



CITY OF CHELSEA

PLANNING COMMISSION AGENDA
March 17, 2015 7:00 pm.
Chelsea Municipal Building (Council Chambers)
311 S. Main Street, Chelsea, MI

CALL TO ORDER

APPROVAL OF THE AGENDA

APPROVAL OF THE MEETING MINUTES

Approval of the Regular Meeting Minutes for 2/17/15

PUBLIC HEARING

UNFINISHED BUSINESS

NEW BUSINESS

An application has been filed by **CHELSEA MILLING** of **201 W. NORTH ST.** for a Preliminary Site Plan approval of a proposed **NEW MIXING TOWER.** (Tax parcel code: 06-06-12-170-002)

DISCUSSION

PUBLIC PARTICIPATION

ADJOURNMENT

PLANNING COMMISSION MINUTES
MARCH 17, 2015
CHELSEA MUNICIPAL BUILDING COUNCIL CHAMBERS
311 S. MAIN STREET, CHELSEA MICHIGAN

NAMES OF THOSE PRESENT: George Kinzer, Erik Larsen, Marcia White, Cary Church, Robert Dean, Steven Parker, Larry Ledebur

MEMBERS ABSENT: One

MEMBERS VACANT: One

OTHERS PRESENT: Cheri Albertson, Christine Linfield, George Bachnivsky (MSKTD & Associates), Utpal Patel (CMC), Brian Harper (CMC), John Powers (CMC)

CALL TO ORDER

George Kinzer called the meeting to order at 7:00 pm.

APPROVAL OF THE AGENDA

MOVED by White, SECONDED by Dean, to approve the agenda as presented. All ayes. Motion Carried.

APPROVAL OF MEETING MINUTES

MOVED by Larsen, SECONDED by White, to approve the meeting minutes for 02/17/15 as presented. All Ayes. Motion Carried.

PUBLIC HEARINGS - None

UNFINISHED BUSINESS - None

NEW BUSINESS

Chelsea Milling Company – Preliminary Site Plan for a new Mixing Tower

George Bachnivsky gave a brief presentation regarding the Mixing Tower and the proposed location. Mr. Bachnivsky also reported that a variance had been previously granted by the Zoning Board of Appeals to increase the height from 40 ft to 115'6".

Christine Linfield informed the Planning Commission that there are two motions requested regarding this agenda item. The two motions are regarding the Preliminary Site Plan and the applicants request to begin grading and foundation work.

In regards to the Preliminary Site Plan, Ms. Linfield reported that there are no requested changes to the site plan.

Ms. Linfield also reported that the Zoning Ordinance does allow the Planning Commission to authorize the issuance of permits by the Building Inspector for grading and foundation work on the basis of an approved Preliminary Site Plan provided that the following conditions are addressed:

1. Soil Erosion Control
2. Exempting the City from any liability if a Final Site Plan is not approved.
3. Furnishing a bond for restoration of the site if work does not proceed to completion.

There was no discussion from the Commission.

MOVED by Church, SECONDED by Dean, to approve the Preliminary Site Plan for the new Mixing Tower for Chelsea Milling Company located at 201 W. North Street dated 01/30/15, stamped received 03/11/15. All Ayes. Motion Carried.

MOVED by White, SECONDED by Larsen, to authorize the issuance of permits by the Building Inspector for grading and foundation work per approval of the Preliminary Site Plan contingent upon the Soil Erosion Control plan, exempting the City from any liability if a Final Site Plan is not approved and furnishing a bond for restoration for the site if work does not proceed to completion. All Ayes. Motion Carried.

DISCUSSION

Christine Linfield reported that eight Requests for Proposals were received from consultants to assist the City with updating the Comprehensive Plan. Copies will be distributed to the Planning Commission for discussion at the April 7th Work Session.

Ms. Linfield also reported that MDOT will be hosting a Public Meeting regarding the proposed M52/Werkner Road roundabout on April 16th at 4:00 pm in Room 100 of the Washington Street Education Center.

Larry Ledebur reported that the Parks Plan Steering Committee will be hosting a Public Meeting regarding the updated Parks Plan. It will be held on March 31st at 6:00 pm in the City Council Chambers.

PUBLIC PARTICIPATION – None

ADJOURNMENT

MOVED by White, SECONDED by Larsen to adjourn the meeting. All Ayes. Motion Carried.
Meeting adjourned at 7:30 pm.

Respectfully Submitted,



Christine Linfield,
Planning, Engineering, Zoning & Comm. Dev. Dir.

PLANNING COMMISSION MINUTES
FEBRUARY 17, 2015
CHELSEA MUNICIPAL BUILDING COUNCIL CHAMBERS
311 S. MAIN STREET, CHELSEA, MICHIGAN

NAMES OF THOSE PRESENT: Erik Larsen, Marcia White, Cary Church, Larry Ledebur, Sarah Haselschwardt, George Kinzer, Robert Dean, Steven Parker (arrived 7:07pm)

MEMBERS ABSENT: None

MEMBERS VACANT: One

OTHERS PRESENT: Christine Linfield, Cheri Albertson, Jim Myles, Kimberly Myles

CALL TO ORDER

George Kinzer called the meeting to order at 7:02pm.

APPROVAL OF THE AGENDA

MOVED by White, SECONDED by Haselschwardt to approve the Agenda

All Ayes. MOTION Carries.

APPROVAL OF MEETING MINUTES

MOVED by White, SECONDED by Larsen to approve the Regular Meeting Minutes of the November 18, 2014 Planning Commission Meeting.

All Ayes. MOTION Carries.

MOVED by White, SECONDED by Ledebur to approve the Work Session Minutes of the 12/2/2014, 12/16/2014 , 1/6/2015, and 1/20/2015 Meetings.

All Ayes. MOTION Carries.

PUBLIC HEARING

Rezoning Request for 118 E. Middle Street

No Public Comment

Special Land Use Permit 110 N. Main St.

No Public Hearing Held, petitioner withdrew application.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Rezoning Request for 118 E. Middle Street from C5 to RS-3

Jim and Kimberly Myles presented request for rezoning to suit their property and its use better. They requested the original zoning change from RS-3 and C5 to accommodate business functions that have not come to fruition. They intend to continue their Bed and Breakfast business , which they feel is better suited as a Special Use under RS-3.

Christine explained that in order to rezone the property, the Future Land Use Plan in the Comprehensive Plan would need to be modified. That process, could take several months, after which the commission could then take up the zoning request.

Commissioners expressed general support for the change.

MOVED by Haselschwardt, SECONDED by White to TABLE the Rezoning Request for 118 E. Middle St, to allow administrative staff to start the process of revising the Future Land Use Plan.
All Ayes. MOTION Carries.

Special Land Use Permit 110 N. Main St.

No discussion, petitioner withdrew application.

DISCUSSION

- Commissioner Haselschwardt suggested that staff and the City should consider revising traffic direction of the one-way alley adjacent to 118 E. Middle and/or the new one-way alley across E. Middle St. to match. This would support the Commission's recent discussion of revisions to the Comprehensive Plan, and the importance of the ease of movement between parking lots behind uptown businesses for patrons.
- Christine Linfield reminded commissioners that in June, terms expire for George Kinzer, Sarah Haselschwardt, and Larry Ledebur. She asked that those commissioners please let her know if they are not planning to continue on the commission, to give the City time to find replacements.
- Parks and Recreation Committee:
Larry Ledebur shared a proposed Ordinance change from the Committee, that would require open/green/recreation space as part of any future residential development. He shared that the City has been involved in the discussions, and have indicated they would be willing to maintain these areas. The Committee is asking whether the Commission would support and/or take action on such an ordinance.
- Cheri Albertson shared that the next CAP-DART meeting will be held on March 11 in the Chelsea City Council Chambers. A Powerpoint on "Oil-Free Backyards" will be presented.
- Cheri Albertson gave an update on the McCoig Materials, proposed mining operation in Lyndon Township. A deal is under discussion with the DNR to place the operation in Oakland County.

PUBLIC PARTICIPATION

Jim and Kimberly Myles thanked the Commission for moving to next steps in the process of rezoning their property.

ADJOURNMENT

MOTIVED by Church, SECONDED by White to adjourn the meeting. All Ayes. Motion Carried.

Meeting adjourned at 8:16 pm.

Respectfully Submitted,

Sarah Haselschwardt
Planning Commission Secretary

CITY OF CHELSEA - PLANNING, ENGINEERING & ZONING DEPT.

TO: City of Chelsea Planning Commission
FROM: Christine Linfield
SUBJECT: Chelsea Milling Company – Mixing Tower Preliminary Site Plan
DATE: 03/11/15
CC:

An application for a Preliminary Site Plan for a new Mixing Tower has been submitted by Chelsea Milling Company. The fourteen (14) page set of plans, dated 01/30/15 and stamped received 03/11/15, have been reviewed by staff. Portions of the existing building will be demolished and the mixing tower will be constructed within the old building footprint. No additional impervious area will be added to the site.

There are two actions requested of Planning Commission at the 3/17/15 meeting:

1. Action regarding the Preliminary Site Plan:

Per Section 9.03 (E.) of the Zoning Ordinance, approval of the preliminary site plan shall indicate the Planning Commission's acceptance of the proposed layout of buildings and other facilities and the general character of the proposed development. After consultation with Carl Schmult, the Fire Chief and City Utility Departments, there are no proposed changes to the Preliminary Site Plan.

The height of the Mixing Tower (not including elevator and stairs for roof access) is 115 feet - 6 inch. On 01/21/15, the Zoning Board of Appeals granted a variance for the Mixing Tower from 40 ft to 115 feet - 6inch due to the changes in technology for commercial mixing which uses vertical operations as an industry standard.

2. Action regarding authorizing the Building Inspector to issue permits for grading and foundation work:

Per Section 9.03 (E.) of the Zoning Ordinance, the Planning Commission can make a motion to authorize the issuance of permits by the Building Inspector for grading and foundation work on the basis of an approved preliminary site plan. Per the ordinance, the Planning Commission can attach conditions to the approval that shall at a minimum include:

- a. Provisions for control of possible erosion.
- b. Exempting the City from any liability if a final site plan is not approved.

- c. Furnishing a bond for restoration of the site if work does not proceed to completion.

Attached is a letter from Chelsea Milling Company, requesting the Planning Commission approve the issuance of grading and foundation permits.

In regards to the conditions listed above, the Soil Erosion Control Plan has been included as part of the Preliminary Site Plan. The letter exempts the City from any liability and a restoration plan has also been included with a cost estimate of \$40,000. The bond will be submitted to the City after a motion is made but prior to the issuance of any permits from the Building Inspector. Staff does not have any issues with approving this request.



Legend

- Railroads
- Jurisdiction Lines
- Lakes
- Streams
- Parks
- Game Area
- Park
- Preserve
- Recreation Area
- Undeveloped

THIS MAP REPRESENTS PARCELS AT THE TIME OF PRINTING. THE OFFICIAL PARCEL TAX MAPS ARE MAINTAINED SOLELY BY THE WASHINGTON COUNTY EQUALIZATION DEPARTMENT AND CAN BE OBTAINED BY CONTACTING THAT OFFICE AT 734-222-8662.

The information contained in this cadastral map is used to locate, identify and inventory parcels of land in Washington County for appraisal and taxing purposes only and is not to be used for any other purpose. The information is provided with the understanding that the conclusions drawn from such information are solely the responsibility of the user. Any assumption or legal status of this data is hereby disclaimed.

NOTE: Parcels may not be to scale.

3/12/2015

Notes

This map is a user-generated static output from an internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION



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Chelsea Milling Company

201 W North Street, Chelsea, MI 48118

Date: March 10, 2015

Christine Linfield
City of Chelsea
305 S. Main Street, Suite 100
Chelsea, MI 48118

Ms. Linfield,

This is in reference to the Chelsea Milling Company's Foodservice Mix Tower project.

Chelsea Milling Company would like to seek approval of the Grading, Foundation, and Footings permit ahead of the Final Site Plan submittal, review and approval.

While we are in process of developing the Final Site Plan, the requested approval will enable us to begin piling/foundation for the tower as soon as weather will allow. This accelerated approval process may help Chelsea Milling stay on schedule for slip formed tower construction yet this year. The slip formed concrete tower construction will be a continuous process, similar to the grain storage silos built in 2012. The construction site being adjacent to our current operations, the most opportune time to construct the tower would be this summer, when our current operations is slower.

The Preliminary Site Plan contains the Soil and Erosion Control documents and Foundation drawings showing the foundation of the new construction areas. A copy of the application form, any applicable fees, and a refundable check deposit for what it would take to complete the minimum restoration of the site should the project not be completed is attached herewith.

Chelsea Milling Company exempts the City of Chelsea from any responsibility or liability pertaining to this foundation work in the event that the Final Site Plan for the project is not approved for any reason.

Sincerely,

John Powers
(V.P. and CFO)



CITY OF CHELSEA

OFFICE OF PLANNING AND ZONING SITE PLAN APPLICATION FORM

Instructions to Applicant:

Please complete the information below and submit this application with the applicable fees, completed checklist and 20 copies of the folded plans.

PROJECT NAME: NEW MIXING TOWER
 DEVELOPER/OWNER: CHELSEA MILLING CO
 ADDRESS: 201 W NORTH ST, CHELSEA, MI 48118
 PHONE NUMBER: 734 475 1361 FAX: 734 475 4630
 ENGINEER: _____ COMPANY: _____
 ADDRESS: - SEE ATTACHED -
 PHONE NUMBER: _____ FAX: _____
 ARCHITECT: _____ COMPANY: _____
 ADDRESS: - SEE ATTACHED -
 PHONE NUMBER: _____ FAX: _____

REQUEST(check one): Preliminary site plan Amended final site plan
 Final site plan Combined preliminary & final site plan

LOCATION OF PROJECT: Lot Number _____ Street Address 201 W NORTH ST.
 TAX IDENTIFICATION NUMBER: 06-06-12-170-002
 CURRENT ZONING: I-1 ACREAGE: _____ TOWNSHIP: _____

Applicant's legal interest in the property: OWNER

APPLICATION FEES – See Fee Schedule

TOTAL FEES COLLECTED: \$ 2,613.25

PLANNING & ZONING DEPT: Christina Ruffolo DATE: 2/3/15

Applicants submitting combined preliminary and final applications do so at their own risk, as the decision to approve both simultaneously rests with the Planning Commission.

AUTHORIZED AGENT'S SIGNATURE: [Signature] DATE: 02/02/15

CHELSEA MILLING COMPANY

"JIFFY" *mixes*

201 W. North Street - P.O. Box 460 - Chelsea, MI 48118-0460

www.jiffymix.com

Project Name: New Mixing Tower

Engineer : John Hunter
Company : Buhler, Inc.
Address : 13105 12th Avenue North, Plymouth, MN 55441-4509
Phone No : (763) 847-0322

Engineer : Alan Burrows
Company : Shambaugh & Sons, Inc.
Address : 7614 Opportunity Drive, Fort Wayne, IN 46825
Phone No : (260) 497-1734

Architect : George Bachnivsky
Company : MSKTD & Associates, Inc.
Address : 1715 Magnavox Way, Fort Wayne, IN 46804
Phone No : (260) 432-9337

Architect : Clint Steele
Company : Todd & Sargent
Address : 2905 SE 5th Street, Ames, IA 50010-7716
Phone No : (515) 232-0442

Ph: (734) 475-1361



Fax: (734) 475-4630

PLEASE SIGN IN
City of Chelsea
Planning Commission Regular Meeting
March 17, 2015

NAME

ADDRESS

George Baehmiusky
Utpal Patel
Brian Harper
John Towers

1715 Magnavox Way, Fort Wayne IN
201 W North St, Chelsea MI
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