



CITY OF CHELSEA

PLANNING COMMISSION AGENDA

JANUARY 17, 2006

7:30 P.M.

CONFERENCE ROOM

CHELSEA CITY OFFICES

305 S. MAIN ST., CHELSEA, MI

CALL TO ORDER

APPROVAL OF MEETING MINUTES

- Meeting Minutes - Approval of the Meeting Minutes for December 20, 2006.

APPROVAL OF WORK SESSION MINUTES – Meeting was cancelled

PUBLIC PARTICIPATION

OLD BUSINESS

NEW BUSINESS

- Planning Commission Meeting Dates and Time for 2006

DISCUSSION

- Master Plan Discussion
- Planning & Zoning Seminar – Mark Wyckoff

REPORTS

CORRESPONDENCE

ADJOURNMENT

City of Chelsea Planning Commission Meeting Minutes
January 17, 2006
7:30 P.M.
Board Room
Washington Street Education Center
500 Washtenaw St., Chelsea, MI

Members Present: Chairman Chris Rode, Ann Valle, Joel Abramson, Peter Feeney, Rik Haugen, George Kinzer, Casey Blair, Walter Bolt (arrived 7:55)
Chris Pick (arrived 8:00)

Members Absent: None

Others Present: Planning & Zoning Administrator - James Drolett,
Council Trustee Cheri Albertson

Others Absent: Council Trustee-Frank Hammer, City Engineer – Christine Linfield
(Not Necessary for her attendance, Carl Schmolt (Not necessary for
his attendance

CALL TO ORDER

Chairman Rode called the meeting to order at 7:35 p.m.

APPROVAL OF MEETING MINUTES

- **Meeting Minutes** - Approval of the Meeting Minutes for December 20, 2006.

A motion was made by Ann Valle, supported by Peter Feeney to approve the Planning Commission Meeting Minutes of December 20, 2006. 7 ayes, 2 no, 2 absent. Motion passed.

APPROVAL OF WORK SESSION MINUTES – Meeting was cancelled

PUBLIC PARTICIPATION

Chairman Rode opened and closed Public Participation. No public in attendance.

NEW BUSINESS

- **Planning Commission Meeting Dates and Time for 2006**

A motion was made by George Kinzer, supported by Peter Feeney that the Planning Commission Meetings for 2006 will be held on the third Tuesday of the month, at 7:30 p.m., and the Planning Commission Work Sessions will be held on the 1st Tuesday of each month, at 7:00 p.m. as needed. 7 ayes, 0 no, 2 absent. Motion passed.

DISCUSSION

- **Master Plan Discussion**

Brad Strader and Caryn Wenzara from the Strader Group introduced themselves to the Planning Commission and discussed the focus, schedule, and process of updating the City of Chelsea's Master Plan.

Task 1 was the kick off meeting held on January 10, 2006. Currently the Strader Group is in the process of gathering information that is needed as part of Task 2. Task 3 is this evenings meeting, where we will review the schedule, hit on key issues in the plan, determine priorities, the process, etc.

A draft of chapter's one and two will be updated and handed out to the Planning Commission prior to the Task 4, March 21st meeting. This will give the members an opportunity to review it prior to the meeting so that it can be discussed. In addition, we will go over conditions and trend concepts for chapter 3. We will work more in-depth on the Community Vision Statement at the next meeting.

The rest of the schedule is as follows:

Task 5 – involve outside agencies, public workshops that will be open to the public.

Task 6 – follow up to task 5 meetings, chapter 3 has a lot of the meat needed for the document.

Task 7 – Put together draft of chapters 3, 4, 5.

Task 8 – Might be a good time to have City Council involvement since there will be a document to look at.

Task 9 – Council distribution to agencies – Formal distribution of draft #2, and a 95-day waiting period so that we can send out notifications to agencies and receive responses.

Task 10 – Public Hearing of Draft #2

Task 11- Adoption by both Planning Commission and Council of Draft #2 with edits noted.

There are 3 areas that the Planning Commission can decide to move things around. When to have the public workshop, when we meet with the Chelsea area groups, and meeting with Council. The Planning Commission agreed it's best to keep the City Council informed, and wait to have the joint meeting with Council when there is a draft available for them to see. It was decided to get the townships involved from the beginning to keep them posted on what we will be doing. April would be the time to have the stake holder meetings with the hopes that we can have Council and Planning Commission representatives.

The Planning Commission can wait till March to decide when to have the public meetings but options for the meeting were discussed. The first option is to have it in the middle of the process, where we have land use concepts for the future, and have one public meeting for input.

The next is to wait till the end when we have a draft to show. If done in the middle of the process, the public may feel like they have the opportunity for input. Chairman Rode said this meeting could take place within the 95-day wait period also. Changes can still be made at that point.

Existing conditions, demographics, future land use, and transportation are areas where many changes need to be made, or where most of the changes have occurred over the years and all of the chapters will have some changes.

Brad Strader asked each of the Planning Commission members what they felt were some of their key concerns:

Rik Haugen... Traffic has gotten much worse and we need to alleviate some of the problems. What do we really think Chelsea is, and should look like. In the past we have not had the tools to maintain those goals as a development progresses, and would like better language in the Master Plan to help the Planning Commission maintain those goals.

George Kinzer... Transportation issues. He would like to see the plan begin to approach a solution on how to get traffic from north of the city to I-94, other than down M-52. In addition, how does the downtown interact with residential properties. How does C-5 back up to residential (rules, fence size, etc) and how does the definition of downtown change. In some areas you have residential and commercial mixed in such as Cottage Inn. When there is pressure between residential and commercial the plan calls for it to be one or the other when in fact it may be mixed. Caryn suggested that maybe in the plan it should call for a transitional area that is a mixture, and then goes into downtown. George Kinzer said the Gateway Overlay District should be further incorporated into the master plan.

Peter Feeney ... Would like to see future land use routes in all directions marked on the future land use maps. We can then be more prepared when the situations arise. In doing that, we will need to be coordinated with the townships. It's important that we try to match when we can so that it can be in synch with the townships when possible for regional planning,

Ann Valle ... Pedestrian and bike mobility, green space and how can we connect those with neighboring communities. Residential design needs to be addressed as well. Currently it is not extensive enough in the Master Plan. We don't talk about phasing, building materials, etc., and there is nothing in our Ordinance to address these issues, so we have to look to the Master Plan. Mr. Strader noted that this time around we have a lot more experience in the language for building design.

Joel Abramson ... New residential developments, the schools, and the traffic that it creates.

Walter Bolt... Transportation is a big issue. Would like to see an overlay of the street traffic of east and west corridors taking the townships into account. Address pedestrian and bikeway paths. The county transportation plan may help with ideas on that. In consideration of that plan, some elements of a truck route. Walter would like to see if there is a map showing easements that show some of the land left for street connections. Transportation pressures on the north East Side are going to continue to get worse. Need to show the alignment for the roads in the plan and show those to the townships. I-94 will need to be looked at, and to help shape that area with

some cooperative agreement in what will go in that area. Would also like to see some rural design...parking behind buildings, materials used, etc.

Cheri Albertson...Flow of traffic through residential areas, and address the east bound route to I-94 coming from the north. Keep mixed use in more of an urban area, we would like to keep the residential preserved the further you get away from the mixed use to just residential.

Chris Pick...Keep the character and accessibility of the downtown to what it is now rather than becoming jammed up with through traffic, and somehow incorporate the traffic for those people trying to do things downtown. Connecting walkways and bike paths are going to be very important.

Casey Blair... Casey would like to see more parks, even if they are pocket parks. George Kinzer said we have parks on the south end of town that you can't get too. Those need paths from the inner town, out to those parks. Chairman Rode said that the Rotary Club has been raising money to put a bridge across Lett's creek.

Mr. Strader said that his expertise is in transportation and he has done work for MDOT for the Road Commission, and has done some transportation plans. Caryn's expertise is in Brownfield Redevelopment, downtown areas, and parks and recreation plans.

Jim Drolett said he thinks we need to look at areas in the abutting downtown for future parking and plan for business district expansion. Also pocket commercial on Dexter-Chelsea Road. Brad Strader said that at one time the DDA was looking at a double deck parking structure behind the Purple Rose Theatre. Jim said they still own that property. Ann Feeney is the Council Representative and Mike Foster is the President of the DDA.

Jim Drolett requested that we consider a letter submitted by Jim Machnik regarding the south end near Gene Drive.

Things the Planning Commission needs to think about are:

- Character, residential design standards, recessed garages and Dexter Chelsea road and rural corridor, and what we mean by that. How do we preserve the corridors between the City and Townships.
- Road Commission Garage and Federal Screw are tricky sites, those are sites that are hard to get back to residential standards and maybe give incentives to keep appropriate use of those sites. Chris Pick suggests that we think about what type of jobs we want to create when thinking about new developments.
- Brad suggests we think about how tall we want buildings, and are we willing to have a more transitional residential area from downtown, to less dense residential, then right into residential?
- Land use and south side interchange. Do we want to accommodate it on the south side or north side, do you have 425 agreements, etc.

- Do we need to accommodate more industrial? Chris suggests that we need to work with the townships on that.

Brad asked that if the Planning Commission has some ideas and goals from the old plan within the next couple of weeks to get it into them. We would like to have early input before we come back in March.

DISCUSSION

- **Planning & Zoning Seminar – Mark Wyckoff**

This is an opportunity at a reasonable cost to get some training offered through Sylvan Township. Those Planning Commissioners interested in attending should contact Jim Drolett or Karon Barbour.

ADJOURNMENT

A motion was made by Peter Feeney, seconded by Casey Blair to adjourn the meeting at 9:40 P.M. 9 Ayes, 0 No, 0 Absent. Motion passed.

Respectfully Submitted,



Walter J. Bolt
Planning Commission Secretary

