



CITY OF CHELSEA

PLANNING COMMISSION AGENDA

DECEMBER 15, 2009

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 Meeting Minutes from October 20, 2009.

APPROVAL OF WORK SESSION MINUTES

- Approval of the Work Session Minutes for December 1, 2009.

PUBLIC PARTICIPATION

PUBLIC HEARING

- **Proposed Zoning Ordinance Revision** - An application has been filed by the City of Chelsea Planning and Zoning Department for revisions to the City of Chelsea Zoning Ordinance #79. This revision is to the zoning text only. There are NO proposed changes to the zoning map.

NEW BUSINESS

- **Heritage Pointe Phase IIB Extension** – Steve Tracey is requested another final site plan extension.

DISCUSSION

REPORTS

ADJOURNMENT

**PLANNING COMMISSION MINUTES
DECEMBER 15, 2009
7:00 P.M.
WASHINGTON STREET EDUCATION CENTER, BOARD ROOM
500 WASHINGTON ST., CHELSEA, MI**

Members Present: Chairman-George Kinzer, Jack Garland, Rik Haugen, Rita Holmes, Chris Pick, Casey Blair, Ann Valle, Darlene Stanley

Members Absent: Peter Feeney

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

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

CALL TO ORDER

Chairman George Kinzer called the meeting to order at 7:01 p.m.

APPROVAL OF MEETING MINUTES

- Approval of the Meeting Minutes from October 20, 2009.

A motion was made by Chris Pick, supported by Rik Haugen to approve the meeting minutes of October 20, 2009. 7 ayes, 2 absent, 0 no. Motion carried.

Darlene Stanley arrives 7:04 p.m.

APPROVAL OF WORK SESSION MINUTES

- Approval of the Work Session Minutes for December 1, 2009.

A motion was made by Rik Haugen, supported by Jack Garland to approve the Work Session Minutes of December 1, 2009 8 ayes, 1 absent, 0 no. Motion carried.

PUBLIC PARTICIPATION

George Kinzer opened and closed public participation as no comments were made.

PUBLIC HEARING

- Proposed Zoning Ordinance Revision – An application has been filed by the City of Chelsea Planning and Zoning Department for revisions to the city of Chelsea Zoning Ordinance #79. This revision is to the zoning text only. There are no proposed changes to the zoning map.

George Kinzer opened the Public Hearing. Ann Feeney spoke as a member of the newly formed group called CCK Chelsea Community Kitchens. She asked the Planning Commission to make revisions to allow this entrepreneurial group to operate out of church kitchens in the various zoning districts under a special use provision.

George Kinzer said it would require special language to be written. The best way to proceed is to have PC Minutes 12.15.2009

Jim Drolett and Carl Schmolt draft the necessary language and the Planning Commission could formally take it up at the February Planning Commission Meeting. The idea would allow us to participate in a community outreach program that has commercial aspects but certain controls.

No other comments from the public were made and Chairman Kinzer closed the public hearing portion of the meeting.

Jim Drolett said we will have to make changes and additions and will then continue the Public Hearing in February.

A motion was made by Casey Blair to adjourn the public hearing until our regular meeting in February Supported by Darlene Stanley. 8 ayes, 1 absent. 0 no. Motion carried.

NEW BUSINESS

- Heritage Phase IIB Extension – Steve Tracey has requested another final site plan extension.

Steve Tracey said that nothing has changed from the previous 6 months and asked for another extension. He said he is also starting to hear hesitation on the Planning Commissions part in granting these extensions until the economy in Michigan picks up.

George Kinzer said they like it brought back in front of the Planning Commission every six months not because of hesitation but because members on the board can change. It does not pose additional cost to the developer, and it keeps the subject in the fore front.

One of the members asked about revocation for Phase IIB. Jim Drolett said he spoke with the attorney regarding rejecting extensions who said you would have to have a hearing and give good reasons. In this economy it would be hard to prove that you should not extend the request. City Planner Carl Schmolt said it is within the Planning Commission power but not something done lightly, you have to show cause and we are not there yet. It may happen in the future that you want to adjust some things. It makes it difficult because you already have the development started.

Rik Haugen said that phasing may need to be looked at in the future. Jim Drolett said that phase II was split into A and B and some of the infrastructures in B are not finished and it would be difficult to support with the amount of lots that are in the phase.

A motion was made by Casey Blair that we extend the Final Site Plan for Heritage Pointe Phase II B for another six months, supported by Chris Pick. 8 Ayes, 1 No, 0 No. Motion passed.

ADJOURNMENT

A motion was made by Casey Blair, supported by Rik Haugen to adjourn the regular Planning Commission meeting at 7:50 pm. 8 Ayes, 1 Absent, 0 no. Motion passed.

Respectfully, Submitted



Karon R. Barbour

Proposed Zoning Ordinance Revision Summary

1. No zoning district boundary lines have been changed by these revisions, only the text.
2. The basic organization of the ordinance remains the same.
3. Many of the changes made were to reflect the new Planning & Zoning Statutes.
4. The procedures for site plan review and variances remain the same.
5. Wording has been improved and conflicts within the ordinance have been eliminated.
6. All zoning districts now have lot coverage, floor area ratio (FAR) and impervious area regulations.
7. An appendix has been added to codify all Public Hearing notice regulations in one place rather than repeating them throughout the ordinance.
8. The new ordinance eliminates the need for the old revision dates in the text.

Article I: Enacting Clause, Title, Purposes

No changes.

Article II: Definitions

Some additional definitions added as a result of past zoning issues. New sections require additional definitions.

Article III: General Provisions

- 3.03 Clarified areas to be used to satisfy required density and open space.
- 3.10 Re-codified the accessory structure sections and increased the maximum height to 14 feet and regulate the size and use.
- 3.14 Regulate the size of a driveway in the front yard.
- 3.18 Illegal Dwellings - New
- 3.19 Accessory Structures for Physical Disabilities - New
- 3.20 Natural Feature Setback - New
- 3.21 Recreational Area within Residential Developments - New
- 3.22 Sale of Vehicles - New
- 3.23 Temporary Shelters - New

Article IV: Zoning Districts

Added lot coverage, FAR and impervious area regulations to all districts except no changes to Mobile Home District. Recodified all the Adult Foster Care regulations to meet statutory requirements.

- 4.11 New uses added.
- 4.13 New uses added and a change in parking regulations.
- 4.14 New uses.
- 4.16 New uses added to reflect existing uses and future uses.
- 4.17 Added ATMS and banquet halls.
- 4.18 Added uses to reflect existing uses.
- 4.32 PUD codified density regulations and the need for a parallel plan.
- 4.33 Previous section 4.33 (PID) deleted.

Article V: Supplementary District Regulations

- 5.03 Changed minimum dwelling width to 26 feet.
- 5.04 Front fence setback reduced from 5 feet to 1 foot from sidewalk or right of way and new wire fence language.
- 5.05 Performance Standards- new language.
- 5.12 Requires a landscape plan for preliminary site plan review.
- 5.13 Allowed seasonal outdoor sales in C-5 for 180 days.
- 5.15 Keeping of Animals in Residential Districts - New
- 5.16 Site Lighting - New
- 5.17 Waste Receptacle Enclosures - New
- 5.18 Mechanical Equipment - New
- 5.19 Sidewalks & Bike Paths - New
- 5.20 Car Wash Standards - New

Article VI: Sign Regulations

- 6.03 Changed regulations for moving, blinking signs.
- 6.05 Allow balloons once a year for 14 days in C-3 District.
- 6.10 Political signs allowed during election cycle.

Article VII: Off-Street Parking and Loading Regulations

- 7.04 Reduced the size of a light delivery vehicle to ¾ ton.
- 7.05 Kept requirement for 20'x10' parking spaces but allowed for 2 feet overhang to reduce pavement.
- 7.08 New parking requirements schedule.
- 7.09 Allow for deferred parking.
- 7.14 New for storage in parking areas.

Article VIII: Special Land Uses

Special Uses - Eliminated the word "Land" in this article.

8.06 & 08.07, 8.08, 8.10, 8.11, 8.12, 8.13 and 8.15 re-wrote most of this based on process experience and compliance with statute requirements.

Article IX: Site Plan Review

- 9.03 Added requirements for landscape plan & traffic impact study to Preliminary Site Plan.
- 9.04 Added requirements for storm water management, open space & exterior lighting for final site plan. Added administrative guidelines for processing final site plan after Planning Commission approval.
- 9.09 Added two site plan change items that can be done administratively.

Article X: Nonconformities

- 10.3 Added lot coverage, FAR & impervious ratios as considerations for expanding non-conformities.
- 10.5 New. Non-conformity compliance and site plan review.
- 10.7 New. Zoning Administrator authority to approve new construction if certain conditions are met.

Article XI: Administration and Enforcement

- 11.04 Applicant to notify Zoning Administrator upon completion of construction.

Article XII: Zoning Board of Appeals

- 12.04 Changed to conform to new statute regarding alternate members.
- 12.11 Prohibits ZBA review of actions on PUD's and Special Use Permits.

Article XIII: Amendments

- 13.04 Public hearing requirements deleted and referenced in Appendix "A".
- 13.05 Require additional information to assist in making findings.
- 13.06 Added 3 findings required for Commission report to Council for map amendments.
- 13.07 All new findings for text amendments.

Article XIV: Legal Status

No changes.

Article XV: Standards, Regulations & Procedures for Special Zoning District

- 15.02 Public hearing requirement is deleted and referenced in Appendix “A”.
- 15.03 Added special zoning district agreement requirement (Development Agreement).

PLEASE SIGN IN

PLANNING COMMISSION MEETING
DECEMBER 15, 2009

NAME

ADDRESS

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Steve Tracy

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Ann Arbor