, and will be read at the meeting. Comments should be addressed to the Chelsea Planning Commission, 305 S. MAIN ST. STE. 100, Chelsea, Michigan 48118.

Persons requiring reasonable accommodations to disabilities in order that the hearing be accessible to them, are requested to notify the Chelsea Planning Commission Chairman no later than five (5) business days prior to the date of the hearing of such disability.

CHELSEA CITY PLANNING COMMISSION
George Kinzer, Chair



CITY OF CHELSEA

OFFICE OF PLANNING AND ZONING SITE PLAN APPLICATION FORM

Instructions to Applicant:

Please complete the information below and submit this application with the applicable fees, completed checklist and 20 copies of the folded plans.

PROJECT NAME: CHELSEA POLICE STATION
 DEVELOPER/OWNER: CITY OF CHELSEA
 ADDRESS: 305 S. MAIN STREET SUITE 100 CHELSEA 48118
 PHONE NUMBER: 475-1771 FAX: 475-8656
 ENGINEER: SCOTT BETZOLDT COMPANY: MIDWESTER CONSULTING
 ADDRESS: 3815 PLAZA DRIVE ANN ARBOR MI 48108
 PHONE NUMBER: 734 995-0200 FAX: 734 995-0599
 ARCHITECT: ARCHITECTS DESIGN COMPANY: ROBERT OVERHISER
 ADDRESS: 123 N. ASHLEY ANN ARBOR MI 48103
 PHONE NUMBER: 734-995-4015 FAX: _____

REQUEST(check one): Preliminary site plan Amended final site plan
 Final site plan Combined preliminary & final site plan

LOCATION OF PROJECT: Lot Number _____ Street Address 305 S. MAIN
 TAX IDENTIFICATION NUMBER: 06-06-12-410-001, 002, 003
 CURRENT ZONING: C5 ACREAGE: 0.75 TOWNSHIP: N/A

Applicant's legal interest in the property: OWNER

APPLICATION FEES – See Fee Schedule

TOTAL FEES COLLECTED: WAIVED

PLANNING & ZONING DEPT.: [Signature] DATE: 11-2-10

Applicants submitting combined preliminary and final applications do so at their own risk, as the decision to approve both simultaneously rests with the Planning Commission.

AUTHORIZED AGENT'S SIGNATURE: [Signature] DATE: 11-1-10

A motion is needed for the following:

A motion to set the regular Planning Commission Meetings on the third Tuesday of each month at 7:00 p.m. during 2011. The Planning Commission Work Sessions will meet the 1st Tuesday of each month as needed at 7:00 p.m. in 2011.

