



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, June 7, 2016 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. Discuss Revised Master Plan Timeline
2. Discuss Draft Transportation Chapter
3. Discuss Draft Heritage and Culture Chapters

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

PLANNING COMMISSION WORK SESSION MINUTES

June 7, 2016

CHELSEA MUNICIPAL BUILDING COUNCIL CHAMBERS
311 S. MAIN STREET, CHELSEA, MICHIGAN

NAMES OF THOSE PRESENT: Erik Larsen, Peter Shaw, George Olsen, Larry Ledebur, Steven Parker, Robert Dean, Geoffrey Voshel

MEMBERS ABSENT: Sarah Haselschwardt

MEMBERS VACANT: One

OTHERS PRESENT: Christine Linfield, Cheri Albertson

Meeting started at 7:00 pm

Item #1: Discuss Revised Master Plan Timeline

After a review of the draft revised timeline prepared by Carlisle Wortman, the commissioners had the following direction for the consultant:

1. The Planning Commission would like to hold two work sessions a month dedicated specifically to review of Master Plan draft chapters. If a regular voting meeting is required, then the Planning Commission would hold three meetings a month.
2. Based on each work session being dedicated to one chapter, it is anticipated that there will be a minimum of 7-8 review work sessions. In order to make the best use of the proposed work session schedule, Planning Commission has requested that the consultant be present at each of the work sessions to present and get feedback on the chapters.
3. Planning Commission would like full chapters to review for the work sessions and a timeline for when drafts of each chapter would be ready. It is anticipated that some chapters may take longer than others to prepare, so consultant can choose the order of chapters to review.
4. Planning Commission would like clarification of what the zoning assessment portion of the timeline entails.
5. Planning Commission would like the timeline to include a final review of the full document by them prior to holding the public meeting.
6. For the next work session, Planning Commission would like the consultant to revise the timeline based on the proposed changes listed above and bring a draft to the 6/21/16 meeting to discuss and revise if needed.

Item #2: Discuss Draft Transportation Chapter

The Planning Commission went over the minutes from the May 17, 2016 work session along with the current Transportation Plan (Map 4) from the comprehensive plan. (See attached). Based on this review, the commission would like to include an updated version of this map.

- Extend the future connection to McKinley further to the northwest a few inches.
- Remove the blue potential future regional pathway from this map and include on the non-motorized map.

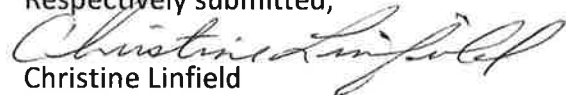
- Keep Chelsea west drive and the north street/industrial park connections.
- Remove the two stars for commercial notes.
- Include more information on the various road classifications in the new plan.
- Encourage grid layout of street recommendation.
- Include gateway concepts at east/west and north/south entries.
- Include information from recent city traffic studies.
- Acknowledge areas of congestion, similar to the current comprehensive plan and encourage and investigate future opportunities as development arises.

Item #3: Discuss Heritage and Culture Chapters

The Planning Commission reviewed the Heritage and Culture Chapters briefly. Larry Ledebur volunteered to get a copy of the historic registry map to Carlisle Wortman.

Larry Ledebur also brought up his concerns with how to best protect and encourage historic building preservation in the city. The existing Historic District general code ordinance was discussed and the commission was encouraged to read the ordinance before the next work session.

Respectively submitted,


Christine Linfield



Project Schedule –Updated 4/1/16

	Jan	Feb	Mar	April	May	Jun	Jul	Aug	Sept
Task 1									
Task 2									
Task 3	■						■		
Task 4			●						
Task 5				▲					
Task 6									
Task 7								●	

Tasks:

1. Project Initiation
2. Community Assessment
3. Public Engagement
4. Plan Drafting
5. Zoning Assessment
6. Implementation Plan
7. Review and Adoption

- ▲ Internal Meeting with Staff
- Conduct Public Meeting
- Attend Planning Commission or City Council Meeting



CITY OF CHELSEA

Memorandum

To: Chelsea Planning Commission
From: Christine Linfield
Date: May 27, 2016

RE: Draft Transportation Chapter

Please bring your transportation materials from the May 17, 2016 work session packet in order to continue discussions of this chapter. Attached you will find the draft minutes of the May 17, 2016 work session for reference.

PLANNING COMMISSION WORK SESSION MINUTES
May 17, 2016
CHELSEA MUNICIPAL BUILDING COUNCIL CHAMBERS
311 S. MAIN STREET, CHELSEA, MICHIGAN

J R A F T

NAMES OF THOSE PRESENT: Sarah Haselschwardt, George Olsen, Larry Ledebur, Steven Parker, Robert Dean, Cary Church

MEMBERS ABSENT: Erik Larson, Peter Shaw

MEMBERS VACANT: One

OTHERS PRESENT: Cheri Albertson, Peter Feeney

Meeting started at 7:00pm

Item #1: Agenda Revision made to include a discussion of the Culture and Heritage Draft Chapter

Item #2: Review and Discuss Draft Transportation Chapter

Commissioners agreed on the following feedback for our consultants with regard to the new Transportation Chapter:

- The 2008 Comprehensive Plan included some valid information that should be in the new chapter. Format can be as recommended by consultants. Item to be included are
 1. Acknowledge the lack of options in and around Chelsea for traveling in the North/South direction without going on M52, or routing to gravel roads. Commissioners agreed that the West Drive option as mentioned by Carlisle Wortman is likely not valid. There are however, ongoing discussions from MDOT/Amtrak regarding a revised Fletcher Rd rail crossing, which could provide some potential new possibilities in the City. There was much discussion at the public meeting about this issue. Commissioners would like to be led in a discussion that explores conceptual options.
 2. Include more information on Functional Road Classification Map such as MDOT, County and City designations, what impact these have on types of vehicles that can travel on them and impacts on road improvement funding.
 3. Include mention of original city street layout on a grid and how this could or should affect any future residential neighborhood layouts and developments. Commissioners would like to discuss this topic at a future meeting.
 4. Include "gateway" concept at all major entrances to the City, not just south as in current plan. This could also include recommendations for historic signage at appropriate prior city limits.
 5. Include impact of future high speed rail.
 6. Include recommendations for accommodating a potential commuter rail stop.
 7. Revise "boiler plate" language in "Transportation Planning Section" of new Chapter to focus on City of Chelsea.
 8. Clarify source of specific bicycle facility improvement recommendations in new Chapter. Some language and content were unclear or potentially incorrect.
 9. Have recent traffic studies been completed that could inform recommendations?

Item #2: Other Items

1. While there have been multiple meetings with the consultant, the focus at those meetings have been on process, meeting schedules and overall Plan Outline. Some commissioners

believe that there should be more sessions to review and focus on content and planning ideas for the new Plan. While much information was gathered at the Public Meeting in January, it should not be the sole source for the generation of ideas in the new Plan.

2. The 2008 Comprehensive Plan is text heavy. More graphics and less boiler plate explanations are appropriate in new plan. An overall format was discussed that would include a Statement of Philosophy followed by a Graphic indication of where it could or should apply.

Item #3: Heritage and Culture Draft Chapter

Commissioners did a very brief review of the draft language. There is a unanimous interest in protecting the historic charm and character of the uptown area. Cary Church passed out a plan of Chelsea's Historic District, which all feel should be included in the new Plan. More information needs to be obtained about the official classification of the District, the official boundaries, implications for future developers, whether tax credits are available.

Two additional ideas were discussed:

1. Should an Historic Overlay District be included
2. Should a recommendation be made for an Historic District Commission, and did one exist at one time?

Item #3: Next Meeting

Work Session will be held at 7pm on Tuesday, June 7, 2016.

Meeting adjourned at 8:55pm.

Respectfully Submitted,

Sarah Haselschwardt
Planning Commission Secretary



Heritage and Culture

DRAFT

Overview

The City of Chelsea is rich with heritage and culture. The heritage and culture of a city relates to the way of life in a community which is passed on from generation to generation, including customs, practices, objects, artistic expressions and values. This manifests in public art, historic buildings, or annual events and traditions. In Chelsea this is represented by connections to the past through the active historic society and the historic downtown, public art, multiple community activities and events, and ultimately a strong sense of community and community pride. The City's heritage and culture are part of what makes Chelsea a unique place and a place where people want to live.

Community

With just over 5000 residents, in a relatively small geographic area of approximately 3.5 square miles Chelsea is a very close knit community. People in the City note that one of the greatest aspects of Chelsea are their "warm and friendly neighbors." Residents have a strong connection to the community through their fellow community members and the various organizations and institutions within the area. The scale of the City, the traditional neighborhood design, and community places and events make Chelsea conducive to engaging with fellow neighbors. Institutions like the library or the Chelsea Community School provide a venue for community members to meet and interact through day to day activities and events common to those organizations. The school facilities provide an opportunity primarily for those families with school age children. The library is an important community foundation, centrally located in a historic building right on Main Street formerly the McKune House Hotel. The library is a focal point for the City both visually and as a community gathering space. They host regularly programmed library activities, special programs, and have meeting space for various organizations. Additionally, there is a farmer's market held two days during the week that not only bring residents out for the fresh locally grown foods, but for the experience and the opportunity to engage with others.

Civic Opportunities

Members of the community have ample opportunity to become involved in one of many active civic organizations. There are a variety of fellowship and service groups that provide support to various elements of the community in ways which might include; fundraising, providing support to local establishments such as the library or the farmers market, organizing volunteers to engage with seniors, as well as supporting a variety of other community initiatives and philanthropic endeavors. Other civic organization might include the Chamber of Commerce, focused on advancing commerce to establish and maintain Chelsea as a premier community in which to live, work, and recreate, or the Chelsea Area Historic Society which is focused on gathering and preserving the Chelsea area's abundant history. Additionally there are organizations who are engaged in planning and facilitating local events and activities.

Events and festivals

In Chelsea there are several events and festivals planned throughout the year, and especially in the warmer months. The longest running is of course the Chelsea fair which started in 1937. People from Chelsea and the surrounding area look forward to this event which takes place at the Chelsea fair grounds each year in August. A newer very popular event is the Sounds & Sites program which includes live music at different venues every Thursday day night throughout the summer with a 3 day festival in late July

which includes other activities such as a car show, a chalk art contest and an art market. There are also other smaller events through the year. All of these events are fun ways to celebrate community. Those that are set with downtown as the venue give people a reason to get out and enjoy the walkable city streets, go to local businesses, and meet up with friends and neighbors. Annual events give people something to look forward to. They also serve as an attraction to bring people into town from the larger region. In addition to bringing people into town to visit and support local business these events and festivals can also serve as an advertisement showing off the best features of the community to people who may be looking to relocate in the area.

Arts

From the iconic Purple Rose Theater which provides a venue for high quality local theater, to the public art displayed throughout the downtown, to shops that provide a variety of art and artisan products people recognize that Chelsea is a community that is known to support the arts. Not only does this create a inviting environment for artist, this notion that art is important to the community helps to set Chelsea apart from other areas.

Public art is any installation, using any medium, displayed within the public realm, which is usually outside and accessible to all. The existence of public art helps to create a sense of place by providing a unique experiences and a unique environment. Activities like the sculpture walk help to celebrate the work being displayed in the community.

Historic Structures

Chelsea residents are proud of their community and identify with various places and buildings within the City. The City, especially the downtown and the neighborhoods surrounding it, represent traditional community development. The historic buildings downtown and the historic homes are what give Chelsea its character and charm. Many of these building are of historic significance. The unique architectural styles and details of the building design lend to the sense of place.

Chelsea's origins date back to the early nineteenth century. The beginnings of the built environment that we recognize as Chelsea today started with the first commercial structures being built around 1850 in the downtown area. The area grew up around the railroad depot and the haul road which is now known as Main Street or M-52. In 2001 the downtown commercial district was placed on the National Register of Historic Places. The District includes 61 buildings that form the historic core of Chelsea's downtown. Near the north end of the district are the Norfolk Southern Railroad tracks, historically part of the Michigan Central Railroad. The district focuses on Main Street, and includes properties on either side containing historic commercial, public, and institutional buildings. Also included are properties on Park Street, East and West Middle Streets, Jackson Street, and the former Glazier Stove Works complex in the northeast end of the district.

Historic Preservation

Residents and visitors celebrate the character and sense of history in the City provided in large part through the preservation of many historic buildings. Historic preservation is not just a tool to preserve old buildings for nostalgic sentiment but the preservation and restoration of historic structures will also further other community goals such as economic development and environmental sustainability.

The built environment represented by historic structures which include dense residences, retail on the first floor of buildings on major walkable pedestrian oriented streets used to be the characteristic of cities

throughout the United States. Some cities including Chelsea never lost these features in their core areas. Many communities now strive to create or recreate these environments because places that have this form and structure are the easiest in which to establish quality places where people want to be.

The designation of historic districts allows for local control over development within these areas. For example, regulations may control where and in what style a new building may be constructed. This may also include maintenance or restoration of structures in order to preserve the look and feel of the district. The historic designation has been shown to have a positive impact on property values. The traditional downtown form is an attractive environment for entrepreneurs to establish new businesses, as well as housing choice for young professionals.

Additionally, building reuse has reduced environmental impact over new construction. While construction of a new building may be easier from a logistic standpoint, a teardown and replacement produces significantly more waste.

Adaptive reuse of buildings

Adaptive reuse is the development of a new use for an older building or for a building originally designed for a special or specific purpose. Many of the existing historic buildings were designed for a different use than the market may support today. The goal is to repurpose the building for a use that would provide benefit to the community such as commercial space, office space, or residential units. The struggle with adaptive reuse of buildings is the ability to meet current building code for the new use. While historic buildings tend to be structurally sound and exhibit the kind of architectural features, exterior design and building form for which communities might strive, the cost of upgrading electrical and plumbing and fires suppression systems can become burdensome for would be developers. However, there are a variety of programs and resources available to provide support to historic rehabilitation projects. Though putting a deal together to do a reuse project can be complicated, the City can make this an attractive opportunity by supporting or participating in the process. The historic designation is one important step that allow structures within the area to qualify for certain grant and loan programs.