

PLANNING COMMISSION WORK SESSION MINUTES

APRIL 2, 2019

CHELSEA MUNICIPAL BUILDING COUNCIL CHAMBERS

311 S. MAIN STREET, CHELSEA, MI

Names of those Present: Larry Ledebur (Chair), Claire Robinson (Vice Chair), Erik Larsen, Vincent Elie, Adam Ellison.

Members Absent: Sarah Haselschwardt (Secretary), Michael Townley, Steven Parker, Peter Shaw

Vacant: None

Others Present: Cheri Albertson (City Council Liaison), Christine Linfield (City Staff), Rachel Kapolka (Assistant Clerk)

Daniel Johnson (IN-SITE LLC)

Chair Ledebur called the meeting to order at 7:00 pm. He began the meeting with a reminder that this is a working meeting and not a voting meeting. City Council has tasked the Planning Commission with revising the ordinance language to encourage greater open space when working with developers.

PROPOSED PUD LOT COVERAGE TEXT AMENDMENT

Chair Ledebur reviewed the text suggestions submitted by both Daniel Johnson and Sarah Haselschwardt. All commissioners received a copy of the suggestions during the meeting to review for discussion. Chair Ledebur invited Daniel Johnson to speak on behalf of the text modifications he submitted.

Daniel stated that the objective was to put incentives into words. Suggestion #1 uses the phrase "may be increased" and requires a minimum of 15% open space. This allows for a matrix application rather than a numbers application. Suggestion #2 focuses on units per acre rather than open space percentage. The alternate suggestion allows for the potential of one story homes in the Heritage Lot.

Vice Chair, Claire Robinson, posed the question, "what is Chelsea's definition of open space?" when reviewing the text suggestions submitted by Sarah Haselschwardt. A discussion followed comparing open spaces to green spaces. It was decided that the term "usable open space" needs to be clarified. Adam Ellison shared his text amendment incorporating the "and/or" when referring to active and passive spaces.

Christine Linfield reviewed Section 3.21 of the ordinance – Recreation Area Within Residential Developments. A discussion ensued on passive vs. active open spaces and open vs. green spaces. Christine shared her text suggestions with the commissioners, which include "promoting a variety of housing designs and connections to existing or planned pedestrian/bike paths". Her suggestions also included a reference back to Section 3.21 and compatibility with the master plan.

Linfield also reviewed the City Council suggestions for encouraging innovation in the following areas; creative land use, greenspace preservation, open space opportunities, clustering of houses, and diversity in housing sizes. It was noted that encouraging realistic collaboration with developers is important to keep in mind.

Example language framework:

“Where a PUD district is exclusively used for single family residential purposes (not mixed use) the maximum lot coverage (LC) may be increased to not more than 35% for properties that.....”

Christine Linfield and Vice Chair, Clair Robinson, will draft new language incorporating:

- Passive recreation area opportunities
- Connections to existing or planned non-motorized sidewalks and pathways
- Clustering of dwelling units
- Variety of housing design

The draft language will be reviewed and discussed at the next voting meeting on April, 16, 2019. Cheri Albertson will report the Planning Commission work session update on April 15, 2019 at the City Council meeting. May 7, 2019 will be the work session for the revised Master Plan.

Work Session adjourned at 8:50 pm.

Respectfully Submitted,



Rachel Kapolka

Assistant Clerk



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, April 2, 2019 at 7:00 pm**, at the Chelsea Municipal Building (Council Chamber) located at 311 S. Main Street, Chelsea, Michigan.

Agenda:

1. Discussion of proposed PUD lot coverage text amendment.

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

CITY OF CHELSEA - PLANNING, ENGINEERING & ZONING DEPT.

To: City of Chelsea Planning Commission
From: Christine Linfield
Subject: PUD Lot Coverage Text Amendment
Date: 3/22/19

At the City Council meeting held on March 4, 2019, a motion was made to send the draft language back to the Planning Commission. Instead of allowing the lot coverage to be increased up to 35% by right, the City Council would like the language to be revised to articulate some goals and incentive options for allowing the increase.

This would be very similar as to how Section 4.32(D.)(2.), second sentence, is written ...which offers an increase in lot coverage up to 25% for redevelopment sites that promote urban infill, redevelopment and mixed use compatible with the master plan.

Example language framework:

“Where a PUD district is exclusively used for single family residential purposes (not mixed use) the maximum lot coverage (LC) may be increased to not more than 35% for properties that _____.”

City Council discussed offsetting the lot coverage increase by encouraging innovation in such areas as:

1. Creative land use
2. Greenspace preservation
3. Open space opportunities
4. Clustering of houses
5. Variety in housing design
6. Diversity in housing sizes
7. Incorporating previous council open space ordinance requests
8. Work on positive ways to encourage innovation while not being restrictive
9. Encourage realistic collaboration with developers

Attached are support documents to assist the Planning Commission with language ideas to finish the text framework from above.

Creating Open Space Incentives

Chapter 1: Land Use, Goals

Chelsea will protect, maintain and develop publicly accessible open spaces and endeavor to increase the supply.

Chelsea will utilize mixed-use development and form-based design, as well as *cluster housing and Planned Unit Developments [PUDs]*, to achieve preferred land use patterns.

Chapter 3: Economic Development

Goals

Chelsea will implement the City's Parks and Recreation Master Plan

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

~~Parks and Open Space should be a requirement of all new developments and redevelopments in Chelsea.~~

Chelsea will utilize innovative zoning techniques to encourage the creation and preservation of open spaces, parkland, and natural features

Chapter 7, page 79, paragraph 2, second sentence

~~Any new residential development must include park and recreation opportunities.~~

Chelsea should endeavor to create incentives for all new residential developments and redevelopments to incorporate open spaces, parklands, and natural features. Several innovative zoning techniques are available to encourage the creation and preservation of open spaces and features. These include cluster housing and Planned Unit Development. *Density based zoning*

Call out boxes

Cluster development is a developmental technique in which building lots may be reduced in size and buildings are sited closed together in groups or clusters. The total density does not exceed that which could be constructed on the site under conventional zoning. The additional land that remains undeveloped is then preserved as open space and parkland.

Planned Unit Developments [PUDs] are a regulatory process that can be applied to various forms of development. The PUD process allows for flexibility in the

application of traditional zoning requirements to encourage the use of land in accordance with its character and bring about greater compatibility of design and use.

Density Bonuses offer developments a level of density that surpasses the allowable Floor Area Ratio (FAR) in exchange for amenities or housing needed by the community. These amenities typically include parks, heritage preservation and affordable housing, but offering increased density in exchange for greener development can also be seen as an amenity to the community

Density based zoning

The concept of *density based zoning* suggests that specific characteristics of the development need not be as closely regulated. Such characteristics include individual lot areas, widths, and depths, the location of the dwelling unit on the lot, and sometimes even the building form (detached single family, attached single family, etc.). Rather, the overall residential density permitted on a site can be regulated while permitting creativity in the form of the development. Relaxing minimum lot areas and widths can help create an optimized layout and design of the units tailored to the particular site. Of course, with increased design flexibility the potential for increased impacts on neighboring land uses increases, so the overall design, screening, and buffering of the new development from existing adjacent residential development could become more important.

Planning Commission Project/Action

Create incentives for all new residential developments and redevelopments to incorporate open spaces and parklands

Upgrade development regulations to provide incentives such as density bonuses for developers to encourage new residential developments and redevelopments to incorporate open spaces, parklands, and natural features.

Density based zoning evaluate the concept of density based zoning.

CITY COUNCIL MEMBERS

Jason Landauer, Mayor
Cheri Albertson, Mayor Pro Tem
Peter Ferrin
Frank Hammer
Melissa Johnson
Lina Pacheco
Marcia White

**CHELSEA CITY COUNCIL
REGULAR COUNCIL MEETING**

TUESDAY, JANUARY 3, 2017

7:00 PM.

CHELSEA MUNICIPAL BUILDING

311 S. MAIN ST.

CHELSEA, MICHIGAN 48118

CITY MANAGER

John P. Hanifan

CITY CLERK

Laura Krause

DEPUTY CLERK

Ka'ron Barbour

MOVED White SECONDED Albertson to request Planning Commission draft an ordinance that all new developments/redevelopments include useable open space and connections to existing or planned pedestrian/bicycle paths. All Ayes. Motion carried

6. Request to Hire Consultant for Grant Proposal-TAP Grant (Hanifan)

Staff is requesting City Council authorize expenditure of Park Funds to hire a consultant to compile a Transportation Alternative Program (TAP) Grant application. The grant would be used to fund the Letts Creek Linear Park Project (concept drawings attached). This project is identified in the Parks Plan and was very favorably received during our Public Meetings and Survey (s). Funds are available in Parks Budget – Line item 101-751-967-000.

If Council authorizes expenditure, staff will have approval of the specific consultant and dollar amount at the January 17th, 2017 Council Meeting.

City Manager Hanifan said this is a recommendation of the Parks Committee for the Letts Creek Linear Park concept. We would solicit applications and bring them to the January 17th City Council Meeting.

MOVED Albertson SECONDED Pacheco to authorize up to \$20,000 to hire a consultant to compile a Transportation Alternative Program (TAP) Grant Application. All Ayes. Motion carried.

Staff Reports

- City Manager Hanifan reminded residents to make sure everything is removed from your tree before putting it out on the lawn extension. The trees go directly into the chipper and it can be a hazard. Mr. Hanifan also said that you will be seeing a number of red trucks in the city surveying our sewer and storm water manholes. The Electric Department is converting the voltage from 4160 to 13200 in the center part of town, and we will have some rolling temporary planned power outages as part of that conversion. It will affect 5 to 10 houses at a time, and usually last no more than an hour. We provide notice to the homeowner or business and for larger planned outages we use Nixel or the city website.

Council Report

- Council Member Albertson said that on Dec 22 the Planning Commission had a work session on the Master Plan. The chapter discussed was Transportation. They will meet again on January 4th to discuss Land Use. These meetings are open to the public. On the 18th of this month the Chelsea Retirement Community will be on the

SUGGESTIONS
FROM APPLICANT
DANIEL JOHNSON

City of Chelsea

Suggestions for potential Text Amendment Modification

March 8, 2019

Original Recommended Language

“Where a PUD district is exclusively used for single family residential purposes (not mixed use) the maximum lot coverage (LC) shall not exceed (35) percent.”

Suggestion #1

“Where a PUD district is exclusively used for single family residential purposes (not mixed use) the maximum lot coverage (LC) **may be increased up to (35) percent provided that the overall subject property includes a minimum of (15) percent open space.**”

[Rationale - By requiring a minimum of 15 percent open space, the additional open space for the overall subject property would offset or balance the proposed 15 percent increase in individual lot coverage from 20% to 35%.]

Suggestion #2

“Where a PUD district is exclusively used for single family residential purposes (not mixed use) the maximum lot coverage (LC) **may be increased up to (35) percent provided that the overall subject property has a maximum density of 4 housing units per acre.**”

[Rationale – The Draft Master Plan – 2017 (page 18) document indicates a standard of 5 housing units per acre for Single Family residential uses. By reducing the density from 5 to 4 housing units per acre for the overall property, that 20% density reduction would offset the proposed 15% increase in individual lot coverage from 20% to 35%.]

Another alternative approach?

“Where a PUD district is exclusively used for single family residential purposes (not mixed use) the maximum lot coverage (LC) **may be increased up to (35) percent provided that the overall subject property demonstrates consideration for enhanced open space and diversity of housing types including a mix of 1 story and 2 story housing units.**”