

CHELSEA CITY COUNCIL
AND
THE PLANNING COMMISSION
JOINT WORK SESSION MINUTES
August 15, 2017

Chelsea Municipal Building Council Chambers
311 S. Main Street, Chelsea Michigan

City Council Present: City Mayor Jason Lindauer, Cheri Albertson, Peter Feeney, Marcia White, Melissa Johnson & Jane Pacheco

Planning Commission Present: Larry Ledebur (Chair), Erik Larsen (Vice Chair), Sarah Haselschwardt (Secretary), Geoffrey Voshel, Steve Parker, Peter Shaw, and Claire Robinson.

City Council Absent: Frank Hammer

Planning Commission Absent: George Olsen

Others Present: John Hanifan (City Manager), Christine Linfield (City Staff), Karen Gilmer (Assistant Clerk), Paul Montagno (of Carlisle Wortman – City Planner) & Scott Pacheco

Meeting started @ 8:12 p.m.

Paul Montagno (Carlisle Wortman) gave a brief overview on what a Master Plan is and why it is important to the community. Paul said that the City Council and Planning Commission can use the Master Plan for the next 5 years which will provide specific action for the vision for the future. Paul also explained that the draft Master Plan is separated into chapters that address the key topics of interest for the community and that the end of the plan has an implementation schedule to follow. He also mentioned that the focus of the draft plan is to create a form base code in the zoning ordinance which is proposed in the implementation plan to begin year 1.

Larry Ledebur gave a brief overview and some changes. Instead of the older language of “might” and “maybe”, the Master Plan now uses “should”, “must” & “will”.

Melissa Johnson commented that per statute, the Master Plan should focus on land use and infrastructure issues. She would like to have all recommendations tie back to land use.

Jane Pacheco asked for clarification on how the City has used a Master Plan in the past and if this document is proposed to be a strategic plan as well.

Paul Montagno advised the group that the Master Plan is a comprehensive vision for the community and not a legislative document. Once the Master Plan is complete, then the laws that come from the plan are created – such as revising the zoning ordinance.

Melissa Johnson stated that she feels that the draft Master Plan is more of a strategic plan and goes way beyond the requirements of the statute in regards to policy.

Peter Feeney suggested that there were too many tasks listed in the implementation plan. He suggested that the list should be revised to list the most important items first.

Melissa Johnson commented that the implementation plan should focus only on land use issues, such as updating the zoning ordinance. She also suggested to revise the plan to only include the tasks that the planning commission can reasonably complete in the next five years. She also commented that the scope is greater than what she is comfortable with and that items such as economic policy, and other policy issues, should be removed from the plan.

Marcia White felt that the plan was completed exactly as what was asked of the Planning Commission. She also thanked them for all their time and effort.

Jane Pacheco commented that she is fine with the expanded detail in the draft Master Plan provided that it is being consistent with other groups that are working on these same issues.

Jason Lindauer stated that he is pleased with the scope of the plan and has no issues with regards to structure or content. He also commented that he likes the implementation section.

Several City Council Members mentioned that they would like to see more outreach to DDA and other stakeholder groups.

Cheri Albertson suggested that the plan be amended to add closed end examples at the end of each chapter for first end users.


The group reached a consensus that another joint work session would be scheduled for Wednesday, September 6, 2017 at 7:00 p.m. in the City Council Chambers.

It was requested that all comments on the draft plan be emailed to Larry Ledebur prior to the next meeting. Larry will then forward them on to Paul Montagno.

Peter Feeney stated that the plan content and quality is greater in magnitude than in previous plans.

Marcia White thanked the Planning Commission and Paul Montagno for the amount of work put into the plan to date.

The joint work session adjourned at 9:08 p.m.


Karen Gilmer
Assistant Clerk



CITY OF CHELSEA

CHELSEA CITY COUNCIL AND THE PLANNING COMMISSION NOTICE OF JOINT WORK SESSION

Notice is hereby given that the Chelsea City Council and Planning Commission will hold a Joint Work Session on **Tuesday, August 15, 2017 immediately following the 7:00 pm regular Planning Commission Meeting voting meeting**, at the Chelsea Municipal Building (Council Chamber) located at 311 S. Main Street, Chelsea, Michigan.

The purpose of the meeting will be for the City Council the Planning Commission to review 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