



CITY OF CHELSEA

NOTICE OF SPECIAL MEETING

A Special Planning Commission Meeting will be held on December 7, 2004, at 7:00 p.m. to discuss the Chelsea District Library Preliminary Site Plan and any other business that may come before it. The meeting will be held at the City Office, in the lower level conference room.

The Planning Commission will go into a Work Session immediately following the Special Meeting.



CITY OF CHELSEA
PLANNING COMMISSION SPECIAL MEETING AGENDA
December 7, 2004
7:00 P.M.
CHELSEA CITY OFFICES
305 S. MAIN STREET, SUITE 100, CHELSEA, MI

CALL TO ORDER

APPROVAL OF AGENDA

PUBLIC PARTICIPATION

OLD BUSINESS

- **McKune District Library** – An application has been filed by Metta Lansdale of Chelsea District Library for Preliminary Site Plan approval of a proposed District Library on the following described parcel of land: Tax Code: # FC 06-06-12-402-017, 06-06-12-402-019, 221 S. Main St., Chelsea

NEW BUSINESS

DISCUSSION

REPORTS

CORRESPONDENCE

ADJOURNMENT

The Planning Commission will go directly into a Work Session following the Special Meeting. Their will be a presentation of the Lanscape Plan to the entrance of Heritage Point - Phase 1.

**City of Chelsea Planning Commission Special Meeting Minutes
December 7, 2004
7:00 P.M.
Board Room
Washington Street Education Center
500 Washington Street, Chelsea, MI**

Members Present: Chairman Chris Rode, Ann Dilcher, Peter Feeney, Rik Haugen, Casey Blair, Chris Pick, George Kinzer (arrived 7:36 p.m.)

Members Absent: Walter Bolt, Ann Valle (both excused),

Others Present: Planning & Zoning Administrator -James Drolett, City Planner – Carl Schmolt, City Engineer – Christine Linfield,

Others Absent: City Trustee-Cheri Albertson, City Trustee – Frank Hammer

Chris Rode called the meeting to order at 7:04 P.M

APPROVAL OF AGENDA

No Changes

PUBLIC PARTICIPATION

Chris Rode opened and closed Public Participation. No audience participation.

OLD BUSINESS

- **McKune District Library** – An application has been filed by Metta Lansdale of Chelsea District Library for Preliminary Site Plan approval of a proposed District Library on the following described parcel of land: Tax Code: # FC 06-06-12-402-017, 06-06-12-402-019, 221 S. Main St., Chelsea

The Planning Commission had a copy of the letter signed by Wiletta Hafner that an agreement has been reached between her and the library regarding the wall that runs along her property. The Zoning Board of Appeals granted the requested variance at the last meeting with contingencies that an agreement be reached with Ms. Hafner.

Jim Mumby, Architect for the project, presented a revised layout of the site with entrance walkways on both sides of the library expansion. The library continues to work with Merkel's, who are supportive of the project. They still have not decided what they would like to do with that portion of the land (maybe seating area). Planning & Zoning Administrator Jim Drolett said that needs to be resolved before final site plan is approved. The approval from Merkel's should be in writing and be specific regarding their approval on closing the driveway, landscaping, and sidewalks. A permit to close the driveway will have to be granted from MDOT. Jim Mumby

asked if they kept all of the work on the library property would they be able to get final site plan approval. He is concerned that Merkel's is not sure what they would like yet. C. Rode said at the very least they have to agree to close that driveway.

It was also noted that the Planning Commission is not setting precedence on one way driveway (traffic).

Carl Schmolt asked if they could put the wall in without harming the tree on the adjacent property. Jim Mumby said he would ask the Landscape Architect.

Ann Dilcher asked if they got the variance for the last parking space directly behind George Staffan's house. It was determined that was not done, and they will have to give that space up. C. Linfield suggests the pavement be left with striping in case the decision is made to put the space in.

A motion was made by C. Blair to approve the preliminary site plan for the McKune District Library with specific reference to Carl Schmolt's report, item 10, which refers to the trees, contingent with Merkel property owners specifying closing of the driveway entrance, and their approval and agreement on the sidewalk and landscaping, we acknowledge that we are deterring from the Master Plan on the setback of the McKune property from the street, and we are doing so because of historic value, and we acknowledge the Zoning Board of Appeals has approved the variance on the Haftner property, and must comply with Christine Linfield's report, supported by Peter Feeney.

An amended motion was made by Casey Blair to also include that we are not setting a precedence regarding item 8 from Carl Schmolt's plan for one way traffic on future site plans. 7 Ayes, 0 No, 2 Absent. Motion passed.

ADJOURNMENT

A motion was made by Rik Haugen, supported by George Kinzer to adjourn the Special Meeting of the Planning Commission at 7:50. 7 Ayes, 0 No, 2 Absent. Motion passed.

Karon R. Barbour



Planning & Zoning Technical Administrative Assistant

PLEASE SIGN IN

PLANNING COMMISSION SPECIAL MEETING

Date: December 7, 2004

NAME (Please Print)

ADDRESS

Jim Mumby
Randy Fox
bryan Fox
BRIAN Newcomb
CHRISTINE LINFIELD

59 Amherst
Sibley Rd.
Sibley Rd.
2011 Vineyard Canton, N.
CITY OF CHELSEA