



VILLAGE OF CHELSEA

CITY OF CHELSEA
PLANNING COMMISSION AGENDA
MARCH 16, 2004
7:30 P.M.
BOARD ROOM
WASHINGTON STREET EDUCATION CENTER
500 WASHINGTON ST., CHELSEA, MI

CALL TO ORDER

APPROVAL OF MEETING MINUTES

- Meeting Minutes - Approval of Meeting Minutes of February 17, 2004
- WorkSession Minutes – Approval of Meeting Minutes of March 2, 2004

APPROVAL OF AGENDA

PUBLIC PARTICIPATION

PUBLIC HEARING

OLD BUSINESS

- **McKinley Properties Preliminary Site Plan** - An application has been filed by MCKINLEY ASSOCIATES of 320 N. MAIN, ANN ARBOR, MI 48104 for Final Site Plan approval of a proposed CLOCK TOWER SITE REDEVELOPMENT for the following described parcel of land: Tax Code:# 06-12-108-007, 008, 009, 011, 012, 013, 014, 015, 016, 031. 320 N. Main St., Chelsea.

NEW BUSINESS

DISCUSSION

- Review of the Master Plan (Specifically the Parks and Recreation Section).

REPORTS

CORRESPONDENCE

ADJOURNMENT

City of Chelsea Planning Commission Meeting Minutes
March 16, 2004
7:30 P.M.
Board Room
Washington Street Education Center
500 Washington Street, Chelsea, MI

Members Present: Chairman Chris Rode, Ann Valle, Walter Bolt, Chris Pick, George Kinzer, Kim Soule (arrived 7:42), Vincent Elie (7:55),

Members Absent: Peter Feeney, Rik Haugen (Both Absences were approved)

Others Present: Planning and Zoning Administrator - Jim Drolett, City Engineer – Christine Linfield, City Planner – Carl Schmult

CALL TO ORDER

Chairman Chris Rode called the meeting to order at 7:34 p.m.

APPROVAL OF THE MEETING MINUTES OF FEBRUARY 17, 2004

A motion was made by Chris Pick, supported by George Kinzer to approve the Meeting Minutes of February 17, 2004. 5 Ayes, 0 No, 4 Absent. Motion passed.

APPROVAL OF WORK SESSION MEETING MINUTES OF MARCH 2, 2004

A motion was made by Ann Valle, supported by George Kinzer to approve the Work Session Meeting Minutes of March 2, 2004. 5 Ayes, 0 No, 4 Absent. Motion passed.

APPROVAL OF AGENDA

Chairman Rode said that Kim Soule would have something to add under reports, as will Walter Bolt.

PUBLIC PARTICIPATION

Chris Rode opened and closed public participation. There was no audience participation.

OLD BUSINESS

- **McKinley Properties Final Site Plan** - An application has been filed by MCKINLEY ASSOCIATES of 320 N. MAIN, ANN ARBOR, MI 48104 for Final Site Plan approval of a proposed CLOCK TOWER SITE REDEVELOPMENT for the following described parcel of land: Tax Code:# 06-12-108-007, 008, 009, 011, 012, 013, 014, 015, 016, 031. 320 N. Main St., Chelsea.

City Planner Carl Schmult, and City Engineer Christine Linfield went over their reports.

The Planning Commission discussed Landscaping issues brought up in staff reports. One that concerns the Planning Commission is that the site plan lacks the minimum amount of trees required. The question was asked if McKinley could put more canopy trees in the east boundary of the property. Sandy Hanson, who is the Landscape Architect for the project,

said that the drawing does not show the large existing canopy trees that are already on the adjacent property along that side. John Wyeth commented that the site is somewhat limited, and that they are trying to leave the site with an open feel. Chairman Rode understands his concern, but there is room for more trees. John Wyeth said that they will take a look at that, but wanted the Planning Commission to know that they do need to save space for a water main easement. George Kinzer asked if trees could go in on the western line by the detention pond.

The cobblestone that will be used in the islands was also discussed. Landscape Architect Sandy Hanson said they would be using a smaller round cobblestone. George Kinzer said he favors the larger rocks used in a recent development downtown. Chris Pick said that whatever material is used, those islands in the pathway should be of a material easy to walk over. Ms. Hanson said that they could put a more crushed material in the areas in which pedestrians walk, and a more course material in the other areas.

Driveways – C. Rode asked how long it would take to get a response from MDOT on the alignment of the driveway. Bob Wanty said plans have been resubmitted to them and they hope to get a response in the next two weeks. Planning & Zoning Administrator Jim Drolett said that there are already two driveways to the north, and neither of them are on the applicants property and if they do not get MDOT approval to leave the driveway in the present location they will have to come back in front of the Planning Commission. Bob Wanty said he would be surprised if MDOT wants the driveway moved because it's been there for a long time with no rash of accidents.

Regarding lighting in the parking lot, John Wyeth said that it could be scheduled to turn off at some point in the night. Some areas will have step down lighting and some will not. The Planning Commission want to make sure lighting is zero at the property line.

A motion was made by Ann Valle to approve the Final Site Plan for McKinley Properties with these contingencies: that additional trees be added near the detention area, reduce lighting after hours be considered in the east parking lot, review the directional stripping in the east parking lot entrance, submission of courtyard landscape, MDOT approval, and any outstanding items from the staffs reports, supported by Kim Soule. 7 Ayes, 0 No, 2 Absent. Motion passed.

DISCUSSION

- **Review of the Master Plan (Specifically the Parks and Recreation Section).**

Kim Soule departed (9:20 p.m.)

Chairman Rode has put together a draft from the Master Plan for the Commission to pursue their intent to plan. He will email a copy to all Commissioners.

A motion was made by Walter Bolt that Chairman Chris Rode present comments relative to Parks and Recreation to council for approval to send a notice for “Intent to Plan” changes to our Master Plan, supported by George Kinzer 6 Ayes, 0 No, 3 Absent. Motion passed.

REPORTS

- Walter Bolt read a comment in the paper by Deb Alvarez from Gregory who voiced her opinion regarding the terrible condition of the Park-n-Ride on the South end of town. Walter had previously contacted MDOT on the same subject to see what could be done.
- Walter Bolt went to a SEMCOG workshop last week and brought back materials that the Planning Commission might want to take a look at. They are available in the Planning and Zoning Office. SEMCOG will have scheduled townhall meetings through Southeast Michigan about the Regional Transportation Plan. The meetings will be in different communities and held in the month of July.
- Chairman Rode handed out a letter from Kim Soule resigning from the Planning Commission effective immediately.

ADJOURNMENT

A motion was made by Walter Bolt, supported by Ann Valle at 9:45 6 Ayes, 0 No, 3 Absent. Motion passed.



Respectfully submitted,
Walter J. Bolt

Village of Chelsea Planning Commission Secretary

