

**City of Chelsea Planning Commission Meeting Minutes
December 19, 2006
7:30 P.M.
Board Room
Washington Street Education Center
500 Washington, Chelsea, MI**

Members Present: Chairman Chris Rode, Chris Pick, Ann Valle, Walter Bolt, George Kinzer,

Members Absent Rik Haugen (excused), Casey Blair (excused), Peter Feeney (is at the Lima Township Meeting discussing our Master Plan - excused), Joel Abramson

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

Others Absent: City Engineer - Christine Linfield, City Planner-Carl Schmult (It was not necessary for either to attend).

CALL TO ORDER

Chairman Rode called the meeting to order at 7:32 p.m.

APPROVAL OF MEETING MINUTES

- **Meeting Minutes** - Approval of the Meeting Minutes for November 21, 2006.

A motion was made by Ann Valle, supported by George Kinzer to approve the Planning Commission Minutes for November 21, 2006. 5 Ayes, 4 Absent, 0 No. Motion passed.

APPROVAL OF WORK SESSION MINUTES

- Meeting Minutes – Approval of the Work Session Minutes for December 5, 2006.

A motion was made by Chris Pick, supported by Ann Valle to approve the Work Session Minutes of December 5, 2006. 5 Ayes, 4 Absent, 0 No. Motion passed.

PUBLIC PARTICIPATION

Opened and closed. No participation

OLD BUSINESS

- **SPRINGFIELD PLACE FINAL SITE PLAN** – Because Exhibit B was not submitted to the Planning and Zoning Office a complete review could not be done.

A motion was made to table the Final Site Plan for Springfield Place by Ann Valle, supported by George Kinzer. 5 Ayes, 4 Absent, 0 No. Motion passed.

DISCUSSION

- **Master Plan Draft**

Robert Cramer from LSL said that there are a couple of maps missing from tonight's draft that will be included in the final draft.

Jim Drolett said we need to check to see if Council wants to meet at our meeting, or if they want us to come to theirs on the 4th Tuesday of the month.

Chapter 1- Introduction

Most of the first Chapter was reworded and no comments were made.

Chapter 2 – Demographics & Trends

Some of Chapter 2 has been reorganized, and some areas were moved to other chapters. Robert said he could add additional language that would give explanations and references in those instances.

Chairman Rode asked Robert Cramer if there is a way to make it clear how we come up with some of the numbers from SEMCOG. Maybe a plus and minus margin to explain some of the charts and numbers. He will look to see what kind of methodology is used to come up with their numbers for population and households.

Robert will take a look to see if SEMCOG has some type of key findings on page 14. Trustee Albertson would like to see more specifics on the fourth bullet that would give further explanation of services and amenities. She would like to see jobs and amenities separated, and also suggests the plan be edited in the eye of the public so that they understand the Master Plan.

Ann Valle wants to make sure that neighborhood design is part of this.

Requests for changes to the draft are as follows:

- Bullet 2, page 15, change ample land to land is available.
- Last bullet, page 15, add roads to water and sewer utilities, or on another bullet.
- Second bullet, page 15, Walter bolt would like to see that written more positively where it discusses a natural separation between other non-compatible uses.

Chapter 3-Land Use and Facilities

- Page 20, red brick industrial facility. Be specific and call it the Clock Tower Complex.
- Third bullet, page 20 under institutional. We do not own the library, court house, ice arena or the fairgrounds. Just say publicly own, or public facilities, and for the fairgrounds, just say community fairgrounds.
- Fourth bullet, page 17, add sidewalks. Last bullet, page 17 change to a lesser degree.
- Pages 21 under open space have some designation between open space and storm water detention. Usable open space.
- Page 23 and everywhere else please take out alternate route drive. Change it everywhere to Chelsea west drive. Also land use designations may change in that area.

- Page 23 under future land use goals second bullet point we need to be more specific about which edges about the downtown we are talking about...just change expand to promote. Currently it reads that we want to expand the DDA in all directions. Or just take out, “on the edges of downtown”.
- 4th bullet change I-96 to I-94. Under the 4th bullet incorporate parks and open space into new development. We really want the parks and recreation stuff more prominently in the plan. Robert asked if they wanted a separate map that shows the parks and pathways. Yes that would be helpful in the facilities section. Chairman Rode said that Brad was given a map that shows all of those facilities for recreation. The Chairman also thought there was another one that showed pathways.
- Page 25 institutional properties include hospitals.
- Page 26 Federal Screws adaptive reuse of building or site. Drolett said he doesn't know that condo/apartments are recommended, and if it is, onsite parking will have to be provided.
- Page 28 take out “county” fairgrounds. Also on the map show the road going into Chelsea Springs. Much discussion on the transportation map and Robert will add in those roads and make it look like more of a bubble diagram,
- Page 29 on downtown goals, 6th bullet buildings please add the south part of town where Palmer Ford, Chelsea Bank and Federal Screw Works are. Expand that to include any redevelopment within the downtown area.
- Page 34 middle of page. The draft says “another alternate location for a public plaza would be currently the vacant lot south of the McKune Library”. This is already developed and it needs to be taken out.

The Planning Commission wants to discuss with City Council the property the City owns next to Lett's Creek when they have their joint meeting to discuss the Master Plan Draft.

We received a memo from the Dept of Natural Resources that says our Parks and Recreation Plan is about to expire. The Planning Commission believes this is the one that the Parks Committee put together in order to apply for grants. It's not a difficult task to update and guidelines were sent. It makes sense to update the Plan and meet the requirements as much as possible and present it to Council for approval as our official Recreation Plan which can then be submitted to the DNR. Get the PC guidelines to update the Parks and Recreation Plan at the next Work Session.

Chapter 4-Transportation

- Will be discussed at the Work Session

Chapter 5 – Implémentation

- Will be discussed at the Work Session

ADJOURNMENT

A motion was made by Ann Valle, seconded by Walter Bolt to adjourn the meeting. 5 Ayes, 4 Absent, 0 No. Motion passed.

Respectfully Submitted

A handwritten signature in cursive script that reads "Karon R. Barbour". The signature is written in black ink and is positioned above the printed name.

Karon R. Barbour
Planning & Zoning Technical Administrative Assistant



CITY OF CHELSEA
PLANNING COMMISSION AGENDA
DECEMBER 19, 2006
7:30 P.M.
BOARD ROOM
WASHINGTON STREET EDUCATION CENTER
500 WASHINGTON ST., CHELSEA, MI

CALL TO ORDER

APPROVAL OF MEETING MINUTES

- Approval of the Meeting Minutes for November 21, 2006.

APPROVAL OF WORK SESSION MINUTES

- Approval of the Work Session Minutes for December 5, 2006.

PUBLIC PARTICIPATION

OLD BUSINESS

- Springfield Place Final Site Plan (This will be tabled)

DISCUSSION

- Master Plan Draft

REPORTS

CORRESPONDENCE

ADJOURNMENT

