



## CITY OF CHELSEA

### **CHELSEA PLANNING COMMISSION NOTICE OF WORK SESSION**

Notice is hereby given that the Chelsea City Planning Commission will hold a Work Session on **Tuesday, May 2, 2017 at 7:00 pm**, at the Chelsea Municipal Building (Council Chamber) located at 311 S. Main Street, Chelsea, Michigan:

**HAS BEEN CANCELED DUE TO LACK OF  
QUORUM.**

Larry Ledebur, Chair



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### **CHELSEA PLANNING COMMISSION NOTICE OF WORK SESSION**

Notice is hereby given that the Chelsea City Planning Commission will hold a Work Session on **Tuesday, May 2, 2017 at 7:00 pm**, at the Chelsea Municipal Building (Council Chamber) located at 311 S. Main Street, Chelsea, Michigan.

The purpose of the meeting will be for the Planning Commission to review draft documents submitted by Carlisle Wortman and Associates regarding the Master Plan Revision.

Agenda:

1. Discussion of Draft Master Plan.

Persons requiring reasonable accommodations due to disabilities in order that the meeting is accessible to them are requested to notify the Chelsea Planning Commission of such disability no later than five (5) business days prior to the date of the meeting.

Larry Ledebur, Chair



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**MEMORANDUM**

**TO:** City of Chelsea Planning Commission

**FROM:** Paul Montagno

**DATE:** April 28, 2017

**RE:** Policies/strategies and Implementation Matrix

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Attached are the policy statements from each chapter and a draft implementation matrix. The intent of the policy statements are to make general high-level statements related to each topic which express the sentiment of the community. These precede each chapter and are intended to relate to the topic and the content in each chapter. More detailed information that supports these statements are within the text and subtopic discussions in each chapter.

The implementation matrix, as we discussed at the last work session, is intended to identify a number of projects or initiatives in which the city could engage during the 5 year planning period. These projects or initiatives are intended to achieve the goals in the master plan. Each project or initiative supports the policies identified for each topical chapter. Many of these support multiple policies and multiple topics. This is consistent with the approach the Planning Commission has taken throughout this master planning process in that there has been a recognition of cross cutting themes throughout.

Please take some time and evaluate the policies statements to ensure that they are consistent with the content discussed in each chapter and are conveying the city's true sentiment for each topic. Secondly review the draft implementation matrix to determine if the projects and initiatives are meeting the goals of the plan. The final column in the matrix is blank, but is intended to be filled in with the icons representing the different topics in the plan thereby indicating which topics the project would support. Please also think about what other initiatives or projects you might like to see included in the matrix.

# Transportation Policies

**Transportation investments support both mobility and broader community goals.**

**A complete multimodal transportation system is a community asset.**

**Chelsea must develop a comprehensive transportation plan.**

**Chelsea supports the implementation of contextually complete streets.**

**Complete non-motorized amenities support access and accessibility, as well as community health and recreation needs for all residents.**

**Chelsea supports active transportation within the city.**

**Chelsea should endeavor to complete the non-motorized network throughout the city.**

**Traffic calming measures are important for the safety of both motorists, bicyclist, and pedestrians.**

**Increasing safety at railroad crossings is an important initiative for the City of Chelsea.**

**Green streets will serve both transportation and sustainability goals.**

## Land Use Policies

Careful planning for the location and style of any new development will be paramount in the effort to allow for growth while maintaining existing character.

In order to continue to grow and provide for the needs of existing and future residents, new and diverse land uses will need to be accommodated within the City.

Existing land use patterns in the older part of the community represent a desirable style of community development.

Chelsea supports traditional neighborhood design.

Chelsea's small town character gives the community its charm.

Development with the community must be supported by existing or planned infrastructure.

Chelsea is a regional center and will continue to provide land uses that support the needs of its residents as well as the surrounding community.

Chelsea shall endeavor to diversify its housing stock to support the needs of all residents.

The development of new land use regulations will be necessary to achieve the community's desired land use patterns and development design.

Chelsea will support the appropriate redevelopment of various opportunity sites within the City.

## Age-Friendly Policies

Chelsea believes the favorable aspects of the community must be available to all members of the community no matter their ability, or age; old, young, or somewhere in the middle.

Chelsea must make efforts to ensure that during planning and policy making processes community members of all ages are given the opportunity to provide input

Social interaction is important to all residents.

Having multiple transportation options within the City is important to support the access needs of community members of all ages.

Complete non-motorized facilities are especially important to provide accessibility throughout the community.

Chelsea supports safe routes to school.

Chelsea must make efforts to ensure that as residents age they are able to remain in the community.

Quality of place is important to all community members, especially active seniors.

Chelsea must provide opportunity for the development of diverse housing in appropriate locations that support the needs of residents of all ages.

## Healthy Community Policies

Chelsea is committed to the physical and mental health of the members of the community.

Chelsea supports formal and informal opportunities for residents to engage in physical activity.

Maintaining and expanding parks and open space is an important way to promote physical activity in the community.

A complete non-motorized network is important for the health of the community.

Chelsea supports active transportation as an important component of the community's health.

Opportunities for social engagement is important for the mental health of all community members.

Access to healthy foods is important to everyone's health, therefore Chelsea will expand opportunities to provide fresh and healthy foods to the community member.

Chelsea strives to maintain a safe environment and increase the feeling of safety for community members.

The health of the local environment has immediate effects on people's physical health.

## **Sustainability Policies**

**The City of Chelsea has a commitment to protect the natural environment.**

**Human activities impact the natural environment.**

**Chelsea supports the implementation of low impact development techniques for the treatment of stormwater.**

**Buying local foods supports sustainability principles.**

**Chelsea supports responsible energy use.**

**Chelsea should expand incentive programs aimed at encouraging energy efficiency for residential, commercial, and industrial customers.**

**A non-motorized transportation network will have a positive effect on the environment by providing a transportation alternative that does not increase pollution or energy consumption.**

**Adaptive revitalization of buildings consumes less resources than new development.**

**Chelsea supports the increased use of renewable energy sources.**

## **Heritage and Culture Policies**

**Chelsea support the Chelsea district library as an important community intuition for social and education activity.**

**It is important to promote and support local fellowship and service groups.**

**Continue to support local community events and festivals.**

**Continue to promote and support the vibrant art community which has established in the City.**

**Continue to facilitate public art installations throughout the city.**

**Reengage the historic District Commission.**

**Promote the establishment of an historic district in the downtown area.**

**The Historic District Ordinance must be reviewed and evaluated to ensure that it supports the current needs and initiatives of the community.**

**Explore programs and resources available to provide support to historic rehabilitation projects and identify way that the city can support or participate in the process.**

**Provide development incentives for adaptive reuse programs.**

**Update the Zoning Ordinance to include less use restriction on adaptive reuse projects in the potential historic district.**

## **Recreation and Entertainment Policies**

**Recreation and entertainment are an important component of the quality of life in Chelsea.**

**Community events are an assets to the Chelsea and the City should continue to support community events.**

**The City should continue to provide and seek additional amenities to support visits to the Downtown.**

**The City should continue to foster positive and functional relationships between the City Government, the DDA, and the Chamber of Commerce.**

**Park space is an important part of the quality of life in Chelsea.**

**Parks and open space should be a requirement of all new development in Chelsea.**

**All park and green space should be accessible park space and accessible to all Chelsea residents.**

**All new development should include a plan to connect to existing or future pedestrian and bicycle facilities.**

**The City should explore opportunities to obtain new public parks and open space.**

**Public, quasi-public, and private recreation and entertainment opportunities are important to the residents of Chelsea and the City should support their continuation or expansion.**

## **Economic Development Policies**

**Economic growth and development are important components of the welfare and prosperity of the City of Chelsea.**

**Chelsea is a job generator for its economic region.**

**Chelsea places a high priority on economic development strategies designed to sustain and enhance the magnitude of economic benefits that City residents who work outside the City provide to the local economy.**

**Quality of place and quality of life are important to the economic wellbeing of Chelsea.**

**Chelsea seeks to create an improved investment environment through building and maintaining quality places.**

**Highlighting Chelsea's many community assets and quality of life through marketing and branding is important to the economic development of the community.**

**Community Branding is important to the continued success of the City. The City must continue to use consistent branding in all community promotional material.**

**Ensure there are consistent messages and themes between all entities is important in community marketing.**

**The City should support the promotion of community through partners including the DDA, the Chamber, and various other non-profits.**

Project / Action	Details/Location	Responsibility	Timeline	Supports
Develop a city wide transportation plan.	Create a comprehensive and detailed plan for future vehicular, bicycle, pedestrian, and transit improvements throughout the city.	Planning Commission/ Street Administrator	Years 1-2	
Upgrade or install pedestrian crossings in priority areas.	Identify all priority pedestrian crossing on both roadways and the rail road and install or upgrade crossing families to provide increased safety.	Planning Commission/ Street Administrator/ DPW	Years 1-2	
Complete active transportation network.	Complete gaps in the sidewalk and trail network. Provide enhanced bus stops at strategic locations. Insure the pedestrian/biking network is complete by insuring that destinations are accessible and have amenities such as bike parking facilities.	Planning Commission/ Street Administrator/ DPW	Years 2-5	
Require developers to install non-motorized facilities.	Update development requirements to explicitly require developers to install non-motorized facilities within the influence of their development according to the master plan or any subsequent transportation plans.	Planning Commission	Years 1-2	
Develop a form based code in the zoning ordinances.	Create form based regulation in the zoning ordinance to be used in a new zoning district which would be applied to the areas identified in the future land use plan.	Planning Commission	Years 1-2	
Encourage infill housing options that support the "missing Middle"	Update the zoning ordinance to allow for contextually medium density housing in single-family neighborhoods, along major corridors and in commercial areas.	Planning Commission	Years 1-5	
Require low impact design techniques for the treatment of stormwater for all new development.	Update engineering standards to require low impact design techniques for all new development and redevelopment.	City Engineer	Years 1-2	
Encourage green buildings.	Upgrade development regulation to provide intensives such as density bonus or other if new buildings incorporate green building techniques.	Planning Commission/ City Engineer.		
Remove barriers to adaptive reuse of buildings.	Evaluate barrios and update codes or policies to ensure the process and cost are as limited as possible while still ensuring the health, safety, and welfare of the community is maintained.  Update the Zoning Ordinance to include less use restriction on adaptive reuse projects in the potential historic district.	Planning Commission/ City Manager/ City Engineer.	Years 1-2	

Project / Action	Details/Location	Responsibility	Timeline	Supports
Increase park space within the city.	Explore opportunities to obtain land and/or develop new park space.  Update development codes to require all new development to include contextually appropriate open/recreational space.	Planning Commission/ Parks and Recreation committee	Years 1-5	
Develop an Economic Development Strategy	Focus on the development of an investment environment through public investment in placemaking and community assets. Employ the cooperation of all community partners engaged in the promotion of the city, as well as attraction and retention of businesses. Investments should be prioritized through capital improvements planning.	Planning Commission/City Manager/ City Council	Years 1-2	
Develop a Marketing and Branding Campaign	Identify the community assets to be used to promote various aspects of the city. Develop messaging language and visual components to be used. Identify multiple techniques to communicate the message locally, regionally, and state wide.	City Manager/ Economic Development Committee/ City Council	Years 1-2	
Develop a Communications Plan	Develop protocol for spreading the community's message to ensure that messaging is consistent throughout all City departments, commissions, committees, and community partners. Designate a communications liaison to manage communication internally and externally.	City Manager/ Economic Development Committee/ City Council	Years 1-2	
Refine the budget/ CIP development process.	Create a Capital Improving Plan development process that includes input from all departments overseen by the city manager with guidance from the Planning Commission based on direction from the Master Plan.	Planning Commission/City Manager/ City Council	Years 1-2	